



## MEMORANDUM

**TO:** Steve Mermell, City Manager  
**FROM:** David M. Reyes, Director of Planning & Community Development  
**DATE:** September 28, 2017  
**SUBJECT:** Monthly Activity Reports: August 2017

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Attached are the following reports:

### Planning:

- 1) New Zoning Cases - Ten current planning (zoning) projects were submitted in August 2017.
- 2) Zoning Cases of Communitywide Significance - Three Major Construction projects as of August 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.
- 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 August 164 new cases were opened. Staff closed 62 cases and 102 remain open. The average time from the received date to the date of inspection is approximately 1.7 calendar days.

Reports can also be found here at this link: <http://ww5.cityofpasadena.net/planning/>

## Planning Communitiy Development - New Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
Conditional Use Permit	6579	624	E	Colorado Blvd.	7	Conditional Use Permit to allow the sale of limited alcohol (beer and wine) for onsite consumption in conjunction with a proposed restaurant .	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	08/07/17	New Case: assigned		HO
Hillside Development Permit	6580	389		Linda Vista Ave.	6	Hillside Development Permit for single story additions to an existing SFR.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	08/11/17	Incomplete		HO
Affordable Housing Concession Permit	11873	690-700	N	Orange Grove Blvd.	3	Affordable Housing Concession Permit requesting two concessions related to height and floor area to facilitate the development of a mix-use bldg with 48 units (12 moderate income) and 123 parking spaces.	Jason Killebrew (626) 744-7096 jkillebrew@cityofpasadena.net	08/09/17	Incomplete		HO
Predevelopment Plan Review	2017-00012	127	N	Madison Avenue	3	Predevelopment Plan Review to allow a mix-use project with 53 residential units, 4,000 sq.f.t of office and 118 parking spaces. 50% Density bonus and two concessions: Height and FAR.	Jason Killebrew (626) 744-7096 jkillebrew@cityofpasadena.net	08/11/17	New Case: assigned		Staff
Tentative Parcel Map	74995	1044		Locust St	5	Tentative Parcel Map to allow the creation of 3 air parcels for residential condominium purposes.	Carlos Chacon (626) 744-7123 cchacon@cityofpasadena.net	08/23/17	Incomplete		HO
Predevelopment Plan Review		17		Eloise Ave	4	Predevelopment Plan Review to allow a mix-use project with 3 residential units and 1,000 sq. ft. of office.	Kent Lin (626) 744-6817 klin@cityofpasadena.net	08/14/17	New Case: assigned		Staff
Conditional Use Permit	753	225		Grandview St	2	Modification to Conditional Use Permit to expand an existing Residential Care, General land use in the RM-16 zone.	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	08/28/17	New Case: assigned		HO

**Planning Communtiy Development - New Zoning Cases**

CASE TYPE	CASE #		ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
Certificate of Compliance	346	1175	Romney Drive	6	Certificate of Compliance to legalize one vacant lot	Jason Killebrew (626) 744-7096 jkillebrew@cityofpasadena.net	08/21/17	New Case: assigned		Staff
Conditional Use Permit	6583	16	Miller Alley	3	Conditional Use Permit for sale of beer and wine for offsite consumption at a proposed new restaurant.	Robert Avila (626) 744-6776 ravila@cityofpasadena.net	08/30/17	New Case: assigned		HO
Conditional Use Permit	6585	405 S	Euclid Ave	6	Conditional Use Permit to allow the construction of a new chapel for an existing Private School land use (Mayfield Jr. High) in the PS zone.	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	08/29/17	New Case: assigned		HO

## Planning Community Development - Major Zoning Cases

CASE TYPE	CASE #	ADDRESS			CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
CUP	6294	262	N	Los Robles Ave.	3	<b>Mirador</b> - Demolish 173 units and construct 307 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	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
PD	36	3202	E	Foothill Blvd.	4	Planned Development application for demolition of all structures on-site and construction of mixed-use project (retail, restaurant, live/work, 550 units) arranged in 8 buildings. (Spacebank)	David Sanchez (626) 744-6707	07/08/16	Completing environmental		CC

