



## MEMORANDUM

**TO:** Steve Mermell, City Manager  
**FROM:** David M. Reyes, Director of Planning & Community Development  
**DATE:** October 26, 2017  
**SUBJECT:** Monthly Activity Reports: September 2017

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Attached are the following reports:

### Planning:

- 1) New Zoning Cases - Ten current planning (zoning) projects were submitted in September 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 September 80 new cases were opened. Staff closed 43 cases and 37 remain open. The average time from the received date to the date of inspection is approximately 1.5 calendar days.

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

Planning and Community Development - New Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
Conditional Use Permit	PLN2017-00435	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.	Aimee Schwimmer (626) 744-6756 ASch-Contractor@cityofpasadena.net	09/12/17	Incomplete		HO
Hillside Development Permit	PLN2017-00440	4080		Park Vista Drive	4	Hillside Development Permit to allow first floor and second floor additions that total 1,966 sf to an existing 2,218 sf 2-story residence.	Jason Killebrew (626) 744-7096 jkillebrew@cityofpasadena.net	09/14/17	New Case: assigned		HO
Conditional Use Permit	PLN2017-00433	160	E	California Blvd	6	Conditional Use Permit to alter an existing nonconforming service station by converting three existing auto bays into convenience store area.	Kent Lin (626) 744-6817 klin@cityofpasadena.net	09/11/17	New Case: assigned		HO
Preliminary Plan Check	PLN2017-00442	1045		Locust St	5	Preliminary Plan Check for a five-unit City of Gardens residential development	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	09/14/17	Incomplete		Staff
Certificate of Compliance	PLN2017-00472	240	E	Corson St.	3	Certificate of Compliance for existing parcels: 5723-003-027, 5723-003-029, and 5723-003-026	Robert Avila (626) 744-6776 ravila@cityofpasadena.net	09/28/17	New Case: assigned		Staff
Predevelopment Plan Review	PPR2017-00015	170-180	S	Euclid Ave	6	Demolition of existing 1-story commercial office building and construction of new 5-story mixed-use building with 1,000 sf of ground floor retail, 42 multi-family condominiums and a 1-level subterranean parking garage.	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	09/28/17	New Case: assigned		Staff
Minor Conditional Use Permit	PLN2017-00465	661		Landor Lane	7	Demolition of existing 586 sf detached garage and construction of new 880 sf detached garage. An MCUP is requested to exceed 15-foot height limit.	Kent Lin (626) 744-6817 klin@cityofpasadena.net	09/26/17	New Case: assigned		HO

Planning and Community Development - New Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
Predevelopment Plan Review	PPR2017-00014	1940		Corson St.	2	PPR to construct an automobile repair facility and parking lot on an existing vacant lot.	Kent Lin (626) 744-6817 klin@cityofpasadena.net	09/28/17	New Case: assigned		HO
Tentative Parcel Map	PLN2017-00473	500	S	Pasadena Avenue	6	Time Extension for Tentative Parcel Map #72866 (PLN2014-00381)	Kent Lin (626) 744-6817 klin@cityofpasadena.net	09/28/17	New Case: assigned		HO
Minor Variance	PLN2017-00468	230	S	Arroyo Blvd.	6	Minor Variance to allow a 63 sf addition to encroach into the front yard setback, MCUP to allow a metal roof on the addition.	Carlos Chacon (626) 744-7123 cchacon@cityofpasadena.net	09/27/17	New Case: assigned		HO

Planning and Community Development - Major Zoning Cases

CASE TYPE	CASE #	ADDRESS		CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY	
CUP	6294	262	N	Los Robles Ave.	3	Mirador - 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 dasanchez@cityofpasadena.net	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 jvanpatten@cityofpasadena.net	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 dasanchez@cityofpasadena.net	07/08/16	Completing environmental		CC

Planning and 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	Meeting Set	11/13/17	CC
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 nsheppard@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 and 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	-	Approved	10/02/17	CC
ZCA			Citywide	-	Marijuana Regulations	Perry Banner (626) 744-7101 pban-contractor@cityofpasadena.net	-	Developing Recommendation	09/27/17	PC

