



**CITY OF SOUTH PASADENA
Planning Commission
Meeting Minutes
Tuesday, January 9, 2024, 6:30 PM
Amedee O. "Dick" Richards Jr. Council Chambers
1424 Mission Street, South Pasadena, CA 91030**

CALL TO ORDER:

A Regular Meeting of the South Pasadena Planning Commission was called to order by Chair Dahl on Tuesday, January 9, 2024 at 6:30 p.m. The meeting was held at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

Present: Chair: Laura Dahl
Vice-Chair: Lisa Padilla
Commissioners: Arnold Swanborn, John Lesak

Absent: Commissioner: Amitabh Barthakur

City Staff

Present: David Snow, Assistant City Attorney
Alison Becker, Deputy Community Development Director
Matt Chang, Planning Manager
Sandra Robles, Associate Planner
Lillian Estrada, Administrative Secretary

Council

Present: None.

APPROVAL OF AGENDA:

Approved, 4-0.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS:

None.

PUBLIC COMMENT:

1. **Public Comment.**
None.

CONSENT CALENDAR ITEMS:

2. **Minutes from the Regular Meeting of September 14, 2021**
Commissioner Lesak pointed out a correction to the Minutes regarding the vote of Item 2 of that meeting as he did not take a vote on Item 2 but the Minutes stated that he did.
3. **Minutes from the Regular Meeting of October 12, 2021**
Chair Dahl pointed out a correction to the Minutes stating that Commissioner Barthakur was absent from the meeting but the Minutes say otherwise.
4. **Minutes from the Regular Meeting of November 9, 2021**
5. **Minutes from the Special Meeting of November 15, 2021**
6. **Minutes from the Regular Meeting of December 14, 2021**
7. **Minutes from the Special Meeting of July 26, 2022**
8. **Minutes from the Regular Meeting of September 13, 2022**

The Planning Commission voted to approve the Minutes as amended.

Vote, 4-0.

PUBLIC HEARING – CONTINUED ITEM:

9. **Project No. 2500-HDP/DRX/VAR/PM/TRE** – The proposed project is for a Hillside Development Permit (HDP) and Design Review Permit (DRX) for the construction of a new 3,214-square-foot, two-story, single-family dwelling along with a Parcel Merger (PM) application of the two existing lots within the Southwest Monterey Hills area, located at 4931 Harriman Avenue (APN: 5312-016-016 & 5312-016-017). The project includes two Variance (VAR) requests: 1) for a side yard setback of five feet in lieu of required seven feet and six inches, and 2) for an attached garage in front of the main structure. The project includes a Tree Removal Permit (TRE) for the removal four (4) trees. In accordance with the California Environmental Quality Act (CEQA), this project qualifies for a Categorical Exemption under Section 15303, Class 3 (New Construction or Conversion of Small Structures).

Recommendation:

Staff recommends that the Planning Commission continue this item to the February 13, 2024 Planning Commission meeting.

Decision:

Commissioner Lesak moved, seconded by Vice Chair Padilla, to continue the item to the regularly scheduled Planning Commission meeting on February 13, 2024.

Chair Dahl directed Staff to call the Roll:

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

Motion carried, 4-0.

PUBLIC HEARING:

10. ZONING TEXT AMENDMENT – The Planning Commission will review and make a recommendation to City Council to adopt proposed amendments to South Pasadena Municipal Code (SPMC) Chapter 36 (Zoning) related to increased density by rezoning certain parcels identified in the Housing Element Sites Inventory (Table VI-50 Site 3 and Site 6) to be consistent with the 2021-2029 (6th Cycle) Housing Element. The affected parcels are Site 3 (APNs 5311-010-001, 5311-010-002, and 5311-015-035) and Site 6 (APN 5311-012-040) in the Residential Medium Density (RM) zone and to allow up to 30 dwelling units per acre for said parcels. The environmental impacts anticipated were analyzed in accordance with California Environmental Quality Act (CEQA). An Environmental Assessment (EA) was prepared and adopted by City Council on May 30, 2023 and a Program Environmental Impact Report (PEIR) was prepared and adopted by City Council on September 27, 2023.

