

CITY OF PASADENA DESIGN COMMISSION
WORK PLAN PERFORMANCE: July 1, 2020 – June 30, 2021

Year End Report of Accomplishments: June 30, 2021

MISSION (as stated in Pasadena Municipal Code Section 2.80.110):

The purpose of this commission is to: establish procedures for developing design policies for the city; establish procedures and criteria for review of alterations to the urban and natural environments to assure appropriate design; encourage public understanding of and involvement in the design quality of the city, and strengthen civic pride in the beauty of Pasadena; protect and enhance the city's attraction to residents seeking a pleasant way of life, increase its attraction for tourists and visitors, and support and stimulate business and industry by encouraging excellence of design; and safeguard and enhance the visual and aesthetic character, diversity and quality of the city.

OBJECTIVES:

- I. At bimonthly meetings, review applications for design review as specified in the PMC (17.61.030).

Status: COMPLETED.

A total of 56 projects were reviewed during the year including twelve (12) Preliminary Consultations, fourteen (14) Concept Design Reviews, four (4) Consolidated Design Reviews, ten (10) Final Design Reviews, three (3) Major Changes to an Approved Project, ten (10) Advisory Reviews, and three (3) Information Items.

▪ Preliminary Consultation:

- 1) 452 N. Los Robles Avenue
- 2) 825 N. Lake Avenue
- 3) 1870-1890 E. Walnut Street
- 4) 130-140 N. Mar Vista Avenue
- 5) 1200 E. California Boulevard
- 6) 758-766 S. Fair Oaks Avenue
- 7) 350 Cordova Street
- 8) 710 N. Fair Oaks Avenue
- 9) 673 E. Colorado Boulevard
- 10) 50 Alessandro Place
- 11) 465-577 S. Arroyo Parkway
- 12) 590 S. Fair Oaks Avenue

▪ Concept Design Review:

- 1) 253 S. Los Robles Avenue
- 2) 101 S. Marengo Avenue
- 3) 1000 E. Walnut Street
- 4) 164 Chestnut Street
- 5) 139 S. Oak Knoll Avenue
- 6) 150 S. Oak Knoll Avenue
- 7) 439 N. Hill Avenue
- 8) 274-282 N. Oakland Avenue
- 9) 1200 E. California Boulevard
- 10) 825 N. Lake Avenue
- 11) 1336-1350 & 1347-1365 E. Colorado Blvd; 35-39 N. Hill Avenue; 36-56 N. Holliston Avenue

ATTACHMENT A

- 12) 1870-1890 E. Walnut Street
- 13) 710 N. Fair Oaks Avenue
- 14) 2030 E. Colorado Boulevard

- Consolidated Design Review:

- 1) 251 S. Lake Avenue
- 2) 272 W. Bellevue Drive
- 3) 155 N. Lake Avenue
- 4) 101 S. Marengo Avenue

- Final Design Review:

- 1) 135 S. Catalina Avenue
- 2) 127 N. Madison Avenue
- 3) 83 N. Lake Avenue
- 4) 254 E. Union Street
- 5) 101 S. Marengo Avenue
- 6) 1000 E. Walnut Street
- 7) 164 Chestnut Street
- 8) 650 S. Raymond Avenue
- 9) 274-282 N. Oakland Avenue
- 10) 231 N. Hill Avenue

- Major Changes to Approved Project:

- 1) 85 W. Green Street
- 2) 39 S. Los Robles Avenue
- 3) 3452-3488 E. Foothill Boulevard

- Advisory Review:

- 1) 10 W. Walnut Street (Review of Cultural Signage)
- 2) 740-790 E. Green Street (Planned Development)
- 3) 1307 Lincoln Avenue (Planned Development)
- 4) Lincoln Avenue Specific Plan
- 5) East Colorado Specific Plan
- 6) South Fair Oaks Avenue Specific Plan
- 7) Colorado Street Bridge Suicide Mitigation Enhancement Project (City Project)
- 8) North Lake Specific Plan
- 9) Fair Oaks Orange Grove Specific Plan
- 10) Central District Specific Plan

- Information Items:

- 1) 3452-3488 E. Foothill Boulevard
- 2) 1336-1350 & 1347-1365 E. Colorado Blvd; 35-39 N. Hill Avenue; 36-56 N. Holliston Avenue
- 3) 550-566 E. Colorado Boulevard

II. Conduct design reviews of City projects, as specified in the PMC (2.80.110).

Status: COMPLETED.

