



**CITY OF SOUTH PASADENA
Planning Commission
Meeting Minutes**

**Tuesday, November 12, 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 Padilla on Tuesday, November 12, 2024, at 6:30 p.m. The meeting was held at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

Present: Chair: Lisa Padilla
Vice-Chair: Amitabh Barthakur
Commissioners: Jason Claypool, Laura Dahl, Mark Gallatin

City Council
Liaison: Jack Donovan

City Staff

Present: Roxanne Diaz, City Attorney
Elizabeth Bar-El, Interim Deputy Director
Tatianna Marin, Acting Assistant Planner
Lillian Estrada, Administrative Secretary

APPROVAL OF AGENDA:

Approved, 5-0.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS:

Commissioner Claypool visited the site at 1020 Mission Street in Item 4. Commissioner Gallatin observed both public hearing locations from the public right-of-way. Chair Padilla visited both sites to be discussed at this public hearing.

PUBLIC COMMENT:

- 1. Public Comment – General (Non-Agenda Items)**
None.

CONSENT CALENDAR ITEM:

2. Minutes from the Regular Meeting of August 13, 2024

Approved, as amended, 5-0.

PUBLIC HEARING:

3. Project No. CUP24-0004 – A request for a Conditional Use Permit (CUP) for a Type-21 alcohol license for the sales of beer, wine, and spirits for off-site consumption at an existing retail space (Mission Wines) located at 1114 Mission Street (APN: 5315-009-035); making the determination of exemption under the California Environmental Quality Act (CEQA). Section 15301, Class 1 (Existing Facilities).

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 - Existing Facilities.
2. Approving Project No. CUP24-0004, subject to the Conditions of Approval.

Commissioner Dahl recused herself from Items 3 and 4 because she owns property within 1,000 feet of each location. She left the Chamber.

Staff Presentation:

Acting Assistant Planner Tatianna Marin gave a PowerPoint presentation.

Questions for Staff:

The Commissioners inquired about the second floor, a Type 42 license, and the existing use.

Applicant Presentation:

Kenneth Sanhueza of Art Rodriguez Associates, and Maria Impala, President, spoke on behalf of Mission Wines, and introduced Chris Meeske and Kyle Eck, the operators of the business. Mr. Meeske gave a history of the business. Ms. Impala spoke about the operation of the store and approved of all the Conditions of Approval, suggesting a minor change to Condition P-15 to allow tastings throughout the store.

Questions for Applicant:

The Commissioners asked several questions regarding the service of the spirits and the spirits to be offered.

Ms. Impala and Mr. Eck addressed the Commission's questions and concerns.

Public Comments:

None.

Commissioner Discussion:

The Commissioners expressed their support for the project.

Decision:

Commissioner Gallatin moved, seconded by Commissioner Claypool, that the Planning Commission adopt a Resolution to approve Conditional Use Permit CUP24-0004 with the recommended amendment to the Conditions of Approval Condition P-15, as follows:

P-15. The consumption of beer and wine for tastings shall be permitted only within the retail space that is consistent with the Applicant's existing Type 42 License and towards the rear of the store as outlined in green in **Figure 1**.

Chair Padilla directed Staff to call the Roll:

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

Motion carried, 4-0.

4. **Project No. CUP24-0005** – A request for a Conditional Use Permit (CUP) for a Type 41 (beer and wine) and Type 20 (off-sale beer and wine) alcohol licenses for a retail deli and bona fide restaurant (Visionarium) located at 1020 Mission Street, Unit H (APN: 5315-014-030), making the determination of exemption under the California Environmental Quality Act (CEQA), Section 15301, Class 1 (Existing Facilities).

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 – Existing Facilities.
2. Approving Project No. CUP24-0005, subject to the Conditions of Approval.

Commissioner Dahl previously recused herself from this item and left the dais.

Staff Presentation:

Acting Assistant Planner Marin gave a PowerPoint presentation.

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Questions for Staff:

The Commissioners asked several questions, including about the location of the site in the presentation, a 'late hour' use of the exit for trash removal, and the protocol regarding outdoor dining on private property versus public property.

Applicant Presentation:

Mr. Steven Garcia, Applicant representative, and Mr. Lorenzo Lisi, business owner, introduced themselves and spoke of the concept behind the business. Mr. Garcia gave a PowerPoint presentation.

