



**CITY OF SOUTH PASADENA  
Planning Commission  
Meeting Minutes  
Tuesday, February 13, 2024, 6:30 PM  
Amedee O. "Dick" Richards Jr. Council Chambers  
1424 Mission Street, South Pasadena, CA 91030**

**CALL TO ORDER:**

A Regular Meeting of the South Pasadena Planning Commission was called to order by Chair Dahl on Tuesday, February 13, 2024 at 6:30 p.m. The meeting was held at 1424 Mission Street, South Pasadena, California.

**ROLL CALL:**

**Present:** Chair: Laura Dahl  
Vice-Chair: Lisa Padilla  
Commissioners: Jason Claypool, Mark Gallatin  
Amitabh Barthakur (arrived during Item 14)

**City Staff**

**Present:** David Snow, Assistant City Attorney  
Angelica Frausto-Lupo, Community Development Director  
Alison Becker, Deputy Community Development Director  
Matt Chang, Planning Manager  
Dean Flores, Senior Planner  
Braulio Madrid, Associate Planner  
Lillian Estrada, Administrative Secretary

**APPROVAL OF AGENDA:**

Chair Dahl proposed reordering Agenda Items 13 and 14.

**Approved, 4-0.**

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

Commissioner Claypool and Vice-Chair Padilla visited the site for Item 14.

Commissioner Gallatin spoke with a resident regarding Item 14, met with a realtor who represents or is part of the ownership group of the project site, and visited the site in Item 14.

**PUBLIC COMMENT:**

**1. Public Comment – General (Non-Agenda Items)**

None.

**BUSINESS ITEMS:**

**2. Introduction of Commissioners**

Chair Dahl welcomed two new Commissioners, Commissioner Claypool and Commissioner Gallatin, who each shared a brief autobiography.

**3. Planning Commission Reorganization**

Recommendation:

Select Chair, Vice-Chair and Secretary.

**Item to be revisited upon the arrival of Commissioner Barthakur.**

**CONSENT CALENDAR ITEMS:**

**Items to be revisited upon the arrival of Commissioner Barthakur.**

**PUBLIC HEARING – CONTINUED ITEM:**

- 4. Project No. 2500-HDP/DRX/VAR/PM/TRE** – The proposed project is for a Hillside Development Permit (HDP) and Design Review Permit (DRX) for the construction of a new 3,214 square-foot, two-story, single-family dwelling along with a Parcel Merger (PM) application of the two existing lots within the Southwest Monterey Hills area, located at 4931 Harriman Avenue (APN: 5312-016-016 & 5312-016-017). The project includes two Variance (VAR) requests: 1) for a side yard setback of five feet in lieu of required seven feet and six inches, and 2) for an attached garage in front of the main structure. The project includes a Tree Removal Permit (TRE) for the removal of four (4) trees. In accordance with the California Environmental Quality Act (CEQA), this project qualifies for a Categorical Exemption under Section 15303, Class 3 (New Construction or Conversion of Small Structures).

Recommendation:

Staff recommends that the Planning Commission continue this item to the March 12, 2024 Planning Commission meeting.

**Decision:**

Commissioner Gallatin moved, seconded by Vice-Chair Padilla, to continue this item to the regularly scheduled Planning Commission meeting on March 12, 2024.

The Commissioners voted by voice vote.

**Motion carried, 4-0.**

**PUBLIC HEARING:**

**14. Project No. 2579-CUP** – A request for a Conditional Use Permit (CUP) for live entertainment for a concert venue, on-site sale and consumption of alcoholic beverages (Type 90 ABC license), and extended hours of operation at the east wing of the former school district building located at 1020 El Centro Street (APN: 5315-008-047). In accordance with the California Environmental Quality Act (CEQA), this project qualifies for a Categorical Exemption under Section 15301, Class 1 and Section 15331, Class 31.

**Recommendation:**

Staff recommends that the Planning Commission adopt a Resolution taking the following actions:

1. Finding the project exempt from California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15301 (Class 1) and Section 15331 (Class 31).
2. Approve Project No. 2579-CUP, subject to the recommended Conditions of Approval.

