

**DEVELOPMENT PLAN REVIEW BOARD  
MINUTES  
October 23, 2014 at 8:30 A.M.  
245 EAST BONITA AVENUE  
CITY COUNCIL CONFERENCE ROOM, CITY HALL**

---

**PRESENT**

Scott Dilley, Chamber of Commerce  
Shari Garwick, Senior Engineer  
Blaine Michaelis, City Manager  
Curtis Morris (*Arrived at 8:52 a.m.*)  
Jim Schoonover, Planning Commission  
Larry Stevens, Assistant City Manager of Community Development

**ABSENT**

John Sorcinelli, Public Member at Large

**CALL TO ORDER**

Jim Schoonover called the regular meeting of the Development Plan Review Board to order at 8:32 a.m. so as to conduct regular business in the City Council Conference Room.

**APPROVAL OF MINUTES**

**MOTION:** Jim Schoonover moved, seconded by Larry Stevens to approve the September 25, 2014 minutes. Motion carried 4-0-2-1. (Badar and Sorcinelli Absent and Garwick Abstain)

**MOTION:** The minutes for October 9, 2014 could not be approved due to the lack of quorum to vote, the minutes will be included at the next regularly scheduled DPRB meeting of November 13, 2014.

**DPRB Case No. 14-35**

A request for an extensive remodel to an existing 1,485 sq. ft. residence with the demolition of the entire roof, new interior and exterior walls, removal of 52 sq. ft. of livable space, demolition of all existing patio covers, and the addition of 993 sq. ft. to the existing home for a new total of a 2,426 sq. ft. home in addition to a new 159 sq. ft. front porch located at 509 W. 5<sup>th</sup> St.

APN's: 8386-002-020, 021

Zone: Specific Plan No. 3 (SP-3)

Bill Bach, 518 Noah Ct., was present.

Jeremy and Heather Schourup, property owners of 509 W. 5<sup>th</sup> St., were present.

***Planning Aide Nicole Ellis*** stated that the applicant is requesting approval for an extensive remodel to the existing 1,485 sq. ft. residence with the demolition of the entire roof, new interior and exterior walls, removal of 52 sq. ft. of livable space, demolition of all existing patio covers, and the addition of 993 sq. ft. to the existing home for a new total of 2,426 sq. ft. home in addition to a new 159

sq. ft. front porch. The lot is located within the Town Core and is subject to the Town Core Design Guidelines. The proposal complies with the development standards for the Specific Plan No. 3 Zone in terms of setbacks, parking, and lot coverage. The side yard setback should be determined by the Board.

The house will be designed in a simplified Craftsman Bungalow style what will include: covered porch with supporting wood and stacked ledge stone columns with wood railing, wood siding with a 4 or 5 inch exposure along the front elevation and will partially wrap around on the side elevations, shingle siding on the front south gable end of the home, stacked ledge stone to wrap the front foundation of the home, stucco finish on the sides (west and east) and rear (north) elevations, composition shingle roofing, vinyl sliding windows and 24" stucco boxed eave overhangs.

The issues include that the applicant is proposing to demolish about 90% of the house which will be rebuilt upon the same foundation and then add an addition of 933 sq. ft. to the front (south) of the house. The house currently is fully stucco, the applicant originally proposed to stucco the new addition to match existing. Staff discussed with the applicant that since the front of the home was all new and that the majority of the home was being demolished, the new residence should be redesigned to comply with the Town Core Guidelines. Understanding that the proposal is not a full Craftsman design, Staff thinks that the following issues of concern should be rectified in order to help the architectural design of the residence: windows proposed are to be sliders versus hung, at a minimum, Staff believes the windows visible from the front should be hung, Stack stone has been proposed along the front foundation of the home and will wrap for about 9 feet along the side elevations; however, river rock or brick is more appropriate, if roof vents are proposed, they should be designed to match Craftsman Bungalow style and 24" stucco boxed eaves are proposed for the home, Staff believes that open/exposed eaves would be compatible with the Craftsman Bungalow style home. Also, Staff is requesting that both the landscaping and irrigation system be installed and restored prior to final of the project; refer to Conditions of Approval No. 18. She pointed out that a letter was submitted from a neighbor in regards to future issues with dirt, dust, rodents, loss of view and the overall massing of the home.

**Mr. Stevens** inquired about the additional parcel.

**Jeremy Schourup, of 509 W. 5<sup>th</sup> St.**, responded that the property is a multi-parcel lot. He added that they pay two tax bills.

