

**MINUTES OF THE REGULAR MEETING OF
THE LITCHFIELD PARK DESIGN REVIEW BOARD
January 15, 2019**

I. Call to Order

The meeting was held in the Conference Room at the Litchfield Park City Hall. Chairman Charnetsky called the meeting to order at 7:01 p.m.

Present: Chairman Charnetsky Vice Chairman Ledyard; and Boardmembers Dudley, O'Connor and Romack.

Absent: None.

Staff Present: Jason Sanks, Planning Consultant; and Pam Maslowski, Director of Planning Services.

II. Pledge of Allegiance

Chairman Charnetsky led the pledge.

III. Call to the Community

There were no requests to speak.

IV. Business

A. Design Plans for an Addition/Remodel Proposed for 1126 N. Oro Vista

Mr. Sanks stated that this applicant received a variance from the Board of Adjustment last month. They are now seeking design approval for an addition and remodel of the home. The remodeled exterior will feature a contemporary exterior with white stucco siding and contrasting black aluminum encased windows. The addition will include a third-car garage/workshop and an in-law suite with kitchenette and separate entry. In prior applications, there have been concerns when two entry doors could be seen from the street that there might be a duplex or secondary unit. However, the second entry is not visible from the street, so there is not the concern about the appearance of a second unit. However, Staff does want to be sure that there is not a secondary kitchen. The elevations appear to be contemporary, interesting, and consistent with several other remodels that have been done in the City in the past two years. The rear of the home features a significant amount of windows to take advantage of the rear yard, pool, and golf course views. Staff finds that the overall architectural refresh and in-law quarters will add value to the residence and approval is recommended, subject to the removal of the oven/range from the secondary unit.

Chairman Charnetsky explained that the plans indicate a full range in the in-law unit, which is not allowed. Also, a garage is shown on the plans but not on the elevations. Tara Rassas, the applicant, stated she thought the stove had been removed from the plans, and it will be taken out of the plans that will be submitted for building. They added a third garage door, and the plans were updated but it was after the elevations were printed. Mr. Sanks noted that there was a pitched roof element on the plans that was not represented on the elevations. Chairman Charnetsky explained that, when some of the 3-D things are taken down from a lower perspective, they do not show. It is seen a bit from the side. Boardmember Dudley noted that it appears on the floor plans that there are no windows on the north side, although the elevation does show one. Ms. Rassas explained that there will be one in the bathroom on that side. It is shown on the elevation.

Boardmember O'Connor **moved** to approve the application as suggested by Staff; Boardmember Romack **seconded; unanimous approval.**

B. Design Plans for an Addition/Remodel Proposed for 404 E. Wigwam Boulevard

Mr. Sanks stated that this applicant is seeking approval of the design plans for two additions consisting of approximately 655 square feet that will be added to the rear of the home. For the most part, they will not be visible from the street. The home will maintain all required setbacks and lot coverage requirements. The elevations submitted note that the colors, materials, and textures will match existing. The rooflines will be flipped to accommodate the extensions. Both additions will feature gabled roof ends that appear to feature the same pitch as the existing roof line. Based upon both additions being in the rear and that the colors and materials will match the existing home, Staff recommends approval, subject to the exhibits submitted by the applicant.

Karin Mc Millan, representing the applicant, stated that the addition will consist of a master bedroom suite on one side and children's bedrooms on the other side.

Boardmember **Romack moved** to approve the application; Vice Chairman Ledyard **seconded; unanimous approval.**

C. Design Plans for a Roof Mounted Solar Panel Installation Proposed for 206 N. Florence

Mr. Sanks stated that an application for the installation of solar panels on this home was previously approved administratively by Staff because it met the conditions required in the Code. However, it was installed differently than what had been approved and is now must be brought before the Board for review. The solar panels are located in two arrays across the residence's rear facing pitched rooflines. The arrays generally follow the rooflines, but there are gaps in the array that do not lend itself to the "quadrangular shape" as required. Also, Staff would also like specific confirmation that there is an 18" edge provided around the arrays. Approval is recommended, pending confirmation from the applicant that the 18" edge requirement has been met and that the presence of roof vents prevents the location of panels in the gaps shown. Should the Board approve the application, Staff recommends the conditions noted in the Staff Report be part of that approval.

In response to a question, Ms. Maslowski replied that she did not receive a complaint regarding the installation. The Solar Company realized that it had not been installed as submitted and came in and explained what happened prior to calling for approval from the City Building Department.

Ron Davis, representing the applicant, provided a photo of the panel installation. It was noted that there is a chimney and vent preventing a neat quadrangular array. Mr. Davis stated that there are some modules that do not line up and they can slide those panels over and fix that easily. Chairman Charnetsky noted that it appears the panels are right on the edge of the roof on one end. Ms. Maslowski explained that the Design Review Board has required a minimum 18" border at the edges of the roof; however, the Fire Code requires 36" at the top of the roof or an 18" clear space on both sides of a pitched roof. Mr. Davis noted that he could not confirm the exact measurement of the space at the roof edge.

