



**AGENDA  
HEARING OFFICER HEARING  
OCTOBER 3, 2018**

**HEARING OFFICER**

**Undine Petrulis**

**STAFF**

Beilin Yu, Acting Zoning Administrator  
Kent Lin, Associate Planner  
Kristen Johnston, Associate Planner  
Jamie Peltier, Assistant Planner  
Carrie Banks, Recording Secretary

*Applications will be made available for public review  
(by appointment only) at the Permit Center, 175 North Garfield Avenue.  
Please contact the Current Planning Division at (626) 744-4009 for specific time and date of availability.  
Documents or display boards submitted at the hearing become the property of the City of Pasadena.  
**Hearing Officer Meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month.***

*In compliance with the Americans with Disabilities Act (ADA) of 1990, listening assistive devices are available with a 24-hour advance notice. Please call (626) 744-4009 or (626) 744-4371 (TDD) to request use of a listening device. Language translation services may be requested with 48-hour advance notice by calling (626) 744-4009.*

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<https://ww5.cityofpasadena.net/planning/commissions-and-meetings/hearing-officer/>*

**AGENDA  
HEARING OFFICER  
OCTOBER 3, 2018**

**HEARING OFFICER**

**Public Meeting 6:00 P.M.  
175 North Garfield Avenue  
Permit Center Hearing Room, 1<sup>st</sup> Floor**

1. ROLL CALL AND READING OF PROCEDURES
2. PUBLIC HEARINGS

**MINOR CASES**

**A. MV #11892: 1157 Armada Drive – Council District #1**

Minor Variance: To allow the construction of a 400 square-foot attached garage to an existing single-family residence with a reduced setback of four feet from the rear property line, where the minimum requirement is 25 feet. The site is located within the RS-6 (Single-Family Residential, 0-6 dwelling units per acre) zoning district. A Minor Variance is required to encroach into a required setback.

**Staff Recommendation:**

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301 (Existing Facilities); and
- 2) Approve the Minor Variance with conditions.

Case Manager: Kristen Johnston

**REGULAR CASES**

**B. TTM #82248: 388 South Los Robles Avenue – Council District #6**

Tentative Tract Map: To allow the creation of 16 air parcels on one land lot for residential condominium purposes. A new 16-unit residential project received Final Design Review approval on December 14, 2016. This application only concerns the creation of air parcels that will allow the sale of each dwelling unit. This application does not address the design or construction of the 16-unit project and does not include any proposed changes to the previous Design Review approval.

**Staff Recommendation:**

- 1) Find the project to be exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15332, Class 32 (Infill Development), which is in conjunction with the Concept Design Review approval on March 24, 2015. It has further been determined that there are no changed circumstances or new information as part of the proposed Tentative Tract Map application that necessitate further environmental review and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances; and
- 2) Approve the Tentative Tract Map with conditions.

Case Manager: Jamie Peltier

**C. CUP #6614: 461 North Altadena Drive – Council District #4**

- 1) Conditional Use Permit: To allow the conversion of existing service bay area to expand a convenience store at a Vehicle Service Station,
- 2) Conditional Use Permit: To allow the off-site sale of limited alcohol (beer and wine), and
- 3) Conditional Use Permit: To allow the extended hours of operation from 5:00 a.m. to 10:00 p.m. daily for the existing Service Station and newly expanded convenience store ancillary use.

Conditional Use Permits are required for the alteration of a Vehicle Service Station use, to allow off-site sale of limited alcohol, and to allow for extended hours of operation within the CL (Commercial Limited) zoning district.

**Staff Recommendation:**

- 1) Find that this project to be exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Sections 15301 (Existing Facilities); and
- 2) Approve the Conditional Use Permits with conditions.

Case Manager: Kent Lin

**D. V #11890: 180 South San Rafael Avenue – Council District #6**

- 1) Variance: To allow construction of a 500 square-foot accessory structure (pool house) within the front yard of a flag lot developed with a single-family residence, where an accessory structure is required to be located behind the rear wall plane of the primary structure; and
- 2) Minor Variance: To allow replacement of an existing six-foot chain link fence with a new six-foot solid wood fence, along portions of the north and south side property lines within the front yard of a flag lot, where the maximum allowed height is four feet.

**Staff Recommendation:**

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures); and
- 2) Approve the Variance and Minor Variance with conditions.

Case Manager: Kristen Johnston

**3. ADJOURNMENT**

**POSTING STATEMENT:**

HEREBY CERTIFY that this Agenda, in its entirety was posted on the Council Chamber Bulletin Board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue on the 28<sup>th</sup> day of September, 2018 by 5:30 p.m. The agenda will also be posted on the bulletin board outside the front entrance of the Hale Building, 175 N. Garfield Avenue, an electronic copy sent to the Central Library for posting and the agenda may be viewed at the City's website at: <https://ww5.cityofpasadena.net/planning/commissions-and-meetings/hearing-officer/> Any items on this agenda will be made available at the Permit Center located at 175 N. Garfield Avenue during normal business hours.

  
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Talyn Mirzakhaniah, Zoning Administrator  
Planning & Community Development

  
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Carrie Banks, Recording Secretary