




MEMORANDUM

TO: Steve Mermell, City Manager
FROM: David M. Reyes, Director of Planning & Community Development
DATE: October 17, 2019
SUBJECT: Monthly Activity Reports: September 2019



Attached are the following reports:

Planning:

- 1) New Zoning Cases – Six current planning (zoning) projects were submitted in September 2019.
- 2) Zoning Cases of Communitywide Significance – Six ongoing Major Construction projects as of September 1, 2019. 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, a total of 130 new cases were opened, and 430 inspections were completed. Of the 130 new cases opened, 74 have been closed. The average response time for initial inspection was approximately 3 calendar days.

Reports can also be found here at this link: <https://ww5.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
Variance	PLN2019-00453	1501	S	Marengo Ave	7	VAR to allow an accessory structure (swimming pool) in the side yard, where the zoning code requires accessory structures behind the residence.	Kent Lin (626) 744-6817 klin@cityofpasadena.net	09/05/19	HO
Preliminary Plan Check	PLN2019-00446	100	N	Greenwood Ave	2	PPC for construction of a new three unit City of Gardens project.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	09/04/19	Staff
Minor Variance	PLN2019-00482	474		Vineyard Pl	4	Minor Variance to allow an addition to a residence with a rear yard setback of 10', where the minimum requirement is 25'.	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	09/20/19	HO
Conditional Use Permit	PLN2019-00485	1253	E	Colorado Blvd.	5	CUP to establish Adult Day Care use, CUP for extended hours and MCUP for shared parking	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	09/24/19	HO
Conditional Use Permit	PLN2019-00488	140	S	Altadena Dr	4	CUP to establish a Park and Recreation Facility (public park).	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	09/26/19	HO
Tentative Parcel Map	2019-00489	1540		Arroyo View Dr	6	TPM to subdivide one lot into two lots.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	09/25/19	HO

Planning and Community Development - Major Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
Affordable Housing Concession Permit	6172	922-936	E	Green St.	7	Demo existing buildings and construct a mixed-use project with 14,791 SF of commercial and 45 residential units.	Luis Rocha (626) 744-6747 lrocha@cityofpasadena.net	3/5/2014	HO
Affordable Housing Concession Permit	11869	253	S	Los Robles Ave.	6	Affordable Housing Concession Permit for two concessions (Height, FAR) for a six-story, 92-unit multifamily residential project.	Talyn Mirzakhanian (626) 744-7101 tmirzakhanian@cityofpasadena.net	5/9/2017	HO
Affordable Housing Concession Permit	11870	250	E	Union St	3	Affordable Housing Concession Permit for two concessions (FAR and Height) for a six-story mixed-use project containing 1,953 square feet of commercial space and 59 residential units	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	5/16/2017	HO
Conditional Use Permit	6580	2030	E	Colorado Blvd.	7	Conditional Use Permit to establish a Vehicle Services, Sales and Leaseing land use of motorcycles. The project includes the development of 33,586 sq. ft. of floor area.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	9/12/2017	HO
Conditional Use Permit	6658	83	N	Lake Ave.	3	CUP for construction of a mixed-use project exceeding 25,000 sf of non-residential floor area. Mixed-use project with 54 residential units and 118,919 sf of office space.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	6/14/2018	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: 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	-	-
PPR	2019-00002	2915	E	Colorado Blvd	4	Demolition of existing buildings on site, vacate the dead-end section of Nina St, remove asphalt from parking lots, grade and construct new sales, leasing, service, parts buildings for Rusnak.	Arlene Granadosin-Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	02/20/19	Staff
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	2018-00403			Citywide	-	Zoning Code Amendment: Outdoor Electronic Signage	Natsue Sheppard (626) 744-7527 nsheppard@cityofpasadena.net	07/16/18	CC
ZCA	2018-00512			Citywide	-	Zoning Code Amendment: Inclusionary Housing and In-Lieu Fee. In conjunction with Housing Dept.	Andre Sahakian (626) 744-6916 asahakian@cityofpasadena.net		CC
ZCA				Citywide	-	Zoning Code Amendment: Single-Room Occupancy/Micro-Unit 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	2019-003255			Citywide	-	Zoning Code Amendment: Use Conversion Parking Reduction - Playhouse Subdistrict	Andre Sahakian (626) 744-6916 asahakian@cityofpasadena.net	07/01/19	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
PLN2019-00445	TIME EXTENSION	919	BOSTON CT	5	FOR FINAL DESIGN REVIEW FOR 12 NEW URBAN HOUSING DWELLING UNITS WITH SUBTERRANEAN AND AT-GRADE PARKING	K. Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/3/2019	DC
PLN2019-00448	PRELIMINARY CONSULTATION	100	NORTH GREENWOOD	2	DEMOLISH EXISTING SINGLE FAMILY RESIDENCE AND CONSTRUCT A NEW THREE-UNIT RESIDENTIAL PROJECT	E.Sissi (626) 744-6738 esissi@cityofpasadena.net	9/4/2019	Staff
PLN2019-00451	PRELIMINARY CONSULTATION	1075	NORTH LOS ROBLES AVE	3	CONVERSION OF EXISTING 2-STORY SINGLE FAMILY DWELLING TO THREE-PLEX AND NEW SIX CAR GARAGE.	R. Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	9/4/2019	Staff
PLN2019-00452	CERTIFICATE OF APPROPRIATENESS	752	NORTH MICHIGAN AVE	2	REPLACE 8 WOOD WINDOWS WITH NEW WOOD WINDOWS, NO CHANGE IN WINDOW OPENING SIZE.	E.Sissi (626) 744-6738 esissi@cityofpasadena.net	9/4/2019	Staff
PLN2019-00454	CERTIFICATE OF APPROPRIATENESS	500	SOUTH HILL AVE	7	REPLACEMENT OF FRONT WINDOWS OF AN HISTORIC RESOURCE	R. Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	9/5/2019	Staff
PLN2019-00455	CERTIFICATE OF APPROPRIATENESS	1333	WENTWORTH AVE	7	REVIEW FOR MAJOR CHANGES TO OPENINGS ON STREET FACING ELEVATIONS AND ALTERATION OF AN EXISTING PORCH CONFIGURATION (CATEGORY 2)	A. Landry (626)744-7137 alandry@cityofpasadena.net	9/5/2019	HPC
PLN2019-00456	CERTIFICATE OF APPROPRIATENESS	1707	ROSE VILLA STREET	7	REPAIR GARAGE, INCLUDING REPLACE DOORS, FOUNDATION, SIDING AND ADD AN ADDITION TO THE REAR OF THE GARAGE	E.Sissi (626) 744-6738 esissi@cityofpasadena.net	9/5/2019	Staff
PLN2019-00459	CONSOLIDATED DESIGN REVIEW	630	EAST COLORADO BLVD	7	INSTALL NEW SIGNAGE (ANAYAS)	E.Sissi (626) 744-6738 esissi@cityofpasadena.net	9/9/2019	Staff
PLN2019-00460	TIME EXTENSION	3452	EAST FOOTHILL BLVD	4	FOR CONCEPT DESIGN REVIEW OF A NEW MIXED-USE PROJECT (PANDA INN)	K. Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/9/2019	Staff
PLN2019-00461	CERTIFICATE OF APPROPRIATENESS	1036	MAR VISTA AVE	2	1 STORY ADDITION AND WAIVER OF 2 CAR COVERED PARKING	A. Landry (626)744-7137 alandry@cityofpasadena.net	9/10/2019	Staff
PLN2019-00463	CHANGE TO AN APPROVED PROJECT	33	WEST GREEN ST	6	MAJOR CHANGES TO AN APPROVED MIXED USE PROJECT (PLN2014-00631)	K. Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/10/2019	DC

