

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
CONVENED THIS OCTOBER 24th 2011, 6:30 P.M.
AT THE AMEDEE O. DICK RICHARDS JR.
CITY COUNCIL CHAMBERS, 1424 MISSION STREET**

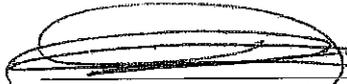
<p>ROLL CALL</p>		<p>Meeting convened at: 6:30 p.m.</p> <p>Commissioners Present: J. Stephen Felice, Chair Vijay Sehgal, Vice-Chair (arrived at 6:35) Richard Tom, Secretary Anthony George, Commissioner Steven Friedman, Commissioner</p> <p>Council Liaison: Richard D. Schneider, M.D. (arrived at 6:40 p.m.)</p> <p>Staff Present: David G. Watkins, Director of Planning and Building Richard L. Adams II, City Attorney John Mayer, Senior Planner Paul Garnett, Assoc. Planner</p> <p>Vice-Chair Sehgal led the pledge of allegiance.</p>
<p>PUBLIC COMMENTS</p>		<p>Finance Director, Chu Thai presented the Commission with a brief review of the Utility Users Tax (UT) and pointed out the importance of the UT.</p>
<p>PUBLIC HEARING</p>	<p>1</p>	<p>1253 Huntington Drive (Tentative Parcel Map-Condo)</p> <p>Senior Planner, John Mayer presented his staff report, regarding a request for approval of a tentative parcel map to subdivide one parcel of land into three condominiums on a 10,060 square foot lot. Mr. Mayer reviewed the history of the project and pointed out that this item was brought before the Commission to evaluate the subdivision's compliance with City standards and the appropriateness of the subdivision. Regarding Exhibit "C", Mr. Mayer pointed out conditions 2, 3 and 4 as follows: 2) the submission of Covenants, Conditions and Restrictions (CC&R's) to establish a homeowners association; 3) obtain water department approval for separate water meters at each unit; and 4) record the final parcel map pursuant to the requirements of the California Subdivision Map Act. Staff determined that the eight findings for denial could not be made but that each of the supplemental findings for approval could be made; therefore, staff recommended approval for the tentative parcel map. At the conclusion of his staff report, the Commission did not have questions for Mr. Mayer.</p> <p>Chair Felice declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to this item, Chair Felice declared the public hearing closed.</p>

		<p>After considering the staff report and draft resolution, a motion was made by Comm. Tom, seconded by Comm. George to adopt the resolution to approve the tentative parcel map.</p> <p>The motion carried 5-0. (Resolution 11-22)</p>
<p>NEW BUSINESS</p>	<p>2</p>	<p>Zoning Code Amendment Initiation: Floor Area Definition and Applicability</p> <p>Associate Planner, Paul Garnett presented his staff report, regarding the possible initiation of a Zoning Code Amendment to review the way the City defines and applies the concept of Floor Area. Mr. Garnett reviewed the background of the amendment and pointed out that for a recent project the City’s interpretation of mezzanine was found to be ambiguous and inconsistent; therefore, the proposed amendment may possibly address mezzanines along with other elements relating to floor area. Mr. Garnett pointed out the following: 1) the City’s current usage of gross floor area to determine parking requirements may place city businesses at a competitive disadvantage, in relationship to businesses in other cities that do not use gross floor area to determine parking requirements; and 2) there is a difference between the Zoning Code and the Mission Street Specific Plan, regarding how floor area is applied. At the conclusion of his staff report, the Commission did not have questions for Mr. Garnett.</p> <p>The Commission continued discussion on the matter.</p> <p>A. Comm. George was very hesitant in defining the word “mezzanine” relative to a land use. Comm. George pointed out the following: 1) a mezzanine is not a use but it has multiple uses with different trigger points; therefore, it should not be defined; 2) when there is ambiguity in the Zoning Code the Planning Administrator has the authority to make a final decision on a matter; but 3) the Zoning Code should be modified, regarding uses and parking.</p> <p>B. Comm. Sehgal pointed out the following: 1) floor area and the word “mezzanine” should be defined clearly in the Zoning Code as to alleviate any confusion; and 2) mezzanine parking is based on the use of a mezzanine.</p> <p>The Commission continued discussing the following: 1) uses for mezzanines; 2) floor area, regarding attics and basements; 3) habitable space; 4) BOMA standards; and 5) possible unintended consequences, if changes are made to the Zoning Code.</p> <p>Comm. George pointed out that it may be possible to define mezzanines relative to the number of floors, similar to the definition in the Building Code for mezzanines.</p>

		<p>Comm. Tom requested to have staff check with other cities to see how they have resolved issues regarding mezzanines in the past.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. George, seconded by Comm. Tom to adopt the Resolution of Intent to initiate an amendment to the Zoning Code to clarify the definition of floor area and change how it is applied.</p> <p>The motion carried 5-0. (Resolution 11-23)</p>
	3	<p>Holiday Meeting Schedule</p> <p>David Watkins, The Director of Planning and Building gave the Commission the option to conduct their next regularly scheduled meeting on Monday, December 5, 2011 or on Monday, December 19, 2011.</p> <p>A motion was made by Comm. Tom, seconded by Comm. George to combine the November and December meetings and to hold the next regularly scheduled meeting on December 5, 2011.</p> <p>The motion carried 5-0.</p>
	4	<p>Minutes of Planning Commission August's 22, 2011 Meeting</p> <p>The August 22, 2011 minutes were approved as submitted by staff.</p>
	5	<p>Comments from City Council Liaison:</p> <p>Mr. Richard D. Schneider, M.D. informed the public that the decision on 923 El Centro was appealed to the court. Dr. Schneider pointed out that the following suggestions should be taken into consideration: 1) Live-work units should be restricted to existing structures instead of including new structures; 2) alleyways should be required to be 20 feet wide; 3) parking standards should be re-evaluated; and 4) the city should become a more transit oriented community, which may reduce parking requirements.</p>
	6	<p>Comments from Planning Commissioners:</p> <p>Comm. George pointed out a notice of intent in last week's South Pasadena Review to circulate a petition to stop the Downtown project.</p> <p>Chair Felice commented that he was assigned the task of preparing the Planning Commission's annual report. He will accept comments or suggestions from his fellow commissioners over the next two weeks. The report will be presented to the City Council on December 21, 2011.</p>
	7	<p>Comments from Staff:</p> <p>No Comments</p>
	8	<p>The meeting adjourned at 7:36 p.m. to the next meeting of the Planning Commission scheduled for December 5, 2011.</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 December 5, 2011.

AYES: FELICE, FRIEDMAN, GEORGE, TOM
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE



J. Stephen Felice, Chair



Vijay Sehgal, Vice-Chair

ATTEST:



Elaine Serrano, Recording Secretary