**Mr. Stevens** pointed out that ledgestone is a material used mostly on commercial properties versus residential properties.

**Senior Planner Marco Espinoza** stated that Staff has not approved ledgestone on historic homes. He noted that river rock was prominently used because it was the only material available at the time.

**Mr. Stevens** stated that the river rock was the most common available stone in the early years.

**Jeremy Schourup** pointed out that along Amelia Ave and Gladstone St., ledgestone was commonly used. He addressed Staff's issues. He stated that they like the 5 ft. setback along the west side because it will add more leeway. He addressed the issues with the boxed eaves, originally they were boxed due to fire rating and was a requirement due to the setback of the garage; however, now they would like to keep the eaves the same. He noted that the house can be considered a Craftsman but is a new rendition. In regards to the windows, the surrounding homes were built in the 1950's and have left and right slider windows.

**Heather Schourup** pointed out that she counted 28 slider windows along Eucla Ave. She stated that she wanted the project to be considered a remodel and not a demolition.

**Senior Planner Espinoza** stated that it is a partial demolition.

**Jeremy Schourup** indicated that he has reviewed letters from the neighbors regarding their concern with the construction. He addressed their concerns with the dust and noted that he will do his best to accommodate. In regards to the rodents addressed by the neighbors, that has been a problem from the vacant lot and not his property. He added that part of the plan is to enclose the property by having a fence.

Curt Morris arrived at 8:52 a.m.

**Heather Schourup** addressed the concern of the neighbor who indicated their view will be jeopardized. She stated that it will not affect their view because they are only extending out their property and not building up.

**Mr. Schoonover** noted that the staff report indicated it will be a 90% demolition. He asked what portion of the property will remain.

**Planning Aide Nicole Ellis** pointed to the plans on the board and replied that 2 ½ walls will remain standing.

**Bill Bach, 518 Noah Ct.**, stated that his concern is with the wind. He noted that his wife has asthma and the concern is for the dust. He added that he does not have a concern with the remodel; however, if the property owner builds a fence, then it will make a big difference.

**Jeremy Schourup** commented that including a fence with the project is not a problem.

**Mr. Stevens** asked if the townhomes nearby have a perimeter fence.

**Mr. Bach** responded no and added the condos were built in the late 80's.

**Mr. Stevens** recommended that the applicant include the fencing on the plan. He noted that he will need to show the height and type of material to be used. He added that they should be aware of using wood for the fencing because it has the tendency to deteriorate and cannot sustain heavy winds. He asked how the applicant will apply for the permit.

**Jeremy Schourup** responded owner/builder.

**Mr. Stevens** stated that the hard part about pulling the permit for the owner/builder is that as a property owner your time is constrained versus a builder who will dedicate the majority of the time to build the house. He asked if there was a set timeframe.

**Jeremy Schourup** responded about a year. He added that some of the work will be subbed out such as framing.

**Senior Planner Espinoza** asked if the applicants plan on occupying the home during construction.

**Jeremy Schourup** responded yes.

**Mr. Stevens** stated that he is not sure if the presented design falls under the category of a Craftsman design and meets Town Core Design Guidelines. He pointed out that it is a stucco house on three sides and has few Craftsman elements. He noted that when you look on the South Elevation, it has fairly reasonable Craftsman detail. He recommended that the applicant add additional Craftsman features on other parts of the elevations. He stated that the bigger question is sliders versus boxed eaves.

**Heather Schourup** commented that all the homes nearby are stucco homes. She emphasized that the Town Core Design Guidelines are guidelines but not mandatory.

**Mr. Stevens** commented that the guidelines are not mandatory because they were not adopted as an ordinance; however, items are presented to the Design Review Board endeavors with uniformity and implement on project by project by basis.

**Mr. Morris** stated that he will abstain from the vote because he owns a property in the area.

**Mr. Schoonover** commented that the house design should follow the Town Core Design Guidelines and added that the design does not meet them.

**Mr. Stevens** stated that the applicant can make a better effort with the design; however, that does not mean stucco is not permitted but the elevations need to reflect additional detail such as using a portion of wainscot for the siding to appear Craftsman's then entirely stucco.

**Jeremy Schourup** asked what Staff would like to see on the east and west elevation.

**Mr. Stevens** responded that the siding seems to be more appropriate than stucco. He advised to work with Staff.

**Jeremy Schourup** commented that they could wrap siding all the way around the house.

**Mr. Stevens** asked Staff about addressing the sliders versus the hung windows. He stated that they could allow vinyl sliders as long as there are grids.

