



MEMORANDUM

TO: Miguel Márquez, City Manager

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

DATE: June 29, 2023

SUBJECT: Monthly Activity Reports: May 2023

Attached are the following reports:

Planning:

- 1) New Zoning Cases – Eight current planning (zoning) projects were submitted in April 2023.
- 2) Zoning Cases Major Construction – Two ongoing Major Construction projects as of April 1, 2023. 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:

370 new cases were opened, 899 inspections were completed, and 194 cases were closed. There were 92 Presale certificates issued and 62 Quadrennial rental units inspected.

Building and Safety:

856 building and subtrade permits were issued with a valuation of \$11,579,025; 18 ADU permits were issued; and 3,563 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
411	ZENT2023-00046	1133		Arden Rd.	7	Lot line adjustment between 1133 and 1137 Arden Road.	Philip Coronel (626) 744-7123 pcoronel@cityofpasadena.net	05/15/23	HO
7127	ZENT2023-00053	1333		Wentworth Ave.	7	CUP to construct a residential batting cage for private use only.	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	05/24/23	HO
7119	ZENT2023-00043	1001	E	Green St.	7	Admin CUP for 997 sq. ft. expansion of an existing restaurant with a Type 47 license (Malbec) into an adjacent space.	Eduardo Galdamez (626) 744-6817 egal-contractor@cityofpasadena.net	05/09/23	Director
6996	ZENT2023-00052	1947		Lincoln Ave.	1	Modification to admin CUP #6996 for alcohol sales.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	05/17/23	Director
7124	ZENT2023-00047	3725		Cartwright St	4	HDP to permit a first and second story addition in the HD-1 overlay district	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	05/16/23	HO
7125	ZENT2023-00048	1330		Cresthaven Dr.	6	HDP for second story addition to an existing sfr	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	05/16/23	HO
84064	ZENT2023-00050	1645	N	Lake Ave.	1	TTM #84064 for new six-unit multifamily project	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	05/18/23	HO
11970	ZENT2023-00049	469		Ladera St.	1	Variance not to provide covered parking for a 1,244 sf two-story addition to a single family residence.	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	05/16/23	HO

Planning and Community Development - Major Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
Conditional Use Permit	6737	150	E	Colorado Blvd.	6	Seven-story mixed-use project consisting of 191,250 gross square feet (14,000 sf retail; 29,000 sf restaurant), 98 residential units, and 401 parking spaces. Approvals requested include: 1) CUP (major construction >25k); 2) Variance for building height; 3) Variance to reduce minimum commercial depth; 4) MCUP for shard parking (reduced parking); 5) MCUP for tandem parking (nonresidential); 6) MCUP for triple stack parking (nonresidential); and 7) Private tree removal permit to remove one protected tree.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	03/18/19	HO
Conditional Use Permit	6926	2915	E	Colorado Blvd.	4	CUP#6926 - CUP to allow the construction of a new 135,064 square-foot vehicle sales structure. A CUP is required for Major Project exceeding 25,000 square feet of gross floor area & CUP for Vehicle Services - Sales and Leasing use. The application includes a Minor Variance to deviate from setback requirement along Colorado Boulevard & a Minor Variance to deviate from the setback requirement along Sunnyslope Ave. The project proposes to vacate the dead-end section of Nina Street.	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	09/16/21	PC

Planning and Community Development - Community Planning 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	-	Climate Action Plan Implementation	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	-
OTHER				Citywide	-	High Density Objective Design Guidelines	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	PC/CC
OTHER				Citywide	-	Accessory Dwelling Unit Zoning Code Amendment	Guille Nunez (626) 744-7634 gnunezl@cityofpasadena.net	-	PC/CC
OTHER				Citywide	-	Emergency Shelter Zoning Code Amendment	Martin Potter (626) 744-6710 mpotter@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.	Steven Counts (626) 744-7096 scounts@cityofpasadena.net	09/15/21	PC/CC
SP				Citywide	-	General Plan Implementation/Specific Plan Updates	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	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.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	03/02/20	CC

