

**MINUTES OF THE MEETING OF THE  
CITY OF SOUTH PASADENA PLANNING COMMISSION  
MEETING CONVENED THIS 26<sup>th</sup> DAY OF JANUARY 2015, 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> 6:30 p.m.</p> <p><b>Commissioners Present:</b> Anthony George, Chair Kristin Morrish, Vice-Chair Steven Dahl Evan Davis</p> <p><b>Council Liaison:</b> Robert S. Joe, Council Liaison</p> <p><b>Staff Present:</b> David G. Watkins, Director of Planning and Building Holly O. Whatley, Assistant City Attorney John Mayer, Senior Planner Debby Linn, Contract Planner</p> <p><b>Staff Absent:</b> Richard Tom, Commissioner</p> <p>Comm. Dahl led the pledge of allegiance.</p>
<b>PUBLIC COMMENTS</b>		None
<b>CONTINUED HEARINGS</b>	1	<p><b>249 Mockingbird Lane - (Hillside Development Permit/Variance/Design Review – New Single Family Residence)</b></p> <p>The item was initially continued from the 9/22/14 Planning Commission meeting to provide the applicant with additional time to make design changes to the project as requested by the Commission.</p> <p>Debby Linn, Contract Planner, presented her staff report regarding approval for a Hillside Development Permit and Design review and three variances for the construction of a new home on 249 Mockingbird Lane. Ms. Linn reviewed the details of the project and noted that the applicant redesigned the project in response to the curvature of the lot to decrease the massing of the project. The square footage of the project was also reduced. At the conclusion of her project, the Commission had questions for Ms. Linn; therefore, she noted the following: 1) she did not receive comments, regarding the new design of the project; and 2) the proposed roof is a hip roof with fiberglass composition tile on the main roof and GFS on the other roof. Comm. Davis inquired if the metal roofing material changed, since neighbors expressed their concerns about it at a previous meeting. Ms. Linn noted that the roofing material changed from the initial presentation. Comm. Morrish inquired about special guidelines and about site staging as noted in the negative declaration. Ms. Linn noted that there may be a typo in</p>

the initial study but she will review it and make any needed changes. Comm. Davis pointed out a typo regarding square footage.

Chair George declared the public hearing open. Project architect Jim Fenske introduced himself to the Commission and presented the Commission with a 3D rendering of the project via his computer and reviewed the changes made to the project as follows: 1) he decreased the massing by converting the larger part of the structure into two sections; 2) the first section consists of a reflective pond on the balcony, a glass enclosed living room and a master bedroom; 3) the second section consisted of the kitchen, a dinette, and an additional room; the third section was designated as the garage. Mr. Fenske noted that the project steps down from high to low. He also pointed out that the material board changed as follows: 1) the center building has wood siding, horizontally applied wood (Manjeris); 2) fiberglass wood shingles; 3) the entire building has Marvin windows and steel troweled stucco on either end; 4) the finish is steel troweled stucco and 5) the eaves retain a flat cedar wood soffit.

Comm. Dahl, approved of the reduction in massing and that there was no longer a huge wall incorporated into the design of the project. He pointed out inconsistencies in the drawings, such as the water feature appearing on only one level of the drawings. Comm. Dahl inquired if the applicant brought samples of the materials with him, since the materials on the sample board were not included in the packet, such as the material for roofing shingles. Mr. Fenske noted that the shingles are Standard GAF Timberline Weathered Wood. Comm. Dahl inquired about the window details. Mr. Fenske noted that the windows are Marvin clad aluminum. Comm. Dahl reviewed window discrepancies in the plans and noted that the 3D model was great but the plans did not match the model.

Revised renderings were provided to the Commission.

Chair George inquired as to Mr. Fenske's reasoning behind the reflective pond. Mr. Fenske noted that he utilized the pond to increase privacy so people cannot walk out on to the deck. Chair George also inquired about the green roof covering over the section of the kitchen and dinette. Mr. Fenske noted that the roof will be like a parapet roof and will have drainage. The Greenery will be six to eight inches tall.

