



**SPECIAL MEETING
HEARING OFFICER AGENDA
Wednesday, June 1, 2022
5:30 P.M.**

HEARING OFFICER

Paul Novak

STAFF

David Sinclair, Senior Planner
Jennifer Driver, Planner
Alison Walker, Planner
Katherine Moran, Associate Planner
Fatima Benitez, Planning Technician
Hayman Tam, Recording Secretary

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

Agendas and related documents are available for public review on the City website at:
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) 744-7479 or htam@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) 744-7479. Habrá servicio de interpretación disponible para éstas juntas llamando (626) 744-7479 al por lo menos con 24 horas de anticipación.

PUBLIC PARTICIPATION

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/89927387641>

OR

Phone: 1 (669) 900-6833 - Webinar ID: 899 2738 7641

Public Comment Instructions

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

1. CORRESPONDENCE, TO BECOME PART OF THE RECORD:

Members of the public may submit correspondence of any length up to the close of the public hearing. Comments must be sent to htam@cityofpasadena.net.

2. LIVE PUBLIC COMMENTS DURING THE MEETING

During the meeting, members of the public may provide live public comment on an agenda item, at the time the Hearing Officer solicits public comment, by either (a) if using the Zoom application, selecting the “raise hand” function; or (b) if participating by telephone, pressing *9 to raise your hand. Public comments are limited to 3 minutes each.

Your live comments during the Hearing Officer meeting will be recorded as part of the meeting. By staying on the line and making public comment during the Hearing Officer meeting, you are agreeing to have your phone call recorded.

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) 744-7479 or htam@cityofpasadena.net.



**AGENDA
SPECIAL MEETING
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Wednesday, June 1, 2022
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1. **READING OF PROCEDURES**
2. **PUBLIC HEARING**

MINOR CASES

A. MV #11946: 430 S. SAN RAFAEL AVENUE – COUNCIL DISTRICT #6

1. Minor Variance: To allow the construction of a new 400 square-foot, single-story, garage that would be attached to the front of an existing single-family residence, and would provide a 10'-4" front setback where a 25-foot minimum front setback is required.
2. Private Tree Removal: To allow the removal of one American Sweet Gum tree (*Liquidambar styraciflua*) and one Jacaranda tree (*Jacaranda mimosifolia*) on private property.

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 Variance with conditions.

Case Manager: Jennifer Driver

B. TIME EXTENSION FOR MCUP #6586: 160 E. CALIFORNIA BOULEVARD – COUNCIL DISTRICT #6

Time Extension for Minor Conditional Use Permit #6586: To allow a one-year time extension for Minor Conditional Use Permit #6586 which was approved by the Hearing Officer on March 7, 2018. The approval permitted the alteration of an existing legal, non-conforming, Vehicle Service Station use by allowing the conversion of three existing automotive services bays into retail space for an expanded convenience store, which operates ancillary to the existing Vehicle Service Station use. The approved expanded convenience store would be approximately 2,224 square feet in size.

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 Time Extension for Minor Conditional Use Permit #6586.

Case Manager: Fatima Benitez

REGULAR CASES

C. NDP #6929: 3840 FAIRMEADE ROAD – COUNCIL DISTRICT #4

Neighborhood Development Permit: To allow the construction of a 38 square-foot, one-story, addition to the front of an existing 2,153 square-foot, one-story, single-family residence.

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 Neighborhood Development Permit with conditions.

Case Manager: Alison Walker

D. MODIFICATION TO CONDITIONAL USE PERMIT #3059: 240-256 S. MICHIGAN AVENUE – COUNCIL DISTRICT #7

Modification to Conditional Use Permit #3059: To expand an existing Child Day-Care Facility located at 250 and 256 South Michigan Avenue, originally approved by the Hearing Officer on August 2, 1995. The expanded day-care facility would be expanded to include the property to the north at 240 S. Michigan Avenue and would accommodate 23 additional school aged children (4.5-12 years old) for a total of 74 children.

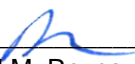
Staff Recommendation:

- 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 Modification to Conditional Use Permit #3059 with conditions.

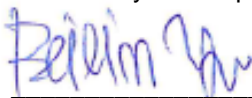
Case Manager: Katherine Moran

3. ADJOURNMENT

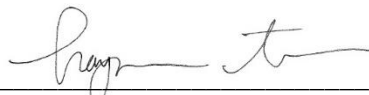
POSTING STATEMENT: I HEREBY CERTIFY that this Agenda, in its entirety was posted on the City Council Chamber Bulletin Board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue on or before the 27th day of May 2022, by 5:30 p.m. The agenda will also be posted at the Hale Building, 175 N. Garfield Avenue, and the agenda may be viewed at the City's website at: www.cityofpasadena.net/commissions/hearing-officer/.



David M. Reyes, Director of Planning and
Community Development



Beilin Yu, Zoning Administrator



Hayman Tam, Recording Secretary