Planning and Community Development - Community Planning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
MP	2022-00006	324		Madeline	6	Incorporation of Merwin Property (267 W. State St.) into Westridge Campus by changing zoning from RS-4 to PS zone, as well as installation of new accessory structures, shade structures, cold food storage, and master plan time extension.	Melanie Hall (626) 744-7101 mhall@cityofpasadena.net	04/11/22	Other
MP	2022-00008	169	S	St. John	6	Amendment to Maranatha Master Plan to incorporate Fowler Gardens parcel.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	11/29/22	CC
PPR	2023-00007	971	N	Altadena	4	PPR to demolish three residential structures, regrade site, and construct new 4,635 square foot addition to existing Frostig School. Addition to include art studio, two classrooms, two offices, a library/makerspace, restrooms, and utility/support spaces.	Steven Counts (626) 744-7096 scounts@cityofpasadena.net	06/08/23	-

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS			CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
DHP2023-00137	CERTIFICATE OF APPROPRIATENESS	695	SOUTH	HUDSON AVE	7	AFTER-THE-FACT INSTALLATION OF NEW FRONT YARD FENCING.	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	5/3/2023	STAFF
DHP2023-00138	CERTIFICATE OF APPROPRIATENESS	735	NORTH	HOLLISTON AVE	2	DEMOLITION OF EXISTING REAR PATIO SHED ROOF AND CONSTRUCTION OF A NEW GABLED PARTIALLY-ENCLOSED OUTDOOR KITCHEN	R. DUONG (626)744-7346 rduong@cityofpasadena.net	5/4/2023	STAFF
DHP2023-00139	CERTIFICATE OF APPROPRIATENESS	1532	EAST	MOUNTAIN AVE	2	INSTALLATION OF NEW IRON PERIMETER FENCE TO A NON-CONTRIBUTING PROPERTY	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	5/4/2023	STAFF
DHP2023-00141	HISTORIC RESOURCE EVALUATION	1638		GLEN AVE	1	FOR UNSURVEYED SFR CONSTRUCTED CA. 1926/1927	Michelle Anderson mand-contractor@cityofpasadena.net	5/8/2023	STAFF
DHP2023-00143	CERTIFICATE OF APPROPRIATENESS	1775		SAN PASQUAL ST	7	CONSTRUCTION OF NEW DETACHED GARAGE AND ALTERATIONS TO SIDE WINDOW OPENINGS	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	5/10/2023	STAFF
DHP2023-00144	CERTIFICATE OF APPROPRIATENESS	1554		CASA GRANDE ST	2	REAR ADDITION WITH A RAISED ROOF HIGHER THAN EXISTING TO AN EXISTING SINGLE-FAMILY HOUSE	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/10/2023	STAFF
DHP2023-00145	CONSOLIDATED DESIGN REVIEW	812	SOUTH	ARROYO PKWY	7	FOR TWO NEW SIGNS FOR SLAB	R. DUONG (626)744-7346 rduong@cityofpasadena.net	5/11/2023	STAFF
DHP2023-00151	CONSOLIDATED DESIGN REVIEW	2	NORTH	LAKE AVE	5	SIGNAGE FOR CHARLES SCHAWB	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	5/15/2023	STAFF
DHP2023-00152	CERTIFICATE OF APPROPRIATENESS	1507	EAST	MOUNTAIN AVE	2	REPLACEMENT OF SLATE TILE ROOF WITH COMPOSITION ASPHALT SHINGLE.	R. DUONG (626)744-7346 rduong@cityofpasadena.net	5/16/2023	HPC
DHP2023-00153	HISTORIC RESOURCE EVALUATION	314	NORTH	HOLLISTON AVE	2	NON-SURVEYED DETACHED MFR CONSTRUCTED IN 1915	Michelle Anderson mand-contractor@cityofpasadena.net	5/16/2023	STAFF
DHP2023-00154	FINAL DESIGN REVIEW	130		MAR VISTA AVE	5	FDR OF NEW 23-UNIT MFR	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/16/2023	DC
