



MEMORANDUM

TO: Steve Mermell, City Manager
FROM: David M. Reyes, Director of Planning & Community Development
DATE: June 24, 2021
SUBJECT: Monthly Activity Reports: May 2021

Attached are the following reports:

Planning:

- 1) New Zoning Cases – Nine current planning (zoning) projects were submitted in June 2021.
- 2) Zoning Cases of Communitywide Significance – Five ongoing Major Construction projects as of June 1, 2021. 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:

For the month of May, a total of 123 new cases were opened, and 402 inspections were completed. A total of 124 cases have been closed. The average response time for an initial inspection was approximately 3 calendar days.

Building and Safety:

Building Permits Issued and Valuation

Reports can also be found here at this link:

<https://www.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	REVIEW BODY
Single Family Neighborhood Compatability Permit	6896	271		California Ter.	6	SFCP#6896 - NEW SFR TO EXCEED NEIGHBORHOOD COMPATIBILITY ANALYSIS SQUARE FOOTAGE.	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	05/06/21	HO
Conditional Use Permit	6899	150	N	Vinedo Ave.	4	CUP #6899 FOR VEHICLE STORAGE	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	05/11/21	HO
Minor Conditional Use Permit	6898	132	N	Euclid Ave.	3	MCUP#6898 FOR TEMPORARY HOMELESS SHELTER AT RELIGIOUS FACILITY (ALL SAINTS CHURCH)	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	05/11/21	HO
Minor Variance	11943	265		Marguerita Ln	7	MINOR VARIANCE FOR A REDUCED REAR YARD SETBACK FOR RESIDENTIAL ADDITION OF BATHROOM	Emma Carrico (626)744-7361 ecarrico@cityofpasadena.net	05/12/21	HO
Preliminary Plan Check	2021-00003	130		Mar Vista Ave	5	PPC FOR 23 UNITS CITY OF GARDENS PROJECT IN RM-48 ZONING DISTRICT	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	05/20/21	Staff
Preliminary Plan Check	2021-00002	524		Cypress Ave	3	THE APPLICANT PROPOSES TO DEMOLISH THE EXISTING SINGLE-FAMILY RESIDENCE AND GARAGE AND REPLACE WITH A THREE-STORY 8,800 SQUARE FOOT TOWN HOUSE COMPLEX CONSISTING OF EIGHT-UNITS.	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	05/19/21	Staff
Variance	11944	1411		Edgehill Pl.	6	VARIANCE FOR SOLID DRIVEWAY GATE AND MINOR VARIANCE TO EXCEED MAX. 4' HEIGHT IN THE FRONT YARD OF SFD	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	05/26/21	HO
Certificate of Exception	385	2881	E	Walnut St	4	PROPOSED LOT LINE ADJUSTMENT PARCEL MAP NO. 11937 WILL HAVE A LOT LINE ADJUSTMENT TO PARCELS A AND B.	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	05/28/21	HO

Planning and Community Development - New Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
Certificate of Compliance	386	2882	E	Walnut St	4	PROPOSED LOT LINE ADJUSTMENT PARCEL MAP NO. 11937 WILL HAVE A LOT LINE ADJUSTMENT TO PARCELS A AND B.	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	05/28/21	Staff

Planning and Community Development - Major Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
Planned Development	37	740	E	Green St	7	PD for mixed-use project with 273 units; AHCP to exceed FAR and height	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	07/24/18	CC
Planned Development	39	491-577	S	Arroyo Pkwy	6	Application for a new Planned Development, a Certificate of Exception, and a Variance for Historic Resources.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	03/26/20	CC
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	CUP for new nonresidential construction exceeding 25,000 sf, MCUPs for shared and tandem parking, MV for additional height.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	03/18/19	HO
Conditional Use Permit	6855	550	E	Colorado Blvd.	7	CUP for 6 story, 195 room hotel with 5,000 square feet of retail and CUP for on-site sale and consumption of full alcohol.	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	09/10/20	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	Arlene Granadosin-Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net		
OTHER				Citywide	-	Housing Element: 2014-2021 Cycle Implementation Process	Arlene Granadosin-Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	-	Other
OTHER				Citywide	-	SCAG Coordination	Arlene Granadosin-Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	-	
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	-	-
SP				Citywide	-	General Plan Implementation/Specific Plan Updates	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	PC/CC
ZCA				Citywide	-	Updates to Residential Regulations regarding basement excavations in single-family zones and placement of detached garages in Hillside Overlay Districts.	Andre Sahakian (626) 744-6916 asahakian@cityofpasadena.net	-	PC
ZCA	2019-00356	351	S	Hudson Avenue	7	Zoning Map Amendment: Planned Development (PUSD)	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	06/03/19	CC
ZCA				Citywide	-	Affordable Housing Concession Menu One Year Review	Andre Sahakian (626) 744-6916 asahakian@cityofpasadena.net	06/12/20	CC
ZCA				Citywide	-	Housing on Religious Institution Sites	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	07/08/20	PC/CC

