

# **DRAFT MINUTES**

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## **REGULAR MEETING OF THE LANCASTER ARCHITECTURAL AND DESIGN COMMISSION**

**December 7, 2017**

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### **CALL TO ORDER**

Chairperson Bartlett called the meeting to order at 5:40 p.m.

### **PLEDGE OF ALLEGIANCE**

Commissioner McDonald.

### **ROLL CALL**

**PRESENT:** Commissioners Carter, Chant, McDonald, and Chairperson Bartlett.

**ABSENT:** Commissioners Hearn and Wiley.

Also present were the following: Brian Ludicke (Planning Director), Elizabeth Brubaker (Director of Housing and Neighborhood Revitalization), Jocelyn Swain (Principal Planner), Chris Aune (Associate Planner), Cynthia Campaña (Associate Planner), and Sydney Yeseta (Recording Secretary).

### **PUBLIC BUSINESS FROM THE FLOOR**

None.

### **CONSENT CALENDAR**

#### **1. APPROVAL OF MINUTES**

It was moved by Commissioner Chant and seconded by Commissioner Carter to approve the Minutes from the Regular Meeting of November 2, 2017. Motion carried with the following vote (4-0-0-2).

**AYES:** Commissioners Carter, Chant, McDonald, and Chairperson Bartlett.  
**NOES:** None.  
**ABSTAIN:** None.  
**ABSENT:** Commissioners Hearn and Wiley.

**NEW BUSINESS****2. REVIEW OF CONCEPTUAL HOUSING DEVELOPMENTS FOR THE LANCASTER HOUSING AUTHORITY**

Presenters: Brian Ludicke and Elizabeth Brubaker

Brian Ludicke gave the presentation for the review of conceptual housing developments for the Lancaster Housing Authority, which is the fourth project that the Commission has reviewed for the Lancaster Housing Authority. The proposed project contains four types of care facilities: an independent living facility, an assisted living facility, and a skilled nursing facility, which includes a memory care facility. The proposed development is part of the larger Medical Main Street project. The layout is designed to have common dining areas for the different facilities and open courtyards for use by the residents. The architectural style of the buildings is to look more residential than institutional.

Elizabeth Brubaker added that the housing will be considered permanent and affordable. The residents will have the assistance of Medicaid and Medicare. It is a unique facility in that a resident could start in the independent facility and move through the three phases until the end of life.

The development itself would not produce revenue, except for property taxes. However, there would be peripheral revenue generated by having the residents in the City. The site would have solar panels and the insulation, heating and cooling, windows, etc. would be designed to be energy efficient. The design of the project includes 360-degree architecture.

**3. UPDATE ON DIRECTOR'S REVIEW NO. 17-60**

At the November 2, 2017, regular meeting, Cynthia Campaña gave a presentation for the review of the design of a proposed billboard relocation near the intersection of Avenue K and 18<sup>th</sup> Street West. Staff provided an update to the Commission stating that the proposed project is still being researched to determine if the billboard can be relocated.

**PUBLIC BUSINESS FROM THE FLOOR – NON-AGENDIZED ITEMS**

There were two speaker cards.

Speaker No. 1: David Paul voiced concern about the proposed housing developments and the possibility of residents losing their assets by residing in the assisted living facility. He also thanked Mr. Ludicke for his years of service to the City.

Speaker No. 2: Ryan Langdale voiced concern for the proposed housing development and asked about a hospice facility being added.

Elizabeth Brubaker responded to Mr. Paul's concern about the loss of assets and Mr. Langdale's suggestion of hospice being included.

**ADJOURNMENT**

This meeting adjourned at 6:16 p.m., to the Regular Meeting on January 4, 2018, at 5:00 p.m., in the Lancaster City Hall Council Chambers.

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APRIL BARTLETT, Vice Chair  
Lancaster Architectural and Design Commission

ATTEST:

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JOY REYES, Recording Secretary  
City of Lancaster



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**STAFF REPORT  
ARCHITECTURAL AND DESIGN COMMISSION MEETING**

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**DATE:** April 19, 2018

**TO:** Chairman Carter and Members of the Architectural and Design Commission

**FROM:** Jocelyn Swain, Principal Planner

**REQUEST:** **SITE PLAN REVIEW NO. 17-04:  
Kensington Campus Homeless Facility – Northeast Corner of  
32<sup>nd</sup> Street West and Avenue I (Assessor’s Parcel Number: 3107-  
012-905)**

**RECOMMENDATION:** **Approve the elevations for Site Plan Review No. 17-04, with the  
removal of the stacked stone from Buildings A and C**