The Commission reviewed and provided advisory comments on the Colorado Street Bridge Suicide Mitigation Enhancement Project.

III. Conduct historic preservation reviews in the Central District as specified in the PMC (17.62).

Status: COMPLETED.

The Commission conducted design review of the following projects, which also included historic preservation review.

- 254 E. Union Street (Final Design Review)
- 85 W. Green Street (Major Changes to Approved Project)
- 135 S. Catalina Avenue (Final Design Review)
- 465-577 S. Arroyo Parkway (Preliminary Consultation)

IV. Attend training sessions on design guidelines, CEQA, historic preservation, Secretary of the Interior's Standards for Rehabilitation, architecture and urban design.

Status: COMPLETED.

Commission members attended workshops and presentations on historic preservation, architecture, and urban design-related topics.

V. Conduct advisory reviews of proposals for updates to specific plans, planned developments, and amendments to master development plans, and revisions to design guidelines.

Status: COMPLETED.

The Commission conducted advisory reviews of the updates to the City's Specific Plans, and proposed planned developments, as listed in Section I.

VI. Provide comments on Environmental Impact Reports affecting aesthetics, biological resources, cultural resources, and other issues related to design and historic preservation.

Status: NOT APPLICABLE.

There were no EIRs that required review by the Commission during the reporting period.

VII. Advise the Planning Commission and City Council on proposed code amendments, ordinances, and other projects as they may affect urban design, trees, and aesthetics and – in the Central District – historic preservation.

Status: NOT APPLICABLE.

These items were not brought forward to the Commission during this reporting period.

VIII. Act, when required, as decision maker on environmental studies when the Design Commission is the initial decision-maker for a project.

Status: COMPLETED.

The Commission adopted twelve (12) new, and re-affirmed nine (9) Categorical Exemptions that were adopted previously by the Commission or another review body. The previous adoptions of two (2) Mitigated Negative Declarations (MNDs) were re-affirmed by the Design Commission during the reporting period. While there were no Negative Declarations reviewed, the Commission did re-affirm two (2) previously adopted EIRs during the reporting period. The environmental determinations of projects reviewed is detailed in the table below:

CATEGORICAL EXEMPTION	
▪ 253 S. Los Robles Avenue(Concept)*	▪ 101 S Marengo Avenue (Concept)
▪ 135 S. Catalina Street (Final)**	▪ 1000 E. Walnut Street (Concept)*
▪ 127 N. Madison Avenue (Final)*	▪ 83 N. Lake Avenue (Final)*

▪ 251 S. Lake Avenue (Consolidated)	▪ 272 W. Bellevue Drive (Consolidated)
▪ 164 Chestnut Street (Concept)	▪ 85 W. Green Street (Change)
▪ 139 S. Oak Knoll Avenue (Concept)	▪ 150 S. Oak Knoll Avenue (Concept)
▪ 155 N. Lake Avenue (Consolidated)	▪ 439 N. Hill Avenue (Concept)
▪ 164 Chestnut Street (Final)**	▪ 650 S. Raymond Avenue (Final)*
▪ 274 N. Oakland Avenue (Concept)	▪ 3452-3488 E. Foothill Boulevard (Change)
▪ 825 N. Lake Avenue (Concept)	▪ 274-282 N. Oakland Avenue (Final)**
▪ 231 N. Hill Avenue (Final)**	
MITIGATED NEGATIVE DECLARATION	
▪ 254 E. Union Street (Final)*	▪ 39 S. Los Robles Avenue (Change)*
NEGATIVE DECLARATION	
ENVIRONMENTAL IMPACT REPORT (EIR)	
▪ 1200 E. California Boulevard (Concept)*	▪ 1336-1350 & 1347-1365 E. Colorado Boulevard; 35-39 N. Hill Avenue; 36-56 N. Holliston Avenue (Concept)*
Notes:	
* The environmental review was adopted by a different governing body, and re-affirmed by the Design Commission.	
** The environmental review was adopted by the Design Commission at a prior design review meeting.	