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

The Commission continued discussion on this item and noted the following: 1) the drawings need to be updated and corrected; 2) issues were projected for the green roof and the reflective pond; 3) conceptually, the new design was a marked change and improvement; 4) the massing was creative and

		<p>responsive; 5) the project was well executed; and 6) the concept was good but the Commission noted that they cannot approve a concept they have to approve correct plans. The Commission considered whether the applicant should return with new drawings or have the changes submitted as a chair review. The Commission concluded that there were too many questions, regarding the drawings for the corrections to be submitted as a chair review.</p> <p>Comm. George suggested continuing this item to the next regularly scheduled meeting to provide the applicant with additional time to refine the drawings for the purpose of matching the 3D rendering. Proper window and door details are critical and need to be included in the drawings.</p> <p>Chair George re-opened the public hearing to see if the applicant was amenable to continuing this item to the next regularly scheduled meeting.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Davis, seconded by Comm. Dahl to continue this item to the next regularly scheduled meeting on February 23, 2015.</p> <p>The motion carried 4-0.</p>
	2	<p><b>815 Mission Street – (Conditional Use Permit Modification - Telecom)</b></p> <p>This item was initially continued from the October 27, 2014 Planning Commission meeting to provide the applicant with additional time to provide the Commission with different options for the telecom tower which would not result in the expansion of the diameter of the Radom pole.</p> <p>Debby Linn presented her staff report and reviewed the details of the project. She noted that the applicant provided the Commission with four placement options. Ms. Linn reviewed the details for each option. At the conclusion of her staff report, the Commission had questions for Ms. Linn. Comm. Davis noted that his request to have the applicant explore the placement of antennas at alternate locations, such as on tall buildings, was not included as one of the proposed options; therefore he inquired if the applicant discussed this option with Ms. Linn. Ms. Linn noted that the applicant did not discuss it with her.</p> <p>Chair George declared the public hearing open. The applicant's representative, Ray Lee, introduced himself to the Commission and spoke about the growing need for cell phone coverage and the need for faster speed. The coverage gap will reduce dropped calls and improve function, if they install the newest and most powerful antennas with modern technology. Mr. Lee noted that the proposed project is a long term fix and that AT&amp;T has taken into account future needs for the area. Retaining the existing light pole without alterations will restrain the ability for AT&amp;T to achieve the highest quality of service that is necessary for customers. Mr. Lee noted that usage is expected to increase by 650 percent by 2018.</p>

