



**CITY OF SOUTH PASADENA  
PLANNING COMMISSION  
SPECIAL MEETING AGENDA**

**Tuesday, July 21, 2020 at 3:00 p.m.**

*South Pasadena Planning Commission Statement of Civility*

*As your appointed governing board we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the Special meeting of the Planning Commission for July 21, 2020 will be conducted remotely and held by video conference. The Meeting will be broadcast live on the City's website ([https://www.spectrumstream.com/streaming/south\\_pasadena\\_pc/live.cfm](https://www.spectrumstream.com/streaming/south_pasadena_pc/live.cfm)) and local cable channels.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Commission members will be participating remotely and will not be physically present in the Council Chambers.

The Planning Commission welcomes your input. Members of the public may provide comments to the Planning Commission by emailing: [PlanningComments@southpasadenaca.gov](mailto:PlanningComments@southpasadenaca.gov) or by calling (626) 403-7720 and leaving a **3-minute** voicemail message to be played during the meeting. Public comments must be received by **9:00 a.m. on Tuesday, July 21, 2020** to ensure adequate time to compile and post. Please make sure to indicate: 1) your name; and 2) what agenda item you are submitting public comment on, or if it is a general public comment. All comments/questions received will be distributed to the Commission for consideration and will also be posted on the City's website prior to the meeting.

**CALL TO ORDER:**

Chair Janet Braun

**ROLL CALL:**

Laura Dahl, Commissioner, Richard Tom, Commissioner, Lisa Padilla, Secretary, John Lesak, Vice-Chair and Janet Braun, Chair

**COUNCIL LIAISON:**

Diana Mahmud, Mayor Pro Tem, Council Liaison

**STAFF PRESENT:**

Teresa L. Highsmith, City Attorney  
Joanna Hankamer, Planning & Community Dev. Director  
Margret Lin, Long Range Planning & Economic Dev. Mgr.

**APPROVAL OF AGENDA**

Majority vote of the Commission to proceed with Commission business.

**DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS**

Disclosure by Commissioners of site visits and ex-parte contact for items on the agenda.

**PUBLIC COMMENTS AND SUGGESTIONS**

Members of the public may provide general public comments the Planning Commission by emailing: [PlanningComments@southpasadenaca.gov](mailto:PlanningComments@southpasadenaca.gov) or by calling (626) 403-7720 and leaving a **3-minute** voicemail message to be played during the meeting. Public comments must be received by **9:00 a.m. on Tuesday, July 21, 2020** to ensure adequate time to compile and post. Please make sure to indicate: 1) your name; and 2) what agenda item you are submitting public comment on, or if it is a general public comment.

Pursuant to state law, the Design Review Board may not discuss or take action on issues not on the meeting agenda, except that members of the Design Review Board or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

**DISCUSSION**

**1. 2021 Housing Element Update – Preliminary Sites Analysis**

Recommendation

It is recommended that the Commission:

1. Review and provide direction regarding the 2021 Housing Element Update - Preliminary Sites Analysis;
2. Provide recommendations to the City Council regarding considerations to place a ballot measure on the November 2020 Special Municipal Election to increase the building height limits in specific locations to keep options open while Housing Element policy development progresses; and
3. Review and provide direction regarding a potential Inclusionary Housing Ordinance and Update to the Accessory Dwelling Unit Ordinance

**ADMINISTRATION**

**2. Comments from City Council Liaison**

**3. Comments from Planning Commissioners****4. Comments from Staff****ADJOURNMENT****5. Adjourn to the regular Planning Commission meeting scheduled for August 11, 2020.****PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Planning Commission meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/planning-commission/test-planning-commission-agendas-minutes-copy>

Agenda related documents provided to the Planning Commission are available for public review on the City's website. Additional documents, when presented to Planning Commission, will also be uploaded and available on the City's website.

The meeting will be broadcast live on the local cable channels (Spectrum Channel 19 and AT&T Channel 99) and on the City's website, and a recording of the meeting will be available within 48 hours of adjournment at the following links:

- Live Stream: [https://www.spectrumstream.com/streaming/south\\_pasadena\\_pc/live.cfm](https://www.spectrumstream.com/streaming/south_pasadena_pc/live.cfm)
- Recorded meeting: [https://www.spectrumstream.com/streaming/south\\_pasadena\\_pc/](https://www.spectrumstream.com/streaming/south_pasadena_pc/)

**AGENDA NOTIFICATION SUBSCRIPTION**


Individuals can be placed on an email notification list to receive forthcoming agendas by emailing [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or calling the City Clerk's Division at (626) 403-7230.

**ACCOMMODATIONS**

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.*

Date

  
Elaine Serrano,  
Administrative Secretary