

MINUTES

REGULAR MEETING LANCASTER ARCHITECTURAL AND DESIGN COMMISSION

February 13, 2009

CALL TO ORDER

Chairperson Cook called the meeting to order at 4:15 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Hall led the Pledge of Allegiance to the flag of the United States of America.

ROLL CALL

PRESENT: Commissioners Hall and Stallworth, Vice Chair Harvey, Chairperson Cook.

ABSENT: Commissioners Donlon and Wiley.

Also present were the following: Silvia Donovan (Principal Planner), Chuen Ng (Associate Planner), Chris Aune (Assistant Planner), Tess Epling (Recording Secretary) and an audience of 1.

CONSENT CALENDAR

1. APPROVAL OF THE MINUTES

Minutes from the Regular Meeting of January 9, 2009.

It was moved by Commissioner Hall and seconded by Vice Chair Harvey to approve the minutes from the regular meeting of January 9, 2009.

AYES: Commissioners Hall and Stallworth, Vice Chair Harvey and Chairperson Cook.
NOES: None.
ABSTAIN: None.
ABSENT: Commissioners Donlon and Wiley.

CONTINUED ITEM**2. REVIEW OF DESIGN GUIDELINES**

The Commissioners were presented with a copy of the working draft of the Single Family Residential Design Guidelines. The Commissioners wanted to ensure that the Guidelines are written in our own verbiage, wordings and graphics.

Staff requested the Commissioners to commit to reviewing the documents that were provided, to submit photos of favorable and unfavorable design, concepts, and to provide suggestions for a proposed field trip tentatively scheduled for March 7, 2009 from 10:00 a.m. to 2:00 p.m. Mrs. Donovan also extended an invitation to the Commissioners to join the Planners on a field trip to be scheduled in Santa Clarita within a few months.

Chairperson Cook and Vice Chair Harvey announced that Matt Buchanan is scheduled to be sworn in by the mayor on February 24, 2009 to fill the vacant ADC seat. Both chairperson and vice chair are scheduled to meet with the mayor to go over the work and progress of the Commission on February 25, 2009.

The Commission and staff discussed enforceability of guidelines for new and revised applications for building design and the relationship to other Planning Documents. Suggestions were made to reference the guidelines to sections of the municipal code. Chuen Ng explained that when approving projects through the planning process, findings could be added stating that a project has to conform to the goals of the residential design guidelines.

The Commissioners were assigned to read the working draft guidelines and provide their comments by February 27, 2009. Staff will compile the comments and email them to the Commissioners. The comments will be discussed at the March meeting. The Commissioners also were requested to turn in photos of places they like and do not like in Lancaster by February 27, 2009.

PUBLIC BUSINESS FROM THE FLOOR – NON-AGENDIZED ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 6:00 p.m. to Saturday, March 7, 2009, at 9:45 a.m., at the entrance of the Council Chambers, City of Lancaster.

DIANA COOK, Chairperson
Lancaster Architectural and Design Commission

ATTEST:

BRIAN S. LUDICKE, Planning Director
City of Lancaster