

**MINUTES OF THE REGULAR MEETING OF
THE LITCHFIELD PARK DESIGN REVIEW BOARD
August 5, 2021**

I. Call to Order

The meeting was held online via Zoom and called to order by Chair Charnetsky at 7:01 p.m.

Present: Chair Charnetsky; Vice Chair Ledyard; and Boardmembers Clair, Dudley and O'Connor.

Absent: None.

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

II. Business

A. Design Plans for an Addition/Remodel Proposed for 115 Cercado Lane

Chair Charnetsky recused herself from this item and left the Zoom meeting.

Mr. Sanks stated that the existing home is oriented at an angle on a lot that backs to Litchfield Road and is located in a cul-de-sac. The homeowner is proposing an exterior remodel, seeking to refresh the exterior elements of the home. The slump block exterior will be stuccoed and some stone veneer will accents will be added. There will also be some significant roof line changes, as well as the addition of a new RV garage. He believes the applicant has done a good job subduing the visibility of the large RV garage. It is buried in the mass of the home and recessed. In previous cases, the Board has required that the RV garage roofline not exceed the roofline of the primary residence and this one does not. The only concern he has is with the large mass in proportion to the home and the relatively small number of windows. Staff recommends approval, pending clarification by the applicant regarding identification of an item on the elevation that does not appear on the footprint.

In response to Mr. Sanks and others questions, Dan Marich, the applicant, responded that the item on the front elevation is a popout. He was able to reach his architect, who confirmed the height is 24'6". Mr. Sanks noted that is within what is allowed.

Boardmember O'Connor **moved** to approve the application based on Staff's recommendation; Boardmember Dudley **seconded; unanimous approval.**

Chair Charnetsky returned to the meeting room.

B. Design Plans for New Roof Material Proposed for 141 Capilla Circle

Mr. Sanks stated that the Board requires that, whenever there is a change in roof material, it is brought before the Board rather than approved administratively. The applicant is proposing a concrete roof tile, and is aware that the roof structure itself will need to be strengthened to support the new material. The color of the proposed new roof tile looks very similar to the body and trim colors and will complement the home. Staff supports the application.

In response to questions, Camille Batchelor, the applicant, replied that there will be no changes to the roofline; just the material change. The main material of the home is brick.

Vice Chair Ledyard **moved** to approve the application as submitted and in accord with Staff's recommendation; Boardmember Dudley **seconded; approved unanimously.**

C. Design Plans for an Addition/Remodel Proposed for 413 E. Palm

Mr. Sanks stated that the applicant is proposing a relatively small 234 square foot addition to the rear of the existing home. They are also going to remodel a portion of the interior that will not affect the exterior. The proposed addition will not be visible from the street and the applicant has noted that the colors and materials of the addition will match the existing house. Staff recommends approval.

In response to a question, Reynaldo Aldare, the applicant, replied the back portion of the house is an extension done by a previous owner, and it was not permitted. They want to now include it.

Boardmember Dudley **moved** to approve the application as recommended by Staff, with the condition that all colors, finishes, building materials, roofline elevation, and other architectural features shall match those of the existing residence; Boardmember O'Connor **seconded; unanimous approval.**

D. Design Plans for an Addition/Remodel Proposed for 4838 N. Litchfield Knoll East

Mr. Sanks stated that this request is for approval of the design plans for an addition of approximately 416 square feet of additional living space. The addition will be located in the front and will be fairly visible from the street. The applicant has noted in their application that they will match the colors, materials, textures, rooflines and window treatments of the existing home. Staff believes the addition will be well integrated into the existing residence and that the proposal will add value to the residence and surrounding neighborhood. Approval is recommended.

In response to a question, Glenn Forstner, representing the applicant, stated that the electrical panel is currently on the front righthand corner of the house. The addition comes forward of it and wraps around. It does maintain the required distance. There is no gas on that side.

Boardmember O'Connor **moved** to approve the application per Staff's recommendation with the condition that all colors, finishes, building materials, roofline elevation, and other architectural features shall match the addition; Vice Chair Ledyard **seconded; unanimous approval.**

E. Proposed Amendment to the Design Plans Previously Approved for 565 Campina Drive to Include a New Building Addition and Casita Accessory Structure

Mr. Sanks stated that this project came before the Board last December. At that time, the applicants were doing an addition remodel. The plans originally included a casita that was larger than the 500 square feet allowed. They dropped the casita from the proposal so they could move forward with the rest of the plans. Since that time, they have worked to downsize the casita to the 500 square feet allowed. The casita is located within the main building setbacks and does not cause the property to exceed the lot coverage allowed. The casita will match the colors and finishes of the main home. Generally, the exterior of the home will remain as the Board had previously approved, except there are two additions being proposed - a small front addition for a mudroom and expanded pantry and a larger addition for a game room in the back. The game room addition is obscured from public view. Staff recommends approval subject to the exhibits provided by the applicant and with the condition that all colors, finishes, building materials, roofline elevation, and other architectural features shall match those of the existing residence.