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS		CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
PLN2019-00464	PRELIMINARY CONSULTATION	300	EAST COLORADO BLVD	6	REVIEW OF EXTERIOR ARCHITECTURAL STYLE (REBRANDING) FOR THE PASEO COLORADO MIXED USE DEVELOPMENT	K. Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/11/2019	DC
PLN2019-00470	CERTIFICATE OF APPROPRIATENESS	1014	PALM TERRACE	5	REMOVE STONE RETAINING WALL ALONG STREET FRONTAGE	A. Landry (626)744-7137 alandry@cityofpasadena.net	9/16/2019	Staff
PLN2019-00476	CERTIFICATE OF APPROPRIATENESS	1115	WORCESTER AVE	3	CONSTRUCTION OF A NEW FREESTANDING TRELIS AT REAR OF HOUSE	E.Sissi (626) 744-6738 esissi@cityofpasadena.net	9/17/2019	Staff
PLN2019-00477	CONSOLIDATED DESIGN REVIEW	103	WEST COLORADO BLVD	3	DESIGN REVIEW FOR ONE NEW ILLUMINATED WALL SIGN (LULULEMON)	R. Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	9/18/2019	Staff
PLN2019-00483	CERTIFICATE OF APPROPRIATENESS	1361	RIDGE WAY	7	IN-KIND REPLACEMENT OF WOOD TRELIS STRUCTURE.	E.Sissi (626) 744-6738 esissi@cityofpasadena.net	9/23/2019	Staff
PLN2019-00484	CONSOLIDATED DESIGN REVIEW	645	EAST WALNUT STREET	3	NEW CONSTRUCTION OF A TWO-STORY 4,999 SF DENTAL OFFICE BUILDING	K. Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	9/24/2019	Staff
PLN2019-00486	CERTIFICATE OF APPROPRIATENESS	758	MICHIGAN AVE	2	REPLACE THREE WINDOWS, ADD A DOOR FOR WATER HEATER ENCLOSURE, AND REBUILD AN EXISTING WOOD DRIVEWAY GATE (PROPERTY IS A NONCONTRIBUTING HOUSE TO THE DISTRICT).	E.Sissi (626) 744-6738 esissi@cityofpasadena.net	9/25/2019	Staff
PLN2019-00487	PRELIMINARY CONSULTATION	1045	LOCUST ST	5	DEMO EXISTING SINGLE FAMILY RESIDENCE, CONSTRUCT NEW 14 UNIT APARTMENT BUILDING.	A. Landry (626)744-7137 alandry@cityofpasadena.net	9/25/2019	DC
PLN2019-00490	CONSOLIDATED DESIGN REVIEW	750	SOUTH ARROYO PARKWAY	7	APPLICATION FOR NEW SIGNS (SHAKE SHACK RESTAURANT)	A. Landry (626)744-7137 alandry@cityofpasadena.net	9/26/2019	Staff
PLN2019-00491	CERTIFICATE OF APPROPRIATENESS	743	SOUTH MENTOR AVE	7	DEMOLITION AND REPLACEMENT OF DETACHED GARAGE.	R. Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	9/26/2019	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



