

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
CONVENED THIS 22nd DAY OF APRIL 2013, 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: Anthony George, Chair Kristin Morrish, Vice-Chair Evan Davis, Secretary J. Stephen Felice Steven Friedman</p> <p>Council Liaison: Robert S. Joe</p> <p>Staff Present: David G. Watkins, Director of Planning and Building Ivy Tsai, Assistant City Attorney John Mayer, Senior Planner Knarik Vizcarra, Assistant Planner</p> <p>Comm. Felice led the pledge of allegiance.</p>
<p>PUBLIC COMMENTS</p>		<p>None</p>
<p>PLUBLIC HEARINGS</p>	<p>1</p>	<p>2130 Huntington Drive (Amended CUP - Telecom)</p> <p>Assistant Planner, Knarik Vizcarra presented her staff report, regarding the approval for a Conditional Use Permit Modification, which was approved on Monday, 6/25/12. Currently, the applicant proposed to remove all of the antennas along the south elevation, install a new screen along the east elevation, on top of the building, which would eliminate antenna visibility. Ms. Vizcarra noted that the required findings for a Conditional Use Permit and Design Review were made. Staff did not receive any inquiries for this project and recommended approval. At the Conclusion of her presentation, the Commission did not have questions for Ms. Vizcarra.</p> <p>Chair George declared the public hearing open.</p> <p>The Applicant, Abner Morales, a representative of Sprint introduced himself to the Commission. The Commission did not have questions for Mr. Morales.</p> <p>Seeing that there were no speakers in favor of or in opposition to the project, Chair George declared the public hearing closed.</p>

	<p>After considering the staff report and draft resolution, a motion was made by Comm. Friedman, seconded by Comm. Felice to approve the CUP Modification and the Design Review for the project as submitted by staff.</p> <p>The motion carried 5-0. (Resolution 13-11)</p>
2	<p>1416 El Centro Street (Conditional Use Permit – Midwife/Birthing Center)</p> <p>Ms. Vizcarra passed out revisions to the conditions of approval.</p> <p>Assistant Planner, Knarik Vizcarra presented her staff report, regarding the approval for a Conditional Use Permit to approve the establishment of a birth center, extend the hours of operation and provide classes, regarding birthing and parenting. The project met the six required finding for a Conditional Use Permit. Ms. Vizcarra noted that condition 13 was stricken and that conditions 12 and 15 were corrected. At the conclusion of her staff report Ms. Vizcarra pointed out that the extended hours of operation were as stated in the staff report from 11 p.m. to 6 a.m. She referred further questions regarding 24 hour stays to the applicant.</p> <p>Chair George declared the public hearing open.</p> <p>The applicant, Margo Kennedy, certified nurse midwife, noted that patients will arrive at the birthing center when they are in active labor, which usually progress at a regular rate. If a patient needs to stay at the center for longer than a 24 hour period, the patient will be transferred to a hospital. Ms. Kennedy noted that there are only a few birthing centers within the area, such as: 1) Whittier; 2) Chino; 3) Santa Clarita; and 4) Venice. She projected on having 15 to 20 patient births a month at their center. She plans on acquiring a state license within the first year and apply for accreditation. Ms. Delia Camp, labor/delivery nurse, co-applicant, is looking forward to the new center and providing a specialized service to the community.</p> <p>Seeing that there were no speakers in favor of or in opposition to the project, Chair George declared the public hearing closed.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Felice, seconded by Comm. Morrish to approve the application as submitted by staff, subject to the revised resolution and conditions of approval.</p> <p>The motion carried 5-0. (Resolution 13-12)</p>

