

**CITY OF ORANGE
DESIGN REVIEW COMMITTEE
MINUTES – FINAL**

April 17, 2019

Committee Members Present: Anne McDermott – Chair
Tim McCormack
Carol Fox
Robert Imboden

Committee Members Absent: Mary Anne Skorpanich – Vice Chair

Staff in Attendance: Bill Crouch, Community Development Director
Marissa Moshier, Historic Preservation Planner
Kelly Ribuffo, Associate Planner
Jessica Wang, Administrative Specialist
Simonne Fannin, Recording Secretary

Administrative Session – 5:05 p.m.

Chair McDermott opened the Administrative Session at 5:05 p.m.; staff had no policy or procedural information to report.

Mary Binning, Senior Assistant City Attorney, provided the Committee with an overview of proper meeting policies and procedures as outlined in the Municipal Code and in accordance with the Brown Act. She also outlined proper procedures for proposing motions, open discussion on non-agendized items, and conflicts of interest.

The Committee provided edits to the March 20, 2019 minutes.

Chair McDermott adjourned the administrative session 5:38 PM

Regular Session – 5:38 p.m.

ROLL CALL:

Committee Members McCormack, Imboden, McDermott, and Fox were present. Vice Chair Skorpanich was absent.

FLAG SALUTE:

Chair McDermott led the flag salute.

PUBLIC PARTICIPATION:

Opportunity for members of the public to address the Design Review Committee on matters not listed on the Agenda.

There were no speakers.

CONSENT ITEMS:

(1) APPROVAL OF MINUTES: March 20, 2019

Committee Member Fox made a motion to approve the March 20, 2019 minutes as emended in the Administrative Session.

SECOND: McCormack
AYES: McCormack, McDermott, Fox, and Imboden
NOES: None
ABSENT: Skorpanich
ABSTAIN: None

MOTION CARRIED.

AGENDA ITEMS:

Continued Items:

(2) DRC No. 4952-18, CATLIN CULVER RESIDENCE

- A proposal to reconstruct a demolished service porch and make other exterior alterations to an existing single-family residence. Second review by DRC.
- 585 E. Culver Avenue
- Staff Contact: Kelly Ribuffo, (714) 744-7223, kribuffo@cityoforange.org
- DRC Action: Final Determination

Kelly Ribuffo, Associate Planner, provided an overview of the project consistent with the staff report. She explained the concerns that staff has with the window patterns, the reconstruction of the rear service porch, and the exterior stucco finish.

Jim Citarella, contractor for the project, circulated photos of the windows on his own home featuring the same style of windows the applicant purchased for the project property. He provided an explanation for the window choice

Chair McDermott opened the public comment portion of the meeting and disclosed the DRC received an email from Jeff Frankel, Board Member of the Old Towne Preservation Association, in opposition to the proposed stucco texture and windows.

There were no speakers. Chair McDermott closed the public comment portion of meeting.

Committee Member Fox provided an overview of the on-site visit with staff, the contractor, applicant, and Chair McDermott.

The Committee had the following comments and concerns:

- There is too much ambiguity and inconsistency in the drawings and a lack of evidence and clarity on what is being proposed. Based on the quality of the drawings, and the Committee is not convinced that the project will be built properly.
- The proposed front windows do not match the windows in the historic photo that are meant to be replicated.
- There are a number of different trims, framing, and sashes; there needs to be some common thread tying it all together.

- The intention of the service porch roof and parapet is not properly drawn. A note regarding the parapet is needed on the plans.
- The sills on the side windows are not called out and it is difficult to tell how they are detailed.
- The windows are not conventionally drawn on the elevations. The windows appear out of proportion and there are no dimensions listed. Because the proposed windows have already been made, perhaps the applicant could provide photographs of what they actually look like or provide a cut sheet outlining the dimensions. Some windows appear to be drawn correctly on the elevation but not on the plans.
- The bottom rail on the lower sash of the proposed windows appears unusually tall. Confirmation is needed as to whether that is a drafting error.
- The Committee needs more information on the sashes; it is not realistic to have operable windows with a 1-inch sash.
- Given that the Committee does not have any documentation as to what the original side windows looked like, the proposal is acceptable, even if it is not ideal, because they are compatible according to the Secretary of Interior Standards, provided the brick mould is as discussed and the sizes fit in the historical openings.
- The stucco finish as presented in the photograph that was circulated at the beginning of the meeting is acceptable. The Committee asked if the intention is to remove all of the existing stucco or just take it down to a brown coat to refinish it. Staff and the applicant clarified that those details have not been determined yet.
- The Committee requested clarification on whether or not the existing windows have wood trim and whether existing door trim will be retained.
- The door swing on the front entry door on the plan appears to be incorrect.

Bill Crouch, Community Development Director, made a recommendation to form a subcommittee of staff and the two Committee members who visited the site in order to move forward with the project. The subcommittee could confirm that the details are correctly shown on the plans within the parameters that the Committee sets tonight.

Mr. Citarella approached the podium and provided a description of the original redwood sill that is still intact. He stated he will provide details on the jam head, mullion post, sill, muntin bar, and stucco detail.

Committee Member Fox made a motion to approve DRC No. 4952 – 18, Caitlin Culver Residence based on the findings and conditions in the staff report with the following additional conditions:

- Windows shall have sills that match what was originally on the building.
- Brick mould shall be as close to what was originally on the building as possible.
- All of the new windows shall have the same trim details.
- The service porch parapet shall have a tile cap with a sloped roof beyond that is to match as close as possible to the previously removed service porch based on the ghosted line seen in the paint.
- The proposed stucco finish shall return to the Committee for approval.
- When all of the conditions are met by the applicant and brought back to staff, a subcommittee consisting of Chair McDermott and Committee Member Fox shall be called in to assess whether or not the details have been implemented per the conditions.

- The windows that are numbered “10” in the window schedule shall have four lights over one instead of five over one and the double hung on either side of the central panel shall have two lights over one instead of three over one.

There was no second.

MOTION FAILED.

Committee Member Fox made a motion to continue DRC No. 4952 – 18 – Caitlin Culver Residence to a date uncertain in order to allow the applicant to revise the drawings so that they are in line with their intent and to make the changes that were recommended by the Committee. The applicant is free to include written and photographic documentation.

SECOND: Imboden
AYES: McCormack, McDermott, Fox and Imboden
NOES: None
ABSENT: Skorpanich
ABSTAIN: None

MOTION CARRIED.

Committee encouraged the applicant to consider the consistency of the sills throughout the house.

New Business: None

ADJOURNMENT:

Chair McDermott adjourned the meeting at 7:02 p.m.

The next regular meeting is scheduled for Wednesday, May 1, 2019.