

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
CONVENED THIS APRIL 25TH, 2011, 6.30 P.M. AT
COUNCIL CHAMBERS, 1424 MISSION STREET**

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| ROLL CALL | | <p>Meeting convened at: 6:34 p.m.</p> <p>Commissioners Present: J. Stephen Felice, Chair Vijay Sehgal, Vice-Chair Anthony George, Secretary Steve Friedman, Commissioner Richard Tom, Commissioner</p> <p>Council Liaison: Richard D. Schneider, M.D. (Arrived at 6:35)</p> <p>Staff Present: Richard L. Adams II, City Attorney John Mayer, Senior Planner Paul Garnett, Assoc. Planner Jose Villegas, Planning Intern Elaine Serrano, Recording Secretary</p> <p>Comm. George led the pledge of allegiance.</p> |
| PUBLIC COMMENTS | | |
| PUBLIC HEARING | 1 | <p>923 El Centro Street (New Mixed Use – Variance and Design Review)</p> <p>Associate Planner, Paul Garnett requested a continuance for this item to a future meeting, due to a recent discovery, by way of an amendment to the Mission Street Specific Plan, stating that a Conditional Use Permit is required for a mixed use project such as this one. Mr. Garnett suggested that the Commission review the request for the variance and for the Design Review but the applicant requested a continuance of the entire matter to the next regularly scheduled meeting on May 23, 2011. Mr. Garnett apologized to the applicant and to the public for the delay in hearing this item.</p> <p>Chair Felice declared the public hearing open. Linda Lau, president of the Home Owners Association at 909 El Centro spoke, regarding the impact of this project on a neighboring complex.</p> <p>No action was taken on this matter. Staff advised that it would be re-noticed as a new item for a subsequent meeting.</p> |
| CONTINUED HEARINGS | 2 | <p>115 Peterson Avenue (Hillside Development Permit/Design Review – New Single Family Addition)</p> <p>Associate Planner, Paul Garnett presented his staff report, regarding approval for a Hillside Development Permit and Design Review for the construction of a 2,832 square foot single-family house. This item was continued from</p> |

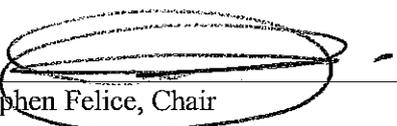
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| | | <p>the March 28, 2011 meeting at the request of the Commission to provide the applicant with additional time to adjust the drawings to correspond with the project model and to provide additional details on certain aspects of the design. Mr. Garnett pointed out that the applicant addressed the concerns of the Commission in the current drawings. Staff recommended that the Commission approve the project and adopt the Negative Declaration. At the conclusion of his staff report, the Commission did not have questions for Mr. Garnett.</p> <p>Chair Felice invited the applicant to speak at the podium. Mr. Jim Fenske, the project architect pointed out that the drawings were modified to obtain accordance with the project model. Mr. Fenske commented that the window details were changed as follows: 1) the wood windows open in towards the building; 2) the bottom level windows will be pushed back; and 3) Lexan screening will be utilized on the windows located on the upper level.</p> <p>Comm. George reviewed the window details and the materials with Mr. Fenske.</p> <p>Chair Felice declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to the item, he declared the public hearing closed.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Tom, seconded by Comm. Friedman to approve the Hillside Development permit, Design Review and the Negative Declaration for 115 Peterson, per the submitted plans.</p> <p>The motion carried 5-0. Resolution No. (11-11)</p> |
| <p>PUBLIC HEARINGS</p> | <p>3</p> | <p>Downtown Project (Planned Development Permit Extension)</p> <p>Chair Felice opened the public hearing to entertain a motion for continuance, due to a noticing issue, regarding this item.</p> <p>A motion was made by Comm. Friedman, seconded by Comm. Tom to continue this item to the next regularly scheduled meeting on May 23, 2011.</p> <p>The motion carried 5-0.</p> |
| | <p>4</p> | <p>304 Pasadena Avenue (Conditional Use Permit)</p> <p>Planning Intern, Jose Villegas presented his staff report, regarding approval for a Conditional Use Permit to establish a child day care facility in a 4,200 square foot space. At the conclusion of his staff report, the Commission did not have questions for Mr. Villegas.</p> <p>The applicant Sarah Gurley, 1218 Blair Avenue, spoke on behalf of the project. She presented her goals and objectives for the day care center. Ms. Gurley pointed out the different activities that will be offered to children at the day care center and briefly spoke about her educational qualifications.</p> |