**Chair Dahl recused herself from this item due to a conflict of interest because she owns property within 500 feet of the property and left the Chamber.**

**Vice-Chair Padilla presided over the meeting as Chair.**

**Staff Presentation:**

Associate Planner Madrid provided a PowerPoint presentation.

**Commissioner Barthakur joined the meeting.**

**Questions for Staff:**

The Commissioners asked several questions, including, but not limited to, any proposed patio enclosure, proposed exterior signage location, potential noise impact, any re-review of approved CUPs, parking requirements, proposed hours of operation, potential number of patrons at an event, any outdoor box office area, ADA requirements, and level of indoor/outdoor activities during the event.

**Applicant's Presentation:**

Applicant Brandon Gonzalez introduced himself and his business partner Kyle Wilkerson, co-owners of *Sid The Cat Presents*, and gave a PowerPoint presentation. Project Architect Mark Gangi was also available to answer any questions.

**Questions for Applicant:**

The Commissioners asked several questions, including, but not limited to, regarding the ABC Type 90 license, any sound attenuation issues, projected attendance for weekend events versus weekday events, the general scale of the events, performances held at the Masonic Lodge over the last five (5) years, entrance and exit points, concerns for the adjacent residential uses, ADA accessibility, the torchieres on the entrance on Fairview Avenue, parking, and rideshare concerns.

**Public Comments:**

Matthew Gangi – Broker on the project and the lead on the community outreach – spoke about the over 200 meetings he had with members of the community.

Jason Adams – Owner and operator of the Bootleg Theatre in Los Angeles for over 20 years – expressed support for the Applicant and project.

Sally Kilby – Resident of a three-story, mostly senior, occupied building, located across the street from the venue's parking lot – expressed concerns about nighttime noise from the venue, the parking lot, the patio and adjacent sites and streets, and the number of shows planned.

Chris Gonzalez – Resident – expressed support for the project.

Mark Gangi – Architect – thanked Associate Planner Madrid for his assistance over the last 9 months and for putting the project together.

Mary Hoban – Spoke on behalf of community member and passionate advocate for arts, music industry attorney Dean Serwin, VP of Spark, in full support of the CUP.

Maria Taylor – Resident – mother of two (2) – performed at the Masonic Lodge and expressed support for the project.

Danny Nogueiras – Resident in nearby Glassell Park, a small business owner, a homeowner and a father - spoke in support of the project.

Josh Albrektson (via Zoom) – Resident – expressed support for the project.

**Applicant's Rebuttal:**

The Applicant spoke of a plan for a neighborhood hotline, providing the neighbors with contact information and a special email in the case of any disruptions or disturbances.

**Commissioner Discussion:**

The Commissioners engaged in a robust discussion and expressed support for this project.

The Commissioners and Associate Planner Madrid discussed the process regarding potential violations to the Conditions of Approval and several specific Conditions language.

The Commissioners and Assistant City Attorney Snow discussed additional Conditions of Approval:

- With respect to rideshare – ***The rideshare drop offs and pick-ups shall be directed toward Mission Street and all venue information and advertising shall identify the rideshare drop off/ pick-up zone.***
- Regarding directing patrons northerly upon departure – ***Patrons leaving the venue shall be directed northerly toward Mission Street rather than in other directions.***
- Regarding the hotline - ***The Applicant shall establish a venue hotline and provide notification to the neighboring areas within a 300-foot radius.***

The Commissioners agreed to the Applicant's proposed hours of operation and the proposed alcohol service hours (a modification to Condition P-9), and approved the daily operational hours for live entertainment from 7:00 p.m. to 12:30 a.m. and the sale of alcohol starting time two (2) hours prior to the show and continuing one (1) hour after the show.

