

**MINUTES OF THE MEETING OF THE  
CITY OF SOUTH PASADENA PLANNING COMMISSION  
MEETING CONVENED THIS 22<sup>nd</sup> DAY OF SEPTEMBER 2014, 6:30 P.M.  
AT THE AMEDEE O. DICK RICHARDS JR.  
CITY COUNCIL CHAMBERS, 1424 MISSION STREET**

<b>ROLL CALL</b>		<p><b>Meeting convened at:</b> 6:35 p.m.</p> <p><b>Commissioners Present:</b> Anthony George, Chair Steven Friedman Steven Dahl Evan Davis, Commissioner</p> <p><b>Council Liaison:</b> Robert S. Joe</p> <p><b>Staff Present:</b> David G. Watkins, Director of Planning and Building Holly O. Whatley, Assistant City Attorney John Mayer, Senior Planner Knarik Vizcarra, Assistant Planner</p> <p><b>Absent:</b> Kristin Morrish, Vice-Chair</p> <p>Comm. Friedman led the pledge of allegiance.</p>
<b>PUBLIC COMMENTS</b>		None
<b>CONTINUED HEARINGS</b>	<b>1</b>	<p><b>1413 Lyndon St. (Tentative Parcel Map/Condominium Map)</b></p> <p>Senior Planner, John Mayer presented his staff report, regarding approval for a Tentative Parcel Map. Mr. Mayer noted that the Spanish style project for a three-unit townhouse complex, over semi subterranean parking was approved in March, 2014. The Commission requested that the site plan change to reflect two attached units in the back and one detached unit in the front. Mr. Mayer noted that the applicant requested that the three units become condominiums, which requires approval for a Tentative Parcel Map. At the conclusion of his staff report, Comm. Dahl noted that the map in the staff report was an older map; therefore, it was different from the approved site plan, which was approved in March, 2014. He noted the following differences: 1) the entrance to the front unit was located on the side of the unit instead of the entrance facing the street; 2) the HVAC condenser units were located in places, which were not approved; 3) the property line fence was referenced to be 3' tall instead of the 5' tall as stated in the conditions of approval; 4) and a drainage flow line was noted across the front of the property instead of across the approved set of stairs located in that spot. Comm. Dahl also inquired why division lines dividing the parcels were not noted on the parcel map.</p>

		<p>Mr. Mayer noted that the subdivision is for the airspace within each three unit sections to become condominiums so they can be sold; therefore, they are not parcels, each unit is a condominium.</p> <p>Mr. Mayer and Comm. Dahl continued discussing the differences between the two maps and the prominence of the approved map and filing the correct map with the Register Recorder's office. Mr. Mayer noted that the map in the staff report satisfies the expectations of the City Engineer but the details of the approved map will definitely be enforced as a part of the project approval.</p> <p>Chair George declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to this item, Chair George declared the public hearing closed.</p> <p>Comm. Davis noted that since the differences in the map will not impact the process, the maps should be switched and the approved version should be used. He recommended approving the Tentative Tract Map.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Davis, seconded by Comm. Dahl to approve the project as submitted by staff including a condition that the approved version of the tentative tract map should be used.</p> <p>The motion carried 4-0. (Resolution 14-22)</p>
<p><b>PUBLIC HEARINGS</b></p>	<p><b>2</b></p>	<p><b>1019 Mission Street – (Conditional Use Permit – 6 Month Review)</b></p> <p>Ms. Vizcarra presented her staff report, regarding a 6 month review for a Conditional Use Permit, which was previously approved by the Planning Commission for outdoor dining and increased hours of operation for ARO restaurant. Staff noted that the conditions of approval are being followed by the applicant. The police department did not received calls, regarding noise disturbances. At a later date, Ms. Vizcarra was informed, by a neighbor, that there were noise issues from patrons socializing outside of the restaurant during the evening hours. Staff suggested adding a few conditions to alleviate noise disturbances, such as requiring signage and reducing the outdoor dining hours for Friday and Saturday with an ending time of 11:00 p.m. instead of the current ending time of 12:00 a.m. Ms. Vizcarra noted that the Commission may discuss whether a one year review or a six month review was appropriate for the restaurant. At the conclusion of her staff report, Comm. Davis had questions for Ms. Vizcarra, regarding the specific wording for the signage and Comm. Friedman inquired as to additional complaints from the public. Ms. Vizcarra noted that there were no additional police complaints, regarding this project.</p> <p>Chair George declared the public hearing open.</p>

