

DEVELOPMENT REVIEW BOARD – AGENDA SUMMARY

March 25, 2020 at 9:15 a.m.
Lakewood City Hall / Pan Am Room

COMMERCIAL – SIGNAGE:

DRB CASE NO. 9080

3205 CARSON STREET

Property Owner: Tara Joanis / SOUPASE
Proposal: Requests approval of signage.
Applicant: Huyen Le

C-1

In response to concerns regarding possible exposure to COVID-19, the DRB meeting for this item scheduled for March 25, 2020 was cancelled. In conformance with the Lakewood Municipal Code that authorizes an alternative review procedure, when deemed appropriate by the Community Development Director the following action was taken:

On March 24, 2020, the above application was **APPROVED** by the Assistant Director of the Community Development Department, after a phone conference with the members of the Development Review Board (DRB). This action was taken in consideration that all the required findings specified by the Lakewood Municipal Code (LMC) Section 9484.1 are being made in a positive manner supporting the development of the related project and subject to the following conditions, which shall be completed by the applicant to the satisfaction of the Community Development Department:

1. Permits. The applicant shall submit plans, obtain permits and install the requested signage in accordance with the approved plans, which are on file with the Community Development Department and obtain a successful final inspection. *It is recommended that a signed final inspection (on the city-issued yellow permit card) be presented prior to final compensation being paid to the contractor for sign installations.*
2. Compliance. All existing structures shall be properly permitted and sited in compliance with the Lakewood Municipal Code. Any non-complying structures shall either be removed or properly permitted, prior to final inspection of the requested improvements.
3. Façade Preparation. The background façade behind each proposed wall sign shall be properly patched and fully repainted one continuous color prior to installation of the sign(s).
4. Tenant panel replacements. The existing freestanding sign, planter and surrounding landscaping shall be in good repair and attractive to street views, including a properly painted supporting structure. If not, these shall be properly repaired, repainted and/or replanted as necessary.
5. Business License. All contractors, including sign installers, shall have properly issued city business licenses.
6. Trash Collection. The construction debris and trash collection procedures and enclosures shall comply with current City and State requirements and standards. Prior to July 1, 2020, the property owner and/or tenant shall provide written confirmation that the solid waste collection program is acceptable to both the City Public Works Department and EDCO, the City's franchised solid waste hauler. This shall include the following:

- a) Types, size and location of bins, as well as the frequency of pickup to accommodate needs.
 - b) There shall be sufficient capacity for all required forms of collection, this include normal solid waste, required recycling (*split bin is possible*) and required organic (*food*) waste storage, as required to comply with AB 1826 (2014).
 - c) All trash bins shall be located in an exterior lockable trash enclosure or inside the building. The trash enclosure shall be retrofitted to new standards. A new, expanded or retrofitted trash enclosure shall be constructed with a rainproof roof, welded wire mesh between the roof and wall and have a lockable entry door with a spring or hydraulic door closer.
 - d) The trash enclosure area shall be illuminated during all hours of darkness.
 - e) Failure to comply with this requirement shall result in withholding the issuance of the business license renewal for FY 2020-21.
7. Maintenance/Com. Commercial property owners are required to properly maintain their commercial buildings and surrounding landscaping at all times in an aesthetically pleasing manner and in compliance with the Lakewood Municipal Code (LMC 4323 and 4221.1). This means proper and continuous maintenance of all landscaping and structures including all buildings, roofs, painting, walls/fences, trash enclosures and collection procedures, ADA paths-of travel, parking lot surface and striping. Any cracked, faded, stained or peeling painted surface shall be repainted. All exterior surfaces shall be repaired or replaced regularly to provide a new or near-new appearance. All graffiti shall be removed in a timely manner (no more than 7 days). There shall be no dead, diseased, missing or overgrown vegetation. Vegetation shall be properly trimmed in proportion to adjoining structures and shall not encroach onto or into public sidewalks or roadways. Drought tolerant landscaping does require periodic trimming.
8. Notice of Appeal Rights. This decision of the Development Review Board shall be final and conclusive, and effective five (5) City business days after giving of notice thereof via the United States Postal Service to the applicant, the property owner and any other person requesting notice, unless within that five (5) City business days an appeal in writing is properly filed (*with appropriate fees*) with the Secretary of the Planning and Environment Commission by the applicant, property owner, any protestant, or any member of the City Council. Any person entitled to or requesting notice of the Board decision may waive his or her notification and/or request notification by another means (e.g. e-mail).