## Planning Community Development - Community Planning Cases

CASE TYPE	CASE #			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: Master Plan Amendment to include the reconfiguration of the plan's boundary area, rehabilitation, demolition, and new construction that will occur in phases over the next 20 years.	Joanne Hwang (626) 744-7309 jhwang@cityofpasadena.net	12/03/09	Continued at hearing	TBD	PC
MP	2014-00157	135	N	Oakland Ave.	3	Fuller Seminary: Master Plan Amendment to modify boundaries 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 is proposed to be terminated.	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	04/20/14	Continued at hearing	TBD	PC
MP	2015-00341	1700		Lida St.	6	Art Center College of Design: 15-year Master Plan 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.	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	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.	Joanne Hwang (626) 744-7309 jhwang@cityofpasadena.net	10/15/15	Developing Recommendation	09/27/17	PC
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 (626) 744-7527 nshppard@cityofpasadena.net	09/21/16	Application Incomplete	TBD	PC/CC
OTHER				Citywide	-	Housing Element: Implementation Process	Joanne Hwang (626) 744-7309 jhwang@cityofpasadena.net	-	On-going	-	Other
OTHER				Citywide	-	Climate Action Plan	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	Developing Recommendation	TBD	PC/CC

## Planning Community Development - Community Planning Cases

CASE TYPE	CASE #		ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
SP			Citywide	-	General Plan Implementation/Specific Plan Updates	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	On-going	TBD	PC/CC
ZCA			Citywide	-	Interim Development Process / PD Policy Amendment	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	Developing Recommendation	TBD	PC/CC
ZCA			Citywide	-	Mansionization: Phase 2	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	Developing Recommendation	TBD	PC/CC
ZCA			Citywide	-	Accessory Dwelling Units	Joanne Hwang (626) 744-7309 jhwang@cityofpasadena.net	-	Continued at hearing	06/19/17	CC
ZCA			Citywide	-	Short-Term Rental Regulations	Perry Banner (626) 744-7101 pban-contractor@cityofpasadena.net	-	Developing Recommendation	10/02/17	CC
ZCA			Citywide	-	Marijuana Regulations	Perry Banner (626) 744-7101 pban-contractor@cityofpasadena.net	-	Developing Recommendation	09/27/17	PC