**Decision:**

Commissioner Gallatin moved, seconded by Commissioner Claypool, to find the project exempt under California Environmental Quality Act (CEQA) Guidelines Section 15301, Class 1 and Section 15331, Class 31 and secondly, to approve Project 2579-CUP, a Conditional Use Permit (CUP) for live entertainment for a concert venue, the on-site sale and consumption of alcoholic beverages (Type-90 ABC license), the extended hours of operation at the east wing of the former school district building located at 1020 El Centro Street (APN: 5315-008-047), subject to the Conditions of Approval as supplemented by those drafted and read by the Assistant City Attorney Snow, and to adopt the Draft Resolution with modifications to Condition Nos. P9, P10, P11, and P46. The modified conditions of approval are as follows:

- P9. Daily hours for live entertainment are:  
- 7pm to 12:30am
- P10. Daily hours of alcohol service concurrent with events:  
- 5:00pm to 1:30am (2 hours before show, one hour after)
- P11. The facility shall shut down all music and amplified sound at the concert venue, no later than 12:30 am daily.
- P46. Subsequent sound report and sound reduction measures may be required by the City, if the proposed use creates a noise nuisance, as determined by South Pasadena Municipal Code, Chapter 19.

The additional conditions of approval are as follows:

- PC1. The applicant shall submit a circulation and ride share program to Community Development Department for review and approval prior to the issuance of a certificate of occupancy. The program shall include the required signage that directs everyone to the drop-off and pick-up services towards Mission Street. All venue information and advertising shall identify the ride share zone.
- PC2. Patrons leaving the concert venue shall be directed towards Mission Street with appropriate signage. Signage shall be temporarily posted, during event hours. Proposed signage shall be submitted to Community Development for final review and approval.
- PC3. The applicant shall establish a venue Hotline for nearby residents and property owners to contact the operators with concerns related to the venue operations. Physical advertisement of the Hotline information shall be provided by mailing notices to residents within 300 ft., as conditioned by the Planning Commission.

Vice-Chair Padilla directed Staff to call the Roll:

Commissioner Claypool	Yes
Commissioner Gallatin	Yes
Commissioner Barthakur	Yes
Vice-Chair Padilla	Yes

**Motion carried, 4-0.**

**The meeting recessed for 10 minutes.**

**Chair Dahl rejoined the meeting.**

- 13. Proposed General Plan Update, Zoning Text Amendment, and Zoning Map Amendment** – Implementation of the General Plan Housing Opportunity Overlay land use designation, the Housing Opportunity Overlay zone in the South Pasadena Municipal Code (SPMC), and a Zoning Map Amendment consistent with the City’s 2021-2029 Housing Element (6<sup>th</sup> Cycle). The proposed General Plan Amendment, Zoning Text Amendment, and Zoning Map Amendment would apply to certain parcels located in two areas: the Ostrich Farm Mixed Use Area and the Huntington Drive Mixed-Use Area. The affected parcels generally fall on major arterials such as Fair Oaks Avenue, Monterey Road, Pasadena Avenue, and Huntington Drive, but the increased density allowance would also apply to some parcels immediately adjacent to major corridors.

The General Plan and zoning amendments are proposed to comply with a court order resulting from litigation regarding the City’s Housing Element adoption. Thus, pursuant to Government Code Section 6579, the amendments are not subject to the California Environmental Quality Act (CEQA) review beyond the Environmental Assessment (EA) previously completed for and adopted in conjunction with the City’s adoption of the Housing Element on May 10, 2023.

**Recommendation:**

Staff recommends that the Planning Commission adopt a Resolution taking the following actions to the City Council:

1. Adoption of a Resolution to amend the General Plan and General Plan Land Use Map creating the housing Opportunity (HO) Overlay land use designation.
2. Adoption of an Ordinance to approve a Zoning Text Amendment and Zoning Map Amendment to implement the necessary changes to the SMPC creating the Housing Opportunity (HO) Overlay Zone, consistent with the 2021-2029 Housing Element Housing Programs.

**Staff Presentation:**

Senior Planner Flores provided a PowerPoint presentation.

**Questions for Staff:**

The Commissioners asked about specific areas where the changes would apply and inquired about the deadline for the City to comply with the stipulated judgement.