Advisory Notes:

- Construction Debris. *The DRB advises that any construction activities that involve hauling away demolition or construction debris needs to be coordinated with and approved by the City Department of Public Works. The City has an authorized hauler, which is currently EDCO.*
- Stormwater Protection. *The DRB advises that any construction or operational activities that could potentially result in any water leaving the site as drainage shall be coordinated with the City Department of Public Works to assure proper procedures have been implemented (e.g. installation of waddles and track-out devices).*

RESIDENTIAL:**DRB CASE NO. 9079****4718 SNOWDEN AVENUE**

Property Owner: Moli & Jessica Chen

R-1

Proposal: Requests approval for a first story addition.

Applicant: Deana Duffek

In response to concerns regarding possible exposure to COVID-19, the DRB meeting for this item scheduled for March 25, 2020 was cancelled. In conformance with the Lakewood Municipal Code that authorizes an alternative review procedure, when deemed appropriate by the Community Development Director the following action was taken:

On March 24, 2020, the above application was **APPROVED** by the Assistant Director of the Community Development Department, after a phone conference with the members of the Development Review Board (DRB). This action was taken in consideration that all the required findings specified by the Lakewood Municipal Code (LMC) Section 9484.1 are being made in a positive manner supporting the development of the related project and subject to the following conditions, which shall be completed by the applicant to the satisfaction of the Community Development Department:

1. Permits. The applicant shall submit revised plans, obtain permits and construct the requested first-story addition, in accordance with the approved plans, which are on file with the Community Development Department. All construction shall obtain a successful final inspection. *It is recommended that a signed final inspection (on the city-issued yellow permit card) be presented prior to final compensation being paid to the contractor.*
2. Compliance. All existing structures shall be properly permitted and sited in compliance with the Lakewood Municipal Code. Any non-complying structures shall either be removed with permits or properly permitted, prior to final inspection of the requested improvements. The applicant shall either remove or properly permit the following: the exterior water heater in a dilapidated steel enclosure and the air conditioning condenser.
3. Revised Plans, Requirements. The applicant and/or their representative have agreed to submit revised plans that do the following:
 - a) Include the skylight on both the roof plan and elevations.
 - b) Enlarge master bedroom, if possible, to be 12 x 12 or 14 x 14
 - c) Enlarge the bathroom.
 - d) Confirm that all fascia boards match and are consistent in size and width.
 - e) Correct direction of folding accordion door.
4. General Residential Remodel Recommendations. *The DRB recommends and encourages the following alterations to all home remodels and additions:*
 - a. Wainscot/Siding. *Where the residence frontage is only plain stucco, the property owner is highly encouraged to install some architectural articulation in the form of trim packages, siding and/or a brick or stone wainscot along the frontage of the residence. If a wainscot or siding is added, it shall be wrapped around each side of the residence a minimum of three feet. If a wainscot is selected it shall have the following:*
 - *Install on top of the wainscot a flashing and a top cap to shed water.*

