

DESIGN ADVISORY COMMITTEE  
SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL

Meeting of June 23, 2003

Meeting began at 7:20PM. DAC members in attendance: John LaRocca, Lloyd Hitt, Charlotte Leu, Elaine Brown, Terry Hake Church, Kathy Anthony, Ken McAlpine, Penny Blackwell. Also in attendance were: Cindy Cleghorn, Mark Seigel, Debby Beck, Julie Malcomb, Vidal Herrera and Rosalind Stewart from Council District 2.

Minutes were taken by Cindy Cleghorn.

Shortly after the meeting started, Elaine Brown began tape recording the meeting for the DAC members.

Prior to the start of the meeting Cindy Cleghorn offered copies of the expanded (100 page) Goldhill report on the Commerce Revitalization Study for all DAC members. The following received a copy at this meeting and signed for their receipt of it (at Cindy's request for keeping track): Lloyd Hitt, Charlotte Leu, Kathy Anthony, Penny Blackwell, John LaRocca, Ken McAlpine, Elaine Brown, Terry Hake-Church, Julie McComb, Vidal Herrera and Cindy Cleghorn also received copies. Original set was provided by Rosalind Stewart, CD 2 office and 15 copies made by Cindy Cleghorn, gratis. (Four copies remain and will be held for DAC members not present or for future need.) Anyone else wishing a copy may request one from Cindy.

Agenda Item #2 - Presentation by Mr. Herrera re: 7245 Foothill Blvd., Tujunga.

History: Mr. Herrera was requested to return to this meeting with color swatches and rendering for his proposed changes to his building.

Presentation: Mr. Herrera handed out copies of a letter dated August 1, 2002 from the Department of Building and Safety of the City, signed by Peter Kim indicating the legal zoning description as follows: "The property is known as Lot 6, Tract 3984, are shown on the Zoning Map to be located in the C2-1VL Zone. See attached print out of the Parcel Profile for all zoning related information pertaining to this property. A medical laboratory is permitted in the C2 zone as specified in the Use List No. 2, see attached copy." Also with this handout included a copy of Mr. Herrera's letter to Mr. Tom Rath dated April 30, 2003 and a copy of his signage plans. A copy of all of these is included with the master file with these minutes and each DAC member present received copies.

Charlotte first noticed that the windows to the top of the building actually have less space than the rendering shows. The photo taken by Lloyd Hitt and given to Cindy to keep with our notes was requested. Cindy left the meeting for a few minutes to get the photo. During Cindy's absence, Penny agreed to stand in as secretary. Mr. Herrera said that the City of L.A. stated the proposed business retail and museum requirements were met by 71%. Penny made the following comments: According to the citizens of Sunland-Tujunga, our local high school has a gothic cult. In 1998 there had been vandalism in the cemetery by two girls and boys from the high school. S-T has witches. The community concern is that the even though the serious vandalism occurred before Mr. Herrera purchased is building that Mr. Herrera's proposed business will influence this kind of behavior may draw kids and dark culture to grow in our community. Other concerns included the toe-tag and the

type of open retail business. Copies of relevant documents (i.e. newspaper article, police report) are being prepared for presentation to the DAC and also for a letter to Wendy Greuel by June 30, 2003, which was the date community members thought the DAC meeting would be taking place.

Question about the display of the gargoyles. Elaine said that churches have them on their buildings. Cindy returned with the photo and members examined it carefully. Ken measured and compared the picture to the drawing and noted the differences to the committee. The sign will actually be positioned lower, more between the windows. Charlotte asked if Mr. Herrera will have appropriate displays in his windows.

At the June 9 meeting a motion was approved that the DAC recommend to Tom Rath that retail hours of business be a minimum of 20 hours per week, Monday - Saturday prior to 10 p.m. Several DAC members stated the approval of this motion was inaccurate and that a vote count showing ayes, nos and abstentions was not noted in the minutes so question exists as to whether this is an accurate opinion of this committee. The vote was actually taken as a consensus. Discussion continued at great length in several directions bringing up general DAC discussion issues that the DAC will be addressing and making recommendations to tonight and in future meetings.

