

**MINUTES OF THE MEETING OF THE
CITY OF SOUTH PASADENA PLANNING COMMISSION
CONVENED THIS FEBRUARY 27th 2012, 6:30 P.M.
AT THE AMEDEE O. DICK RICHARDS JR.
CITY COUNCIL CHAMBERS, 1424 MISSION STREET**

ROLL CALL		<p>Meeting convened at: 6:31 p.m.</p> <p>Commissioners Present: Anthony George, Secretary Evan Davis, Commissioner Steven Friedman, Commissioner Kristen Morrish, Commissioner</p> <p>Council Liaison: Robert S. Joe</p> <p>Staff Present: David G. Watkins, Director of Planning and Building Richard L. Adams II, City Attorney John Mayer, Senior Planner Paul Garnett, Assoc. Planner Knarik Vizcarra, Planning Intern</p> <p>Comm. Evan led the pledge of allegiance.</p> <p>*In Chair Felice's absence, the Commission voted and agreed by general consent to have Comm. Friedman preside over the meeting as the Acting-Chair.</p>
PUBLIC COMMENTS		<p>George Chavez, 1925 Mill Rd. requested to have the South Pasadena Municipal Code section 34.410.100, pertaining to Planned Development Permits (PDP), to be clarified and corrected by the Planning Commission and staff as soon as possible.</p>
OLD BUSINESS	1	<p>1933-1941 Mill Road (Planned Development Permit, Tentative Tract Map, and Design Review; Project # 0927-PDP/TTM/DRX) Consideration and adoption of a Resolution of Denial</p> <p>This matter followed the Commission's actions on Monday, January 23, 2012 to deny the project. At that time, staff was directed to return with a resolution detailing the bases for the Commission's decision.</p> <p>Associate Planner, Paul Garnett presented his staff report, regarding adoption of the proposed resolution of denial for 1933-1941 Mill Road. Mr. Garnett requested that the Commission review and adopt the proposed resolution, if it accurately captured the decision of the Commission. At the conclusion of his staff report, Comm. Friedman had questions for Mr. Garnett about the structure of the proposed resolution and how the wording was derived.</p> <p>City Attorney Adams clarified that Section 2 of the resolution pertained to</p>

		<p>the requirements to qualify for a Planned Development Permit (PDP) and Section 3 pertained to the findings needed to grant a PDP.</p> <p>Comm. Friedman expressed his concern about the proposed resolution containing wording that was paraphrased from the original ordinance. He felt that the wording in the proposed resolution should be true to the wording of the original ordinance, regarding the issuance of PDPs; therefore, he suggested making the following changes to the proposed resolution:</p> <p>1) Page 2, Item Number 2.</p> <p>Original Wording - The proposed use is consistent with the General Plan and any applicable specific plan.</p> <p>Amended Wording – The proposed <u>permit is in strict compliance</u> with the General Plan and any applicable specific plan.</p> <p>2) Page 2, letter c. (end of the findings paragraph [italicized wording])</p> <p>Original Wording – “...therefore, it is not appropriate to modify the minimum lot size to allow for the creation of five lots.”</p> <p>Amended Wording – “... therefore, it is not appropriate to modify the minimum lot size to allow for the creation of five lots, <u>or deviate from other provisions of the Zoning Code.</u>”</p> <p>3) Page 5, Item Number 4. Section 6:</p> <p>Original Wording – “The covenant is moot given the Commission’s denial of the project.”</p> <p>Amended Wording – “The <u>issue</u> is moot given the Commission’s denial of the project.”</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Friedman, seconded by Comm. Davis to approve the resolution with the amended language to deny the project at 1933-1941 Mill Road.</p> <p>The motion carried 4-0. (Resolution 12-05)</p>
<p>PUBLIC HEARINGS</p>	<p>2</p>	<p>500 Columbia Street (Tentative Parcel Map Modification)</p> <p>Associate Planner, Paul Garnett presented the applicant’s request to continue this item to the next regularly scheduled meeting, since the surveyor was unable to complete map corrections in a timely manner.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Davis, seconded by Comm. Morrish to continue this item to the next regularly scheduled meeting.</p> <p>The motion carried 4-0.</p>