Planning and Community Development - Community Planning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
ZCA				Citywide	-	Parking Requirements for Additions to Single Family Dwellings	Andre Sahakian (626) 744-6916 asahakian@cityofpasadena.net	04/13/21	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.	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	03/02/20	CC
MP	MP2021-00003	405	S	Euclid	6	Master Plan for Mayfield Junior High School of the Holy Child Jesus.	Natsue Sheppard (626) 744-7527 nsheppard@cityofpasadena.net	05/11/21	PC
PPR	2021-00001	3333	E	Foothill	4	PPR for new drive-thru restaurant of 2,380 SF in existing parking lot at Hastings Ranch shopping center.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	01/06/21	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	
DHP2021-00087	CERTIFICATE OF APPROPRIATENESS	855		MAR VISTA AVE	5	MAJOR ALTERATIONS TO A NON-CONTRIBUTING HOUSE	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/5/2021	STAFF
DHP2021-00088	CERTIFICATE OF APPROPRIATENESS	1291	NORTH	WILSON AVE	2	REPLACEMENT OF A SIDE DOOR	C.WENDT cwen-contractor@cityofpasadena.net	5/5/2021	STAFF
DHP2021-00089	MINOR CHANGE TO APPROVED PROJECT	65	NORTH	WILSON AVE	5	MODIFICATIONS TO WINDOW SIZES ON A PROJECT UNDER CONSTRUCTION	K.JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	5/6/2021	STAFF
DHP2021-00090	CERTIFICATE OF APPROPRIATENESS	1127		EVELYN PL	5	AFTER-THE-FACT REPLACEMENT OF WINDOWS TO A CONTRIBUTING STRUCTURE.	K.JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	5/6/2021	STAFF
DHP2021-00091	CONSOLIDATED DESIGN REVIEW	16	SOUTH	FAIR OAKS AVE	6	NEW WALL SIGN, BLADE SIGN, AND AWNINGS	C.WENDT cwen-contractor@cityofpasadena.net	5/6/2021	STAFF
DHP2021-00092	PROPERTY RESEACH AND EVALUATION	918		LINDA VISTA AVE	6	HISTORIC EVALUATION OF PROPERTY	A. LANDRY(626)744-7137 alandry@cityofpasadena.net	5/6/2021	STAFF
DHP2021-00093	CERTIFICATE OF APPROPRIATENESS	1055		WORCESTER AVE	3	REPLACEMENT & REPAIR OF 10 WINDOWS, ALTERATION OF CHIMNEY, AND REPLACEMENT OF BEDROOM BALCONY DOORS.	K.JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	5/10/2021	STAFF
DHP2021-00094	CERTIFICATE OF APPROPRIATENESS	999	NORTH	MADISON AVE	5	FREESTANDING ACCESSORY STRUCTURE (PUBLICALLY VISIBLE)	C.WENDT cwen-contractor@cityofpasadena.net	5/11/2021	STAFF
DHP2021-00095	CONSOLIDATED DESIGN REVIEW	3644	EAST	FOOTHILL BLVD	4	NEW WALL SIGN ON A RECENTLY REMODELED BUILDING	A. LANDRY(626)744-7137 alandry@cityofpasadena.net	5/11/2021	STAFF
DHP2021-00096	FINAL DESIGN REVIEW	150	SOUTH	OAK KNOLL AVE	7	A NEW 19 UNIT MULITI-FAMILY RESIDENTIAL PROJECT	A. LANDRY(626)744-7137 alandry@cityofpasadena.net	5/13/2021	DC
DHP2021-00097	CONSOLIDATED DESIGN REVIEW	43	EAST	COLORADO BLVD	3	NEW WALL SIGN	C.WENDT cwen-contractor@cityofpasadena.net	5/13/2021	STAFF
DHP2021-00098	CONSOLIDATED DESIGN REVIEW	129	WEST	CALIFORNIA BLVD	6	A NEW WALL SIGN	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/13/2021	STAFF
DHP2021-00099	PROPERTY RESEACH AND EVALUATION	67-71	SOUTH	ROOSEVELT AVE	7	HISTORIC EVALUATION FOR 8-UNIT APARTMENT COMPLEX CONSTRUCTED BETWEEN 1948-1958 FOR THE PURPOSES OF REPLACING 24 WINDOWS.	K.JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	5/14/2021	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
DHP2021-00100	CERTIFICATE OF APPROPRIATENESS	060-190	EAST	COLORADO BLVD	2	RELOCATION OF HISTORIC SIGN FOR "ALLIED AUTO SUPPLY" FROM 1060 E. COLORADO TO TENANT'S NEW LOCATION AT 1901 E. COLORADO BLVD.	A. LANDRY(626)744-7137 alandry@cityofpasadena.net	5/14/2021	HPC