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**PROJECT SUMMARY:**

The proposed application (Site Plan Review No. 17-04) involves the construction and operation of the Kensington Campus Homeless Facility. This project is a joint effort between the City of Lancaster Housing Authority and Insite Development (When Life Hands You Lemons, LLC), and is located on approximately 15 acres at the northeast corner of 32<sup>nd</sup> Street West and Avenue I. The proposed project would create a campus-like setting to provide services and housing for homeless individuals and families. Specifically, the proposed project involves the following:

- 51 permanent affordable housing units (may be increased to 102) (one-bedroom apartments);
- 100 temporary mini housing units (short-term, single occupant units);
- 5 shelters housing, 20 people each (temporary/dormitory style housing);
- 4,000 square feet for on-site service providers (e.g., food services, job resources, etc.);
- 4,500 square feet for on-site medical; and
- 18,000 square feet for other services for homeless individuals and families.

As part of the Site Plan Review process, staff approved a preliminary site plan to allow for mass grading of the project site on March 30, 2018. Mass grading started on April 2, 2018.

## **DESIGN ANALYSIS:**

Development on the project site is comprised of seven buildings (A-G). The housing on the project site would be clustered into four to six “villas”. The villas would be comprised of five main buildings and 24 mini-homes or “sleeping pods”, which would provide a variety of housing types from tiny homes to one-bedroom apartments. The building with the one-bedroom apartments (Building A) would be approximately 11,000 square feet, and each of the “sleeping pods” would be approximately 150 square feet. The temporary homeless shelters would be located outside of the villa areas towards the middle portion of the site along 32<sup>nd</sup> Street West.

**Access:** Access into the project site is provided from two driveways on 32<sup>nd</sup> Street West. These driveways would allow vehicles to enter the site and park in the parking lots, and would connect to paved on-site paths, which would provide for emergency vehicle access to the buildings. However, private vehicles would not be allowed beyond the parking lots. The development would be landscaped with a variety of trees, shrubs, and open space gathering areas. These trees would provide shade throughout the site, and a buffer between the proposed facility and adjacent properties.

**Architectural Design:** The main building (Building A) in each villa is a long, rectangular, two-story building, which would house the one-bedroom apartments. The first floor façade would be stacked stone, and the second floor façade would be porcelain tile. A decorative metal guardrail would be located along the second floor, and two sets of steel staircases would be provided and painted to match the guardrail. The roofs of the individual buildings would be metal.

Buildings B, C and F primarily contain meetings rooms, offices, mail rooms, and other typical residential support services typically found in housing developments. These buildings are single-story, but utilize the same materials as Building A. The façades of Buildings B and F would utilize a single material – porcelain tile. The façade of Building C would have stacked stone along the bottom third of the building, and the remainder with porcelain tile. Decorative metal screens would be provided along the front of the building, and the roof would match the metal roof of Building A.

The sleeping pods are labeled as Buildings E1 through E24 in each villa. Each of these pods would contain a bathroom and a large room with a kitchen/sleeping area. The exterior of the pods would be a sheet metal siding painted to match the color scheme of the villa. A canopy would be provided above the entryway for each of the pods.

Building G houses the temporary homeless shelters. These buildings would be single story with a metal siding and roof painted to match the colors of the villas. A matching steel trellis would be provided over the patio areas of each building.

The applicant is proposing to utilize a variety of materials on Buildings A and C; however, staff recommends that these buildings utilize only one material to provide a more streamlined, cohesive design. Staff has requested that the applicant eliminate the use of the stacked stone, and only utilize the porcelain tile on Buildings A and C. The use of only one material on the façade would simplify the appearance of the buildings, and allow the decorative metalwork to be more noticeable.

In addition to the housing related buildings on the project site, additional buildings are proposed which would provide support services to assist in addressing issues associated with homelessness. These buildings are not proposed for construction at this time, and, as such, no elevations are available. The buildings would be constructed as additional sources of funding are obtained. However, these buildings would be conditioned to be constructed from the same materials as the housing buildings, and construction plans would be reviewed by staff to ensure consistency.

**GENERAL PLAN CONSISTENCY:**

The proposed project was analyzed for consistency with the City of Lancaster General Plan 2030, which consists of eight different elements, and includes the Housing Element. The Housing Element was adopted by the City Council on October 22, 2013, and certified by the California Department of Housing and Community Development (HCD) on December 31, 2013. The primary objectives of the Housing Element are to provide adequate sites that will permit the provision of affordable housing for all income levels, and to identify and accommodate, to the extent possible, segments of the City's population with special housing needs.