- *Install the cap piece below the lowest existing window frame.*
- *Install wainscot manufactured corner return pieces. No mitered corners.*
- b. Stairs. *Install a handrail adjacent to all stairs and steps.*
- c. Windows. *Install horizontal windows to be a minimum 5' wide and 3.5' tall to satisfy emergency exit requirements. This allows placement of beds and other furniture.*
- d. Hallways. *Increase hallway widths and doorways, especially leading to restrooms to be a minimum 42" wide, (face-of-stud to face-of-stud.). This will allow 2'10" or wider doorways to facilitate greater accessibility for mobility devices and furniture moving.*
- e. Bathrooms. *New/remodeled bathrooms should consider the following for accessibility:*
 - *Minimum width and depth of a full bathroom should be six (6) feet.*
 - *Install a curbless or low threshold shower.*
 - *Toilets should have a minimum of three (3) feet in front of toilet and be located away from entry doors. Toilet stalls should be a minimum 3.5 feet wide.*
 - *Consider having restroom doors swing out or be pocket doors.*
 - *Provide sunlight option to interior restrooms with skylight or privacy windows.*
- f. Bedroom Closets. *A "U" shaped closet should be a minimum 6' 6" wide and an "L" shaped closet should be a minimum of 4' 6" wide.*
- g. Laundry. *Full size laundry areas should be a minimum five feet wide and three feet deep to accommodate side-by-side washer/dryer. An ADU may use stackable units to save space. The work area in front of the washer and dryer should be a minimum of three feet.*
- h. Solar Panels. *Consider solar panels to offset the annual electrical demands of this unit.*
- 5. Water Heater. *The plans shall be revised to indicate the location of a properly permitted and vented water heater that is either tankless or that is a tank-type that is located either inside a building or outside in an attached enclosure that is a framed stucco enclosure with a roof that extends to the roof of the residence and that is designed to match the residence in terms of material, paint color, texture and matching roofing material.*
- 6. Materials. *The applicant shall coordinate and/or match throughout, all architectural elements, including the size, style and shape of roof overhangs, rafters and fascia. All windows and doors shall match in terms of trim and style on each elevation. All roofing materials shall match, and all exterior materials, textures and colors shall blend.*
- 7. Paint. *The applicant shall paint the new additions and repaint existing structures to blend with the addition. Any exterior portion of the residence, garage or any accessory structure that has cracked, faded, stained or peeling paint shall be repainted.*
- 8. Business Licenses. *All contractors, including subcontractors, shall have properly issued city business licenses.*
- 9. Plants. *The Board recommends and encourages that the homeowner choose plant materials that are water conserving, require lower maintenance and are not aggressive with the capability of damaging hardscape or adjacent structures.*
- 10. Maintenance. *Property owners are required to maintain their properties at all times in an aesthetically pleasing manner in compliance with the Lakewood Municipal Code (LMC 4323 and 4221.1). This means proper and continuous maintenance of all landscaping and structures including all buildings, roofs, painting, fences, and walls. There shall be no dead, diseased, missing or overgrown vegetation. Vegetation shall be properly trimmed in proportion to adjoining structures and shall not encroach onto or into public sidewalks or roadways. Drought tolerant landscaping does require periodic trimming.*

11. Notice of Appeal Rights. This decision of the Development Review Board shall be final and conclusive, and effective five (5) City business days after giving of notice thereof via the United States Postal Service to the applicant, the property owner and any other person requesting notice, unless within that five (5) City business days an appeal in writing is properly filed (*with appropriate fees*) with the Secretary of the Planning and Environment Commission by the applicant, property owner, any protestant, or any member of the City Council. Any person entitled to or requesting notice of the Board decision may waive his or her notification and/or request notification by another means (e.g. e-mail).

Advisory Notes:

- Construction Debris. *The DRB advises that any construction activities that involve hauling away demolition or construction debris needs to be coordinated with and approved by the City Department of Public Works. The City has an authorized hauler, which is currently EDCO.*
- Stormwater Protection. *The DRB advises that any construction or operational activities that could potentially result in any water leaving the site as drainage shall be coordinated with the City Department of Public Works to assure proper procedures have been implemented (e.g. installation of waddles and track-out devices).*

DRB CASE NO. 9081

11602 STANGATE STREET

Property Owner: Naveen Kumer

R-1

Proposal: Requests approval for an enclosed patio, a new open patio roof and authorize existing front porch.

