



**MINUTES**  
**PLANNING COMMISSION**  
**SPECIAL MEETING – 3:00 P.M.**  
**Wednesday, June 24, 2020**  
**Virtual Meeting**

1. **ROLL CALL** - Chair Coher called the meeting to order at 3:00 P.M.  
**Present:** Commissioners Barar, Nanney, Miller, Coppess, Lyon, Williams, and Chair Coher.  
Commissioner Olivas arrived at approximately 3:07 P.M.  
**Excused Absent:** Commissioner Wendler  
**Staff:** David Reyes, Natsue Sheppard, Kevin Johnson, Theresa Fuentes, William Huang
2. **APPROVAL OF MINUTES**
  - A. **October 23, 2019** - Commissioner Nanney moved approval of October 23, 2019 Meeting Minutes. Seconded by Commissioner Williams. Minutes approved 5-0. Commissioners Coppess and Miller abstained.
  - B. **January 22, 2020** - Commissioner Coppess moved approval of the January 22, 2020 Meeting Minutes. Seconded by Commissioner Williams. Minutes approved 6-0. Commissioner Barar abstained.
  - C. **April 29, 2020** - Commissioner Lyon moved approval of the April 29, 2020 Meeting Minutes. Seconded by Commissioner Nanney. Minutes approved 8-0.
3. **INFORMATION ITEMS**
  - A. **Housing Update from William Huang, Director of Housing**
  - B. **Review of Development Agreement – ArtCenter College of Design**

Review of the terms of the Development Agreement between the City of Pasadena and ArtCenter College of Design. Pursuant to Section 65865.1 of California Government Code and Chapter 17.66 of Pasadena Municipal Code, approved and executed development agreements shall be subject to periodic reviews during the full term of the agreement.

It is recommended that the Planning Commission:

    1. Receive and file the staff report as the first of the required periodic reviews for the Development Agreement.

**Case Manager:** Natsue Sheppard
4. **ACTION ITEMS**
  - A. **Las Encinas Hospital Master Plan Renewal**

Renewal of the previously adopted Master Plan to extend the expiration date for an additional 10 years. No other changes or modifications are proposed.

It is recommended that the Planning Commission:

1. Find that the City Council adopted the Environmental Impact Report with a Mitigation Monitoring and Reporting Program on September 21, 2009, as part of the Master Plan for the Las Encinas Hospital, and that there are no changed circumstances or new information provided to trigger further environmental review; and
2. Approve the renewal of the Las Encinas Hospital Master Plan with a 10-year time extension to September 21, 2029.

**Case Manager:** Natsue Sheppard

This was heard in conjunction with 4B. Las Encinas Hospital Master Plan Five-Year Review.

**Public Comment:**

- None

**Motion:**

Commissioner Williams moved approval of staff's recommendation with the reinstated timeline under Condition #6 and the added Condition #29A and #104A. Commissioner Coppess seconded. Motion approved 8-0.

- Condition #6: "This condition shall be re-instituted applicable to the renewal, with the timeline for reviews starting in June of 2020."
- Condition #29A is added as follows: "For the sake of clarity, construction-related parking shall occur on-site only."
- Condition #104A is added as follows: "An element of the Construction Staging and Traffic Management Plan shall be a public notice and communication plan satisfactory to the Zoning Administrator."

**B. Las Encinas Hospital Master Plan Five-Year Review**

Five-year review of the approved Las Encinas Hospital 2009 Master Plan. Section 17.61.050.I.5. of the Zoning Code requires that all Master Plans shall be reviewed by the Planning Commission every five years for compliance with the features of the plan and conditions of approval.

It is recommended that the Planning Commission:

1. Find that the proposed action herein is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3) (Common Sense Exemption); and
2. Find that Las Encinas Hospital is in compliance with the conditions of approval and provisions of the 2009 Master Plan.

**Case Manager:** Natsue Sheppard

This was heard in conjunction with 4A. Las Encinas Hospital Master Plan Renewal.

**Public Comment:**

- None

**Motion:**

Commissioner Williams moved approval of staff's recommendation with the added conditions under the Master Plan Renewal action. Commissioner Coppess seconded. Motion approved 8-0.

**5. STUDY SESSIONS**

**A. Updates to Historic Preservation Regulations**

Staff will facilitate a study session on potential changes to regulations related to Historic Preservation in the Zoning Code.

**Case Manager:** Leon White/Amanda Landry

**Public Comment:**

- None

**B. Potential Code Amendment for Church Properties**

Staff will facilitate a study session on potential changes to the Zoning Code that would allow an ancillary structure or trailer on church property for affordable housing.

**Case Manager:** David Reyes

**Public Comment:**

- Ferne Hayes
- Erika Foy
- Anthony Manousos
- Juliana Serrano (All Saint's Church)
- Jill Shook
- Mic Hansen

**6. COMMENTS AND REPORTS FROM COMMITTEES**

- **Design Commission** – Commissioner Barar informed the Commission about a project heard at the June 23, 2020 meeting.
- **Board of Zoning Appeals** – N/A

**7. COMMENTS AND REPORTS FROM COMMISSION**

**Election of Officers for FY2020-2021**

July 2020 – Early December 2020:

- Planning Commission Chair: Commissioner Williams
- Planning Commission Vice Chair: Commissioner Olivas
- Planning Commission Secretary: Commissioner Nanney
- Board of Zoning Appeals Chair: Commissioner Coppess

Early December 2020 – June 2021:

- Planning Commission Chair: Commissioner Olivas
- Planning Commission Vice Chair: Commissioner Coppess
- Planning Commission Secretary: Commissioner Nanney
- Board of Zoning Appeals Chair: Commissioner Coppess

**Motion:**

Commissioner Lyon moved approval of officers for FY2020-2021. Seconded by Commissioner Nanney. Motion approved 7-0.

**8. ADJOURNMENT** – Chair Coher adjourned the meeting at approximately 6:15 P.M.

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David Sanchez, Principal Planner

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Tess Molinar, Recording Secretary