The proposed project is consistent with the following policies of the Housing Element of the General Plan:

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|---------------------|--|
| <b>Policy 6.1.5</b> | Facilitate housing for extremely low, very low, low, and moderate income households to be distributed at locations throughout the urban portions of the City.  |
| <b>Policy 8.1.2</b> | Provide adequate shelter opportunities and assistance programs for those families and individuals who are either homeless or are at risk of becoming homeless. |

**STAFF RECOMMENDATION:**

Staff recommends that the Architectural and Design Commission approve the elevations for Site Plan Review No. 17-04, with the removal of the stacked stone from Buildings A and C.

**ATTACHMENTS:**

1. Site Plan
2. Elevations



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**STAFF REPORT**  
**ARCHITECTURAL AND DESIGN COMMISSION MEETING**

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**DATE:** April 19, 2018

**TO:** Chairman Carter and Members of the Architectural and Design Commission

**FROM:** Cynthia Campaña, Associate Planner

**REQUEST:** **DIRECTOR’S REVIEW NO. 18-01:**  
**Exterior Façade Improvements for Target Located at 43525 10<sup>th</sup> Street West (Assessor’s Parcel Number: 3125-021-015)**

**RECOMMENDATION:** Approve Director’s Review No. 18-01

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**PROJECT SUMMARY**

The proposed application (Director’s Review No.18-01) is an exterior façade improvement and updated sign program for Target located at 43525 10<sup>th</sup> Street West. The subject property is within the Commercial Planned Development zone. Target is a major anchor tenant within the Lancaster Commerce Center with numerous tenants that include restaurants, retail stores and banks. The proposed exterior façade improvements are solely for Target and include the following:

- Installation of red metal panels and corrugated perforated metal
- Removal of one sign and installation of three new signs
- Removal of an existing steel truss
- Repainting of the building

**DESIGN ANALYSIS**

The three proposed signs are a 15-foot tall bullseye, eight-foot tall bullseye, and a one-foot, 11-inch “Order Pickup” sign. The installation of the red metal panels, corrugated perforated metal, “Order Pickup” sign and the 15-foot tall bullseye sign would be located along the north elevation of the building facing Avenue K. Red metal panels and the eight-foot tall bullseye sign would also be located on the east elevation facing 10<sup>th</sup> Street West.

**Façade Improvements**

The proposed new red metal panels and new corrugated perforated metal would be located above the Target entry. Furthermore, the building would be repainted with five different colors: gray, pewter, river reflection, silver smith, and red. The design improvements will enhance the overall building architecture and experience of users by providing a well-designed storefront.

### **Signage**

Signage is an integral part of a development, and the three new signs are consistent with the shopping center. The sign along the north elevation is a bullseye, and the word “Target” underneath that has an overall height of 20 feet and 10.5 inches. The proposed 15-foot tall bullseye would replace the existing sign reducing the height, and the new one-foot, 11-inch tall “Order Pickup” supplemental sign would be installed along the north elevation as well. A new eight-foot tall bullseye would be located on the east side of the building. All signs are internally illuminated and would not use exposed bulbs. The lighting enhances the nighttime appearance of the building façade by illuminating the building with new updated signs. All signs are consistent in construction materials, color, building design and placement.

### **GENERAL PLAN CONSISTENCY**

The proposed project was analyzed for consistency with the City of Lancaster General Plan 2030, which consist of eight different elements. One of the elements is the Plan for Physical Development that includes a subsection of Community Design. Community Design provides direction in the form of policies and action programs that call for development and implementation of comprehensive community design guidelines. The City implemented and adopted Design Guidelines that established standards for all development by implementation of quality design for timeless architecture that enhances the community’s image, pride and quality of life.

The proposed project is consistent with the following Goals and Actions of the Community Design Section of the General Plan:

**Policy 19.2.3** Encourage the rehabilitation and revitalization of declining development, in a manner consistent with community design and development objective.

**Specific Action 19.3.1(b)** Apply Community Design guidelines to ensure that signage is well-designed, will complement the development, and not result in visual clutter.

The subject property is located in the Lancaster Commerce Center that was built in 1986. The proposed façade improvements would provide revitalization to the existing building by removing the unused steel truss, and repainting the entire building. The proposed paint colors provide an updated modern look. The proposed signs comply with the Design Guidelines and the Lancaster Commerce Center Sign Criteria. Compliance with the Design Guidelines and Sign Criteria ensures that the signs comply with set standards and maintenance, as well as consistency in design and construction.



The proposed project is consistent the following Design Guidelines – Commercial Development:

**Form, Scale & Massing Intent:** To create a unique building identity, and enhance the experience of the users through improved aesthetics of the building entry, doors and windows.