	<p>Vice-Chair Morrish inquired if the new cell tower will be able to cover the 650 percent increase of cell phone usage. Mr. Lee noted that it will be sufficient but he could not guarantee that the size of the cell tower will remain the same in the future.</p> <p>Vice-Chair Morrish inquired if the antenna size or the cable size will increase. Mr. Lee noted that newer antennas which feature 4G technology will be the same size but the cable will increase in size. It will be a significant increase in the amount of cable as well as the circumference of the cable.</p> <p>The applicant noted that the size of the antennas will not change but the depth of the antenna will change; that is why a larger radon is needed.</p> <p>The Commission was leary about approving this project due to a previous AT&amp;T representative assuring the Commission that the cell phone tower/antennas would not grow in size but decrease in size in the future. The Commission did not like the idea of having a huge cell tower located in the city.</p> <p>The Commission pressed Mr. Lee for an answer, whether he could assure the Commission that the cell tower will not increase in size in the future. Mr. Lee was not able to do so. The Commission noted that there were other cell phone companies that do not have free standing cell phone towers and are mounted at different locations such as on the city's water tower.</p> <p>Comm. Dahl noted that his request to make the proposed fence smaller and round in nature was not addressed in any of the options. The applicant was amenable to changing the fence to Comm. Dahl's specifications.</p> <p>AT&amp;T representative, Joshua Alba did not remember the dimensions of the requested fence. Comm. Dahl reiterated that the fence should be round and as small as possible.</p> <p>Ms. Linn noted that one of the conditions specified that the fence must be constructed in a curving fashion and it should be safe for people at the park.</p> <p>The Commission did not approve of the visual impact that will result, due to the increase in size of the radom pole.</p> <p>The Commission discussed with the representatives, if alterations can be made to their plans regarding the placement of the pole and if the structure can be mounted on a tall building or water tower instead of situated as a free standing pole.</p> <p>The Commission discussed what would be the best wording for their motion.</p>
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		<p>Assistant City Attorney Whatley suggested including the wording: “The applicant needs to provide the least intrusive means to close the significant gap” in the Commission’s motion.</p> <p>After considering the staff report and draft resolution, a motion was made by Vice-Chair Morrish, seconded by Comm. Dahl to continue this item to the next regularly scheduled meeting on February 23, 2015 with the purpose of providing the applicant with additional time to return to the Commission with the least intrusive means to close a significant gap, which includes research, cost of relocating the vault and the pole, assuming that is an option.</p> <p>Chair George inquired if the applicant was amenable to a continuance for the project and he was.</p> <p>Chair George provided direction and requested that the applicant demonstrate that his proposal is the least obtrusive means to close the significant gap.</p> <p>The applicant noted that he would exhaust all other options prior to his presentation.</p> <p>The vote was taken.</p> <p>The motion carried 4-0.</p>
<p><b>NEW HEARINGS</b></p>	<p><b>3</b></p>	<p><b>1974 Huntington Drive – (Tentative Parcel Map – New Condos)</b></p> <p>Debby Linn, contract planner presented her staff report regarding approval for a tentative parcel map, regarding the subdivision of a lot for the purpose of developing three condominium units on the lot. Ms. Linn reviewed the details of the project and noted that the required findings were made. At the conclusion of her presentation, Chair George noted that the map was confusing and difficult to read; therefore, he inquired as to the purpose and the articulation of the map. Ms. Linn noted that the map was clear in its purpose and complied with the submittal requirements.</p> <p>The Commission continued to discuss aspects of the map with Ms. Linn. The Commission noted the following about the map: 1) unnecessary information was included on the map; 2) new parcels were labeled with a lighter style type than the existing structures; and 3) it was not clear where property lines were relative to parcel description.</p> <p>Ms. Linn noted that the map complied with the submittal requirements and that the purpose of the map was clear.</p> <p>Comm. Dahl inquired as to why the map was not a part of the original submittal. David Watkins, Planning Director noted that the applicant has the</p>