**Public Comment:**

Josh Albrektson (via Zoom) – Resident – spoke about the stipulated judgment and zoning map concerns.

**Commissioner Discussion:**

The Commissioners engaged in a robust discussion, including regarding the properties located at 181, 185, and 187 Monterey Road.

**Decision:**

Chair Dahl moved, seconded by Vice-Chair Padilla, to adopt a Resolution to amend the General Plan and the General Plan Land Use Map creating the Housing Opportunity Overlay land use designation and to recommend to the City Council to adopt the Resolution and adopt an ordinance to approve the Zoning Text Amendment and Zoning Map Amendment to implement the changes necessary to create the Housing Opportunity Overlay Zone. In addition, to recommend that both Maps in the Land Use Element and the Zoning Code be amended from the Staff Recommendation to include the three (3) parcels on the south side of Monterey Road – 181, 185, and 187 Monterey Road – be included in the Housing Opportunity Overlay Zone.

Chair Dahl directed Staff to call the Roll:

Commissioner Claypool	Yes
Commissioner Gallatin	Yes
Commissioner Barthakur	Yes
Vice-Chair Padilla	Yes
Chair Dahl	Yes

**Motion carried, 5-0.**

**The Commission revisited Items 3 and 4.**

**3. Planning Commission Reorganization**

**Recommendation:**

Select Chair, Vice-Chair and Secretary.

Chair Dahl moved, seconded by Commissioner Gallatin, to nominate Vice-Chair Padilla to serve as Chair. Vice-Chair Padilla agreed to serve.

The Commissioners voted by voice vote.

**Motion carried, 5-0.**

Vice-Chair Padilla moved, seconded by Chair Dahl, to nominate Commissioner Barthakur to serve as Vice-Chair. Commissioner Barthakur agreed to serve.



The Commissioners voted by voice vote.

**Motion carried, 5-0.**

Chair Dahl moved, seconded by Commissioner Barthakur, to nominate Commissioner Gallatin to serve as Secretary. Commissioner Gallatin agreed to serve.

The Commissioners voted by voice vote.

**Motion carried, 5-0.**

**Commissioner Dahl presided over the Consent Calendar Items.**

**CONSENT CALENDAR ITEMS:**

4. **Minutes from the Regular Meeting of October 11, 2022**
5. **Minutes from the Special Meeting of November 21, 2022**
6. **Minutes from the Regular Meeting of December 13, 2022**
7. **Minutes from the Regular Meeting of March 14, 2023**
8. **Minutes from the Regular Meeting of April 11, 2023**
9. **Minutes from the Special Meeting of May 17, 2023**
10. **Minutes from the Regular Meeting of June 13, 2023**
11. **Minutes from the Regular Meeting of September 12, 2023**

Approved, 3-0-2. (Commissioners Claypool and Gallatin abstained)

Chair Padilla presided over the remainder of the meeting.

**ADMINISTRATION**

**15. Comments from City Council Liaison**

None.

**16. Comments from Planning Commissioners**

Commissioner Claypool thanked the Commissioners for welcoming him to the Commission and looks forward to working with the group.

Commissioner Gallatin remarked he was happy to join the group and reminded the Commission of the American Planning Association's National Conference April 13-16 in Minneapolis. The online conference component is on May 8-10.

Commissioner Dahl reminded the Commissioners about the upcoming Brown Act and Ethics training for Commissioners next week. She also reminded the Commissioners to turn in their Form 700.

Vice-Chair Barthakur welcomed Commissioners Claypool and Gallatin.

Chair Padilla welcomed the new Commissioners and thanked outgoing Chair Dahl for serving consistently and providing great leadership for the Commission. She also thanked Vice-Chair Barthakur for serving as Secretary.

**17. Comments from Staff**

Director Frausto-Lupo welcomed the new Commissioners.

**ADJOURNMENT:**

**18. Adjournment to the Regular Planning Commission meeting scheduled on March 12, 2024 at 6:30 pm:**

There being no further matters, Chair Padilla adjourned the meeting at 9:29 p.m.

  
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Lisa Padilla, Chair