



**CITY OF SOUTH PASADENA
DESIGN REVIEW BOARD**

**AGENDA
SPECIAL MEETING
THURSDAY, SEPTEMBER 1, 2022
5:30 P.M.**

**CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

South Pasadena Design Review Board Statement of Civility

As your appointed governing board we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

The South Pasadena Design Review Board Meeting will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr. located at 1424 Mission Street, South Pasadena. Pursuant to AB 361 Government Code Section 54953, subdivision (e) (3), the Design Review Board may conduct its meetings remotely and may be held via video conference.

The Meeting will be available:

- In Person Hybrid – City Council Chambers, 1424 Mission Street, South Pasadena
- Via Zoom: <https://us02web.zoom.us/j/89814060953> **Meeting ID: 898 1406 0953**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the two methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link: <https://us02web.zoom.us/j/89814060953>

CALL TO ORDER: Chair Samantha Hill

ROLL CALL: Chair Samantha Hill
Vice-Chair Melissa Hon Tsai
Board Member Joe Carlson
Board Member Brian Nichols
Board Member Kay Younger

APPROVAL OF AGENDA

Majority vote of the Board to proceed with Board business.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

Disclosure by Board of site visits and ex-parte contact for items on the agenda.

PUBLIC COMMENT AND SUGGESTIONS ([Public Comments are limited to 3 minutes](#))

The Design Review Board welcomes public input. If you would like to comment on an agenda item, members of the public may participate by means of one of the following options:

Option 1:

Participate in-person at the City Council Chambers, 1424 Mission Street, South Pasadena

Option 2:

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 3:

Email public comment(s) to PlanningComments@southpasadenaca.gov.

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on, and
- 3) Submit by no later than 12:00 p.m., on the day of the Design Review Board meeting.

NOTE: Pursuant to State law, the Design Review Board may not discuss or take action on issues not on the meeting agenda, except that members of the Design Review Board or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

DISCUSSION

1. Objective Development Standards (ODS) Project

Recommendation:

Receive a presentation from AECOM (project consultant) regarding the Objective Development Standards project and provide feedback to City staff and the project consultant.

ADJOURNMENT

2. Adjourn to the regular Design Review Board meeting scheduled for September 1, 2022 at 6:30 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

Design Review Board meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/design-review-board/design-review-board-agendas-and-minutes>

Agenda related documents provided to the Design Review Board are available for public review on the City's website. Additional documents, when presented to Design Review Board, will also be uploaded and available on the City's website.

AGENDA NOTIFICATION SUBSCRIPTION

Individuals can be placed on an email notification list to receive forthcoming agendas by emailing CityClerk@southpasadenaca.gov or calling the City Clerk's Division at (626) 403-7230.

ACCOMMODATIONS



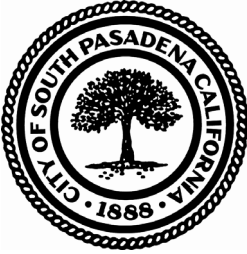
The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.

8/25/2022

Date

Sandra Robles, Associate Planner



Design Review Board Agenda Report

ITEM NO. 1

DATE: September 1, 2022

TO: Design Review Board

FROM: Angelica Frausto-Lupo, Community Development Director
Matt Chang, Planning Manager

PREPARED BY: Benjamin Jarvis, Interim Senior Planner

SUBJECT: Presentation of South Pasadena's Participation in SCAG's Objective Development Standards (ODS) Project

Recommendation

Receive a presentation from AECOM (project consultant) regarding the Southern California Association of Governments' (SCAG) Objective Development Standards (ODS) Bundle project and provide feedback to City staff and the project consultant.

Background

The City of South Pasadena is participating in a project funded by the Southern California Association of Governments (SCAG) through the Regional Early Action Planning (REAP) Program. State grant funding is channeled through SCAG to support smaller jurisdictions to adjust their permitting processes and meet the challenge of complying with new State Housing laws that require more ministerial approvals, shorter review times, fewer hearings, and development standards that are clear and objective. SCAG has "bundled" this project with other cities seeking similar services from the REAP grant, and South Pasadena is in a cohort with Montebello, Santa Fe Springs, and Santa Monica.

