

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
MEETING CONVENED THIS 28th DAY OF MARCH 2016, 6:30 P.M.
AT THE AMEDEE O. DICK RICHARDS JR.
CITY COUNCIL CHAMBERS, 1424 MISSION STREET**

<p>ROLL CALL</p>		<p>Meeting convened at: 6:32 p.m.</p> <p>Commissioners Present: Steven Dahl, Chair Evan Davis, Vice-Chair Kristin Morrish, Secretary Kelly Koldus Richard Tom</p> <p>Council Liaison: Marina Khubesrian, MD, Council Liaison</p> <p>Staff Present: Theresa Highsmith, City Attorney David G. Watkins, Director of Planning and Building John Mayer, Senior Planner Knarik Vizcarra, Assistant Planner</p> <p>Comm. Davis led the pledge of allegiance.</p>
<p>PUBLIC COMMENTS</p>		<p>None</p>
<p>CONTINUED HEARINGS</p>	<p>1</p>	<p>1008-1010 Mission Street (Valet Parking - Parking Use Permit - Resolution Approving Project)</p> <p>Assistant Planner, Knarik Vizcarra presented her staff report and suggested amending the resolution to reflect the Commission’s desire to provide a six week period of operation for valet parking. Ms. Vizcarra presented an update on valet parking and noted that valet parking commenced on March, 18, 2016. A maximum of 15 cars per night has been the norm. On average the cars arrive from 6:30 p.m. to 7:30 p.m. Ms. Vizcarra noted that the police department has not received complaints, regarding valet parking. The “no parking” signs will be adjusted to highlight the times for “no parking” to alleviate any previous uncertainty, regarding parking times by residents. Chair Morrish requested to have the applicant present at the next meeting.</p> <p>A motion was made by Comm. Morrish to adopt the resolution as submitted.</p> <p>For clarification, Comm. Tom inquired if Comm. Morrish’s motion included the revisions made to the resolution by staff. Chair Morrish responded in the positive and accepted Comm. Tom’s amendment to</p>

		<p>her motion; therefore, Comm. Tom seconded Chair Morrish's motion.</p> <p>The motion carried 5-0. Resolution 16-05</p>
	<p>2</p>	<p>2131 Hanscom Drive (Hillside Development Permit – Deputy Inspector Condition of Approval)</p> <p>Senior Planner, John Mayer presented his staff report, regarding clarification that a condition of approval of a Deputy inspector is necessary for the completion of the construction for a new single family residence at 2131 Hanscom Drive. Mr. Mayer reviewed the details of the project and noted that a deputy inspector is necessary to make sure all building regulations are followed during the construction of large projects in the Southwest Monterey hills area, such as this one. At the conclusion of his presentation, Comm. Davis inquired if it was possible to use security cameras in lieu of an onsite deputy inspector. Mr. Mayer noted that in a construction project, such as this one, an inspector should be onsite to make any needed corrections as soon as infractions occur; therefore, security cameras would not be the best solution for this project. Comm. Morrish inquired if the deposit for the deputy inspector is applied towards random inspections or towards specific visits. Mr. Mayer noted that it would be applied to random inspections. At the inquiry of the Commission, Mr. Mayer noted that an initial deposit of \$5,000 is required up to a maximum of \$12,000 for the deputy inspector.</p> <p>Chair Dahl declared the public hearing open. The applicant Milad Oueijan conceded his five minutes of speaking time to his attorney, Wayne Brosman. Mr. Brosman introduced himself to the Commission and noted the following: 1) the 2006 the SW Hills recommendations were not approved by the City Council, as noted in the transcripts; 2) He referenced Mr. How's project and the difficulties he experienced with a deputy inspector; 3) Mr. Brosman did not feel that there was enough evidence to support the need for a deputy inspector.</p> <p>Comm. Morrish inquired about the stance of Mr. Brosman's client on the need of a deputy inspector. Mr. Brosman noted that Mr. Oueijan did not agree with the requirement of a deputy inspector for this project.</p> <p>Comm. Tom inquired of Mr. Brosman, if staff provided evidence that a deputy inspector is necessary, would he and his client comply? Mr. Brosman requested to have the evidence presented to them first and then he and his client would decide.</p> <p>Chair Dahl declared the public hearing open. The applicant, Milad Oueijan addressed the Commission and noted the following: 1) he did</p>

