

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
MEETING CONVENED THIS 22th DAY OF FEBRUARY 2016, 6:30 P.M.
AT THE AMEDEE O. DICK RICHARDS JR.
CITY COUNCIL CHAMBERS, 1424 MISSION STREET**

ROLL CALL		<p>Meeting convened at: 6:32 p.m.</p> <p>Commissioners Present: Kristin Morrish, Chair Steven Dahl, Vice-Chair Richard Tom, Secretary Evan Davis Kelly Koldus</p> <p>Council Liaison: Marina Khubesrian, MD, Council Liaison</p> <p>Staff Present: Holly O. Whatley, Assistant City Attorney David G. Watkins, Director of Planning and Building John Mayer, Senior Planner Knarik Vizcarra, Assistant Planner</p> <p>Comm. Koldus led the pledge of allegiance.</p>
NEW BUSINESS	1	Call to Order
	2	<p>Administration of Oath of Office to newly appointed Commissioner Kelly M. Koldus</p> <p>Deputy City Clerk, Anthony Mejia swore in Kelly M. Koldus as the new Planning Commissioner.</p>
	3	<p>Roll Call and Pledge of Allegiance</p> <p>Comm. Kelly Koldus led the pledge of allegiance</p>
PUBLIC COMMENTS	4	None
CONTINUED HEARING	5	<p>2131 Hanscom Drive (Hillside Development Permit – Deputy Inspector Condition of Approvals)</p> <p>The Director of Planning and Building, David Watkins presented the applicants request to continue this item to the next regularly scheduled meeting due to a medical emergency.</p> <p>A motion was made by Comm. Tom, seconded by Comm. Davis to continue this item to the next regularly scheduled meeting on March</p>

		<p>28, 2016.</p> <p>The motion carried 4-0.</p> <p>A motion was made by Chair Morrish, seconded by Comm. Tom to reorder the agenda</p> <p>The motion carried 5-0.</p>
PUBLIC HEARING	7	<p>1019 Mission Street – (Conditional Use Permit Modification – Three Month Review)</p> <p>Assistant Planner Knarik Vizcarra presented her staff report, regarding a three month review of a Conditional Use Permit Modification for live music at the restaurant by the name of ARO located at 1019 Mission Street. Ms. Vizcarra noted that there was one complaint by a resident, which was addressed; therefore, she presented staff's request to receive and file this report and approve the resolution with the amended conditions of approval, which would remove any additional need for review.</p> <p>Chair Morrish declared the public hearing open. Seeing that there were not speakers in favor of or in opposition to this item, Chair Morrish 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. Davis to approve the item as submitted by staff.</p> <p>The motion carried 5-0. Resolution 16-04</p>
	9	<p>Planning Commission Reorganization</p> <p>A motion was made by Comm. Tom to nominate Comm. Dahl as the Chair and Comm. Davis as the Vice-Chair.</p> <p>The motion was amended by Comm. Morrish by nominating herself as the secretary.</p> <p>The motion was amended by Comm. Tom, seconded by Comm. Koldus to set the reorganization effective date on March 28, 2016.</p> <p>The motion carried 5-0.</p>
	10	<p>General Plan/Mission Street Specific Plan Update – Appointment to PC Subcommittee</p> <p>A motion was made by Comm. Davis, seconded by Comm. Tom to nominate Comm. Koldus as the new Planning Commission</p>