Questions for Applicant:

The Commissioners engaged in an in-depth discussion about the interior use of the space, dining on private property versus public property, and Condition P-15. Staff suggested revised language to address their concerns and ensure flexibility for the business over time.

Public Comments:

Mr. John Adamson, Property Manager of 1020 Mission Street, spoke in support of the project. In addition, a note in support of this project was submitted.

Applicant Rebuttal:

Mr. Lisi expressed his gratitude.

Commissioner Discussion:

The Commissioners discussed several Conditions of Approval, including Condition P-10, P-15 and P-17. They expressed support for this project.

Commissioner Gallatin addressed the comment received expressing concern about the time it takes from application to public hearing, with a reminder that timing is a function of the submittal of a complete application by the applicant. An item cannot be put on the agenda until it has been deemed complete. In this case, it was approximately 100 days from the submittal in late July to tonight's hearing.

Per Staff, this project was deemed complete on October 3rd and it is now before the Commission by the middle of November.

Decision:

Vice-Chair Barthakur moved, seconded by Chair Padilla, that the Planning Commission adopt a Resolution approving Project No. CUP24-0005 for a Conditional Use Permit (CUP) for a Type 41 (on-sale beer and wine) and Type 20 (off-sale beer and wine) alcohol licenses for a retail deli and bona fide eating place (Visionarium) located at 1020 Mission Street, Unit H (APN: 5315-014-030), making the determination of exemption under the California Environmental Quality Act (CEQA), Section 15301, Class 1 (Existing Facilities), with the recommended changes to the Conditions of Approval, as follows:

P-15: Replace current text and floor plan with:

The consumption of beer and wine shall be permitted only within the restaurant area that includes seating and food service per City-approved plans.

P-17: The store management shall regulate the arrival and departure of all employees and restrict use of the exit for trash removal and unnecessary opening after close of business. Adequate security measures shall be instituted to eliminate any unauthorized access.

Chair Padilla directed Staff to call the Roll:

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

Motion carried, 4-0.

ADMINISTRATION

5. Comments from City Council Liaison:

None.

6. Comments from Planning Commissioners:

Vice-Chair Barthakur commented that he is eager to get started on implementing the adopted Housing Element and the various actions that go along with it.

Commissioner Claypool would like to know how soon to expect discussions on implementing the Housing Element. He is looking forward to working with this Commission, the City Council, and Staff.

Chair Padilla commented on the critical importance of the objective design standards being refined as an important tool in the toolkit to guide projects that will no longer come to the Planning Commission.

Commissioner Gallatin gave kudos to Staff for retaining a professional architecture firm to assist in the review of those (formerly discretionary) now ministerial projects from a recommendation he made to the City Council over a year ago. It is going to really help in the application of the objective design standards and keep us within the guardrails that the law now prescribes.

7. Comments from Staff:

Interim Deputy Director Bar-El thanked the Commission for a great meeting this evening. She discussed the following: work has been done based on a SCAG Grant to develop objective design standards, but they still need to be incorporated into the Code; on November 20th, Staff is going to Council for approval of an agreement with SCAG for the REAP 2.0 Grant (for objective design standards for the missing middle housing). The contracting process should be completed in January; on December 4th, Staff is going to Council with the In-Lieu Fee for Inclusionary Housing; Measure SP was approved, setting the course for the next part of the analysis of heights to be appropriate with densities as included in the Housing Element, which will include a robust community outreach program; and Staff is doing a study for a rent stabilization ordinance proposal.

Chair Padilla suggested the Commission be provided with an outline schedule of the upcoming activities so that the Commission can fully support Staff.

Commissioner Gallatin asked about the new SCAG Grant for developing objective design standards for the missing middle housing program and whether it will be done totally in-house or in conjunction with a consulting firm. Interim Deputy Director Bar-El confirmed the SCAG Grant will fund the hiring of a consultant firm.

ADJOURNMENT:

8. Adjournment to the Regular Planning Commission meeting scheduled on December 10, 2024 at 6:30 pm:

There being no further matters, Chair Padilla adjourned the meeting at 7:56 p.m.



Lisa Padilla, Chair