



**Monday, March 26, 2018**  
**Minutes of the Regular Planning Commission Meeting**

**CALL TO ORDER**

A Regular Meeting of the South Pasadena Planning Commission was called to order by Chair Kelly M. Koldus on Monday, March 26, 2018, at 6:31 p.m., in the Amedee O. "Dick" Richards, Jr., City Council Chamber, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL**

**Present:** Kelly M. Koldus, Chair, Janet Braun, Vice-Chair, Richard Tom, Secretary, Steven Dahl Commissioner and John Lesak Commissioner

**Council**

**Present:** Marina Khubesrian, MD, Council Liaison

**City Staff**

**Present:** David G. Watkins, Director of Planning and Building; Holly O. Whatley, Assistant City Attorney; Knarik Vizcarra, Interim Senior Planner and Edwar Sissi, Assistant Planner were present at roll call.

**PLEDGE OF ALLEGIANCE:**

Kelly M. Koldus

**PUBLIC COMMENTS**

None

**CONTINUED HEARINGS**

**1. 1854 Hanscom Drive (Declaration of a Public Nuisance)**

Assistant City Attorney, Holly O. Whatley presented staff's request to continue this item to the next regularly scheduled meeting, since the City is in the process of resolving the matter via an agreement.

Vice-Chair Braun inquired about the status, regarding the progression of the agreement.

At the inquiry of Vice-Chair Braun, Assistant City Attorney Whatley noted that a draft agreement was presented to the homeowner and staff is waiting for comments to be returned to the City. There is not a firm deadline for the homeowner but the City Attorney's staff has been involved in ongoing negotiations with the homeowner.

A motion was made by Comm. Tom, seconded by Comm. Dahl to continue this item to the next regularly scheduled meeting

The motion carried 5-0.

**2. 2084 Hanscom Drive (Hillside Development Permit/Design Review Single Family Legalize Retaining Walls)**

Chair Koldus noted that no action was to be taken on this item and that it will be noticed at a later date for a future meeting.

**3. 801 Rollin Street (Hillside Development Permit/Design Review/Variance – New Single Family Residence)**

Interim Senior Planner, Knarik Vizcarra presented the applicant's request to continue this item to the next regularly scheduled meeting, since the applicant was out of town and concerns about the project were expressed by a neighbor.

A motion was made by Comm. Tom, seconded by Comm. Dahl to continue this item to the next regularly scheduled meeting

The motion carried 5-0.

**4. 420 El Coronado (Hillside Development Permit/Design Review – Single Family Addition; Retaining Walls)**

Interim Senior Planner, Knarik Vizcarra presented her staff report regarding a continuance for the project located at 420 El Coronado and reviewed the details. Ms. Vizcarra noted that unpermitted work was done at the site by the applicant; therefore, staff requested to continue this item to the next regularly scheduled meeting to address the concerns.

Chair Koldus declared the public hearing open. Patrick Szurpicki, project architect noted that he scaled the project down the hillside and moved the pool down and maximized the flat area of the house. Mr. Szurpicki's intent for the 200 sq. ft. garage addition is to make additional space available for family storage but not to create an accessory dwelling unit.

The homeowner, Collin Campbell, explained why he did the additional unpermitted work on his property. He wanted to find out where the bedrock was located on his property, since he has never lived on a hillside before. He pointed out that he would like to maximize his land/privacy and that of his neighbor's too. A grey water system was included in the proposed project for the purpose of having a green/lush hillside.

Commissioner Dahl expressed his concerns about the proposed pool house as follows: 1) a project of that size may turn into a large secondary unit; 2) the massive structure can be turned into an accessory dwelling unit in the future, if this project is approved; 3) there are height wall inconsistencies with the project; 4) there are multiple large blank walls on the main house; 5) the pool house portion of the project is over the height limit; therefore, he suggested minimizing the project and moving it towards the street; 6) the design was good; 7) the first floor plan of the existing and proposed project were missing; and 8) the roof for the proposed addition was not compatible with the existing roof line.

Comm. Lesak requested to have future applications include information showing how the proposed project relates to the existing construction. He would also like to see compatibility with neighboring heights and how the new construction will relate to the existing. Comm. Lesak noted that height compatibility is important and the blank walls in the proposed project should be resolved. A site section would be helpful.