In response to a question, Mr. Sanks noted that the two existing garages appear to be connected by a small roof structure to meet the requirement of not having a detached structure of more than 500 square feet. He would like the applicant to comment on that.

Ms. Maslowski noted that the applicant was not present. Boardmember Dudley commented that she has driven by this property and it is connected as Mr. Sanks noted.

In response to a question, Ms. Maslowski responded that the previous application for this home was brought before the Board, but the proposed casita was larger than what was allowed. The application was approved at that time without the casita. The homeowners decided to reduce the size of the casita and add the addition in the back to make up for the space lost in the casita.

Ms. Maslowski offered to try to contact the applicant, and Chair Charnetsky suggested delaying action on this item to provide time for the applicant to join the meeting. After taking Item H, the Board returned to this item. Ms. Maslowski noted that she was unable to reach the applicant.

Chair Charnetsky commented that the Board could consider approving the item as they have seen it before.

Boardmember O'Connor **moved** to approve the application, based on Staff's recommendation with the condition that all colors, finishes, building materials, roofline elevation, and other architectural features shall match the existing; Vice Chair Ledyard **seconded**; **unanimous approval**.

F. Design Plans for the Addition of a Roof Parapet Wall Proposed for 404 S. Cabrito Circle

Mr. Sanks stated that there has been some work already done on the property. The interest of the property owner was to add some duct work for HVAC/air circulation purposes on the flat roof of the home. The Zoning Code requires that the duct work be screened from view and the owner is seeking to do that with a 30" tall roof parapet wall. The Zoning Code precludes them from adding new roof mounted HVAC equipment, but does not preclude them from adding the duct work. However, it must be screened. Reviewing the application for what is being presented, which is just the parapet to screen the duct work, Staff supports the request with the condition that all colors, materials and finishes seamlessly integrate into the existing residence's exterior walls so that there is not a rough or incohesive seam between the new parapet wall and the existing structure. Also, the approval should contain a condition that the applicant shall coordinate all necessary building permits with the City's Building Safety Department.

Boardmember Dudley asked for confirmation that the duct work is already there. Mr. Sanks replied that was correct and the owner is trying to make things right with regard to the permitting and design review process.

Chair Charnetsky inquired if there is an HVAC unit on the roof. Brianna Williams, the applicant, stated that the unit is on the ground in the backyard.

Boardmember O'Connor **moved** to approve the application based on Staff's recommendation with the condition that all colors and materials are to match the existing house. There was no second.

In response to questions, Ms. Williams replied the parapet will be stucco to match the house. They are going to repaint the entire house. The roofing will be a darker color gray. The main color of the house will change to a whitish gray color. The block and stucco will all be painted the same color.

Chair Charnetsky noted that, if the block will be remaining, then it should not line up with the stuccoed parapet wall. The parapet wall should extend out or recede back. Mr. Sanks offered that the item could be approved with the condition that Staff is to review the final plans.

Boardmember Dudley **moved** to approve the application with the condition that where the parapet wall meets the existing slump block wall, some relief should be provided by having the parapet wall extend

forward or recede by a few inches, and where the parapet meets the stuccoed wall, it should be a seamless finish, and this can be done with Staff approval. Also, the applicant should coordinate with the Building Department to secure the building permits required; Boardmember O'Connor **seconded; unanimous approval.**

G. Site, Architectural, Landscape, and Lighting Plans Proposed for a New Self-Storage Facility to be Located Within the Monument Point Center Located at the Southwest Corner of El Mirage and Camelback Roads

Mr. Sanks stated the applicant approached Staff a few months ago regarding this proposed project. The proposal is to bring a second self-storage facility to the City, which will be all indoors. There are exterior access units for those that want to pull up to the building to load/unload. The facility will be located on three lots, which will be combined through a final plat amendment process. He reviewed the applicant's site plan, including circulation and landscaping, noting the parking requirement has been met. The rear of the property will be dustproofed at this time. Initially, it was thought that the applicant was going to provide RV parking/storage in that area. However, at this time, they are pausing on that plan. Any future development on that portion of the property will require another design review application. He then reviewed the building elevations, noting the building will front to El Mirage Road. The facility will be three stories high, which is allowed. The applicant had done a good job in doing what they can to mitigate the large building mass.

