



## MEMORANDUM

**TO:** Steve Mermell, City Manager  
**FROM:** David M. Reyes, Director of Planning & Community Development  
**DATE:** June 27, 2019  
**SUBJECT:** Monthly Activity Reports: May 2019

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Attached are the following reports:

### Planning:

- 1) New Zoning Cases – Nine current planning (zoning) projects were submitted in May 2019.
- 2) Zoning Cases of Communitywide Significance – Six ongoing Major Construction projects as of May 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 May, a total of 181 new cases were opened, and 451 inspections were completed. Of the 181 new cases opened, 106 have been closed. The average response time for initial inspection was approximately 2 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
Tentative Parcel Map	82354	72	S	Oak Ave	7	TPM to allow the creation of 3 air parcels for condominium purposes on one lot	Abdu Lachgar alac-Contractor@cityofpasadena.net	05/07/19	Incomplete	-
Tentative Tract Map	82367	154	N	Mar Vista Ave	5	TTM to allow the creation of 6 air parcels for condominium purposes on one lot	Abdu Lachgar alac-Contractor@cityofpasadena.net	05/14/19	Incomplete	-
Preliminary Plan Check	2019-00242	193	S	Allen Ave	7	PPC for construction of a new three unit City of Gardens project.	Carlos Chacon (626) 744-7123 cchacon@cityofpasadena.net	05/07/19	Under Review	Staff
Preliminary Plan Check	2019-00236	936	N	Los Robles Ave.	5	PPC for construction of a new three unit City of Gardens project.	Kent Lin (626) 744-6817 klin@cityofpasadena.net	05/07/19	Under Review	Staff
Hillside Development Permit	6751	375		Redwood Dr	6	HDP to allow upper floor additions to an existing residence.	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	05/23/19	Under Review	HO
Tentative Tract Map	82693	351		Adena St	3	TTM to allow the creation of 9 air parcels for condominium purposes on one lot	Nathan Gapper (626) 744-7096 ngap-contractor@cityofpasadena.net	05/14/19	Complete: scheduled	HO
Conditional Use Permit	6749	750	S	Arroyo Pkwy	7	CUP to allow the sale of beer and wine for on-site consumption for a proposed restaurant (Shake Shack)	Nathan Gapper (626) 744-7096 ngap-contractor@cityofpasadena.net	05/15/19	Complete: scheduled	HO
Minor Conditional Use Permit	6750	1270		Bresee Ave	2	MCUP to allow the expansion of a non-conforming duplex located in the RS-6 zoning district.	Nathan Gapper (626) 744-7096 ngap-contractor@cityofpasadena.net	05/22/19	Complete: scheduled	HO
Conditional Use Permit	6747	324		Madeline Drive	6	CUP for staff and student enrollment increase and the installation of vertical tandem parking.	Natsue Sheppard (626) 744-7527 nsheppard@cityofpasadena.net	05/01/19	Incomplete	-

Planning and Community Development - Major Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
Affordable Housing Concession Permit	6172	922-936	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	HO
Affordable Housing Concession Permit	11869	253	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 tmirzakanian@cityofpasadena.net	5/9/2017	HO
Affordable Housing Concession Permit	11870	250	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	HO
Conditional Use Permit	6580	2030	E	Colorado Blvd.	7	Conditional Use Permit to establish a Vehicle Services, Sales and Leasing land use of 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	HO
Conditional Use Permit	6658	83	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	PC
Planned Development	37	740	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	CC