Planning and Community Development - New Design and Historic Preservation Cases

CASE TYPE	CASE #	ADDRESS		CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
CONSOLIDATED DESIGN REVIEW	PLN2017-00429	300	EAST COLORADO BLVD	6	STOREFRONT MODIFICATIONS FOR H&M AT PASEO COLORADO	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/8/2017	ACTIVE	10/10/2017	DC
MASTER SIGN PLAN	PLN2017-00425	1415	EAST COLORADO BLVD	2	AN APPLICATION FOR A NEW MASTER SIGN PROGRAM FOR AN EXISTING FAST FOOD RESTAURANT.	Ana Espanola (626) 744-6754 aespanola@cityofpasadena.net	9/8/2017	ACTIVE	NA	Staff
RELIEF FROM REPLACEMENT BLD PERMITS	PLN2017-00426	253	SOUTH LOS ROBLES AVE	6	RELIEF FROM REPLACEMENT BUILDING PERMIT	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	9/6/2017	ACTIVE	NA	staff
COA	PLN2017-00431	150	FERN DR	6	REPLACE AND ENLARGE TWO WINDOWS ON SECONDARY ELEVATION AND RE-ROOF	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/8/2017	ACTIVE	NA	Staff
TREE REMOVAL	PLN2017-00450	1195	ARDEN ROAD	7	TREE REMOVAL OF 3 TREES IN FRONT YARD	Ana Espanola (626) 744-6754 aespanola@cityofpasadena.net	9/18/2017	ACTIVE	NA	Staff
COA	PLN2017-00432	879	MAR VISTA AVE	5	CERTIFICATE OF APPROPRIATENESS FOR NEW 6 FT TALL SIDE YARD FENCE AND 3 FT TALL FRONT YARD FENCE	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	9/11/2017	ACTIVE	NA	Staff
HISTORICAL EVALUATION	HISTORICAL EVALUATION	434	NORTH ALTADENA DRIVE		HISTORIC EVALUATION	Martin Potter (626)744-6710 mpotter@cityofpasadena.net	9/10/2017	ACTIVE	NA	Staff
HISTORIC BUILDING SEARCH	PLN2017-00437	1201	SOUTH ORANGE GROVE BLVD.	6	HISTORIC RESOURCE EVALUATION	Ana Espanola (626) 744-6754 aespanola@cityofpasadena.net	9/13/2017	ACTIVE	NA	Staff
MASTER SIGN PLAN	PLN2017-00453	301	EAST COLORADO BLVD.	3	MASTER SIGN PLAN FOR AN EXISTING COMMERCIAL OFFICE BUILDING	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	9/20/2017	ACTIVE	NA	Staff
MASTER SIGN PLAN	PLN2017-00457	674	SOUTH FAIR OAKS AVE	6	MASTER SIGN PLAN FOR HMRI MEDICAL OFFICE BUILDING	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/22/2017	ACTIVE	NA	Staff
CHANGE TO AN APPROVED PROJECT	PLN2017-00452	177	EAST DEL MAR BLVD.	6	MODIFICATION TO EXISTING, PREVIOUSLY APPROVED FINAL DESIGN REVIEW TO REMOVE "PALM FROND" GRAPHICS FOR SCREEN WALL SYSTEM.	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/19/2017	ACTIVE	NA	Staff
COA	PLN2017-00451	1260	NORTH MICHIGAN AVE	2	CERTIFICATE OF APPROPRIATENESS- ADD 476 SF TO THE REAR OF THE HOUSE, REHABILITATE AND RELOCATE EXISTING GARAGE	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	9/19/2017	ACTIVE	NA	Staff
COA	PLN2017-00446	1140	NORTH CATALINA AVE	2	DEMOLISH EXISTING GARAGE, BUILD NEW GARAGE	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/18/2017	ACTIVE	NA	Staff
HISTORICAL EVALUATION	HISTORICAL EVALUATION	104	HARKNESS AVE		HISTORICAL EVALUATION	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	9/18/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00445	766	EAST COLORADO BLVD.	7	NEW LED-ILLUMINATED CHANNEL LETTER SIGN FOR "BEST NAILS & WAX", APPROXIMATELY 12.88 S/F. REPLACING EXISTING SIGNAGE.	Martin Potter (626)744-6710 mpotter@cityofpasadena.net	9/18/2017	ACTIVE	NA	Staff
COA	PLN2017-00463	1186	NORTH HOLLISTON AVE	2	CERTIFICATE OF APPROPRIATENESS TO DEMO EXISTING GARAGE, CONSTRUCT NEW GARAGE AND CONSTRUCT NEW 479 S/F ADDITION TO REAR OF HOUSE.	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	9/26/2017	ACTIVE	NA	Staff



