

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
CONVENED THIS 25th DAY OF MARCH 2013, 6:30 P.M.
AT THE AMEDEE O. DICK RICHARDS JR.
CITY COUNCIL CHAMBERS, 1424 MISSION STREET**

<p>ROLL CALL</p>		<p>Meeting convened at: 6:30 p.m.</p> <p>Commissioners Present: Anthony George, Chair Kristin Morrish, Vice-Chair J. Stephen Felice</p> <p>Council Liaison: Robert S. Joe</p> <p>Staff Present: David G. Watkins, Director of Planning and Building Richard L. Adams II, City Attorney John Mayer, Senior Planner Knarik Vizcarra, Assistant Planner Marlon Ramirez, Code Enforcement Officer</p> <p>Commissioners Absent: Evan Davis, Secretary Steven Friedman</p> <p>Comm. Felice led the pledge of allegiance.</p>
<p>PUBLIC COMMENTS</p>		<p>Ed Dagermangy, 1550 Camino Lindo noted that architectural reviews should be provided by professional architects for projects presented to commission and board members.</p>
<p>CONTINUED HEARINGS</p>	<p style="text-align: center;">1</p>	<p>1915 Illinois Avenue (Design Review/Variance – New Single Family Residence)</p> <p>This item was continued from the February 28, 2013 meeting for the purpose of providing the applicant with additional time to redesign the project, reduce the square footage (sq. ft.) and comply with the maximum, required floor area ratio of .35, as stated in the Zoning Code.</p> <p>Assistant Planner, Knarik Vizcarra presented her staff report, regarding the approval for a Variance and Design Review to construct a 1,495 square foot contemporary style home. Ms. Vizcarra reviewed the details of the project and noted that the square footage for the design of the house was reduced from 1,710 sq. ft. to 1,495 sq. ft. Ms. Vizcarra pointed out that the project met the required findings for Design Review and for a Variance. Staff recommended approval of the project. Prior to the meeting, staff received one inquiry, regarding the crawl space under the house. On the plans, it was noted that the crawl space will be used for pool, air conditioning, and other mechanical equipment. At the conclusion of her staff report, Chair George inquired if there are limitations in the Zoning Code, regarding when the height of an area turns into livable space. Ms. Vizcarra noted that there is no</p>

reference in the Zoning Code but there is in the Building Code. Chair George declared the public hearing open.

Mr. David Margrave noted that he designed a retirement home including all of the amenities, such as an elevator, a lap pool, roof deck etcetera for his wife and himself. The crawl space was in question; therefore, Mr. Margrave noted that the space will be used as a mechanical room for storing machinery, such as 1) a heater; 2) a pool heater; 3) a pool filter; 4) air conditioning units; 5) pumps; 6) a water tank; 7) and a grey water system. Mr. Margrave moved his driveway to provide his neighbor with added privacy and the proposed house was setback for the purpose of not impeding his view.

Project Architect, Ms. Page noted the following changes for the project: 1) the ceiling will be set at 6' 6" to render the crawl space unusable; 2) the spiral stair case was moved to the rear of the project; 3) the dimensions of the project were reduced [2 feet from the length, 3 feet from the width and 3 feet from the height]; 4) the window orientations were changed [2 narrow windows replaced the large picture window]; and the fireplace location was changed.

Comm. Morrish verified with Ms. Page that a window was added in the kitchen next to the refrigerator.

Regarding the crawl space, Chair George inquired as to how Ms. Page proposed to limit the ceiling height to 6'6". Ms. Page noted that they would construct a 2 x 8 dropped ceiling at 6'6", and a slab for the equipment. Ms. Page noted that another option would be to bring the level of the slab up to 8' to the bottom of the access panel and the slab will come up as well.

Seeing that there were no other speakers in favor of or in opposition to the project, Chair George declared the public hearing closed.

The Commissioners continued discussion on the item and noted that the applicant provided a comprehensive and complete application package and presentation to the Commission. It was also noted that the boxy design, although, not a favored design, was broken up by the eaves, the elevator shaft and window details.

After considering the staff report and draft resolution, a motion was made by Comm. Felice, seconded by Comm. Morrish to approve the project subject to the recommended enhancements for the crawl space to reduce the head height.

Comm. Morrish noted that there were a few typos in the conditions of approval; therefore, Comm. Felice amended his motion to include the typo corrections.

