

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
SPECIAL MEETING CONVENED THIS 18th DAY OF MAY 2015, 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: Kristin Morrish, Chair Steven Dahl, Vice-Chair 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 Matthew T. Summers, Deputy City Attorney John Mayer, Senior Planner</p> <p>Comm. George led the pledge of allegiance.</p>
<p>PUBLIC COMMENTS</p>	<p>None</p>
<p>CONTINUED HEARINGS</p>	<p>1 2145 Hanscom Drive – (Hillside Development Permit – Legalize Walls and Spa)</p> <p>This item was continued from the April 27, 2015 meeting to provide the new representative/attorney, Mr. Sutton with additional time to review the conditions of approval.</p> <p>Senior Planner, John Mayer presented staff’s request to continue this item to the next regularly scheduled meeting. Mr. Mayer noted that staff received an e-mail from the applicant’s attorney indicating that Mr. Sutton did not review all of the conditions; therefore, he requested additional time to review them.</p> <p>Chair Morrish noted that Mr. Sutton requested public information as stated in the e-mail to staff. Chair Morrish inquired if retrieving the documentation would take about six months to do so. Mr. Mayer noted that the retrieval of the documents should take about a week. If more time is needed, the applicant will be notified by city staff.</p> <p>Comm. George verified with Mr. Mayer that the applicant has not</p>

	<p>communicated with staff other than the e-mail received by staff requesting additional time to review the conditions of approval. Comm. George also verified with Mr. Mayer that an update was not going to be presented to the Commission this evening.</p> <p>Chair Morrish declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to this project, Chair Morrish declared the public hearing closed.</p> <p>Deputy City Attorney Summers suggested keeping the public hearing open.</p> <p>Chair Morrish re-opened the public hearing.</p> <p>After considering the staff report, a motion was made by Comm. George, seconded by Comm. Dahl to continue this item to the next regularly scheduled meeting on June 22, 2015.</p> <p>The motion carried 5-0.</p>
2	<p>1672 Via Del Rey (Hillside Development Permit/Design Review - Single Family Addition)</p> <p>This item was continued from the April 27, 2015 meeting to provide the architect with additional time to make requested changes to the project.</p> <p>Senior Planner, John Mayer presented his staff report, regarding a request to build an addition to a two story single family house at 1627 Via del Rey. Mr. Mayer noted that the architect made changes to the project, as a result of direction provided to him from the Commission: 1) the 2nd floor was modified; 2) the front deck was increased and wrapped around the side of the house; 3) the corner of the house was articulated, which reduced the massing of the side elevation; 4) additional ledge stone was included extending to the east elevation; and 5) an edge trim board was added to reduce the scale of the house. At the conclusion of his presentation, the Commission did not have questions for Mr. Mayer.</p> <p>Chair Morrish declared the public hearing open. Project architect, Jonathan Park introduced himself to the Commission. Mr. Park noted that he redesigned the project in light of the direction given to him by the Commission at the previous meeting. Mr. Park noted that he added articulation to the project. Seeing that there were no speakers in favor of or in opposition to the project, Chair Morrish declared the public hearing closed.</p> <p>Comm. George and Vice-Chair Dahl approved of the changes made to the project by Mr. Park. Comm. George noted that the emphasis was</p>

