



## CITY OF PACIFIC GROVE

300 FOREST AVENUE  
PACIFIC GROVE, CALIFORNIA 93950  
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### MINUTES OF THE ARCHITECTURAL REVIEW BOARD MEETING

#### ARCHITECTURAL REVIEW BOARD

DATE & TIME: **TUESDAY, December 11, 2007 – 4:00 P.M.**

LOCATION: CITY HALL, COUNCIL CHAMBERS – 300 FOREST AVENUE

Tape 07-23

**Board Members Present:**

Jeff Becom  
Darlene Billstrom  
Scott Hall  
Ken Hinshaw  
Doug Howe, Vice Chair  
Maryanne Larson Spradling

**Board Members Absent:**

Dennis Tarmina, Chair

DOUG HOWE IS ACTING CHAIR FOR TODAY'S ARCHITECTURAL REVIEW BOARD (ARB) PROCEEDINGS.

**1. APPROVAL OF MINUTES**

→ On a motion by Billstrom-Becom, the Board voted 6-0 to approve the minutes of the November 27, 2007, ARB meeting.

**2. COMMENTS FROM THE PUBLIC**

None.

**3. COMMUNICATIONS**

Staff announced that, beginning in January 2008, all ARB hearings will begin at **6 p.m.**

**4. WRITTEN CORRESPONDENCE**

None.

**5. CITY COUNCIL ACTIONS**

Staff reported.

**6. PLANNING COMMISSION ACTIONS**

Staff reported.

**7. SUBCOMMITTEE REPORTS**

None reported at this time.

**8. ITEMS WITHDRAWN**

None.

**9. REQUESTS FOR CONTINUANCE**

**Project address: 551 Gibson Avenue (Item 11a.)**

Architectural Approval Application No. 2883-01 (Final) for review of the illumination levels of exterior lighting for the two multi-unit structures at Forest Hill Manor. This review is a mitigation measure that was adopted by the City Council when the project was initially approved. Applicant: Bill Camille, Project Manager, California Nevada Methodist Homes. Continued from 10/09/07, 10/23/07, and 11/13/07.

**Applicant is requesting a continuance to the January 8, 2008, ARB meeting since changes previously discussed with the ARB have yet to be implemented and the applicant will be out-of-town.**

**→ On a motion by Billstrom-Becom, the Board voted 6-0 to continue Item 11a. 551 Gibson Avenue to the January 8, 2008, ARB hearing.**

**10. CONSENT AGENDA**

**ARB member(s) requested three items on the Consent Agenda be moved to the beginning of the Regular Agenda for further discussion. These items are:**

**Project Address: 1117 Sinex Avenue;  
Project Address: 221 Grand Avenue (Sign Permit); and,  
Project Address: 551 Grand Avenue.**

**ARB member(s) requested one Regular Agenda item be moved to the Consent Agenda. This item is Project Address 869 Del Monte Boulevard.**

**Vice Chair Howe asked the public if anyone was present to speak about Project Address 869 Del Monte Boulevard. No public interest was shown and no Board members had questions regarding the project.**

→ On a motion by Hall-Spradling, the Board voted 6-0 in favor of moving Project Address 869 Del Monte Boulevard to the Consent Agenda.

BOARD MEMBER HINSHAW STEPPED DOWN PRIOR TO THE FOLLOWING ITEM.

**a. Project Address: 209 Wood Street**

Architectural Approval Application No. 3710-07 (Final) for proposed exterior alterations to an existing single-family dwelling that is listed on the City's Historic Resources Inventory. Applicant: Michael Groshong, Housing Dept., City of Pacific Grove

→ On a motion by Howe-Billstrom, the Board voted 5-0 to approve the project on consent. Approval is based on the standard finding for approval of an architectural approval application.

BOARD MEMBER HINSHAW RETURNED TO THE BOARD.

**b. Project Address: 1023 Balboa Avenue**

Amend Architectural Approval Application No. 3621-06 (Final) to incorporate a design change to the front balcony of the single-family dwelling. Applicant: Bob Winkleblack

**c. Project Address: 252 Grove Acre Avenue**

Architectural Approval Application No. 3742-07 (Final) for proposed roofing material change (shake shingles to 50-year composition). Applicants: Wolfy's Roofing Co. [Administrative approval pending.]

**d. Project Address: 869 Del Monte Avenue**

Architectural Approval Application No. 3671-07 (Final) for proposed addition and remodel to an existing single-family dwelling listed on the City's Historic Resources Inventory (Concept approval received 10/09/07).

→ On a motion by Billstrom-Becom, the Board voted 6-0 to approve the following items on the Consent Agenda:

**Project Address: 1023 Balboa Avenue,**

**Project Address: 252 Grove Acre Avenue, and,**

**Project Address: 869 Del Monte Boulevard.**

Approval is based on the standard finding for approval of an architectural approval application.

