

**Design Advisory Committee of the
Sunland Tujunga Neighborhood Council
Minutes of May 2, 2005 - 6 PM
held at North Valley City Hall
7747 Foothill Blvd., Tujunga**

Meeting called to order by Chairman John La Rocca at 6:20 PM. DAC members in attendance: John La Rocca, Chairman; Tomi Lyn Bowling, Recording Secretary; Lloyd Hitt; Don Breeding; Debbie Ray; Julianne Maurseth; Cindy Cleghorn and Penny Blackwell. Audience: Robin Meares and Bob Schiele.

A. Discussion/Action: Standard Operating Procedures for the DAC.

The following items were unanimously agreed upon by the DAC members present.

1. Advance distribution of DAC minutes via e-mail. Following each DAC meeting the minutes of the meeting will be typed up as early as possible and distributed to the DAC members as a draft for review and changes. This is so less time is taken to note corrections at the DAC meetings. Goal: Approve DAC minutes as presented at DAC meetings whenever possible.

2. Agenda time schedule. Introduce timekeeper. The time schedule printed on agendas is a guide for the chairman. The chairman, at his/her discretion choose to move around the time schedule at the beginning of the meeting to accommodate presentations who arrive on time and those who may arrive late due to travel issues or cancellations. It is also to accommodate representatives from CD2 so they know when to arrive. Every effort will be made to accommodate CD2 reps the opportunity to speak as early as possible as they may have other meetings to attend. The same holds true for City department representatives who request time to speak or present.

A time keeper will be introduced at each meeting. Robin Meares says we will purchase a time clock for use at meetings. Each presentation will have up to 10minutes to present and 5 for Q&A. A five (5) minute warning will be given to the presenter by the timekeeper.

3. Advance distribution of presenter's information to DAC

Whenever information is received in advance of a meeting via e-mail, the DAC's corresponding secretary will send copies to all DAC members so they can review in advance of the meeting. This is meant to save time during our meetings. It is requested that DAC members review as much about a presentation in advance as possible for their schedule so that presentations can move through quickly.

The following item was tabled til May 16, 2005 DAC meeting:

4. Procedure regarding advance meetings with proposed developers

Many times proposed developers are directed to us from either City Planning or CD2 and they request particular DAC members to attend an "informal" meeting with that proposed developer. These meetings are designed to be "scoping", "information gathering" type meetings. They are not meant to be representative of the DAC as the DAC is a 11 member committee plus 4 alternates.

DAC Chairman's comments: These informal, advance meetings with developers are not to happen, must be brought to DAC first. In an extreme emergency (e.g.: impending hearing with no

DAC scheduled) call an emergency presenters meeting with notice within 24 hours. This item tabled until May 16, 2005 so John LaRocca could discuss with Dale Thrush.

The following item was unanimously agreed upon by the DAC members present:

5. Incomplete presentations will be postponed to future meeting

The goal of the DAC is to weigh in on each presentation and provide a letter to the proponent, City planning and others of their "advisory" recommendation. Every effort is being made to collect as much information as possible during a presentation and to weigh in on more than just the design features of a project. If a project is incomplete in their presentation, it is the discretion of the DAC to postpone the recommendation to either the following or future meeting so the DAC members may have an opportunity to research or review the project more fully.

6. Team Leader updates

Verdugo Hills Golf Course: Bob Schiele will now be the DAC's liaison to the Verdugo Hills Golf Course proposed development. Ideas from the developer were presented by DAC members at the April 4, 2005 DAC meeting. A tentative community wide meeting is planned for June 7th, 2005 at the Muni Bldg. and has been reserved so they can show their ideas and options to the community.

Discussion regarding May 11 DAC presentation at STNC meeting.

Discussion regarding title for presentation. Cindy will coordinate DAC members to prepare the presentation.

Budget

Cindy proposes \$10,000 as per her "Draft Only". Will bring it back to DAC after input from the STNC Budget Committee.

7:20 PM

Adjourn DAC Business.

At this time the Presentations portion of the DAC meeting was called to order.

Public Comments

Greg Weiss - Redmont Ave. in Tujunga - he has order to tear down or repair old garage he contacted Lloyd Hitt, historian of Bolton Hall. Wants to build a 2nd home and wants DAC to review. Zoned RE40. **Recommend he be put on agenda for May 16 after getting Building & Safety comments.**

10057 Commerce Avenue. Comment on buildings where they cannot open for business due to no parking. Wants to know if this can be moved into faster handling.

Brian Fitzburg - question on what Julianne said about parking credits. JulianneMaurseth explained briefly the parking credit system: Local business owners buy into a common account and they reserve their spaces according to the time of day that their business would most need parking. Its a shared approach to maximizing the availability of parking. Avoids need for business owner to add and pay for more expensive parking spaces.