		<p>placed on changes made to the side yard and the side elevations. Vice-Chair Dahl noted that his previous concerns, regarding the aesthetics of the side walls were alleviated with the changes made to the project.</p> <p>After considering the staff report and draft resolution, a motion was made by Vice-Chair Dahl, seconded by Comm. George to approve the project as submitted by staff.</p> <p>The motion carried 5-0. Resolution 15-15</p>
<p>NEW BUSINESS</p>	<p>3</p>	<p>Vacant Caltrans Properties</p> <p>Margaret Lin, Principal Management Analyst, presented her staff report, regarding vacant Caltrans properties. Ms. Lin noted that the City purchased the property at 1107 Grevelia Street from Caltrans. She requested that the Commission provide a recommendation to the City Council, as to the use for the property, such as a park or a community garden, etc... Ms. Lin also mentioned five other vacant Caltrans properties within the city. At the conclusion of her presentation, the Commission had questions for Ms. Lin regarding the following: 1) the appraisal and the status of all available Caltrans properties within the city; and 2) what will happen to the properties if they are not purchased by the city.</p> <p>Chair Morrish declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to this item, Chair Morrish declared the public hearing closed.</p> <p>The Commission was in agreement that adequate information was not presented to them, regarding the purchased property; therefore, they were reluctant to make a recommendation to the City Council.</p> <p>Attorney Summers, noted that typically, if properties are not purchased by the City, the properties will be offered to other public agencies first and secondly to the private market.</p> <p>Council Liaison Joe suggested that the Commission request an extension from Caltrans.</p> <p>After considering the staff report and draft resolution, a motion was made by Vice-Chair Dahl, seconded by Comm. George to recommend that the City Council request an extension from Caltrans to provide staff with additional time to conduct a study on the property, and to provide Planning staff with ample time to initiate a study on the five vacant properties, including additional vacant properties within the City, which will provide the Commission with additional information for future decisions on vacant Caltrans properties to better determine, whether to purchase a property, the use and whether the budget makes</p>

		<p>way for such properties.</p> <p>Comm. George amended Comm. Dahl's motion to include recommendations at the conclusion of the property analyses.</p> <p>Chair Morrish amended Comm. George's motion to include the leased property for the City's community garden.</p> <p>Chair George amended the motion to include all vacant Caltrans properties within the City.</p> <p>The motion carried 5-0.</p>
DISCUSSION	4	<p>2015-16 Strategic Plan</p> <p>David Watkins, Director of Planning and Building presented his staff report, regarding the strategic plan for 2015-16 FY. Mr. Watkins noted that the City Council conducted a two part Strategic Planning meeting, which comprised of a community forum on 2/7/15 and a Strategic Planning session on 2/21/15 to develop a focused set of objectives and one year goals. On May 6, 2015 the City Council approved the current Strategic Plan. Mr. Watkins reviewed the details and discussed the updates for the Mission Street Specific and the General Plan. He noted that there will be a cost savings for updating the plans concurrently. He also noted that a new subcommittee member will be selected, which will be noted on a future agenda. At the conclusion of his presentation, the Commission had questions for Mr. Watkins. At the inquiry of Vice-Chair Dahl, Mr. Watkins noted that the South Pasadena Island is located at the Arroyo on the other side of the Arroyo Seco along San Pasqual. Mr. Watkins discussed the purpose of the designated reserve account for the General Plan and Mission Street Plan update.</p> <p>A motion was made by Vice-Chair. Dahl, seconded by Comm. Davis to receive and file the Strategic Plan update.</p> <p>The motion carried 5-0.</p>
	5	<p>Minutes of the Planning Commission's April 27, 2015 meetings</p> <p>The April 27, 2015 minutes were approved with corrections.</p>
	6	<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 5/6/15</u> – 1) approved the 2nd reading and adopted the amendment, regarding call-up procedures; 2) adopted a resolution refusing to submit a proposed UUT repeal initiative on the November ballot; 3) the Local Impact Development Ordinance was continued to the May 20th meeting; and 4) the City</p>

		received a report on the 2015 FY Strategic Planning Update Summary.
	7	Comments from Planning Commissioners None
	8	Comments from Staff Mr. David Watkins noted that Assistant Planner, Knarik Vizcarra will return on July 6, 2015.
ADJOURN- MENT	9	The meeting adjourned at 7:17 p.m. to the regularly scheduled Planning Commission meeting on June 22, 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 June 22, 2015.

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

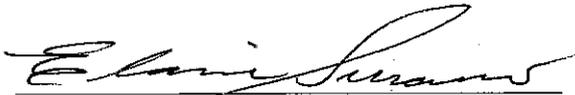


Kristin Morrish, Chair



Steven Dahl, Vice-Chair

ATTEST:



Elaine Serrano, Recording Secretary