



MEMORANDUM

TO: Steve Mermell, City Manager
FROM: David M. Reyes, Director of Planning & Community Development
DATE: April 27, 2017
SUBJECT: Monthly Activity Reports

Attached are the following reports:

Planning:

- 1) New Zoning Cases - 14 current planning (zoning) projects submitted in March 2017.
- 2) Zoning Cases of Communitywide Significance - Three Major Construction projects as of March 1, 2017. 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. One new Major Construction project was submitted in March.
- 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) In March 2017, 206 new cases were opened, a 50% increase from the previous month. Staff closed 116 cases and 90 cases remain open. The average time from the received date of complaint to the date of first inspection was 2.6 calendar days.

Reports can also be found here at this link:
<http://www.cityofpasadena.net/PlanningandDevelopment/>

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
V	11867	1720		Lombardy Rd.	7	Variance to allow a garage at the front of a single-family residence. Project includes 484 sq. ft. addition and remodel of existing space.	Carlos Chacon (626) 744-7123	03/02/17	Complete: scheduled	06/07/17	HO
CUP	6546	721	E	Colorado Blvd.	3	CUP to allow a Liquor Store (Total Wine) with tasting areas within an existing building.	Carlos Chacon (626) 744-7123	03/06/17	Complete: scheduled	06/07/17	HO
CUP	6548	80	N	Fair Oaks Avenue	3	CUP to allow beer and wine at an existing restaurant (Shandong Dumplings).	Kent Lin (626) 744-6817	03/06/17	New Case: assigned		HO
CUP	6545	500	S	Raymond Ave.	6	CUP to construct a new 26,560 sf office (KPCC) building with three levels of subterranean parking. Also includes a request to exceed parking in TOD area and to exceed floor area ratio in the Central District.	Jason Van Patten (626) 744-6760	03/06/17	Incomplete		PC
TTM	74875	256	N	Wilson Ave.	5	TTM for the creation of 5 new air parcels for residential condominium purposes.	Jason Van Patten (626) 744-6760	03/07/17	Incomplete		HO
PPR	2017-00003	50		Alessandro Pl.	6	PPR for the modification of PD 5 to accommodate proposed construction of a 110,000 sf medical office building and a three-level subterranean parking structure containing 370 parking stalls.	Luis Rocha (626) 744-6747	03/08/17	New Case: assigned		Staff
MCUP	6549	1320	E	Colorado Blvd.	7	MCUP to allow the alteration and expansion of an existing drive-thru restaurant, including the remodel of the restaurant and enclosure of a 492 sf outdoor patio.	Aimee Schwimmer (626) 744-7137	03/08/17	New Case: assigned		HO

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
PPR	2017-00004	256	N	Michigan Ave.	5	PPR to allow a 24 unit City of Gardens project with subterranean parking on a vacant lot	Jason Killebrew (626) 744-7096	03/08/17	New Case: assigned		Staff
HDP	6303	800		Fairfield Cir.	7	Modification of HDP to include additional lower level floor area to be constructed. Includes Variance to exceed FAR for the additional proposed area.	Luis Rocha (626) 744-6747	03/09/17	New Case: assigned		HO
PPR	2017-00006	971	N	Altadena Dr.	4	PPR to demolish two single-family residences and construct a new two-story 10,244 sf school (Frostig Center) building.	Jason Killebrew (626) 744-7096	03/20/17	New Case: assigned		Staff
MCUP	6554	591	N	El Molino Ave.	3	MCUP to expand a non-conforming multi-family residential property with a 142 sf addition.	Kent Lin (626) 744-6817	03/21/17	New Case: assigned		HO
MCUP	6555	85	W	Green St.	6	MCUP to allow shared parking for a proposed three-story, 15,525sf commercial building	Jason Killebrew (626) 744-7096	03/23/17	New Case: assigned	05/17/17	HO
PPC	2017-00146	61	N	Parkwood Ave.	2	PPC for a new three-unit City of Gardens project.	Aimee Schwimmer (626) 744-7137	03/27/17	New Case: assigned		Staff
TTM	74594	704	S	Marengo Ave.	7	TTM for an airspace subdivision of an 8-unit City of Gardens project.	Carlos Chacon (626) 744-7123	03/30/17	New Case: assigned		HO