Vice-Chair Braun would like to ensure that the soils and grading reports are received by City staff to confirm that the soil will be able to sustain the project. Ms. Vizcarra noted that the project requires a 3<sup>rd</sup> party soils review, which will be processed through the Building Division and construction will not occur until staff receives a favorable report. The grey water system will be reviewed by the building department.

Chair Koldus noted that there is a large Ash tree located in the middle of the property; therefore the project was pushed back and larger retaining walls were needed. Chair Koldus suggested continuing this item to the next regularly scheduled meeting, to provide the applicant with additional time to work through the design issues.

A motion was made by Comm. Tom, seconded by Comm. Dahl to continue this item to the next regularly scheduled meeting on April 23, 2018.

The motion carried 5-0.

**5. 833 Braewood Court (Hillside Development Permit/Design Review – New Single Family Residence)**

Comm. Dahl announced that he was not biased towards the architect or the project; therefore, he would participate and objectively evaluate the project.

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Assistant Planner Edwar Sissi reviewed the details of the project and gave a PowerPoint presentation showing the plan overlay to provide clarity for the Commission, regarding the project. Mr. Sissi noted that the project met all of the development standards and presented staff's recommendation for project approval. Mr. Sissi noted the following: 1) The owner assumes the risk of building on a parcel with noted blanket easements, however a quit claim deed, regarding the blanket easements shall be acquired after installation of utilities as a condition of approval; 2) a revised survey was provided indicating the existing sewer manhole, which shall remain free and clear of all construction related impacts as a condition of approval; 3) the owner arranged for access to the project site with the Commission members, and no more than two Commissioners met at once to ensure compliance with the Brown Act; and 4) clarifications on the drawings were addressed by the architect through a letter including some revisions to the drawings. . At the conclusion of his presentation, Commissioner Koldus inquired if cars backing out of the attached garage will be able to make a three-point turn to drive on to the street. Mr. Sissi noted that there is sufficient back up space provided in the proposed site plan to accommodate a three-point turn and allow vehicles to exit the lot towards Braewood Court head-on.

Architect, Ed Dagarmangy pointed out the different development phases: schematic, design and construction document phase. He noted that the design of the four elevations were included in the project. He reviewed the details of the project and why he made his decisions. He designed with "Shades and Shadow" in mind.

The homeowner, James Chan addressed the Commission and noted that the project was compatible with the neighborhood and that his neighborhood Home Owners Association approved of the project and encouraged the Commission to take their decision into consideration.

Comm. Lesak noted that he watched the video and listened to the audio of the prior hearing for this item. He was thankful for the clarification provided by Mr. Sissi, regarding the easements. Comm. Lesak noted the following: 1) he liked the design of the project; 2) the project was compatible with the massing and the neighborhood; 3) the garage door blended in well with the siding; and 4) the design element was clever.

Comm. Tom thanked the homeowner for allowing the Commission to view the project on site. He pointed out that easement clarification was needed for the Commission to approve this item and was thankful for the clarification. He also felt that the project had a good design.

Vice-Chair Braun appreciated the onsite visit to view the project, which was made possible by the homeowner. She liked the design of the project and appreciated clarification from the applicant.

Comm. Dahl liked the design of the project and appreciated the onsite visit for clarification on the easements and clarification on the man hole. He also noted that the design is compatible with the neighborhood and the garage door detail that wrapped around to the front door was a nice touch but he pointed out issues, regarding the plans, since there was not enough information included, regarding the details of the project such as the railing, siding, door and window detail.

Chair Koldus noted that more details are needed on the plans and elevation notations were not on the floor plans. She suggested a chair review to work out the details. She thanked the homeowner for letting the Commission visit the project site but additional plan details were still needed. Chair Koldus thanked Edwar for the PowerPoint presentation, which demonstrated how all of the design elements tie together.

Chair Koldus invited the homeowner to return to the podium. The homeowner requested approval of the project even if the details are not completely to the satisfaction of the Commission, since everything will be compatible in the end. He requested specific direction for the siding; sliding doors; and door/window details.

Mr. Dagarmangy noted that the plans show the specifications for the railing/roof detail and that the floor the plans were sufficient for design review. Chair Koldus declared the public hearing closed.

