



**CITY OF SOUTH PASADENA
Planning Commission
Meeting Minutes
Tuesday, October 11, 2022, 6:30 PM
Amedee O. "Dick" Richards Jr. Council Chambers
1424 Mission Street, South Pasadena, CA 91030
and Via Zoom Teleconference**

CALL TO ORDER:

A meeting of the South Pasadena Planning Commission was called to order by Chair Lesak on Tuesday, October 11, 2022 at 6:30 p.m. The meeting was an in-person hybrid meeting held at the Amedee O. "Dick" Richards, Jr. City Council Chambers, located at 1424 Mission Street, South Pasadena, California and via Zoom teleconference.

ROLL CALL:

Present: Chair: John Lesak
Vice-Chair: Laura Dahl
Commissioner: Lisa Padilla

Absent: Commissioners: Amitabh Barthakur
Janet Braun

City Staff

Present: Angelica Frausto-Lupo, Community Development Director
Ted Gerber, Public Works Director
Ephraim Margolin, Deputy City Attorney
Matt Chang, Planning Manager
Ben Jarvis, Interim Senior Planner
Braulio Madrid, Associate Planner

APPROVAL OF AGENDA:

Approved, 3-0.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS:

Vice-Chair Dahl, Commissioner Padilla and Chair Lesak disclosed that they visited the sites on tonight's agenda.

PUBLIC COMMENT:

1. Public Comment – General (Non-Agenda Items)

No public comments in Chambers.

Josh Albrektson (via Zoom) – spoke on the consequences of not having a certified Housing Element.

PUBLIC HEARING:

- 2. PROJECT NO. 2391 CUP** – A request for a Conditional Use Permit to allow the establishment and operation of a pre-school in the Button Hall building (1,816 sq. ft.) and an afterschool program serving students K-6th grade on the second floor of Evelyn Howell Crook Memorial building (1,886 sq. ft.) at an existing Oneonta Congregational Church campus located at 1507 Garfield Avenue (APN 5321-005-032).

Recommendation:

Approve the project subject to the recommended conditions of approval.

Staff Presentation:

Associate Planner Madrid presented a PowerPoint presentation. Public Works Director Ted Gerber, applicant and the engineering team that prepared the traffic study, were available to answer questions.

Questions for Staff:

Chair Lesak asked if the name of the Kids Klub was changing since the Co-Op reads differently.

Associate Planner Madrid responded that there are different daycare/preschool facilities operating at this location.

Applicant's Presentation:

Applicant/Owner Tom Webb, Director/Treasurer Richie Webb, Dale Torstenbo, Oneonta Board Member, Pastor Lincoln Skinner and Dale Brown and Fred Minagar, engineer (via Zoom) were available to answer questions.

Questions for Applicant:

Commissioner Padilla asked for clarification on the ground cover area, and how the surface will be modified.

Applicants will be looking at a variety of ground coverings.

Vice-Chair Dahl asked if they remained open during COVID or did they shut down. Letters were received from concerning neighbors regarding the location of the play area and would it be disruptive to the neighbors.

Applicant responded that essential workers that worked during COVID needed daycare for their children. Letters were received in favor of the project, and the facility is in compliance with the State requirements.

Vice-Chair Dahl asked if there was staff or management on-site and if there were any concerns from neighbors or tenants of the church or school.

Lincoln Skinner, Senior Minister at Oneonta Congregational Church, responded that there is staff on-site every day of the week. Staff can be reached by phone or email and can respond to any concerns immediately.

Questions for Staff:

Commissioner Padilla asked for clarification from staff on the analysis of noise as compared to other childcare facilities.

Associate Planner Madrid clarified that the City does have noise ordinances and regulations, but in this instance the noise is being made by children.

Vice-Chair Dahl asked why there was a second traffic analysis and is this a requirement.

Public Works Director Gerber responded that since the first analysis was prepared during COVID, a second analysis was made to have a more accurate traffic data.

Public Comments:

Staff requested a recess and returned at 7:41 p.m.

David Saeta – support the project but with some recommended changes to the project.

Diana Mahmud – as a resident, spoke not in favor of the project.

Ryan Olney – via Zoom, spoke in favor of the project.

Deputy City Attorney Margolis mentioned the recusal of Council Liaison Mahmud having a conflict of interest with this project and she was speaking as a resident.