	3	<p>543-547 Prospect Avenue (Tentative Parcel Map/ Variance – Lot Line Adjustment)</p> <p>Senior Planner, John Mayer presented his staff report, regarding the adjustment of lot lines crossing under 543 and 545 Prospect Avenue. Mr. Mayer pointed out the homes are identical to each other but they were built over their property lines in 1948. The homes are referred to as the Prospect houses. The homes reside on the Historic Registry, due to their Usonian Design. Mr. Mayer referred to the Building Code, which states that property lines may never cross under buildings. The property lines for the Prospect houses will be shifted so that they line up in between the houses. The Public Works division suggested a parcel map instead of a lot line adjustment, which would resolve boundary line conflicts, create a special parcel for vehicular access and set survey markers in one process. Staff requested approval for the parcel map and variances for front yard and side yard setbacks. Mr. Mayer pointed out a change made to the resolution in Section 6 “Minutes and other record of proceeding” was replaced with <u>Testimony & evidence provided at the hearing</u>. At the conclusion of his staff report, the Commission did not have questions for Mr. Mayer.</p> <p>Comm. Friedman 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. Davis, seconded by Comm. Morrish to approve the project.</p> <p>The motion carried 4-0. (Resolution 12-06)</p>
	4	<p>460 Fair Oaks Avenue (Conditional Use Permit - Restaurant)</p> <p>Planning Intern, Knarik Vizcarra, presented her staff report, regarding approval for a Conditional Use Permit (CUP), Administrative Use Permit (AUP) and Design Review (DRX) for a hot and cold sub sandwich shop (Jersey Mikes Subs) located at 460 Fair Oaks Avenue. Ms. Vizcarra pointed out that a Conditional Use Permit was required, since the shop will be located at a non-conforming (parking), multi-tenant site; an Administrative Use Permit was required for the 14 outdoor dining seats, and Design Review was required for two signs. Ms. Vizcarra pointed out that staff did not received any inquires for this project. A parking study was conducted and revealed that there will be enough parking to satisfy the existing demand and the demand of the new use. The Project met the required findings to grant a CUP, an AUP and DRX. Following her presentation, the Commission asked Ms. Vizcarra whether there were any proposals submitted to the City for the adjacent/vacant suite within the center. Ms. Vizcarra answered in the</p>

		<p>negative. Comm. Friedman declared the public hearing open. Al Simmons, co-owner of Jersey Mikes, stated that the company will make delicious sub sandwiches and support local charities. Comm. Friedman declared the public hearing closed.</p> <p>Comm. Friedman pointed out that he was initially concerned, since the shopping center is currently under parked and that the subject site is located adjacent to a vacant suite; however, his concerns were alleviated, because the conclusion of the parking study stated that the available parking would be sufficient, even though, all the available suites within the shopping center were occupied.</p> <p>After considering the staff report and draft resolution, a motion was made by Comm. Davis, seconded by Comm. George to approve the project and the resolution as submitted by staff.</p> <p>The motion carried 4-0. (Resolution 12-07)</p>
<p style="text-align: center;">NEW BUSINESS</p>	<p style="text-align: center;">5</p>	<p>Initiate Zoning Code Amendment & Appointment to Subcommittee – Historic Garages</p> <p>Senior Planner, John Mayer presented his staff report, regarding the selection of two Planning Commission members, which would volunteer their services for the CHC Subcommittee to address concerns of the Cultural Heritage Commission, regarding the demolition or alteration of historic garages, since the detached garages generally retain historic compatibility with the house. Mr. Mayer pointed out that the Zoning Code is clear that a two car garage is required, regarding new additions for every house.</p> <p>Comm. Davis and Comm. George volunteered to serve on the CHC Subcommittee.</p> <p>After considering the staff report, a motion was made by Comm. Friedman, seconded by Comm. Morrish to initiate a Zoning Code amendment for Historic Garages including the appointments of Comm. Davis and Comm. George to the CHC Subcommittee.</p> <p>The motion carried 4-0.</p>
	<p style="text-align: center;">6</p>	<p>Discussion – Special Meeting – Hanscom Drive Site Visit</p> <p>Senior Planner, John Mayer presented his staff report, regarding a site visit/Planning Commission meeting for Hanscom Drive. Mr. Mayer pointed out that at the meeting, the neighbors will be able to express their concerns, regarding the project and the Commissioners will have the opportunity to listen to their concerns. The Commissioners will be able to ask questions but time will not be allotted for them to discuss the project. The Commission</p>