		subcommittee member. The motion carried 4-0. Comm. Koldus abstained
	11	Minutes of the Planning Commission's December 10, 2015 meeting The minutes of the December 10, 2015 Planning Commission meeting were approved with corrections. The motion carried 4-0. Comm. Koldus abstained
	12	Comments from City Council Liaison. Council Liaison, Marina Khubesrian pointed out the following, regarding City business: 1) On March 12, 2016 the Community Budget Priority meeting will be held from 9:00 a.m. – 12:00 p.m. at the Library Community Room: 2) a list of future projects, submitted by the City, to the county for its upcoming measure, if it is approved, will be as follows: a) a new multipurpose community center, b) an Arroyo Secco bike and pedestrian trail, c) neighborhood parks on Berkshire St. and Grevelia St., d) multipurpose field renovations for Orange Grove Park and Arroyo Secco Park; e) park restoration at the War Memorial/Oaklawn park; f) outdoor fitness equipment at Arroyo Park and Garfield Park; g) new restrooms at various City parks and h) a new gymnasium. This activity will generate fees for parks and improvements, if approved by the residents.
	13	Comments from Planning Commissioners The Commission welcomed Comm. Koldus to the Planning Commission.
	14	Comments from Staff Mr. David Watkins noted that the hydrogen fueling station project located at 1200 Fair Oaks Avenue, has been appealed and will be presented to the City Council at the March 16, 2016 meeting. Comm. Koldus encouraged the residents to take advantage of using water saving gadgets offered by the City. A motion was made by Chair Morrish, seconded by Comm. Tom to take a 5 minute recess. The motion carried 4-0.
PUBLIC COMMENTS REVISITED	4	Mayor, Diana Mahmoud introduced herself to the Commission and suggested the adoption of a Code of Conduct [city protocol]. Mayor Mahmoud noted that the City Council is considering the adoption of a Code of Conduct for all of the Commissions, since there is not one in place, currently.

	<p>A motion was made by Chair Morrish, seconded by Vice-Chair Dahl to renumber the agenda by placing item number 8 next on the agenda, followed by item number 6.</p>
<p>8</p>	<p>1008/1010 Mission Street (Call for Review – Denial of Valet Parking Permit)</p> <p>Assistant Planner, Knarik Vizcarra presented her staff report regarding the review of a decision made for valet parking located at 1008/1010 Mission Street, which was denied by the Director of Planning and building.</p> <p>Chair Morrish declared the public hearing open. The applicant, Patrick Kirchen gave a PowerPoint presentation, regarding the benefits of valet parking and noted that his intent is not to take parking spaces away from other businesses, but to provide a valet service for local restaurants, as well as, for his patrons. Valet parking will utilize under used parking spaces, resulting with an increase in street parking. Mr. Kirchen addressed concerns about the effect on pedestrian traffic and safety. At the conclusion of his presentation. Comm. Davis inquired if a parking/traffic study was conducted. Mr. Kirchen noted that a traffic study was not done for valet parking but he conducted his own parking study based on the patronage at his restaurant. The Commission discussed the following with Mr. Kirchen: the temporary status of valet parking; 1) valet usage as a drop off zone; 2) the mobility of the valet stations; and 3) how soon will the applicant be ready to implement the valet.</p> <p>Chair Morrish declared the public hearing open. The following speakers spoke in opposition to valet parking: Bill Disselhorst, 1000 Fremont Ave., conceded his three minutes of speaking time to Renee Richards, 1006 Mission St. 1) Ms. Richards spoke in opposition to valet parking and noted that street access should be available for residents and valet parking should be used as a last resort. After she finished speaking, Mr. Disselhorst noted that he was actually in support of valet parking; 2) Jack Fenn, 965 Montecito Dr., spoke in opposition to valet parking. He noted that valet parking is dangerous, especially since the metro station will be close to the valet area; 3) Linda Krausen, 1109 Grevelia St., spoke in opposition to valet parking for the following reasons: a) there is not enough restaurant business to warrant valet parking throughout the week, b) it will increased congestion, sidewalk clutter, and idling cars. She also gave suggestions for alternatives to valet parking; 4) John Cromshow, 328 S. 8th St., noted that valet parking is disruptive and unnecessary; 5) Julia Harm, 1302 Fremont Ave., noted that valet parking will disrupt the small town charm of South Pasadena. She expressed her concerns about the lack of loading and unloading for handicapped patrons due to</p>

valet parking; 6) John Turk, 1018 Mission St., he encouraged the Commission to make sure that valet parking is safe for the residents. He was against moving the valet eastward but he was in favor of finding a neutral location for the valet; 7) Alice Macintosh, 1018 Mission St., was opposed to valet parking; 8) Judith M. Harris, 726 Fremont, opposed valet parking and submitted a letter expressing her opposition to valet parking; 9) Sonia Change, 954 Mission St., requested to have other options explored in lieu of valet parking, such as shuttles.