**PLANNING &  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

Monthly Activity Report  
**SEPTEMBER, 2017**

**Permits & Valuation**

	<i>Month Sep-17</i>	<i>Month Sep-16</i>	<i>YTD FY 2018</i>	<i>YTD FY 2017</i>
<b>Total Value</b>	\$ 8,476,377	\$ 15,091,760	\$ 27,252,548	\$ 42,832,889
<b>Total Permits</b>	236	281	796	883
<b>Residential - New</b>				
Valuation	\$ 688,483	\$ 4,528,692	\$ 2,276,217	\$ 18,354,074
Permits	3	7	6	13
<b>Residential - Rehab</b>				
Valuation	\$ 5,374,093	\$ 3,169,744	\$ 11,489,283	\$ 9,490,412
Permits	179	218	612	717
<b>Non-Residential - New</b>				
Valuation	\$ -	\$ -	\$ 531,935	\$ -
Permits	0	0	1	0
<b>Non-Residential - Rehab</b>				
* Valuation	\$ 2,413,801	\$ 7,393,324	\$ 12,955,113	\$ 14,988,403
Permits	54	56	177	153

**Fees Collected**

Permit and Plan Check	\$ 302,630	\$ 439,470	\$ 1,648,267	\$ 1,255,989
Residential Development Impact	\$ -	\$ 253,113	\$ 762,901	\$ 938,331
Transportation Improvement Fee	\$ 13,805	\$ 108,410	\$ 96,418	\$ 196,452
Construction Tax	\$ 101,916	\$ 259,608	\$ 541,997	\$ 749,178

**Fees Waived**

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

**Other**

Inspections	2,156	2,599	6,952	7,696
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**PLANNING &  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

Monthly Activity Report  
**SEPTEMBER, 2017**

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

99 S OAKLAND AVE

Tenant improvement of office space @ 21,300 square feet  
Project value \$ 931,145

913 BOSTON CT

New construction of a 5-story, 12-unit apartment building @ 14,572 square feet  
Project value \$ 2,020,000

299 N EUCLID AVE

Tenant improvement @ 13,966 square feet  
Project value \$ 766,650

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

245 S LOS ROBLES AVE

Conversion of 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> floors from offices to 35 residential units @ 44,827 square feet  
Project value \$ 2,055,677

1138 HILLCREST AVE

Addition and remodel of a single-family residence @ a total of 6,135 square feet  
Project value \$ 526,103

## New Code Compliance Cases – September 2017

Complaint Type	Number of Complaints
General Property Maintenance	40
Signage	1
Zoning Violations	8
Overgrown Vegetation	5
Improper Occupancy	1
Attractive Nuisance	3
Tree Maintenance	6
Noise	3
Construction (Hours, Illegal)	4
Junk and Debris	2
Code Compliance Cert. Violation	1
Trash Cans	3
Commercial Veh. Violation	1
CUP Violation	2

<b>Total New Cases Opened</b>	<b>80</b>
<b>Average Time for 1<sup>st</sup> Inspection</b>	<b>1.5 Calendar Days</b>
<b>Number of Cases Closed</b>	<b>43</b>
<b>Number of Cases Remaining Open</b>	<b>37</b>
<b>Percentage of Cases Closed</b>	<b>54%</b>