		decided by general consent to conduct the site/Planning Commission meeting during the week of March 12 th from 4:00 p.m. to 5:00 p.m.
	7	<p>Planning Commission Input – 2012-2013 Budget</p> <p>Mr. Watkins notified the Commission that the budget process will commence as follows: 1) a budget information session for the public will be presented from 6:00 p.m. to 8:00 p.m. at the City’s War Memorial building on March 14, 2012. The presentation will be repeated at the Garfield Youth House on March 21, 2012, which will comprise of an in depth review of the City’s budget, such as expenses, reviews, projections and historical trends. On March 29, 2012 from 5:00 p.m. to 9:00 p.m., a workshop will be presented to the public and to the Commissioners at the War Memorial Building.</p> <p>Mr. Watkins pointed out that the initial draft of the Planning and Building Department’s FY 2012-2013 Supplemental Budget Priority list was located in the staff report and he requested input from the Commission.</p> <p>The Commission had questions for Mr. Watkins, regarding the account and the cost for digitizing files.</p> <p>Regarding the General Plan update, Mr. Watkins clarified that he is trying to lower the cost for the General Plan update by using the GIS database and having an on site volunteer work on the project.</p> <p>Chair Friedman pointed out that a CLG grant was not secured for the Cultural Heritage Inventory. Mr. Watkins commented that his goal is to update the existing inventory and to expand it to include post war and that this request has been placed notwithstanding a grant.</p>
	8	<p>Planning Commission Reorganization</p> <p>Comm. George nominated Comm. Friedman as Chair, seconded by Comm. Davis. Approved 4-0</p> <p>Chair Friedman nominated Comm. George as Vice-Chair, seconded by Comm. Morrish. Approved 4-0</p> <p>Comm. George nominated Comm. Morrish as Secretary, seconded by Chair Friedman. Approved 4-0</p>
	9	<p>Minutes of the Planning Commission’s January 23, 2012</p> <p>The minutes were approved as submitted by staff.</p>

	10	Comments from City Council Liaison Robert S. Joe congratulated Chair Friedman. Mr. Joe pointed out that land use and parking restrictions, regarding the Ostrich Farm will be presented to the Commission at a future date.
	11	Comments from Planning Commissioners Vice-Chair George and Chair Friedman commended outgoing Chair Felice For his excellent service as Chair for the Planning Commission.
	12	Comments from Staff Mr. Watkins noted that the Mill Road project was appealed and a tentative public hearing date has been scheduled for March 21, 2012.
ADJOURN- MENT	13	The meeting adjourned at 7:30 p.m. to the next meeting of the Planning Commission scheduled for April 23, 2012.

I HEREBY CERTIFY that the foregoing minutes were adopted by the Planning Commission of the City of South Pasadena at a meeting held on March 26, 2012.

AYES: DAVIS, FRIEDMAN, GEORGE & MORRISH
NOES: NONE
ABSENT: NONE
ABSTAIN: FELICE

Steven Friedman, Chair

Anthony R. George, Vice-Chair

ATTEST:

Elaine Serrano, Recording Secretary