PASADENA - MAJOR ZONING CASES

March 2017

CASE TYPE	CASE #	ADDRESS		CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY	
CUP	6172	922-936	E	Green St.	7	Mixed-Use Project - Demo existing buildings and construct a mixed-use project with 14,791 sf of commercial and 45 residential units.	Luis Rocha (626) 744-6747	03/05/14	Incomplete	-	HO
CUP	6294	262	N	Los Robles Ave.	3	Mirador - Demolish 173 units and construct 291 apartment units in three buildings. 1) Amend Fuller Seminary Master Plan; 2) Vesting Tentative Tract Map; and 3) Tree Removal.	David Sanchez (626) 744-6707	01/29/15	Completing environmental	-	HO
CUP	6421	33	E	Walnut	3	Ayzenberg - CUP for new project greater than 25K in CD zone. Ayzenberg Group Expansion Phase II Office Project.	Jason Killebrew (626) 744-7096	02/08/16	Completing environmental	-	HO

PASADENA - COMMUNITY PLANNING CASES

March 2017

CASE TYPE	CASE #	City	St	ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
MP	2009-00461	100	W	California Blvd.	6	Huntington Hospital: The Hospital is proposing to amend its master plan which includes the reconfiguration of the plan's boundary area, rehabilitation, demolition, and new construction that will occur in phases over the next 20 years.	Ha Ly	12/03/09	Continued at hearing	06/14/17	PC
MP	2012-00451	50-72	S	San Gabriel Blvd.	4	Walden School: A 10-Year Master Plan consisting of five phases. A 2-story classroom of 12,910 sq. ft. will be constructed along with a series of smaller buildings. No increase in enrollment will occur. Will go to City Council for final review. PC hearing 3/26/14: continued to date uncertain.	Ha Ly	10/19/12	On hold per applicant	TBD	PC/CC
MP	2014-00157	135	N	Oakland Ave.	3	Fuller Seminary: Amend the boundaries of the previously approved Master Plan to exclude several parcels that are no longer owned by Fuller and exclude development on these parcels. The proposed project does not include any new development, only a change in map boundaries and development schedule. The Development Agreement will also have to be modified.	David Sinclair	04/20/14	Scheduled	04/26/17	PC
MP	2015-00341	1700		Lida St.	6	Art Center College of Design: Amendment to replace and enhance existing academic facilities, parking, and circulation, and add student housing and parking at the South Campus. Hillside Campus: demolish 17,000 s.f. temporary classroom building; enclose 3,500 s.f. pavilion; and construct 15,300 s.f. maintenance shed.: Total: 18,800 s.f. South Campus: 988 building: 130,000 s.f.; 1,111 building: 22,000 s.f.; 888 building: 200,000 s.f.; 950 building: 40,000 s.f.: Total: 392,000 s.f. Overall total: 410,800 s.f.	Ha Ly	06/23/15	Completing environmental	TBD	PC/CC
MP	2015-00562	1030	E	California Blvd.	7	Polytechnic School: Demolition of two existing gyms and construction of two new gyms (net increase 38,214 s.f.) and increase of student enrollment by 80 students from 861 to 941 students.	Ha Ly	10/15/15	Developing Recommendation	TBD	PC/CC