**PLANNING &
COMMUNITY DEVELOPMENT
DEPARTMENT**

Monthly Activity Report
SEPTEMBER, 2019
Permits & Fees

Permits & Valuation

	<u>Month</u> <u>Sep-19</u>	<u>Month</u> <u>Sep-18</u>	<u>YTD</u> <u>FY 2020</u>	<u>YTD</u> <u>FY 2019</u>
Total Value	\$ 11,581,809	\$ 5,149,844	\$ 59,073,545	\$ 20,612,796
Total Permits	267	277	857	782
Residential - New				
Valuation	\$ -	\$ 1,082,763	\$ 11,589,398	\$ 6,032,569
Permits	0	4	8	12
Residential - Rehab				
Valuation	\$ 2,239,056	\$ 1,886,676	\$ 8,891,149	\$ 8,032,342
Permits	230	223	689	642
Non-Residential - New				
Valuation	\$ -	\$ -	\$ 19,673,842	\$ -
Permits	0	0	4	0
Non-Residential - Rehab				
* Valuation	\$ 9,342,753	\$ 2,180,405	\$ 18,919,156	\$ 6,547,885
Permits	37	50	156	128

Fees Collected

Permit and Plan Check	\$ 305,344	\$ 289,258	\$ 1,288,501	\$ 1,060,948
Residential Development Impact	\$ 2,034	\$ 41,122	\$ 741,621	\$ 196,640
Transportation Improvement Fee	\$ -	\$ 15,283	\$ 142,792	\$ 32,628
Construction Tax	\$ 206,926	\$ 80,285	\$ 1,079,192	\$ 343,925

Fees Waived

Northwest Enterprise Zone	\$ -	\$ -	\$ -	\$ -
Research and Development	\$ -	\$ -	\$ -	\$ -
Affordable Housing	\$ -	\$ -	\$ 5,202	\$ -

Other

Inspections	2,700	2,093	7,726	6,960
-------------	-------	-------	-------	-------



**PLANNING &
COMMUNITY DEVELOPMENT
DEPARTMENT**

Monthly Activity Report
SEPTEMBER, 2019

PLAN CHECK OVER \$ 500,000

490 E UNION ST

Conversion of existing art museum and single family residence into specialized education and training school with a boarding house @ 13,580 square feet and addition @ 2,600 square feet
Project value \$ 1,550,000

1520 W COLORADO BLVD

Interior tenant improvement of existing credit union @ 18,336 square feet
Project value \$ 776,425

BUILDING PERMITS OVER \$ 500,000

251 S LAKE AVE

Renovation of the courtyard plaza area
Project value \$ 3,500,000

1539 E HOWARD ST

Renovation of an existing auditorium (Mott Auditorium), classroom/office renovations, and indoor basketball court/assembly area @ 36,718 square feet (EF Academy)
Project value \$ 1,753,211

61 S FAIR OAKS AVE

Interior tenant improvement of office space on the 2nd floor @ 610 square feet to expand to the 3rd floor @ 10,258 square feet, and patio deck @ 920 square feet (Supply Frame)
Project value \$ 664,843

1539 E HOWARD ST

Renovation of an existing cafeteria @ 18,567 square feet, addition @ 3,983 square feet, and open patio space @ 2,035 square feet (EF Academy)
Project value \$ 1,400,507

New Code Compliance Cases – September 2019

Complaint Type	Number of New Cases
Abandoned Bulky Items	2
Construction – Incomplete/Illegal/Hrs	7
Junk and Debris	10
Vacant BLD/ Vacant Lot	10
Noise	7
Property Maintenance	35
Trees- Damaged/Hazardous/Protected	2
Overgrown Vegetation	24
Zoning Code Violations	30
Other	3

Total New Cases Opened	130
Average Time for 1st Inspection	3 Calendar Days
Number of Cases Closed	74
Number of Cases Remaining Open	56