

Notice and Agenda

Regular Meeting of the La Cañada Flintridge Design Commission

Thursday, May 7, 2026 at 8:00 AM

City Hall Council Chambers
One Civic Center Drive
La Cañada Flintridge, CA 91011



Chair Ara Markari
Vice Chair Francis Pollara
Commissioner Halle Yuhan
Commissioner Genevieve Bethel

Comments from the Public

The public is encouraged to address the Design Commission on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the Design Commission, you may do so during the **Comments from the Public** period noted on the agenda. Limited to 3-minutes per speaker.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Design Commission may direct staff to investigate and/or schedule certain matters for consideration at a future Design Commission meeting.

Agenda Materials

Copies of staff reports and supporting documentation pertaining to agenda items are available for public viewing and inspection at City Hall, 2nd Floor Lobby Area, during regular business hours, and on the City's website <https://lcf.ca.gov>. For further information regarding agenda items, please contact the Planning Division at (818) 790-8881.

SB 343 – Any writings relating to an agenda item distributed to a majority of the Design Commission less than 72 hours prior to the meeting will be available for public review at City Hall during normal business hours and/or posted on the City's website.

Levine Act - To promote transparency and fairness in government decision-making, the Levine Act imposes contribution prohibitions and disclosure requirements. Specifically, any elected or appointed City officer is prohibited from making or attempting to influence a decision in a proceeding involving a license, permit, or other entitlement for use if the officer received a contribution of more than \$500 within the preceding 12 months from a party or their agent. (Gov. Code § 84308(c)(1).) Additionally, parties to proceedings involving a license, permit, or other entitlement for use pending before any elected or appointed City officer must disclose any campaign contributions exceeding \$500 that they made within the preceding 12 months. (Gov. Code § 84308(e)(1).) For more information please visit: <https://lcf.ca.gov/city-clerk/levine-act/>.

Reasonable Accommodations

In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a "reasonable accommodations" policy to expedite accommodation requests. The policy can also be found on the City's website. Please contact the City Clerk's Office, (818) 790-8880 to make an accommodation request, or to obtain an electronic or printed copy of the policy.

Please turn off/silence all mobile devices while the meeting is in progress.

8:00 AM Design Commission Regular Meeting**Preliminary Business****Call to Order****Roll Call**

Commissioner Halle Yuhan Commissioner
Genevieve Bethel Vice Chair Francis Pollara Chair
Ara Markari

Pledge of Allegiance

Led by Chair

Comments from the Public

Please note: This is the opportunity for members of the public to comment on items listed on the Consent Calendar or on any items not appearing on the agenda. Because of restrictions contained in California Law, the Design Commission may not discuss or act on any item not on the agenda but may briefly respond to statements made or ask a question for clarification. The Chair may also request a brief response from staff to questions raised during public comment or may request a matter be agendaized for a future meeting.

Consent Calendar

Items on the Consent Calendar will be enacted by one motion and roll call vote without individual discussion. If discussion is desired, the item will be removed and considered separately.

- 1) Design Commission Action Minutes
 - a) Design Commission Regular Meeting of April 2, 2026.
 - b) Design Commission Regular Meeting of April 16, 2026.

Public Hearings

- 2) Design Review (DEV-2026-0009) Coldwell Banker Realty; 930 Foothill Boulevard:
Recommendation: Adoption of Design Commission Resolution No. 26-xx approving Design Review (DEV-2026-0009) for new wall and window signs located at 930 Foothill Boulevard.

Concluding Business

- Commissioners' Comments
- Staff Comments

Adjournment**Motion to Adjourn**

I certify under penalty of perjury that the agenda was posted on the City Hall bulletin board at One Civic Center Drive at least **72 hours** prior to the meeting, in accordance with Government Code Section 54954.2.



Chris Gjolme, Planner



REGULAR COMMISSION MEETING

CALL TO ORDER: Vice Chair Pollara called the Regular Meeting to order at 8:02 a.m.

ROLL CALL: Vice Chair Pollara and Commissioners Bethel and Yuhan.

Chair Markari was absent.

STAFF PRESENT: Assistant Director Gardea, and Planner Gjolme.