IX. Hear appeals of staff-level decisions (or calls for review of staff-level decisions), as needed.

Status: COMPLETED

The Commission requested the review of a staff decision on a Consolidated Design Review for:

- 272 W. Bellevue Drive.

X. Participate on City-sponsored task forces and committees.

Status: COMPLETED.

Members of the Commission participated in the following task forces, committees and subcommittees:

1. Urban Forestry Advisory Committee
2. Concept Design Review Application Subcommittee
3. Las Encinas Psychiatric Hospital & Barn Subcommittee
4. Specific Plan Implementation Process Subcommittee
5. 100 West Walnut Street Subcommittee (PARSONS)
6. Olivewood (North and South) Subcommittee
7. 130-140 N. Fair Oaks Ave. Subcommittee
8. 1336 E. Colorado Blvd. Subcommittee
9. 3200 E. Foothill Blvd. (SpaceBank) Subcommittee
10. 94 S. Los Robles Ave. (Kaiser) Subcommittee
11. 1539 E. Howard St. (EF Academy) Subcommittee

As required by Code, the Commission also has representatives from the Transportation Advisory Committee, the Historic Preservation Commission, the Planning Commission, and the Arts and Culture Commission.

XI. Conduct Preliminary Consultations of projects that require Commission level Design Review.

Status: COMPLETED.

The Commission conducted thirteen preliminary consultations of the following projects:

- 452 N. Los Robles Avenue
- 825 N. Lake Avenue
- 1870-1890 E. Walnut Street
- 130-140 N. Mar Vista Avenue
- 1200 E. California Boulevard
- 758-766 S. Fair Oaks Avenue
- 350 Cordova Street
- 710 N. Fair Oaks Avenue
- 673 E. Colorado Boulevard
- 758-766 S. Fair Oaks Avenue
- 50 Alessandro Place
- 465-577 S. Arroyo Parkway
- 590 S. Fair Oaks Avenue

XII. Review requests for time extensions as specified in the PMC (17.64.040).

Status: NOT APPLICABLE.

A request for a time extension to an approved project was not brought forward to the Commission during this reporting period.

XIII. Conduct a tour of completed projects approved through the design review process.

Status: NOT COMPLETED.

Due to the ongoing COVID-19 pandemic, in-person events such as the annual tour of completed projects was cancelled.

XIV. Design Commission Organization training.

Status: COMPLETED.

Design Commission conducted an organization training meeting, which included review of Commission by-laws, rules, procedures and Robert's rules of order.

CITY OF PASADENA DESIGN COMMISSION
PROPOSED WORK PLAN: July 1, 2021 – June 30, 2022

MISSION (Pasadena Municipal Code §2.80.110):

The purpose of the Design Commission is to advise and make recommendations to the City Council for developing design policies of the city; establish procedures and criteria for review of alterations to the urban and natural environments to assure appropriate design; to encourage design quality and civic pride in the beauty of Pasadena; to protect and enhance the city's attraction to residents seeking a pleasant way of life, increase its attraction for tourists and visitors, and support and stimulate business and industry by encouraging excellence in design; and to safeguard and enhance the visual and aesthetic character, diversity and quality of the city.

OBJECTIVES:

- I. At bimonthly meetings, review applications for design review as specified in the municipal code (Ch. 17.61.030).
- II. Conduct design reviews of City projects, as specified in the municipal code (Ch. 2.80.110).
- III. Conduct historic preservation reviews in the Central District as specified in the municipal code (Ch. 17.62).
- IV. Attend training sessions on design guidelines, CEQA, historic preservation, Secretary of the Interior's Standards for Rehabilitation, architecture and urban design.
- V. Conduct advisory reviews of proposals for updates to specific plans, planned developments, amendments to master development plans, and revisions to design guidelines.
- VI. Provide comments on environmental impact reports affecting aesthetics, biological resources, cultural resources, and other issues related to design and historic preservation.
- VII. Advise the Planning Commission and City Council on proposed code amendments, ordinances, and other projects as they may affect urban design, trees, and aesthetics and, in the Central District, historic preservation.
- VIII. Act, when required, as decision maker on environmental studies when the Design Commission is the initial decision-maker for a project.
- IX. Hear appeals of staff-level decisions (or calls for review of staff-level decisions) as needed.
- X. Participate on City-sponsored task forces and committees.
- XI. Conduct preliminary consultations of projects that require Commission level Design Review.
- XII. Review requests for time extensions as specified in the municipal code (Ch. 17.64.040).
- XIII. Conduct tour of completed projects approved through the design review process.