The Objective Development Standards (ODS) Bundle Project will document the City's current planning process, assess the City's needs, and make recommendations to improve the way that multi-unit and mixed-use projects are reviewed and processed. The initial outreach process, including this presentation to the Design Review Board on September 1, 2022, is aimed at supporting a greater understanding of the connection between these implementation tools and the overall goal of increasing housing production in the City and throughout Los Angeles County. The project includes an analysis of existing policy documents, development standards and regulations, and permit procedures. The project will also identify opportunities to streamline the permitting process and to simplify and consolidate permit application forms, as well as propose amendments to existing or new development standards.

The objective development standards and process streamlining improvements will play an important role in implementing the City's General Plan, Housing Element, and the Downtown Specific Plan, which are currently being updated. This item was presented to the Planning Commission on July 12, 2022, during that meeting, the consultant team received feedback on the project, including comments relating to building materials architectural styling.

The Community Development Department has launched a project web page, which can be found [here](#).

Presentation/Discussion

The project consultant, AECOM (Ashley Hoang), will present a project overview to the Design Review Board, share the project schedule and completion timeline, public outreach strategy, and will be available to answer questions and to receive the Design Review Board's feedback.

Attachment: Project Fact Sheet

SCAG Objective Development Standards Bundle Project

City of South Pasadena

August 2022

About the Project

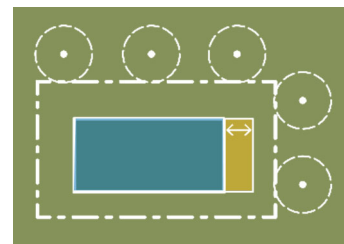
The City of South Pasadena (“City”) received funding from the Southern California Association of Governments (SCAG) to document, assess, and modernize multi-unit and mixed-use objective development standards and permitting. This project is serving the cities of Montebello, Santa Fe Springs, Santa Monica, and South Pasadena. It will help support a greater understanding of the role of objective development standards in increasing housing production in Los Angeles County and throughout California.

Related to multi-unit/mixed-use housing development, the project includes the preparation of an existing local policies and regulations review report, a current project review report, permit streamlining assistance, an online cost estimator tool, and the creation of objective standards for up to four zones.

About Objective Standards

Typically, each city or county has its own zoning regulations that establish the parameters for all development (including commercial, industrial, and residential), known as development standards. Development standards set the rules for development, including the height of buildings, the number of units allowed per parcel, the distance between buildings and adjacent properties, the amount of open space needed on a site, parking requirements, building design standards, and more.

The need for additional housing has prompted cities to review residential development standards with the goal of making them simpler to understand and easier to implement, resulting in faster permitting timelines. Additionally, the statewide housing shortage has led to the passage of laws such as Senate Bill 167 (Removing Barriers), Senate Bill 35 (Streamlining Approvals), and Senate Bill 330 (Expediting Residential Development) to support these efforts.



To align with the State’s needs and goals for housing production, cities and counties are updating and adding to existing regulations to create development standards that can be “objectively” reviewed by City staff, called objective development and design standards, which:

- Creates easy-to-understand development and design regulations through measurable requirements, simple tables, and diagrams; and
- Requires no personal or subjective judgment to determine if the standards have been met, allowing for a straightforward administrative process that reduces timelines, adds certainty, and achieves reasonable design goals.



Public Engagement

The City is undertaking a public engagement process to inform community members and stakeholders about the project. This process will provide information about multi-unit and mixed-use objective standards and streamlined permitting processes to accelerate housing production.

The project will include three outreach events to engage the public, stakeholders, and decision-makers in ways that result in meaningful participation and input into the process:

Study Session

The study session is intended to inform the City's decision-makers at the Planning Commission about the project and relevant State laws to collaborate on locally appropriate solutions to increase capacity potential and accelerate housing production.

Public Workshops

Two community workshops focus on building an understanding of objective standards and provide the public with an opportunity to give feedback on draft materials.

Final Project Presentation

The final presentation to the Planning Commission and City Council will provide background, analysis, and a summary of the proposed objective development standards and other project deliverables.

Timeline



Project Resources + Contact Information

To learn more about this project, please visit:

southpasadenaca.gov

For more information, please contact:

Matt Chang, Planning Manager
(626) 403-7227
mchang@southpasadenaca.gov

For more information about the SCAG REAP Grant Program, please visit:

scag.ca.gov/reap