




## MEMORANDUM

**TO:** Steve Mermell, City Manager

**FROM:** David M. Reyes, Director of Planning & Community Development 

**DATE:** August 27, 2020

**SUBJECT:** Monthly Activity Reports: July 2020

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Attached are the following reports:

Planning:

- 1) New Zoning Cases – Thirteen current planning (zoning) projects were submitted in July 2020.
- 2) Zoning Cases of Communitywide Significance – Five ongoing Major Construction projects as of July 1, 2020. 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 July, a total of 247 new cases were opened, and 600 inspections were completed. A total of 186 cases have been closed. Code Compliance is responding to COVID19 complaints for businesses and construction sites, 112 complaints were received in July.

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 NO.	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
380	ZENT2020-10018	100	W	California	6	Certificate of Exception and Lot Line adjustment and Certificate of Compliance between parcels 5719-027-055, 5719-027-061, and 579-027-067	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	07/07/20	Staff
381	ZENT2020-10018	100	W	California	6	Certificate of Exception and Lot Line adjustment and Certificate of Compliance between parcels 5719-027-055, 5719-027-061, and 579-027-067	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	07/07/20	Staff
6841	ZENT2020-10019	733	N	Fair Oaks Avenue	3	CUP to establish a 1,758 sf Fast Food Restaurant building in the FGSP-C-3A zoning district.	Kent Lin (626) 744-6817 klin@cityofpasadena.net	07/07/20	HO
6842	ZENT2020-10020	3860		Mayfair Dr.	4	NDP for the addition of 770 sf at front of house.	Kent Lin (626) 744-6817 klin@cityofpasadena.net	07/07/20	HO
6843	ZENT2020-10021	2030	E	Colorado Blvd.	7	CUP for new 3,490 sf express car wash with 33 self-serve vacuum stations.	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	07/07/20	HO
6840	ZENT2020-10017	1495		Washburn Rd.	6	Demolish existing garage and sunroom, addition of 1,127 sf and 435 sf garage and renovating 1,218 sf.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	07/06/20	HO
82995	ZENT2020-10025	130	W	Howard	1	TPM to create two air parcels for residential purposes on one land lot.	Carlos Chacon (626) 744-7123 cchacon@cityofpasadena.net	07/15/20	HO
	PPC2020-10002	1258		Hillcrest Ave.	7	PPC Hillside to remodel house, add 200 square feet, basement	Kent Lin (626) 744-6817 klin@cityofpasadena.net	07/09/20	Staff
	PPC2020-10003	890		San Remo Rd.	6	Preliminary Plan Check for a 1,065 sf addition to an existing SFD in the HD overlay.	Carlos Chacon (626) 744-7123 cchacon@cityofpasadena.net	07/13/20	Staff
83163	ZENT2020-10030	97	N	Craig Ave	2	TTM to allow the creation of 6 air parcels.	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	07/22/20	HO
6846	ZENT2020-10031	1880	E	Walnut St	2	CUP to allow multi-family residential in CG/TOD, 58 new units.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	07/23/20	HO

Planning and Community Development - New Zoning Cases

CASE NO.	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
	PPR2020-10001	1880	E	Walnut St	2	To allow the construction of a new 58 unit multi-family residential project.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	07/23/20	Staff
11927	ZENT2020-10033	162	E	Claremont St	3	Variance to allow a reduced garage size, Variance to allow reduced back-up from garage, Minor Variance to allow garage to be located in front of the house.	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	07/27/20	HO

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 Street	7	PD for mixed-use project with 273 units; AHCP to exceed FAR and height	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	7/24/2020	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.	Luis Rocha (626) 744-6747 lrocha@cityofpasadena.net	6/9/2020	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	3/18/2019	HO
Conditional Use Permit	6831	590	S	Fair Oaks Avenue	6	CUP for a 100,000 sf medical building and MCUP for shared parking	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	4/3/2020	CC
Conditional Use Permit	6846	1880	E	Walnut St	2	CUP TO ALLOW MULTI-FAMILY RESIDENTIAL IN CG/TOD	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	7/23/2020	HO
Planned Development	40	440	N	Fair Oaks Avenue	5	PD for 206 residential units	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	6/15/2020	CC



**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	-	Climate Action Plan Implementation	Ana Española (626) 744-6754 aespanola@cityofpasadena.net	-	-
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	-	CC
ZCA				Citywide	-	Updates to Residential Regulations	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	-	CC
ZCA				Citywide	-	Housing on Religious Institution Sites	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	07/08/20	CC

