



**MEETING MINUTES  
SPECIAL MEETING  
DESIGN COMMISSION  
Tuesday, September 28, 2021**

**SPECIAL PUBLIC MEETING AT 4:30 P.M.  
Virtual Meeting**

**FOR A COMPLETE AND DETAILED RECAP OF THE MEETING, PLEASE LOG ON TO:**  
<https://www.cityofpasadena.net/commissions/audio-video-recordings/>

**1. ROLL CALL- CHAIR RAO CALLED THE MEETING TO ORDER AT 4:30PM**

Present: Commissioners Toro, Sales, Hawthorne, Delgado, Chiao, Carpenter, Sepulveda, and Rao

Absent: Commissioners Gutierrez (Excused)

Staff: Leon White and Theresa Fuentes

**2. APPROVAL OF MINUTES**

Motion to approve **August 10, 2021** was moved and seconded by Commissioners Sepulveda and Carpenter; Commissioners Gutierrez was absent; no opposition, the minutes were approved

Motion to approve **August 24, 2021** was moved and seconded by Commissioners Delgado and Toro; Commissioners Gutierrez was absent; Commissioner Sepulveda abstained; no opposition, the minutes were approved

**3. INFORMATION ITEM**

**A. COMMISSION TRAINING**

Annual presentation on the organization and administrative functions of the Design Commission.

(Presenters: Leon White, Principal Planner/Theresa Fuentes, Assist. City Attorney)

**4. COMMENTS AND REPORTS FROM STAFF**

**A. ANNUAL REPORT TO CITY COUNCIL**

- Staff reported on the Design Commission Annual Report to City Council, from July 2019 through June 2020 and Work Plan for 2020-2021.

Motion

Moved and seconded by Commissioners Sales and Carpenter to approve and forward to City Council

AYES: Commissioners Toro, Sales, Hawthorne, Chiao, Carpenter, Sepulveda, and Rao  
NOES: NONE  
ABSENT: Commissioners Gutierrez (Excused)  
ABSTAIN: Commissioner Delgado  
APPROVED: 7-0-1

**5. COMMENTS AND REPORTS FROM STAFF**

Staff reported on upcoming agendas

**6. COMMENTS AND REPORTS FROM COMMISSION - NONE**

**7. COMMENTS AND REPORTS FROM COMMITTEES**

1. Urban Forestry Advisory Committee - (Carpenter) No Reports
2. Historic Preservation Commission - (Gutierrez) No Reports
3. **Planning Commission** - (Delgado)
  - Reported that the Commission reviewed and approved with conditions, the East Colorado Specific Plan
4. **Transportation Advisory Commission** - (Sales)
  - Reported that there was a presentation on the repurposing of the 710 stub and the scope was to share the information and analysis that was done to meet CalTrans requirements for the land that is no longer needed for their highway plan.
5. **Arts & Culture Commission** - (Sepulveda)
  - Reported they had their annual retreat and discussed how projects, that qualify for the percent work program, are opting out and just paying the in lieu fee, rather than incorporating public art components into their projects.
  - We have Art Night coming up on October 8<sup>th</sup>. For any indoor locations if you wish to attend, you will need to provide proof of negative COVID test no older than 72 hours. You can also go online to [artnightpasadena.org](http://artnightpasadena.org)
6. Concept Design Review Application Subcommittee - (Toro, Rao, Sales) No Reports

7. Las Encinas Psychiatric Hospital & Barn Subcommittee - (Carpenter, Sales) No Reports
8. 100 West Walnut St. Subcommittee (PARSONS) - (Toro, Chiao) No Reports
9. Olivewood (North and South) Subcommittee - (Chiao, Sales) No Reports
10. 1336 E. Colorado Blvd Subcommittee – (Chiao, Carpenter, Sales) No Reports
11. 1539 East Howard St. (EF Academy) – (Toro, Chiao, Sales) No Reports
12. 139 & 150 S. Oak Knoll Ave Subcommittee (Sepulveda, Delgado) No Reports
13. 1200 E. California Blvd Subcommittee (Hawthorne, Delgado, Rao) No Reports

**Projects on Hold**

14. 3200 East Foothill Boulevard (SpaceBank) - (Chiao, Carpenter)
15. 130-140 N. Fair Oaks Avenue Subcommittee - (TBD, TBD, TBD)
16. Design Awards Subcommittee – (TBD, TBD)

**8. ADJOURNMENT – CHAIR RAO AJOURNED THE MEETING AT 6:25 P.M.**



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Leon White, Principal Planner



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Michi Takeda, Recording Secretary