

MEMORANDUM



The
**Long Beach
Housing
Development
Company**

DATE: September 16, 2009
TO: Board of Directors
The Long Beach Housing Development Company
FROM: Ellie Tolentino, Vice President
PREPARED BY: Norma C. Lopez, Development Project Manager
SUBJECT: Stages I, II, and III Design Review for the
Courtyards Apartments

RECOMMENDATION

Approve Stages I, II, and III of the Design Review Process for the Courtyards Apartments project (CD 1 and 4).

BACKGROUND

On September 17, 2008, The Long Beach Housing Development Company (LBHDC) Board approved a financial gap assistance loan of \$2.27 million to Clifford Beers Housing, Inc. (CBH) for the rehabilitation of 46 rental units in scattered sites located at 350 E. Esther Street, 1134 Stanley Avenue, and 1027 and 1045 Redondo Avenue, collectively called Courtyards Apartments. A copy of the Staff report providing more details on the project is attached (Attachment A).

DESIGN REVIEW PROCESS

In 1998, the LBHDC Board adopted a design review process to evaluate the architectural design of the projects it assists. Successful completion of design review is a condition of funding from the LBHDC. The process consists of five stages of review with a milestone approval at the end of each stage. The stages correspond to phases of architectural and artistic design practice, from first concepts to final construction. Comparing the stages to architectural design practice, the first milestone (**Stage I Conceptual Review**) is at the end of Conceptual Design, which can be considered midway through the Schematic Design phase. The second milestone (**Stage II Preliminary Review**) is at the end of the Schematic Design phase. The third (**Stage III Final Review**) is at the completion of the Design Development phase, the point at which all major design and cost decisions should have been made for a project. The milestone for the fourth stage (**Stage IV Design Check**) is at the end of Construction Documents, prior to the City of Long Beach's issuance of a Building Permit. The fifth milestone (**Stage V Construction Check**) is at the end

**MAKING
AFFORDABLE
HOUSING
HAPPEN**

AGENDA ITEM NO. 4

Mailing Address:
110 Pine Avenue
Suite 1200
Long Beach, CA 90802
Tel 562/570-6949
Fax 562/570-5921

of construction, prior to the City's issuance of the Certificate of Final Completion and Occupancy. The Board reviews and approves Stages I, II, and III of the Design Review Process. Stages IV and V are reviewed by staff.

Clifford Beers Housing, Inc. has been working closely with the Housing Services Bureau and Development Services Department staff in developing a concept for rehabilitation of the four scattered sites. In addition, CBH has worked closely with its architect, J. S. Egan Design, Inc., to provide a rehabilitation concept that seeks to restore the buildings' architectural integrity. The buildings were constructed in the early 1900s. The façades have been altered and many of the original features have been lost as modifications have been made throughout the years. The developer plans to restore the original architectural features by implementing façade improvements, ornamental detail, and hardscaping and landscaping details that will enhance the courtyard style layout. All buildings are currently deteriorated and require complete rehabilitation including electrical, plumbing, and HVAC systems, as well as some new windows and doors, interior and exterior surface repairs, and new landscaping. A map of the project locations, photos of the buildings as they currently exist, and copies of the proposed building facade designs are attached as Attachment B.

Staff has reviewed all pertinent materials and presented the staff report to the Projects Committee on September 8, 2009. The Projects Committee unanimously recommended that the Board approve Design Stages I, II, and III for the proposed development.

ET:PU:ncl

Attachments:

- A- September 17, 2008 LBHDC Staff Report
- B- Project Map, Photos of Existing Conditions, and Copies of Proposed Design