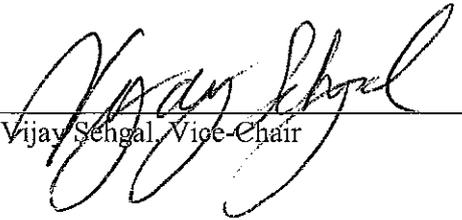
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| | | <p>She answered questions from the Commission, regarding the following topics: 1) project funding, 2) warehouse space - existing, 3) play area - covered, 4) facility uses - former, 5) facility improvements, 6) preliminary environmental assessment, 7) materials - previously used, 8) child security, and 9) demolition - scope.</p> <p>Mr. Villegas presented the Commission with revised conditions of approval.</p> <p>Chair Felice declared the public hearing open. Erica Rowland, spoke in favor of this item. Chair Felice declared the public hearing closed.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Tom, seconded by Comm. Sehgal to approve the Conditional Use Permit for the project at 304 Pasadena Avenue.</p> <p>The motion carried 5-0. Resolution No. (11-12)</p> |
| <p>DISCUSSION</p> | <p>5</p> | <p>Sign Ordinance and Sign Guidelines</p> <p>Associate Planner, Paul Garnett presented his staff report, regarding a request for Planning Commission direction for a Zoning Code amendment for citywide sign regulations. Mr. Garnett pointed out that the Planning Commission initiated a Zoning Code amendment two years ago. Staff met with a subcommittee comprising of the Planning Commission, the Cultural Heritage Commission, the Design Review Board, and the Chamber of Commerce, resulting in a “walking tour” through the commercial areas of the city. Staff identified areas of concern, summarized them and offered possible ways to amend the existing Zoning Code and the Mission Street Specific Plan.</p> <p>Mr. Garnett pointed out that discussion on this item is for the purpose of acquiring direction from the Commission before returning to the Commission with a formal ordinance.</p> <p>The Commission discussed whether it would be fruitful having a subcommittee review the comments first. Mr. Garnett suggested that the Commission discuss the summarized comments and then have the subcommittee meet to discuss them.</p> <p>It was the consensus of the Commission to have a subcommittee review this item prior to it returning to the Planning Commission.</p> <p>Chair Felice volunteered to be a part of the subcommittee.</p> |

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| | 6 | Minutes of the Planning Commission's March 28, 2011 meeting The minutes of the Planning Commission for March 28, 2011 were approved with a minor correction. |
| | 7 | Comments from City Council Liaison: Dr. Schneider commented on last month's item, regarding massage establishments. |
| | 8 | Comments from Planning Commissioners: Vice-Chair Sehgal invited the public to attend the SPEF Parti Gras on June 4, 2011 at 6:30 p.m. |
| | 9 | Comments from Staff: None |
| ADJORN- MENT | 10 | The meeting adjourned at 7:35 p.m. to the next meeting of the Planning Commission scheduled for May 23, 2011. |

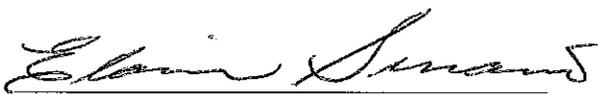
I HEREBY CERTIFY that the foregoing minutes were adopted by the Planning Commission of the City of South Pasadena at a meeting held on May 23, 2011.

AYES: FELICE, SEHGAL. TOM
NOES: NONE
ABSENT: FRIEDMAN, GEORGE
ABSTAIN: NONE


 J. Stephen Felice, Chair


 Vijay Sehgal, Vice-Chair

ATTEST:


 Elaine Serrano, Recording Secretary