

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
CONVENED THIS DECEMBER 5th 2011, 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: J. Stephen Felice, Chair Vijay Sehgal, Vice-Chair Anthony George, Secretary Richard Tom, Commissioner Steven Friedman, Commissioner</p> <p>Council Liaison: Richard D. Schneider, M.D.</p> <p>Staff Present: David G. Watkins, Director of Planning and Building Richard L. Adams II, City Attorney John Mayer, Senior Planner Paul Garnett, Assoc. Planner Knarik Vizcarra, Planning Intern</p> <p>Comm. Tom led the pledge of allegiance.</p>
PUBLIC COMMENTS		None
PUBLIC HEARING	1	<p>133 Peterson Avenue (Hillside Development Permit/Design Review New Home)</p> <p>Senior Planner, John Mayer informed the Commissioners that the application for this item was not complete; therefore, staff pulled this item from the agenda and will re-notice it after the application has been completed.</p>
	2	<p>555 Camino Verde (Hillside Development Permit/Design Review New Deck)</p> <p>Planning Intern, Knarik Vizcarra presented staff's request to continue this item to the next regularly scheduled meeting, because the applicant decided to change the scope of work for the project.</p> <p>Chair Felice opened the public hearing to entertain a motion to continue this item to the January 23, 2012 meeting.</p> <p>A motion was made by Comm. George, seconded by Vice-Chair Sehgal to continue this item to the next regularly scheduled meeting on January 23, 2012.</p> <p>The motion carried 5-0.</p>

	<p data-bbox="447 212 467 237">3</p> <p data-bbox="530 197 1463 268">1836 Peterson Avenue (Hillside Development Permit/Design Review Single Family Addition/Rehabilitation)</p> <p data-bbox="530 302 1493 810">Planning Intern, Knarik Vizcarra presented her staff report, regarding the request for a Hillside Development Permit, Design Review and a Negative Declaration for 1836 Peterson Avenue. Ms. Vizcarra reviewed the details of the project and pointed out the following: 1) additions were made on the first floor and the entire basement was converted to habitable space without permits; 2) the current owner would like to legalize 1,426 square feet of unpermitted additions; 3) the applicant will re-stucco the entire house to match the existing finish; 4) the project will not have a sand finish as stated in the staff report; 5) the applicant will place a third parking space on the front of the property as required by the Zoning Code. Staff determined that the required findings for a Hillside Development permit, Design Review and Design Guidelines were made; therefore, staff recommended approval for the project and the adoption of the Negative Declaration.</p> <p data-bbox="530 835 1476 978">Staff received two inquiries for the project regarding the following: 1) adequate garage accommodations for two cars; and 2) updating the entire house to satisfy the building code. At the conclusion of her staff report, the Commission did not have questions for Ms. Vizcarra.</p> <p data-bbox="530 999 1493 1178">The owner, David Cassan and the project designer, Owen Liu, approached the podium. Mr. Liu pointed out that he was able to make accommodations for a third parking space, which will give the property a nice aesthetic look. Mr. Cassan stated that he would like to legalize the unpermitted additions.</p> <p data-bbox="530 1236 1493 1341">Comm. George had structural questions for the applicant. He inquired if a parallel parking space was considered instead of cutting into the hillside to create a parking space.</p> <p data-bbox="530 1383 1471 1488">Chair Felice 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 data-bbox="530 1547 1493 1799">Comm. George pointed out that he was concerned about the retaining condition of the project. Mr. George did not want this project to serve as a precedent for approval for unpermitted work. Comm. Friedman addressed Comm. George's concern and commented that the Commission is not granting a retroactive variance and the minutes should reflect that decision. Comm. Friedman also commented that the record would refute any future attempts to use a misinterpretation of the Commission's action.</p> <p data-bbox="530 1820 1438 1887">Comm. George did not want the retaining condition to change relative from the street view. Ms. Vizcarra referred to the Development</p>
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		<p>Standards section of the staff report that stated – “Standards that do not meet the minimal requirements are legal/nonconforming and are not proposed to change”. Comm. Sehgal suggested additional landscaping so that the parking space will look nice from the street level.</p> <p>After considering the staff report and draft resolution, a motion was made by Chair Felice, seconded by Comm. Tom to approve the item as submitted by staff.</p> <p>The motion carried 5-0. (Resolution 11-24)</p>
	4	<p>821 Rollin Street (Hillside Development Permit/Design Review – Single Family Home Addition)</p> <p>Associate Planner, Paul Garnett presented his staff report, regarding an application to create a new entryway, bathroom, and upstairs deck by enclosing an existing outdoor patio space on the first floor of a single-family dwelling at 821 Rollin Street. Mr. Garnett pointed out the following: 1) the proposed materials will match the existing; 2) enquires were not received by the public for this project; and 3) the project is exempt from CEQA –[small addition to an existing facility]. Staff concluded that this project met the required findings for a Hillside Development Permit and Design Review. At the conclusion of his staff report, the Commission did not have questions for Mr. Garnett.</p> <p>The applicant/original architect, George Furchtgott, pointed out the following: 1) the homeowner would like to build a nice entryway leading into his home; 2) the proposed design is compatible with the original architecture of the house; 3) the same materials will be used; and 4) there will be minimal impact on the neighbors.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. George, seconded by Comm. Tom, to approve the PC resolution approving a Hillside Development permit and Design Review for 821 Rollin Street.</p> <p>The motion carried 5-0. (Resolution 11-25)</p>
	5	<p>Code Amendment: Time Extensions</p> <p>Senior Planner, John Mayer presented his staff report, regarding a Zoning Code amendment, which would lengthen the time allowed for Zoning approval extensions for large projects, such as the Downtown project. Extensions, such as this, will alleviate the burden placed on applicants to return to city hall every 12 months to acquire extensions. Mr. Mayer reviewed the details of the proposed ordinance. He pointed out that the ordinance will amend the Zoning Code section, regarding “Time Limits and Extensions”. This amendment will adjust the milestone of the zoning</p>