The applicant, Prahbat K. Raina, introduced himself to the Commission and thanked the Commission for allowing him to establish another restaurant within the city. He was very proud of his restaurant and noted that it has been reviewed by the newspapers. He pointed out that he is willing to work with the upstairs neighbors to regulate noise levels.

Mr. Parabat passed around the reviews for his restaurant from major publications.

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

Comm. Dahl was in agreement with staff's recommendations as follows: 1) limit weekend dining to 11:00 p.m. instead of 12:00 a.m.; 2) include signage; and 3) implement a one year review.

Assistant City Attorney, Holly O Whatley clarified that staff recommended a six month review and not a one year review.

The Commission discussed whether they should approve a one year review or a six month review.

Comm. Davis was in favor of a six month review in light of the complaint by the upstairs neighbor.

Chair George congratulated Mr. Raina on being an exceptional businessman and commended his willingness to work with staff and the neighbors.

Chair George reopened the public hearing to see if the applicant amenable with a six month review.

Mr. Raina requested a one year review due to the reopening of the restaurant and upcoming changes, such as a mixology bar. A six month review would take his focus away from the re-launching of the restaurant.

Chair George declared the public hearing closed.

Comm. Davis and Chair George were in support of a six month review, instead of a one year review, due to the concerned neighbor and the addition of a mixologist to the restaurant staff.

After considering the staff report, a motion was made by Comm. Davis, seconded by Comm. Dahl to approve a six month review for the Conditional Use Permit and the Administrative Use Permit, including the following conditions: 1) post signage, regarding noise regulation and neighborhood consideration; 2) change outdoor weekend closing dining hours from 12:00

		<p>a.m. to 11:00 p.m. and 3) a six month review from this point on.</p> <p>The motion carried 4-0. Receive and File</p>
	<p>3</p>	<p><b>249 Mockingbird Lane – (Hillside Development Permit/Variance/Design Review – New Single Family Residence)</b></p> <p>Knarik Vizcarra, Assistant Planner presented her staff report, regarding approval for a Hillside Development Permit, Design Review and three Variances to allow construction of a new 2,624 square foot single-family home on an undeveloped hillside lot located at 249 Mockingbird Lane. Ms. Vizcarra reviewed the details of the project and noted that the lot includes retaining walls and a series of steps, which are remnants from the Raymond Hotel; therefore, the applicant chose to include and strengthen them in the project. The project was reviewed and approved by the Cultural Heritage Commission in March of this year. The site is located in a residential high-density zone and surrounded by multifamily homes. The project site is vacant except for the remnants of the Raymond Hotel and it slopes downward from Mockingbird Lane. Three variances were requested for this project to satisfy the setback requirements. Several trees are located on the project site and some will be removed. Ms. Vizcarra noted that staff received several inquiries about the project. The Commission received an e-mail from a neighbor, who expressed his concerns regarding project materials. Mr. Hong wanted to ensure that drainage issues were addressed. The owner, of the apartment buildings across the street requested that the Commission consider using roofing material, which would not reflect and affect the tenants that live in the apartment building across the way. He also requested that street access remain open during construction. The required findings for a Hillside Development Permit and Design Review were made, including the adoption of the Negative Declaration. Ms. Vizcarra noted that photos and the conditions of approval were missing from the agenda packet but they were e-mailed to the Commissioners. At the conclusion of her staff report, Comm. Dahl noted that the project site has an odd shape but it retains nice remnants of the Raymond Hotel. He inquired why the Cultural Heritage Commission did not do the design review for this project. Ms. Vizcarra noted that, since the project site did not have an existing house on the lot, the project needed to be presented to the Planning Commission instead of the Cultural Heritage Commission. At the conclusion of her staff report, Comm. Davis inquired if a lot is ever deemed undevelopable. Ms. Vizcarra noted that lots are never designated as undevelopable.</p> <p>Chair George declared the public hearing open.</p> <p>The applicant/architect, Jim Fenske presented a PowerPoint presentation, regarding the project details. Mr. Fenske noted that the project was difficult to design due to the location of the historic remnants; therefore, he had to design the house around them. Mr. Fenske noted the following about the variances: 1) the first variance was for the front yard setback for garage placement. The only location where a two car garage would work in the</p>