DHP2023-00155	CERTIFICATE OF APPROPRIATENESS	620	SOUTH	MENTOR AVE	7	REPLACEMENT OF SIDE-FACING FIXED WINDOW WITH NEW OPERATIONAL WOOD WINDOW.	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	5/18/2023	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
DHP2023-00156	HISTORIC RESOURCE EVALUATION	1877	EAST	WASHINGTON BLVD	2	FOR NON-SURVEYED COMMERCIAL BUILDING CONSTRUCTED IN 1955	Michelle Anderson mand-contractor@cityofpasadena.net	5/23/2023	STAFF
DHP2023-00157	HISTORIC RESOURCE EVALUATION	1020		LAGUNA RD	6	HRE OF PREVIOUSLY, AND OUTDATED, SURVEYED SFR CONSTRUCTED IN 1959	Michelle Anderson mand-contractor@cityofpasadena.net	5/23/2023	STAFF
DHP2023-00158	CONSOLIDATED DESIGN REVIEW	65	NORTH	GRAND OAKS AVE	2	DEMOLITION OF EXISTING SFR AND CONSTRUCTION OF A NEW 5-UNIT, TWO-STORY MFR WITH SUBTERRANEAN PARKING	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/23/2023	STAFF
DHP2023-00159	CERTIFICATE OF APPROPRIATENESS	989	SOUTH	EL MOLINO AVE	7	RESTORATION OF ORIGINAL ROLLED ROOFING, REHABILITATION OF SECOND FLOOR BALCONY, REPLACEMENT AND REPAIR OF ROOF RAFTERS AND BEAMS AND COLUMNS FOR BALCONY.	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	5/24/2023	STAFF
DHP2023-00160	CERTIFICATE OF APPROPRIATENESS	891	NORTH	WILSON AVE	5	REPLACEMENT OF NON-ORIGINAL FRONT PORCH	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/24/2023	STAFF
DHP2023-00161	HISTORIC RESOURCE EVALUATION	1601		EL SERENO AVE	1	HRE OF NON-SURVEYED TRIPLEX ORIGINALLY CONSTRUCTED IN 1924	Michelle Anderson mand-contractor@cityofpasadena.net	5/24/2023	STAFF
DHP2023-00162	HISTORIC RESOURCE EVALUATION	522		BRADFORD ST	6	HRE OF NON-SURVEYED SFR CONSTRUCTED IN 1934	Michelle Anderson mand-contractor@cityofpasadena.net	5/24/2023	STAFF
DHP2023-00163	HISTORIC RESOURCE EVALUATION	1065		OLD MILL RD	7	FOR AN UNSURVEYED SFR (1948)	Michelle Anderson mand-contractor@cityofpasadena.net	5/30/2023	STAFF
DHP2023-00164	CERTIFICATE OF APPROPRIATENESS	675		BELVIDERE ST	5	WINDOW REPLACEMENT ON FRONT STREET-FACING FACADE (WASHINGTON SQUARE LANDMARK DISTRICT)	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	5/30/2023	STAFF
DHP2023-00165	CERTIFICATE OF APPROPRIATENESS	1530	NORTH	HOLLISTON AVE	2	COA FOR WINDOW REPLACEMENT ON FRONT STREET-FACING FACADE (HISTORIC HIGHLANDS LANDMARK DISTRICT)	R. DUONG (626)744-7346 rduong@cityofpasadena.net	5/30/2023	STAFF
DHP2023-00166	HISTORIC RESOURCE EVALUATION	1095		CHULA VISTA PL	6	FOR AN UNSURVEYED SFR (1939)	Michelle Anderson mand-contractor@cityofpasadena.net	5/30/2023	STAFF
DHP2023-00167	CERTIFICATE OF APPROPRIATENESS	540	SOUTH	MARENGO AVE	6	FOR NEW FENCES AND GATE ON CONTRIBUTOR TO SOUTH MARENGO HISTORIC DISTRICT	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	5/31/2023	STAFF
DHP2023-00168	LANDMARK DESIGNATION	656	SOUTH	OAK KNOLL AVE	7	FOR ELIGIBLE DUPLEX BUILT IN 1903	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	5/31/2023	HPC

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS		CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
DHP2023-00171	HISTORIC RESOURCE EVALUATION	515		CHAMPLAIN AVE	3 FOR UNSURVEYED PROPERTY DEVELOPED 1925/1962	Michelle Anderson mand-contractor@cityofpasadena.net	5/11/2023	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
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.