		The motion carried 3-0. (Resolution 13-08)
PUBLIC HEARINGS	2	<p>191 Monterey Road (Multi-family Conditional Use Permit Extension)</p> <p>Initially, the Planning Commission approved a 9 unit condominium complex at 191 Monterey Road on January 23, 2012.</p> <p>Senior Planner Mayer presented his staff report, regarding the request for an extension on Planning approvals for 191 Monterey Road. Mr. Mayer noted that the applicant was unable to meet the required deadline of February 7, 2013, due to an unexpected delay, regarding the soils report. The City Soil Engineer required more information about the separation distance between the crib wall and the back of the complex. The crib wall is supporting the upper hillside. The Soils Engineer requested a greater distance of separation between the complex and the crib wall; therefore, more information is needed. The applicant requested a 12 month extension, since this is a complex hillside project, including a subterranean parking structure. Mr. Mayer noted that the project complies with the General Plan and that the findings were made for the Conditional Use Permit extension. At the conclusion of his staff report, Comm. Felice inquired about the proposed time frame for obtaining the requested soils reports. Mr. Mayer noted that the applicant is currently working with the Soils Engineer on the time frame.</p> <p>Chair George declared the public hearing open. Seeing that there were no speakers in favor or in opposition to the project, Chair George declared the public hearing closed.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Morrish, seconded by Comm. Felice to approve the 12-month extension.</p> <p>The motion carried 3-0. (Resolution 13-09)</p>
PUBLIC HEARINGS	3	<p>Zoning Code Amendment - Second Dwelling Units (AB 1866)</p> <p>Assistant Planner, Knarik Vizcarra presented her staff report, regarding the adoption of a resolution recommending that the City Council adopt an ordinance to amend the second dwelling unit requirements and regulations found in the Zoning Code. Ms. Vizcarra noted that the purpose of the amendments proposed in the ordinance was to synchronize the Zoning Code with state law. Assembly Bill 1866 required that local governments review second dwelling units ministerially, not as a discretionary review. Ms. Vizcarra noted that the intent of this bill is to provide incentives to increase the availability of affordable housing statewide. In addition to the ordinance, staff requested that the Commission consider whether additional amendments are necessary to this section. Some of the possible amendments presented dealt with the following: 1) revising the minimum lot size requirements for second dwelling units; 2) prohibiting second dwelling units</p>

on hillside properties; 3) providing a specific height maximum; and 4) removing the covered parking requirement. For the additional amendments, the Commission was informed that they could recommend that the City Council consider any or all of suggested amendments or the current standards as sufficient or direct staff to explore the possibility of other amendments not considered tonight. Ms. Vizcarra noted the following changes located at the end of section 4 of the draft ordinance: 1) first finding - the second dwelling unit is not visible from the public right of way; and 2) Section G, "the entrance" should be stricken so it reads, "... the second dwelling unit shall be located so that it is not visible from the public right-of-way".

At the conclusion of her staff report the Commission had questions for Ms. Vizcarra, regarding the following topics: 1) owner occupancy requirement, 2) City compliance with state law, 3) second dwelling units and design review, 4) Listed historic properties [second dwelling units exempt from historic review], 5) historic review [staff], 6) reviews since 2002 [amount].

Chair George declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to the item, he declared the public hearing closed.

The Commission continued discussion on the following: 1) prohibiting second dwelling units in hillside areas; 2) height limitations 3) Design Review; 4) South Pasadena lot inventory by size; 5) pros/cons of owner occupancy requirement; 6) Ministerial review; and 7) covered parking spaces.

Mr. Watkins suggested the Planning Commission recommend to the City Council that they adopt the ordinance that would bring the Zoning Code into compliance with state law and have staff return to the Planning Commission at another meeting with additional information relating to other possible amendments to the second unit regulations.

A motion was made by Comm. Felice to approve the ordinance as drafted with the addition of recommendations 1-4.

Comm. Felice withdrew his motion.

After considering the staff report and draft resolution, a motion was made by Comm. Felice, seconded by Comm. Morrish to approve the resolution, including the amendment regarding the visibility of the second units from the street.