	<p>not agree with the deposit range, which started at \$5000 and capped at \$12,000; 2) he preferred the use of security cameras in lieu of a deputy inspector; 3) he did not receive the staff report; and 4) Mr. Oueijan requested to meet with the city attorney but he was not granted a meeting. Comm. Davis noted that the City attorney is paid by the city for legal counsel on city matters. The city attorney is not obligated to meet with an appellant. Comm. Davis suggested allowing the applicant to use surveillance cameras, but send a deputy inspector when there is an issue.</p> <p>Mr. Watkins noted that initially the role of a deputy inspector was to observe construction at different stages of construction and catch violations before they happen. He noted that the South West (SW) Hills area has numerous narrow/damaged streets.</p> <p>City Attorney Highsmith noted that she is not permitted to respond to residents' meeting requests, unless she is directed by the City, since she represents the City. Ms. Highsmith noted that currently, there is not a legal dispute, regarding 2131 Hanscom Dr. with the City. Ms. Highsmith pointed out that during construction, large/heavy construction trucks may damage the narrow streets in the SW Hills area, which would result in a burden to tax payers. A deputy inspector would alleviate this type of damage.</p> <p>The Commission continued discussion on the matter and considered the use of surveillance cameras and periodic visits from the deputy inspector.</p> <p>Chair Dahl inquired whether the applicant was amenable to a continuation of this item to provide the applicant with additional time to work with staff to find a reasonable means to adjust the deposit, and consider the use of a deputy inspector and/or surveillance cameras.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Koldus, seconded by Comm. Davis to continue this item to the next regularly scheduled meeting on April 25, 2016 to provide staff with additional time to meet with the applicant, and discuss the following: 1) video surveillance and/or in conjunction with construction monitoring; 2) the deposit amount (minimum/maximum) to obtain a reasonable amount; 3) and return to the Commission with a new resolution.</p> <p>The motion carried 5-0.</p>
3	<p>Zoning Code Amendment/Mission Street Specific Plan Amendment – Valet Parking</p> <p>Assistant Planner, Knarik Vizcarra presented her staff report,</p>

		<p>regarding the Zoning Code amendment for Valet Parking and recommended adoption of the amendment. Ms. Vizcarra noted that the Commission previously requested clarification, regarding CEQA language in section 1 of the proposed ordinance and the removal of the requirement of a notarized letter of consent as part of the valet parking application, which was reflected in the ordinance. At the conclusion of her presentation, Comm. Morrish inquired if new applications for valet parking have been received by staff. Ms. Vizcarra responded in the negative.</p> <p>Chair Dahl declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to this item, Chair Dahl declared the public hearing closed.</p> <p>The Commission considered continuing this item, rather than approving it to see how the pilot program fares prior to ordinance approval. Ms. Vizcarra noted that if an applicant would like to modify their application, they must return to the Planning Commission for approval. Mr. Watkins noted that approval of a permanent valet application should be delayed until the Council adopts the ordinance.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Morrish, seconded by Comm. Tom to continue this item to the next regularly scheduled meeting on April 25, 2016</p> <p>The motion carried 5-0.</p>
<p>PUBLIC HEARINGS</p>	<p>4</p>	<p>1327 Indiana Avenue – (Hillside Development Permit/Design Review – New Single Family Residence)</p> <p>Senior Planner, John Mayer presented his staff report, regarding approval for the construction of a new single family residence. Mr. Mayer reviewed the details of the project. At the conclusion of his presentation, Mr. Mayer noted that residents expressed their concerns about the project easements; therefore, he pointed out the following: 1) there is a 1 foot sewer easement on the Southern property line; and 2) a 10 feet walkway easement between the subject site and the neighboring property on the Northern property line. Mr. Mayer noted that staff recommended a new condition, which would require that the entire retaining wall and foundation are to be built inside of the subject property on the North and the South property lines. At the conclusion of his staff report, Comm. Morrish inquired about the growth fee included in the conditions of approval. Mr. Watkins noted that the growth fee goes into a fund for future public city improvements.</p> <p>Chair Dahl declared the public hearing open. The applicant, Miguel Carrillo introduced himself to the Commission and noted that in his research of the property, he did not find an easement of 10 feet. He</p>