Planning Community Development - New Design Historic Preservation Cases

CASE TYPE	CASE #	ADDRESS		CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
CONCEPT DESIGN REVIEW	PLN2017-00367	262	NORTH LOS ROBLES AVE	3	CARMEL PARTNERS RESIDENTIAL PROJECT (307 RESIDENTIAL UNITS)	Amanda Landry (626) 744-7137 alandry@cityofpasadena.net	8/1/2017	ACTIVE	10/24/2017	DC
PRELIMINARY CONSULTATION	PLN2017-00369	1320	EAST COLORADO BLVD	7	To enclose existing patio area at existing McDonald's TO ENCLOSE EXISTING PATIO AREA AT EXISTING MCDONALD'S RESTAURANT AND FAÇADE IMPROVEMENTS.	Amanda Landry (626) 744-7137 alandry@cityofpasadena.net	8/1/2017	ACTIVE	NA	staff
COA	PLN2017-00368	800	SOUTH MENTOR AVE	7	REPAIR EXISTING RETAINING WALL AND CONSTRUCT NEW 4' TALL CEDAR WOOD FENCE IN SIDE/YARD OF CORNER LOT.	Amanda Landry (626) 744-7137 alandry@cityofpasadena.net	8/1/2017	ACTIVE	NA	Staff
MASTER SIGN PLAN	PLN2017-00375	2237	EAST COLORADO BLVD.	2	MASTER SIGN PLAN FOR COMMERCIAL BUILDING	Johnson (Hillary) (626) 744-7806 kevinjohnson@cityofpasadena.net	8/7/2017	ACTIVE	NA	Staff
COA	PLN2017-00371	920	NORTH EL MOLINO AVE	5	NEW FENCE AT CHURCH PROPERTY	Martin Potter (626)744-6710 mpotter@cityofpasadena.net	8/2/2017	ACTIVE	NA	Staff
COA	PLN2017-00377	1500	NORTH CHESTER AVE	2	REPLACEMENT OF ROOF MATERIAL	Amanda Landry (626) 744-7137 alandry@cityofpasadena.net	8/7/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00373	68	WEST COLORADO BLVD	6	NEW SIGNAGE AND FAÇADE RENOVATION	Ana Espanola (626) 744-6754 aespanola@cityofpasadena.net	8/3/2017	ACTIVE	NA	Staff
LANDMARK DESIGNATION	PLN2017-00380	580	ARBOR STREET	6	REQUEST FOR HISTORICAL LANDMARK DESIGNATION	Amanda Landry (626) 744-7137 alandry@cityofpasadena.net	8/8/2017	ACTIVE	10/17/2017	HPC
COA	PLN2017-00381	985	NORTH LOS ROBLES AVE	3	PROPOSED ADDITION	Leon White (626)744-7346 lwhite@cityofpasadena.net	8/8/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00395	947	EAST CALIFORNIA BLVD.	7	NEW 4-UNIT CONDOMINIUM COMPLEX ON EXISTING VACANT LOT.	Amanda Landry (626) 744-7137 alandry@cityofpasadena.net	8/16/2017	ACTIVE	NA	Staff
COA	PLN2017-00394	1484	NORTH CHESTER AVE	2	C OF A REVIEW FOR NEW FENCING AND HARDSCAPE. SEE COMPANION ZONING PERMIT.	Amanda Landry (626) 744-7137 alandry@cityofpasadena.net	8/16/2017	ACTIVE	11/7/2017	HPC
COA	PLN2017-00392	284	MARGUERITA LANE	7	REPLACEMENT OF WINDOWS ON FAÇADE	Leon White (626)744-7346 lwhite@cityofpasadena.net	8/15/2017	ACTIVE	NA	Staff
PRELIMINARY CONSULTATION	PLN2017-00389	127	NORTH MADISON AVE	3	NEW MIXED-USE BUILDING OF 32,000 GSF AND ONE LEVEL OF SUBTERRANEAN PARKING	Leon White (626)744-7346 lwhite@cityofpasadena.net	8/11/2017	ACTIVE	NA	Staff
PRELIMINARY CONSULTATION	PLN2017-00390	105	NORTH PARKWOOD AVE	2	NEW TWO-STORY CONDOMINIUMS (3 UNITS)	Amanda Landry (626) 744-7137 alandry@cityofpasadena.net	8/14/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00397	216	SOUTH LAKE AVE	7	MODIFICATION OF EXISTING STOREFRONT (NEW GLAZING AND FINISHES) AND MODIFICATION TO REAR STOREFRONT (NEW DOOR AND PAINT)	Amanda Landry (626) 744-7137 alandry@cityofpasadena.net	8/17/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00401	563	LINCOLN AVE	3	REINSTATE EXPIRED DESIGN REVIEW APPROVAL FOR 9-UNIT MULTI-FAMILY RESIDENTIAL PROJECT.	Kevin Johnson (626) 744-7806 kevinjohnson@cityofpasadena.net	8/21/2017	ACTIVE	NA	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





