



**CITY OF SOUTH PASADENA
Planning Commission
Meeting Minutes
Wednesday, August 25, 2021, 4:00 PM**

Via In-Person Hybrid Meeting

CALL TO ORDER

A special meeting of the South Pasadena Planning Commission was called to order by Vice-Chair Padilla on Wednesday, August 25, 2021 at 4:00 p.m. The meeting was held via in-person hybrid.

ROLL CALL

Vice-Chair: Lisa Padilla
Commissioners: Amitabh Barthakur, Laura Dahl

STAFF PRESENT:

Andrew L. Jared, Assistant City Attorney
Margaret Lin, Acting Planning & Community Dev. Director
Malinda Lim, Associate Planner

COUNCIL

Council Liaison: Diana Mahmud, Mayor

APPROVAL OF AGENDA

Motion carried, 3-0

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

None

PUBLIC COMMENT:

None

PUBLIC HEARING:

- 1. 1818 Peterson Avenue, Project No. 2380-HDP/DRX/VAR/ADU/TRP- Hillside Development Permit, Design Review, Variances, Accessory Dwelling Unit,**

and Tree Permit to allow the construction of a 1,231-square-foot, multi-level single-family home with a 504-square-foot ground floor garage (of which 4 feet is attributed to the living area) and an attached 495-square-foot JADU on a vacant 3,740-square-foot lot. The variances include a reduction of the site to be remediated to its natural slope and vegetation, reduction in the front setback, and to allow retaining walls to exceed 6 feet in height. The Tree Removal Permit is for the removal of 8 trees.

As two commissioners were absent and Commissioner Dahl's residence is within 1,000 ft. of the subject property, the commission is unable to establish a quorum.

Motion:

Vice-Chair Padilla moved this item to the regularly scheduled Planning Commission meeting on September 14, 2021.

2. Zoning Code Amendment to Section 36.230.030 regarding Commercial District Land Uses and Permit Requirements; section 36.395.020 regarding exempt developments from the public art program; and section 4.3 of the Mission Street Specific Plan regarding permit requirements.

Recommendation:

Adopt a resolution recommending that the City Council adopt the proposed Zoning Code amendment ordinance.

Staff Presentation:

Manager Lin presented the proposed Amendment.

Questions for Staff:

Commissioner Dahl asked what the procedure for an administrative use permit. Director Lin replied it was the same as a CUP except it went directly to the director, and the AUP is half the cost. Commissioner Dahl asked how a concerned resident would voice their concerns over the AUP. Director Lin replied the resident could talk to the Director and could request the project be looked at by the Planning Commission. Commissioner Dahl asked if there was a way to appeal the Director's decision. Director Lin replied it would be brought before PC. Commissioner Dahl asked what the time difference was. Director Lin estimated it was 3 months. Commissioner Barthakur asked why the threshold was 3,000 sq. ft. Director Lin replied that it was the average of other cities.

Vice-Chair Padilla asked about deleted changes. Director Lin replied those were unnecessary.

Mayor Mahmud asked if the section which required a restaurant with outdoor dining to use an AUP was for restaurants with only outdoor dining. Director Lin confirmed that. Mayor Mahmud suggested the wording be revised to be clearer.

Commissioner Barthakur asked if there are any current AUP users. Director Lin replied that the libraries, grocery stores, and personal services all require an AUP. Commissioner Barthakur clarified that the concern with an AUP is limited resident outreach. Director Lin clarified that.

Public Comment:

None

Commissioner Discussion:

Vice-Chair Padilla thought that the difference in cost and time was significant and would be helpful for small businesses.

Commissioner Dahl agreed, and thought anything that allows businesses to open faster was a positive.

Motion:

Commissioner Dahl motioned to adopt a resolution recommending the City Council to adopt the Zoning Code Amendment.

Commissioner Barthakur seconded.

Motion carried, 3-0.

ADMINISTRATION

3. Comments from City Council Liaison

Mayor Mahmud thanked the commission and notified the commission of a Yoga studio that wanted to open on Mission Street but was unable to, as an example of how this amendment would help businesses. Mayor Mahmud also shared a suggestion that a resident noticed irregularities among mailbox placement in her district.

4. Comments from Commissioners

Commissioner Barthakur let the commission know of a series of housing element clinics that other cities were participating in if South Pasadena was interested.

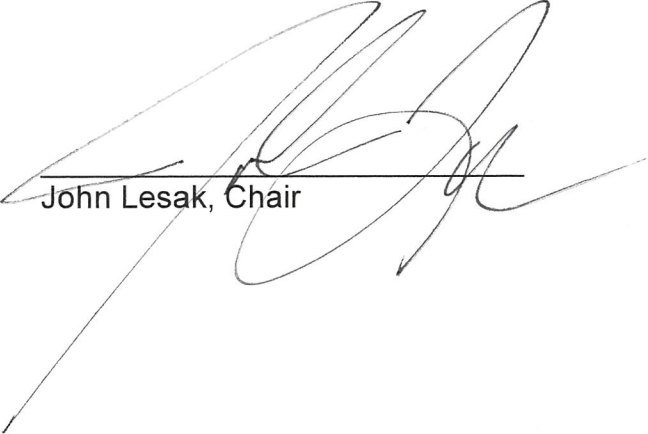
5. Comments from Staff

Director Lin notified that commission that due to delays, the Housing Element Draft will be released in September.

ADJOURNMENT

6. Adjournment to the Planning Commission meeting scheduled on September 14, 2021.

There being no further matters, Vice-Chair Padilla adjourned the meeting.



John Lesak, Chair