PLEDGE OF ALLEGIANCE: Led by Vice Chair Pollara.

COMMENTS FROM THE PUBLIC: None.

REORDERING OF AND ADDITIONS TO THE AGENDA: None.

CONSENT CALENDAR:

A **MOTION** was made by Commissioner Yuhan, seconded by Commissioner Bethel, and carried (4 – 0, Chair Markari was absent) to approve the Design Commission minutes from March 5, 2026.

- 1. Approval of Minutes of the Design Commission Meeting:**
 - a) Design Commission Regular Meeting of March 5, 2026
(Approved 4 – 0, as recommended)

PUBLIC HEARINGS:

- 2. Design Review (DEV-2026-0010); Uncle Phil's; 712 Foothill Boulevard: a request to allow a new painted wall sign with an over-height letter at 712 Foothill Boulevard.**

Planner Gjolme provided a staff report and addressed questions from the Commission.

Vice Chair Pollara opened the public hearing at 8:09 a.m.

The following individual provided public comment: Phil Lee.

Vice Chair Pollara closed the public hearing at 8:12 a.m.

A **MOTION** was made by Commissioner Bethel, seconded by Commissioner Yuhan, and carried 4 – 0, (Chair Markari was absent) to adopt the proposed Design Commission Resolution No. 26-xx approving Design Review (DEV-2026-0010) for a new painted wall sign with an over-height letter at 712 Foothill Boulevard.

CONCLUDING BUSINESS:

Comments from Commissioners

None.

Comments from Staff

Assistant Director Gardea mentioned upcoming projects that will be presented to the Design Commission.

ADJOURNMENT

A **MOTION** was made by Commissioner Yuhan, seconded by Commissioner Bethel, and carried (4 – 0, Chair Markari was absent) to adjourn the Regular Design Commission meeting at 8:16 a.m.

Antonio Gardea, AICP
Assistant Director of Community Development

Minutes approved by the Design Commission on _____.



REGULAR COMMISSION MEETING

CALL TO ORDER: Chair Markari called the Regular Meeting to order at 8:01 a.m.

ROLL CALL: Chair Markari, Vice Chair Pollara and Commissioner Yuhan.
Commissioner Bethel was absent.

STAFF PRESENT: Assistant Director Gardea, and Planner Gjolme.

PLEDGE OF ALLEGIANCE: Led by Chair Markari.

COMMENTS FROM THE PUBLIC: None.

REORDERING OF AND ADDITIONS TO THE AGENDA: None.

CONSENT CALENDAR:

A **MOTION** was made by Vice Chair Pollara, seconded by Commissioner Yuhan, and carried 3 – 0, (Commissioner Bethel was absent) to approve the Design Commission minutes from March 19, 2026.

- 1. Approval of Minutes of the Design Commission Meeting:**
 - a) Design Commission Regular Meeting of March 19, 2026.
(Approved 3 – 0, as recommended)

PUBLIC HEARINGS:

- 2. Design Review (DEV-2026-0017); Daiso; 475-H Foothill Boulevard: a request to allow a new vinyl window sign and color band at 475-H Foothill Boulevard.**

Planner Gjolme provided a staff report and addressed questions from the Commission.

There were no public comments.

A **MOTION** was made by Vice Chair Pollara, seconded by Chair Markari, and carried 2 – 1, (Commissioner Bethel was absent and Commissioner Yuhan voted no) to adopt the proposed Design Commission Resolution No. 26-xx approving Design Review (DEV-2026-0017) for a new vinyl window sign and color band at 475-H Foothill Boulevard with conditions.

- 3. Design Review (DEV-2026-0018); Flintridge Orthodontics; 747 Foothill Boulevard: a request to allow a new wall sign at 747 Foothill Boulevard.**

Planner Gjolme provided a staff report and addressed questions from the Commission.

Chair Markari opened the public hearing at 8:39 a.m.

There were no public comments.

Chair Markari closed the public hearing at 8:39 a.m.

A **MOTION** was made by Vice Chair Pollara, seconded by Commissioner Yuhan, and carried 3 – 0, (Commissioner Bethel was absent) to adopt the proposed Design Commission Resolution No. 26-xx approving Design Review (DEV-2026-0018) for a new wall sign at 747 Foothill Boulevard with conditions.

