

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
CONVENED THIS MARCH 28TH, 2011, 6:30 P.M. AT
COUNCIL CHAMBERS, 1424 MISSION STREET**

ROLL CALL		<p>Meeting convened at: 6:35 p.m.</p> <p>Commissioners Present: J. Stephen Felice, Chair Vijay Sehgal, Vice-Chair Richard Tom, Secretary (arrived at 6:37 p.m.) Steven Friedman, Commissioner Anthony George, Commissioner</p> <p>Council Liaison: Richard D. Schneider, M.D. (arrived at 6:41 p.m.)</p> <p>Staff Present: David G. Watkins, Director of Planning and Building Ivy Tsai, Deputy City Attorney John Mayer, Senior Planner Paul Garnett, Assoc. Planner Jose Villegas, Planning Intern Knarik Vizcarra, Planning Intern</p> <p>Comm. George led the pledge of allegiance.</p>
CONTINUED HEARING	1	<p>255 Hillside Road (Variance – Wall/Gate in Front Yard)</p> <p>Associate Planner, Paul Garnett presented the applicant’s request to continue this item to the next regularly-scheduled meeting on April 25, 2011, for the purpose of providing the applicant with additional time to work on the project.</p> <p>A motion was made by Comm. Friedman, seconded by Comm. George to continue this item to the next regularly scheduled meeting on April 25, 2011. The motion carried 4-0.</p>
	2	<p>736 Mission – ARCO gas station (Conditional Use Permit-Minimart/ 24 Hour Operation/Beer and wine sales)</p> <p>Associate Planner, Paul Garnett presented his staff report, regarding approval for a Conditional Use Permit modification and Design Review to incorporate a convenience store at an existing gas station located at 736 Mission Street. This item was continued from the January 24, 2011 meeting. Mr. Garnett pointed out that the applicant provided additional details to staff, such as an analysis for the average length of time customers spend at convenience stores and the average size of convenience stores. Per the submitted trip generation study, the addition of the convenience store will not detrimentally affect the dynamics of the site. Mr. Garnett pointed out that conditions 4 and 5 were amended to address the maximum percentage of the store area to be</p>

	<p>used for alcohol sales, and that conditions were added to address age verification for alcohol sales and staff training. The applicant was in agreement with including a six-month review for the purpose of assessing whether the project becomes a public nuisance, as previously suggested by the Commission. At the conclusion of his presentation, the Commission did not have questions for Mr. Garnett.</p> <p>Erika Skeie, the project representative from the Fieldler Group, pointed out that additional data was provided to staff as requested by the Commission, regarding store transactions and trip generation related to convenience stores. Ms. Skeie summarized the additional details submitted to the Planning and Building department. Ms. Skeie answered the following questions from the Commission: 1) what percentage of patrons go to convenience stores to purchase gasoline; 2) what percentage of sales are attributed to alcohol sales; 3) will it be possible to use warm interior lighting for the store; and 4) will it be possible to use signage for the purpose of controlling traffic flow, especially behind the convenience store.</p> <p>Comm. Friedman requested to have data provided, regarding alcohol sales across a typical sales day.</p> <p>Richard Pool, the Traffic Engineer from Associated Transportation Engineers, discussed the trip generation study provided for the project and noted that a follow-up review of customer patterns may be provided at the six-month review of the CUP.</p> <p>Chair Felice declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to this item, he declared the public hearing closed.</p> <p>Per the request of Chair Felice, Mr. Garnett clarified that the proposed closing time for the gas station was at 11:00 p.m.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Tom, seconded by Comm. Friedman to approve the Conditional Use Permit Modification and Design Review for the project at 736 Mission Street subject to a follow-up review six months after the issuance of the Certificate of Occupancy for the enlarged convenience store.</p> <p>Comm. Friedman amended Comm. Tom's motion by requesting that the traffic engineer evaluate the patronage patterns and tabulate the percentage of sales regarding beer and wine, which is to be included at the six month review.</p> <p>Comm. Felice amended Comm. Tom's motion to include a review of the effectiveness of the directional and informational signage in the six-month</p>
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		<p>review.</p> <p>Comm. Friedman further amended Comm. Tom's motion by requesting an updated trip generation study in the six-month review.</p> <p>The motion carried 5-0. (Resolution 11-07)</p>
	<p>3</p>	<p>1744 Peterson Avenue (Hillside Development Permit/Design Review – Addition and New Garage)</p> <p>Planning Intern, Jose Villegas presented his staff report, regarding approval for a Hillside Development Permit and Design Review for an addition and a new carport at 1744 Peterson Avenue. Mr. Villegas reviewed the details of the project and pointed out that the proposed tower was removed from the project plans. This item was continued from the February 28, 2011 meeting for the purpose of providing the applicant with additional time to submit revised plans and additional materials requested by the Commission as follows: 1) detailed information on the entry pathway to the main door; and the 2) proposed tower revisions. The four required findings for Design Review and the five required findings for a Hillside Development Permit were made. At the conclusion of his staff report, Mr. Villegas read aloud the changes made to the revised resolution in section 2 of page 2 and section 3 of page 3 as follows: "Pursuant to SPMC Section 36.410.040, the Planning Commission hereby finds that the design and layout of the proposed development:.."</p> <p>Susie Gabriel, the designer for the project pointed out that the following changes were made to the plans: 1) the proposed tower was removed from the design of the project; and 2) the main entrance was highlighted by a brick pathway.</p> <p>The public hearing was declared open by Chair Felice. Seeing that there were no speakers in favor of or in opposition of the project, Chair Felice closed the public hearing.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. George, seconded by Comm. Tom to approve the project at 1744 Peterson as submitted by staff.</p> <p>The motion carried 5-0. (Resolution 11-08)</p>