	<p>only found 1 foot easements. Mr. Carrillo noted the following: 1) A 10 feet easement would cause a hardship for the applicant; and 2) a tree on the side of the house will have to be removed, since there were no other viable options for expansion. Mr. Mayer informed Mr. Carrillo that the 10 feet easement was not on the property; therefore, all he must do is make an L shaped footing on the property instead of a T shaped footing for the parking spot. Justin Seto, the architect/applicant's brother addressed the Commission and addressed the issue of the retaining wall and provided the following solution: 1) lattice and natural planting such as ivy, shrubs, etc. will be used to reduce the massing on the north side. Chair Dahl continued to discuss the following with Mr. Carrillo: 1) the retaining wall height; 2) the use of a gravel pit; and 3) proper drainage. Philip Browne, 1336 Indiana Ave., inquired about the following: 1) construction time frame completion, , since ongoing construction has continued at a neighboring property for 28 months, resulting in a lack of adequate parking; 2) will Shorepower be used instead of generator power, which will reduce construction noise; 3) dust control practices must be applied; 4) will the large oak tree be retained or taken down and replanted; and 5) unsightly utility fixtures should be concealed. Matthew Sweeney, 1323 Indiana Ave., noted the following: 1) the project plans do not show the elevation of the north retaining wall; and 2) per the plans, the storm drain will flow down in an open channel at the top of the retaining wall, which may result in a blockage. Chair Dahl closed the public hearing.</p> <p>Chair Dahl re-opened the public hearing. Mr. Carrillo noted the following in response to the concerns raised by the previous speakers: 1) the homeowner is anticipating 6 months to 12 months of construction; 2) side parking is necessary for the purpose of not blocking the front area; 3) the applicant will work with Edison to acquire a clean power source; 4) drainage to the north side will flow into a basin; 5) there will not be a drainage onto the neighbor's property; 6) there will not be gratuitous cutting and grinding of concrete, since the majority of work will involve wood; 7) the retaining wall height will be at a maximum of 6 ft. ; and 8) City tree removal guidelines will be followed in the tree removal process. Chair Dahl declared the public hearing closed.</p> <p>The Commission considered adding the following conditions: 1) the north wall should have a green screen; 2) all footings should be located on the property; 3) the water overflow should lead to the street; 4) sufficient irrigation is needed for the green screen; 5) the applicant will acquire a permit to remove the tree; 6) replacement trees are a necessity; and 7) a traffic control plan and a staging plan should alleviate construction noise.</p>
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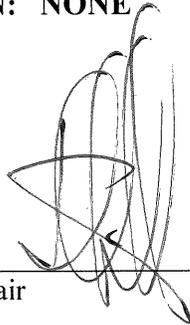
		<p>After considering the staff report and draft resolution, a motion was made by Comm. Morrish, seconded by Comm. Tom to approve the project with the following conditions: 1) a drainage overflow onto the street is needed, 2) the retaining wall on the north property is to be located completely inside of the property line and can move north and south within a 4 feet area; and 3) the retaining wall and guest parking area should have a green screen and irrigation. The aforementioned changes will be reviewed by the chair in conjunction with the applicant.</p> <p>The motion carried 5-0. Resolution 16-06</p>
	<p>5</p>	<p>820 Mission Street (Planned Development Permit Modification – Setbacks)</p> <p>Senior Planner, John Mayer presented his staff report regarding a Planned Development Permit Modification. Mr. Mayer delivered a PowerPoint presentation discussing the perimeter wall fence for the subject property. Mr. Mayer presented the applicant’s request to reduce the required 7 feet side yard setback to a 5 feet side yard setback. At the conclusion of his staff report, Chair Dahl inquired as to what was located on the other side of the fence. Mr. Mayer noted that it is an open area.</p> <p>Chair Dahl declared the public hearing open. The applicant, Loren Adams, a representative of 820 Mission Development, LLC, requested to move the perimeter wall and move the house over several feet, which can only be accomplished with a setback change. Jeanette Martello, 701 Fremont Ave. noted typos in the staff report, regarding the company spelling. A) Ms. Martello also expressed her concerns about the difficulties her parents have experienced during the project process. She noted the following: 1) her parents did not receive communication from the applicant, when their tennis court fence was removed; 2) trees were damaged in the process; 3) metal panels were removed from her parent’s property; 4) the proposed building is very tall; and 5) she suggested having an inspector on site to make sure that construction rules and regulations are followed. B) Jamie Brownlee, 805 Prospect Ave. verified with staff that the Eastern side of the property will not be affected. In response to the public speakers concerns, Mr. Adams noted that the correct company name is 820 Mission Development, LLC. He noted that the modification for this project will remove the perimeter wall from placement on the property line as initially proposed.</p> <p>Counsel Liaison Khubesrian discussed the tennis fence removal with Mr. Adams.</p>

