



**CITY OF SOUTH PASADENA  
PLANNING COMMISSION REGULAR MEETING AGENDA**

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

**Monday, January 28, 2019, at 6:30 p.m.**

*In order to address the Planning Commission, please complete a Public Comment Card.  
Time allotted per speaker is three minutes.*

- CALL TO ORDER:** Chair Kelly M. Koldus
- ROLL CALL:** Steven, Dahl, Commissioner, John Lesak, Commissioner, Richard Tom, Secretary, Janet Braun, Vice-Chair, and Kelly M. Koldus, Chair
- COUNCIL LIAISON:** Marina Khubesrian, MD
- STAFF PRESENT:** David Bergman, Interim Director of Planning and Building  
Holly O. Whatley, Assistant City Attorney  
Darby Whipple, Senior Planner  
Edwar Sissi, Assistant Planner
- PLEDGE OF ALLEGIANCE:** Chair Kelly M. Koldus

**PUBLIC COMMENTS AND SUGGESTIONS**

(Time limit is three minutes per person)

Time reserved for those in the audience who wish to address the Planning Commission on items not on the agenda and within the subject-matter jurisdiction of the Planning Commission. The audience should be aware that the Planning Commission may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on a future agenda.

**Note:** Public input will also be taken during all agenda items. Time allotted per speaker: 3 minutes.

**CONTINUED HEARING**

**1. 325 Oaklawn Avenue (Appeal)**

On 8/15/18, the Director of the Planning and Building Department approved the Administrative Modification subject to the conditions of approval and any other applicable regulations. On February 16, 2018, the property owners submitted a request to replace an existing wooden fence with a concrete wall atop an existing retaining wall; the wall would extend the full length of the west property for 90 feet and would exceed the six-foot height limit (maximum eight feet) as measured from the adjacent grade. The difference in grade from on each side of the proposed fence is less than 2 feet. The concrete wall would have a troweled finish to match existing walls along Fremont Avenue. On 8/29/18, Brandon Fox filed an appeal to the Director’s approval.

**Recommendation:**

Continue to a date uncertain to permit exploration of potential resolution

**2. 815 Bank Street (Hillside Development Permit Modification)**

The Planning Commission will consider a request for a second modification to the design to change proposed plank siding to a stucco finish and to replace all existing windows with new vinyl framed windows. The stucco siding would complement the home’s existing stucco finish and the windows would provide additional energy efficiency and function.

**Recommendation:**

Approve

**PUBLIC HEARINGS**

**3. 625 Fair Oaks Avenue (Conditional Use Permit/Design Review Board)**

The Planning Commission will consider approval of a Conditional Use Permit and Design Review for the construction of a new restaurant in place of existing parking garage on the first floor of a multi-tenant office building. The existing approximately 87,000 square foot building is located in the Commercial Office (CO) Zoning District on a 2.62 acre parcel. The applicant is applying for a conversion of parking to restaurant use which includes a Conditional Use Permit for restaurant (2,550 square feet) with outdoor dining (1,150 square feet) and Design Review of the Tenant Improvements. A new entry and outdoor dining areas are proposed on the south side of the building as well as outdoor dining along Fair Oaks Ave, to include new fenestration, trellis canopy and alterations to the existing brick and planter walls. Excess parking, approximately 10 parking

spaces, will be reconfigured with a reduction of 7 spaces to accommodate the new restaurant. Permits are not required for the 3 trees proposed for removal.

**Recommendation:**

Approve the restaurant and outdoor dining patio contingent upon resolving existing easement conflicts and providing code required loading spaces.