Planning and Community Development - Community Planning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY	MEETING DATE
OTHER				Citywide	-	Housing Element: Implementation Process	Arlene Granadosin-Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	-	-	Other
OTHER				Citywide	-	Climate Action Plan Implementation	Ana Española (626) 744-6754 aespanola@cityofpasadena.net	-	-	-
PPR	2019-00002	2915	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.	Arlene Granadosin-Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	02/20/19	-	Staff
SP				Citywide	-	General Plan Implementation/Specific Plan Updates	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	-	CC
ZCA				Citywide	-	Mansionization: Phase 2	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	TBD	CC
ZCA	2018-00403			Citywide	-	Zoning Code Text Amendment: Outdoor Electronic Signage	Natsue Sheppard (626) 744-7527 nsheppard@cityofpasadena.net	07/16/18	-	CC
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		06/26/19	PC
ZCA				Citywide	-	Zoning Code Text Amendment: Single-Room Occupancy Regulations	Andre Sahakian (626) 744-6916 asahakian@cityofpasadena.net		06/26/19	PC
ZCA		351	S	Hudson Avenue	7	Zoning Map Amendment: Planned Development	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	06/03/19	-	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	MEETING DATE
PLN2019-00225	PRELIMINARY CONSULTATION	356	CORDOVA STREET	6	NEW 62-UNIT MULTI-FAMILY COURTYARD HOUSING PROJECT OVER 1 LEVEL OF FULLY SUBTERRANEAN PARKING	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/1/2019	DC	6/25/2019
PLN2019-00227	CERTIFICATE OF APPROPRIATENESS	541	FREMONT DRIVE	1	NEW DRIVEWAY GATE AND FRONT FENCE	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	5/2/2019	HPC	6/18/2019
PLN2019-00233	CERTIFICATE OF APPROPRIATENESS	1245	EAST HOWARD STREET	2	INSTALLATION OF A NEW DRIVEWAY AND SIDE YARD GATES.	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	5/6/2019	Staff	NA
PLN2019-00231	CHANGE TO AN APPROVED PROJECT	75	WEST WALNUT STREET	3	MINOR MODIFICATION OF A PREVIOUSLY APPROVED MASTER SIGN PLAN	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	5/3/2019	Staff	NA
PLN2019-00232	CONCEPT DESIGN REVIEW	135	SOUTH CATALINA AVENUE	7	NEW 78-UNIT RESIDENTIAL PROJECT AND PRESERVATION OF THATCHER MEDICAL BUILDING	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/3/2019	DC	7/23/2019
PLN2019-00235	CONSOLIDATED DESIGN REVIEW	300	EAST COLORADO BLVD	6	STOREFRONT REMODEL FOR CHARTER SPECTRUM (280 E. COLORADO BLVD) SUTE 142-144	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	5/6/2019	Staff	NA
PLN2019-00237	PRELIMINARY CONSULTATION	936	NORTH LOS ROBLES AVENUE	5	NEW 3-UNIT MULTI-FAMILY RESIDENTIAL PROJECT	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/7/2019	Staff	NA
PLN2019-00240	CERTIFICATE OF APPROPRIATENESS	474	SOUTH ARROYO BLVD	6	LEGALIZE A SIDE YARD FENCE	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	5/7/2019	Staff	NA
PLN2019-00241	PRELIMINARY CONSULTATION	30	WEST MOUNTAIN STEET	3	NEW CONSTRUCTION OF A MEDICAL OFFICE BUILDING	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/7/2019	Staff	NA
PLN2019-00245	CERTIFICATE OF APPROPRIATENESS	1250	NORTH HOLLISTON AVENUE	2	INSTALLATION OF A NEW DRIVEWAY GATE.	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	5/13/2019	Staff	Na
PLN2019-00248	CONCEPT DESIGN REVIEW	673	EAST CALIFORNIA BLVD	7	NEW 8-UNIT MULTI-FAMILY RESIDENTIAL DEVELOPMENT AND APPLICATION FOR TREE REMOVAL REQUEST	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/14/2019	Staff	NA
PLN2019-00251	CERTIFICATE OF APPROPRIATENESS	870	CHULA VISTA AVENUE	6	REHABILITATE EXISTING LANDSCAPING AND CONSTRUCTION OF NEW LOW WALL IN THE FRONT YARD	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/15/2019	Staff	NA

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS		CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY	MEETING DATE
PLN2019-00256	CERTIFICATE OF APPROPRIATENESS	948	CORNELL ROAD	7	ONE-STORY REAR ADDITION TO AN EXISTING SINGLE-FAMILY RESIDENCE	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	5/16/2019	Staff	NA
PLN2019-00252	CERTIFICATE OF APPROPRIATENESS	1575	NORTH HOLLISTON AVENUE	2	ADD WINDOW OPENING ON SIDE ELEVATION	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/15/2019	Staff	NA
PLN2019-00257	TREE REMOVAL	1460	EAST ORANGE GROVE BLVD	2	PERMIT REQUEST FOR TWO TREES: 1) SWEET GUM 21" DBH, STRAWBERRY TREE 11" DBH	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	5/17/2019	Staff	NA
PLN2019-00265	MODIFICATION APPLICATION	98	SOUTH LOS ROBLES AVENUE	7	MINOR MODIFICATION TO APPROVED FINAL DESIGN TO CHANGE GENERATOR ENCLOSURE; PROPOSE A REVISED DESIGN THAT RELOCATES ENTRY GATEWAY FROM THE WEST SIDE OF GENERATOR ENCLOSURE TO EAST SIDE OF ENCLOSURE	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/23/2019	staff	NA
PLN2019-00270	CERTIFICATE OF APPROPRIATENESS	541	FREMONT DRIVE	1	RECONSTRUCT FREESTANDING WOOD AND FIBERGLASS SCREEN	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	5/23/2019	Staff	NA
PLN2019-00271	CONSOLIDATED DESIGN REVIEW	199	SOUTH LOS ROBLES AVENUE	6	OUTDOOR COURTYARD IMPROVMENTS	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	5/23/2019	Staff	NA
PLN2019-00272	CONCEPT DESIGN REVIEW	720	WEST HOLLY STREET	1	NEW 2-3 STORY 5-UNIT MULTI-FAMILY RESIDENCE	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	5/23/2019	Staff	NA
PLN2019-00268	TREE REMOVAL	1016	OLD MILL ROAD	7	PRIVATE TREE REMOVAL REQUEST FOR A DEODAR CEDAR WITH A 36" DBH, 80 FT HEIGHT AND A 60 FT SPREAD	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	5/23/2019	Staff	NA
PLN2019-00275	CONSOLIDATED DESIGN REVIEW	12	SOUTH FAIR OAKS AVENUE	6	REPAINT BUILDING AND RESTORE MISSING FINIALS & DECORATIVE DETAILS SHOWN IN HISTORICAL PHOTOGRAPHS	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/28/2019	Staff	NA
PLN2019-00277	CERTIFICATE OF APPROPRIATENESS	360	SOUTH ALLEN AVENUE	7	REPLACE EXISTING WOOD FRONT DOOR WITH NEW WOOD DOOR OF SIMILAR DESIGN.	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	5/28/2019	Staff	NA
PLN2019-00278	CONCEPT DESIGN REVIEW	244	WEST HOWARD STREET	1	NEW TWO STORY, SEVEN UNIT MULTI-FAMILY RESIDENTIAL PROJECT	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	5/30/2019	Staff	NA
PLN2019-00267	CONSOLIDATED DESIGN REVIEW	93	EAST GREEN STREET	6	INSTALLATION OF NEW SIGNS FOR DOG HAUS	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	5/23/2019	Staff	NA

