



**CITY OF SOUTH PASADENA
DESIGN REVIEW BOARD
SPECIAL MEETING AGENDA**

Thursday, May 14, 2020 at 3:00 p.m.

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

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the special meeting of the Design Review Board for May 14, 2020 will be conducted remotely and held by video conference. The Meeting will be broadcast live on the City's website (https://www.spectrumstream.com/streaming/south_pasadena_drb/live.cfm) and local cable channels.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Board members will be participating remotely and will not be physically present in the Council Chambers.

PUBLIC COMMENTS AND SUGGESTIONS

The Design Review Board welcomes public input. If you would like to comment on an agenda item, members of the public may submit their comments in writing for the Design Review Board consideration, by emailing comments or questions to PlanningComments@southpasadenaca.gov by **3:00 p.m. on Wednesday, May 13, 2020** to ensure adequate time to compile and post. Please provide: 1) your name and address; and 2) agenda item for the comments/questions. All comments/questions received will be distributed to the Board for consideration and will also be posted on the City's website prior to the meeting.

CALL TO ORDER:

Chair Mark Smeaton

ROLL CALL:

Melissa Hon Tsai, Yael Lir, Kay Younger, Samantha Hill, Vice-Chair, and Mark Smeaton, Chair

COUNCIL LIAISON:

Richard Schneider, M.D., Council Liaison

STAFF PRESENT: Kanika Kith, Planning Manager
Malinda Lim, Associate Planner

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 HEARING

1. Project No. 2308-DRX – Design Review for Exterior Façade Changes and Signage for the Grocery Outlet Store (Former Big Lots) at 1401 Huntington Drive.

Recommendation

Approval, subject to Conditions of Approval

CONSENT ITEMS

2. None

PRESENTATIONS

3. None

DISCUSSION ITEMS

4. Updated on Urgency Ordinance for Amending Zoning Code and Tolling Deadlines during the Local Declaration of Emergency

Recommendation

Review and provide feedback

5. Design Review Subcommittee Formation

Recommendation

Form a subcommittee for design review of large development projects

ADMINISTRATION

6. Comments from City Council Liaison

7. Comments from Board Members

8. Comments from Staff

ADJOURNMENT

9. Adjourn to the regular Design Review Board meeting scheduled for June 4, 2020 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.

The meeting will be broadcast live on the local cable channel (Spectrum Channel 19 and AT&T Channel 99) and on the City's website, and a recording of the meeting will be available within 48 hours of adjournment at the following links:

- Live Stream: https://www.spectrumstream.com/streaming/south_pasadena_drb/live.cfm
- Recorded meeting: https://www.spectrumstream.com/streaming/south_pasadena_drb/

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.

5/7/20
Date

Elaine Serrano,
Administrative Secretary