The following speakers spoke in support of valet parking: 1) Carolyn Watson, 415 Oaklawn Ave., noted that valet parking is a nice service for people who are handicapped and will provide them with a place to load and unload. 2) Grja Reddy, 4335 Marina City Dr. noted that valet parking would increase safety by eliminating the need for patrons to park in isolated and dark areas; 3) Bill Cullinie, 2001 Mission St., supported a trial period for valet parking; D) Alan Vlachic, 1340 Mountain View., noted that valet parking assists patrons, providing easy access to restaurants and businesses. 4) Karin Burger, 370 Alta Vista Ave., noted that valet parking will assist patrons, which frequent the Mission street area; 5) Bianca Richards, 1115 Oxley St. requested valet placement in a neutral area on both sides of Mission St.; 6) Judy Woo, 1653 Via Del Rey, noted that valet drivers work for tips; therefore, they will take good care of the patrons' cars; 7) George Orff, 559 Oak St., approved of a trial basis for valet parking to see if it works well for the City of South Pasadena; and 8) Andrew Vogel, 1616 Bank St., noted that valet parking is important for restaurant clientele.

The applicant, Patrick Kirchen, spoke in response to the aforementioned concerns from the residents. He noted that valet drivers are safe drivers, and that their service will save patrons from having to continually drive around to try to find parking spaces; therefore, it will eliminate the end result of patrons having to park in dark isolated areas. Mr. Kirchen noted that this type of parking can be more dangerous than having a valet park the car and retrieve it for a patron.

Chair Morrish declared the public hearing closed.

The Commission discussed the following: 1) the licensing of valet parking companies; 2) allowing valet parking on a trial basis; 3) is a traffic study necessary; 4) the best location for valet parking spaces; 5) valet drivers need to be safe; and 6) request staff to present a monthly report during the trial period to the Commission.