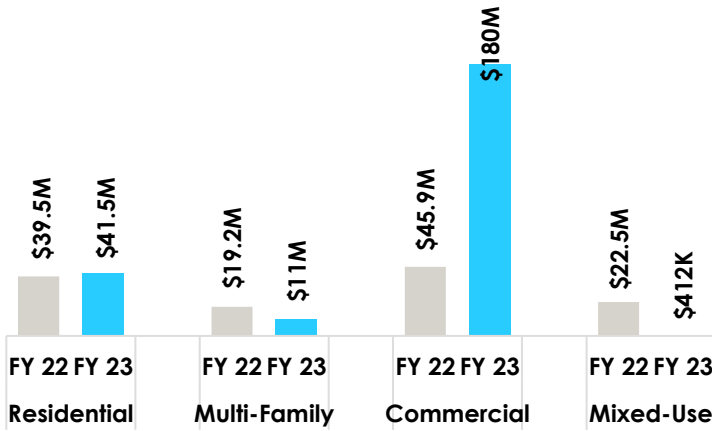
Acronym	Review Body
CC	City Council
DC	Design Commission
HO	Hearing Officer
PC	Planning Commission
BZA	Board of Zoning Appeals

MONTHLY ACTIVITY REPORT

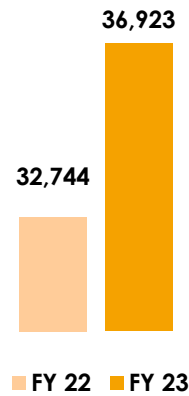


DEVELOPMENT ACTIVITY (Year Over Year Comparison)

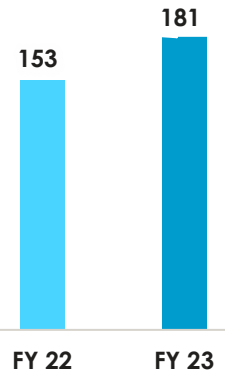
**BUILDING PERMITS ISSUED (VALUATION)
JULY - MAY**



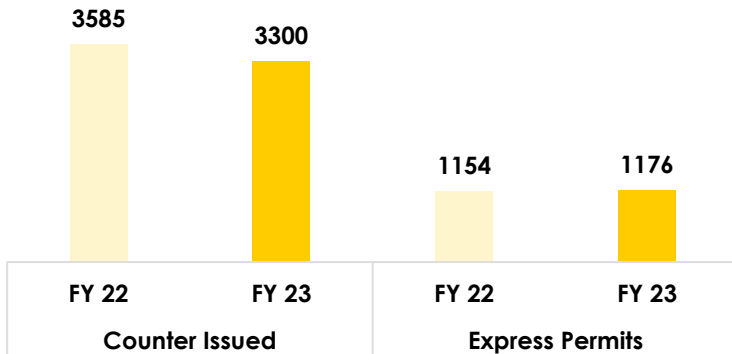
**BLD. INSPECTIONS
JULY - MAY**



**ADU PERMITS
ISSUED
JULY - MAY**



SUB-TRADE PERMITS ISSUED, JULY - MAY



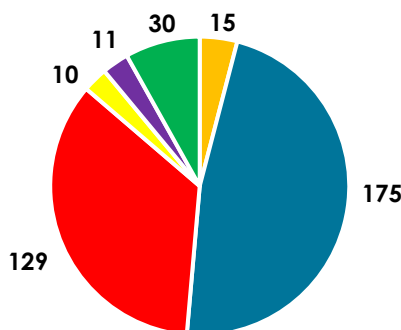
PERMIT REVENUES, JULY - MAY



CODE COMPLIANCE ACTIVITY (APRIL ACTIVITY)

NEW CODE COMPLIANCE CASES - 370

- Building & Safety
- Noise
- Property Maintenance
- Housing
- Tree
- Zoning



Presale Certificates Issued:	92
Quadrennial Units Inspected:	62
Zoning/Property Maintenance Inspections:	899
Cases Resolved (Closed):	194