



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

Tuesday, September 8, 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) 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. Members of the public may provide comments to the Planning Commission by emailing: PlanningComments@southpasadenaca.gov or by calling (626) 403-7720 and leaving a **3-minute** voicemail message to be played during the meeting. Public comments must be received by **by 12:00 p.m. on Tuesday, September 8, 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
Margaret Lin, Manager of Long Range Planning & Economic Development
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 or by calling (626) 403-7720 and leaving a 3-minute voicemail message to be played during the meeting. Public comments must be received **by 12:00 p.m. on Tuesday, September 8, 2020** to ensure adequate time to compile and post. Please make sure to indicate: 1) your name; and 2) stating it is for general public comments/suggestions.

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.

PUBLIC HEARING

- 1. **804 Valley View Road, Project No. 2298-DRX/HDP/TRP - A Design Review and Hillside Development Permit for a New Single-Family Residence on a Hillside Lot and Tree Removal Permit Located at 804 Valley View Road (APN 5310-020-029) (Continued).**

Recommendation

- 1. Adopt an addendum to a Negative Declaration for the proposed project, Project No. 2298-DRX/HDP/TRP, Design Review and Hillside Development Permit; and
- 2. Approve Project No. 2298-DRX/HDP/TRP, Design Review and Hillside Development Permit for the construction of a new 3,125 square-foot tri-level single-family residence and Tree Removal Permit located at 804 Valley View Road, subject to conditions of approval.

- 2. **901 Fair Oaks Avenue, Project No. 2290-CUP- A Conditional Use Permit for sales of beer and wine for on-site consumption (Type 41 License) as an ancillary use to the main restaurant operation at 901 Fair Oaks Suite B and the adjacent patio and shared patio areas. Assessor’s Parcel Number 5315-003-058.**

Recommendation

Approve as submitted by staff, subject to the conditions of approval.

DISCUSSION

3. Regional Housing Needs Assessment Appeal

Recommendation

- a. Review and provide comments regarding the City’s Regional Housing Needs Assessment (RHNA) allocation appeal efforts;
- b. Appoint two members of the Planning Commission to participate in the temporary RHNA Appeal Ad Hoc Committee to work with staff on matters related to the City’s RHNA allocation appeal.

4. Accessory Dwelling Unit Policies and Programs

Recommendation

Provide direction regarding additional Accessory Dwelling Unit (ADU) policies and programs for consideration:

- a. To update the ADU Ordinance this fall, and
- b. For future ADU policies and programs for consideration in the 2021 Housing Element Update to meet the City’s Regional Housing Needs Assessment (RHNA) allocations.

ADMINISTRATION

5. Comments from City Council Liaison

6. Comments from Planning Commissioners

7. Comments from Staff

ADJOURNMENT

8. Adjourn to the regular Planning Commission meeting scheduled for October 13, 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
- Recorded meeting: 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.

9/4/20

Date

Elaine Serrano,
Administrative Secretary