PASADENA - COMMUNITY PLANNING CASES

March 2017

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
MP	2016-00486	1539	E	Howard St	2	William Carey International University: Revise and update the existing Master Plan to a new 20-year Master Plan for Venture Center Campus.	Natsue Sheppard	09/21/16	Incomplete	TBD	PC/CC
OTHER				Citywide	-	Housing Element: Implementation Process	Joanne Hwang	-	On-going	-	Other
OTHER				Citywide	-	Climate Action Plan	Ana Española	-	Developing Recommendation	TBD	PC/CC
SP				Citywide	-	General Plan Implementation/Specific Plan Updates	Anita Cerna	-	On-going		
ZCA				Citywide	-	Interim Development Process / PD Policy Amendment	Anita Cerna	-	Developing Recommendation	TBD	PC/CC
ZCA				Citywide	-	Mansionization: Phase 2	Martin Potter	-	Developing Recommendation	TBD	PC/CC
ZCA				Citywide	-	Mansionization: Phase 3 (HD, HDSR, HD-1)	Martin Potter	-	Continued at hearing	04/26/17	PC
ZCA				Citywide	-	Accessory Dwelling Units	Joanne Hwang		Developing Recommendation	05/24/17	PC

PASADENA - NEW DESIGN HISTORIC PRESERVATION CASES

March 2017

CASE TYPE	CASE #	ADDRESS	CC District	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY	
PLN2017-00116	CONSOLIDATED DESIGN REVIEW	300	NORTH LAKE AVE	5	PLAZA-LANDSCAPE UPGRADES	Contract Planner	3/9/2017	ACTIVE	NA	Staff
PLN2017-00105	CONSOLIDATED DESIGN REVIEW	100	WEST GREEN STREET	6	ONE NEW SIGN (CHANNEL LETTERS, INTERNALLY ILLUMINATED WITH LED)	Contract Planner	3/8/2017	ACTIVE	NA	Staff
PLN2017-00103	CONSOLIDATED DESIGN REVIEW	16	SOUTH FAIR OAKS AVE	6	DESIGN REVIEW FOR NEW WALL SIGN AND BLADE SIGN FOR PARADISE ICE CREAM PARLOR	Contract Planner	3/8/2017	ACTIVE	NA	Staff
PLN2017-00104	COA	1671	PALOMA STREET	2	REMOVAL OF PORCH BANISTER BETWEEN COLUMNS	Contract Planner	3/8/2017	ACTIVE	NA	Staff
PLN2017-00092	MASTER SIGN PLAN	50	BELLEFONTAINE ST	6	MASTER SIGN PLAN FOR COTTON MEDICAL CENTER	Johnson (Marina)	3/1/2017	ACTIVE	NA	Staff
PLN2017-00096	CONSOLIDATED DESIGN REVIEW	440	EAST COLORADO BLVD.	7	EXISTING CABINET WALL SIGN FACE CHANGE (LA MATTRESS)	Espanola	3/2/2017	ACTIVE	NA	Staff
PLN2017-00102	DESIGN REVIEW	99	SOUTH RAYMOND AVE	6	REPAIR OF THREE BALCONIES AT CASTLE GREEN (5TH, 6TH, 7TH FLOORS)	Johnson	3/7/2017	ACTIVE	NA	Staff
PLN2017-00118	CONSOLIDATED DESIGN REVIEW	170	NORTH CATALINA AVE	5	NINE UNIT COG OVER SUBTERRANEAN PARKING	Johnson	3/10/2017	ACTIVE	NA	Staff
PLN2017-00113	CONSOLIDATED DESIGN REVIEW	700	EAST GREEN STREET	7	DESIGN REVIEW FOR NEW SIGN AT CHALK PRE-SCHOOL	Potter	3/9/2017	ACTIVE	NA	Staff