design was between the historic remnants, such as the stairs for the viewing platform for the original golf course/hotel and the serpentine retaining wall. One Palm tree would need to be removed, along with relocating a fire hydrant and a light post to install a driveway; 2) the second variance was for the rear yard setback; 3) He noted that the materials are Ledger stone, sheet metal roofing, Fleetwood doors/windows, steel guardrails and smooth coat stucco. At the conclusion of his presentation, the Commission had various questions, regarding the design of the project. Comm. Dahl noted that the project design was very clever, but a difficult exercise due to the historic resources on the property and the shape of the project site. He noted that this project has potential, but it must fit like a glove. He inquired about the retaining wall near the East side balconies. Mr. Fenske noted that the large retaining wall with a 10 ft. drop by the balconies located on the East side of the project is a part of the historic resources. Mr. Fenske also noted that he would like to have guest parking located in front of the property instead of on the West side of the stairs and the viewing platforms so additional trees will not have to be cut down. The front stone return on the side was not clear on drawing. Mr. Fenske displayed a 3D model of the project on the large screen for all to see. He noted that the stone wraps around the front of the house to the crevice in between the front stairs and the garage. A series of piles will run along the retaining wall with a 10 foot drop. Comm. Dahl noted that the 3D rendering clarified the majority of his questions, since the drawings did not display all of the necessary details. Comm. Dahl noted the following; 1) the model was extremely helpful in displaying how the retaining wall is incorporated into the design of the project, the way the material colors work with the design of the house and the way the house interacts with the retaining wall; 2) the roof top deck on the garage was different than what was submitted in the drawings; 3) pole easements were displayed on the drawings but a letter should have been included noting that the easements were removed; 4) The color/material of the sheet metal fascia and the dimensions were not clearly noted on the drawings. Mr. Fenske clarified questions regarding materials. Comm. Davis pointed out that an e-mail was received by the Commission from a neighbor by the name of Kirk Graft. In the letter Mr. Graff expressed his concerns about roof reflectivity, roof color, aluminum frame windows, and steel deck railing. Mr. Fenske noted that he liked the old mid-century architecture along the hillside; therefore, he chose to incorporate a mid-century feel with a modern flair in the project details, thus he selected the usage of heavy gauge aluminum Fleetwood windows and doors and high-end windows. He noted that the dry stack ledger stone gives depth and color to the project and that the roof color is a warm Tope, which is subtle and blends in well with the surroundings, which is non-reflective.

Kirk Graft, Fred Blasian, Maria Harras, 1640 Amberwood Dr. expressed their concerns, regarding the project. The speakers noted the following: 1) variances should be considered carefully; 2) additional parking is needed for a project of such magnitude; 3) the project does not fit in with the

neighborhood street scape; 4) the hill is a historic landmark; and 5) the house will be located at a busy intersection. Mr. Fenske noted he will support and maintain the infrastructure and the historic resources on the property. He also noted that the design of the project will fit in well with the landscape.

Chair George declared the public hearing closed.

In response to Mr. Graft's comment regarding variances, Chair George noted that the Commission takes variances into consideration very seriously.

