



**CITY OF SOUTH PASADENA
PLANNING COMMISSION & CULTURAL HERITAGE COMMISSION
SPECIAL MEETING AGENDA**

**Amedee O. “Dick” Richards, Jr. Council Chamber
1424 Mission Street, South Pasadena, CA 91030**

Thursday, September 23, 2021 at 6:30 p.m.

South Pasadena Cultural Heritage 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

The South Pasadena Special Planning Commission and Cultural Heritage Commission Meeting for September 23, 2021 will be conducted as an in-person hybrid meeting from the Council Chambers, Amedee O. “Dick” Richards, Jr., located at 1424 Mission Street, South Pasadena, and on Zoom.

Please be advised that pursuant to the Executive Order(s), and to ensure the health and safety of the public, staff, and commissioners as the Council Chambers will be open to the public for the meeting, and members of the public may attend and/or participate in the in-person meeting, all are kindly reminded to follow Los Angeles County Public Health and CDC regulations and guidelines that are in place and may be posted.

The In-Person Hybrid meeting will be conducted live in the City Council Chambers and on Zoom. The Meeting will be available:

- In Person: City Council Chambers, 1424 Mission Street; and
- Via Zoom: <https://us02web.zoom.us/j/81880202317>

See weblink: <https://www.southpasadenaca.gov/government/boards-commissions/cultural-heritage-commission/cultural-heritage-commission-agendas>

Public Comments and participation may be made as follows:

- Written Comment submitted by no later than meeting day, 12:00 PM deadline, via email or voicemail
- In Person at the Meeting: City Council Chambers, 1424 Mission Street.
- Via Zoom by “raising hand” (see Public Comment Section below for instructions.)

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

1. Go to the Zoom website and Join meeting 818 8020 2317; or
2. Click on the following unique Zoom meeting link:

<https://us02web.zoom.us/j/81880202317>

CALL TO ORDER: PC Chair John Lesak

ROLL CALL: Amitabh Barthakur, Commissioner, Janet Braun, Commissioner, Laura Dahl, Commissioner, Lisa Padilla, PC Vice-Chair and, John Lesak, PC Chair
Conrado Lopez, Kristin Morrish, William Cross, Mark Gallatin, Vice-Chair, and Rebecca Thompson, Chair

COUNCIL LIAISON: Evelyn G. Zneimer

STAFF PRESENT: Margaret Lin, Interim Planning & Community Development Director
Marina Khrustaleva, Assistant Planner

APPROVAL OF AGENDA

Majority vote of the Commission to proceed with Commission business.

PUBLIC COMMENT AND SUGGESTIONS (Public Comments are limited to 3 minutes)

The Planning Commission and Cultural Heritage Commission welcomes public input. If you would like to comment on an agenda item, members of the public may participate by means of **one** of the following options:

- Option 1: Participate in-person at the City Council Chambers; or
- Option 2: Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item; or
- Option 3: Email public comment(s) to PlanningComments@southpasadenaca.gov. Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate: 1) Name (optional), and 2) Agenda item you are submitting public comment on. 3) Submit by no later than 12:00 p.m., on the day of the Cultural Heritage Commission meeting.

NOTE: Pursuant to State law, the Planning Commission and Cultural Heritage Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Planning Commission and Cultural Heritage Commission 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.

PUBLIC HEARING

1. ADUs Design Standards and Design Guidelines for Historic Properties

Staff and Consultant (ARG) will present the second draft of Design Standards for ADUs on Historic Properties (Phase II ADU Ordinance) and Design Guidelines for ADU Development on Historic Properties and provide the outline of revisions based on public comments and commissioners' recommendations received at the first Special meeting on September 2, 2021.

Recommendation

It is recommended that the Planning Commission and Cultural Heritage Commission adopt a resolution recommending approval of an Ordinance to the City Council to amend Section 36.350.200 (Accessory Dwelling Units) to incorporate Design Standards for historic properties and adoption of ADU Design Guidelines for Historic Properties.

ADMINISTRATION

- 2. Comments from City Council Liaison**
- 3. Comments from Commissioners**
- 4. Comments from Subcommittees**
- 5. Comments from Staff**

ADJOURNMENT

- 6. Adjourn to the regular Planning Commission scheduled for October 12, 2021 at 6:30 PM.**

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

Cultural Heritage Commission meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/cultural-heritage-commission/cultural-heritage-commission-agendas>

Agenda related documents provided to the Planning Commission and the Cultural Heritage Commission are available for public review on the City's website. Additional documents, when presented to the Planning Commission and the Cultural Heritage Commission, will also be uploaded and available on the City's website. The meeting will be broadcast live on the City's website via Zoom, and a recording of the meeting will be available on the website within 48 hours of adjournment.

AGENDA NOTIFICATION SUBSCRIPTION


Individuals can be placed on an email notification list to receive forthcoming agendas by emailing 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.

9/16/21	
Date	Elaine Serrano, Administrative Secretary