PLN2017-00114	CONSOLIDATED DESIGN REVIEW	109	HARKNESS AVE	2	NEW COG NINE-UNIT CONDOMINIUM OVER SUBTERRANEAN PARKING	Johnson (Marina)	3/9/2017	ACTIVE	NA	Staff
PLN2017-00120	CONSOLIDATED DESIGN REVIEW	61	NORTH GRAND OAKS AVE	2	CONSTRUCTION OF FIVE NEW UNIT COG OVER SUBTERRANEAN PARKING	Contract Planner (Amanda)	3/10/2017	ACTIVE	Na	Staff
PPR2017-00005	RFC	50	ALESSANDRO PLACE		TWO NEW MEDICAL OFFICE BUILDINGS TOTALING 68,000 SQ. FT. AND A NEW FIVE LEVEL ABOVE GRADE PARKING GARAGE WITH 220 PARKING SPACES	Johnson	3/14/2017	ACTIVE	NA	Staff
PPR2017-00003	RFC	50	ALESSANDRO PLACE		2 NEW MEDICAL BUILDINGS TOTALING 110,000 SQUARE FEET WITH 3 LEVELS OF SUBTERRANEAN PARKING AND A STREET VACATION OF ALESSANDRO PL	Johnson	3/7/2017	ACTIVE	NA	Staff
PPR2017-00004	RFC	256	NORTH MICHIGAN AVE		NEW MULTI-FAMILY 24 UNITS ON VACANT LOT	White	3/8/2017	ACTIVE	NA	Staff
PLN2017-00128	COA	1559	NORTH HOLLISTON AVE	2	REAR ADDITION VISIBLE FROM PUBLIC RIGHT-OF-WAY AND WINDOW REPLACEMENT	Potter	3/15/2017	ACTIVE	NA	Staff
PLN2017-00107	RFC	1320	EAST COLORADO BLVD.	7	TENANT IMPROVEMENTS AND ALTERATION TO EXISTING DRIVEWAY-THRU RESTAURANT	Johnson (Marina)	3/8/2017	ACTIVE	NA	Staff
PLN2017-00127	COA	462	SOUTH MARENGO AVE	6	REPLACEMENT OF FRONT PORCH STEPS AND CONCRETE PATHWAY WITH SAME MATERIALS, NEW ADDITION OF RAILING.	Espanola	3/15/2017	ACTIVE	NA	Staff
LANDMARK DISTRICT	CRAFTSMAN HEIGHTS	LANDMARK	DESIGNATION			Johnson	3/8/2017	ACTIVE	TBD	HPC
PLN2017-00134	PRELIMINARY CONSULTATION	1361	NORTH FAIR OAKS AVE	1	ADDITION OF 1,971 SF AND EXTERIOR RENOVATIONS TO EXISTING MINI-MALL	Johnson (Marina)	3/20/2017	ACTIVE	NA	Staff
PLN2017-00142	COA	1612	PALOMA STREET	2	CONVERT EXISTING BEDROOM INTO A MASTER BEDROOM WITH A BATHROOM TO CONVERT THE PORCH INTO A FAMILY ROOM W/ADDITION OF 284 SQFT AT THE REAR OF THE HOUSE.	Johnson (Marina)	3/23/2017	ACTIVE	NA	Staff
PLN2017-00138	COA	943	NORTH MADISON AVE	5	WINDOW CHANGE OUT AFTER THE FACT	Espanola	3/22/2017	ACTIVE	NA	Staff
PLN2017-00132	TREE REMOVAL	1517	LOMBARDY ROAD	7	TREE REMOVAL OF ONE MAGNOLIA	Johnson (Marina)	3/16/2017	ACTIVE	NA	Staff
PLN2017-00117	TREE REMOVAL	300	NORTH LAKE AVE	5	PROPOSING TO REMOVE (3) TREES	Potter	3/9/2017	ACTIVE	NA	Staff
PLN2017-00141	CONSOLIDATED DESIGN REVIEW	301	EAST COLORADO BLVD.	3	NEW BUILDING IDENTITY SIGN	Johnson	3/23/2017	ACTIVE	6/27/2017	DC
PLN2017-00151	COA	1650	CASA GRANDE ST	2	WALL OFF GARAGE DOOR FACING DUDLEY	Potter	3/28/2017	ACTIVE	NA	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
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



