



**SPECIAL MEETING  
HEARING OFFICER AGENDA  
Wednesday, August 4, 2021  
5:30 P.M.**

**HEARING OFFICER**

Paul Novak

**STAFF**

Beilin Yu, Senior Planner  
David Sinclair, Senior Planner  
Jennifer Driver, Planner  
Alison Walker, Associate Planner  
Ivan Galeazzi, 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 [tvarsh@cityofpasadena.net](mailto:tvarsh@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/85267096825>

**OR**

**Phone: 1 (669) 900-6833 - Webinar ID: 852 6709 6825**

## **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 [tvarsh@cityofpasadena.net](mailto:tvarsh@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 Department as soon as possible at (626) 744-7374 or [tvarsh@cityofpasadena.net](mailto:tvarsh@cityofpasadena.net).



**AGENDA  
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1. **READING OF PROCEDURES**
2. **PUBLIC HEARINGS**

**REGULAR CASES**

**A. HDP #6819: 1660 POPPY PEAK DRIVE – COUNCIL DISTRICT #6**

Hillside Development Permit: To allow additions totaling 338 square feet to the upper level of an existing 1,552 square-foot split-level dwelling with an attached 537 square-foot two-car garage. With the proposed additions, the upper level would consist of 1,890 square feet, while the lower level garage would remain unchanged. There are no trees proposed for removal as part of this project. The property is zoned RS-6 HD-SR (Hillside Development, San Rafael Area).

**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 Hillside Development Permit with conditions.
- Case Manager: Alison Walker

**B. HDP #6879: 385 MANFORD WAY – COUNCIL DISTRICT #6**

Hillside Development Permit: To allow additions totaling 419 square feet to an existing 2,028 square-foot, split-level dwelling with an attached 572 square-foot garage and 1,398 square-foot crawl space. The addition would expand the existing upper level by 215 square feet, and the lower level by 204 square feet. There are no trees proposed for removal as part of this project. The property is zoned RS-2-HD and is located in the Hillside Overlay 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 Hillside Development Permit with conditions.
- Case Manager: Ivan Galeazzi

**C. CE #385: 2940 E. FOOTHILL BOULEVARD AND 2880 SIERRA GRANDE STREET – COUNCIL DISTRICT #4**

Certificate of Exception: To allow a lot line adjustment between two adjacent parcels at 2940 E. Foothill Boulevard (AIN 5748-037-004) and 2880 Sierra Grande Street (AIN 5748-037-005). As a result, the parcel at 2940 E. Foothill Boulevard would decrease in size from 420,082 square feet to 143,117 square feet and the parcel at 2880 Sierra Grande Street would increase in size from 85,597 square feet to 362,562 square feet. No construction is proposed as part of the application.

**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: David Sinclair

**D. CE #389: 274 & 282 NORTH OAKLAND AVENUE – COUNCIL DISTRICT #3**

Certificate of Exception: To allow a lot line adjustment between two adjacent parcels at 274 North Oakland Avenue (Parcel 1: AIN 5723-006-037) and 282 North Oakland Avenue (Parcel 2: AIN 5723-006-038). As a result of the lot line adjustment, the two lots, Parcel 1 (10,600 square feet) and Parcel 2 (10,600 square feet), would be consolidated into one 21,200 square-foot parcel. No construction is proposed as part of the application.

**Staff Recommendation:**

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 21155.4; and,
- 2) Approve the Certificate of Exception with conditions.

Case Manager: Jennifer Driver

**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 30th day of July 2021, 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/).

  
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David M. Reyes, Director of Planning  
and Community Development

  
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Tess Varsh, Recording Secretary

  
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Luis Rocha, Zoning Administrator