**PLANNING &  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

Monthly Activity Report  
**AUGUST, 2017**  
Permits & Fees

**Permits & Valuation**

	<u>Month Aug-17</u>	<u>Month Aug-16</u>	<u>YTD FY 2018</u>	<u>YTD FY 2017</u>
<b>Total Value</b>	\$ 12,240,648	\$ 22,194,592	\$ 22,180,593	\$ 27,741,129
<b>Total Permits</b>	299	344	556	602
<b>Residential - New</b>				
Valuation	\$ 3,620,234	\$ 13,501,321	\$ 5,207,968	\$ 13,825,382
Permits	6	5	9	6
<b>Residential - Rehab</b>				
Valuation	\$ 3,445,295	\$ 3,664,933	\$ 6,115,190	\$ 6,320,668
Permits	230	288	433	499
<b>Non-Residential - New</b>				
Valuation	\$ -	\$ -	\$ 531,935	\$ -
Permits	0	0	1	0
<b>Non-Residential - Rehab</b>				
* Valuation	\$ 5,175,119	\$ 5,028,338	\$ 10,325,500	\$ 7,595,079
Permits	63	51	113	97

**Fees Collected**

Permit and Plan Check	\$ 512,903	\$ 478,797	\$ 1,345,637	\$ 816,519
Residential Development Impact	\$ 762,901	\$ 664,635	\$ 762,901	\$ 685,218
Transportation Improvement Fee	\$ 82,613	\$ 85,229	\$ 82,613	\$ 88,042
Construction Tax	\$ 265,756	\$ 399,660	\$ 440,081	\$ 489,570

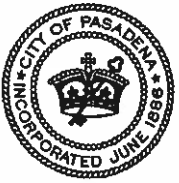
**Fees Waived**

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

**Other**

Inspections	2,602	2,609	4,796	5,097
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**PLANNING &  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

Monthly Activity Report  
**AUGUST, 2017**

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

**245 S LOS ROBLES AVE**

Conversion of 3<sup>rd</sup>, 7<sup>th</sup>, and 8<sup>th</sup> floors from office space to 30 apartment units @ 125,666 square feet  
Project value \$ 8,612,268

**943 E CALIFORNIA BLVD**

New construction of 2 condominium units @ 6,106 square feet  
Project value \$ 731,000

**941 E CALIFORNIA BLVD**

New construction of 2 condominium units @ 6,060 square feet  
Project value \$ 731,000

**721 E COLORADO BLVD**

Tenant improvement to existing retail space @ 23,600 square feet  
Project value \$ 818,370

**487 S GRAND AVE**

New construction of a 2-story single family residence with attached garage @ 7,275 square feet  
Project value \$ 892,968

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

**160 S SAN RAFAEL AVE**

New construction of a 2-story single family residence @ 18,387 square feet with detached garage @ 1,020 square feet  
Project value \$ 2,228,405

95 N SIERRA BONITA AVE

New construction of a 2-story, 2-unit attached townhouse @ 3,962 square feet, with basement garage @ 2,565 square feet  
Project value \$ 573,270

93 N SIERRA BONITA AVE

New construction of a 2-story, 2-unit attached townhouse @ 3,856 square feet, with basement garage @ 2,371 square feet  
Project value \$ 548,492

45 S ARROYO PKWY

Tenant improvement of office space @ 22,960 square feet (CTRL Collective)  
Project value \$ 1,201,474

100 W WALNUT ST

Tenant improvement of office space @ 13,000 square feet (HKG, LLP)  
Project value \$ 706,368

300 E COLORADO BLVD

Tenant improvement for new retail store @ 28,992 square feet (H&M)  
Project value \$925,425

## New Code Compliance Cases – August 2017

Complaint Type	Number of Complaints
General Property Maintenance	71
Signage	11
Zoning Violations	18
Overgrown Vegetation	22
Improper Occupancy	3
Attractive Nuisance	2
Tree Maintenance	6
Noise	9
Construction (Hours, Illegal)	6
Junk and Debris	6
Bulky Items	5
Trash Cans	2
Yard Sales W/O Permit	1
Vacant Bldgs/Vacant Lots	2

<b>Total New Cases Opened</b>	<b>164</b>
<b>Average Time for 1<sup>st</sup> Inspection</b>	<b>1.7 Calendar Days</b>
<b>Number of Cases Closed</b>	<b>62</b>
<b>Number of Cases Remaining Open</b>	<b>102</b>
<b>Percentage of Cases Closed</b>	<b>38%</b>