**PLANNING &
COMMUNITY DEVELOPMENT
DEPARTMENT**

Monthly Activity Report
MARCH, 2017
Permits & Fees

Permits & Valuation

	<u>Month Mar-17</u>	<u>Month Mar-16</u>	<u>YTD FY 2017</u>	<u>YTD FY 2016</u>
Total Value	\$ 10,440,878	\$ 42,452,450	\$ 99,966,537	\$ 158,017,852
Total Permits	283	319	2061	2498
Residential - New				
Valuation	\$ 3,260,281	\$ 31,264,010	\$ 26,948,526	\$ 69,608,878
Permits	3	9	30	31
Residential - Rehab				
Valuation	\$ 3,401,208	\$ 4,483,046	\$ 24,155,145	\$ 35,865,946
Permits	230	269	1618	2021
Non-Residential - New				
Valuation	\$ -	\$ 4,523,057	\$ 4,596,531	\$ 13,020,306
Permits	0	1	5	4
Non-Residential - Rehab				
* Valuation	\$ 3,779,389	\$ 2,182,337	\$ 44,266,335	\$ 39,522,722
Permits	50	40	408	442

Fees Collected

Permit and Plan Check	\$ 358,826	\$ 606,579	\$ 3,285,750	\$ 4,653,656
Residential Development Impact	\$ 107,027	\$ -	\$ 1,212,002	\$ 1,697,490
Transportation Improvement Fee	\$ 10,989	\$ 289,620	\$ 255,928	\$ 669,140
Construction Tax	\$ 181,016	\$ 847,605	\$ 1,798,538	\$ 2,827,408

Fees Waived

Northwest Enterprise Zone	\$ -	\$ -	\$ -	\$ -
Research and Development	\$ -	\$ -	\$ -	\$ -
Affordable Housing	\$ -	\$ -	\$ 24,507	\$ -

Other

Inspections	2,337	2,604	21,147	20,671
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**PLANNING &
COMMUNITY DEVELOPMENT
DEPARTMENT**

Monthly Activity Report
MARCH, 2017
Development Processing Section

PLAN CHECK OVER \$ 500,000

45 S ARROYO PKWY

Tenant improvement of office space @ 22,600 square feet (CTRL Collective)
Project value \$ 950,000

1382 LOCUST ST

Interior tenant improvement of medical office @ 11,687 square feet (Davita Pasadena II Dialysis Clinic)
Project value \$ 626,024

1111 S ARROYO PKWY

Tenant improvement to convert office space to school @ 22,407 square feet (Art Center)
Project value \$ 1,133,817

1200 E CALIFORNIA BLVD

Tenant improvement on 3 floors @ 27,403 square feet (Sloan Kellogg Building, Caltech)
Project value \$ 2,433,971

BUILDING PERMITS OVER \$ 500,000

549 N WILSON AVE

New construction of 4 townhouses @ 6,226 square feet over subterranean parking garage @ 10,053 square feet
Project value \$ 1,643,005

547 N WILSON AVE

New construction of 4 townhouses @ 6,096 square feet
Project value \$ 624,291

168 S LOS ROBLES AVE

Tenant improvement of ground level of a hotel
@ 12,897 square feet (Hilton Hotel)
Project value \$ 752,401

1645 ORLANDO RD

New construction of a 2-story single family
residence @ 8,658 square feet with detached
garage @ 602 square feet
Project value \$ 992,985

New Code Compliance Cases – March 2017

Complaint Type	Number of Complaints
General Property Maintenance	90
Signage	18
Zoning Violations	16
Overgrown Vegetation	40
Improper Occupancy	4
Attractive Nuisance	7
Tree Maintenance	8
Noise	3
Construction (Hours, Illegal)	4
Junk and Debris	9
Bulky Items	1
Trash Cans	3
Other	3

Total New Cases Opened	206
Average Time for 1st Inspection	2.6 Calendar Days
Number of Cases Closed	116
Number of Cases Remaining Open	90
Percentage of Cases Closed	56%