Applicant: Ralph James

In response to concerns regarding possible exposure to COVID-19, the DRB meeting for this item scheduled for March 25, 2020 was cancelled. In conformance with the Lakewood Municipal Code that authorizes an alternative review procedure, when deemed appropriate by the Community Development Director the following action was taken:

On March 24, 2020, the above application was **APPROVED** by the Assistant Director of the Community Development Department, after a phone conference with the members of the Development Review Board (DRB). This action was taken in consideration that all the required findings specified by the Lakewood Municipal Code (LMC) Section 9484.1 are being made in a positive manner supporting the development of the related project and subject to the following conditions, which shall be completed by the applicant to the satisfaction of the Community Development Department:

1. Permits. The applicant shall submit revised plans, obtain permits and construct the requested enclosed patio room, a new patio roof and authorize existing front porch., in accordance with the approved plans, which are on file with the Community Development Department. All construction shall obtain a successful final inspection. *It is recommended that a signed final inspection (on the city-issued yellow permit card) be presented prior to final compensation being paid to the contractor.*
2. Compliance. All existing structures shall be properly permitted and sited in compliance with the Lakewood Municipal Code. Any non-complying structures shall either be removed with

permits or properly permitted, prior to final inspection of the requested improvements. The applicant shall either remove or properly permit the following the existing front porch.

3. Revised Plans, Requirements. The applicant and/or their representative have agreed to submit revised plans that do the following:
 - a. Install a new water heater enclosure.
 - b. Properly permit the front porch.
 - c. The patio components that are aluminum shall be textured similar to Alumawood.
4. General Residential Remodel Recommendations. *The DRB recommends and encourages the following alterations to all home remodels and additions:*
 - a. Wainscot/Siding. *Where the residence frontage is only plain stucco, the property owner is highly encouraged to install some architectural articulation in the form of trim packages, siding and/or a brick or stone wainscot along the frontage of the residence. If a wainscot or siding is added, it shall be wrapped around each side of the residence a minimum of three feet. If a wainscot is selected it shall have the following:*
 - *Install on top of the wainscot a flashing and a top cap to shed water.*
 - *Install the cap piece below the lowest existing window frame.*
 - *Install wainscot manufactured corner return pieces. No mitered corners.*
 - b. Stairs. *Install a handrail adjacent to all stairs and steps.*
 - c. Windows. *Install horizontal windows to be a minimum 5' wide and 3.5' tall to satisfy emergency exit requirements. This allows placement of beds and other furniture.*
 - d. Hallways. *Increase hallway widths and doorways, especially leading to restrooms to be a minimum 42" wide, (face-of-stud to face-of-stud.). This will allow 2'10" or wider doorways to facilitate greater accessibility for mobility devices and furniture moving.*
 - e. Bathrooms. *New/remodeled bathrooms should consider the following for accessibility:*
 - *Minimum width and depth of a full bathroom should be six (6) feet.*
 - *Install a curbless or low threshold shower.*
 - *Toilets should have a minimum of three (3) feet in front of toilet and be located away from entry doors. Toilet stalls should be a minimum 3.5 feet wide.*
 - *Consider having restroom doors swing out or be pocket doors.*
 - *Provide sunlight option to interior restrooms with skylight or privacy windows.*
 - f. Bedroom Closets. *A "U" shaped closet should be a minimum 6' 6" wide and an "L" shaped closet should be a minimum of 4'6" wide.*
 - g. Laundry. *Full size laundry areas should be a minimum five feet wide and three feet deep to accommodate side-by-side washer/dryer. An ADU may use stackable units to save space. The work area in front of the washer and dryer should be a minimum of three feet.*
 - h. Solar Panels. *Consider solar panels to offset the annual electrical demands of this unit*
5. Water Heater. The plans shall be revised to indicate the location of a properly permitted and vented water heater that is either tankless or that is a tank-type that is located either inside a building or outside in an attached enclosure that is a framed stucco enclosure with a roof that extends to the roof of the residence and that is designed to match the residence in terms of material, paint color, texture and roofing material.
6. Materials. The applicant shall coordinate and/or match throughout, all architectural elements, including the size, style and shape of roof overhangs, rafters and fascia. All windows and doors shall match in terms of trim and style on each elevation. All roofing materials shall match, and all exterior materials, textures and colors shall blend.