	<p>option to provide the map at the time of the original submittal or later on.</p> <p>The Commission continued discussing different aspects of the map with Ms. Linn.</p> <p>Ms. Linn discussed the reasons behind the Conditions of Approval with Vice-Chair Morrish.</p> <p>Chair George declared the public hearing open.</p> <p>The project architect, Sako Marcoosi introduced himself to the Commission and noted that conditions are needed for the instructive process to assist the applicant.</p> <p>Chair George commended Mr. Marcoosi on a great design and presentation of the initial project. Chair George noted that the map contained more information, regarding what is to be demolished than what was existing. Chair George inquired if the map was sufficient.</p> <p>Mr. Marcoosi noted that the initial map was revised to contain additional information but the initial map was easier to read.</p> <p>Chair George noted that it looked more like a demolition map than a tract map.</p> <p>Subdivision Civil Engineer, Hayk Martirosian noted that the printer used different pastel colors &amp; fonts in the printing of the revised map, which made it difficult to read. The initial map definitely displays the footprint of the original building. Mr. Martirosian offered to submit a revised map with consistent information, which usually is included on tentative tract maps.</p> <p>Chair George noted that it is a font and line weight issue and that it is not clearly stated what structures are new and existing on the map.</p> <p>Chair George continued to discuss the clarity of the map with Mr. Martirosian. Mr. Martirosian noted that the tentative tract map will not be submitted to the County Clerk; therefore the map can be altered.</p> <p>Seeing that there were no other speakers in favor of or in opposition to the item, Chair George declared the public hearing closed</p> <p>The Commission discussed changing the proposed map for the original map.</p> <p>Assistant City Attorney Whatley suggested that the map change should be approved by staff first to ensure that the map will meet state map requirements, since it was not the map that staff reviewed.</p>
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	<p>After considering the staff report and draft resolution, a motion was made by Comm. Davis, seconded by Comm. Dahl to switch the proposed map with the original map, if it meets staff approval, regarding state requirements to subdivide the parcels of land issued for the condominiums.</p> <p>The motion carried 5-0. Resolution (15-01)</p>
4	<p><b>1007 Mission Street (Conditional Use Permit – 6 Month Review)</b></p> <p>Debby Linn, Contract Planner presented her staff report, regarding a six month review of a Conditional Use Permit Modification for Griffin's of Kinsale located at 1007 Mission Street. Ms. Linn noted that the applicant has complied with the conditions of approval, which were not previously complied with; therefore, staff recommended approval. Routine Inspections of the restaurant by staff and the plan checker confirmed compliance with the conditions of approval. Ms. Linn noted that staff received two complaints via e-mail from residents complaining of smoking and loitering outside the building but the complaints must be investigated. Staff recommended extending the Conditional Use Permit and removing the condition requiring further review of the Conditional Use Permit.</p> <p>With the condition change, Assistant City Attorney Whatley noted that any issues regarding smoking or loud speaking will revert to a code enforcement issue.</p> <p>Chair George declared the public hearing open.</p> <p>Restaurant owner, Joseph Griffin introduced himself to the Commission and noted that there are other restaurants along the block; therefore, the complaint may have been about patrons from another restaurant. Mr. Griffin noted that his restaurant is the only one that does not provide an outdoor bench for leisure conversation. Mr. Griffin posted exterior as well as interior signs which ask patrons to be considerate of neighbors, regarding noise levels when leaving the building. A staff member of Mr. Griffin is assigned to the front door to make sure that it remains closed in the evening hours.</p> <p>Comm. Dahl discussed the noise/smoking complaints received by the police departments and the possible sources of the complaints, such as the farmers market or other restaurants with Mr. Griffin.</p> <p>Chair George asked the applicant to be mindful of the residential units above the restaurant, the street noise, outdoor smoking and to encourage patrons to follow the rules and be courteous.</p> <p>Chair George noted that the Commission has been fair in their dealings with the applicant when complaints arise.</p> <p>Seeing that there were no other speakers in favor of or in opposition to the project, Chair George declared the public hearing closed.</p>

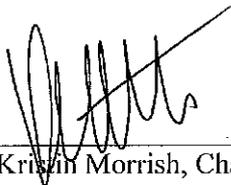
		<p>The Commission discussed the following; 1) it is difficult to determine which restaurant patrons are actually speaking loudly and smoking outside, since the restaurants are situated very close together; 2) the applicant has always complied with the requests of the Commission; and 3) should staff continue with periodic reviews of the restaurant, since it has live music and the latest closing hours out of all of the restaurants on the street. The Commission also discussed the cost to the city and the applicant for project public notifications and retaining neighbor complaints as code enforcement issues instead of as Planning Commission agenda items.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Morrish, seconded by Comm. Dahl to approve the revised conditions and eliminate requirement for further review of the Conditional Use Permit.</p> <p>The motion carried 5-0. Resolution (15-02)</p>
	5	<p><b>1515 Garfield Avenue – (Kid’s Klub Noise)</b></p> <p>Senior Planner, John Mayer presented his staff report, regarding a compliance review of the existing Conditional Use Permit for Kids Klub, due to complaints about the excessive noise from the outdoor play areas. Mr. Mayer noted that the sound engineer prepared a report recommending that Kid’s Klub build a six foot tall fence (reduce noise by 10 decibels) around the play area but an eight foot fence would reduce the noise level by 14 decibels.</p> <p>The Commission inquired if periodic updates are necessary for the progress on this item. Mr. Watkins noted that the Commission directed staff to return to the Commission on a monthly basis until the job has been completed.</p> <p>Comm. Davis revised the Commission’s initial request of having staff return on a monthly basis to the Commission with a status report to placing this item on the agenda only, if there are specific issues involved with the progress of this item, seconded by Comm. Dahl.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Davis, seconded by Comm. Dahl to revise the Commission’s initial request to have staff return to the Commission on a monthly basis with the placement of this item on the agenda “only” if there are specific issues involved with the progress for this item.</p> <p>The motion carried 5-0.</p>
	6	<p><b>Strategic Plan Update – Items for City Council Consideration, Appoint PC Delegate</b></p> <p>David Watkins, Planning and Building Director, presented his staff report regarding the Strategic Plan Update. Mr. Watkins noted that this year there</p>

