



**MINUTES**  
**REGULAR MEETING – 6:00 P.M.**  
**HEARING OFFICER**  
**Wednesday, February 15, 2023**  
**Permit Center Hearing Room**  
**175 North Garfield Avenue, Pasadena, CA 91101**

**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> Jason Van Patten
<b>Staff Present:</b> Jennifer Driver, Katherine Moran, Philip Coronel

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

**MINOR CASES**

**A. MCUP #7061: 1971, 1973, 1981, 1983 EL SERENO AVENUE - COUNCIL DISTRICT #1**

Minor Conditional Use Permit: To allow the construction of a 568 square-foot addition to an existing dwelling unit (1973 El Sereno Avenue). The subject site is located within the RM-12 (Multiple-Family Residential) zoning district, and is developed with four residential dwelling units where the Zoning Code allows for two dwelling units per lot. A Minor Conditional Use Permit is required to alter or enlarge a nonconforming 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 Conditional Use Permit with conditions.
- Case Manager: Philip Coronel

**APPROVED**

**APPEAL DATE: February 27<sup>th</sup>, 2023**

**EFFECTIVE DATE: February 28<sup>th</sup>, 2023**

<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. MCUP #7065: 1500 LOMBARDY ROAD – COUNCIL DISTRICT #7**

Minor Conditional Use Permit: To allow an accessory structure addition with a top plate height of 10'-8" where the Zoning Code allows a maximum top plate height of nine feet. The maximum height of an accessory structure (including top plate height) may be modified with a Minor Conditional Use Permit in order to achieve a design that is architecturally compatible with the main structure. The property is located within the RS-2 (Single-Family Residential, 0-2 dwelling units per acre) zoning district.

**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 Minor Conditional Use Permit with conditions.

Case Manager: Katherine Moran

**APPROVED**

**APPEAL DATE: February 27<sup>th</sup>, 2023**

**EFFECTIVE DATE: February 28<sup>th</sup>, 2023**

**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

**C. HDP #6992: 580 LAGUNA ROAD – COUNCIL DISTRICT #6**

Hillside Development Permit: To allow the construction of an 18 square-foot addition to the first floor and a 679 square-foot addition to the second floor of an existing two-story, 1,824 square-foot single-family dwelling with an attached 415 square-foot, two-car garage 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: Jennifer Driver

**APPROVED**

**APPEAL DATE: February 27<sup>th</sup>, 2023**

**EFFECTIVE DATE: February 28<sup>th</sup>, 2023**

**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

**3. ADJOURNMENT:** approximately 6:17 p.m.

  
Jason Van Patten, Senior Planner

  
Hayman Tam, Recording Secretary