



**CITY OF SOUTH PASADENA  
PLANNING COMMISSION  
SPECIAL MEETING AGENDA**

**Tuesday, May 12, 2020 at 6:00 p.m.**

*South Pasadena Planning Commission 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 Planning Commission for May 12, 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\\_pc/live.cfm](https://www.spectrumstream.com/streaming/south_pasadena_pc/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. Commission members will be participating remotely and will not be physically present in the Council Chambers.

**PUBLIC COMMENTS**

The Planning Commission 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 Planning Commission consideration, by emailing comments or questions to [PlanningComments@southpasadenaca.gov](mailto:PlanningComments@southpasadenaca.gov) **by 6:00 p.m. on Monday, May 11, 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 Commission for consideration and will also be posted on the City's website prior to the meeting.

**CALL TO ORDER:**

Chair Janet Braun

**ROLL CALL:**

Laura Dahl, Commissioner, Richard Tom, Commissioner, Lisa Padilla, Secretary, John Lesak, Vice-Chair and Janet Braun, Chair

**COUNCIL LIAISON:**

Diana Mahmud, Mayor Pro Tem, Council Liaison

**STAFF PRESENT:**

Teresa L. Highsmith, City Attorney  
Joanna Hankamer, Planning & Community Dev. Director,  
Kanika Kith, Planning Manager  
Malinda Lim, Associate Planner

**APPROVAL OF AGENDA**

Majority vote of the Commission to proceed with Commission business.

**DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS**

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

**PUBLIC COMMENTS AND SUGGESTIONS**

If you wish to address the Planning Commission on items not on the agenda and within the subject-matter jurisdiction of the Planning Commission, members of the public may submit their comments in writing to [PlanningComments@southpasadenaca.gov](mailto:PlanningComments@southpasadenaca.gov) **by 6:00 p.m. on Monday, May 11, 2020** to ensure adequate time to compile and post. The public should be aware that the Planning Commission may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on a future agenda.

**PRESENTATIONS**

**1. General Plan and the Downtown Specific Plan Updates Part 2 – Discussion on development standards for the proposed Downtown Specific Plan.**

Recommendation

Review and Provide Comments

**2. Budget Presentation by the Finance Department**

Recommendation

Review and Provide Comments

**PUBLIC HEARING**

**3. Project No. 2109-HDP/DRX – Hillside Development Permit and Design Review for a 496 square-foot addition at 713 Flores de Oro.**

Recommendation

Approve, subject to conditions of approval.

**DISCUSSION ITEMS****4. Vehicle Miles Traveled (VMT) Methodology**Recommendation

Review and Provide Comments

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

Receive and file; and provide feedback

**CONSENT ITEMS****6. None****ADMINISTRATION****7. Comments from City Council Liaison****8. Comments from Planning Commissioners****9. Comments from Staff****ADJOURNMENT****10. Adjourn to the regular Planning Commission meeting scheduled for June 9, 2020 at 6:30 p.m.****PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Planning Commission meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/planning-commission/test-planning-commission-agendas-minutes-copy>

Agenda related documents provided to the Planning Commission are available for public review on the City's website. Additional documents, when presented to Planning Commission, 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\\_pc/live.cfm](https://www.spectrumstream.com/streaming/south_pasadena_pc/live.cfm)
- Recorded meeting: [https://www.spectrumstream.com/streaming/south\\_pasadena\\_pc/](https://www.spectrumstream.com/streaming/south_pasadena_pc/)

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