

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
MEETING CONVENED THIS 23rd DAY OF MARCH 2015, 6:30 P.M.
AT THE AMEDEE O. DICK RICHARDS JR.
CITY COUNCIL CHAMBERS, 1424 MISSION STREET**

ROLL CALL		<p>Meeting convened at: 6:30 p.m.</p> <p>Commissioners Present: Richard Tom, Secretary Evan Davis Anthony George</p> <p>Council Liaison Robert S. Joe, Council Liaison</p> <p>Staff Present: David G. Watkins, Director of Planning and Building Holly O. Whatley, Assistant City Attorney John Mayer, Senior Planner Debby Linn, Contract Planner</p> <p>Absent Kristin Morrish, Chair Steven Dahl, Vice-Chair</p> <p>Comm. Davis led the pledge of allegiance.</p> <p>In the absence of Chair Morrish and Vice-Chair Dahl, Secretary Tom was selected to preside as Chair over this meeting.</p>
PUBLIC COMMENTS		None
CONTINUED HEARINGS	1	<p>Reschedule of May Meeting (Holiday)</p> <p>A motion was made by Comm. George, seconded by Comm. Davis to reschedule the May Planning Commission meeting from Monday, 5/25/15 to Monday, 5/18/15.</p> <p>The motion carried 3-0.</p>
	2	<p>815 Mission Street – (Conditional Use Permit Modification-Telecom)</p> <p>This item was pulled from the agenda and will be noticed at a later date.</p>

	<p>3 249 Mockingbird Lane – (Hillside Development Permit/Variance/Design Review – New Single family Residence)</p> <p>This item was continued from the February, 23, 2015 meeting to provide the applicant with additional time to return with clarification and additional information.</p> <p>Contract Planner Debby Linn presented her staff report regarding a Hillside Development Permit and three variances for a new single family residence. Ms. Linn reviewed the changes made to the project as follows: 1) the livable area and the garage size were increased; and 2) the front setback was decreased. Ms. Linn noted that clarification was provided on the following as requested by the Commission: 1) the dimension between the green roof and the eave; 2) the proposed detail for all guardrails; 3) door and window details; 4) the water feature; and 5) the lower roof at entry. Ms. Linn noted that the required findings were made for this project and recommended approval.</p> <p>Comm. Tom opened up the public hearing.</p> <p>Architect Jim Fenske reviewed the changes made to the project such as floor to ceiling elevation [set at 12 ½]; 2) one guardrail detail [cable rail]; 3) the green roof and the reflecting pond share the same detail [steel]; and 5) no flashing will be used in the waterproofing.</p> <p>Mr. Fenske reviewed changes made, regarding the square footage in the project at the request of Comm. George. It was noted that the Commission did not request changes to be made to the square footage at the previous meeting. It was not clear to the Commission as to why there were changes made to the square footage and where the changes were actually stemming from.</p> <p>Comm. George inquired about the materials for the rain screen, since color's and materials were not included in the staff report [answer - wood siding]. Comm. George also discussed the pocket door for the garage [self-closing] with Mr. Fenske and the spiral staircase.</p> <p>Seeing that there were no speakers in favor or in opposition to the project, Comm. Tom declared the public hearing closed. The Commission noted that the stair information was also confusing.</p> <p>The Commission continued discussion on this item and were in agreement that the numbers for the increase in square footage were not matching up and the architect was not able to explain adequately where the additional square footage was coming from. Initially, this item was continued for the purpose of clarification but instead of clarification, the Commission received a</p>
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		<p>proposed project requesting an increased square footage for the bedrooms, and a front setback variance, including additional square footage to a rear yard setback for bedrooms.</p> <p>After considering the applicant's request, a motion was made by Comm. George, seconded by Comm. Davis to continue this item to the next regularly scheduled meeting on April 27, 2015.</p> <p>The motion carried 3-0.</p>
	4	<p>2145 Hanscom Drive – (Hillside Development Permit – Legalize Walls and Spa)</p> <p>This item was continued from the February 23, 2015 meeting to provide the Commission with ample time to review a document presented to the Commission by the applicant's representative at the February meeting, and to have staff review the conditions of approval with the applicant.</p> <p>Senior Planner John Mayer presented his staff report, regarding a request to legalize grading work, retaining walls and a detached structure, which covers a spa area. Mr. Mayer noted that staff met with Mr. Harold J. Bissner, the homeowner's representative, to discuss the comments and concerns expressed in the document. Many of the concerns in the document were in relationship to the conditions of approval. Staff's responses to the concern were included in the staff report. Mr. Mayer noted that specific conditions of approval provide target dates, which must be met by the applicant. Minor edits were made to a few of the conditions as well as changes made to the covenant. At the conclusion of his staff report, the Commission did not have questions for Mr. Mayer.</p> <p>Comm. George inquired if it would be possible for the project to return to its original state, if the property is sold or not developed as a single family residence. Mr. Craig Melicher, Building Official responded in the positive. It was noted that this will be a difficult grading project due to the slope of the site. The logistics of retaining walls were discussed.</p> <p>Comm. Tom declared the public hearing open.</p> <p>At the inquiry of Comm. George, Mr. Bissner noted that he was not in agreement with the conditions of approval; therefore, Comm. George encouraged Mr. Bissner to quickly review the conditions for the project at the podium and note which conditions were not to his/the applicant's liking.</p> <p>Mr. Melicher noted that each condition of approval serves a specific function and are grouped as follows: 1) Conventional conditions – these conditions are provided by the Planning department and are directly related to the discretionary approval; 2) Clarifying conditions - these conditions are provided by Mr. Melicher and by the building staff, which state the requirements of the Building Code; and 3) Timeframe conditions – present</p>

