



**Tuesday, August 13, 2019**  
**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 Tuesday, August 13, 2019, at 6:30 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; Steven Dahl, Commissioner; John Lesak, Commissioner; and Richard Tom, Commissioner

**City Staff**

**Present:** David Bergman, Interim Director of Planning and Building and Aleks R. Giragosian, Attorney were present at roll call.

**Council**

**Present:** Richard D. Schneider, MD, Council Liaison

**Arrival:** Vice Chair Braun arrived at 6:31 p.m.

**PLEDGE OF ALLEGIANCE:**

Kelly M. Koldus

**PUBLIC HEARINGS**

**1. 1532 Indiana Avenue (Hillside Development Permit)**

Chair Koldus reviewed changes made to the project and declared the public hearing open.

The applicant/architect, Jim Fenske introduced himself and his representative, Darby Whipple to the Commission. Mr. Whipple reviewed the changes made to the project and pointed out that the deck was redesigned around the addition. He also noted that new materials were selected for the project, such as perforated sheet metal, horizontal wood siding, vertical steel posts, rod iron hand railing, wood steps, and spandrel glass.

Mr. Fenske displayed a 3D view of the project via SketchUp for the Commission and pointed out that he incorporated the garage into the project by adding siding on the garage to match the existing siding on the house. Mr. Fenske noted the following: 1) an element was included on top of the guardrail for the garage deck and a similar change was made to the upper deck at the request of Comm. Lesak; 2) a perforated screen was selected for the deck; and 3) a drought tolerant landscape was included at the request of Chair Koldus.

Comm. Lesak discussed the following with Mr. Fenske: 1) the usage of perforated metal; 2) the Spandrel Glass Installation; and 3) the upper window setting.

Comm. Dahl discussed the railing for the landing with Mr. Fenske.

Chair Koldus declared the public hearing closed.

Comm. Lesak pointed out that the applicant took into consideration the comments made by the Commission at the previous meeting and made good design and material choices accordingly. Comm. Lesak also felt that that the project was a definite improvement and that the design is more consistent with the neighborhood than the previous design.

Comm. Dahl pointed out that the meeting with the applicant and Mr. Sissi was very productive. Comm. Dahl also noted that the initial design/concept was good but the project contained drawing errors, which were resolved in the new submittal. Mr. Fenske provided clarification, regarding the differences between the railing on top of the garage and the railing on top of the upper deck. Comm. Dahl was pleased that the architect and homeowner made changes according to the direction provided by the Planning Commission.

Vice-Chair Braun thanked the applicant for doing a great job of working with the Commission, which resulted in a very good project.

Chair Koldus thanked the applicant for being amenable to the direction of the Planning Commission.

After considering the staff report and draft resolution, a motion was made by Comm. Tom, seconded by Comm. Dahl to approve the project as submitted by staff.

The motion carried 5-0.

Resolution 19-13

Since Chair Koldus did not open up the public comments section at the beginning of the agenda, she opened it up after item number one.

## 2. Public Comments

None

## ADMISISTRATION

### 3. Comments from Council Liaison

Dr. Richard D. Schneider noted that there are difficulties in the Planning and Building department; therefore, he requested that the Commission provide comments, regarding solutions to the difficulties.

### 4. Comments from Planning Commissioners

Vice-Chair Braun pointed out that the difficulties that reside in the Planning and Building department need to be resolved.

Comm. Tom noted that due to a lack of leadership in the Planning and Building department, it will be difficult to have the General Plan completed.

Chair Koldus pointed out that record keeping is important but the building division, permit process is outdated; therefore, changes need to be made to upgrade the process.

Vice-Chair Braun pointed out that the open counter hours for the Planning and Building department have decreased.

Comm. Lesak pointed out that he met with the applicant for 901 Fair Oaks Avenue, which resulted in a productive discussion and revised plans, which were very good.

### 5. Comments from Staff

Mr. Bergman expressed his concerns about managing an under staffed department. He noted the following: 1) an analogue system is currently utilized in the building permit process, which is not completely accurate; 2) Counter hours were decreased to have an available planner present to answer questions; 3) a competent team is working on the General Plan; therefore, it will be completed; 4) and he read aloud a list of large ongoing projects within the City.

## ADJOURNMENT

6. Chair Koldus adjourned the meeting at 7:09 p.m. to the regular Planning Commission meeting scheduled on September 10, 2019.

**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 September 10, 2019.

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

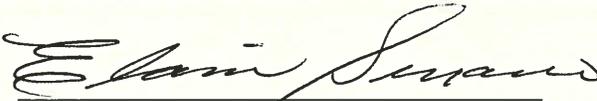


Kelly M. Koldus, Chair



Richard Tom, Secretary to the Planning  
Commission

ATTEST



Elaine Serrano, Recording Secretary