**Senior Planner Espinoza** commented that grids are not a requirement and noted that there are not a lot of windows on the house.

**Mr. Stevens** asked why the preference for slider windows.

**Heather Schourup** responded that it is a preference since the rest of the neighborhood uses slider windows.

**Mr. Michaelis** commented that the Craftsman design is a nice design. He noted that additional Craftsman features can add more appeal to the home.

**Mrs. Garwick** referred to Exhibit D and noted that the sides of the homes has a broken up roofline that is advantageous to the look.

**MOTION:** Larry Stevens moved, second by Blaine Michaelis to approve, subject to the following revisions: work with Staff to determine the 5 ft. setback on the west property line and depict that on the plans, work with Staff to incorporate siding around the east and west elevations, eliminate box eaves and use standard eaves on the main house, ok to use ledgestone and slider windows, encourage the

use of a perimeter fence on the east property line prior to construction and work with the neighbors and advised if there are additional disagreements that cannot be decided with Staff, it will need to return to the Board to resolve.

Motion carried 5-0-1-1 (Sorcinelli Absent and Morris Abstain)

**DPRB Case No. 14-38**

A request to allow a financial planning office on the ground floor and remodel the existing historic storefront to create two separate entrances at the Walterschied Electric building located at 150 West Bonita Avenue within the Creative Growth Area 2 – Frontier Village (CG-2) Zone.

APN: 8390-023-010

Zone: Creative Growth 2 (Area 2 – Frontier Village)

Jonathan Krellwitz, 301 E Arrow Hwy, Suite # 105, San Dimas, CA, was present.

Todd Launchbaugh, Lee & Associates, 3535 Inland Empire Blvd, Ontario, CA, was present.

David Reid, P.O. Box 1453, Glendora CA, was present.

Cyndia Williams, 125 W. Bonita Ave., San Dimas CA, was present.

***Associate Planner Torrico*** stated that the subject site is currently vacant and measures 3,633 sq. ft. of lot area and is developed with the 3,330 sq. ft. one-story Walterscheid Electric historic building. The proposed business is for a financial planning office. He stated that the work to be done would be to configure the existing floor plan. There is one main entryway that leads to two spaces. Professional, administrative and sales office uses are permitted on the ground floor of any structure subject to review and approval by the DPRB. The office will occupy 70% of the space and the retail use will occupy 30%. In addition to the office use on the ground floor, the request includes a modification to the storefront façade to add a second entry door.

The existing building is divided into two tenant spaces and the applicant is proposing to reconfigure the floor plan to provide a retail-based tenant space at the front and an office space at the rear. The proposed office will provide financial planning services and will operate Monday through Saturday between the hours of 9:00 a.m. to 5:00 p.m. The office will occupy 2,300 sq. ft. of floor area and will employ four employees. The office will be located at the rear of the building and will be accessed through a hallway leading from the front of the building. The storefront façade will be remodeled to include a new entry door on Bonita Avenue located at the east end of the building to provide access to the office use.

In order to provide access to the office space from Bonita Avenue, a storefront modification to add a second entry door will be required. The proposed modification to add a second entry door will be required. The proposed modification would be constructed to match the existing design and materials to maintain the historical integrity of the building. The new entry door will be installed at the east end of the building and will be designed to match the existing recessed entry and will also match the existing kick plate below the window. The window transoms above will remain in place. The applicant will also be replacing the wood above the existing entry door with a window transom to be consistent across the storefront and revert the building back to its traditional design.

The applicant is also proposing to modify the east elevation that faces the alley by opening up an existing window that has been covered up with a wood-framed fixed window to match the store front windows, filling in a door opening and replacing it with single-hung wood-framed window to match the

adjacent window and replace two doors towards the rear of the building with a wood-framed fixed window to match the adjacent windows.

The issues are: the applicant is proposing to install the entry door centered between the storefront windows; however, the existing entryway is configured with the entry door adjacent to the brick column with a window to the right. Staff is recommending that the second entry door be installed at the east end of the office entryway, adjacent to the brick column with the storefront window on the right to match the configuration of the existing entryway. Condition No. 19 will require that the entry door be installed to match the configuration. Since publication of this Staff Report, the applicant has mentioned to Staff that he is willing to move the proposed door to comply with Staff's recommendation.

**Mr. Stevens** asked if the approval for consideration today is: to expand the office on the 1<sup>st</sup> floor and exterior remodel.