Assistant City Attorney Whatley noted that due to the concerns raised at the Planning Commission meeting, the Commission could exercise their prerogative to have this project reviewed at the chair level or have the applicant return to the Commission at a later date as a public hearing. Assistant City Attorney Whatley and Mr. Sissi discussed the chair review process and the time frame for the expiration date of the Planning approval. Comm. Braun suggested approving the project in conjunction with a chair review.

After considering the staff report and draft resolution, a motion was made by Vice-Chair Braun, seconded by Comm. Tom to approve the project as submitted by staff and have Comm. Lesak stand in as the chair to review the project to obtain additional information, regarding railing and the other issues raised during the meeting.

The motion carried 5-0.

Resolution No. 18-07

## **NEW BUSINESS**

### **6. 1019-1023 Fair Oaks Avenue (2048 - CUP – Quarterly Progress Report)**

Interim Senior Planner, Knarik Vizcarra presented her first quarterly progress report as required by the Conditional Use Permit for the Rialto Theater. Ms. Vizcarra noted that owners and occupants within a 300 foot radius were notified about this item. She provided an update on the events and services that were held at the Rialto Theater by Mosaic church.

Council Liaison, Khubesrian, MD and Vice-Chair Braun discussed whether this item should return to the Commission in a six month time period or continue as a quarterly report. Mr. Watkins noted that the item will return in June and at that time modifications can be made if the Commission chooses to change the frequency of the reports.

The Commission received and filed the report.

**7. Planning Commission Appointment to City Council Rialto Subcommittee” (No Report)**

A motion was made by Comm. Dahl, seconded by Comm. Tom to appoint Comm. Lesak to the City Council Rialto Subcommittee.

The motion carried 5-0

**MINUTES**

**8. Minutes of the Planning Commission February 26, 2018 meeting.**

The February 26, 2018 meeting minutes were approved with minor corrections.

The motion carried 5-0

**9. Comments from Council Liaison**

City Council Liaison Marina Khubesrian, MD noted the following: 1) she attended the housing study session and discussed structures within the city that are too large and strategies to develop ordinances for housing and affordable housing; and 2) she received the Woman of the Year award for the 41<sup>st</sup> assembly district from Assembly Member Holden.

**10. Comments from Planning Commissioners**

Chair Koldus welcomed John Lesak as the newly appointed Planning Commissioner. Chair Koldus noted that she will be attending the Planning Commission Academy in Monterey, CA.

Comm. Dahl congratulated Chair Koldus for doing a great job and commended Comm. Lesak for joining the Planning Commission. Comm. Lesak noted that he was happy to join the Planning Commission and looking forward to reviewing the new projects.

**11. Comments from Staff**

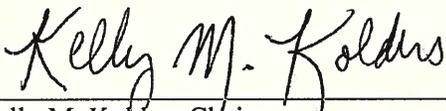
David Watkins, Director of Planning and Building, noted the housing study session was informative but lengthy and the following three reports were the focus: Inclusionary Housing, Zoning Ordinances and Accessory Dwelling Units. Mr. Watkins pointed out that on April 17, 2018 candidates will be interviewed for the Senior Planner position.

**ADJOURNMENT**

12. Chair Koldus adjourned the meeting at 8:36 p.m. to the regular Planning Commission meeting scheduled on April 23, 2018.

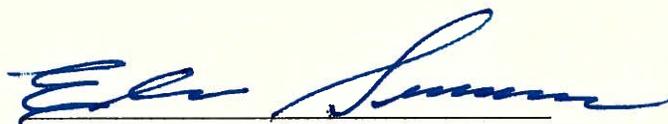
**I HEREBY CERTIFY** that the foregoing minutes were adopted by the Planning Commission of the City of South Pasadena at a regular meeting held on April 23, 2018.

**AYES: BRAUN, DAHL, KOLDUS, LESAK & TOM**  
**NOES: NONE**  
**ABSENT: NONE**  
**ABSTAIN: NONE**

  
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Kelly M. Koldus, Chair

  
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Richard Tom, Secretary to the Planning  
Commission

**ATTEST**

  
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Elaine Serrano, Recording Secretary