Presentations

10247-10249 Hillhaven - Harry Babakhanian. 8 unit apartment building - townhouse style. Demo existing houses. Back house is typical California bungalow. 1300 - 1400 S.F. units, 4 each. \$2,400 per month rentals. They may sell them as a condominium complex. Style is boxy. Debby would like input from more DAC members and community. John mentions clay tiles. Julianne reiterates articulation. Deby Ray comments style guide will assist in future projects of this type. Penny says she wants to ensure no variance or zone problems. Cindy wants to note: Community recommends condo/townhouses not rentals. Motion made by Tomi: DAC recommend this builder work with design team to come up with design that works. Motion carried - one abstention (Penny Blackwell).

Richard Reisch and Will Long - 99 seat theatre proposed at 10041 Commerce (currently Rudy's Upholstery), just want to throw the idea out to see if it's needed and wanted. Will did surveys and 100% were "fabulous, awesome, great" responses, "it will bring life into this area." Comedic, comedy plays were wanted. Lloyd questioned parking. Masonic Temple suggested to work out parking. Have theatre company - may teach - need to survey. Like to have Children's Theatre. Some schools would like to use that space for bringing kids from school to learn theatre. May also have musical performances. Maybe comedy night, acoustic night. The DAC did not take official position on this proposal as it is not official but feedback was positive.

Kevin Jordan - Verizon Wireless - wants to erect a pole (cell tower) 50' away from flag pole just approved for Community Christian Church. Penny asks if earlier approval of AT&T pole at Public Storage site on Foothill and combining with them is possible? There will be monopine, an emergency generator and two live pines. A tree will be moved as part of the process. Project covers 11' x 33' strip of land at 10193 Tujunga Canyon. Idea of a steeple instead of monopine was suggested. All responses given my Mr. Jordan. *Response:* It would have to be a separate, structured steeple. Have options been explored to create a more visually pleasing structure? *Response:* Design options need to be financially workable and approvable by Planning (palm was rejected by Planning). Will be covered with creeping vines. Penny stated that AT&T took many hours to present and did so several times to the DAC and finally to the full STNC board. With all the hours put in as well as the time spent by DAC, the understanding is that the additional cell towers are to use AT&T's site located at the Public Storage facility on Foothill. Penny recommends that Verizon thoroughly research this with AT&T. Cindy asked asked Mr. Jordan the following:

1. Church entered into a lease with Verizon. Is this an already okayed site by the City?
2. Visual - the box for the generator looks like a truck and is visible from the street.
3. FBCSP - read from Pg. 2, I, J, & K (also, refer to the Design Standards Manual).
4. AT&T went to the full STNC board and community with their presentation.

5. AT&T hoped to hear from Verizon and left a space for them in their site to be placed at Public Storage on Foothill (near Do-It Center).
6. Involve neighbors 1000 feet or more.
7. I have good Verizon service in this area and know others who do as well.
8. This is Target Area 3 of the FBCSP, a key area for revitalization of our community.
9. How long does this lease continue? Contract length? Renewals? Discontinuance factors of lease?
10. How many more sites along the FBCSP are pending or anticipated now by Verizon?
11. Does this set a precedent?

Cindy also quoted from FBCSP re improve community appearance. Also recommends going before full STNC. Involving neighbors - as AT&T did. Painting the church encouraged up by Debby Beck. Roberta concerned about how many requests for these towers we'll be seeing in the future. Request Dale Thrush - clarify. Motion by Tomi: DAC send a letter to Verizon, church, with recommendation that they return with alternative plan that is more appropriate to the site, e.g., a bell tower that adds aesthetic value, after the AT&T option has been explored. Motion carried with one opposition.. Motion: Request designer review options (and more) with the church to come up with a more pleasing design. Monopines are not wanted by community. Motion carried unanimously.

Final presentation: 8235-D Foothill Blvd., Ladir Bedoyan, 16'6" x 18". Motion: That he returns with a full color drawing showing exact colors, letters attached to the building, not in a box and include the building in the background and according to the FBCSP. Bring sample of materials. Motion seconded - carried.

Minutes

Minutes of April 4, 2005 meeting approved as corrected. Debby has corrections to the minutes.

Procedurally - presenters with incomplete forms or materials are refused until next meeting.

Vice Chair vacancy - Debby Beck recommended to fill the position. Will be placed on 5/16/05 agenda.

Nina Royal asked to join the DAC to fill vacancy as either committee member or alternate, citing her IRP and Safety expertise.

Team Updates: Recommended for Commercial Land Use Team Don Breeding as leader. Also, Lloyd Hitt also a member.

Think about new alternates as we move people into DAC positions.

Penny Blackwell requested reports to be written from team leaders. Also, that we take breaks.

Meeting adjourned at 9:45 PM

Minutes taken by Tomi Lyn Bowling, DAC Recording Secretary.