CONCLUDING BUSINESS:

Comments from Commissioners

There were none.

Comments from Staff

Assistant Director Gardea discussed upcoming projects that will be presented to the Design Commission at the next meeting on May 7th.

Vice Chair Pollara inquired about the status and visibility of filling the vacant Design Commission seat. Assistant Director Gardea responded that he would check with the City Clerk regarding when the appointment may be made.

Assistant Director Gardea also informed the Commission about the new voting system and noted that it is expected to be implemented at the next meeting.

ADJOURNMENT

A **MOTION** was made by Commissioner Yuhan, seconded by Vice Chair Pollara, and carried 3 – 0, (Commissioner Bethel was absent) to adjourn the Regular Design Commission meeting at 8:50 a.m.

Antonio Gardea, AICP
Assistant Director of Community Development

Minutes approved by the Design Commission on _____.

CITY OF **LA CANADA FLINTRIDGE**
Design Commission Agenda Report

Meeting Date: May 7, 2026

Subject: Design Review (DEV-2026-0009) Coldwell Banker Realty; 930 Foothill Boulevard:

Presenter: Kurtis Fabela, Assistant Planner

Proposed Action: Adopt Design Commission Resolution No. 26-XX approving Design Review (DEV-2026-0009) for new wall and window signs at 930 Foothill Boulevard.

Environmental Impact: Categorically Exempt, Class 1 - New Sign Copy

Fiscal Impact: None.

Discussion/Analysis:

The subject building is a one-story structure with two tenant spaces on the south side of Foothill Boulevard. The subject tenant space is located to the east of Foothill Boulevard's intersection with Bel Aire Drive and abuts the Verizon store (942 Foothill Boulevard) parking lot to the west. The new wall sign contains a circular logo and lettering painted black on the top left corner of the building's west-facing wall. One row of text is proposed centered under the circular logo: "ThomasAtamian.com" with a maximum letter height of five inches (5") is two (2) square feet in area and the circular logo is three (3) square feet in area. The painted wall sign, in total, consists of five (5) square feet and the lettering - the business's website name - is designed with a sans-serif font as shown in the following image:

The proposed window sign includes vinyl sticker applications, primarily consisting of white logos and text, separated into three (3) individually expressed branded stickers for Coldwell Banker and the two real estate professionals. Each component is placed on a storefront window separated by the mullion framing. The window sign consist of a two stylized circular logos, one corporate brand logo and sans-serif styled lettering. The three components are each four (4) square feet, for a total of 12 square feet of signage area. The sign's three (3) window stickers include the following text: 1) the first sticker reads "Thomas Atamian" with "+ Associates" left-justified underneath the first line in both upper and lower case letters, 2) the second stickers includes the Coldwell Banker Global Luxury circular logo on a black background with white lettering. The white sticker reads "Coldwell Banker" and "Realty" center-justified underneath with both lines in all capitalized, bold letters and the upper text partially underlined, and 3) the third sticker reads "Janice T" and "McGlashan" left-justified underneath in all capitalized letters. Due to each sticker representing a different portion of the primary business, each component is proposed with a different style and font for differentiation purposes as shown in the following image:

The total sign area, including the wall and window signage, is 17 square feet which is compliant with the 35 square-foot size limit for signage at 930 Foothill Boulevard. No other concerns or issues are apparent and positive findings are recommended.

Options:

The following findings are required for design review approval of signs (Sign Ordinance Sec. 11.37.060.E.1).

- A. The design and layout of the proposed signage is consistent with the general plan and any design criteria adopted for specialized areas, such as designated historic or other special districts, planned developments, master plans, or specific plans, or adopted for the project through conditions of approval or development agreements;**

The signs' arrangement, material, font style and color work well with the composition of the subject building to provide clear description of the business's name from the west side of the building, and from its frontage along Foothill Boulevard. The signage approved by the Design Commission for the previous business located at 930 Foothill Boulevard maintained a similar window signage design but did not have a mounted or painted wall sign like that which is proposed within the current request. Though the wall sign is new and differs from wall signs in the immediate area in location and composition, the unit and building are located with an exposed building face near the adjacent parking lot which provides an additional option for signage placement and is unique to the subject unit.

