

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
CONVENED THIS 28th DAY OF JULY 2014, 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: 6:30 p.m.</p> <p>Commissioners Present: Anthony George, Chair Kristin Morrish, Vice-Chair Evan Davis, Secretary Steven Friedman Steven Dahl</p> <p>Council Liaison: Robert S. Joe</p> <p>Staff Present: David G. Watkins, Director of Planning and Building Ivy M. Tsai, Deputy City Attorney John Mayer, Senior Planner</p> <p>Vice-Chair Morrish led the pledge of allegiance.</p>
<p>PUBLIC COMMENTS</p>		<p>None</p>
<p>CONTINUED HEARINGS</p>	<p style="text-align: center;">1</p>	<p>1007 Mission Street (Conditional Use Permit – 6 Month Review)</p> <p>Assistant Planner Knarik Vizcarra presented her staff report, regarding a six month review of an existing Conditional Use Permit Modification. Ms. Vizcarra reviewed the history of the project and noted that in January, 2014 the Commission approved of additional conditions and requested another six-month review, due to police calls [noise concerns & loitering], neighborhood comments and unmet conditions. Ms. Vizcarra noted that the urgent concerns, regarding soundproofing and Building/Fire Code were met by the applicant. Since the month of January, the police department received a total of four police calls, regarding disturbances and loud music. Three of the calls were for loitering and one was for loud music. Ms. Vizcarra suggested including an additional condition to remedy the issues surrounding persistent loitering and loud outdoor speaking, such as stationing a staff member at the door from 10:00 p.m. to closing for the purpose of monitoring outdoor activity and to remind patrons of the rules. The applicant, Mr. Griffin requested to have this condition (cond.) modified and to have an employee designated as a lookout instead of stationed, similar to a bouncer, at the front door. Regarding the conditions, Ms. Vizcarra requested the following changes: 1) <u>Cond. 7</u> - the selection of a one year review instead of a six month review; and 2) <u>Cond. 9</u> - the front door is to remain closed starting at 9:30 p.m. instead of during business hours. At the conclusion of her presentation, Comm. Davis inquired if the following changes could be</p>

made to the conditions: 1) Cond. 3 – striking the last part of the condition, which says, "...unless Cond. 4 is not met."; 2) Cond. 6 – must be reviewed and approved instead of review and approve; and 3) Cond. 9 – affecting instead of effecting.

Vice-Chair Morrish verified with Ms. Vizcarra that the Fire Department checked the building after a sculpture was placed in the exit area.

Chair George declared the public hearing open.

The applicant/owner Joseph Griffin introduced himself to the Commission and noted that he has complied with the Planning Commission's direction and has posted signs at his establishment, regarding, "No Smoking" and "No Loitering". As stated in the staff report by Ms. Vizcarra, Mr. Griffin requested to change condition #2. He requested to have a staff member "keep an eye on the door" rather than to be assigned to the door.

Chair George noted that Mr. Griffin's request was received and that it will be discussed by the Commission during their discussion time.

Comm. Davis requested a status on how the front door is currently being monitored. Mr. Griffin noted that the door has been somewhat unattended during business hours.

Mr. Griffin requested to keep the door open during the day so that people passing by would notice that the restaurant is open for business, and to have the door closed during the evening starting at 9:30 p.m., instead of having it closed during the day and evening, as stated in the original conditions. Comm. Davis suggested having a staff member check the door about every 15 to 20 minutes. Mr. Griffin was in agreement with Comm. Davis' suggestion.

Chair George thanked Mr. Griffin for complying with the Commission's requests regarding the changes that needed to be made to his restaurant.

Seeing that there were no other speakers in favor of or in opposition to this project, Chair George declared the public hearing closed.

The Commission continued discussion on this item and noted the following: a) Commissioners have passed by the pub at night and noticed that the door was not being monitored and the restaurant noise traveled down the street for a good distance; b) cond. #2 has been violated more often than it has been complied with; c) to remedy the issue of noise pollution, it was suggested to keep cond. #7 at a six month review at the administrative level, instead of changing it to a one year review at the Commission level; and d) uphold cond. #9 – [Door Closed] assign staff to monitor the door instead of stationing an employee at the door. Perhaps, have a rotating schedule where

