CITY OF SOUTH PASADENA
PLANNING COMMISSION

AGENDA
REGULAR MEETING
TUESDAY, NOVEMBER 12, 2024 AT 6:30 P.M.

AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030

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

The South Pasadena Planning Commission Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030.

The Meeting will be available:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena
- Via Zoom: https://us02web.zoom.us/j/83530439651 **Meeting ID: 8353 043 9651**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in the following methods below.

- Go to the Zoom website, https://Zoom.us/join and enter the Zoom meeting information; or
- Click on the following unique Zoom meeting link: https://us02web.zoom.us/j/83530439651

CALL TO ORDER:	Chair	Lisa Padilla
ROLL CALL:	Chair	Lisa Padilla
	Vice-Chair	Amitabh Barthakur
	Commissioner	Jason Claypool
	Commissioner	Laura Dahl
	Commissioner	Mark Gallatin
COUNCIL LIAISON:	Mayor Pro Tem	Jack Donovan

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 COMMENT GUIDELINES (Public Comments are limited to 3 minutes)

The Planning Commission welcomes public input. If you would like to comment on an agenda item, members of the public may participate by one of the following options:

Option 1:

Participate in-person at the Council Chambers, 1424 Mission Street, South Pasadena.

Option 2:

Participants will be able to "raise their hand" using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 3:

Email public comment(s) to PlanningComments@southpasadenaca.gov. Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

1) Name (optional), and
2) Agenda item you are submitting public comment on, and
3) Submit by no later than 12:00 p.m., on the day of the Planning Commission meeting.

NOTE: Pursuant to State law, the Planning Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Planning Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

PUBLIC COMMENT

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

CONSENT CALENDAR ITEMS

2. **Minutes from the Regular Meeting of August 13, 2024**

PUBLIC HEARING

3. **Project No. CUP24-0004** – A request for a Conditional Use Permit (CUP) for a Type-21 alcohol license, for the sales of beer, wine, and spirits for off-site consumption at an existing retail space (Mission Wines) located at 1114 Mission Street (APN: 5315-009-035); making the determination of exemption under the California Environmental Quality Act (CEQA), Section 15301, Class 1 (Existing Facilities).

   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 15301, Class 1 – Existing Facilities.
   2. Approving Project No. CUP24-0004, subject to the Conditions of Approval.

4. **Project No. CUP24-0005** – A request for a Conditional Use Permit (CUP) for a Type 41 (beer and wine) and Type 20 (off-sale beer and wine) alcohol licenses for a retail deli and bona fide restaurant (Visionarium) located at 1020 Mission Street, Unit H (APN: 5315-014-030); making the determination of exemption under the California Environmental Quality Act (CEQA), Section 15301, Class 1 (Existing Facilities).

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 15301, Class 1 – Existing Facilities.
2. Approving Project No. CUP24-0005, subject to the Conditions of Approval.

DISCUSSION

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 December 10, 2024.**

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 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.

11/7/2024 _____
Date Robert (Dean) Flores, Senior Planner