**4. 817 Orange Grove Place (Appeal)**

*On October 4, 2018, the DRB denied a request made by Peter De Maria, Architect, to demolish an existing duplex with detached garage, and the construction of a new tri-plex comprising of approximately 5,000 square feet of living area on an approximate 10,000 square foot lot. Unit A, the front unit, was to consist of two stories and 2,319 square feet; Unit B was to be at ground level at the rear and be 1,187 square feet, and Unit C, was to be located above Unit B and be 1,471 square feet in size. The exterior materials of the modern style architecture were proposed to consist of stucco, metal standing seam roofing, frameless glass railing, and aluminum windows and patio doors. The existing structures were reviewed by the Cultural Heritage Commission (CHC), and they were cleared of any eligibility as a Historic Resource allowing the proposed demolition to continue through the regular entitlement process with the Design Review Board.*

**Recommendation:**

Deny Appeal, Uphold Design Review Board Decision.

**5. 1612 Spruce Street (Notice of Intent to Demolish/Design Review-Tentative Parcel Map)**

The Planning Commission will consider a request to demolish a non-historic duplex and the request for design review for a Tentative Parcel Map. The proposed project consists of the demolition of a non-historic 2,000 square foot duplex structure, and the construction of a new four-unit detached condominium complex whose square footage totals 8,745 square feet. The complex will consist of subterranean parking accessed from Spruce Street with the new detached units sitting atop the podium of the garage. The units will be designed in two-story Craftsman style to reflect the predominant single-family context of Spruce Street. The proposed Craftsman architecture includes a mixture of finishes such as lap siding, shingle siding, stone and brick bases, wooden porch columns, wood corbels and articulated gable ends. The windows are proposed to be recessed vinyl with a framed surround. The project site consists of 17,502 square feet and is located at the corner of Spruce Street and Fair Oaks Avenue, and is located in the Residential High Density (RH) Zoning District with an allowable F.A.R. of 50 percent and a maximum density total of nine units. With the four proposed units, the project will have an F.A.R. of 49.9 percent with a lot coverage of approximately 39 percent. A total of 25 non-native trees are proposed for removal of which 14 require a permit and 36 non-native replacements. One native oak tree is proposed for removal, of which will require 6 native tree replacements. The applicant is proposing to mitigate the tree removals with 57 trees planted on site. The Tentative Parcel Map, Number 82291, is for the purposes of selling the proposed units as condominiums. The proposed demolition of the existing duplex has been determined to be a non-historic resource and has been cleared of historic review by the Cultural Heritage Commission.

**Recommendation:**

Approve

**DISCUSSION ITEMS**

**6. Housing Policy**

Discuss and provide guidance to the housing policy package updates the City is considering to improve accessibility of affordable housing, and to improve the condition of the City’s rental housing stock. The discussion will center on amending the ADU Ordinance, and the possible implementation of a new Inclusionary Housing Ordinance, Multi-Family Occupancy Inspection Program, and Tenant Relocation Fees.

**NEW BUSINESS**

**7. Calendar - Approval of Meeting Dates for 2019**

The Commission will review the tentative meeting calendar for 2019 along with a possible change of regular meeting date to the second Tuesday of every month.

**8. Planning Commission Reorganization**

The Planning Commission will consider its annual reorganization to select a Chair, Vice-Chair and Secretary.

**ADMINISTRATION**

**5. Comments from City Council Liaison**

**6. Comments from Planning Commissioners**

**7. Comments from Staff**

**ADJOURNMENT**

**Adjourn to the regular Planning Commission meeting scheduled for February 24, 2018**

- City Website at: <http://www.ci.south-pasadena.ca.us/planning/agendasminutes.html>

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Regular meetings are broadcast live on Time-Warner Cable Channel 19 and are replayed for at least 24 hours following the meeting. A DVD of regularly scheduled meetings is available for check-out at the South Pasadena Public Library. DVD and CD copies of the meetings can be purchased from the Planning and Building Department.

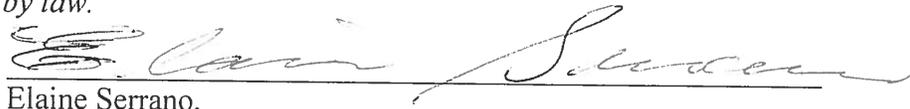
### ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. 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. Hearing assistive devices are available in the Council Chamber. 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.*

Date

1/24/19 

Elaine Serrano,  
Administrative Secretary