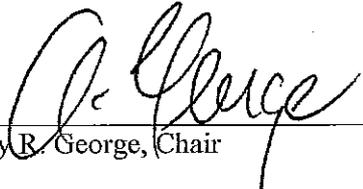
The motion carried 3-0. (Resolution 13-10)

<p>NEW BUSINESS</p>	<p>4</p>	<p>Recommendations to City Council (Hedge Height Regulations)</p> <p>Community Improvement Coordinator, Marlon Ramirez presented his staff report, requesting that the Commission review the existing hedge height requirements for front yard setbacks, which are currently set at 3 feet. He also requested that the Commission provide staff with direction on drafting a Zoning Code Amendment to change the existing hedge height or recommend to the City Council that no changes are to be made. Mr. Ramirez noted that this request was initiated by residents concerned about safety, traffic, noise and security; therefore, the City Council requested that the Commission consider increasing the standard hedge height. Mr. Ramirez noted that the Zoning Code in 2002 set the hedge height requirement at 3 feet for the purpose of preserving residential views and to prevent vehicle accidents (backing out of driveways). The police department is in agreement with the existing 3 feet hedge height requirement. Mr. Ramirez noted that the City receives five complaints annually.</p> <p>At the Conclusion of his staff report, the Commission had questions for Mr. Ramirez regarding the following: 1) will the amendment extend to walls and fences; 2) will the ordinance apply to estate properties, which are well over 6 feet; 3) what was the nature of the five complaints by residents; and 4) are their other means by which to regulate overgrown yards.</p> <p>In response to the Commission's question, Mr. Ramirez noted the following: 1) the amendment focuses on hedge heights only; 2) if a hedge was planted prior to 2002, the Zoning Code made allowances for estate hedge heights to be at 6 feet; 3) the residential complaints were initiated by a resident concerned about his neighbor's side and front hedges, which were well over 15 feet (side yard hedge requirements are limited to 10 feet); 4) there are regulations on landscape maintenance and how to maintain your lawns.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Felice, seconded by Comm. Morrish to make a recommendation to the City Council regarding, no changes to the ordinance regarding hedge height requirements.</p> <p>The motion carried 3-0.</p>
	<p>5</p>	<p>Rescheduling of May meeting (Holiday)</p> <p>A motion was made by Comm. Felice, seconded by Comm. Morrish to schedule next month's Planning Commission meeting on May 20, 2013.</p> <p>The motion carried 3-0.</p>

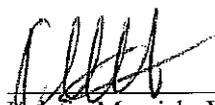
	6	<p>Minutes of the Planning Commission's January 28, 2013 and the February 25, 2013 meetings.</p> <p>The minutes from the January 28, 2013 meeting were approved with minor corrections and the Minutes from the February 25, 2013 meeting were approved as submitted.</p>
	7	<p>Comments from City Council Liaison</p> <p>Council Member, Bob Joe noted the following regarding City business: 1) the City Council adopted an ordinance amending the section of the Zoning Codem, regarding land use and parking for the Ostrich Farm area; 2) the City Clerk's position has been changed to a stipend position; 3) the City Council considered a request to vacate a slope easement on Kolle Ave.; 4) a second City Council liaison was added to the AdHoc Downtown Advisory Committee; and 5) the City Council transferred property located at Mound and El Centro St.</p>
	8	<p>Comments from Planning Commissioners</p> <p>Comm. Morrish commended Chair George for doing a great job as Chair. Chair George noted that "Ciclovia" will take place on April 21, 2013.</p>
	9	<p>Comments from Staff</p> <p>Mr. Watkins noted that on Wednesday, 3/27/13 a Community Budget workshop at 6:00 p.m. will be held in the City Council Chambers. Zoning Code Amendments will be presented to the Commissioners at the next Planning Commission meeting.</p>
ADJOURN- MENT	10	<p>The meeting adjourned at 8:08 p.m. to the Planning Commission meeting scheduled for April 22, 2013.</p>

I HEREBY CERTIFY that the foregoing minutes were adopted by the Planning Commission of the City of South Pasadena at a meeting held on April 22, 2013.

AYES: FELICE, GEORGE & MORRISH
NOES: NONE
ABSENT: NONE
ABSTAIN: DAVIS, FRIEDMAN

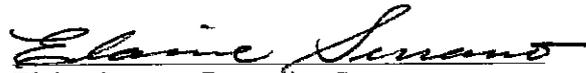


Anthony R. George, Chair



Kristin Morrish, Vice-Chair

ATTEST:



Elaine Serrano, Recording Secretary