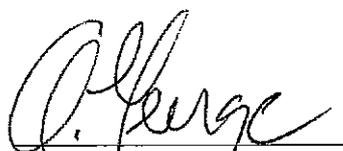
	<p>approval and allow the review authority, such as the Planning Commission, Design Review Board or the director to extend the life of Zoning approvals beyond 12 months up to 36 months. The following changes, regarding time extensions are contained in the proposed ordinance: 1) Zoning approvals will begin on the effective date rather than on the approval date; 2) the applicant will be able to submit plans to plan check within 12 months of the effective date; 3) the amendment will allow the review authority to extend the time for Zoning approval beyond 12 months up to 3 years from the effective date of approval (applicant must meet requirements); 4) (Section C -36.420.040) Entitled: Hearing on Expiration - the word expiration will be replaced with the word extension. At the Conclusion of his staff report, the Commission had questions for Mr. Mayer regarding appeals and missed deadlines.</p> <p>Chair Felice declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to the project, he declared the public hearing closed.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Tom, seconded by Vice-Chair Sehgal to adopt the resolution, recommending that the City Council adopt the ordinances drafted by staff.</p> <p>The motion carried 5-0. (Resolution 11-26)</p>
6	<p>General Plan Amendment: 2006-2014 Housing Element</p> <p>Planning Director, David Watkins presented his staff report and reviewed the history of the Housing Element. Mr. Watkins pointed out that staff worked with the state to develop a certifiable Housing Element. Mr. Watkins pointed out that the section for Homeless and Emergency Shelters was reinserted into the Housing Element for the purpose of obtaining state certification. At the conclusion of his staff report, the Commission had questions for Mr. Watkins regarding, 1) Land use [CUP for Multi-family in RH and RM], and 2) density bonus provisions.</p> <p>Chair Felice 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>After considering the staff report and draft resolution, a motion was made by Comm. Tom, seconded by Vice-Chair Sehgal to approve the General Plan Housing update as submitted by staff</p> <p>The motion carried 5-0. (Resolution 11-27)</p>

NEW BUSINESS	7	Planning Commission Annual Report - Discussion Chair Felice presented the Planning Commission annual report to the public. The Commissioners made corrections to the report and approved the corrections by general consent.
	8	Minutes of the Planning Commission's October 24, 2011 The minutes were approved with minor corrections.
	9	Comments from City Council Liaison Dr. Schneider commented that he has enjoyed the interesting discussions, throughout the year, by the Planning Commission.
	10	Comments from Planning Commissioners Chair Felice and Comm. George complimented Dr. Schneider for doing a good job as a Council Member and as the Council Liaison for the Planning Commission. Comm. Friedman bid farewell to Comm. Tom and Vice-Chair Sehgal, due to the end of their terms. Comm. Tom. and Vice-Chair Sehgal bid farewell to their fellow Commissioners.
	11	Comments from Staff Mr. David Watkins commended Comm. Tom and Vice-Chair Sehgal for being valuable assets to the Planning Commission.
ADJOURNMENT	12	The meeting adjourned at 7:20 p.m. to the next meeting of the Planning Commission scheduled for January 23, 2012.

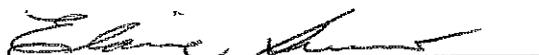
I HEREBY CERTIFY that the foregoing minutes were adopted by the Planning Commission of the City of South Pasadena at a meeting held on January 23, 2012.

AYES: FELICE, FRIEDMAN, GEORGE,
NOES: NONE
ABSENT: NONE
ABSTAIN: MORRISH, EVAN


 J. Stephen Felice, Chair


 Anthony George, Secretary

ATTEST:


 Elaine Serrano, Recording Secretary