<p>PUBLIC HEARINGS</p>	<p>4</p>	<p>1725 Camino Lindo (Hillside Development Permit/Design Review – Single Family Addition)</p> <p>Planning Intern Jose Villegas presented his staff report, regarding approval for a Hillside Development Permit and Design Review for a 280.8 square foot single story addition and a 288 square foot atrium entrance. The five required findings for the Hillside Development and the four required findings for Design Review were made. Mr. Villegas presented the Commission with a revised resolution and a revised rendering of the project.</p> <p>John Corey, the project architect pointed out that the large gable was retained and that the atrium will make good use of the open space in front of the house. The front elevation was unified by using the open space in front of the house with the atrium. Mr. Corey answered questions from the commission regarding the following: 1) window type (fiberglass windows), and 2) cricket location. Regarding A1.2 on the proposed front elevation, the visible roof will remain unchanged. The post and beam plaster assembly in the front construction will be covered with plaster.</p> <p>Chair Felice declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to 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. George to approve the Hillside Development Permit and Design Review for the project at 1725 Camino Lindo.</p> <p>Comm. George amended Comm. Tom’s motion by including the following directions to the architect: 1) lattice should be added on the East elevation; 2) the triangular cricket should be at the entry level on the garage side; and 3) there should be no roofing material on the front columns and beams (plaster only)</p> <p>The motion carried 5-0. (Resolution 11-09)</p>
	<p>5</p>	<p>623 Indiana Terrace (Hillside Development Permit/Design Review – Single Family Addition)</p> <p>Planning Intern, Knarik Vizcarra presented her staff report, regarding the application for a Hillside Development Permit and Design Review to construct an elevated deck in the side and rear yard for the purpose of extending an outdoor recreation area. Ms. Vizcarra reviewed the details of the project.</p> <p>The applicant Helen Moor, representing Studio by Design, introduced herself to the Commission. The owner, Mr. Bar-Cohen pointed out that the Fiberon decking material was made out of a synthetic wood material.</p>

	<p>Chair Felice declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to the 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 Vice-Chair Sehgal to adopt the resolution approving the Hillside Development Permit and Design Review for the project at 623 Indiana Terrace.</p> <p>The motion carried 5-0. (Resolution 11-10)</p>
6	<p>115 Peterson (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 to construct a 2,832 square foot Contemporary/Modern-style single family house. Mr. Garnett pointed out the following: 1) the five required findings for the Hillside Development Permit were made and the four required findings for Design Review were made; 2) the project is in accordance with the City’s Design Guidelines; 3) the project required a large amount of grading; and 4) water efficient landscaping was included in condition number six. At the conclusion of his staff report, the Commission did not have questions for Mr. Garnett.</p> <p>Mr. Jim Fenske, the project architect, reviewed the proposed design details and materials for the project. Comm. George pointed out that there were discrepancies between the study model and the proposed plans. The Commission discussed the following topics with Mr. Fenske: 1) plane accuracy , 2) material articulation, 3) garage articulation , 4) garage set backs, 5) window details, 6) stair placement, 7) atrium grate, 8) glass bridge, 9) high parapet walls,10) project massing, and 11)water runoff plans.</p> <p>Vice-Chair Sehgal presented his design solutions, regarding the high parapet garden walls.</p> <p>Chair Felice declared the public hearing open. Seeing that there were no speakers in favor of or in opposition to the item, the public hearing was declared closed by Chair Felice.</p> <p>Chair Felice read aloud addresses and comments from a petition submitted to the Commission by neighbors/occupants in support of the project as follows: 1) 4935 Harriman Ave., 118 Peterson Ave. and 117 Peterson Ave. Comment: (118 Peterson Ave.) – “My signature is contingent on this project being completed within two years of the start of construction.”</p>