		<p>staff rotates monitoring the door every 15 minutes; and 4) Cond. #2 – make it conditional [if the condition is not met, a staff member will be stationed at the door] and keep the review at the Commission level.</p> <p>The Commission was in agreement that Griffins of Kinsale is an asset to the community and nice restaurant to frequent.</p> <p>Deputy City Attorney Tsai suggested bringing this item back at a six month review. If the applicant does not adhere to cond. #2, the Commission may require the owner to station an employee at the door.</p> <p>The Commission discussed whether to omit or modify cond. #2 and to retain condition #6. It was noted that the applicant has the freedom to choose how to implement the door monitoring by his staff.</p> <p>Chair George reopened the public hearing. Mr. Griffin was in agreement with the decision of the commission and noted that he will ensure that his employees monitor the front door and understand the consequences if the door is not monitored.</p> <p>A motion was made by Comm. Davis, seconded by Comm. Friedman to approve the Conditional Use Permit Modification as stated in the staff report, including the following changes: a) <u>cond. #2</u> - delete it; b) <u>cond. 3</u> – end the sentence after Saturday and strike unless condition 4 is not met by February 28, 2014.; c) <u>cond.6</u> – change review to reviewed; d) <u>cond. 7</u> - retain the 6 month review and the Commission as the reviewing body; e) <u>cond. 9</u> – add “after 9:30 p.m.” and delete during business hours; therefore, the new sentence will read as follows: The front door to remain closed at <u>9:30</u> p.m.; and f) changing effecting to affecting.</p> <p>Chair George suggested amending condition #2 instead of deleting it, so that the condition serves as a watch authority.</p> <p>In response to Chair George’s comment, Comm. Davis noted that it was discussed previously that if the front door is not closed after 9:30 p.m. for the purpose of reducing street noise, proposed cond. #2 will be approved so that a restaurant staff member will be stationed at the door.</p> <p>The motion carried 4-0. (Resolution 14-16)</p>
<p>PUBLIC HEARINGS</p>	<p>2</p>	<p>1119 Fair Oaks Avenue (Alcohol Conditional Use Permit Modification - Grassroots)</p> <p>Chair George noted that City Council Liaison, Bob Joe joined the meeting.</p> <p>Senior Planner, John Mayer presented staff’s request to continue this item to the next regularly scheduled meeting.</p>

	<p>Chair George declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to this project, Chair George declared the public hearing closed. At the request of Deputy City Attorney Tsai, Chair George re-opened the public hearing.</p> <p>A motion was made by Comm. Friedman, seconded by Vice-Chair Morrish to continue this item to the special meeting scheduled on August 7, 2014.</p> <p>The motion carried 5-0.</p>
3	<p>291 St. Albans Ave. (Hillside Development Permit/Design Review – Single Family Residence)</p> <p>Planning Director, David Watkins recused himself from voting on this item due to proximity concerns and left the City Council Chambers.</p> <p>Senior Planner, John Mayer presented his staff report, regarding approval for a Hillside Development Permit (HDP) and (DR) for 291 St. Albans Ave. to add a third level to the bottom portion of the house. The proposed square footage for the project is 845 square feet. The applicant also proposed to reconfigure the floor plan to include a stair case, which will travel through the house from the front entrance down to the lower floors. Mr. Mayer reviewed the details of the project. Mr. Mayer noted that the property line is along the garage instead of at the street level as noted in the plans. New window openings [large rectangular windows] were proposed on the front and back elevations. This project was presented to the Commission due to the 30% slope of the project site. At the conclusion of his project, Comm. Dahl verified with Mr. Mayer that the middle level was included in the square footage, along with the stairwell.</p> <p>Chair George declared the public hearing open. The applicant, Christian Poloni introduced himself to the Commission. He reviewed the details of the project and noted the following: 1) a front staircase will replace the existing narrow staircase; 2) a balcony at the rear side of the property including new windows were incorporated into the project design; 3) a master bedroom, walk-in closet and family room with laundry access were proposed on the third level; and 4) all changes will stay in keeping with the design of the project.</p> <p>Comm. Dahl noted that the applicant chose a clever design for the project but pointed out that the plans were not clear. Comm. Dahl requested clarification; therefore, he reviewed the details of plans with the applicant. He noted that there were conflicts in the plans. Chair George noted that one or two landings should be included in the drawings for the spiral stair case.</p> <p>Seeing that there were no other speakers in favor of or in opposition to the project, Chair George declared the public hearing closed.</p>

	<p>The Commission discussed the project and noted the following: 1) materials and details for the spiral stair case, the railing and the exterior of the house were not included in the plans; 2) the existing home is horizontal in nature but the addition, especially in the front, is vertical in nature [design issues]; and 4) approval for a Hillside Development Permit and Design Review should go hand in hand.</p> <p>By general consent Comm. Dahl was selected to review the plans with the applicant at the counter after the changes are made.</p> <p>The Commission discussed continuing this item to the next regularly scheduled meeting to provide the applicant with additional time to make changes to the plans and to provide project details. The Commission requested that the applicant provide details for the windows, doors, railing and the exterior spiral stair case, including stucco notes.</p> <p>Comm. Dahl noted the following inconsistencies/issues should be corrected; therefore, they were included in his motion as follows: 1) the vicinity map was not legible; therefore it should be corrected; 2) the front setback was incorrect; 3) the property line is at the front of the garage instead of at 20 feet in front of the garage as stated in the plans; 4) the existing laundry room was not included in the drawings; 5) stair issues need to be corrected; 6) the lower level may have to become a split level; 7) door, window, railing and spiral stair details including stucco notes must be included; 8) the addition is not compatible with the existing home [vertical as opposed to horizontal]; and 9) a door opening should be included in the drawings, so that the master bedroom can be accessed from the inside of the house; and 10) the new balcony, off of the master bedroom on the lowest level, needs support at the corner to hold up the two levels above it.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Dahl, seconded by Comm. Friedman to continue this item to the next regularly scheduled meeting on August 25, 2014 to provide the applicant with additional time to address the aforementioned inconsistencies/issues.</p> <p>The motion carried 5-0.</p>
4	<p>191 Monterey Road (Conditional Use Permit/Hillside Development Permit – New Multi-Family)</p> <p>Mr. David Watkins returned to the City Council Chambers and joined the meeting.</p> <p>Deputy City Attorney presented staff's request to continue this item to the next regularly scheduled meeting</p> <p>Chair George declared the public hearing open.</p>