ATTACHMENT B

**Design Commission
MEETING ATTENDANCE RECORD
July 2020 - June 2021**

MEMBERS	7/14/2020 SPEC	07/28/2020 SPEC	08/11/2020 SPEC	08/25/2020 SPEC	09/08/2020 SPEC	09/22/2020 SPEC	10/13/2020 SPEC	10/27/2020 SPEC	11/10/2020 SPEC	11/17/2020 SPEC	11/24/2020 SPEC	12/08/2020 SPEC	12/22/2020 SPEC	1/12/2021 SPEC	1/26/2021 SPEC	2/9/2021 SPEC	2/23/2021 SPEC	3/9/2021 SPEC	3/23/2021 SPEC	4/13/2021 SPEC	4/27/2021 SPEC	5/11/2021 SPEC	5/18/2021 SPEC	5/25/2021 SPEC	6/8/2021 SPEC	6/22/2021 SPEC	TOTAL MEETINGS ATTENDED	ATTENDANCE RECORD PERCENTAGE
ROBERT CARPENTER (ATLARGE/DISTRICT 1)	P	P	P	P	NQ	P	P	A	NQ	P	XX	P	P	P	P	P	A	A	A	XX	P	P	P	A	P	P	17	77%
ALAN LOOMIS (AT LARGE/DISTRICT 1)	P	P	A	A	NQ	A																					2	40%
CHRISTOPHER HAWTHORNE (AT LARGE/DISTRICT 1)																									P	A	1	50%
JOSE NOEL TORO (AT LARGE/DISTRICT 5)	A	P	P	A	NQ	P	P	P	NQ	A	XX	P	A	P	A	P	P	P	P	XX	P	A	A	P	P	P	15	68%
SRINIVAS RAO (AT LARGE/DISTRICT 6)	P	P	P	P	NQ	P	P	P	NQ	P	XX	P	P	P	A	P	P	P	P	XX	P	P	P	P	P	P	21	95%
PHILIP CHIAO (AT LARGE/DISTRICT 6)	P	P	A	P	NQ	P	P	P	NQ	P	XX	P	P	P	P	P	P	P	P	XX	P	P	P	P	P	P	21	95%
YOLANDA SEPULVEDA (ARTS & CULTURE COMMISSION)	P	A	A	P	NQ	P	P	A	NQ	A	XX	P	P	P	P	A	P	P	A	XX	A	P	P	A	P	P	14	64%
ALI BARAR (PLANNING COMMISSION)	P	A	P	P	NQ	P	A	P	NQ	A	XX	A	P	U	P	P	P	P	A	XX	U	P	P	A	A	P	13	59%
CARRIE ELFARRA (HISTORIC PRESERVATION COMMISSION)	A	P	A	P	NQ	P	P	P	NQ	P	XX																6	75%
CAROL POTTER (HISTORIC PRESERVATION COMMISSION)												A	P	P	P	P	P	P	P	XX	P	P	P	P	P	A	12	86%
ADRIANA LIM (TRANSPORTATION ADVISORY COMMISSION)	P	P	P	P	NQ	P																					5	100%
TIMOTHY SALES (TRANSPORTATION ADVISORY COMMISSION)							P	P	NQ	P	XX	P	P	P	P	P	P	P	P	XX	P	A	P	P	A	P	15	88%

LEGEND
P - PRESENT
A - EXCUSED ABSENCE
U - UNEXCUSED ABSENCE
XX - CANCELED MEETING
NQ - NO QUORUM
CO-19-CANCELLED DUE TO COVID 19

ATTACHMENT C