



**MINUTES
REGULAR MEETING – 6:00 P.M.
HEARING OFFICER
Wednesday, April 3, 2024**

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/>

Hearing Officer Present: Alex Garcia
Zoning Administrator: Beilin Yu
Staff Present: Katherine Moran, Joseph Weaver, Ivan Galeazzi, Jasmine Heredia

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

MINOR CASES

A. SE #11976: 224 N. FAIR OAKS AVE. – COUNCIL DISTRICT #3

Sign Exception: To allow a wall sign on an existing building to be located above a second story window at an approximate height of 42.2 feet, where the maximum height allowed is 25 feet, or the bottom of lowest second story window, whichever is lower. A Sign Exception is required for a sign that deviates from the maximum allowable height.

Staff Recommendation:

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15311 (Class 11, Accessory Structures); and
- 2) Approve the Sign Exception with conditions.

Case Manager: Jasmine Heredia

APPROVED

APPEAL DATE: April 15, 2024

EFFECTIVE DATE: April 16, 2024

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 in Attachment B.
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B. CE #415: 353 & 375 ANITA DR. – COUNCIL DISTRICT #6

Certificate of Exception: To allow a lot line adjustment between parcels 5709-030-008 and 5709-030-010 (353 Anita Drive); and 5709-030-009 (375 Anita Drive). The proposal would consolidate land at 353 Anita Drive (5709-030-008 and 5709-030-010) into a single parcel (Parcel 1); and adjust the lot line between 353 Anita Drive (Parcel 1) and 375 Anita Drive (Parcel 2), transferring 5,445 square feet from Parcel 2 to Parcel 1. No construction, demolition, or tree removal is proposed as part of this application.

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: Ivan Galeazzi

APPROVED

APPEAL DATE: April 15, 2024

EFFECTIVE DATE: April 16, 2024

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 in Attachment B.

REGULAR CASES

C. CUP #7193: 411 W. COLORADO BLVD. – COUNCIL DISTRICT #1

Conditional Use Permit: To allow the construction of walls, fences, and gates up to 8'-6" tall in conjunction with an existing Cultural Institution land use within in the OS (Open Space) 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 Conditional Use Permit with conditions.

Case Manager: Joseph Weaver

APPROVED

APPEAL DATE: April 15, 2024

EFFECTIVE DATE: April 16, 2024

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 in Attachment B.

D. HDP #6998: 1413 S. MARENGO AVE. – COUNCIL DISTRICT #7

Hillside Development Permit: To allow a 1,164 square-foot two-story addition to an existing 1,901 square-foot single-story, single-family residence. The residence currently has an attached 220 square-foot one-car garage. The

project also includes a 170 square-foot conversion of existing first-floor living area into garage area. The project would result in a 2,895 square-foot residence and 390 square foot garage. The project is located within the RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre, Hillside Overlay) 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 Hillside Development Permit with conditions; and
- Case Manager: Katherine Moran

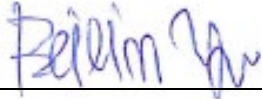
APPROVED

APPEAL DATE: April 15, 2024

EFFECTIVE DATE: April 16, 2024

<p>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 in Attachment B.</p>

3. **ADJOURNMENT:** approximately 6:38 p.m.



Beilin Yu, Zoning Administrator



Tess Varsh, Recording Secretary