

**CITY OF SOUTH PASADENA  
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION  
MINUTES – October 30, 2017**

**Roll Call** – The meeting called to order at 7:03 p.m. Present were Commissioners: Chair William Kelly, Vice-Chair Al Benzoni, Kay Findley, and Nancy Wilms. Absent were Commissioners: Steven Leider, Noah Puni, and Daniel Snowden-Ifft. Also present were Council Liaison Dr. Schneider, and Staff Liaison Jenna Shimmin.

**Minutes** – Minutes for September 26, 2017 were tabled until the next meeting so that staff could make suggested edits and resubmit for commission approval.

**PUBLIC COMMENTS** – Karineh Minassian spoke regarding the September 26<sup>th</sup> minutes, specifically the tree removal hearing for 1446 Oak Crest Avenue. Ms. Minassian submitted her recount of the hearing, and commented on changes she would like to see made to the minutes. A copy of her submission has been added to the record of the meeting.

**BUSINESS ITEMS**

1. **Graywater Ordinance** – Commissioner Benzoni reviewed his comments to the draft language. He began by explaining there is a need to expand on the three-way diverter valve language, specifically that “accessibility” to the valve needs to be defined, and that the ordinance should encourage exterior wall installation, not interior, for grading issues. He also questioned whether the City’s ordinance wants to require bathroom sinks, even if the Health Department allows them. He is concerned about the amount of usable water that would come from these devices. He also asked if the Department of Public Health will be required to inspect the stub-out or not, and whether this information be included on the application or not. He expressed concern with the word “receive” in regards to the devices, as they inherently would generate or discharge. He also advised that it would be beneficial to include some language regarding a requirement to screen any pump systems and/or holding tanks from public view, the installation would be for installed above ground systems and in anticipation of the installation of said system. He advised staff to check the California code for holding tank requirements. In regards to including major remodels, he feels that there are more of these than new builds, and so we should find a way to include them in the ordinance. We would need to find a definition that includes when a property is taken down to the studs, or could possibly state that it is recommended for plumbing upgrades and/or major remodels, but not required. Commissioner Benzoni concluded by asking if there should be language included regarding the use of proper materials.

Staff advised that they would discuss again with Craig Melicher, and would look into whether there is a governing body to reference in regards to the word “permitted”. Staff also advised that in regards to the holding tank screening she would check to see if the City currently has any language regarding this, and if not she would include language to the effect of “to shield from public view

inorganic material would need to be to the height of the tank, and organic material would need to be at the height of the tank at full maturity”.

2. **Solar Building Ordinance** – Chair Kelly stated that a growing number of cities have a solar ordinance and he feels that South Pasadena should as well. He provided sample language from the City of Sebastopol’s ordinance, which was one of the early adopters. He is recommending tabling this item, for the time being, because the State is currently working on updating the building code so that all new construction would require solar by 2020. He believes that by the time the City would work out a finalized draft and get it adopted the State would have their own language that we would need to comply with.

Commissioner Benzoni asked what kind of properties this would apply to, and Chair Kelly responded that it would apply to all new residential and commercial construction.

There was some discussion about whether to adopt language that would require major remodels/rebuilds to install solar. Commissioner Wilms mentioned that she liked the 75% trigger Sebastopol has for residential properties. There was also discussion over whether systems over 1200 square feet would require a building permit. Chair Kelly advised the commission he would look into this further and work on some possible language.

3. **Tree Canopy Community Meeting** – Chair Kelly stated that in light of the LLMD increase failing, and with the information he presented last month on the climate change study, he feels it would be beneficial to have a community meeting regarding maintaining and replenishing South Pasadena’s tree canopy. The meeting would be held in coordination with South Pasadena Beautiful during late winter or early spring. The plan is to hold sessions on what other cities have done to grow and maintain their tree canopy, and how they have funded the efforts. This could include the 2400 Trees Campaign in Woodland, CA, California ReLeaf, and the City of Anaheim’s shade tree program. There would also be discussion possible funding sources such as water rates, and CalFire’s urban forest management grant program.

Chair Kelly asked the commission to start thinking of who would be willing to volunteer possibly as a subcommittee to set this event up. Commissioner Wilms suggested discussing this at a future meeting when the full commission is present.

Staff advised the commission of South Pasadena Beautiful’s annual tree drive and how it could be a potential way to advertise for the meeting. She also advised the commission she would invite South Pasadena Beautiful representatives to the next meeting.

4. **Tree Ordinance** – It was suggested that the commission go through the document and review the comments and markups in order.
  - Under “Sections” it was recommended that 34.7 match the title language in the body of the ordinance.
  - 34.7(a)(2) change to “does” and “its”.
  - 34.7(a)(4) need to review legal backing with city attorney.

- 34.7-5 the language should reflect that there is a one 24" box tree replacement requirement for non-native trees and a two 24" box tree replacement requirement for native trees when it comes to construction related removals.
- 34.8(a)(1) need to add the words "the purpose of".
- 34.11 had a grammatical error.

A motion was made to approve the edits to Chapter 34 Tree Ordinance and recommend that council adopt them as an update to the city's municipal code (Findley, Benzoni; Ayes: All, Nays: None).

5. **Water Conservation Programs and Drought Update** – Jenna Shimmin updated the commission that there was a 21% reduction in water use for September 2017 versus 2013 usage.

**INFORMATION ONLY**

6. **Urban Forest Update** – Staff explained that Public Works is still working on a tree maintenance RFP. No other updates at this time.
7. **Upcoming Events** – General Plan Update Meeting - November 8th; Too Toxic to Trash HHW and E-Waste Event Monterey Park - November 18th

**Chair Communications** – None at this time.

**Commission Communications** –

Commissioner Findley – Advised the commission about an article in the South Pasadena Review on the NREC annual report, and a letter to the editor from Kim Hughes regarding the water and sewer rate increase. She also advised the commission that the Stables Subcommittee have finished their work on the RFP and the Community Services Director will be taking a recommendation to the City Council to negotiate with San Pascual Stables, LLC.

**Staff Liaison Communications** – Advised commission that the Senior Planner, John Mayer, was no longer with the city, which may cause a slight slowdown with the speed building plans are processed.

**Council Liaison Communications** – Dr. Schneider advised the commission that the city manager, Public Works staff, and Planning staff are working on updated the plan review process so that the NREC and Cultural Heritage Committee are not the last to review plans any longer.

**Adjournment** – Commissioner Benzoni motioned to adjourn the meeting at 8:47 p.m., Commissioner Wilms seconded. Ayes: All, Nays: None.

**NEXT MEETING** – The next meeting of the Natural Resources and Environmental Commission will be held on November 28, 2017 at 7:00 p.m.

  
 William Kelly, Chair