	3	<p>716 Fair Oaks Avenue (Conditional Use Permit Modification Facade)</p> <p>Mr. Watkins presented staff's recommendation to open the public hearing and continue this item to the next regularly scheduled meeting on May 20, 2013.</p> <p>Chair George declared the public hearing open.</p> <p>A motion was made by Comm. Friedman, seconded by Comm. Davis to continue this item to the next regularly scheduled meeting on May 20, 2013.</p> <p>The motion carried 5-0.</p>
	4	<p>Zoning Code Amendment – Homeless/Emergency Shelters/Single Room Occupancy (SB2)</p> <p>Planning Consultant Debbie Linn presented her staff report regarding the addition of regulations for Emergency Shelters and Transitional and Supportive Housing, which implements Senate Bill 2 (SB2). Ms. Linn noted the following about (SB2): 1] all local governments must include programs under the Housing Element that address the needs of the homeless; 2] the Housing Element identifies at least one zoning district that would permit emergency shelters by right without any discretionary review; and 3] the provision of transitional and supportive housing subject to the same regulations as residential uses in the same zoning district. Ms. Linn noted the following key elements of the amendment: 1] it will provide definitions for each types of uses, emergency shelter, single-room occupancy (SRO), transitional housing and supportive; 2] Commercial Districts will be amended to permit emergency shelters by right in the Business Park (BP) Zone without any further discretionary review; 3] single room occupancy will be required in the BP Zoning district; 4] it will amend the residential zoning district regulations to add transitional and supportive housing as permitted uses in all residential zones, subject to the same development standards and requirements; 5] it will amend review authority provisions to allow for ministerial review of emergency shelters and single-room occupancy housing.</p> <p>At the conclusion of her staff report the commission had various questions for Ms. Linn, regarding the amendment, such as: 1) the definition of emergency shelters; 2) which organizations will operate the facilities; 3) how will the emergency shelters be regulated, if they are not subject to Design Review.</p> <p>Ms. Linn responded to the Commission's concerns in the following manner: 1) the definition of emergency shelters specifically refers to the needs of the homeless and not on the needs of the general population; 2) non-profit and</p>

	<p>government agencies operate the homeless facilities; 3) SB2 designates that special regulations may be adopted to operate emergency shelters, such as the amount of beds, lobby screening, length of stay, etc. as stated in the draft ordinance.</p> <p>The Commission noted that it was not clear if the intent of the amendment for single room occupancy (SRO) was to make provision for low income affordable housing or to specifically provide housing for the homeless.</p> <p>Ms. Linn noted that SRO is defined in the amendment and it refers to homeless persons only.</p> <p>To alleviate the Commission’s concern, regarding the definition of SRO, Comm. Davis suggested amending the language in the ordinance. Under “S Definitions”, Single-Room Occupancy. Comm. Davis suggested changing the second to the last sentence to “... with recognized community organizations to provide SRO housing to homeless persons.” [motion]</p> <p>Chair George declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to the item, he declared the public hearing closed.</p> <p>The Commission continued discussion on affordable housing for low income persons as opposed to housing for the homeless.</p> <p>Regarding Comm. Davis’ previous motion, Deputy City Attorney, Ivy Tsai noted that if the ordinance was amended as Comm. Davis suggested, it would modify the provider, the definition of provider rather than the SRO itself; therefore, she suggested modifying the first sentence of the definition by inserting the same language as follows: “Single room occupancy (SRO) housing means a residential facility for homeless persons.”</p> <p>Comm. Davis amended his motion to include the language of Ms. Tsai’s revision of, “Single room occupancy (SRO) housing means a residential facility for homeless persons.”, seconded by Vice-Chair Morrish.</p> <p>The motion carried 4-1, with Comm. Felice as the dissenting party.</p> <p>(Resolution 13-13)</p>
5	<p>Zoning Code Amendment – Reasonable Accommodations</p> <p>Planning Director, David Watkins presented his staff report, regarding approval of a Zoning Code amendment, which will provide procedure for reasonable accommodations for people with disabilities. This item will carry out a policy from the adopted Housing Element. There is no specific state mandate behind this amendment but housing cannot be discriminated on by disabilities. A fee will not be required for a disabled applicant. Mr. Watkins</p>

