



MEMORANDUM

TO: Steve Mermell, City Manager
FROM: David M. Reyes, Director of Planning & Community Development
DATE: March 21, 2019
SUBJECT: Monthly Activity Reports: February 2019

Attached are the following reports:

Planning:

- 1) New Zoning Cases – Four current planning (zoning) projects were submitted in February 2019.
- 2) Zoning Cases of Communitywide Significance – Six ongoing Major Construction projects as of February 1, 2019. 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.

Building and Safety:

- 1) Permits and Fees Activity
- 2) New Dwelling Units
- 3) Plan Check and Building Permits for Projects with Valuation over \$500,000

Code Compliance:

- 1) For the month of February, a total of 120 new cases were opened, and 322 inspections were completed. Of the 120 new cases opened, 49 have been closed. The average response time for initial inspection was approximately 4 calendar days.

Reports can also be found here at this link: <https://ww5.cityofpasadena.net/planning/monthly-activity-reports/>

Planning and Community Development - New Zoning Cases

CASE TYPE	CASE #		ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	REVIEW BODY
Predevelopment Plan Review	PPR2019-00001	256	N Michigan Ave	5	PPR to review a 31-unit City of Gardens project with 67 subterranean parking spaces, a 23% density bonus and a concession for height.	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	02/04/19	New Case: assigned	Staff
Preliminary Plan Check	PLN2019-00082	1075	Los Robles Ave.	3	PPC for construction of a new three unit City of Gardens project.	Carlos Chacon (626) 744-7123 cchacon@cityofpasadena.net	02/14/19	New Case: assigned	Staff
Minor Conditional Use Permit	PLN2019-00080	180	Sierra Bonita Ave	2	MCUP to allow the expansion of a nonconforming Multi-Family Residential use in the CG zone	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	02/14/19	New Case: assigned	HO
Tentative Tract Map	PLN2019-00105	2411	Oswego St	4	TTM to allow the creation of 8 air parcels for residential condominium purposes on one lot.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	02/28/19	New Case: assigned	HO

Planning and Community Development - Major Zoning Cases

CASE TYPE	CASE #		ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	REVIEW BODY
Affordable Housing Concession Permit	6172	E	Green St.	7	Demo existing buildings and construct a mixed-use project with 14,791 SF of commercial and 45 residential units.	Luis Rocha (626) 744-6747 lrocha@cityofpasadena.net	3/5/2014	Incomplete	HO
Affordable Housing Concession Permit	11869	S	Los Robles Ave.	6	Affordable Housing Concession Permit for two concessions (Height, FAR) for a six-story, 92-unit multifamily residential project.	Talyn Mirzakhanian (626) 744-7101 tmirzakhanian@cityofpasadena.net	5/9/2017	Appealed	BZA
Affordable Housing Concession Permit	11870	E	Union St	3	Affordable Housing Concession Permit for two concessions (FAR and Height) for a six-story mixed-use project containing 1,953 square feet of commercial space and 59 residential units	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	5/16/2017	Completing environmental	HO
Conditional Use Permit	6580	E	Colorado Blvd.	7	Conditional Use Permit to establish a Vehicle Services, Sales and Leasing land use for motorcycles. The project includes the development of 33,586 sq. ft. of floor area.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	9/12/2017	Completing environmental	HO
Conditional Use Permit	6658	N	Lake Ave.	3	CUP for construction of a mixed-use project exceeding 25,000 sf of non-residential floor area. Mixed-use project with 54 residential units and 118,919 sf of office space.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	6/14/2018	Completing environmental	PC
Planned Development	37	E	Green Street	7	PD for mixed-use project with 273 units; AHCP to exceed FAR and height	Luis Rocha (626) 744-6747 lrocha@cityofpasadena.net	7/24/2018	Completing environmental	PC/CC

Planning and Community Development - Community Planning Cases

CASE TYPE	CASE #	ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
OTHER		Citywide	-	Housing Element: Implementation Process	Arlene Granadosin~Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	-	On-going	-	-
OTHER		Citywide	-	Climate Action Plan Implementation	Ana Española (626) 744-6754 aespanola@cityofpasadena.net	-	On-going	-	-
OTHER		Citywide	-	Capital Improvement Projects (FY2020-2024): General Plan Consistency	Natsue Sheppard (626) 744-7527 nshppard@cityofpasadena.net	-	Scheduled	-	Scheduled
PPR	2019-00002	2015 E Colorado Blvd	4	Demolition of existing buildings on site, vacate the dead-end section of Nina St, remove asphalt from parking lots, grade and construct new sales, leasing, service, parts buildings. [Project Manager]	Arlene Granadosin~Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	02/20/19	New Case: assigned	02/20/19	New Case: assigned
SP		Citywide	-	General Plan Implementation/Specific Plan Updates	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	On-going	-	-
ZCA		Citywide	-	Mansionization: Phase 2	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	Developing Recommendation	04/24/19	Planning Commission
ZCA	2018-00403	Citywide	-	Zoning Code Text Amendment: Outdoor Electronic Signage	Natsue Sheppard (626) 744-7527 nshppard@cityofpasadena.net	07/16/18	Developing Recommendation	07/16/18	-
ZCA	2018-00512	Citywide	-	Zoning Code Text Amendment: Inclusionary Housing and In-Lieu Fee. In conjunction with Housing Dept.	Andre Sahakian (626) 744-6916 asahakian@cityofpasadena.net	-	Developing Recommendation	-	-
ZCA		Citywide	-	General Plan Implementation/Zoning Code Update	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	-	Developing Recommendation	-	-

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS	CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	REVIEW BODY	MEETING DATE
PLN2019-00069	CERTIFICATE OF APPROPRIATENESS	1353 LOMBARDY ROAD	7	SECOND-STORY ADDITION AT WEST END OF FRONT ELEVATION OF AN EXISTING RESIDENCE	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	2/6/2019	ACTIVE	Staff	-
PLN2019-00060	FINAL DESIGN REVIEW	2405-2415 OSWEGO STREET	4	CONSTRUCTION OF A TWO-STORY, 8-UNIT, MULTI-FAMILY RESIDENTIAL PROJECT (CITY OF GARDENS)	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	2/4/2019	ACTIVE	Staff	-
PLN2019-00072	CERTIFICATE OF APPROPRIATENESS	3060 SAN PASQUAL STREET	4	CHANGE TO THE ROOF MATERIAL FROM GALVANIZED STEEL TO CONCRETE TILE. THE ORIGINAL ROOF MATERIAL MAY HAVE BEEN CLAY TILE.	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	2/11/2019	ACTIVE	Staff	-
PLN2019-00070	CERTIFICATE OF APPROPRIATENESS	1290 NORTH WILSON AVE	2	REAR ADDITION TO AN EXISTING RESIDENCE & WAIVER OF 2-CAR COVERED PARKING REQUIREMENTS.	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	2/8/2019	ACTIVE	Staff	-
PLN2019-00071	CERTIFICATE OF APPROPRIATENESS	1476 WHITEFIELD ROAD	2	A REAR ADDITION, WINDOW ALTERATIONS TO AN EXISTING RESIDENCE, AND THE DEMOLITION OF THE EXISTING ONE-CAR GARAGE AND BUILD A NEW TWO CAR GARAGE	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	2/11/2019	ACTIVE	Staff	-
PLN2019-00076	PRELIMINARY CONSULTATION	650 SOUTH RAYMOND AVE	6	NEW CONSTRUCTION OF A NEW MEDICAL OFFICE BUILDING (DEMO EXISTING 6,750 S/F BUILDING, CONSTRUCT FOUR STORIES, WITH SUBTERRANEAN PARKING)	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	2/13/2019	ACTIVE	DC	NA
PLN2019-00075	CERTIFICATE OF APPROPRIATENESS	550 COVINGTON PLACE	6	INSTALLATION OF A NEW WINDOW (EXISTING RESIDENCE) FACING STREET, CONVERSION OF EXISTING GARAGE TO BEDROOM, AND CONSTRUCTION OF NEW GARAGE. PROPERTY IS LD-21	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	2/13/2019	ACTIVE	HPC	NA
PLN2019-00074	CONSOLIDATED DESIGN REVIEW	790 EAST COLORADO BLVD	7	INSTALL AN ATM ON FAÇADE OF AN EXISTING BUILDING	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	2/13/2019	ACTIVE	Staff	-
PLN2019-00081	CERTIFICATE OF APPROPRIATENESS	1290 RANCHEROS ROAD	6	CONSTRUCTION OF A 670 SF ADDITION FOR TWO BEDROOMS AND TWO BATHROOMS (CATEGORY 2 REVIEW)	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	2/14/2019	ACTIVE	Staff	-
PLN2019-00086	CERTIFICATE OF APPROPRIATENESS	1271 MAR VISTA AVE	2	REPLACE 2 WINDOWS ON A SECONDARY ELEVATION OF AN EXISTING RESIDENCE	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	2/20/2019	ACTIVE	Staff	-
PLN2019-00083	CONSOLIDATED DESIGN REVIEW	85 PALMETTO DRIVE	6	INSTALLATION OF NEW WALL SIGNS	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	2/19/2019	ACTIVE	Staff	-
PLN2019-00089	CONSOLIDATED DESIGN REVIEW	102 SOUTH ORANGE GROVE BLVD	6	REPLACEMENT OF HISTORICAL FOUNTAIN TILE	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	2/22/2019	ACTIVE	Staff	-

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS	CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	REVIEW BODY	MEETING DATE
PLN2019-00095	CERTIFICATE OF APPROPRIATENESS	1063 EAST MOUNTAIN STREET	2	REPLACEMENT OF FRONT DOOR AND GARAGE DOOR (AFTER THE FACT).	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	2/25/2019	ACTIVE	Staff	
PLN2019-00097	CHANGE TO AN APPROVED PROJECT	2900 EAST DEL MAR BLVD.	4	MINOR MODIFICATIONS TO A PREVIOUSLY APPROVED INDEPENDENT LIVING BUILDING.	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	2/26/2019	ACTIVE	Staff	
PLN2019-00101	TREE REMOVAL	1215 HILLCREST AVENUE	7	REMOVE THREE PROTECTED TREES ON SITE (ONE COAST LIVE OAK, ONE STRAWBERRY TREE, AND ONE OLIVE TREE).	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	2/27/2019	ACTIVE	Staff	
PLN2019-00099	CERTIFICATE OF APPROPRIATENESS	611 ELDORA ROAD	3	REPLACEMENT OF EXISTING GATES	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	2/27/2019	ACTIVE	Staff	
PLN2019-00098	CONSOLIDATED DESIGN REVIEW	385 EAST COLORADO BLVD.	3	REPLACEMENT OF AN EXISTING STONE BASE WITH NEW STONE	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	2/27/2019	ACTIVE	Staff	
PLN2019-00073	CONCEPT DESIGN REVIEW	39 NORTH BERKELEY AVE	2	NEW CONSTRUCTION OF A 6-UNIT MULTI FAMILY RESIDENTIAL (CITY OF GARDENS) PROJECT	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	2/26/2019	ACTIVE	Staff	
PLN2019-00093	PRELIMINARY CONSULTATION	645 EAST WALNUT STREET	3	NEW CONSTRUCTION OF A NEW 2-STORY COMMERCIAL BUILDING.	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	2/25/2019	ACTIVE	Staff	
PLN2019-00100	CERTIFICATE OF APPROPRIATENESS	1756 ROSE VILLA STREET	7	NEW REAR ADDITION, WINDOW MODIFICATIONS, AND NEW STEPS AT FRONT PORCH OF AN EXISTING RESIDENCE	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	2/27/2019	ACTIVE	Staff	
PLN2019-00104	CONSOLIDATED DESIGN REVIEW	1940 EAST CORSON STREET	2	NEW CONSTRUCTION OF AN 8747 SQ. FT. AUTOMOTIVE SERVICE FACILITY	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	2/28/2019	ACTIVE	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
TPM	Tentative Parcel Map	Hearing Officer
TR	Tree Removal	Staff or Commission
TTM	Tentative Tract Map	Hearing Officer
V	Variance	Hearing Officer
VTM	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



**PLANNING &
COMMUNITY DEVELOPMENT
DEPARTMENT**

Monthly Activity Report
FEBRUARY, 2019
Permits & Fees

Permits & Valuation

	<i>Month Feb-19</i>	<i>Month Feb-18</i>	<i>YTD FY 2019</i>	<i>YTD FY 2018</i>
Total Value	\$ 8,040,995	\$ 28,748,107	\$ 205,743,911	\$ 111,098,160
Total Permits	262	244	2010	2039
Residential - New				
Valuation	\$ 75,850	\$ 2,494,882	\$ 69,836,019	\$ 14,839,172
Permits	1	2	31	21
Residential - Rehab				
Valuation	\$ 2,710,622	\$ 24,478,700	\$ 22,392,471	\$ 45,997,536
Permits	226	202	1627	1600
Non-Residential - New				
Valuation	\$ -	\$ 21,422,257	\$ 74,954,677	\$ 43,581,736
Permits	0	1	1	5
Non-Residential - Rehab				
* Valuation	\$ 5,254,523	\$ (19,647,732)	\$ 38,560,744	\$ 6,679,716
Permits	35	39	351	413

Fees Collected

Permit and Plan Check	\$ 364,827	\$ 489,769	\$ 4,067,027	\$ 3,825,885
Residential Development Impact	\$ 874,643	\$ 100,695	\$ 10,197,933	\$ 1,185,718
Transportation Improvement Fee	\$ -	\$ 483,762	\$ 3,686,653	\$ 1,059,635
Construction Tax	\$ 142,036	\$ 535,663	\$ 4,286,014	\$ 1,987,799

Fees Waived

Northwest Enterprise Zone	\$ -	\$ -	\$ -	\$ -
Research and Development	\$ -	\$ -	\$ -	\$ -
Affordable Housing	\$ -	\$ -	\$ -	\$ -

Other

Inspections	1,861	1,793	17,494	17,358
-------------	-------	-------	--------	--------



**PLANNING &
COMMUNITY DEVELOPMENT
DEPARTMENT**

Monthly Activity Report
FEBRUARY, 2019
Development Processing Section

PLAN CHECK OVER \$ 500,000

177 E COLORADO BLVD

Tenant improvement of office space @ 10,265 square feet of 10th and partial 11th floors (Primecap Management)
Project value \$ 591,326

1202 ARDEN RD

Addition to 1st floor @ 1,470 square feet, addition to 2nd floor @ 1,524 square feet, addition to basement @ 974 square feet, and interior remodel @ 1,019 square feet
Project value \$ 506,219

74 N PASADENA AVE

Tenant improvement in existing Type II-B office building @ 29,353 square feet (Kaiser Permanent)
Project value \$ 1,511,246

680 E COLORADO BLVD

Interior tenant improvement of existing office suite and second floor for new tenant @ 41,080 square feet (Regus)
Project value \$ 2,206,359

680 E COLORADO BLVD

Tenant improvement of office space on 4th floor @ 17,617 square feet
Project value \$ 1,145,105

BUILDING PERMITS OVER \$ 500,000

26 N EUCLID AVE

Tenant improvement of office space @ 70,867
square feet (Alexandria)
Project value \$ 69,386

New Code Compliance Cases – February 2019

Complaint Type	Number of New Cases
Abandoned Bulky Items	1
Construction – Incomplete/Illegal/Hrs	14
Junk and Debris	5
Vacant BLD/ Vacant Lot	3
Noise	5
Property Maintenance	42
Trees- Damaged/Hazardous/Protected	5
Overgrown Vegetation	14
Zoning Code Violations	26
Other	5

Total New Cases Opened	120
Average Time for 1st Inspection	4 Calendar Days
Number of Cases Closed	49
Number of Cases Remaining Open	71