



**MINUTES**  
**SPECIAL MEETING – 5:30 P.M.**  
**HEARING OFFICER**  
**Wednesday, July 20, 2022**  
**Virtual Meeting**

**For a complete and detailed recap of the meeting, please log on to:**  
<https://www.cityofpasadena.net/commissions/audio-video-recordings/>

<b>Hearing Officer Present:</b> Alex Garcia
<b>Acting Zoning Administrator:</b> Beilin Yu
<b>Staff Present:</b> Alison Walker, Katherine Moran, Joseph Weaver

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

**MINOR CASES**

**A. MV #11953: 3810 RANCH TOP ROAD – COUNCIL DISTRICT #4**

Minor Variance: to allow a 102 square-foot addition to the front of an existing single-story single-family residence with a 23'-10" setback where a 25-foot minimum front setback is required. The property is located within the RS-6 HD-1 (Single-Family Residential, Upper Hastings Ranch Area) 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 Minor Variance with conditions.
- Case Manager: Joseph Weaver

***APPROVED***

***APPEAL DATE: August 1<sup>st</sup>, 2022***

***EFFECTIVE DATE: August 2<sup>nd</sup>, 2022***

<b>HEARING OFFICER ACTION:</b> The Hearing Officer decided to adopt the Environmental Determination, which is an exemption, and <b>approve</b> the project subject to findings in Attachment A and adopted conditions found in Attachment B
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**B. CUP #7005: 2670 E. COLORADO BOULEVARD – COUNCIL DISTRICT #4**

Conditional Use Permit: to establish a Charitable Institution land use (Huntington Collection) within an existing 7,500 square-foot commercial tenant space. The property is located within the ECSP-CG-5-AD-2 (East Colorado Specific Plan, The Lamanda Park area) 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: Joseph Weaver

**APPROVED**

**APPEAL DATE: August 1<sup>st</sup>, 2022**

**EFFECTIVE DATE: August 2<sup>nd</sup>, 2022**

**HEARING OFFICER ACTION:** The Hearing Officer decided to adopt the Environmental Determination, which is an exemption, and **approve** the project subject with additional condition #29: A minimum of 50 percent of the street façade (Colorado Boulevard) to a height of eight feet must be visually transparent window display.

**C. HDP #6937: 470 SYCAMORE GLEN – COUNCIL DISTRICT #6**

- 1) Hillside Development Permit: to allow the construction of a new 1,562 square-foot two-level single-family residence, built over an attached 365 square-foot two-car garage in the Hillside Overlay District. The property is located within the RS-6-HD-SR (Single-Family Residential, Hillside Development, San Rafael Area) zoning district; and,
- 2) Variance: To allow 64 percent paving in the front setback area where a maximum 30 percent is allowed.

**Staff Recommendation:**

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15303 (Class 3, New Construction or Conversion of Small Structures); and
- 2) Approve the Hillside Development Permit and Variance with conditions.

Case Manager: Alison Walker

**APPROVED**

**APPEAL DATE: August 1<sup>st</sup>, 2022**

**EFFECTIVE DATE: August 2<sup>nd</sup>, 2022**

**HEARING OFFICER ACTION:** The Hearing Officer decided to adopt the Environmental Determination, which is an exemption, and **approve** the project subject to findings in Attachment A and adopted conditions found in Attachment B

**D. NDP #6883: 3540 LANFAIR ROAD – COUNCIL DISTRICT #4**

Neighborhood Development Permit: To allow the construction of an 18 square-foot, one-story, addition to the front of an existing 1,435 square-foot, one-story, single-family residence. The property is located within the RS-6 ND (Single-Family Residential, Neighborhood Overlay 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 Neighborhood Development Permit with conditions.

Case Manager: Katherine Moran

**APPROVED**

**APPEAL DATE: August 1<sup>st</sup>, 2022**

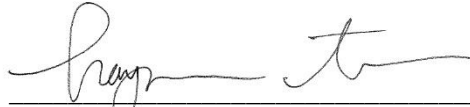
**EFFECTIVE DATE: August 2<sup>nd</sup>, 2022**

<p><b>HEARING OFFICER ACTION:</b> The Hearing Officer decided to adopt the Environmental Determination, which is an exemption, and <b>approve</b> the project subject to findings in Attachment A and adopted conditions found in Attachment B</p>
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**ADJOURNMENT:** approximately 6:20 p.m.



Beilin Yu, Zoning Administrator



Hayman Tam, Recording Secretary