Chair George noted that there were numerous inconsistencies with the drawings, but the 3D model provided clarification for the Commissioners. He noted that relative to the site and the variance, the lot is irregularly shaped and a difficult exercise with the setback requirements and the historic resources. He commended Mr. Fenske on the design of the garage.

When the Commission reviewed the details of the project, they were only provided with drawings and not with the 3D rendering or information on the materials; therefore, Chair George requested additional time to review the project. Chair George had concerns about the following issues: 1) a large house built on a small lot; 2) the massing of the project; 3) the variance for the rear setback of 5', and 4) the steepness of the lot. He noted that the slope must be studied as well as the trigger point for 15-10 variance.

Comm. Dahl noted that the project is situated at a very nice location with a beautiful view of the surroundings. On his visit to the site, he noticed that the neighbor to the left retained original wood windows for the design of the home; therefore, aluminum windows for the proposed project may be out place. In his observations, he detected 31 issues with the project, during his site visit. Comm. Dahl pointed out the following: 1) the plans were incomplete; 2) the chimney was reflected only one elevation; and 3) the neighbors' were concerned about metal usage in the design of the project.

Comm. Friedman noted that it would be nice to see this house preserve the historic remnants of the hotel but also echo the story of the hill and the other multifamily homes, which reside in this area. He suggested that the Commission go on a site visit because the lot lines were not clearly defined; therefore, it would be nice to view how the shared space with the neighbor is going to work and to view how the garage setback works along with the T-intersection, but all in all, a site visit does not replace the need for detailed drawings.

The Commission continued discussion on whether they should provide direction to the applicant for the proposed project or have the applicant resubmit plans for a smaller house, since there were fundamental issues with the square footage for the project.

	<p>Chair George noted the following: 1) the irregularity of the lot is severely hampered by the rear yard setback; and 2) the project was “maxed out” and intensified by the huge retaining wall along the rear yard setback.</p> <p>The Commission discussed the wording for their motion.</p> <p>Chair George reopened the public hearing to see if the applicant was amenable to having his item continued to the next special meeting.</p> <p>The applicant, Mr. Quinn Hong introduced himself to the Commission. He noted that he loved the historic features of the lot and his goal is to improve the location. The setbacks and the variances were a direct result of the location of the historic remnants. The applicant was amenable in having his item continued.</p> <p>Chair George requested that the applicant revisit the project relative to increasing the rear yard setbacks or decrease the variance request on at least the rear yard setback and explore ways of reducing the variance request for the setbacks and possible 10-15 setback.</p> <p>Mr. Fenske noted that if the setbacks increase the building is going to get longer. The Commission was not pleased with his comment since he was going to try to maintain the proposed square footage for the house.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Davis, seconded by Comm. Friedman to continue this item to the next regularly scheduled meeting on October 27, 2014.</p> <p>The motion carried 4-0.</p>
4	<p><b>700 La Portada – (Conditional Use Permit/Design Review – Telecommunications Facility)</b></p> <p>Knarik Vizcarra presented her staff report, regarding approval for a Conditional Use Permit and Design Review for a telecommunication facility to be located at 700 La Portada (water tower). The applicant, Verizon Wireless would like to close a coverage gap via eight cellular panel antennas and equipment to be installed onto the water tower. Ms. Vizcarra noted that staff did not receive any inquires for this item. All of the required findings were made. At the conclusion of her presentation, Chair George verified with Ms. Vizcarra that all of the proposed antennas will be installed below the existing telecommunication antennas at that location at approximately 15 feet.</p> <p>Chair George declared the public hearing open.</p> <p>Mathew Harvey, The applicant’s representative, introduced himself to the Commission and noted that Verizon’s goal is to provide their customers with</p>