7. Paint. The applicant shall paint the new additions and repaint existing structures to blend with the addition. Any exterior portion of the residence, garage or any accessory structure that has cracked, faded, stained or peeling paint shall be repainted.
8. Business Licenses. All contractors, including subcontractors, shall have properly issued city business licenses.
9. Plants. The Board recommends and encourages that the homeowner choose plant materials that are water conserving, require lower maintenance and are not aggressive with the capability of damaging hardscape or adjacent structures.
10. Landscaping Scheme. Existing planter is missing plants. The property owner should revitalize the front yard landscaping after construction by adding new plant material in existing planter.
11. Maintenance. Property owners are required to maintain their properties at all times in an aesthetically pleasing manner in compliance with the Lakewood Municipal Code (LMC 4323 and 4221.1). This means proper and continuous maintenance of all landscaping and structures including all buildings, roofs, painting, fences, and walls. There shall be no dead, diseased, missing or overgrown vegetation. Vegetation shall be properly trimmed in proportion to adjoining structures and shall not encroach onto or into public sidewalks or roadways. Drought tolerant landscaping does require periodic trimming.
12. Notice of Appeal Rights. This decision of the Development Review Board shall be final and conclusive, and effective five (5) City business days after giving of notice thereof via the United States Postal Service to the applicant, the property owner and any other person requesting notice, unless within that five (5) City business days an appeal in writing is properly filed (*with appropriate fees*) with the Secretary of the Planning and Environment Commission by the applicant, property owner, any protestant, or any member of the City Council. Any person entitled to or requesting notice of the Board decision may waive his or her notification and/or request notification by another means (e.g. e-mail).

Advisory Notes:

- Construction Debris. *The DRB advises that any construction activities that involve hauling away demolition or construction debris needs to be coordinated with and approved by the City Department of Public Works. The City has an authorized hauler, which is currently EDCO.*
- Stormwater Protection. *The DRB advises that any construction or operational activities that could potentially result in any water leaving the site as drainage shall be coordinated with the City Department of Public Works to assure proper procedures have been implemented (e.g. installation of waddles and track-out devices).*

DRB CASE NO. 9082**4904 HEDDA STREET**

Property Owner: Don Curtis
Proposal: Requests approval for a first story addition.
Applicant: Chris Paschke

R-1

On March 25, 2020, the Development Review Board (DRB) conducted a meeting to consider the above-listed project and took the following action:

APPROVED by unanimous vote of a full quorum of the Development Review Board (DRB) in consideration that all the required findings specified by the Lakewood Municipal Code (LMC) Section 9484.1 are being made in a positive manner supporting the development of the related

project and subject to the following conditions, which shall be completed by the applicant to the satisfaction of the Community Development Department:

1. Permits. The applicant shall submit revised plans, obtain permits and construct the requested first story addition, in accordance with the approved plans, which are on file with the Community Development Department. All construction shall obtain a successful final inspection. *It is recommended that a signed final inspection (on the city-issued yellow permit card) be presented prior to final compensation being paid to the contractor.*
2. Compliance. All existing structures shall be properly permitted and sited in compliance with the Lakewood Municipal Code. Any non-complying structures shall either be removed with permits or properly permitted, prior to final inspection of the requested improvements. *The applicant shall either remove or properly permit the following:*
3. Revised Plans, Requirements. The applicant and/or their representative have agreed to submit revised plans that do the following:
 - a. Show location of mailbox and address.
 - b. Show location of trash can storage.
 - c. Show window sizes and use 5' wide x 3.5' tall, when possible for fire exit.
 - d. Redesign entry porch and roofing to be more architecturally significant and proportional.
 - e. Provide sunlight source to bathroom, if possible.
 - f. Redesign garage roof to match residence with Dutch gable style and eliminate cricket.
4. Revised Plans, Recommendations: *The DRB recommends and encourages the following:*
 - a. *Provide solar lighting to the bathroom through high mounted privacy windows or other means such as skylights.*
5. General Residential Remodel Recommendations. *The DRB recommends and encourages the following alterations to all home remodels and additions:*
 - a. Wainscot/Siding. *Where the residence frontage is only plain stucco, the property owner is highly encouraged to install some architectural articulation in the form of trim packages, siding and/or a brick or stone wainscot along the frontage of the residence. If a wainscot or siding is added, it shall be wrapped around each side of the residence a minimum of three feet. If a wainscot is selected it shall have the following:*
 - *Install on top of the wainscot a flashing and a top cap to shed water.*
 - *Install the cap piece below the lowest existing window frame.*
 - *Install wainscot manufactured corner return pieces. No mitered corners.*
 - b. Stairs. *Install a handrail adjacent to all stairs and steps.*
 - c. Windows. *Install horizontal windows to be a minimum 5' wide and 3.5' tall to satisfy emergency exit requirements. This allows placement of beds and other furniture.*
 - d. Hallways. *Increase hallway widths and doorways, especially leading to restrooms to be a minimum 42" wide, (face-of-stud to face-of-stud.). This will allow 2'10" or wider doorways to facilitate greater accessibility for mobility devices and furniture moving.*
 - e. Bathrooms. *New/remodeled bathrooms should consider the following for accessibility:*
 - *Minimum width and depth of a full bathroom should be six (6) feet.*
 - *Install a curbless or low threshold shower.*
 - *Toilets should have a minimum of three (3) feet in front of toilet and be located away from entry doors. Toilet stalls should be a minimum 3.5 feet wide.*
 - *Consider having restroom doors swing out or be pocket doors.*
 - *Provide sunlight option to interior restrooms with skylight or privacy windows.*

- f. Bedroom Closets. A “U” shaped closet should be a minimum 6’ 6” wide and an “L” shaped closet should be a minimum of 4’ 6” wide.*
- g. Laundry. Full size laundry areas should be a minimum five feet wide and three feet deep to accommodate side-by-side washer/dryer. An ADU may use stackable units to save space. The work area in front of the washer and dryer should be a minimum of three feet.*
- h. Solar Panels. Consider solar panels to offset the annual electrical demands of this unit.*
- 6. Materials. The applicant shall coordinate and/or match throughout, all architectural elements, including the size, style and shape of roof overhangs, rafters and fascia. All windows and doors shall match in terms of trim and style on each elevation. All roofing materials shall match, and all exterior materials, textures and colors shall blend.
- 7. Paint. The applicant shall paint the new additions and repaint existing structures to blend with the addition. Any exterior portion of the residence, garage or any accessory structure that has cracked, faded, stained or peeling paint shall be repainted.
- 8. Business Licenses. All contractors, including subcontractors, shall have properly issued city business licenses.
- 9. Plants. The Board recommends and encourages that the homeowner choose plant materials that are water conserving, require lower maintenance and are not aggressive with the capability of damaging hardscape or adjacent structures.
- 10. Landscaping Scheme. The Development Review Board recommends that the property owner revitalize the front yard landscaping after construction and install plants in both the existing and proposed planter to the left of the entry door.
- 11. Maintenance. Property owners are required to maintain their properties at all times in an aesthetically pleasing manner in compliance with the Lakewood Municipal Code (LMC 4323 and 4221.1). This means proper and continuous maintenance of all landscaping and structures including all buildings, roofs, painting, fences, and walls. There shall be no dead, diseased, missing or overgrown vegetation. Vegetation shall be properly trimmed in proportion to adjoining structures and shall not encroach onto or into public sidewalks or roadways. Drought tolerant landscaping does require periodic trimming.
- 12. Notice of Appeal Rights. This decision of the Development Review Board shall be final and conclusive, and effective five (5) City business days after giving of notice thereof via the United States Postal Service to the applicant, the property owner and any other person requesting notice, unless within that five (5) City business days an appeal in writing is properly filed (*with appropriate fees*) with the Secretary of the Planning and Environment Commission by the applicant, property owner, any protestant, or any member of the City Council. Any person entitled to or requesting notice of the Board decision may waive his or her notification and/or request notification by another means (e.g. e-mail).