**Associate Planner Torrico** responded yes and added that both actions are being considered together as the applicant will not move forward with the purchase of the building if both requests are not approved.

**Mrs. Garwick** asked if the access will be from the rear of the property.

**Associate Planner Torrico** responded access can be from the front and rear. He noted that there are two additional doors at the side that will be eliminated.

**Mr. Stevens** inquired about signage.

**Associate Planner Torrico** responded that they are currently looking at having window signage.

**Mrs. Garwick** pointed out that signage is required to be displayed for unreinforced masonry structures.

**Associate Planner Torrico** responded yes and is reflected in Condition No. 25.

**Mr. Stevens** commented that the front portion is unreinforced. He added that the building has major seismic issues and most buildings had to upgrade.

**Jonathan Krellwitz** added that they want to make sure to have everything in compliance in regards to signage.

**Mr. Stevens** stated that the minimum requirement is to post a sign letting others know of the unreinforced masonry structure.

**Mr. Morris** stated that the City requires that it is reinforced and that a sign is posted.

**Mr. Krellwitz** expressed that he would prefer his business in the downtown area.

**Mr. Stevens** responded that the business meets the parameter of 1<sup>st</sup> floor offices.

**Mr. Morris** interjected and stated that approvals have been inconsistent. He noted that if this is approved for an office use, then Staff needs to review previous denials of other proposed office uses that were denied.

**Mr. Stevens** asked if he could recall the last office use denied in the downtown.

**Mr. Morris** responded that the location was previously occupied by a Scrapbooking store, State Farm was denied and there used to be a real estate office. He commented that he is not opposed to the proposal but asked that office uses that were denied should be investigated at 120 W. Bonita Avenue.

**Cyndia Williams, 125 W. Bonita Ave., San Dimas CA**, expressed that she is happy to not see the space empty. She noted that office use has been denied previously and thought the reason was because retail was the main focus.

**Mr. Stevens** stated that the practice of approval has been that 1<sup>st</sup> floor offices can be approved by the DPRB and the Board has been consistent with not approving office uses. He noted that service businesses are ok.

**Cyndia Williams** commented that the entrance to the business will face the back towards the parking lot so it wouldn't attract as much attention if it was a retail store.

**Mr. Stevens** suggested finding the written policy in regards to office uses that were proposed and denied at 120 W. Bonita Ave and returning to the Board for review.

**Todd Launchbaugh, Lee & Associates, 3535 Inland Empire Blvd, Ontario, CA**, stated that there are four buildings for sale in the downtown area and each inquiry has not been for retail use but for office use.

**MOTION:** Larry Stevens moved, second by Blaine Michaelis to approve subject to Staff's recommendation for the exterior of the building to have the second entry door installed at the east end of the office entryway and to incorporate additional landscaping at the rear of the property.

Motion carried 6-0-1-0 (Sorcinelli Absent)

#### **DPRB Case No. 14-31**

A request to construct a new 7,206 square foot two-story single-family residence with an attached 663 square foot three-car garage, 639 square feet of covered patio space, 658 square feet of second story balconies, and retaining walls on a vacant lot at 2263 Kingsbridge Court.

APN: 8426-038-0258

Zone: Light Agricultural (AL-10,000)

Meruet Halah, 2100 Stockton Pan Rd. Walnut CA, was present.  
Firas Jamal, 9744 Maple, Bellflower CA, was present.

**Associate Planner Williams** stated the applicant is requesting approval to construct a 7,206 square foot two-story single-family residence with an attached 663 square foot three-car garage, 639 square feet of covered patio space, 658 square feet of second story balconies, and retaining walls on a vacant lot on 2263 Kingsbridge Court. The subject property has a flat pad at the front of the site and rear of the site. The subject property has a flat pad at the front of the site and the rear of the site consists of a steep upslope approximately 33' in grade change. In 2011, the DPRB approved a 6,104 sq. ft. house with associated retaining walls and a pool but the project did not move forward beyond the approval. The house design will have elements that feature Mediterranean architectural style. The

house will have: six bedrooms and eight baths. The house design will include: stucco exterior, use of arches throughout, decorative crown molding and cornice, precast cladding, custom horizontal grid windows, custom entry door with decorative wrought iron and decorative garage doors. She added that the proposal complies with the Light Agricultural Zone. She stated that after looking at the surrounding neighborhood, the house is massive in size but consistent with what is around the neighborhood. She noted that Staff received two emails in regards to the proposal and the main concern was the massing and not the development of the lot itself. In response to those two emails, she handed out spreadsheets that compared the floor area ratio (FAR) of the subject proposal to the surrounding properties and aerials of the property. She noted that there are not major architectural issues to talk to the applicant about except the elevation on the windows on the 2<sup>nd</sup> floor; she added that they appear awkward but no major issues with the overall design.