ZENT2021-00063	TREE REMOVAL	149	SOUTH	LOS ROBLES AVE	6	PRIVATE TREE REMOVAL (CAMPHOR TREE)	C.WENDT cwen-contractor@cityofpasadena.net	5/13/2021	STAFF
DHP2021-00101	CERTIFICATE OF APPROPRIATENESS	756	NORTH	CHESTER AVE	2	RECONSTRUCTION OF ROOF, 35 S.F ADDITION, AND REPLACEMENT OF (E) GARAGE DOOR TO (E) DETACHED GARAGE.	A. LANDRY(626)744-7137 alandry@cityofpasadena.net	5/18/2021	STAFF
DHP2021-00103	PROPERTY RESEACH AND EVALUATION	235		SAN MIGUEL RD	6	HISTORICAL EVALUATION OF PROPERTY	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/24/2021	STAFF
DHP2021-00104	CERTIFICATE OF APPROPRIATENESS	235		SAN MIGUEL RD	6	NEW DORMERS	C.WENDT cwen-contractor@cityofpasadena.net	5/24/2021	STAFF
DHP2021-00106	LANDMARK DESIGNATION	801	SOUTH	SAN RAFAEL AVE	6	APPLICATION TO DESIGNATE PROPERTY AS A LANDMARK (NEW INFORMATION SUBMITTED)	A. LANDRY(626)744-7137 alandry@cityofpasadena.net	5/24/2021	HPC
DHP2021-00107	CONSOLIDATED DESIGN REVIEW	85	WEST	COLORADO BLVD	3	NEW SIGNS	C.WENDT cwen-contractor@cityofpasadena.net	5/24/2021	STAFF
DHP2021-00108	TIME EXTENSION	1105	EAST	VILLA ST	5	TIME EXTENSION OF FINAL DESIGN REVIEW	A. LANDRY(626)744-7137 alandry@cityofpasadena.net	5/24/2021	DC
DHP2021-00109	CERTIFICATE OF APPROPRIATENESS	1100	SOUTH	EL MOLINO AVE	7	MAJOR ALTERATIONS AND DETERMINATION OF CONTRIBUTING STATUS TO ELIGIBLE MADISON HEIGHTS LANDMARK DISTRICT	K.JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	5/24/2021	STAFF
ZENT2021-00068	TREE REMOVAL	366	NORTH	SUNNYSLOPE AVE	4	TREE REMOVAL (ONE COAST LIVE OAK).	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/27/2021	STAFF
DHP2021-00110	CERTIFICATE OF APPROPRIATENESS	1020	NORTH	OAKLAND AVE	5	NEW FRONT YARD FENCING	C.WENDT cwen-contractor@cityofpasadena.net	5/27/2021	STAFF
DHP2021-00111	CERTIFICATE OF APPROPRIATENESS	695		BELVIDERE ST	5	REPLACEMENT OF STUCCO	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/27/2021	HPC
DHP2021-00112	CERTIFICATE OF APPROPRIATENESS	1109	NORTH	WILSON AVE	2	REHABILITATION OF FRONT PORCH WITH NEW COLUMNS, RECONSTRUCTION OF MASONRY PIERS AND FOUNDATION.	A. LANDRY(626)744-7137 alandry@cityofpasadena.net	5/27/2021	STAFF
DHP2021-00114	PROPERTY RESEACH AND EVALUATION	1118	NORTH	ALLEN AVE	2	HISTORICAL EVALUATION OF MOUNT OLIVE LUTHERAN CHURCH	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/27/2021	STAFF
DHP2021-00115	CERTIFICATE OF APPROPRIATENESS	1567	NORTH	HOLLISTON AVE	2	BUILDING ADDITION AND WINDOW CHANGES	C.WENDT cwen-contractor@cityofpasadena.net	5/27/2021	STAFF
DHP2021-00117	CONSOLIDATED DESIGN REVIEW	422	SOUTH	LAKE AVE	7	NEW SIGNS FOR TERRA OUTDOOR LIVING	c.WENDT cwen-contractor@cityofpasadena.net	5/27/2021	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
DHP2021-00118	CERTIFICATE OF APPROPRIATENESS	1507		OAKDALE ST	7	NEW 2ND STORY ADDITION TO EXISING SINGLE-STORY SFR IN ROSE VILLA-OAKDALE LD	K.JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	5/27/2021	HPC
DHP2021-00119	CONSOLIDATED DESIGN REVIEW	614	EAST	COLORADO BLVD	7	STOREFRONT ALERATIONS AND SIGNAGE FOR MODERN ANIMAL	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/27/2021	STAFF
DHP2021-00120	PRELIMINARY CONSULTATION	2197		WHITE ST	2	NEW 4-UNIT RESIDENTIAL PROJECT	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/28/2021	STAFF
DHP2021-00121	PROPERTY RESEACH AND EVALUATION	421	SOUTH	RAYMOND AVE	6	HISTORIC EVALUATION OF COMMERCIAL/INDUSTRIAL BUILDING CONSTRUCTED BETWEEN 1918, 1922, AND 1955.	K.JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	5/28/2021	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