		<p>noted that neither Design Review nor discretionary reviews will be required for alterations made to homes, such as the addition of wheel chair ramps. Mr. Watkins noted that staff has not received any such applications.</p> <p>At the conclusion of his presentation, the commission discussed with Mr. Watkins the cons of not having Design Review as a requirement for alterations made to lodging for disabled persons. The Commission noted that this amendment may result in a means for people to circumvent reviews that are generally required by City staff, resulting in a substandard building façade or construction.</p> <p>Mr. Watkins noted that in section D of the ordinance the director may determine the application for reasonable accommodation to be reviewed pursuant to zoning approval. Mr. Watkins noted that, if Design Review were required, it may result in a monetary hardship for a disabled person, which is not legal.</p> <p>The Commission continued to discuss ways to incorporate Design Review into the approval process. Perhaps, the introduction of guideline(s) that is irrespective of cost or limiting purview and comments.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Friedman, seconded by Comm. Morrish to continue this item to the next regularly scheduled meeting on May 20, 2013.</p> <p>The motion carried 5-0.</p>
	6	<p>Zoning Code Amendment – Density Bonus Update</p> <p>Mr. David Watkins presented staff’s request to continue this item to the next regular scheduled meeting.</p> <p>Chair George declared the public hearing open.</p> <p>A motion was made by Comm. Friedman, seconded by Comm. Morrish to continue this item to the next regularly scheduled meeting on May 20, 2013.</p> <p>The motion carried 5-0.</p>
	7	<p>Zoning Code Amendment – Water Landscape Conservation</p> <p>Senior Planner, John Mayer presented his staff report, regarding a Zoning Code Amendment, which would identify the types of projects that are subject to the City’s water-efficient landscape ordinance, which the City Council recently adopted. Mr. Mayer noted that in 2006 the state required that all cities implement a water efficient landscape ordinance to try to reduce the amount of water used in large development and landscape projects. In 2012, the City Council decided to increase the number of</p>

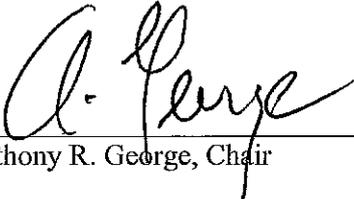
	<p>development projects, that the water ordinance applies to and reduce some of the thresholds. Mr. Mayer noted that there are exemptions for historic properties, such as historic landmarks and if the landscaping features are a significant contribution to the historic character of the property. At the conclusion of his presentation, Mr. Mayer discussed the following topics with the Commission: 1) landscape definition; 2) permit fees/cost to the applicant; 3) landscape space/hardscape space; and 4) grey water.</p> <p>Mr. Mayer noted that this ordinance only applies in the case of an addition to a single family residence that is 25% or more plus the landscape area has to be about 2500 square feet.</p> <p>Chair George declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to the item, Chair George declared the public hearing closed.</p> <p>Comm. Morrish expressed her concerns, regarding the accrual of an additional landscaping fee for an applicant. She suggested limiting the cost or removing the fees all together.</p> <p>Mr. Mayer clarified that this Zoning Code Amendment was approved by the City Council to save water by extending this ordinance to additional developments. Mr. Mayer noted that fees have not been discussed by the City Council at this point.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Friedman, seconded by Comm. Davis to approve the resolution recommending that the City Council adopt the ordinance regarding landscape conservation and it's applicability to specific developments.</p> <p>The motion carried 5-0. (Resolution 13-14)</p>
8	<p>Zoning Code Amendment – Community Gardens</p> <p>Chair George recused himself from voting on this item and left the council chambers.</p> <p>Vice Chair, Morrish took his place as chair for this item.</p> <p>Senior Planner, John Mayer presented his staff report, regarding the adoption of a resolution amending Section 36.3650.230 of the Zoning Code, which will remove specific regulations related to the operation and standards of community gardens and establishes certain requirements for groups that control the operation of community gardens. Mr. Mayer noted that in 2012, the AdHoc Community Gardens Committee reviewed the ordinance approved in 2009 and felt that the regulations were stringent and created barriers to establish a community garden; therefore, the AdHoc committee provided staff with a copy of zoning code amendments and changes to the</p>