		<p>Chair Dahl declared the public hearing closed.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Morrish, seconded by Comm. Tom to approve the project as submitted by staff.</p> <p>Mr. Mayer made the following changes to the resolution: 1) Loren Adams, Intercrop will be removed from the first whereas in the resolution as the applicant (page 9) and replaced with 820 Mission Development, LLC as the applicant.</p> <p>Comm. Morrish amended her motion, seconded by Comm. Tom to include the correct name for the applicant as 820 Mission Development, LLC as located in the first whereas of the resolution.</p> <p>The motion carried 5-0. Resolution 16-07</p>
	<p>6</p>	<p>Minutes of the Planning Commission’s January 25, 2016 meeting</p> <p>The January 25, 2016 minutes were approved as submitted by staff.</p>
	<p>7</p>	<p>Comments from City Council Liaison</p> <p>Council Liaison Marina Khubesrian addressed the hydrogen fueling station on Fair Oaks Avenue and noted the following: 1) experts and scientists from Sacramento pointed out that the fueling station will utalize numerous safety features in the regulation process; 2) the manager for the fueling station has agreed to increase the wall height of separation to 13 feet, which will border the station and the residential area; and 3) the City Council is considering whether it will take a position on the new tax measure in relationship to the 710 tunnel.</p>
	<p>8</p>	<p>Comments from Planning Commissioners</p> <p>Comm. Koldus noted the following: 1) the General Plan/MSSP meeting did not take place, but it will be rescheduled in the near future; 2) she commutes via the Gold line; 3) the new trains have a nice setup and it appears that more people are choosing to ride on the Gold Line, since it is more economical.</p>
	<p>9</p>	<p>Comments from Staff</p> <p>Mr. David Watkins noted that Jessica Aguilar, Planning Intern, found a full time position with another city; therefore, staff has been recruiting for the vacancy.</p>

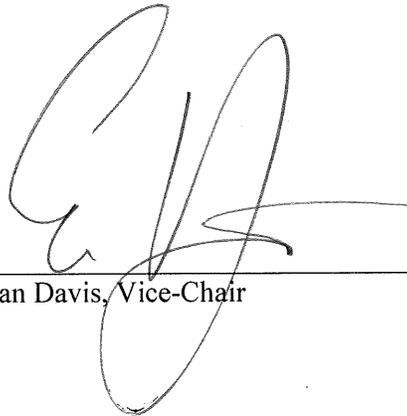
ADJOURN- MENT	10	The meeting adjourned at 9:12 p.m. to the regularly scheduled Planning Commission meeting scheduled on April 25, 2016.
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I HEREBY CERTIFY that the foregoing minutes were adopted by the Planning Commission of the City of South Pasadena at a meeting held on the May 23, 2016.

AYES: DAVIS, DAHL, KOLDUS, MORRISH & TOM
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE



Steven Dahl, Chair



Evan Davis, Vice-Chair

ATTEST:



Elaine Serrano, Recording Secretary