Advisory Notes:

- Construction Debris. *The DRB advises that any construction activities that involve hauling away demolition or construction debris needs to be coordinated with and approved by the City Department of Public Works. The City has an authorized hauler, which is currently EDCO.*
- Stormwater Protection. *The DRB advises that any construction or operational activities that could potentially result in any water leaving the site as drainage shall be coordinated with the City Department of Public Works to assure proper procedures have been implemented (e.g. installation of waddles and track-out devices).*

DRB CASE NO. 9083**5632 BONFAIR AVENUE**

Property Owner: Salvador & Virginia Gonzalez

R-1

Proposal: Requests approval for a first story addition.

Applicant: Salvador Gonzalez

On March 25, 2020, the Development Review Board (DRB) conducted a meeting to consider the above-listed project and took the following action:

APPROVED by unanimous vote of a full quorum of the Development Review Board (DRB) in consideration that all the required findings specified by the Lakewood Municipal Code (LMC) Section 9484.1 are being made in a positive manner supporting the development of the related project and subject to the following conditions, which shall be completed by the applicant to the satisfaction of the Community Development Department:

1. Permits. The applicant shall submit revised plans, obtain permits and construct the requested first story addition, in accordance with the approved plans, which are on file with the Community Development Department. All construction shall obtain a successful final inspection. *It is recommended that a signed final inspection (on the city-issued yellow permit card) be presented prior to final compensation being paid to the contractor.*
2. Compliance. All existing structures shall be properly permitted and sited in compliance with the Lakewood Municipal Code. Any non-complying structures shall either be removed with permits or properly permitted, prior to final inspection of the requested improvements. The applicant shall either remove or properly permit the following: carport, conversion of den to bedroom, water heater and patio cover that is indicated to be demolished.
3. Revised Plans, Requirements. The applicant and/or their representative have agreed to submit revised plans that do the following:
 - a. The carport shall have approved plans and be inspected.
 - b. The garage conversion to a den shall have approved plans and be inspected as a bedroom.
 - c. The patio cover shall be removed with a demolition permit.
 - d. The water heater shall be relocated from the side yard and be properly permitted.
4. Revised Plans, Recommendations: *The DRB recommends and encourages the following:*
 - a. *Consider installing an elevated tray ceiling with recessed lighting in the living room area.*
 - b. *Make sure that the closet widths are appropriate to access and hang clothes.*
5. General Residential Remodel Recommendations. *The DRB recommends and encourages the following alterations to all home remodels and additions:*
 - a. Wainscot/Siding. *Where the residence frontage is only plain stucco, the property owner is highly encouraged to install some architectural articulation in the form of trim packages, siding and/or a brick or stone wainscot along the frontage of the residence. If a wainscot or siding is added, it shall be wrapped around each side of the residence a minimum of three feet. If a wainscot is selected it shall have the following:*
 - *Install on top of the wainscot a flashing and a top cap to shed water.*
 - *Install the cap piece below the lowest existing window frame.*
 - *Install wainscot manufactured corner return pieces. No mitered corners.*
 - b. Stairs. *Install a handrail adjacent to all stairs and steps.*
 - c. Windows. *Install horizontal windows to be a minimum 5' wide and 3.5' tall to satisfy emergency exit requirements. This allows placement of beds and other furniture.*