**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
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



**PLANNING &  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

Monthly Activity Report  
**MAY, 2019**  
**Permits & Fees**

**Permits & Valuation**

	<u>Month</u> <u>May-19</u>	<u>Month</u> <u>May-18</u>	<u>YTD</u> <u>FY 2019</u>	<u>YTD</u> <u>FY 2018</u>
<b>Total Value</b>	\$ 10,139,894	\$ 8,347,183	\$ 258,152,765	\$ 150,334,018
<b>Total Permits</b>	252	255	2766	2890
<b>Residential - New</b>				
Valuation	\$ 855,813	\$ 648,042	\$ 92,136,235	\$ 29,870,241
Permits	4	3	42	32
<b>Residential - Rehab</b>				
Valuation	\$ 6,801,086	\$ 3,524,245	\$ 35,906,746	\$ 61,249,828
Permits	201	210	2246	2310
<b>Non-Residential - New</b>				
Valuation	\$ -	\$ -	\$ 81,988,640	\$ 43,581,736
Permits	0	0	2	5
<b>Non-Residential - Rehab</b>				
* Valuation	\$ 2,482,995	\$ 4,174,896	\$ 48,121,144	\$ 15,632,213
Permits	47	42	476	543

**Fees Collected**

Permit and Plan Check	\$ 352,038	\$ 344,278	\$ 5,374,337	\$ 5,544,261
Residential Development Impact	\$ 56,760	\$ 45,977	\$ 10,577,395	\$ 2,940,366
Transportation Improvement Fee	\$ 18,455	\$ 11,795	\$ 3,744,737	\$ 1,251,459
Construction Tax	\$ 118,114	\$ 139,582	\$ 4,724,692	\$ 2,683,076

**Fees Waived**

Northwest Enterprise Zone	\$ -	\$ -	\$ -	\$ -
Research and Development	\$ -	\$ -	\$ -	\$ -
Affordable Housing	\$ -	\$ -	\$ 22,896	\$ -

**Other**

Inspections	2,342	2,391	24,750	24,389
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**PLANNING &  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

Monthly Activity Report

**MAY, 2019**

**Development Processing Section**

**PLAN CHECK OVER \$ 500,000**

251 S LAKE AVE

Renovation of plaza courtyard @ 61,340  
square feet  
Project value \$ 3,500,000

1940 E CORSON ST

New construction of an automotive service  
facility @ 8,747 square feet (Honda of  
Pasadena)  
Project value \$ 536,191

777 E COLORADO BLVD

Waterproofing and repairs to existing parking  
structure  
Project value \$ 787,840

2965 E COLORADO BLVD

Remodel existing auto sales, services, and  
parts area for dealership @ 46,377 square feet  
(Audi)  
Project value \$ 1,377,154

**BUILDING PERMITS OVER \$ 500,000**

N/A

## New Code Compliance Cases – May 2019

Complaint Type	Number of New Cases
Construction – Incomplete/Illegal/Hrs	16
Junk and Debris	8
Vacant BLD/ Vacant Lot	3
Noise	17
Property Maintenance	65
Trees- Damaged/Hazardous/Protected	4
Overgrown Vegetation	31
Zoning Code Violations	31
Abandoned Bulky Items	5
Other	1

<b>Total New Cases Opened</b>	<b>181</b>
<b>Average Time for 1<sup>st</sup> Inspection</b>	<b>2 Calendar Days</b>
<b>Number of Cases Closed</b>	<b>106</b>
<b>Number of Cases Remaining Open</b>	<b>75</b>