



**SPECIAL MEETING  
HEARING OFFICER AGENDA  
Wednesday, September 2, 2020  
3:00 P.M.**

**HEARING OFFICER**

Paul Novak

**STAFF**

David Sinclair, Senior Planner  
Jason Van Patten, Planner  
Carlos Chacon, Assistant Planner  
Katherine Moran, Assistant Planner  
Tess Varsh, Recording Secretary

Hearing Officer meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month.

Agendas and related documents are available for public review on the City website at:  
[www.cityofpasadena.net/commissions/hearing-officer/](http://www.cityofpasadena.net/commissions/hearing-officer/)

*To request meeting materials in alternative formats or other disability-related modifications or accommodations necessary to facilitate meeting participation, please contact the Planning and Community Development Department as soon as possible at (626) 744-7374 or [tmolinar@cityofpasadena.net](mailto:tmolinar@cityofpasadena.net). Providing at least 72-hour advance notice will help ensure availability.*

*Language translation services may also be requested with 72-hour advance notice by calling (626) 744-7374. Habrá servicio de interpretación disponible para éstas juntas llamando (626) 744-7374 al por lo menos con 24 horas de anticipación*

## **PUBLIC PARTICIPATION**

PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE FOLLOWING MEETING WILL TAKE PLACE ***SOLELY BY TELECONFERENCE/VIDEOCONFERENCE***.

MEMBERS OF THE PUBLIC MAY PARTICIPATE ELECTRONICALLY IN THE OPEN SESSION PORTION OF THE MEETING.

ACCESS TO THE MEETING IS AS FOLLOWS:

**Video Conference:** <https://us02web.zoom.us/j/81245147635>

**OR**

**Phone: 1 (669) 900-6833 - Webinar ID: 812 4514 7635**

## **PUBLIC COMMENT INSTRUCTIONS**

If you wish to provide comment, you may do so as follows:

**1. ADVANCE CORRESPONDENCE, TO BECOME PART OF THE RECORD:**

Submit public comment of any length to [tmolinar@cityofpasadena.net](mailto:tmolinar@cityofpasadena.net) prior to the meeting day. Please be aware that, while these comments will be provided to the members of the body and will become part of the meeting record, they will not be read aloud.

**2. COMMENTS TO BE READ ALOUD AT THE MEETING:**

At the start of the meeting, you may submit public comment of up to 200 words regarding items on the agenda to: [www.cityofpasadena.net/planning/public-comment](http://www.cityofpasadena.net/planning/public-comment). The body reserves the right to summarize comments if necessary for the orderly and timely flow of the meeting. All comments in their entirety will become part of the meeting record. Comments will not be accepted after the public comment period has closed.

Public comments will be limited to matters on this agenda.

If you need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act because you are unable to participate electronically as set forth above, please contact the Planning and Community Development as soon as possible at (626) 744-7374 or [tmolinar@cityofpasadena.net](mailto:tmolinar@cityofpasadena.net).



**AGENDA  
SPECIAL MEETING  
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- 1. READING OF PROCEDURES**
- 2. PUBLIC HEARINGS**

**MINOR CASES**

**A. MCUP #6835: 1196, 1198, 1200 SUMMIT AVENUE– COUNCIL DISTRICT #3**

Minor Conditional Use Permit: To allow the expansion of a nonconforming use. The project includes additions, totaling 296 square feet, to two existing dwelling units. The project also includes the construction of two attached garages, totaling 853 square feet. The subject site is located within the RM-12 (Multi-family residential - two units per lot) zoning district, and is developed with three residential dwelling units, where the Zoning Code allows for two dwelling units.

**Staff Recommendation:**

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

Case Manager: Katherine Moran

**B. MV #11926: 841 N. FAIR OAKS AVENUE– COUNCIL DISTRICT #3**

Minor Variance: To allow the construction of a new 3-story mixed-use project consisting of seven residential units above one floor of office space with a reduced three-foot six-inch front yard for the residential portion of the project (second and third floors), where a ten-foot setback is required. The subject property is located within the FGSP-C-3A (Fair Oaks Orange Grove Specific Plan-Limited Commercial District 3, Sub district A).

**Staff Recommendation:**

- 1) In conjunction with the Consolidated Design Review approval on August 30, 2019, it was determined that the project is Categorically Exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15332, Class 32, In-fill Development Projects). It has been determined that there are no changed circumstances or new information as part of the proposed Minor Variance that necessitate further environmental review; and
- 2) Approve the Minor Variance with conditions.

Case Manager: Carlos Chacon

## **REGULAR CASES**

### **C. CUP #6833: 3225 E. FOOTHILL BOULEVARD – COUNCIL DISTRICT #4**

Conditional Use Permit: To allow the off-site sale and consumption of beer and wine in addition to on-site instructional tastings (Type 2 and Type 20 ABC Licenses) in conjunction with the operation of an Industry Restricted, Small Scale land use (wine production). The subject site is located within the EPSP-d2-CL (East Pasadena Specific Plan, subarea d2, limited commercial district) zoning district.

#### **Staff Recommendation:**

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301, (Class 1, Existing Facilities); and
  - 2) Approve the Conditional Use Permit with conditions.
- Case Manager: Katherine Moran

### **D. CE #380: 100 W. CALIFORNIA BOULEVARD, 625 S. FAIR OAKS AVENUE, 10 CONGRESS STREET – COUNCIL DISTRICT #6**

Certificate of Exception: To allow a lot line adjustment between three adjacent parcels, 100 West California Boulevard (5719-027-061), 625 South Fair Oaks Avenue (5719-027-067), and 10 Congress Street (5719-027-055).

#### **Staff Recommendation:**


- 1) Find that the project is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15305 (Class 5, Minor Alterations in Land Use Limitations); and
  - 2) Approve the Certificate of Exception with conditions.
- Case Manager: Jason Van Patten

## **3. ADJOURNMENT**

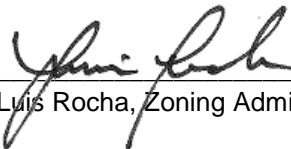
POSTING STATEMENT: I HEREBY CERTIFY that this Agenda, in its entirety was posted on the City Council Chamber Bulletin Board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue on or before the 28<sup>th</sup> day of August 2020, by 5:30 p.m. The agenda will also be posted at the Hale Building, 175 N. Garfield Avenue, and the agenda may be viewed at the City's website at: [www.cityofpasadena.net/commissions/hearing-officer/](http://www.cityofpasadena.net/commissions/hearing-officer/).



David M. Reyes, Director of Planning and  
Community Development



Tess Varsh, Recording Secretary



Luis Rocha, Zoning Administrator