- B. The design and layout of the proposed signage will not unreasonably interfere with the use and enjoyment of neighboring property, and will not create traffic or pedestrian hazards;**

The signage is not located within the public right-of-way, does not include elements of illumination, and will not create traffic or pedestrian hazards. The proposed signage is limited to the area of the unit's front windows and a portion of the western building face for the painted wall sign. Though the painted wall sign is visible to eastbound traffic on Foothill Boulevard, it will not introduce adverse impacts or hazards on vehicular traffic due to the proposed neutral tones, appropriate and proportional size, general design, and lack of illumination. The window signage is also clear, legible, and will not contribute to a distracting or hazardous appearance.

- C. The design of the proposed signage is compatible with the character of the surrounding neighborhood and that all reasonable design efforts have been made to maintain the harmonious, orderly, and attractive development contemplated by this title and the general plan;**

The wall sign's black letters and logo contrast well with the backdrop of the white negative space along the building's west wall, with no impact on nearby signs. The signage is clear and visible to automobiles and pedestrians moving south along Foothill Boulevard, and the black lettering provides clear information of the business's name and branding. The painted wall sign is separated from the adjacent business located on 942 Foothill Boulevard by an approximately 85-foot-wide parking lot, and the window sign does not impact visibility from Foothill Boulevard due to its subtle, neutral design and placement on the storefront's open windowpanes. Neither the wall or window signs are illuminated and incorporate neutral black and white tones that easily and subtly complement and contrast with the earthtones of the building face.

- D. The design of the proposed signage will provide a desirable environment for its occupants and visiting public as well as its neighbors and that it is aesthetically of good composition, materials, texture, and color that will remain aesthetically appealing with the level of maintenance that might reasonably be expected.**

The sign is clear, minimal, and understated, consistent with the commercial character of the Foothill

Boulevard corridor. The proposed signage on the window is consistent with previous business signage at 930 Foothill Boulevard but includes the addition of a west-facing painted wall sign on the side of the building. Though the window signage placement is slightly irregular due to the location and differing sizes of the mullions on the storefront and could be placed on a single window pane in a column format, the column format in a singular windowpane would create an imbalance of signage and would not be centered due to the presence of four windowpanes without an odd-numbered center window. The current proposed window sign uses the benefit of the considerable width of the storefront to provide a more balanced and minimal appearance that does not crowd the text and individual logos of the sign.

Recommendation:

It is recommended that the Design Commission take the following action(s):

1. Open the public hearing, receive public testimony, close public hearing and consider; and
2. Adopt Design Commission Resolution No. 26-XX approving Design Review (DEV-2026-0009) at 930 Foothill Boulevard.

Attachments:

1. Draft Design Commission Resolution No. 26-XX
2. Project Plans

RESOLUTION NO. 26-XX

A RESOLUTION OF THE DESIGN COMMISSION OF THE CITY OF LA CAÑADA FLINTRIDGE APPROVING DESIGN REVIEW (DEV-2026-0009) FOR NEW WALL AND WINDOW SIGNS AT 930 FOOTHILL BOULEVARD (COLDWELL BANKER).

WHEREAS, a request by Thomas Atamian was submitted for Design Review approval for a new wall and window sign at 930 Foothill Boulevard; said request attached hereto and incorporated herein by reference; and

WHEREAS, the Design Commission, on May 7, 2026, held a public hearing and considered the request; and

WHEREAS, the Design Commission reviewed the facts contained in the agenda report dated May 7, 2026, regarding the application for Design Review approval at 930 Foothill Boulevard heard and considered the testimony of the applicant and the public; and

WHEREAS, based on the evidence presented by the application materials, staff report, and public testimony, the Design Commission hereby resolves as follows:

Section 1. The above recitals are true and correct, and incorporated herein by reference.