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

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
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	MP2020-10000	2116	E	Villa	2	Villa Esperanza Master Plan - 5 Year Review	Natsue Sheppard (626) 744-7527 nsheppard@cityofpasadena.net	06/29/20	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
DHP2020-10023	LANDMARK DESIGNATION	801	SOUTH	SAN RAFAEL AVE	6	Application to designate the property as a landmark.	R. Pelayo (626)744-7309 rpelayo@cityofpasadena.net	7/7/2020	HPC
DHP2020-10025	CONCEPT DESIGN REVIEW	296	NORTH	OAK AVE	2	Demolition of an existing SFR; Construct New 3-Unit MFR .	E. Sissi (626) 744-6738 esissi@cityofpasadena.net	7/8/2020	Staff
DHP2020-10026	CONSOLIDATED DESIGN REVIEW	3430	EAST	FOOTHILL BLVD	4	Demolition of an existng hose tower at Fire Station Number 37 (Public project).	K.Johnson (626) 744-7806 kevinjohnson@cityofpasadena.net	7/8/2020	DC
DHP2020-10027	CERTIFICATE OF APPROPRIATENESS	1185	NORTH	HOLLISTON AVE	2	A like-for-like replacement of deteriorated facias, corbels, rafters, and roofing elements.	K.Johnson (626) 744-7806 kevinjohnson@cityofpasadena.net	7/8/2020	Staff
DHP2020-10029	CONSOLIDATED DESIGN REVIEW	169	WEST	COLORADO BLVD	3	Storefront alterations and signage for a commerical use (Harvest).	E. Sissi (626) 744-6738 esissi@cityofpasadena.net	7/9/2020	Staff
DHP2020-10032	CERTIFICATE OF APPROPRIATENESS	873	NORTH	HILL AVE	2	Replacement of garage doors of a contributing garage of an individually landmarked property.	R. Pelayo (626)744-7309 rpelayo@cityofpasadena.net	7/13/2020	Staff
DHP2020-10031	CERTIFICATE OF APPROPRIATENESS	743	SOUTH	MENTOR AVE	7	After-the-fact replacement of existing brick chimney with split-recycled brick cladding from the shoulder up.	K.Johnson (626) 744-7806 kevinjohnson@cityofpasadena.net	7/13/2020	Staff
DHP2020-10033	CERTIFICATE OF APPROPRIATENESS	801	SOUTH	SAN RAFAEL AVE	6	Replacement of doors and windows (Category 2).	R. Pelayo (626)744-7309 rpelayo@cityofpasadena.net	7/13/2020	Staff
DHP2020-10034	LANDMARK DESIGNATION	840-842	NORTH	FAIR OAKS AVE	3	Application to designate the Pinney and Doane residences as landmarks.	K.Johnson (626) 744-7806 kevinjohnson@cityofpasadena.net	7/20/2020	HPC
DHP2020-10035	MASTER SIGN PLAN	2881	EAST	WALNUT ST	4	Master sign plan (Home Depot	K.Johnson (626) 744-7806 kevinjohnson@cityofpasadena.net	7/23/2020	Staff
DHP2020-10036	PRELIMINARY CONSULTATION	1870	EAST	WALNUT ST	2	A proposed 58-unit multi-family residential project	K.Johnson (626) 744-7806 kevinjohnson@cityofpasadena.net	7/23/2020	DC
DHP2020-10037	CERTIFICATE OF APPROPRIATENESS	1260	NORTH	CHESTER AVE	2	Removal of aluminum siding and the restoration of the original stucco; repair of brick details.	E. Sissi (626) 744-6738 esissi@cityofpasadena.net	7/24/2020	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
DHP2020-10030	CERTIFICATE OF APPROPRIATENESS	1258		HILLCREST AVE	7	Remodel the entire house; enlarge and replace existing windows and doors; add a 200 s.f. sunroom; add a 1,989 s.f. basement; remodel a pool gazebo with in outdoor shower and pool equipment room; and add a new driveway gate and widen partial driveway.	A. Landry (626)744-7137 alandry@cityofpasadena.net	7/9/2020	Staff
ZENT2020-10034	TREE REMOVAL	596	NORTH	SIERRA MADRE BLVD	4	Removal of one Western Sycamore (Platanus Racemosa) 42.6-inch DBH, tree in the rear yard	R. Pelayo (626)744-7309 rpelayo@cityofpasadena.net	7/28/2020	Staff
DHP2020-10039	CERTIFICATE OF APPROPRIATENESS	817		RIO GRANDE ST	5	Replacement of garage doors and a laundry room window.	A. Landry (626)744-7137 alandry@cityofpasadena.net	7/29/2020	Staff
DHP2020-10040	CONSOLIDATED DESIGN REVIEW	46	NORTH	LOS ROBLES AVE	3	Replacement of two breezeway windows in conjunction with HVAC upgrades.	E. Sissi (626) 744-6738 esissi@cityofpasadena.net	7/29/2020	Staff
DHP2020-10051	CERTIFICATE OF APPROPRIATENESS	94-96	WEST	VILLA ST	3	Relocate an existing house and construct a new 7,000 square-foot building.	E. Sissi (626) 744-6738 esissi@cityofpasadena.net	7/30/2020	Staff
DHP2020-10044	CONCEPT DESIGN REVIEW	274	NORTH	OAKLAND AVE	3	New construction of a 7-story 201-unit single room occupancy (SRO) residential facility	A. Landry (626)744-7137 alandry@cityofpasadena.net	7/31/2020	DC
DHP2020-10041	PRELIMINARY CONSULTATION	814		MAGNOLIA AVE	7	New construction of 7-unit multi-family residential project (City of Gardens project)	A. Landry (626)744-7137 alandry@cityofpasadena.net	7/30/2020	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
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

## New Code Compliance Cases – July 2020

<b>Complaint Type</b>	<b>Number of New Cases</b>
<b>Housing Building Requirements</b>	<b>8</b>
<b>Improper Occupancy</b>	<b>2</b>
<b>Limited Hours of Operation</b>	<b>2</b>
<b>Maintenance of Landscaping</b>	<b>1</b>
<b>Other</b>	<b>1</b>
<b>Property Maintenance</b>	<b>83</b>
<b>Short Term Rental</b>	<b>24</b>
<b>Unpermitted Construction</b>	<b>7</b>
<b>Zoning Code Violations</b>	<b>7</b>
<b>COVID19 – Businesses in Violation of Order</b>	<b>112</b>

<b>Total New Cases Opened</b>	<b>247</b>
<b>Number of Cases Closed</b>	<b>186</b>