Commission Discussion:

Chair Lesak asked for clarification from Staff if building permits were issued for the fence.

Architect Dale Greens spoke on the Conditions of Approval for the fence. Chair Lesak wanted to add a Condition to confirm the number of parking spots to be assigned on the property.

Decision:

Vice-Chair Dahl motioned, seconded by Commissioner Padilla, to approve the project as submitted, with added conditions of approval.

This will include the Findings agreed to per the Resolution included with the agenda packet.

Chair Lesak called for Roll Call:

Commissioner Padilla:	Aye
Vice-Chair Dahl:	Aye
Chair Lesak	Aye

Motion carried, 3-0.

- PROJECT NO. 2456 CUP-DRX-TRP** – A request for a Conditional Use Permit and Design Review for a 1,957 sq. ft. addition to an existing 3,216 sq. ft. veterinary hospital (Vet Villa Animal Hospital) in the Commercial General zone. The project includes the demolition of a 354 sq. ft. portion of the existing building, expansion of the veterinary hospital into the entire building, and the removal of one olive tree that is located in the private yard adjacent to Garfield Avenue. The project also includes a request for extended hours of operation from 11:00 p.m. to 6:00 a.m. which would allow the veterinary hospital to operate 24 hours a day, seven days a week.

Recommendation:

Approve the project subject to the recommended Conditions of Approval.

Staff Presentation:

Interim Senior Planner Jarvis and the Owner, Dr. Rebecca Swimmer presented the project on the expansion of the Vet Villa and the tree removal. The clinic expansion is compatible with and will keep the existing character of the area.

Questions for Staff:

Vice-Chair Dahl asked if the new CUP replaces the existing CUP from 2017.

Interior Senior Planner Jarvis explained that it is a new CUP, and modifies the 2017 CUP. Planning Manager Chang further clarified that the CUP is new with modifications to the previously approved CUP.

Applicant's Presentation:

Dr. Swimmer, owner of the business, provided history of the property and explained the reason for the expansion after that location being vacant for years prior to her ownership. The olive tree that is there now will not be destroyed but will be moved to the Applicant's personal residence.

Questions for Applicant:

Commissioner Padilla and Vice-Chair Dahl asked the Applicant regarding parking concerns raised from a public comment.

Dr. Swimmer explained that the parking met the Municipal Code requirements for the overnight staff and for clients, if needed.

Public Comment:

Public comment in Chambers - None

Public comments via Zoom - Le Quock, Resident, had concerns on the hours of construction on Sundays.

Applicant Rebuttal:

None.

Commissioner Discussion:

Commissioner Padilla asked Staff for clarification on the Sunday hours of construction and added that she is very supportive of the project for the community.

Staff clarified that the hours of construction were included on the CUP Conditions of Approval from 2017 and have not changed since the City's approval.

Vice-Chair Dahl commented if it was possible to consider not having Staff park on the street during construction, since there is limited parking already.

Chair Lesak reopened Public Comment to hear the Applicant's response on being open during construction and not taking available parking.

Applicants are currently open Monday through Saturday and closed on Sundays but will remain open during construction.

Decision:

Chair Lesak motioned to approve the project with conditions, seconded by Vice-Chair Dahl.

Chair Lesak called for Roll Call:

Commissioner Padilla: Aye

Vice-Chair Dahl: Aye
Chair Lesak Aye

Motion carried, 3-0.

ADMINISTRATION:

4. Comments from City Council Liaison:

None.

5. Comments from Planning Commissioners:

None.

6. Comments from Staff:

Director Frausto-Lupo updated on the following items:

1. On September 15, 2022, submitted draft Housing Element to HCD.
2. Our next regular meeting for November meeting will fall on election night, so staff will reschedule a Special Meeting for November.
3. Two of our Planning Commissioners served as workshop panelist with the California American Planning Association (APA), Commissioner Padilla and Commissioner Barthakur as well as Liz Bar-El who is one of the Community Development Department staff.
4. Recruitments for Planning Technician first round interviews and new hired Senior Management Analyst will start on October 17.

ADJOURNMENT

7. Adjournment to the Planning Commission meeting scheduled for November 8, 2022 at 6:30 p.m.

There being no further matters, Chair Lesak adjourned the meeting at 9:37 pm.


For _____
John Lesak, Chair