Mr. Herrera came tonight specifically to provide samples regarding the colors he will use on his building. Everyone had an opportunity to see the actual sample swatches. A vote was taken to approve the color swatches after it was determined by consensus who is on the DAC committee and eligible to vote. Consensus determined that there are 8 DAC members present eligible to vote. All 8 votes voted in favor of the color swatches as presented by Mr. Herrera. Charlotte commented that she would like to see his location have a more "museum" theme and asked specifically what will be placed in the window. Mr. Herrera expressed that he is willing to work with the DAC so he can move forward with his plans, submit his application for Use & Occupancy to the City which requires a \$1,700 fee. He would rather wait to submit this until he has worked through many of the concerns of the DAC committee. Discussion regarding the signage for this project then took place. Charlotte said the sign drawing was not to scale. Several felt that we had already discussed this issue at great length at the June 9 DAC meeting. Comments regarding at what stage the sign approval process will take place with clarification that Mr. Herrera first goes through the Use & Occupancy application and then applies for permits through building and safety for work and signage permits. Further discussion that we consider making a list of all the outside issues and vote on them individually. Give this to Mr. Rath through the neighborhood council.

Motion by Ken McAlpine, seconded by Penny Blackwell, to request that John LaRocca approach the Interim Board meeting of the STNC on June 28 to include Mr. Herrera on the STNC agenda during the DAC report time at either the July or August STNC meeting.

Penny Blackwell amended the motion to include "at the July STNC meeting." Amendment seconded by Elaine Brown.

Vote on the amendment taken: the amendment passed unanimously, 7 approve, 1 abstention.

Vote on the motion as amended: the amendment passed unanimously, 6 approve, 2 absentions.

Elaine commented that she did not think that we should hold up Mr. Herrera's plans for his retail business and not hold up his plans for his sign. She said that we accept that we have dissenting views regarding the sign and retail hours.

This concluded Mr. Herrera's presentation.

#### Agenda Item #2 - Commerce Revitalization Report - Rosalind Stewart.

Rosalind distributed copies of the Executive Summary from Mr. Goldhill that was distributed at the last STNC meeting. She also distributed copies of Wendy's June 23 survey questions letter she sent to Cindy to post to the STNC web site that requests the community to send replies to the survey questions via e-mail to her by July 21, 2003. Note: This survey is available on the web site at [www.sunlandtujung.org/council](http://www.sunlandtujung.org/council)

Discussion about the specific questions with some concern over the terms in the questions being understandable to the general public. Rosalind responded that the Executive Summary and the questions are a package and the terms are addressed in the Goldhill summary. Further she talked about there being CDBG funds (Block Grant Funds) available for Commerce. John noted that it would be nice to exchange information, hear of trends in development and get ideas for dealing with the parking concerns as the development of Commerce progresses.

Other general comments continued. Charlotte commented on there being no sign enforcement in our area. Rosalind responded that she would like that we announce at a council meeting that there will be an enforcement team in the area for signage instead of just doing it without warning. This opened up other discussion about businesses that are not in compliance with the Foothill Corridor Specific Plan. Penny announced that a 98 cent store is now open across from the soon to be open Starbucks (formerly Rostands Jewelers). Cindy commented on Use & Occupancy process and her history in Glendale and Burbank where U&O's were triggered by signing on for water and power services. It seems appropriate that each new business go through a U&O process so that the location can be OK for their use as it pertains to parking, zoning, kind of business in the area, etc. Elaine, Kathy and others responded in agreement that there hasn't been a trigger and they've asked for this through the business permit process and other ways in the past but no system established yet.

This concluded discussion with Rosalind Stewart.

#### Agenda Item #4 - DAC Procedures and Planning Style Guides - John LaRocca

John distributed copies of an e-mail between Ava Wrightsman and Tom Rath regarding procedure for forming a Design Advisory Committee. Recommended that we take them home and review to discuss at the next meeting.

Cindy announced that she has compiled recent minutes, notes, Goldhill Report, agendas and archived them into a 3-ring binder for anyone to review at future meetings.

Elaine asked that we request Tom Rath to regularly attend our DAC meetings. Rosalind said she would be a conduit to him. It would probably be unlikely that he could regularly attend.

Elaine heard that businesses within 1,000 feet of a member's business and making a proposal to the DAC could be a conflict of interest if the member is on the DAC committee and asked if anyone has heard of this?

Items for the next, July 14 agenda, were requested to be placed on the agenda and that no presentations be made, if can be avoided.

Agenda items to include:

1. DAC Procedures: meeting times, letters to the NC, City, etc.
2. Review April 2002 letter and interacting with the City.
3. Organization and Structure of the DAC - adding professionals to the committee (i.e., architect)
4. Influence on financial and economic interest. Are we advisory?
5. Bylaws of STNC
6. Research reports of other Chambers, Cities requirements for business areas.

Status on Squeaky Clean: Cindy reported that she has not heard anything yet from them. Asked if anyone else has? Kathy said that a letter was sent to residents in the area but no date for a meeting yet and as far as she knows, no one has been contacted. Per our June 9 meeting, they are to get back to us with an update by June 30.

Meeting adjourned at 9:15 p.m.

Cindy Cleghorn  
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