Section 2. Findings Required for Design Review Approval. The Design Commission finds as follows:

A. *The design and layout of the proposed signage is consistent with the general plan and any design criteria adopted for specialized areas, such as designated historic or other special districts, planned developments, master plans, or specific plans, or adopted for the project through conditions of approval or development agreements;* The signs' arrangement, material, font style and color work well with the composition of the subject building to provide clear description of the business's name from the west side of the building, and from its frontage along Foothill Boulevard. The signage approved by the Design Commission for the previous business located at 930 Foothill Boulevard maintained a similar window signage design but did not have a mounted or painted wall sign like that which is proposed within the current request. Though the wall sign is new and differs from wall signs in the immediate area in location and composition, the unit and building are located with an exposed building face near the adjacent parking lot which provides an additional option for signage placement and is unique to the subject unit.

B. *The design and layout of the proposed signage will accommodate the functions and activities that are proposed for the property, will not unreasonably interfere*

with the use and enjoyment of neighboring property, and will not create traffic or pedestrian hazards; The signage is not located within the public right-of-way, does not include elements of illumination, and will not create traffic or pedestrian hazards. The proposed signage is limited to the area of the unit's front windows and a portion of the western building face for the painted wall sign. Though the painted wall sign is visible to eastbound traffic on Foothill Boulevard, it will not introduce adverse impacts or hazards on vehicular traffic due to the proposed neutral tones, appropriate and proportional size, general design, and lack of illumination. The window signage is also clear, legible, and will not contribute to a distracting or hazardous appearance.

C. *The architectural design of the proposed signage is compatible with the character of the surrounding neighborhood and that all reasonable design efforts have been made to maintain the harmonious, orderly, and attractive development contemplated by this title and the general plan;* The wall sign's black letters and logo contrast well with the backdrop of the white negative space along the building's west wall, with no impact on nearby signs. The signage is clear and visible to automobiles and pedestrians moving south along Foothill Boulevard, and the black lettering provides clear information of the business's name and branding. The painted wall sign is separated from the adjacent business located on 942 Foothill Boulevard by an approximately 85-foot-wide parking lot, and the window sign does not impact visibility from Foothill Boulevard due to its subtle, neutral design and placement on the storefront's open windowpanes. Neither the wall or window signs are illuminated and incorporate neutral black and white tones that easily and subtly complement and contrast with the earthtones of the building face.

D. *The design of the proposed signage will provide a desirable environment for its occupants and visiting public as well as its neighbors and that it is aesthetically of good composition, materials, texture, and color that will remain aesthetically appealing with the level of maintenance that might reasonably be expected.* The sign is clear, minimal, and understated, consistent with the commercial character of the Foothill Boulevard corridor. The proposed signage on the window is consistent with previous business signage at 930 Foothill Boulevard but includes the addition of a west-facing painted wall sign on the side of the building. Though the window signage placement is slightly irregular due to the location and differing sizes of the mullions on the storefront and could be placed on a single window pane in a column format, the column format in a singular windowpane would create an imbalance of signage and would not be centered due to the presence of four windowpanes without an odd-numbered center window. The current proposed window sign uses the benefit of the considerable width of the storefront to provide a more balanced and minimal appearance that does not crowd the text and individual logos of the sign.

Section 3. Based on the above findings, the Design Commission of the City of La Cañada Flintridge hereby approves Design Review (DEV-2026-0009) for a new wall and window sign at 930 Foothill Boulevard, subject to the conditions of approval listed in Exhibit "A", attached to this resolution.

PASSED, APPROVED AND ADOPTED this 7th day of May, 2026

Ara Markari
Chair of the Design Commission

ATTEST:

Antonio Gardea
Secretary to the Design Commission

EXHIBIT "A"
CONDITIONS OF APPROVAL
Design Review (DEV-2026-0009)
930 Foothill Boulevard