		<p>the process to correct unpermitted work over a two year period of time. Mr. Melicher noted that the only group of conditions, which could be addressed or adjusted, would be the conditions addressing the two year period time frame to correct the unpermitted work.</p> <p>Roberta Nansen, 2145 Hanscom Dr. spoke about her interactions with the Planning and Building department and her issues with these meetings.</p> <p>At this point, Mr. Bissner noted that he was not in agreement with the following conditions: A) admin. citation of \$100 to \$750 ; B) Cond. 1 – Mr. Bissner requested to redefine the structure and keep it as it is.; C) Cond. 2 – he did not agree with the requirements of a Hillside Development Permit; therefore, he requested an outside mediator, negotiator, or overseer; D) Cond. 3 – include adjudication and negotiation for a settlement and previous settlement terms [Assist. City Attorney Whatley noted that the applicant must comply with all codes regarding a Hillside Development Permit]; and E) Cond. 6 – it was too vague. Mr. Bissner requested a continuation for this item.</p> <p>Seeing that there were no other speakers in favor of or in opposition to this item, Comm. Tom declared the public hearing closed.</p> <p>Chair George requested a legal response, regarding the applicant’s comments about a judge not imposing additional restrictions or a Hillside Development Permit for this project. Chair George requested that Mr. Bissner provide a condition by condition response to staff’s responses.</p> <p>The Commission is willing to work with the applicant to towards a solution for this project.</p> <p>After considering the applicant’s request, a motion was made by Comm. Davis, seconded by Comm. George to continue this item to the next regularly scheduled meeting on April 27, 2015.</p> <p>The motion carried 3-0.</p>
<p>PUBLIC HEARINGS</p>	<p>5</p>	<p>306 Los Alisos (Hillside Development Permit/Design Review – Single Family Addition)</p> <p>Contract Planner, Debby Linn presented her staff report, regarding approval for a Hillside Development Permit and Design Review to construct a single story bedroom addition. Ms. Linn reviewed the details of the project. At the conclusion of her presentation, Comm. George inquired about the existing setback requirement of 4’9” as opposed to the proposed setback of 5’5” for the addition. Ms. Linn noted that the applicant requested a continuation of the existing setback of 4’9” but the proposed setback of 5’5” is allowed in the Altos de Monterey area.</p>

	<p>Comm. Tom opened the public hearing.</p> <p>The homeowner introduced herself to the Commission and noted that the addition is needed to accommodate a relative with special needs.</p> <p>The contractor, Gil Palatih introduced himself to the Commission and requested to have the 4'9" setback applied to the addition as well as the existing structure.</p> <p>Comm. Tom declared the public hearing closed.</p> <p>Comm. George noted that the drawings, which were included in the agenda packet, were well executed. He pointed out that there is a code component that is specific to the Altos de Monterey area, which must be adhered to; therefore, he concurred with staff's setback determination of 5'5" for the project.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. George, seconded by Comm. Davis to approve the Hillside Development Permit and Design Review for the single family addition located at 306 Los Alisos as submitted by staff.</p> <p>The motion carried 3-0. Resolution 15-07</p>
6	<p>1214 Kolle Street (Hillside Development Permit/Design Review - Single Family Addition)</p> <p>This project was redesigned from the original submittal in December 2014 in response to the Commission's concerns about the proposed Modern style of the addition, in relationship to the existing Ranch style of the house.</p> <p>Senior Planner, John Mayer presented his staff report and reviewed the details of the project for the construction of a proposed Modern style house, including the demolition of the existing house. At the conclusion of his project, Comm. George expressed his concerns, regarding the parallel parking space in relationship to navigating through a small area to enter the parking space. Mr. Mayer noted that parking spaces, such as this one were previously approved in the hillside areas, due to limited space. Mr. Mayer also noted that Public Works staff approved of this parking space.</p> <p>Comm. Tom declared the public hearing open.</p> <p>The design architect, Mary Chow introduced herself to the Commission and noted that the homeowner chose to demolish the existing house and design a new house with a Modern style, since the Commission did not approve of the previous design, which attempted to integrate a modern, flat roof addition with the existing pitched roof house. Ms. Chow reviewed the materials and the details of the proposed project. She noted that the appearance of the project was minimized due to the massing of the project.</p>