Referencing the designated valet parking spaces in the diagram on

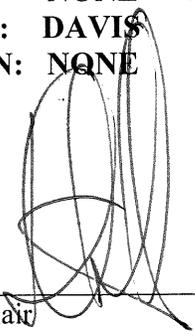
	<p>page 38 of the staff report, Vice-Chair Dahl proposed using parking spaces further East on Mission Street for valet parking, such as spaces 6 and 7 instead of spaces 3, 4 and 5; therefore the adjacent driveway to 6 and 7 may be used for loading/unloading for handicapped patrons. He liked the thought of using valet spaces more centrally located for multiple restaurants instead of only in front of Crossings restaurant.</p> <p>The Commissioners continued discussion on the logistics of valet parking and which parking space arrangement would work best for the valet. The Commission was in agreement that safety, access and convenience are important; therefore, it was suggested to implement valet parking on a trial basis, which would end on April 30, 2016.</p> <p>Ms. Vizcarra referenced the conditions of approval for the proposed valet ordinance, and suggested altering the conditions and applying them to this item as well. She suggested altering condition number 1 and applying conditions 2-14 as written. Ms. Vizcarra also discussed standard fees and if they apply to this project.</p> <p>City Attorney Whatley suggested reversing the decision as stated in the staff report by a minute order and direct staff to return with a resolution reflecting the changes.</p> <p>By unanimous consent the commission chose to strike condition number 1.</p> <p>Ms. Vizcarra suggested adding a condition, which states that modification or re-application to a valet application is to be considered by the Planning Commission in the absence of an ordinance.</p> <p>Per the Municipal Code, City Attorney Whatley noted that the findings need to be made in order to approve the reversal of this item.</p> <p>Chair Morrish read aloud her findings to approve the reversal of the director's decision.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Tom, seconded by Vice-Chair Dahl to reverse the decision made by the Planning Director to deny the Parking Use Permit, resulting in the approval of the Parking Use Permit application. The conditions of approval from 2 thru 14 located on pages 31 and 32 of the agenda packet are to be included along with the following findings made by Chair Morrish: a 6 week approval time period, and a return to the Planning Commission, if the application is renewed in the absence of an ordinance for valet parking. Comm. Tom pointed out that on item 6 there was a reference to sign removal at the end of each day, which should be attached to item number 5 instead of this item.</p>
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	<p>The motion carried 5-0. Resolution 16-05</p>
<p>6</p>	<p>Zoning Code Amendment/Mission Street Specific Plan Amendment – Valet Parking</p> <p>A motion was made by Chair Morrish, seconded by Vice-Chair Dahl to postpone discussion on this item until the 6 week trial period for valet parking has concluded. Chair Morrish withdrew her motion</p> <p>This item was continued from the January 25, 2016 meeting to provide staff with time to work on several points to clarify or strengthen the ordinance.</p> <p>Assistant Planner, Knarik Vizcarra presented her staff report regarding a Zoning Code Amendment, regarding valet parking.</p> <p>Chair Morrish declared the public hearing open. 1) Alice Macintosh, 1018 Mission read aloud the following names of residents opposed to valet parking: a) Mark Wright, Videotheque; Ellen Daigle, Ellen’s Silkscreening; c) John Orlandini, Sugar Mynt Gallery; d) Sally Cook, Heirloom; Tammy Choli, Joseline Store; Richard West, the Battery Books and Music, and Serena Biaro, Rosebuds & Rosestuds;</p> <p>2) Renee Richards, 1006 Mission St., spoke in opposition to valet parking</p> <p>3) Linda Krausen, 1109 Grevelia St. expressed her concerns about car idling effects on the environment, she requested an EIR, regarding the usage of public parking spaces for private usage. In lieu of valet parking. She also requested to have signage increased for the parking structure coupled with the use of a shuttle to the parking structure.</p> <p>4) John Turk, 1018 Mission St.#3, noted that the valet station should be placed in front of a restaurant instead of placed in a residential area.</p> <p>5) Bianca Richards, 1115 Oxley St., expressed her concerns about where the valet cars will be parked and requested a parking study.</p> <p>6) Patrick Kirchen, 1436 Indiana Ave., noted that the hours of operation for all businesses should be considered when reviewing a valet parking application.</p> <p>7) Sonia Chang, 954 Mission St., would like the freedom to park in front of her store after hours, since there are times when she works late. She suggested the usage of a shuttle in lieu of valet parking. Chair Morrish declared the public hearing closed.</p>

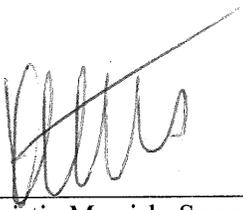
		<p>The Commission discussed concerns about giving business owners the power to veto the process.</p> <p>Chair Morrish noted that valet parking cannot use spaces in a residential area.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Tom, seconded by Vice-Chair Dahl to continue this item to the next regularly scheduled meeting and have staff return with a revised ordinance.</p> <p>Comm. Dahl amended Comm. Tom's motion to include the provision of an update by staff, regarding the trial period for valet parking, prior to the next public hearing for this item.</p> <p>The motion carried 5-0.</p>
ADJOURN- MENT	15	The meeting adjourned at 9:30 p.m. to the regularly scheduled Planning Commission meeting scheduled on March 28, 2016.

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 25, 2016.

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

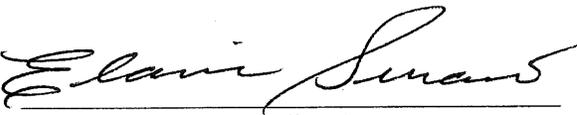


Steven Dahl, Chair



Kristin Morrish, Secretary

ATTEST:



Elaine Serrano, Recording Secretary