



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

**Tuesday, July 14, 2020 at 6:30 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 regular meeting of the Planning Commission for July 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\\_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.

The Planning Commission welcomes your 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 **12:00 p.m. on Tuesday, July 14, 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 **12:00 p.m. on Tuesday, July 14, 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.

**PRESENTATION**

**1. General Plan and the Downtown Specific Plan – Landscape and Signage**

Recommendation

Review and Provide Comments

**PUBLIC HEARING**

**2. Moffat Street, Project No. 2191-HDP/TRP- Hillside Development Permit to install a private roadway extending westward approximately 600 feet from the terminus of the existing Moffat Street and Tree Removal Permit for the removal of 5 protected trees. This private road will provide access to 7 lots in the City of Los Angeles through an easement in South Pasadena (Continued).**

Recommendation

Direct the Applicant to submit an alternative street design with access to the seven land-locked lots from Lowell Avenue for review by the City Engineer or City’s engineering consultant prior to Planning Commission consideration, or if the Applicant’s engineer is unable to provide an alternate street design, the City shall hire an engineering consultant to evaluate an alternative street design at the Applicant’s expense prior to Planning Commission consideration.

**3. Zoning Code Amendment for Streamline Planning Review and Minor Clean-up**Recommendation

Adopt a Resolution recommending approval of the proposed Zoning Code Amendment to City Council.

**ADMINISTRATION****4. Comments from City Council Liaison****5. Comments from Planning Commissioners****6. Comments from Staff****ADJOURNMENT****7. Adjourn to the regular Planning Commission meeting scheduled for August 11, 2020.****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 channels (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](mailto: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.

7/9/20   
Date Elaine Serrano,  
Administrative Secretary