

**Action Minutes  
Design Commission  
Tuesday October 22, 2019 at 6:30 p.m.**

**Regular Meeting  
City Hall, Council Chambers – Room S249  
100 N. Garfield Avenue, Pasadena CA 91101**

**For a complete and detailed recap of the meeting, please log to:  
<https://ww5.cityofpasadena.net/commissions/commission-meetings-archived-recordings/>**

1. **ROLL CALL** – Chair Toro called the meeting to order at 6:42 p.m.  
Present: Commissioners Toro, Carpenter, Loomis, Lim, Chiao, Sepulveda and Rao  
Absent: Coppess (Excused)  
Staff: Leon White and Kevin Johnson
2. **APPROVAL OF MINUTES** – Approval of the minutes September 10, 2019.  
Moved and seconded by Commissioners Loomis and Carpenter to approve the minutes. No opposition; the minutes were approved.
3. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA** – No comments.
4. **APPROVAL OF THE AGENDA ORDER** –  
Moved and seconded by Commissioners Loomis and Carpenter. No opposition; the Agenda Order was approved.
5. **TIME EXTENSION**
  - A. **913 Boston Ct. – (Council District 5)**  
A new five-story, 12-unit residential project with subterranean parking.
    1. Found that the application for Time Extension was subject to environmental review in the Categorical Exemption adopted by the Design Commission for Concept Design Review of the same project on January 12, 2016, and that there are no changed circumstances or new information which would require further environmental review.
    2. Found that the findings and conditions of the original approval still apply; found that the proposed project meets the current height, setbacks, and floor area ratio requirements of the Zoning Code and is consistent with the General Plan, the Central District Specific Plan, and the Zoning Map; and, therefore, based on these findings, approved the application for Time Extension for one additional year, to November 5, 2020.

Public Comments: None

Commission Comments: None

Motion:

Moved and seconded by Commissioners Loomis and Sepulveda to approve.

AYES: Commissioners Carpenter, Toro, Loomis, Lim, Chiao, Rao and Sepulveda  
NOES: None  
ABSENT: Commissioner Coppess  
ABSTAIN: None  
APPROVED: 7-0-1

## 6. COMMENTS AND REPORTS FROM STAFF

### A. Annual Report to the City Council

July 2018 through June 2019 and Work Plan for 2019-2020

Commission Comments:

- Commissioner Sepulveda noted a discrepancy in regards to attendance. She noted she was Excused for the meeting on November 9, 2018.
- Commissioner Toro noted to add a bullet item regarding training for some of the commissioners.

Motion:

Moved and seconded by Commissioners Loomis and Rao to approve and forward to City Council.

AYES: Commissioners Carpenter, Toro, Loomis, Lim, Chiao, Rao and Sepulveda  
NOES: None  
ABSENT: Commissioner Coppess  
ABSTAIN: None  
APPROVED: 7-0-1

## 7. COMMENTS AND REPORTS FROM COMMISSION

- Commissioner Loomis recognized and thanked Commissioner Rawlings for her many years of service to the commission
- Leon White noted that the field trip originally scheduled for 10/26/2019 will be rescheduled for 11/16/2019.

## 8. COMMENTS AND REPORTS FROM COMMITTEES

- Leon White recommended to table the "Comments and Reports from Committees" section until the next meeting, as we will have a full commission. He requested volunteers to add to the committees, as there are several vacancies. Commissioner Loomis volunteered for the Urban Forestry Advisory Committee but noted his term will end next June. Commissioner Toro noted that 270 Bellevue should be deleted as per Commissioner's Rawlings previous request.

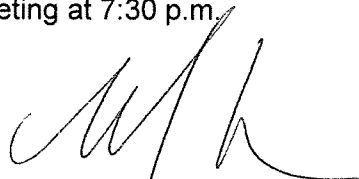
1. **Urban Forestry Advisory Committee** - (TBD)
2. **Historic Preservation Commission** - (Elfarra)
3. **Planning Commission** - (Coppess)
4. **Transportation Advisory Commission** - (Lim)
5. **Arts & Culture Commission** - (Sepulveda)
6. **Concept Design Review Application Subcommittee** - (Loomis, Toro)
7. **Las Encinas Psychiatric Hospital & Barn Subcommittee** - (TBD, TBD)
8. **Specific Plan Implementation Process Subcommittee** - (Loomis, TBD, TBD)
9. **100 West Walnut St. Subcommittee (PARSONS)** - (Loomis, TBD, Toro)
10. **Design Commission Annual Field Trip Subcommittee** - (Sepulveda, TBD, Loomis)
11. **Alexandria Subcommittee** - (TBD, Chiao)
12. **Olivewood (North and South) Subcommittee** - (TBD, Loomis, TBD)
13. **130-140 N. Fair Oaks Avenue Subcommittee** - (TBD, Loomis, TBD)
14. **270 Bellevue Drive Subcommittee** - (TBD, TBD, Toro)
15. **3200 East Foothill Boulevard (SpaceBank)** - (Chiao, Loomis)
16. **94 S. Los Robles Avenue (Kaiser)** - (TBD, TBD, Chiao)
17. **1539 East Howard St. (EF Academy)** – (Toro, TBD, Loomis)

9. **ADJOURNMENT** – Chair Toro adjourned the meeting at 7:30 p.m.



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Jose Noel Toro, Chair (Acting)



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Michi Takeda, Recording Secretary