		<p>A motion was made by Comm. Friedman, seconded by Vice-Chair Morrish, to continue this item to the special meeting scheduled on August 7, 2014.</p> <p>The motion carried 5-0.</p>
	5	<p>2131 Hanscom Drive (Hillside Development Permit – New Single Family Residence)</p> <p>This item was pulled from the agenda by city staff.</p>
	6	<p>1515 Garfield Avenue (Conditional Use Permit Modification – Child Care Center with Traffic Study)</p> <p>Senior Planner, John Mayer presented staff's request to continue this item to the special meeting scheduled on August 7, 2014.</p> <p>Chair George declared the public hearing open.</p> <p>A motion was made by Comm. Morrish, seconded by Comm. Davis, to continue this item to the special meeting scheduled on August 7, 2014.</p> <p>The motion carried 5-0.</p>
	7	<p>Status Report – 820 Mission Street (Abbot Labs)</p> <p>Senior Planner, John Mayer presented a status report on the mixed use multi-family project at 820 Mission Street. Mr. Mayer reviewed the history of the project and noted the following: 1) the developer submitted all project plans in a timely manner; 2) the fees were set at about \$88,000; 3) the building division will review all of the construction plans; therefore Intracorp will have 18 months to acquire permits; and 4) if additional time is needed to pull permits, Intracorp will have to return to the Commission for approval.</p>
	8	<p>Minutes of the Planning Commission's June 23, 2014</p> <p>The minutes for June 23, 2014 were approved with minor corrections.</p>
	9	<p>Comments from City Council Liaison</p> <p>Councilmember Joe reviewed the following decisions made by the City Council: 1) <u>July 2, 2014</u> - The City Council considered whether to move forward with the adoption of water & sewer capacity charges. The council elected to have staff return with different scenarios of implementation for the capacity charge and with information on rates for other communities; 2) Abbot Labs expressed their concerns about the new developer [six month reviews should continue]; 3) <u>July 17, 2014</u> – the first reading of chapter 31.48 was presented. The Natural Resource & Environmental Commission recommended establishing a requirement for adjacent property owners to maintain the parkway pursuant to specific standards and the usage of drought tolerant plants. The Council directed staff to return with information on the</p>

		usage of artificial turf for parkways and to be studied by the Public Works department, the Cultural Heritage Commission and by the Planning Commission before it will be considered to be included in the ordinance.
	10	Comments from Planning Commissioners Vice-Chair Morrish and Chair George complemented Comm. Dahl on doing a great job of reviewing of plans for 291 St. Albans Avenue.
	12	Comments from Staff Mr. Watkins noted the following: 1) a History Night will be hosted by the Cultural Heritage Commission and City staff, which will trace how the city evolved and the architecture during the City's historic time periods. This event will be funded by a grant for the Historic Context Statement.
ADJOURN- MENT	13	The meeting adjourned at 7:45 p.m. to the special Planning Commission meeting scheduled for August 7, 2014.

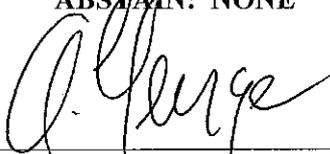
I HEREBY CERTIFY that the foregoing minutes were adopted by the Planning Commission of the City of South Pasadena at a meeting held on August 25, 2014.

AYES: DAHL, GEORGE, FRIEDMAN & MORRISH

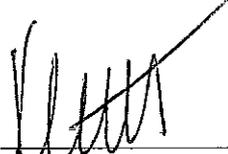
NOES: NONE

ABSENT: DAVIS

ABSTAIN: NONE

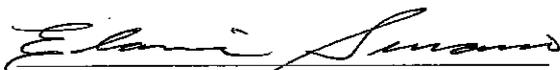


Anthony R. George, Chair



Kristin Morrish, Vice-Chair

ATTEST:



Elaine Serrano, Recording Secretary