



**CITY OF SOUTH PASADENA
Planning Commission
Meeting Minutes
Tuesday, March 14, 2023, 6:30 PM
Amedee O. "Dick" Richards Jr. Council Chambers
1424 Mission Street, South Pasadena, CA 91030**

CALL TO ORDER:

A meeting of the South Pasadena Planning Commission was called to order by Vice-Chair Dahl on Tuesday, March 14, 2023 at 6:30 p.m. The meeting was held at the Council Chambers located at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

Present: Vice-Chair: Laura Dahl
Commissioners: Arnold Swanborn and Lisa Padilla

Absent: Commissioner: Amitabh Barthakur
Chair: John Lesak

City Staff

Present: Ephraim Margolin, Deputy City Attorney
Matt Chang, Planning Manager
Braulio Madrid, Associate Planner

APPROVAL OF AGENDA:

Approved, 3-0.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS:

Commissioner Padilla and Vice-Chair Dahl visited the site listed under Item 4, 507 Camino Verde. Commissioner Swanborn also visited the site and spoke with the people that recently vacated the site.

PUBLIC COMMENT:

- 1. Public Comment – General (Non-Agenda Items).**
None.

CONSENT CALENDER ITEM:

2. Minutes from the Regular Meeting of May 10, 2022:

Vice-Chair Dahl requested Staff review an item under the Public Comment section regarding the comments made by a resident on Pavilions.

As Vice-Chair Dahl was the only Commission member at tonight's meeting who attended the May 10, 2022 meeting, this item was continued to the next Planning Commission meeting.

BUSINESS ITEM:

3. Commission Introduction:

Planning Manager Chang welcomed new Commissioner Arnold Swanborn to the Commission.

Commissioner Swanborn introduced himself and gave a brief biography. Commissioner Padilla and Vice-Chair Dahl each provided a short biography and welcomed Commissioner Swanborn to the Commission.

PUBLIC HEARING:

4. 507 Camino Verde, Project No. 2511-VAR/DRX:

A request for a Design Review Permit for a 1,265 square-foot addition to the second floor of an existing 2,888 square-foot, two-story single-family residence at 507 Camino Verde (APN: 5310-005-007). The project proposal requests a Variance from the Altos de Monterey (AM) Zoning Development Standards requiring a second story be set back 20' from the front setback line; finding project exempt under California Environmental Quality Act (CEQA) Guidelines Section 15301.

Recommendation:

Recommend that the Planning Commission adopt a Resolution taking the following actions:

1. Find the project exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15301, Class 1, Existing Facilities.
2. Approve Project No. 2511-VAR/DRX, subject to the recommended Conditions of Approval.

Staff Presentation:

Associate Planner Madrid presented a PowerPoint Presentation.

Questions for Staff:

Commissioner Padilla asked about demolition plans, clarification regarding materials, and the fire sprinkler requirement in the Conditions of Approval (FD-2). She also inquired about the addition of columns to the entry and its conflict with an existing window.

Commissioner Swanborn asked if the Applicant considered other alternatives or proposals for the number of bedrooms on this site, and if there was any intent to use the residence for anything other than a single-family home.

Vice-Chair Dahl asked about the history of the Altos de Monterey Zone and the requirements listed in the CCRs regarding the front setback for which the Applicant is seeking a variance.

Associate Planner Madrid provided responses to Commission's questions.

Public Comment:

None.

Commissioner Discussion:

Commissioner Padilla remarked that in the context of its location, she was not overly concerned with having the second floor extended out.

The Commissioners agreed that a lot of the second story addition is effectively hidden into the hillside and architecturally fits within the existing house. Vice-Chair Dahl remarked that the variance is justified on this site.

Vice-Chair Dahl asked Staff to review the requirement for a variance in this area to a future work program. She also proposed an additional Condition of Approval requiring the Applicant to clarify the porch design and present it for a Chair Review prior to issuance of a building permit.

Decision:

Commissioner Padilla moved, seconded by Commissioner Swanborn, to approve the request for a Variance and a Design Review Permit for Project Number 2511-VAR/DRX with the additional condition that the project be submitted to a Chair Review, specifically to review the front entry porch to eliminate the conflict with the existing window that can be seen in the drawings submitted to the Commission.

Vice-Chair Dahl directed Staff to call the Roll:

Commissioner Swanborn	Aye
Commissioner Padilla	Aye
Vice-Chair Dahl	Aye

Motion carried, 3-0.

ADMINISTRATION:

5. Comments from City Council Liaison:

None.

6. Comments from Planning Commissioners:

Commissioner Padilla expressed her gratitude for the South Pasadena community members who have reviewed the Housing Element drafts and provided valuable productive, thoughtful comments on how it could be improved or modified. She is encouraged that the residents and stakeholders are actively involved and impressed by the comments submitted.

7. Comments from Staff:

Planning Manager Chang reported that the Fifth Draft of the Housing Element was submitted to the California Department of Housing and Community Development (HCD) on March 13. He remarked that HCD has 45 days to review the Housing Element Draft and provide comments. Per the Settlement Agreement, the City must adopt the Housing Element by May 31 of this year.

Planning Manager Chang also reported there would be a regular Planning Commission meeting on April 11 and a joint study session with the City Council on Saturday, April 29, from 9:00 am to 12:00 pm, to discuss housing issues.

He also announced that a meeting with all the City's commissions (a Commissioners Congress) is planned in June as a thank you for all the accomplishments and hard work of the past year and will include a work plan for 2023-2024.

Commissioner Padilla inquired about the joint study session. Planning Manager Chang and Deputy City Attorney Margolin gave a general outline of the session's intent. The City Attorney's Office will also make a presentation.

ADJOURNMENT:

8. Adjournment to the Regular Planning Commission meeting scheduled on April 11, 2023 at 6:30 pm:

There being no further matters, Vice-Chair Dahl adjourned the meeting at 7:20 pm.



Laura Dahl, Vice-Chair