- d. Hallways. Increase hallway widths and doorways, especially leading to restrooms to be a minimum 42" wide, (face-of-stud to face-of-stud.). This will allow 2'10" or wider doorways to facilitate greater accessibility for mobility devices and furniture moving.
- e. Bathrooms. New/remodeled bathrooms should consider the following for accessibility:
 - Minimum width and depth of a full bathroom should be six (6) feet.
 - Install a curbless or low threshold shower.
 - Toilets should have a minimum of three (3) feet in front of toilet and be located away from entry doors. Toilet stalls should be a minimum 3.5 feet wide.
 - Consider having restroom doors swing out or be pocket doors.
 - Provide sunlight option to interior restrooms with skylight or privacy windows.
- f. Bedroom Closets. A "U" shaped closet should be a minimum 6' 6" wide and an "L" shaped closet should be a minimum of 4' 6" wide.
- g. Laundry. Full size laundry areas should be a minimum five feet wide and three feet deep to accommodate side-by-side washer/dryer. An ADU may use stackable units to save space. The work area in front of the washer and dryer should be a minimum of three feet.
- h. Solar Panels. Consider solar panels to offset the annual electrical demands of this unit.
6. Water Heater. The existing steel water enclosure shall be replaced. The plans shall be revised to indicate the location of a properly permitted and vented water heater that is either tankless or that is a tank-type that is located either inside a building or outside in an attached enclosure that is a framed stucco enclosure with a roof that extends to the roof of the residence and that is designed to match the residence in terms of material, paint color, texture and roofing material.
7. Materials. The applicant shall coordinate and/or match throughout, all architectural elements, including the size, style and shape of roof overhangs, rafters and fascia. All windows and doors shall match in terms of trim and style on each elevation. All roofing materials shall match, and all exterior materials, textures and colors shall blend.
8. Paint. The applicant shall paint the new additions and repaint existing structures to blend with the addition. Any exterior portion of the residence, garage or any accessory structure that has cracked, faded, stained or peeling paint shall be repainted.
9. Business Licenses. All contractors, including subcontractors, shall have properly issued city business licenses.
10. Plants. The Board recommends and encourages that the homeowner choose plant materials that are water conserving, require lower maintenance and are not aggressive with the capability of damaging hardscape or adjacent structures.
11. Landscaping Scheme. The Development Review Board recommends that the property owner revitalize the front yard landscaping after construction and install either:
 - a. A traditional scheme of front yard turf with a minimum three-foot wide planter along the frontage of the residence to separate the turf from the residence. When located adjacent to a turf area, a planter should either be raised or have a minimum six-inch wide and deep concrete mow strip to separate it from the turf. The use of subsurface irrigation for turf areas is encouraged, OR
 - b. Install a drought tolerant landscaping scheme for the full front yard.

12. Maintenance. Property owners are required to maintain their properties at all times in an aesthetically pleasing manner in compliance with the Lakewood Municipal Code (LMC 4323 and 4221.1). This means proper and continuous maintenance of all landscaping and structures including all buildings, roofs, painting, fences, and walls. There shall be no dead, diseased, missing or overgrown vegetation. Vegetation shall be properly trimmed in proportion to adjoining structures and shall not encroach onto or into public sidewalks or roadways. Drought tolerant landscaping does require periodic trimming.
13. Notice of Appeal Rights. This decision of the Development Review Board shall be final and conclusive, and effective five (5) City business days after giving of notice thereof via the United States Postal Service to the applicant, the property owner and any other person requesting notice, unless within that five (5) City business days an appeal in writing is properly filed (*with appropriate fees*) with the Secretary of the Planning and Environment Commission by the applicant, property owner, any protestant, or any member of the City Council. Any person entitled to or requesting notice of the Board decision may waive his or her notification and/or request notification by another means (e.g. e-mail).

Advisory Notes:

- Construction Debris. *The DRB advises that any construction activities that involve hauling away demolition or construction debris needs to be coordinated with and approved by the City Department of Public Works. The City has an authorized hauler, which is currently EDCO.*
- Stormwater Protection. *The DRB advises that any construction or operational activities that could potentially result in any water leaving the site as drainage shall be coordinated with the City Department of Public Works to assure proper procedures have been implemented (e.g. installation of waddles and track-out devices).*