1. Compliance with and execution of all conditions listed herein shall be necessary prior to obtaining final building inspection clearance and/or prior to obtaining any occupancy clearance. Deviation from this requirement shall be only by written consent of the Director of Community Development.
2. This approval is granted for the land or land use as described in the application and any attachments thereto, and as shown on the plans submitted, labeled Design Review (DEV-2026-0009).
3. Prior to obtaining a building permit or when applicable initiation of use, the applicant and property owner shall file with the Secretary of the Design Commission written acknowledgment of the conditions stated herein on forms provided by the Planning Department.
4. All structures, site work and other features including but not limited to, buildings, signs, roadways, parking areas, landscaping and other facilities shall be located and maintained as shown on the project plans labeled Design Review (DEV-2026-0009), except as otherwise stated in these conditions.
5. This approval will expire unless "start of construction" is commenced within 12 months after approval is granted and diligently pursued thereafter. The Director of Community Development may extend the original expiration date by as much as 12 months upon receipt of a written request from the applicant prior to expiration of the original approval if the approved project and applicable zoning standards are unchanged. Start of construction is defined as:
 - a. All zoning and related approvals are effective; and
 - b. All required building and grading permits for the project have been issued; and
 - c. The "foundation inspection" and "concrete slab or underfloor inspection" have been made and received approval from the Division of Building and Safety; i.e., all trenches must be excavated, forms erected, and all materials for the foundation delivered on the job and all in-slab or underfloor building service equipment, conduit, piping accessories and other ancillary equipment items must be in place. Nothing in this definition shall be construed to alter the applicable legal standards for determining when vested property rights to complete the project have arisen.

6. All applicable requirements of any law, ordinance, or regulation of the City of La Cañada Flintridge shall be complied with.
7. This approval is subject to the applicant paying all fees and assessments to the City of La Cañada Flintridge, as established by ordinance, resolution or policy of the City Council.
8. In the event the City determines that it is necessary to take legal action to enforce any of the provisions of these conditions, and such legal action is taken, the applicant agrees to pay any and all costs of such legal action, including reasonable attorney's fees, incurred by the City, even if the matter is not prosecuted to a final judgment or is amicably resolved, unless the City should otherwise agree with the applicant to waive said fees or any part thereof. The foregoing shall not apply if the permittee prevails in the enforcement proceeding.
9. The applicant shall defend, indemnify, and hold harmless the City and its officers, agents, and employees from any claim, action or proceeding against the City or its officers, agents, or employees to attack, set aside, void, or annul this Design Review approval. The City shall promptly notify the applicant of any such claim, action, or proceeding and shall cooperate fully in the defense.
10. An approval granted by the Design Commission does not constitute a building permit or authorization to begin any construction. An appropriate permit issued by the Division of Building and Safety must be obtained prior to construction, enlargement, relocation, conversion, or demolition of any building or structure within the City.

#

State of California)
County of Los Angeles) ss.
City of La Cañada Flintridge)

I, Antonio Gardea, Secretary to the Design Commission of the City of La Cañada Flintridge, California, DO HEREBY CERTIFY that the foregoing Resolution No. 26-XX was duly adopted by the Design Commission of the City of La Cañada Flintridge at a regular meeting held on the 7th day of May, 2026, by the following vote:

AYES: COMMISSIONER:
NOES: COMMISSIONER:
ABSENT: COMMISSIONER:
ABSTAIN: COMMISSIONER:

Dated: May 7, 2026

Antonio Gardea, AICP
Secretary to the Design Commission

Three (3) components of the window sign include three (3) 4' x 1' parts of vinyl stickers, or a total of 12 square feet of window sign area.

Ready for approval authority. This is not a final approval.

Total storefront width/ frontage along Foothill Blvd. is 34.833 feet



Thomas Atamian
+ Associates



COLDWELL BANKER
REALTY



JANICE T.
MCGLASHAN



Three (3) components of the window sign include three (3) 4' x 1' parts of vinyl stickers, or a total of 12 square feet of window sign area.

Logo is a white, flat, vinyl sticker on clear glass, with no return



Three (3) components of the window sign include three (3) 4' x 1' parts of vinyl stickers, or a total of 12 square feet of window sign area.

Logo is a white, flat, vinyl sticker on clear glass, with no return



COLDWELL BANKER | REALTY

Three (3) components of the window sign include three (3) 4' x 1' parts of vinyl stickers, or a total of 12 square feet of window sign area.

Logo is a black and white, flat, vinyl sticker on clear glass, with no return

This sign will be painted. It does NOT include any returns.

Height of lettering is 5"
Length of lettering is 4'-9"
Diameter of circular logo is 1'-0"