	<p>The Commission continued discussion on the item and pointed out the following: 1) the study model did not accurately match the drawings, 2) the guard railing details of the balconies were well done; 3) the window heights did not appear to align properly, and 4) there were proportional differences between the model and drawings.</p> <p>Chair Felice re-opened the public hearing. Mr. Fenske was in agreement with having this item continued to the next regularly-scheduled meeting.</p> <p>The Commission discussed whether this item should be reviewed by a subcommittee instead of returning to the Planning Commission. David Watkins, the Director of Planning and Building, clarified that a decision on this item could “only” be made by the Planning Commission.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Friedman, seconded by Comm. Tom to continue this item to the next regularly scheduled meeting on April 25, 2011.</p> <p>The motion carried 5-0.</p>
7	<p>Recommendations to the City Council on Fire Code Amendments</p> <p>Chair Felice pointed out that an AdHoc Committee was appointed by the Planning Commission for the purpose to review, analyze and make recommendations to the City Council on Fire Code Amendments.</p> <p>Comm. George briefly thanked his committee members and Chief Wallace for assisting him in a job well done.</p> <p>Comm. George pointed out the following recommendations made by the AdHoc Committee: 1) Item 1.1 and 1.2 in the Committee report entails the committee’s recommendation for the Planning Commission to the City Council; 2) attachment “A” contains the recommended language for the Planning Commission to the City Council; and 3) all of the 902.1 designations need to be changed to 903.2, relative to the language in attachment “A”</p> <p>Comm. George pointed out that the committee has additional work to do in establishing the Fire Hazard Severity Zone map. A street designation was chosen to mitigate the conditions that the Hillside presents from a fire safety stand point (this item should be referred back to the committee). Paragraph 902.1.11.10.1 – the wording, “Regardless of floor area, an automatic sprinkler system shall be installed where a new dwelling unit is added to any existing structure” (this wording should be referred back to the committee for further clarification).</p> <p>The Commission continued discussing the recommendations of the AdHoc Committee. Comm. George answered questions, regarding the Committee report and fire sprinklers in relationship to granny flats.</p>

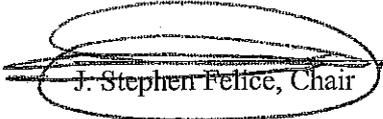
		<p>Fire Chief Wallace pointed out the following: 1) the code is adopted by the state every three years 2 m8) cities and counties are required to adopt the code by January 1st; 3) prior to January 1st, cities and counties can make the code more restrictive based upon the needs of their city; 4) local fire departments meet to discuss the fire code; and 5) individual departments need time to discuss and tailor make the Fire Code to fit departmental needs.</p> <p>The Commission continued discussion on what would be a reasonable amount of time for the Planning Commission to review the Fire Code</p> <p>A motion was made by Comm. George, seconded by Comm. Tom recommending that the Planning Commission recommend to the City Council per the Fire Ordinance AdHoc Advisory's recommendation: items 1.1 and 1.2 of the Committee Report dated March 24, 2011 with the correction of the language of 903.2 to read 903.3 in all of the subsections. The wording in Section 903.2.11.10.1 should be written to specifically refer to granny flats. The committee will establish the Fire Severity Zone as defined by street.</p> <p>The motion carried 5-0.</p>
	8	<p>Massage Business – Recommendation to City Council</p> <p>David Watkins, the Director of the Planning and Building Department, presented his staff report, regarding a request by the City Council to the Planning Commission to consider additional regulations for massage establishments including, but not limited to the need for a moratorium, and to make the appropriate recommendations.</p> <p>Mr. Watkins reviewed the history of this item and referenced a letter sent by Ms. Lisa Pendalton to the City Council regarding the influx of massage establishments within the city. Mr. Watkins made a correction to his staff report under the heading of <u>Analysis</u>. Mr. Watkins read aloud the last sentence in the second paragraph, regarding massage establishments as follows: “Establishments or therapists who do not have state-certification may still choose to apply for a local permit through the Police Department.” This sentence was incorrect; therefore, Mr. Watkins read aloud the correct sentence as follows, <u>“Establishments or therapists who do not have state-certification must apply for local permit through the Police Department.”</u></p> <p>Mr. Watkins pointed out that the existing “Personal Services” category is far too broad and includes uses that do not have similar operating characteristics, such as tanning salons and dry cleaners. Staff recommended that the Planning Commission consider a code amendment that would create a new land use category with the possible title of “Personal Improvement” or “Personal Wellbeing”. Establishments such</p>

