



MEMORANDUM

TO: Miguel Márquez, City Manager
FROM: Jennifer Paige, AICP, Acting Director of Planning & Community Development
DATE: March 9, 2023
SUBJECT: Monthly Activity Reports: January 2023

Attached are the following reports:

Planning:

- 1) New Zoning Cases – One current planning (zoning) project was submitted in January 2023.
- 2) Zoning Cases Main Construction – Four ongoing Major Construction projects as of January 1, 2023. A Major Construction project is defined in Section 17.61.050.J.2 of the Zoning Code as the new construction of a nonresidential project, or a nonresidential portion of a mixed-use project, that exceeds 25,000 square feet of gross floor area.
- 3) Community Planning Active Cases - Master Plans, and Zoning Code Amendments in process.
- 4) Design Review and Certificate of Appropriateness applications.

Code Compliance:

124 new cases were opened, 272 inspections were completed and 108 cases were closed; the average response time for an initial inspection was approximately 3 days. There were 51 Presale certificates issued and 310 Quadrennial rental units inspected.

Building and Safety:

657 building and subtrade permits were issued with a valuation of \$27,971,257; and 3,329 building inspections were completed. 18 ADU permits were issued.

All Reports can be found at this link:

<https://www.cityofpasadena.net/planning/monthly-activity-reports/>

Planning and Community Development - New Zoning Cases

CASE #	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
7099	ZENT2023-00002	3455	E	Foothill Blvd.	4	Admin CUP for full alcohol sales Yakiya	Eduardo Galdamez (626) 744-6817 egal-contractor@cityofpasadena.net	01/31/23	Staff

Planning and Community Development - Major Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
Planned Development	40	444	N	Fair Oaks Avenue	5	PD to allow 206 residential units	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	06/12/20	CC
Conditional Use Permit	6737	150	E	Colorado Blvd.	6	Seven-story mixed-use project consisting of 191,250 gross square feet (14,000 sf retail; 29,000 sf restaurant), 98 residential units, and 401 parking spaces. Approvals requested include: 1) CUP (major construction >25k); 2) Variance for building height; 3) Variance to reduce minimum commercial depth; 4) MCUP for shard parking (reduced parking); 5) MCUP for tandem parking (nonresidential); 6) MCUP for triple stack parking (nonresidential); and 7) Private tree removal permit to remove one protected tree.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	03/18/19	HO
Conditional Use Permit	6926	2915	E	Colorado Blvd.	4	CUP to allow the construction of a new 135,064 square-foot vehicle sales structure. A CUP is required for Major Project exceeding 25,000 square feet of gross floor area & CUP for Vehicle Services - Sales and Leasing use. The application includes a Minor Variance to deviate from setback requirement along Colorado Boulevard & a Minor Variance to deviate from the setback requirement along Sunnyslope Ave. The project proposes to vacate the dead-end section of Nina Street.	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	09/16/21	PC

Planning and Community Development - Community Planning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
OTHER				Citywide		Housing Element: 2022-2029 Cycle Development	David Sanchez (626) 744-6707 dasanchez@cityofpasadena.net	07/18/22	CC
OTHER				Citywide		METRO Grant Administration	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	-
OTHER				Citywide	-	Climate Action Plan Implementation	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	-
OTHER				Citywide	-	High Density Multifamily Objective Design Guidelines	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	-
OTHER				Citywide	-	Accessory Dwelling Unit Zoning Code Amendment	Guille Nunez (626) 744-7634 gnunez@cityofpasadena.net	-	-
OTHER				Citywide	-	Emergency Shelter Zoning Code Amendment	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	-
GPA	2021-00001			No Address. APN: 5825-018-048	1	General Plan Land Use Diagram Amendment and Zoning Map Amendment to allow construction of 3 detached single-family homes on a single parcel.	Steven Counts (626) 744-7096 scounts@cityofpasadena.net	-	PC/CC
SP				Citywide	-	General Plan Implementation/Specific Plan Updates	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	05/23/22	PC/CC
MP	2020-01-MPA	135	N	Oakland Avenue	3	Fuller Theological Seminary: Master Plan Amendment, General Plan Land Use Diagram Amendment, Zoning Map Amendment, Planned Development 21 Amendment, and Development Agreement Amendment/Elimination.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	CC

Planning and Community Development - Community Planning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
MP	2022-00006	324		Madeline	6	Incorporation of Merwin Property (267 W. State St.) into Westridge Campus by changing zoning from RS-4 to PS zone, as well as installation of new accessory structures, shade structures, cold food storage, and master plan time extension.	Melanie Hall (626) 744-7101 mhall@cityofpasadena.net	-	PC
PPR	2022-00008	861	E	Walnut	5	Demolition of existing building and construction of a six-story assisted living/memory care facility and 60 subterranean parking spaces	Steven Counts (626) 744-7096 scounts@cityofpasadena.net	-	CC
MP	2022-00008	169	S	St. John	6	Amendment to Maranatha Master Plan to incorporate Fowler Gardens parcel.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	CC

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS			CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
DHP2023-00001	CERTIFICATE OF APPROPRIATENESS	1125		MESITA RD	4	WINDOW REPLACEMENT THROUGHOUT	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	1/3/2023	STAFF
DHP2023-00002	HISTORIC RESOURCE EVALUATION	3253		ESTADO ST	4	FOR UNSURVEYED SFR CONSTRUCTED IN 1925	Michelle Anderson mand-contractor@cityofpasadena.net	1/3/2023	STAFF
DHP2023-00003	HISTORIC RESOURCE EVALUATION	780		RIM RD	4	FOR UNSURVEYED SFR CONSTRUCTED IN 1951	Michelle Anderson mand-contractor@cityofpasadena.net	1/3/2023	STAFF
DHP2023-00004	HISTORIC RESOURCE EVALUATION	1378	NORTH	HOLLISTON AVE	2	FOR NON-SURVEYED SFR CONSTRUCTED IN 1923	Michelle Anderson mand-contractor@cityofpasadena.net	1/4/2023	STAFF
DHP2023-00005	CONCEPT DESIGN REVIEW	1715	NORTH	LAKE AVE	1	DEMOLITION OF (E) DUPLEX AND SITE STRUCTURES AND CONSTRUCTION OF A NEW 7-UNIT MFR DEVELOPMENT ALONG WITH THE REMOVAL OF FOUR PROTECTED TREES AND ONE MATURE TREE.	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	1/4/2023	STAFF
DHP2023-00006	HISTORIC RESOURCE EVALUATION	1155	NORTH	VINEDO AVE	4	FOR AN UNSURVEYED SFR (1941)	Michelle Anderson mand-contractor@cityofpasadena.net	1/9/2023	STAFF
DHP2023-00007	MINOR CHANGE TO APPROVED PROJECT	214	SOUTH	LAKE AVE	7	CHANGE TO APPROVED PROJECT (DHP2022-00031) TO INCLUDE PLASTERING OF EXISTING BRICK FACADE.	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	1/10/2023	STAFF
DHP2023-00008	LANDMARK DESIGNATION	1821		PALOMA ST	2	FOR SFR BUILT IN 1926 BY FRANCIS LESLIE VEATCH	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	1/10/2023	HPC
DHP2023-00009	CERTIFICATE OF APPROPRIATENESS	757		BELVIDERE ST	5	ROOF REPLACEMENT FOR CONTRIBUTOR TO WASHINGTON SQUARE	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	1/11/2023	STAFF
DHP2023-00010	CONSOLIDATED DESIGN REVIEW	3	WEST	COLORADO BLVD	3	FOR STOREFRONT ALTERATIONS FOR RETAIL TENANT "ALO"	R. DUONG (626)744-7346 rduong@cityofpasadena.net	1/11/2023	STAFF
DHP2023-00011	HISTORIC RESOURCE EVALUATION	3750		FAIRMEADE RD	4	FOR SFR BUILT IN 1956	Michelle Anderson mand-contractor@cityofpasadena.net	1/11/2023	STAFF
DHP2023-00012	CERTIFICATE OF APPROPRIATENESS	90	NORTH	GRAND AVE	1	FOR INDIVIDUALLY-DESIGNATED SFR DESIGNED BY GREENE & GREENE FOR NEW AND ALTERED STAIRS AND LANDSCAPE FEATURES	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	1/11/2023	STAFF
DHP2023-00013	CERTIFICATE OF APPROPRIATENESS	1039	NORTH	HOLLISTON AVE	2	FOR DRIVEWAY GATE REPLACEMENT IN BUNGALOW HEAVEN	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	1/11/2023	STAFF

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS			CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
DHP2023-00015	CERTIFICATE OF APPROPRIATENESS	1556		WHITEFIELD RD	2	REPLACEMENT OF ALL NON-ORIGINAL ALUMINUM WINDOWS AND IN-KIND REPLACEMENT OF WOOD SIDING WITH FIBER-CEMENT SIDING	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	1/11/2023	STAFF
DHP2023-00016	HISTORIC RESOURCE EVALUATION	3280		LAS LUNAS ST	4	NON-SURVEYED SFR CONSTRUCTED IN 1947	Michelle Anderson mand-contractor@cityofpasadena.net	1/11/2023	STAFF
DHP2023-00017	MINOR CHANGE TO APPROVED PROJECT	440		ARROYO TER	1	MINOR CHANGE OF APPROVED SYNTHETIC SHAKE (DHP2022-00319) TO PRESIDENTIAL SHAKE ASPHALT SHINGLE	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	1/13/2023	STAFF
DHP2023-00018	MINOR CHANGE TO APPROVED PROJECT	913		BOSTON CT	5	MINOR CHANGE TO APPROVED PROJECT - LIFT DOOR MODIFICATION	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	1/17/2023	STAFF
DHP2023-00019	HISTORIC RESOURCE EVALUATION	500		FLOWER ST	1	FOR UNSURVEYED SFR CONSTRUCTED CA. 1910	Michelle Anderson mand-contractor@cityofpasadena.net	1/18/2023	STAFF
DHP2023-00020	MASTER SIGN PLAN	645	EAST	UNION ST	3	FOR MIXED USE DEVELOPMENT 'PARK VIEW PASADENA'	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	1/18/2023	STAFF
DHP2023-00021	HISTORIC RESOURCE EVALUATION	315	WEST	MONTANA ST	1	FOR SFR BUILT IN 1950	Michelle Anderson mand-contractor@cityofpasadena.net	1/18/2023	STAFF
DHP2023-00022	HISTORIC RESOURCE EVALUATION	535		MADLINE DR	6	FOR UNSURVEYED SFR CONSTRUCTED IN 1951 (ASSESSOR'S DATE LISTED AS YEAR BUILT 1951/EFFECTIVE YEAR BUILT 1990)	Michelle Anderson mand-contractor@cityofpasadena.net	1/19/2023	STAFF
DHP2023-00023	HISTORIC RESOURCE EVALUATION	1550		KENMORE RD	7	FOR UNSURVEYED SFR (1952)	Michelle Anderson mand-contractor@cityofpasadena.net	1/20/2023	STAFF
DHP2023-00024	HISTORIC RESOURCE EVALUATION	1678	NORTH	MARENGO AVE	1	FOR AN UNSURVEYED SFR (1924)	Michelle Anderson mand-contractor@cityofpasadena.net	1/20/2023	STAFF
DHP2023-00026	HISTORIC RESOURCE EVALUATION	542		CALIFORNIA TER	6	FOR SFR BUILT IN 1912	Michelle Anderson mand-contractor@cityofpasadena.net	1/24/2023	STAFF
DHP2023-00027	CONSOLIDATED DESIGN REVIEW	111	WEST	COLORADO BLVD	3	CNSL DR FOR STOREFRONT ALTERATIONS - REPLACE GLAZING AND DOORS, REMOVE LIGHTING AND OLD SIGN TRIM, PAINT MASONRY, RESKIN AWWNINGS	R. DUONG (626)744-7346 rduong@cityofpasadena.net	1/26/2023	STAFF
DHP2023-00028	CERTIFICATE OF APPROPRIATENESS	1250	NORTH	HOLLISTON AVE	2	WINDOW REPLACEMENT IN BUNGALOW HEAVEN.	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	1/30/2023	STAFF

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS			CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
DHP2023-00029	HISTORIC RESOURCE EVALUATION	1700		HOMET RD	7	FOR AN UNSURVEYED SFR (1950)	Michelle Anderson mand-contractor@cityofpasadena.net	1/30/2023	STAFF
DHP2023-00030	HISTORIC RESOURCE EVALUATION	2160		CANYON CLOSE RD	4	FOR AN UNSURVEYED SFR (1956)	Michelle Anderson mand-contractor@cityofpasadena.net	1/30/2023	STAFF
DHP2023-00031	CONSOLIDATED DESIGN REVIEW	256	SOUTH	LAKE AVE	7	NEW WALL SIGN	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	1/30/2023	STAFF
DHP2023-00032	CONSOLIDATED DESIGN REVIEW	33	SOUTH	FAIR OAKS AVE	6	FOR STOREFRONT ALTERATIONS AND NEW SIGNAGE FOR NEW COMMERCIAL TENANT "MILLS ALLEY"	R. DUONG (626)744-7346 rduong@cityofpasadena.net	1/31/2023	STAFF

ACRONYMS

Acronym	Case Description	Review Body
AHCP	Affordable Housing Concession Permit	Hearing Officer
CSDR	Consolidated Design Review	Staff or Design Commission
CAP	Changes to an Approved Project	Same Review Body as Approved Project
COA	Certificate of Appropriateness	Staff or Historic Preservation Commission
CUP	Conditional Use Permit	Hearing Officer; Planning Commission if project includes over 75,000 sf of non-residential.
FDR	Final Design Review	Staff or Design Commission
HD	Historic Designation	Recommendation by Historic Preservation Commission. Final review by City Council.
HDP	Hillside Development Permit	Hearing Officer
LD	Landmark Designation	Recommendation by Historic Preservation Commission and Planning Commission. Final review by City Council.
MCUP	Minor Conditional Use Permit	Hearing Officer
MP	Master Plan	Recommendation by Planning Commission. Final review by City Council.
MSP	Master Sign Plan	Staff
MV	Minor Variance	Hearing Officer
PD	Planned Development	Recommendation by Planning Commission. Final review by City Council.
PPC	Preliminary Plan Check	N/A
PPR	Predevelopment Plan Review	City staff. Projects of community-wide significance presented to City Council as an info item.
RRBP	Relief From Replacement Building Permit	Staff or Design Commission
SCP	Single-Family Compatibility Permit	Staff
TPM	Tentative Parcel Map	Hearing Officer
TR	Tree Removal	Staff or Commission
TTM	Tentative Tract Map	Hearing Officer
V	Variance	Hearing Officer
VTPM	Vesting Tentative Parcel Map	Hearing Officer
VTTM	Vesting Tentative Tract Map	Hearing Officer
ZA	Zoning Administrator Interpretation	N/A
ZCA	Zoning Code Amendment	Recommendation by Planning Commission. Final review by City Council.

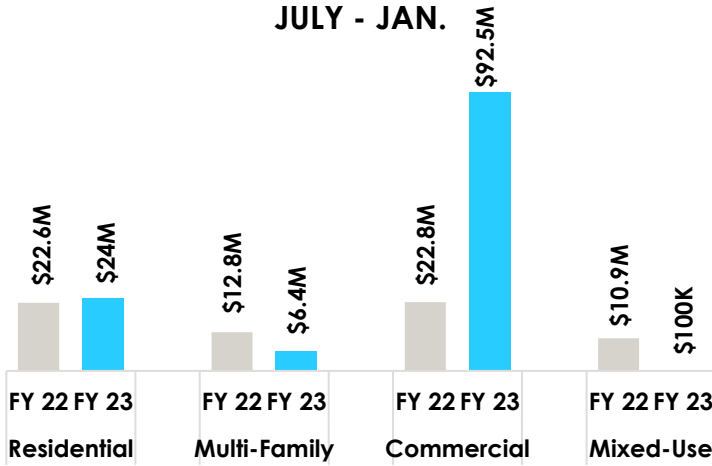
Acronym	Review Body
CC	City Council
DC	Design Commission
HO	Hearing Officer
PC	Planning Commission
BZA	Board of Zoning Appeals

MONTHLY ACTIVITY REPORT - January

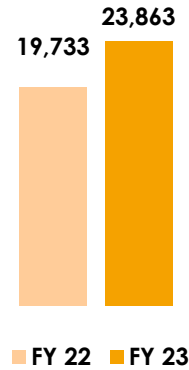


DEVELOPMENT ACTIVITY (Year Over Year Comparison)

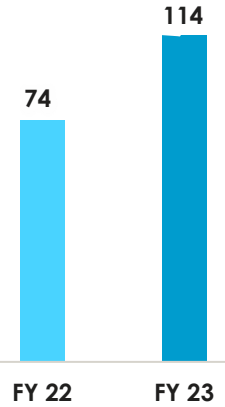
**BUILDING PERMITS ISSUED (VALUATION)
JULY - JAN.**



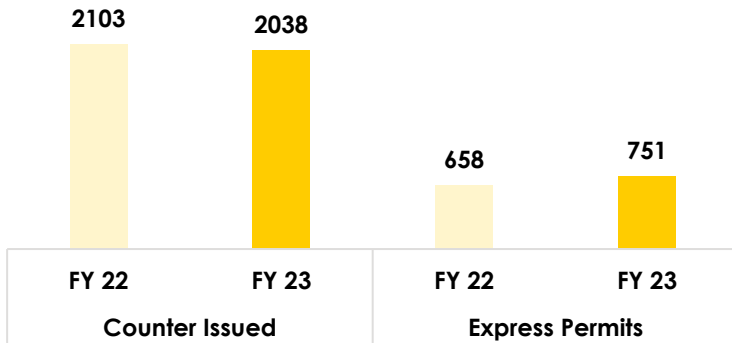
**BLD. INSPECTIONS
JULY - JAN.**



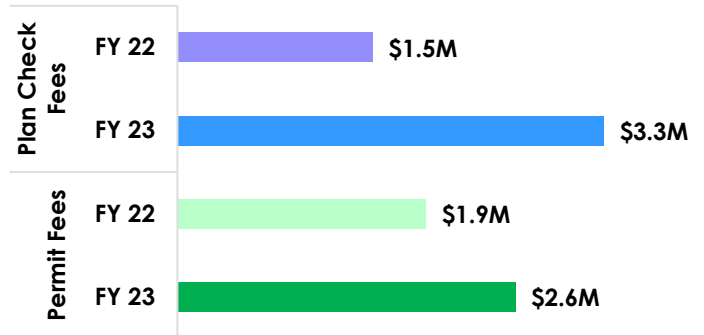
**ADU PERMITS
ISSUED
JULY - JAN.**



SUB-TRADE PERMITS ISSUED, JULY - JAN.



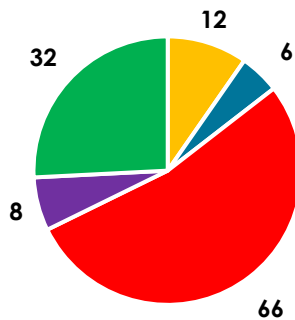
PERMIT REVENUES, JULY - JAN.



CODE COMPLIANCE ACTIVITY (JAN. ACTIVITY)

NEW CODE COMPLIANCE CASES - 124

- Building & Safety
- Noise
- Property Maintenance
- Tree
- Zoning



Presale Certificates Issued:	51
Quadrennial Units Inspected:	310
Zoning/Property Maintenance Inspections:	272
Average Response Time for Initial Inspection:	3
Cases Resolved (Closed):	108