In response to a question, Mr. Sanks explained that Staff did ask the applicant to indicate the sign band area on the plan. However, signage will be a separate submittal. Gary Delaney, representing the applicant, noted they are not planning to put in a monument sign, and their signage will meet the City's Code.

Boardmember O'Connor commented that he thinks this is an attractive building for the use proposed. There are some interesting factors to it. Mr. Delaney stated that they try to make their buildings look like offices, not big blank boxes. Chair Charnetsky agreed that this will be an interesting building, with areas that look like glass. Mr. Delaney noted that there are areas that will have true glass. They like to let light into the buildings to help people orient themselves.

In response to additional questions, the following was supplied:

The lighting will meet the same standards as the other lighting within Monument Point. The colors will be neutral colors and copasetic with Monument Point colors. They are gray, brown, and earth tone hues. They are meeting all safety codes, including Fire Codes. The red color on the building is not a bright red and is there to break up the monotony. It has nothing to do with safety or emergency purposes. They are looking into putting solar on the building roof. Although some of the downspouts empty right by some of the exterior bay doors, it should not be a problem because, with the slope of the drive, it will flow away very quickly. The downspouts will be painted to match the wall colors.

Boardmember O'Connor **moved** to approve the application based on Staff's recommendation with the condition that the final plat amendment to combine the three lots shall be approved by Council prior to the issuance of building permits; Vice Chair Ledyard **seconded; unanimous approval.**

H. Design Plans for New Restroom Facilities Proposed to be Located Within Litchfield Square (City Center)

Mr. Sanks provided a brief introduction of this item. He noted that Woody Scoutten, the City Engineer and City Center Project Manager, will be presenting this to the Board. The construction of the infrastructure and park area for the City Center is underway. Buildings that will be located within the City Center need to be reviewed by the Board. The park area is not being presented tonight, but the

restroom building design is. He believes that the plans meet the requirements of the design guidelines that were approved for the City Center.

Mr. Scoutten introduced the rest of the team present who are working on the project – Vince DiBella, of Adaptive Architects; Tom Snyder, of EPS Engineering; and Lauren Reeves, of EPS Engineering. In response to questions, they supplied the following:

There will be a breezeway between the two buildings and that there will be gates at both ends of the breezeway. They do not yet have the architectural details for the gates yet. They are part of the overall park feature. The gates will be integrated with the design of other elements of the park. The reason for having the gates is to secure the area and they will address the safety issues of the gates. The breezeway has a trellis element going across the top of the open area. The gates will prevent someone from climbing into the area. They felt the design presented was a good option because it allows access from both ends. The entrances for both the bathroom sets, women's and men's, is through the common breezeway. The men's restroom is on one side of the breezeway and the women's on the other. There is also a family restroom included. They were trying to accommodate a certain number of people in a shared capacity rather than have individual restrooms. This came up as the most efficient plan. The restrooms will be air conditioned. They are leaning toward locating the HVAC units on the roof behind the parapet. However, they are considering other options as well. Next month they will be presenting more of the materials that will be used in the park. The lighting for the building will be integrated with building design, as well as the overall park aesthetic. They also want to integrate signage elements or a graphics package for the building. The building is designed to be a backdrop to the park design. They will have area lighting around the building. As far as the timeline, the park will be built with GMP4, which will be presented to Council later this year. The park, in its entirety, should be under construction early next year.

Chair Charnetsky commented that it is nice that the City Center items are being presented in small pieces so it is easier to review. The Board will have to remember the designs as the rest of the project comes before them.

Boardmember Clair **moved** to approve this item based on Staff's recommendation; Boardmember Dudley **seconded; unanimous approval.**

IV. Staff Report on Current Events

Mr. Sanks reported on the progress of the Monument Point Center

V. Boardmembers' Report on Current Events

There were no reports.

VI. Adjournment

Boardmember Dudley **moved** to adjourn the meeting; Boardmember Clair **seconded; unanimous approval.** The meeting was adjourned at 8:22 p.m.

**APPROVED:
DESIGN REVIEW BOARD**

Susan Charnetsky, Chair