



Planning and Development  
Department  
Land Use Planning Division

## ACTION SUMMARY FOR DESIGN REVIEW COMMITTEE MEETING August 21, 2025 6:30 PM

### I. Roll Call:

#### **Committee Members Present:**

Kimberly Gaffney, Chair (Zoning Adjustments Board)  
Mary Muszynski, Vice-Chair (Appointed by Zoning Adjustments Board)  
Denise Hall-Montgomery (Landmarks Preservation Commission)  
Lillian Mitchell (Appointed by Zoning Adjustments Board)  
Janet Tam (Appointed by Zoning Adjustments Board)  
Michael Thompson (Zoning Adjustments Board)  
Cameron Woo (Civic Arts Commission)

**Committee Members Absent:** None.

**Staff Present:** Burns, Fu

### II. PROJECTS

1. **2700 NINTH STREET [at Carleton] (DRCF2025-0001): Final Design Review** for a one-story, 6,026 square foot animal shelter with an exterior dog kennel pavilion, and outdoor greeting courtyard. On-site parking will be eliminated.

***Final Design Review was approved with the following recommendations:  
MOTION (Gaffney, Woo) VOTE (7-0-0-0).***

#### ***Recommendations***

##### ***Building Details / Windows***

- *Corner window could still be taller; and sill could be lower.*
- *Look carefully on the panel seams, as well as window locations. Both could better work with the tile pattern.*
- *Wall signage should be further developed for better spacing (tighter); consider main text line be located above the tile, not sitting on it.*
- *Recommend more animals on the canopy.*
- *Consider an alternate light fixture for the wall sign that is less visually intrusive.*
- *Consider wood panels under canopy.*

##### ***Landscaping***

- *Recommend increasing native selections; consider simplifying the plant palette to achieve this.*

- 2. 2138 KITTREDGE STREET [near Oxford] (DRCP2024-0015): Preliminary Design Review** to demolish a four-unit residential building and construct a 42,893 square foot, eight-story (82 feet) residential building with 66 units total, including three (3) Very Low Income (VLI) units, and two (2) Extremely Low Income (ELI) units, utilizing State Density Bonus, on a 6,750 square foot lot.

***Preliminary Design Review received a favorable recommendation to ZAB with the following direction for Final Design Review (FDR): MOTION (Tam, Hall-Montgomery) VOTE (7-0-0-0).***

### **Recommendations**

#### **Neighborhood Context / Colors and Materials**

- *Look at the street front, including the base, for some gestures for a better relationship with the adjacent building to the east.*
- *Maximize reuse of Redwood for significant highlights, not just a fence; consider for lobby or protected areas of Kittredge façade.*
- *Consider more playful accent colors and details on all sides.*
- *There is concern with reusing the brick, then painting. Look for suitable donation path.*
- *Color and material palette – consider more subtle shades on south and west facades.*
- *Consider expressing horizontal bands on wood siding where visible.*

#### **Building Details / Windows**

- *Recommend bringing light into the building where possible.*
- *Storefront not recommended on transformer frontage.*
- *Continue to develop windows at FDR, especially on the east bay on Kittredge; consider windows in stairwell.*
- *There appear to be too many sizes and styles for proposed windows; look at unifying the sills.*
- *Consider expressing horizontal bands on wood siding where visible.*
- *Show reglet, channel, and material transition details at FDR.*
- *Recommend as much depth as possible, especially with flat stucco details.*
- *Provide a clearer material transition between the light stucco and wood veneer at northwest corner.*
- *Recommend strong details, careful material selection, and careful contractor execution.*
- *Present bird safe glazing issues at ZAB since other projects have been approved with this Ordinance requirement.*

#### **Landscaping**

- *Confirm species proposed in planter will perform in shade.*
- *Recommend trellis or shade structure in rear patios.*

**III. BUSINESS MATTERS**

- Approval of Previous Meeting Minutes.  
*Minutes from 7/19/25 DRC Meeting.*  
*MOTION (Gaffney, Thompson) VOTE (7-0-0-0).*

**IV. ADJOURN**

- Meeting adjourned: 9:25 pm

**Members of the Public:**

**Present: 10**

**Speakers: 4**

APPROVED:

Anne Burns

Design Review Committee Secretary

A handwritten signature in cursive script, reading "Anne Burns", written over a horizontal line.