



**REGULAR MEETING
HEARING OFFICER
Wednesday, October 4, 2023
6:00 P.M.**

HEARING OFFICER

Paul Novak

STAFF

Beilin Yu, Zoning Administrator
Michael Rocque, Senior Planner
Jennifer Driver, Planner
Joseph Weaver, Associate Planner
Ivan Galeazzi, Assistant Planner
Michi Takeda, 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:
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Language translation services may also be requested with 72-hour advance notice by calling (626) 744-7135. Habrá servicio de interpretación disponible para éstas juntas llamando (626) 744-7135 al por lo menos con 24 horas de anticipación.



**AGENDA
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**Permit Center Hearing Room
175 North Garfield Avenue, Pasadena, CA 91101**

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

MINOR CASES

A. CE #411: 1133 & 1337 ARDEN ROAD – COUNCIL DISTRICT #7

Certificate of Exception: To allow a lot line adjustment between two adjacent parcels, APN: 5327-012-022 (Parcel A) and APN: 5327-012-023 (Parcel B). The lot line adjustment would reconfigure a shared interior lot line, relocating 2,304 square feet from Parcel B to Parcel A.

Staff Recommendation:

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15305 (Class 5, Minor Alterations in Land Use Limitations); and
 - 2) Approve the Certificate of Exception with conditions.
- Case Manager: Michael Rocque

B. CE #412: 270 – 282 N. LOS ROBLES AVENUE – COUNCIL DISTRICT #3

Certificate of Exception: To allow a lot line adjustment to consolidate two existing parcels into one.

Staff Recommendation:

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15305, (Class 5, Minor Alterations in Land Use Limitations) and Section 15332 (Class 32, In-fill Development Projects); and
 - 2) Approve the Certificate of Exception with conditions.
- Case Manager: Ivan Galeazzi

REGULAR CASES

C. V #11958: 3890 SHADOW GROVE ROAD – COUNCIL DISTRICT #4

- 1) Variance: To allow a 4'-1" to 6'-7" tall fence and two, 5'-11" tall pilasters within the front yard to be less than 50 percent open. Fences located between the front property line and the occupancy frontage are required to be at least 50 percent open.
- 2) Minor Variance: To allow a 4'-1" to 6'-7" tall fence and two, 5'-11" tall pilasters within the front yard, where the maximum height allowed is four feet.
- 3) Minor Variance: To allow a 6'-10" tall fence behind the occupancy frontage, where the maximum height allowed is six feet.
- 4) Minor Variance: To allow a 5'-8" to 6'-4" tall fence within the corner side yard between the occupancy frontage and the rear building line, where the maximum height allowed is four feet.
- 5) Minor Variance: To allow a 5'-4" to 5'-10" tall fence within the corner side yard behind the rear building line and within five feet of a street property line, where the maximum height is four feet.
- 6) Minor Variance: To allow a 3'-5" to 5'-4" tall fence within the driveway zone, where the maximum height is 30 inches within a triangular area extending at an angle of 45 degrees from the street property line to a point on the edge of the driveway 10 feet from the street property line.

Staff Recommendation:

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15270(a), (Projects Which are Disapproved); and
 - 2) Continue to October 18, 2023.
- Case Manager: Joseph Weaver

D. MOD CUP #3890: 170 N. HILL AVENUE – COUNCIL DISTRICT #2

Modification to Conditional Use Permit #3890: To modify Conditional Use Permit #3890, which was approved on March 25, 2002, that established a drive-through restaurant with hours of operation from 10:00 a.m. to 10:00 p.m. Sunday through Thursday and 10:00 a.m. to 12:00 a.m. Friday and Saturday. The current application requests to modify conditions of approval to accommodate the operation of a new drive-through restaurant (Starbucks), to alter the existing building and site, and to modify the hours of operation to 5:00 a.m. to 12:00 a.m., daily. The property is located within the CG (Commercial General) zoning district.

Staff Recommendation:

- 1) Find that this project is exempt from environmental review pursuant to the guidelines of 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 Modification to CUP #3890 with conditions.
- Case Manager: Jennifer Driver

E. HDP #7025: 3890 CARTWRIGHT STREET – COUNCIL DISTRICT #4

- 1) Hillside Development Permit: To allow a 180 square-foot first-story addition and a 338 square-foot second-story addition to an existing 1,754 square-foot, two-story, single-family dwelling with a detached two-car garage in the Hillside Overlay District. A Hillside Development Permit is required to allow an addition above the first story in the Hillside Overlay District; and
- 2) Minor Variance: To allow the second story addition to maintain a 15'-7½" rear setback, where 25 feet is required. A Minor Variance is required to adjust the rear setback requirement.

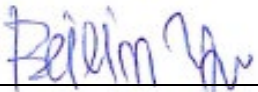
Staff Recommendation:

- 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: Ivan Galeazzi

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 29th day of September 2023, 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/.



Beilin Yu, Zoning Administrator



Michi Takeda, Recording Secretary