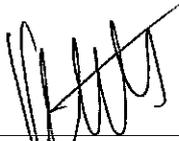
		<p>Comm. George clarified that the Commission requested that the applicant choose either a Contemporary style or a Traditional style for the design of the house instead of incorporating two different styles into the design of one house; therefore it was noted that the Commission's request was not specifically about roof styles but about design styles.</p> <p>Comm. George discussed the color and texture of the plaster/stucco with Ms. Chow. Ms. Chow preferred a dash coat for the stucco. Comm. George inquired if Ms. Chow was amenable to a smooth trowel finish and she was.</p> <p>Seeing that there were no other speakers in favor of or in opposition to this project, Comm. Tom declared the public hearing closed.</p> <p>The Commission discussed aspects of the project as follows: 1) the project consists of two large boxes; 2) the articulation of the two large boxes will help the success of the project; and 3) a smooth trowel finish for the stucco will work best for the project and create a nice contrast.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. George, seconded by Comm. Davis to approve the project as submitted by staff, with the selection of a smooth trowel finish instead of a dash coat.</p> <p>The motion carried 3-0. Resolution 15-08</p>
	7	<p>1499 Huntington Drive (Conditional Use Permit Modification – Telecom Relocation)</p> <p>Contract Planner Debby Linn presented her staff report regarding approval for a Conditional Use Permit Modification for a Telecom relocation. Ms. Linn reviewed the details of the project and noted that the project met the requirements of the Zoning Code. Staff received one inquiry from the property owner of the building, regarding the project. At the conclusion of her staff report, the Commission did not have questions for Ms. Linn.</p> <p>Comm. Tom opened the public hearing. Shane Takahashi, representing the applicant T-Mobile noted that T-Mobile proposed to modify the existing cell site which is located on the rooftop of the existing office building at 1499 Huntington Dr. The antennas will be painted to match the existing flat grade appearance of the rooftop and the antennas are setback from the roof edge at a minimum of 18 feet; therefore they will not be visible from the street.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Davis, seconded by Comm. George to approve the project as submitted by staff.</p>

		The motion carried 3-0. Resolution 15-09
	8	<p>2130 Huntington Drive (Conditional Use Permit/Telecom)</p> <p>Contract Planner, Debby Linn presented her staff report regarding approval for a Conditional Use Permit modification for a telecommunications facility operated by Sprint on the roof of an existing office building at 2130 Huntington Drive. Ms. Linn reviewed the details of the project. Staff did not receive inquiries for this project. All of the required findings for this project were made. At the conclusion of her staff report, the Commission did not have questions for Ms. Linn.</p> <p>Comm. Tom declared the public hearing open.</p> <p>Judy Ma, Sprint representative, introduced herself to the Commission and requested approval for the wireless facility upgrade in order to provide greater bandwidth coverage for customers. Seeing that there were no speakers in favor of or in opposition to this item, Comm. Tom 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. George to approve the project as submitted by staff.</p> <p>The motion carried 4-0. Resolution 15-10</p>
	9	<p>Minutes of the Planning Commission's March 23, 2015 meeting</p> <p>The minutes were continued to the next regularly scheduled meeting, due to the lack of a quorum for voting purposes.</p>
	10	<p>Comments from City Council Liaison</p> <p>Mayor Bob Joe pointed out the following decisions made by the City Council at their monthly meetings: A) <u>Meeting 3/4/15</u> – 1) the council reviewed a request to amend the City's parkway ordinance to permit synthetic turf up to 30% of the parkway area. [direction – continue to prohibit synthetic turf in parkways]; 2) approved a lease agreement with Verizon for antennas and equipment to be located on the water tank at 700 La Portada; and 3) approved a co-sponsorship for city committees, such as nonprofits and public service clubs to use city facilities with waived fees or reduced fees when an event has significant value to the community. B) <u>Meeting 3/18/15</u> – 1) the council approved revised language on the call-up review ordinance, including clarification as to whom may appeal a code enforcement decision [decision - only the person who is subject to a proposed code enforcement action has the right to appeal the determination]; 2) agree to initiate a utility box art program with Sparks up to \$12,500 in funding; and 3) direction was provided to City staff to begin a comprehensive General Plan Update and to update the Mission Street Specific Plan for FY 15-16</p>

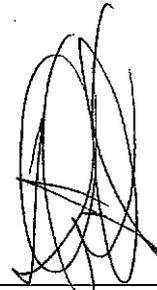
	11	<p>Comments from Planning Commissioners</p> <p>Comm. George noted that Comm. Tom did a great job as chair at tonight's meeting.</p> <p>Comm. Tom pointed out that he was pleased that the Mission Street Specific Plan will be updated.</p>
	12	<p>Comments from Staff</p> <p>Mr. David Watkins noted Assistant Planner Knarik Vizcarra will be returning from maternity leave on Tuesday, 4/7/15.</p>
ADJOURN- MENT	13	<p>The meeting adjourned at 8:36 p.m. to the Planning Commission meeting scheduled on April 27, 2015.</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 the April 27, 2015.

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



Kristin Morrish, Chair



Steven Dahl, Vice-Chair

ATTEST:



Elaine Serrano, Recording Secretary