Vice Chairman Ledyard **moved** to approve the application, accepting Staff's recommendation, subject to Staff confirming that there are no building code issues with the roof edges. Should any changes need to be made, the panels are to be located in a general quadrangular configuration per normal requirements with Staff approval of the final plan. If Staff is uncomfortable with the revision, the

application may be brought back before the Board for review. Boardmember Dudley **seconded** the motion and there was **unanimous approval**.

D. Design Plans for an Exterior Remodel Proposed for the KFC Restaurant Located at 13006 W. Indian School Road Within the Wigwam Creek Shopping Center

It was noted that there was no one present to represent the application. Ms. Maslowski noted that she believes this might have been due to a miscommunication.

Mr. Sanks stated that he would like to present a few comments. Staff's concern is that this is a highly visible project. Many other fast food companies are rebranding their image – changing their colors, materials, etc. The colored elevations submitted by the applicant are not representative of what they want to paint. New color elevations were submitted after the Staff Report was written and included in the packet. However, even those colors are not representative of what was included in the colors/materials palette. He would like to ask the applicant to submit accurate color renderings, and that they consider things like score lines rather than paint striping the building. The main concern is that the submittal did not include enough details. He suggests the item be continued.

Vice Chairman Ledyard **moved** to continue the application to the next regular scheduled meeting if the applicant has submitted corrected color renderings. If the applicant has not submitted revised renderings, then the item should be brought back to the next scheduled meeting after that. Boardmember O'Connor **seconded; unanimous approval**.

E. Design Plans for the Addition of Screening for Roof Mounted Equipment Proposed for a Building within the Hacienda Del Rey Assisted Living Community/ 12917 W. Las Cruces Drive

Staff has had conversations with the owner of this facility in the past regarding their wish to change their business model and perhaps add more beds. In this case, they want to develop a commercial kitchen so they can have centralized food preparation and service, rather than individual kitchens in each of the individual buildings. The applicant has noted that they will still maintain small kitchens in the individual buildings. The commercial kitchen will require roof mounted equipment which the Code requires be screened. The screening material proposed is not necessarily consistent with the architecture of the building. It looks like screening material. At the time the report was prepared, he was not certain in which building the kitchen would be located. He is not that concerned about the look of the screening now that he knows it will be located facing the rear of the Albertson's Shopping Center. If it was facing an arterial street or a residential neighborhood, he would be more concerned. A centralized kitchen makes sense for this type of facility. However, with an already built facility like this with pitched roof elements, the only way to go about adding relatively large mechanical equipment on the roof for ventilation purposes, is to do it like this. After reviewing information that has been submitted since the Staff Report was prepared, he feels that Staff can support this based on its location on a building that faces Albertson's loading dock. Approval is recommended.

Chairman Charnetsky stated that she would have preferred that a full parapet wall be built; however, based on the building location and the location on that building, it is not as bad as she first thought.

Kevin Handlin, representing the owner, stated that, offsite, it will only be seen from the back alley and from this property. He inquired if they could just paint the equipment and not put in screening. Chairman Charnetsky and Mr. Sanks replied that it has to be screened, and the screening will have to be painted to match the stucco. If painted to match the stucco, the screening might visually disappear. Mr. Handlin stated it will have to be louvered for ventilation.

Mr. Sanks wanted to clarify that Staff has had meetings with the owners regarding increasing the number of beds in each building. That is not part of this application and would require an amendment to the rezoning ordinance. If approved, this approval would only be for the screening of roof mounted equipment for the commercial kitchen.

In response to questions, Mr. Handlin stated that the screening has aluminum fencing and he believes it can be powder coated to match the stucco. Chairman Charnetsky noted that she would not want it to be some type of shiny silver metal finish.

Boardmember Dudley **moved** to approve the application with a condition that the screening be powder coated with a color to match the exterior stucco; Boardmember O'Connor **seconded; unanimous approval.**

D. Minutes

Boardmember Romack **moved** to approve the minutes of the September 6 and October 4, 2018 meetings; Vice Chairman Ledyard **seconded; unanimous approval.**

V. Staff Report on Current Events

Mr. Sanks reported on the progress of the Sun Health/La Loma GPA/Rezoning applications, the Dysart and Camelback Center development, the Monument Point Center development, the Zoning Code update and the General Plan update.

Ms. Maslowski reminded the Boardmembers that the State of the City meeting will be held Saturday.

VI. Boardmembers' Report on Current Events

Boardmember Romack reported on the City Center City Manager's Working Group meeting and the Historical Society's plan for the City-owned La Loma Homestead property.

VII. Adjournment

Boardmember Romack **moved** to adjourn the meeting; Boardmember O'Connor **seconded; unanimous approval.** The meeting was adjourned at 8:02 p.m.

**APPROVED:
DESIGN REVIEW BOARD**

Susan Charnetsky, Chairman

/pjm