## 11. REGULAR AGENDA

THE FOLLOWING PROJECTS WERE MOVED FROM THE CONSENT AGENDA TO THE REGULAR AGENDA FOR FURTHER DISCUSSION:

**a. Project Address: 1117 Sinex Avenue**

Architectural Approval Application No. 3688-07 (Final) for proposed first and second story additions to an existing non-historic residence (Concept approval granted 10/23/07) and Tree Permit No. 59908 for 3 to 4 removals, possible trimming and root pruning for several others on site.

Kent Knoll presented the project to and answered questions from the Board.

**→ On a motion by Hall-Spradling, the Board voted 4-2 (with Hinshaw and Billstrom voting no) to grant final architectural approval. Approval is based on the standard findings for approval of an architectural approval application.**

**b. Project Address: 221 Grand Avenue (Sign Permit)**

Sign Application No. 07-1050 (Final) for proposed exterior signage for an existing commercial structure listed on the City's Historic Resources Inventory.

Paul McEnroe presented the project to and answered questions from the Board.

**→ On a motion by Billstrom-Becom, the Board voted 6-0 to grant final architectural approval. Approval is based on the standard findings for approval of an architectural approval application.**

**c. Project Address: 511 Grand Avenue**

Architectural Approval Application No. 3702-07 (Final) for proposed exterior alterations to an existing single-family dwelling.

Joy and Travis Long presented the project to and answered questions from the Board.

**→ On a motion by Hinshaw-Billstrom, the Board voted 6-0 to grant final architectural approval with subcommittee review (Hinshaw-Howe) of a window alternative for the frontage of the structure. Approval is based on the standard findings for approval of an architectural approval application.**

THE BOARD RESUMED THE ORIGINALLY SCHEDULED REGULAR AGENDA REVIEW AT THIS POINT.

**d. Project Address: 180 Central Avenue**

Architectural Approval Application No. 3675-07 (Concept) for a proposed two-story duplex with an attached two-car garage. Applicant: Tom Calvert  
Continued from 07/24/07, 08/14/07, 08/28/07, 09/25/07, 10/09/07, and 11/13/07.

Tom Calvert presented the project to and answered questions from the Board.

**→ On a motion by Hall/Becom, the Board voted 6-0 to grant conceptual architectural approval. Approval is based on the standard findings for approval of an architectural approval application.**

**e. Project Address: 413 Willow Street**

Architectural Approval Application No. 3729-07 (Concept) for proposed addition to a one-story, existing, single-family residence.

John Moore presented the project to and answered questions from the Board.

**→ On a motion by Hinshaw-Spradling, the Board voted 6-0 to grant final architectural approval with subcommittee review (Hinshaw-Billstrom) of proposed windows. Approval is based on the standard findings for approval of an architectural approval application.**

**f. Project Address: 231 Central Avenue**

Architectural Approval Application No. 3670-07 (Concept) for proposed addition of attached 1-car garage with guest quarters above; 175 square-foot addition to 2<sup>nd</sup> floor of historic home; removal of exterior walls between house and carport to allow for addition of driveway to garage. The existing structure is listed on the City's Historic Resources Inventory.

Ted Larson presented the project to and answered questions from the Board.

Public speaker:

Owner Mildred McBrian spoke about her home and the proposed project.

**→ On a motion by Hall-Billstrom, the Board voted 6-0 to grant conceptual architectural approval for the proposed project without doors on the existing, open (no doors) garage. Howe stated that if the applicant wishes to change the design to accommodate an enclosed garage and change the existing design configuration, the applicant may pursue a Historic Preservation Permit. Approval is based on the standard findings for approval of an architectural approval application.**

**g. Project Address: 1255 Shell Avenue**

Architectural Approval Application No. 3724-07 (Concept) for proposed first- and second-story additions to an existing single-family residence.

Mark Thompson presented the project to and answered questions from the Board.

**→ On a motion by Hinshaw-Billstrom, the Board voted 5-1 (with Howe voting no) to refer the project back to the applicant for further study. This agenda item is continued to the January 8, 2008, ARB meeting.**

BOARDMEMBER HINSHAW STEPPED DOWN FROM THE BOARD PRIOR TO THE NEXT ITEM.

**h. Project Address: 225 Congress Avenue**

Tree Removal Permit No. 59912 (Final) for proposed removal of one holly tree in support of the previously approved single-family dwelling improvement project. The structure at this property is listed on the City's Historic Resources Inventory.

Owner John Carminati presented the tree removal project to and answered questions from the Board.

Staff noted that two letters of support were received for this tree removal project.

**→ On a motion by Hinshaw-Billstrom, the Board voted 5-0 to grant final approval for Tree Removal Permit No. 59912 with the condition that, per City Code, the applicant is required to plant two (2) appropriate native trees (tree type must receive City staff review and approval) for the loss of this one (1) holly tree. This approval is based on the standard finding of approval for a tree removal permit application.**

BOARDMEMBER HINSHAW RETURNED TO THE BOARD.