Recommendation:

Staff recommends that the Planning Commission continue this item to a future meeting date to be determined.

Decision:

Commissioner Lesak moved, seconded by Vice Chair Padilla, to continue the item to a future meeting date to be determined.

Chair Dahl directed Staff to call the Roll:

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

Motion carried, 4-0.

- 11. Project No. 2495-NID/DRX/CUP** – A request for a Notice of Intent to Demolish (NID) a 643-square-foot convenience store and a 1,221-square-foot repair garage; a Design Review Permit (DRX) to construct a 1,981-square-foot convenience store with a trash enclosure; and a Conditional Use Permit (CUP) for off-sale beer and wine at 1400 Mission Street (APN: 5315-002-030). In accordance with the California Environmental Quality Act (CEQA), this project qualifies for a Categorical Exemption under Section 15302, Class 2 (Replacement or Reconstruction) and Section 15303, Class 3 (New Construction or Conversion of Small Structures).

Recommendation:

Staff recommends that the Planning Commission adopt a Resolution taking the following actions:

1. Finding the project exempt from California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15302, Class 2 – Replacement or Reconstruction and Section 15303, Class 3 – New Construction or Conversion of Small Structures.
2. Approve Project No. 2495-NID/DRX/CUP, subject to the recommended conditions of approval.

Chair Dahl recused herself from this item due to a conflict.

Staff Presentation:

Associate Planner Robles delivered the staff presentation for project No. 2495-NID/DRX/CUP.

Questions for Staff:

Commissioner Lesak asked what time frame the sales of alcohol would occur. Vice Chair Padilla asked when the proposed signage will occur and whether Staff knew of any other service stations that sell alcohol for off-sale consumption.

The applicant's representative, Karl Huy, delivered a presentation explaining their proposed project. Commissioners asked the applicant whether there were any comparable architectural styles in the City to the one being proposed and whether a landscape plan was prepared and what types of landscaping were being proposed.

Public Comment:

None.

Commissioner Discussion:

Vice Chair Padilla praised the site design of the proposed project. Commissioner Swanborn and Vice Chair Padilla raised concerns about the proposed architectural design and color of the building.

Vice Chair Padilla raised concerns about the hours of operation for the proposed alcohol sales. Commissioners Swanborn and Lesak did not oppose the proposed hours of operation of the proposed alcohol sales. Commissioners Swanborn and Lesak offered alternative exterior design changes and colors to the proposed building.

Decision:

Commissioner Lesak moved, seconded by Commissioner Swanborn, to adopt an amended Resolution to include an additional Condition of Approval requiring the applicant to study and modify the proposed building colors subject to review prior to building plan check. The Commission took the following actions:

1. Finding the project exempt from California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15302, Class 2 – Replacement or Reconstruction and Section 15303, Class 3 – New Construction or Conversion of Small Structures.
2. Approve Project No. 2495-NID/DRX/CUP, subject to the recommended conditions of approval and adding a condition to revise the color scheme and provide material samples, subject to a Vice Chair Review prior to building permit issuance.

Vice Chair Padilla directed Staff to call the Roll:

Commissioner Swanborn	Aye
Commissioner Lesak	Aye
Vice-Chair Padilla	Aye

Motion carried, 3-0.

Chair Dahl returned to the Chambers.

ADMINISTRATION

12. Comments from City Council Liaison

None.

13. Comments from Planning Commissioners

Commissioner Swanborn wished everyone a happy new year. Commissioner Lesak bid farewell to the fellow Commissioners, Staff, and the public. Vice Chair Padilla and Chair Dahl commended Commissioner Lesak's service on the Planning Commission.


14. Comments from Staff

Deputy Community Development Director Becker thanked Commissioner Lesak for his duty on the Planning Commission.

ADJOURNMENT:

15. Adjournment to the Regular Planning Commission meeting scheduled on February 13, 2024 at 6:30 pm:

There being no further matters, Chair Dahl adjourned the meeting at 7:25 p.m.



Laura Dahl, Chair