**Signage & Lighting Intent:** Building signage should be designed to compliment the overall style of the development, and should enhance the building façade and/or project area.

**Signage & Lighting Intent:** Enhance the nighttime appearance of the building façade and/or project area through appropriate lighting design strategies.

**STAFF RECOMMENDATION**

Staff recommends that the Architectural and Design Commission approve Director’s Review No. 18-01.

**ATTACHMENTS:**

1. Site Plan
2. Elevations



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**STAFF REPORT**  
**ARCHITECTURAL AND DESIGN COMMISSION MEETING**

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**DATE:** April 19, 2018

**TO:** Chairman Carter and Members of the Architectural and Design Commission

**FROM:** Cynthia Campaña, Associate Planner

**REQUEST:** **DIRECTOR'S REVIEW 18-06:**  
**Production Homes for Tract No. 54007 (Southwest Corner of Challenger Way and West Avenue H-12), and Tract No. 61819 (Northwest Corner of 20<sup>th</sup> Street East and Avenue H-8)**

**RECOMMENDATION:** Approve Director's Review No. 18-06

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**PROJECT SUMMARY:**

The proposed application (Director's Review No. 18-06) is for approval of floor plans and elevations for an approved project for production homes for Tract 54007 and Tract 61819. Tract 54007 is located on the southwest corner of Challenger Way and West Avenue H-12, and was approved for a 43 single-family lot subdivision. Tract 61819 is located on the northwest corner of 20<sup>th</sup> Street East and Avenue H-8, and was approved for a 151 single-family lot subdivision. Out of the 151 single-family lots, only 83 lots were built and 68 lots remained vacant. The proposed project intends to build the remaining vacant lots. With the two tracts combined, the applicant is requesting approval of 111 single-family production homes.

The proposed project includes five different floor plans that include three different types of architectural styles. The square-footage of the homes range from 1,691 square feet to 2,455 square feet. The three types of architectural styles are:

- Craftsman
- Spanish
- Tuscan

**DESIGN ANALYSIS:**

**General Plan Consistency**

The proposed project was analyzed for consistency with the City of Lancaster General Plan 2030, which consist of eight different elements. One of the elements is the Plan for Physical Development that includes a subsection of Community Design. Community Design provides direction in the form of policies and action programs that call for development and implementation of comprehensive community design guidelines. The City implemented and adopted Design Guidelines that established standards for all development by application of quality design for timeless architecture that enhances the community’s image, pride and quality of life.

The proposed project is consistent with the following Goals and Actions of the Community Design Section of the General Plan:

**Objective 19.3** Improve the City’s visual identity by utilizing design standards that instill a sense of pride and well-being in the community.

**Policy 19.3.1** Promote high quality development by facilitating innovation in architecture/building design, site planning, streetscapes, and signage.

The proposed project instills a sense of pride and well-being in the community by providing homes with 360° architecture, a variety of architectural styles, and by creating an aesthetically pleasing and cohesive residential development. There are five plans as part of the proposal, and each plan having three architectural style options. A variety of architectural styles creates an innovative and distinct development.

The proposed project is consistent the following Design Guidelines – Residential Development:

**Streetscape Intent** Create an attractive, human-scaled residential streetscape that enhances aesthetic quality in a neighborhood and promotes pride of ownership.

**Streetscape Intent:** Add visual interest and character to the streetscape and increase the overall appeal of the development by varying the building types and orientation.

**Form, Scale & Massing Intent:** Ensure that residential buildings will enhance the visual experience for residents and pedestrians.

**Form, Scale & Massing Intent:** Incorporate 360° architecture, which is full articulation of all building facades, including variation in massing, roof forms, and wall planes to create high quality neighborhoods.

The proposed development is designed so that the front yard area emphasizes attractive residential elements. All production homes include a minimum 72 square-foot porch with two windows facing the street providing distinct entries. The massing and the character of the homes enhance the neighborhood by the different building footprints avoiding façade repetition. The homes will vary in size and architectural style, but would still maintain a consistent theme and design quality. Architectural elements, such as wall material, shutters and windows, would distinguish individual dwelling units. The sides and rear elevations of the homes would provide similar articulation as the front façade. An example of treatments of the side and rear elevations are the implementation of multiple windows. The placement of these windows avoid continuous wall planes and breaks up the plane. Overall, the proposed project helps achieve the quality design of residential development within the City of Lancaster.

### **STAFF RECOMMENDATION**

Staff recommends that the Architectural and Design Commission approve Director's Review No. 18-06.

### **ATTACHMENTS:**

1. Site Plan
2. Elevations