		<p>good reception in this area. He pointed out that the antennas will be hidden by the tree line and painted to match the existing antennas.</p> <p>Seeing that there were no speakers in favor of or in opposition to this item, Chair George declared the public hearing closed.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Davis, seconded by Comm. Friedman to approve the Conditional Use Permit/Design Review and to adopt the negative declaration.</p> <p>The motion carried 4-0. (Resolution 14-23)</p>
DISCUSSION	5	<p><b>Call-Up Procedures – Options</b></p> <p>David Watkins, Director of Planning and Building presented his staff report regarding 4 options for call-up procedures as stated in the staff report. Mr. Watkins reviewed the history of the project and noted that an ordinance was presented to the Commission in June, which would allow two City Council members to submit in writing between meetings, a request to call-up a project to the City Clerk for the purpose of reviewing a decision, which may be appealed by the review authority, but the Commission expressed concerns with the process. Chair George noted that he would like to see a concept in action where the 15-day appeal period for any citizen for any reason, whether they were present or not, may appeal a project, then the process will open up and start all over again. He would like to see that opportunity exhausted prior to the City Council calling up a project of their own accord. Comm. Friedman noted that if the time period is extended 15 days to a longer period of time, it will create uncertainty. The Commission continued discussion on the matter and noted the following possibilities: 1) change the meeting date of Planning Commission meeting from the 4<sup>th</sup> Monday to the 3<sup>rd</sup> Monday of the month; or 3) require a majority vote of the City Council for call-ups. The Commission discussed the pros and cons of their suggestions and the options presented by Mr. Watkins for the call-up procedure. By consensus the Commission came to the conclusion that option 4 (<u>Streamline the Procedure</u>: Streamline the existing Zoning Code procedure to permit the City Council to decide whether to call up a decision for review within the 15-day appeal period, but to do so in an open meeting) was the best option.</p> <p>After considering the staff report, a motion was made by Comm. Davis, seconded by Chair George to have staff prepare a proposed ordinance in conformance with option number 4.</p> <p>The motion carried 4-0</p>
	6	<p><b>Minutes of the Planning Commission’s August 7, 2014 special meeting</b></p> <p>The minutes were approved with minor corrections.</p>

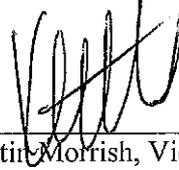
	7	<p><b>Comments from City Council Liaison</b></p> <p>Council Liaison Joe noted that the following decisions were made by the City Council at the September 2, 2014 special meeting: 1) the City Council approved an amendment to the City Nuisance Abatement Ordinance to include illegally operated businesses to the definition of public nuisance, as well as, a new summary abatement procedure for emergency conditions in order to increase the City's ability to resolve code violations, which will aid in implementing the City's moratorium on new massage establishments and its effort to crack down on illicit businesses, including procedures for suspending or revoking business licenses, and delegating the responsibility of serving as hearing officer to the City Manager. approved the 1<sup>st</sup> reading of Aug 20, 2014</p>
	8	<p><b>Comments from Planning Commissioners</b></p> <p>Comm. Davis hoped that the residents on Raymond Hill felt that their voices were heard this evening, regarding the item for 249 Mockingbird Lane.</p>
		<p><b>Comments from Staff</b></p> <p>Regarding Caltrans zoning, Mr. Watkins noted that two vacant Caltrans properties will be reviewed by the Planning department, one is located on Grevelia and the other one is located on Valley View. Neighborhood meetings will be held to gauge resident support for zoning. The City Council directed staff to return to them, regarding the standard for reinforced buildings in the city for earthquake preparedness and possibly update the ordinance regarding retrofitting.</p> <p>City Council Liaison presented the Commission with copies of a study done on the top ten Southern California cities to raise a family. He noted that the City of South Pasadena ranked third among the top ten.</p>
<b>ADJOURN- MENT</b>	10	<p>The meeting adjourned at 9:03 p.m. to the Planning Commission meeting scheduled for October 27, 2014.</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 January 26, 2015.

**AYES: DAVIS, DAHL & GEORGE**  
**NOES: NONE**  
**ABSENT: NONE**  
**ABSTAIN: MORRISH**



Anthony R. George, Chair



Kristin Morrish, Vice-Chair

**ATTEST:**



Elaine Serrano, Recording Secretary