New Code Compliance Cases – May 2021

Complaint Type	Number of New Cases
Building and Safety	3
Noise	6
Property Maintenance	84
Tree	3
Zoning	27

Total New Cases Opened	123
Number of Cases Closed	124



**PLANNING &
COMMUNITY DEVELOPMENT
DEPARTMENT**

Monthly Activity Report

MAY, 2021
Permits & Fees

Building Permits Issued and Valuation

	May, 2021		May, 2020		FY 2021 July - May		FY 2020 July - May	
	# of Permits	Valuation	# of Permits	Valuation	# of Permits	Valuation	# of Permits	Valuation
Residential*	182	\$ 4,195,561			2094	\$ 29,320,333		
Multi-Family*	25	\$ 20,239,121			287	\$ 42,779,462		
Mixed Use*	4	\$ 20,000			3	\$ 82,800		
Commercial*	42	\$ 3,059,653			434	\$ 53,451,432		
Totals	253	\$ 27,514,335	158	\$ 6,204,359.00	2,818	\$ 125,634,027	2849	\$ 98,028,100

Fees Collected

	May, 2021	May, 2020	July-May, 2021	July-May, 2020
Permit and Plan Check	\$ 519,674	\$ 207,706	\$ 5,403,480	\$ 5,135,420
Construction Tax	\$ 287,673	\$ 85,880	\$ 1,996,878	\$ 3,939,676
Residential Dev. Impact	\$ 846,489	\$ 1,017	\$ 1,523,533	\$ 7,445,749
Transportation Improvement	\$ 124,526	\$ -	\$ 209,349	\$ 1,223,681
Totals	\$ 1,778,362	\$ 294,603	\$ 9,133,241	\$ 17,744,526

Inspections Completed

	May, 2021	May, 2020	July-May, 2021	July-May, 2020
Totals	1,646	2,341	19,224	27,790

* Categorical breakdown in reporting commenced in July, 2020.