**Senior Planner Espinoza** commented that two emails were received in regards to this project. He asked if those individuals reviewed the plans.

**Associate Planner Williams** responded no.

**Mr. Schoonover** stated that there is a considerable slope on the property. He asked if we know how much actually the slope is.

**Associate Planner Williams** responded that the house is on a flat pad area. She stated that the applicant will work on the slope to create some backyard space. The lot coverage is at 33%.

**Mr. Stevens** stated that there was an Equestrian subdivision approved in 1988 with the expectation that there would be horse keeping on the lots.

**MOTION:** Larry Stevens moved, second by Blaine Michaelis to approve, subject to Staff's recommendation.

Motion carried 6-0-1-0 (Sorcinelli Absent)

*Curt Morris departed meeting at 10:29 a.m.*

#### **DPRB Case No. 14-34**

A request to demolish six (6) existing wood carports and replace them with six (6) new metal carports in the same location at Sunnyside Senior Apartment Homes located at 251 S. Walnut Avenue.

APN: 8390-017-022

Zone: Creative Growth 2 (CG-2)

Tod Merriman, 32195 Dunlap Blvd, Yucaipa, CA, was present.

**Associate Planner Williams** stated the applicant is requesting approval to demolish six (6) existing wood carports and replace them with six (6) new metal carports in the same location at Sunnyside Senior Apartment Homes at 251 S. Walnut Avenue. The total number and configuration of parking spaces will remain unchanged. The site currently has 52 existing open parking spaces and 63 existing covered spaces. The majority of the carports (5 of the 6) are located along an existing varying height block wall with a maximum height of 10'8" that runs along the southern property line adjacent to

the Santa Fe railroad. The sixth carport is located along the northern property line adjacent to the Albertsons parking lot and is buffered by a 6' tall block wall. She stated that construction of the steel 6x6 post will be the same Spanish brown color as well as the color of the fascia. She noted that the top of the posts will be a non-reflective color with a wood grain finish. She added that the colors are consistent with the building colors. Previously, when the plans came into plan check, one was metal and the rest was wood. She asked the applicant to look at doing all of them wood or all of them metal. Also, Staff advised the applicant to steer away using white and are now using natural colors.

**Mr. Stevens** stated that the support columns are dimensional. He asked if they will be attached to a sound wall and if so, how many inches away.

**Associate Planner Williams** responded they are a couple of inches away, about two inches.

**Tod Merriman**, 32195 Dunlap Blvd, Yucaipa, CA, added that the carports mostly attached to the sound wall.

**Mr. Stevens** stated that, in theory, water will get in between, thus the cars will not completely be covered.

**Mr. Merriman** stated that he is worried about the sound wall being supportive to a new structure. The spacing of the post makes sense.

**Associate Planner Williams** commented that it is a double post.

**Mr. Stevens** stated that the last time carports were approved was Bonita Canyon Gateway and there was one single post. He asked if the conduits for the lights are internal.

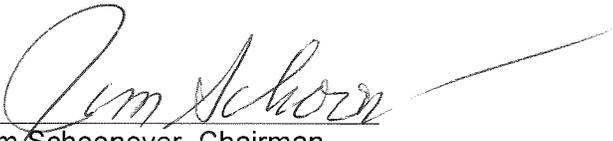
**Associate Planner Williams** responded yes.

**MOTION:** Larry Stevens moved, second by Blaine Michaelis to approve, subject to Staff's recommendation.

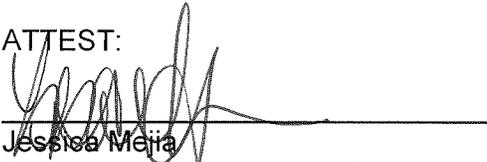
Motion carried 5-0-2-0 (Morris and Sorcinelli Absent)

## **ADJOURNMENT**

There being no further business the meeting was adjourned at 10:39 a.m. to the meeting of November 13, 2014 at 8:30 a.m.

  
Jim Schoonover, Chairman  
San Dimas Development Plan Review Board

ATTEST:

  
Jessica Mejia  
Development Plan Review Board  
Departmental Assistant

Approved: