



## MEMORANDUM

**TO:** Miguel Márquez, City Manager

**FROM:** Jennifer Paige, AICP, Director of Planning & Community Development

**DATE:** March 28, 2024

**SUBJECT:** Monthly Activity Reports: February 2024

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Attached are the following reports:

Planning:

- 1) New Zoning Cases – Eight current planning (zoning) projects were submitted in February 2024.
- 2) Ongoing Zoning Cases: Major Construction – Defined as 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 & Historic Preservation applications.

Code Compliance:

194 new cases were opened, 377 inspections were completed and 317 cases were closed. There were 80 Presale certificates issued and 105 Quadrennial rental units inspected.

Building and Safety/Permit Center:

574 building and subtrade permits were issued with a valuation of \$4,222,864; 14 ADU permits were issued; and 2,846 building inspections were completed.

**All Reports can be found at this link:**

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

**Planning and Community Development - New Zoning Cases**

CASE #	TIDEMARK #/ ENERGOV #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
84434	ZENT2024-00016	617	N	Wilson Ave.	5	Condo conversion and tentative parcel map for 3 units.	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	02/13/24	HO
7210	ZENT2024-00018	156		El Nido Ave.	4	SCP for 623 sq. ft. 2nd story addition.	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	02/14/24	Staff
7211	ZENT2024-00019	3341	E	Foothill Blvd.	4	CUP for alcohol sales for T&T supermarket.	Jasmine Heredia (626) 744-6817 jheredia@cityofpasadena.net	02/14/24	HO
7212	ZENT2024-00020	3539	E	Foothill Blvd.	4	Admin CUP for limited alcohol sales Tomikawa Pasadena.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	02/14/24	HO
7209	ZENT2024-00017	2360		Casa Grande	4	SCP addition of 497 sf addition.	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	02/14/24	Staff
7213	ZENT2024-00023	1550	S	Oak Knoll Ave	7	CUP to demolish existing water reservoir tank, buildings and pumps and construct a new reservoir tank, pump station and ancillary support systems.	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	02/20/24	HO
7214	ZENT2024-00024	1175		Glen Oaks Ave.	6	HP for a 1,519 sq. ft. addition to an existing 2 story SFR, a 484 sq. ft. addition to an existing attached garage, a 270 sq. ft. accessory structure (pool house), and 670 sq. ft. ADU under separate permit.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	02/21/24	HO
7215	ZENT2024-00025	1041	N	Catalina Ave.	2	MCUP #7215 to add 451 sq. ft. to existing second unit (1043 Catalina) on RS-6 LD-1 lot.	Jasmine Heredia (626) 744-6817 jheredia@cityofpasadena.net	02/26/24	HO

Planning and Community Development - Ongoing Major Zoning Cases: Major Construction

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
Conditional Use Permit	6926	2915	E	Colorado Blvd.	4	CUP to allow the construction of a new 135,064 sq. ft. vehicle sales structure. A CUP is required for Major Project exceeding 25,000 sq. ft. in gross floor area & a CUP for Vehicle Services - Sales and Leasing. The project proposes to vacate the dead-end section of Nina Street.	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	09/16/21	PC/CC

Planning and Community Development - Community Planning Active Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
OTHER				Citywide	_	METRO Grant Administration.	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	_	_
OTHER				Citywide	-	High Density Residential Objective Design Standards.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	_	PC/CC
OTHER				Citywide	-	Accessory Dwelling Units (ADUs) Zoning Code Amendment.	Guille Nunez (626) 744-7634 gnunezl@cityofpasadena.net	_	PC/CC
OTHER				Citywide	_	Adaptive Reuse Zoning Code Amendment.	Melanie Hall (626) 744-7101 mhall@cityofpasadena.net	_	PC/CC
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.	Lillian Mensah (626) 744-6792 lmensah@cityofpasadena.net	09/15/21	PC/CC
SP				Citywide	-	General Plan Implementation/Specific Plan Updates. Currently working on the North Lake Specific Plan and Lamanda Park Specific Plan.	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	_	PC/CC
MP	2020-01-MPA	135	N	Oakland Ave.	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.	Melanie Hall (626) 744-7101 mhall@cityofpasadena.net	03/02/20	CC
MP	2022-00008	169	S	St. John Ave.	6	Amendment to the Maranatha Master Plan to incorporate Fowler Gardens parcel.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	11/29/22	CC

**Planning and Community Development - Community Planning Active Cases**

CASE TYPE	CASE #		ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
OTHER			Citywide	-	Restaurant Zoning Code Amendment and Zoning Entitlement Extensions Amendment for outdoor dining, on-site alcohol sales and walk-up window approvals.	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	-	PC/CC
MP	2023-00003	1700	Lida St.	6	5-year review of Art Center Master Plan.	Lillian Mensah (626) 744-6792 lmensah@cityofpasadena.net	-	PC

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS			CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
<a href="#">DHP2024-00038</a>	CONSOLIDATED DESIGN REVIEW	2155	E	COLORADO BLVD	2	FOR NEW 20,260 SQUARE-FOOT GENESIS AUTOMOBILE DEALERSHIP WITH 78 PARKING STALLS	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	2/1/2024	STAFF
<a href="#">DHP2024-00039</a>	HISTORIC RESOUC E EVALUATION	3685		FAIRMEADE RD	4	FOR UNSURVEYED SFR CONSTRUCTED IN 1949	L. KOLESKY lko-contractor@cityofpasadena.net	2/2/2024	STAFF
<a href="#">DHP2024-00040</a>	FINAL DESIGN REVIEW	1715	N	LAKE AVE	1	DEMOLITION OF EXISTING NON-HISTORIC BUILDINGS AND CONSTRUCTION OF A NEW 7 UNIT MFR	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	2/7/2024	STAFF
<a href="#">DHP2024-00042</a>	CERTIFICATE OF APPROPRIATENESS	440		LA LOMA RD	6	MILLS ACT PROPERTY - REPLACING NON-ORIGINAL JALOUSIE WINDOWS AT UPPER FLOORS, RESTORE FRONT AND REAR WINDOWS AND CORBELS	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	2/8/2024	STAFF
<a href="#">DHP2024-00043</a>	HISTORIC RESOUC E EVALUATION	1125	N	HILL AVE	2	NON-SURVEYED SFR CONSTRUCTED IN 1949	L. KOLESKY lko-contractor@cityofpasadena.net	2/13/2024	STAFF
<a href="#">DHP2024-00044</a>	PRELIMINARY CONSULTATION	1155	E	COLORADO BLVD	5	FOR A NEW 6-STORY MIXED-USE PROJECT WITH 148 RESIDENTIAL UNITS W/ AT-GRADE AND SUBTERRANEAN PARKING FOR 177 SPACES.	R. DUONG (626)744-7346 rduong@cityofpasadena.net	2/14/2024	DC
<a href="#">DHP2024-00045</a>	CERTIFICATE OF APPROPRIATENESS	775	S.	MADISON AVE	7	REPLACEMENT OF STUCCO CLADDING, REMOVAL OF NON-ORIGINAL WINDOWS/FEATURES AT FRONT ELEVATION	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	2/14/2024	HPC
<a href="#">DHP2024-00046</a>	HISTORIC RESOUC E EVALUATION	1280		SIERRA MADRE VILLA AVE	4	NON-SURVEYED SFR CONSTRUCTED IN 1952	L. KOLESKY lko-contractor@cityofpasadena.net	2/14/2024	STAFF
<a href="#">DHP2024-00047</a>	CONSOLIDATED DESIGN REVIEW	468	E	COLORADO BLVD	7	NEW WALL SIGN FOR 'BUFFALO EXCHANGE'	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	2/14/2024	STAFF
<a href="#">DHP2024-00048</a>	MINOR CHANGE TO APPROVED PROJECT	437	N	HOLLISTON AVE	2	MINOR CHANGE TO FINAL DESIGN REVIEW DHP2020-10120 - TO PROVIDE STAIRWAY FOR FIRE DEPARTMENT ACCESS	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	2/15/2024	STAFF
<a href="#">DHP2024-00050</a>	CERTIFICATE OF APPROPRIATENESS	992		MAR VISTA AVE	2	RESTORATION OF FRONT PORCH BALUSTRADE	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	2/15/2024	STAFF
<a href="#">DHP2024-00051</a>	HISTORIC RESOUC E EVALUATION	320	S.	MADISON AVE	7	FOR PROPERTY CONSTRUCTED IN 1896	L. KOLESKY lko-contractor@cityofpasadena.net	2/16/2024	STAFF
<a href="#">DHP2024-00052</a>	HISTORIC RESOUC E EVALUATION	732	S.	EUCLID AVE	7	FOR A PREVIOUSLY SURVEYED SFR 1926	L. KOLESKY lko-contractor@cityofpasadena.net	2/16/2024	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
<a href="#">DHP2024-00053</a>	HISTORIC RESOUC E EVALUATION	722	S.	EUCLID AVE	7	FOR UNSURVEYED SFR 1923	L. KOLESKY lko-contractor@cityofpasadena.net	2/20/2024	STAFF
<a href="#">DHP2024-00054</a>	HISTORIC RESOUC E EVALUATION	1095		BUSCH GARDEN CT	6	FOR AN UNSURVEYED SFR 1951	L. KOLESKY lko-contractor@cityofpasadena.net	2/20/2024	STAFF
<a href="#">DHP2024-00055</a>	CERTIFICATE OF APPROPRIATENESS	1086		PROSPECT BLVD	1	FOR AFTER-THE-FACT FENCE AND GATE (PROPSECT HISTORIC DISTRICT)	R. DUONG (626)744-7346 rduong@cityofpasadena.net	2/20/2024	STAFF
<a href="#">DHP2024-00056</a>	HISTORIC RESOUC E EVALUATION	757		EARLHAM ST	5	FOR AN UNSURVEYED MULTI-FAMILY BUILDING (1913 AND 1924)	L. KOLESKY lko-contractor@cityofpasadena.net	2/20/2024	STAFF
<a href="#">DHP2024-00057</a>	HISTORIC RESOUC E EVALUATION	865	E	COLORADO BLVD	3	NON-SURVEYED COMMERCIAL BUILDING CONSTRUCTED IN 1947	L. KOLESKY lko-contractor@cityofpasadena.net	2/20/2024	STAFF
<a href="#">DHP2024-00058</a>	CERTIFICATE OF APPROPRIATENESS	1404	N	LOS ROBLES AVE	3	NEW FRONT YARD FENCING AND GATES	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	2/21/2024	STAFF
<a href="#">DHP2024-00059</a>	CONSOLIDATED DESIGN REVIEW	214	S.	LAKE AVE	7	INSTALL FIVE NEW SIGNS FOR 'LA BEAUTY SKIN CARE'	R. DUONG (626)744-7346 rduong@cityofpasadena.net	2/22/2024	STAFF
<a href="#">DHP2024-00060</a>	CERTIFICATE OF APPROPRIATENESS	1246		MAR VISTA AVE	2	SIDE AND REAR ADDITION TO CONTRIBUTOR TO BUNGALOW HEAVEN LD	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	2/26/2024	STAFF
<a href="#">DHP2024-00061</a>	HISTORIC RESOUC E EVALUATION	171	S.	DAISY AVE	4	FOR UNSURVEYED SFR CONSTRUCTED IN 1948	L. KOLESKY lko-contractor@cityofpasadena.net	2/27/2024	STAFF
<a href="#">DHP2024-00062</a>	CERTIFICATE OF APPROPRIATENESS	535		LINCOLN AVE	3	WINDOW ALTERATION AND SIDE ADDITION TO UNIT 535	R. DUONG (626)744-7346 rduong@cityofpasadena.net	2/27/2024	STAFF
<a href="#">DHP2024-00063</a>	CERTIFICATE OF APPROPRIATENESS	651		ST JOHN AVE	6	MILLS ACT PROPERTY - TO REPLACE NON ORIGINAL LOUVERED WINDOWS AT THE SIDES AND REAR PER CONTRACT	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	2/28/2024	STAFF
<a href="#">DHP2024-00064</a>	CERTIFICATE OF APPROPRIATENESS	581	N	LOS ROBLES AVE	5	RECONSTRUCTION OF A HISTORIC BARN THAT HAS COLLAPSED	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	2/28/2024	STAFF
<a href="#">DHP2024-00065</a>	CERTIFICATE OF APPROPRIATENESS	1173	N	WILSON AVE	2	REPLACEMENT OF NON-ORIGINAL WINDOWS AT SIDE ELEVATION	R. DUONG (626)744-7346 rduong@cityofpasadena.net	2/28/2024	STAFF
<a href="#">DHP2024-00066</a>	CONSOLIDATED DESIGN REVIEW	897		GRANITE DR	7	NEW WALL SIGN FOR FOOTHILL FAMILY CENTER	R. DUONG (626)744-7346 rduong@cityofpasadena.net	2/28/2024	STAFF
<a href="#">DHP2024-00067</a>	CONSOLIDATED DESIGN REVIEW	42	W	COLORADO BLVD	6	STOREFRONT ALTERATIONS AND NEW SIGN FOR ABERCROMBIE + FITCH	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	2/28/2024	STAFF

**ACRONYMS**

<b>Acronym</b>	<b>Case Description</b>	<b>Review Body</b>
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.

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



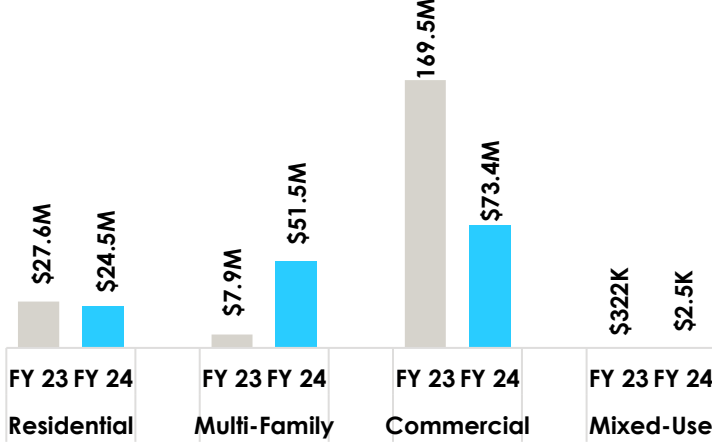
# NEIGHBORHOOD & BUSINESS SERVICES

## MONTHLY ACTIVITY REPORT

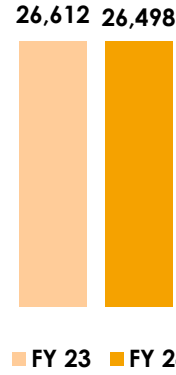


### DEVELOPMENT ACTIVITY (Year Over Year Comparison)

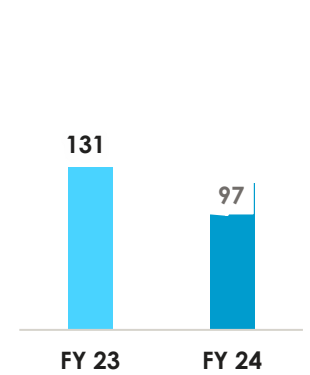
**BUILDING PERMITS ISSUED (VALUATION)**  
JULY - FEB.



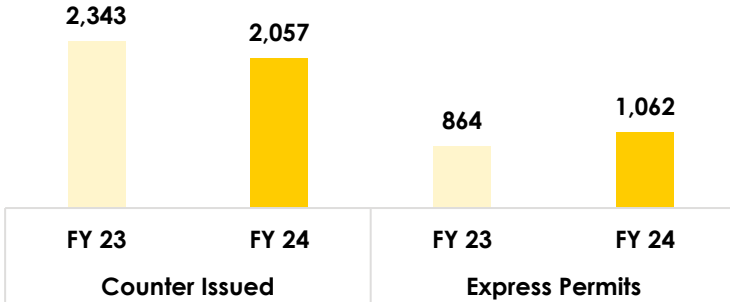
**BLD. INSPECTIONS**  
JULY - FEB.



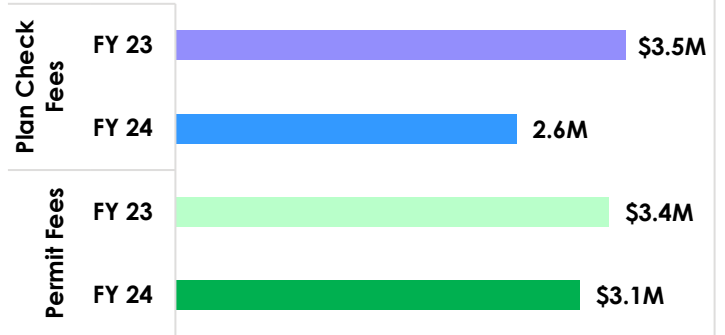
**ADU PERMITS ISSUED**  
JULY - FEB.



**SUB-TRADE PERMITS ISSUED,**  
JULY - FEB.



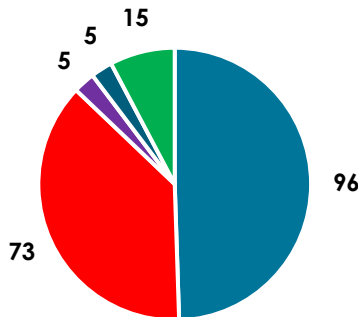
**PERMIT REVENUES, JULY - FEB.**



### CODE COMPLIANCE ACTIVITY (FEBRUARY ACTIVITY)

**NEW CODE COMPLIANCE CASES - 194**

- Noise: inc. Leaf-Blower
- Property Maint.
- Tree
- Housing
- Zoning



Presale Certificates Issued:	80
Quadrennial Units Inspected:	105
Zoning/Property Maintenance Inspections:	377
Cases Resolved (Closed):	317