**i. Project Address: 135 ½ 17<sup>th</sup> Street**

Historic Preservation Permit Application No. 07-0221 and Architectural Approval Application No. 3676-07 (Concept) for a proposed first story remodel and second story addition to an existing single-family dwelling that is listed on the City's Historic Resources Inventory. The proposed rear- and side-yard setbacks for this project are less than required by City code.

David Prew presented the project to and answered questions from the Board.

**→ On a motion by Billstrom-Hall, the Board voted 6-0 to approve the**

**Historic Preservation Permit. On a motion by Billstrom-Hinshaw, the Board voted 6-0 to grant Conceptual architectural approval. These approvals are based on the standard findings of approval for a historic preservation permit and an architectural approval application.**

BOARDMEMBER BECOM STEPPED DOWN FROM THE BOARD PRIOR TO THE NEXT ITEM.

**j. Project Address: 149 15<sup>th</sup> Street**

Architectural Approval Application No. 3728-07 (Concept) for a proposed remodel and second-story addition to an existing single-family dwelling. Continued from 11/13/07.

Jeffrey Becom presented the project to and answered questions from the Board.

**→ On a motion by Hinshaw-Hall, the Board voted 5-0 to grant Conceptual architectural approval. Approval is based on the standard findings for approval of an architectural approval application.**

BOARDMEMBER BECOM RETURNED TO THE BOARD.

**k. Project Address: 221 Grand Avenue**

Architectural Approval Application No. 3725-07 (Final) for proposed exterior alterations to an existing commercial structure listed on the City's Historic Resources Inventory.

Paul McEnroe presented the project to and answered questions from the Board.

**→ On a motion by Hall-Hinshaw, the Board voted 6-0 to grant final architectural approval with the removal of any ornamentation on the garage door. Approval is based on the standard findings for approval of an architectural approval application.**

**l. Project Address: 176 Lighthouse Avenue**

Architectural Approval Application No. 3730-07 (Concept) for proposed remodel and first- and second-story additions to an existing single-family dwelling.

John Moore presented the project to and answered questions from the Board.

**→ On a motion by Howe-Billstrom, the Board voted 6-0 to refer the project back to the applicant for further study and to reintroduce the "swooping" roof features to the design, rework the massing of the southwest elevation, and consider dividing the garage door. Staff was**

**asked by Board to look into the historic nature of the existing structure. This agenda item is continued to the January 8, 2008, ARB meeting.**

**m. Project Address: 182 Laurel Avenue**

Historic Preservation Permit Application No. 06-0212 and Architectural Approval Application No. 3597-06 (Concept) for a proposed remodel and additions, including a partial second-story addition, to a one-story single-family residence that is included on the City's Historic Resources Inventory. The property has less than the minimum required number of off-street covered parking spaces; two are required and there is a one-car garage on the site. The existing garage encroaches into the required 8' west side yard setback and the garage eave is less than 3' from the west property line. The project includes attaching the garage to the residence and reducing the length of the garage parking space to less than the minimum required 20'.

Continued from 1/23/07, 4/24/07, 5/22/07, 6/12/07, 6/26/07, 7/10/07, 7/24/07, 8/14/07, 8/28/07, 9/11/07, 9/25/07, 10/09/07, 11/13/07, and 11/27/07.

Gene Anderson presented the project to and answered questions from the Board.

**→ On a motion by Howe-Hall, the Board voted 6-0 to approve the Historic Preservation Permit. On a motion by Becom-Hall, the Board voted 5-1 (with Billstrom voting no) to grant conceptual architectural approval with two exceptions: 4-inch adjustment to carport and 6-inch reduction in second floor plate height. These approvals are based on the standard findings of approval for an architectural approval application and the suggested findings per the agenda report for this Historic Preservation Permit application.**

**12. REPORTS OF BOARDMEMBERS**

None.

**13. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:30 p.m.

**TRICIA WOTAN  
ACTING SECRETARY**

STANDARD FINDING FOR APPROVAL OF AN ARCHITECTURAL APPROVAL APPLICATION

The architecture and general appearance of the building(s) will be in keeping with the neighborhood and the completed project will not be detrimental to the orderly and harmonious development of the City nor impair the desirability of investment or occupation in the neighborhood.

FINDING FOR THE APPROVAL OF TREE REMOVAL PERMIT APPLICATION

The tree(s), due to their location in respect to topography and required setbacks, prevent reasonable development of permitted uses.

JUDICIAL TIME LIMITS

This serves as written notice that Pacific Grove Municipal Code Section 1.20.010 incorporates Section 1094.6 of the Code of Civil Procedure of the State of California and provides a ninety-day limitation for judicial review of any final administrative decision by the council, or any board, commissioner, or officer of the city.