		<p>existing ordinance. Mr. Mayer noted that community gardens are allowed in all zoning districts in the city and can be reviewed on a case-by-case basis.</p> <p>At the conclusion of his presentation, the Commission had various questions for Mr. Mayer. The Commission inquired about the following: 1) <u>Vehicular Traffic</u> – It was noted in the staff report that the community gardens would not <u>substantially</u> increase traffic. Comm. Davis inquired if there is a standard for “substantial” increase. A 10%, 20%, 30% or 40% increase can be perceived differently by different people. He noted that if a community garden was located at a cul-de-sac, it would increase traffic. Mr. Mayer noted that a traffic study would identify the impacts of a specific area and that the ordinance requires that the Planning Commission review the Conditional Use Permit (CUP) after a 12 month period. Any traffic complaints would be evaluated at that point. 2) <u>AdHoc Committee - Concerns/Roadblocks</u> – Mr. Mayer noted that the committee provided general and not specific concerns and decided to remove all operations, standards, and development standards from the ordinance. 3) <u>CUP/ Conditions</u> – Comm. Friedman noted that all provisions having to do with signage, structure and drainage should be mandatory conditions of approval unless the applicant can show good cause. On the contrary, Mr. Watkins noted that the ordinance will establish the standards from which applicants can apply for variances. People should be able to view the standards in the Zoning Code and know exactly what is required of them. The Commission expressed their concerns about eliminating all of the operations, standards and development standards as stated in the ordinance. There should be rules and regulations for the public. The Commissioners were in agreement with acquiring feedback from the AdHoc committee prior to making any adjustments to the ordinance, specifically, the rules and regulations that the AdHoc committee was not in agreement with.</p> <p>Vice-Chair Morrish declared the public hearing open.</p> <p>A motion was made by Comm. Davis, seconded by Comm. Friedman to continue this item to the next regularly scheduled meeting on May 20, 2013 to provide staff with additional time to address the concerns raised by the Commissioners at this meeting.</p> <p>The motion carried 5-0</p>
	9	<p>Minutes from the Planning Commission’s March 25, 2013 meeting</p> <p>The minutes from the March 25, 2013 meeting were approved with minor corrections.</p>
	10	<p>Comments from City Council Liaison</p> <p>Council member Joe reviewed various projects that were presented to the City Council.</p>

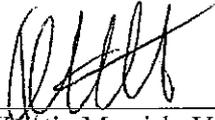
	11	<p>Comments from Planning Commissioners</p> <p>Comm. Davis had hoped for a better turnout for the Community Gardens Zoning Code Amendment, for the purpose of getting feedback from the community regarding the pros and cons for this item.</p> <p>Chair George thanked the Commission and the City for supporting the project at 1010 Mission Street (Crossings). He invited the City Council, Commissioners, board members and staff to take a tour of the project site.</p> <p>Chair George invited the public to attend and volunteer at the Eclectic Music Festival and at the Art Walk.</p>
	12	<p>Comments from Staff</p> <p>Mr. David Watkins noted that the City is redesigning their website and will provide the public with access to interface, view building permits and other pertinent information.</p>
ADJOURNMENT	14	<p>The meeting adjourned at 8:25 p.m. to the Planning Commission meeting scheduled for May 20, 2013.</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 April 22, 2013.

AYES: DAVIS, FELICE, FRIEDMAN, GEORGE & MORRISH
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE



 Anthony R. George, Chair



 Kristin Morrish, Vice-Chair

ATTEST:

 Elaine Serrano, Recording Secretary