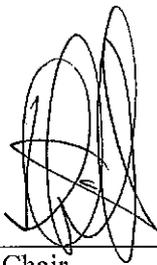
		<p>will be a two presentation plan. The first one on Saturday, 2/7/15 from 8:30 – 12:30 will consist of an introduction [the City’s overall budget, where the money comes from and where it goes]. The second part will note efforts where the City actually begins to develop suggestions on how three year goals can be modified/subtracted and/or the addition of new objectives for the City Council to consider. Input will be provided to the City Council on Saturday, 2/21/15 at the Council’s Strategic Planning Session. Mr. Watkins requested that the Commission appoint a delegate to attend the meetings and he requested three big ideas for the City Council to consider including in the strategic plan.</p> <p>Chair George nominated Comm. Dahl to be the Planning Commission representative at the meetings.</p> <p>Vice-Chair Morrish noted that she will be attending the meetings and offered to split the time with Comm. Dahl.</p> <p>Council Liaison Joe approved of both Commissioners attending the meeting.</p> <p>Chair George noted that there needs to be funding for the General Plan and for the updating of the Mission Street specific Plan as two big picture ideas for the City Council. Little funding was found last year for these important projects. Comm. Dahl suggested including the sign committee as one of the priorities to talk about.</p> <p>Comm. Davis suggested including the revision or clarification of the Planned Development Permit process as the third big picture idea for the City Council.</p>
	7	<p><b>Minutes of the Planning Commission’s meeting</b></p> <p>The minutes for September 22, 2014 were approved with minor corrections and the minutes for October 27, 2014 were approved as submitted by staff.</p>
	8	<p><b>Comments from City Council Liaison</b></p> <p>Mayor Bob Joe pointed out the following decisions made by the City Council at their monthly meetings: A) <u>meeting 1/7/15</u> – 1) a study session was held to review the potential sites and architectural style for a new community center [no action was taken]; 2) the first reading of the 2014 citywide Engineering and Traffic Study was approved; 3) the second reading of the ordinance creating a new Water and Sewer Capacity Development Impact fee was approved; and 4) a report confirming that the Utility Users Tax Repeal Initiative petition has received sufficient signatures for consideration to place the initiative on the November ballot for 2015 was received; B) <u>meeting 1/21/15</u> – 1) Richard Tom was approved to join the Planning Commission; 2) the second reading and adoption of the 2014 Citywide Engineering and Traffic study was approved; and 3) direction was</p>

		provided to the city consultant on the preparation of a final concept plan and architectural style for the proposed community center [Orange Grove Park site - Spanish Mission architecture].
	9	<p><b>Comments from Planning Commissioners</b></p> <p>Chair George noted that the newly selected commissioner, Richard Tom will be a great asset to the Planning Commission.</p> <p>Comm. Dahl commended Contract Planner, Debby Linn for filling in for Knarik Vizcarra while she is on maternity leave.</p>
	10	<p><b>Comments from Staff</b></p> <p>Mr. David Watkins reminded the Commission that the selection of new officers will be placed on next month's agenda. Mr. Watkins also noted that the City did not receive grant money to update the Mission Street Specific Plan and the General Plan but the City will search of additional grant money elsewhere.</p>
<b>ADJOURNMENT</b>	11	The meeting adjourned at 9:10 p.m. to the Planning Commission meeting scheduled for February 23, 2015.

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, DAHL, GEORGE & MORRISH**  
**NOES: NONE**  
**ABSENT: NONE**  
**ABSTAIN: TOM**

  
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 Kristin Morrish, Chair

  
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 Steven Dahl, Vice-Chair

**ATTEST:**

  
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 Elaine Serrano, Recording Secretary