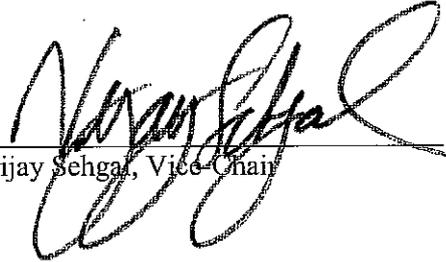
	<p>as beauty salons, barber shops, massage businesses and tanning salons would be removed from “Personal Services” and placed in the new land use category. A CUP would be required for the uses in the new category for the CG zone only. A similar type of amendment will be suggested for the Mission Street Specific Plan. Mr. Watkins pointed out the need for a moratorium for massage establishments.</p> <p>Mr. Watkins answered the following questions from the Commission regarding 1) if massage establishments can have their own land use category; and 2) are there issues regarding other businesses besides massage establishments.</p> <p>Chair Felice declared the public hearing open. Ms. Lisa Pendleton, 1241 Blair Ave. spoke in favor of the item and discussed massage regulations.</p> <p>Mr. Watkins pointed out that you can have variety of uses in pedestrian districts but there should be a healthy balance of uses</p> <p>Chair Felice declared the public hearing closed.</p> <p>The Commission continued discussion on the item.</p> <p>After considering the staff report, Chair Felice made a motion to support a recommendation to the City Council, recommending the initiation of a code amendment to investigate the CUP process to incorporate the class of uses such as tanning salons, barber shops, massage parlors, massage establishments, hair salons, and nail salons.</p> <p>Comm. Tom clarified that Chair Felice’s motion included a recommendation to the City Council and that staff initiate a Zoning Code amendment to address Personal Services, regarding massage businesses, barber shops, nail salons, hair salons and tanning salons, seconded by Comm. Tom.</p> <p>The motion carried 5-0.</p> <p>A motion was made by Comm. Tom, seconded by Vice-Chair Sehgal to make a recommendation to the City Council to adopt a moratorium for the businesses in the new land use category.</p> <p>The motion carried 3-2 with Chair Felice and Comm. Friedman as the dissenting parties.</p>
9	<p>Planning Commission Reorganization</p> <p><u>David Watkins opened nominations for the Chair’s seat.</u></p> <p>Com Tom nominated Chair Felice to continue his duties as Chair for the Planning Commission for the current year. Chair Felice accepted the nomination. A motion was made by Chair Tom, seconded by Comm. George to elect Chair Felice to continue his duties in the current year as Chair for the Planning Commission. The motion carried 4-0 (1 abstention</p>

		<p>- Felice)</p> <p><u>Chair Felice opened nominations for the Vice-Chair's seat.</u></p> <p>Comm. George nominated Vice-Chair Sehgal to continue his duties as Vice-Chair for the Planning Commission for the current year. Vice-Chair Sehgal accepted. A motion was made by Comm. George, seconded by Chair Felice to elect Vice-Chair Sehgal to continue his duties for the current year as Vice-Chair for the Planning Commission. The motion carried 5-0</p> <p><u>Chair Felice opened nominations for the Secretary's seat.</u></p> <p>Comm. Tom nominated Comm. George as Secretary for the Planning Commission for the current year. Comm. George accepted. A motion was made by Comm. Tom, seconded by Chair Felice to elect Comm. George as secretary for the current year. The motion carried 5-0</p>
	10	<p>Minutes of the Planning Commission's February 28, 2011 meeting</p> <p>The minutes of the Planning Commission minutes for February 28, 2011 were approved as submitted by staff.</p>
	11	<p>Comments from City Council Liaison:</p> <p>Dr. Richard D. Schnider commented that only a few changes should be made to the Fire Code.</p>
	12	<p>Comments from Planning Commissioners:</p> <p>Comm. George thanked Chair Felice and Vice-Chair Sehgal for doing a good job of presiding over the Planning Commission last year and for continuing on into the current year. Comm. Tom commended Comm. George for doing a good job as the chair for the AdHoc subcommittee. Vice-Chair Sehgal commented that the wording for message signage should be regulated. Chair Felice commended the Fire Code AdHoc subcommittee members for doing a good job.</p>
	13	<p>Comments from Staff:</p> <p>David Watkins, the Director of Planning and Building invited the public to attend the City Council's budget workshop on Wednesday, 4/2/11 at 6:30 p.m. in the Council Chambers. Mr. Watkins pointed out that the Development application for Abbott Labs at 8020 Mission Street was formally filed ten days ago.</p>
ADJOURN- MENT	14	<p>The meeting adjourned at 9:50 p.m. to the next meeting of the Planning Commission scheduled for April 25, 2011.</p>

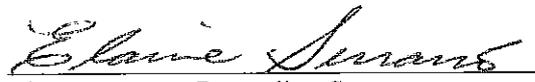
I HEREBY CERTIFY that the foregoing minutes were adopted by the Planning Commission of the City of South Pasadena at a meeting held on April 25, 2011.

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


J. Stephen Felice, Chair


Vijay Sehgal, Vice Chair

ATTEST:


Elaine Serrano, Recording Secretary