




MEMORANDUM

TO: Miguel Márquez, City Manager

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

DATE: November 2, 2023

SUBJECT: Monthly Activity Reports: September 2023



Attached are the following reports:

Planning:

- 1) New Zoning Cases – Six current planning (zoning) projects were submitted in September 2023.
- 2) Ongoing Zoning Cases: Major Construction – Defined as 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 & Historic Preservation applications.

Code Compliance:

305 new cases were opened, 461 inspections were completed and 203 cases were closed. There were 85 Presale certificates issued and 481 Quadrennial rental units inspected.

Building and Safety:

639 building and subtrade permits were issued with a valuation of \$7,332,852; 3 ADU permits were issued; and 3,283 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
7153	ZENT2023-00095	1190		Charles Street	6	MCUP for metal standing seam roof on existing SFR and ADU	Amy Wong (626) 744-7527 awong@cityofpasadena.net	09/05/23	HO
7154	ZENT2023-00096	1145		Glen Oaks Blvd.	6	HDP #7154 to construct new 3,788 SF single-family residence with 810 sf garage in RS-2 HD on vacant lot	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	09/06/23	HO
7156	ZENT2023-00098	1119		Wotkyns	1	HDP for single-story addition over 500 square-feet	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	09/13/23	HO
N/A	PPC2023-0004	369	S	Marengo	6	PPC to demolish 3 units and construct 12 units (SDB project-1 VL unit) with 24 parking stalls.	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	09/13/23	Other
7157	ZENT2023-00100	615		Burleigh Dr.	6	HDP To construct a second-story addition and major renovation to change from horizontal wood siding to spanish architectural	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	09/20/23	HO
414	COC2023-00004	1133		Arden Rd.	7	Certificate of Compliance for lot line adjustment for CE #411	Jasmine Heredia (626) 744-6817 jheredia@cityofpasadena.net	09/29/23	Other

Planning and Community Development - Ongoing Major Zoning Cases: Major Construction

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
Conditional Use Permit	6926	2915	E	Colorado Blvd.	4	CUP to allow the construction of a new 135,064 sf. vehicle sales structure. A CUP is required for Major Project exceeding 25,000 sf. in gross floor area & a CUP for Vehicle Services - Sales and Leasing. The application also includes a Minor Variance to deviate from the setback requirement along Colorado Boulevard and 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 Active 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	-	High Density Residential Objective Design Standards.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	PC/CC
OTHER				Citywide	-	Accessory Dwelling Units (ADUs) Zoning Code Amendment	Guille Nunez (626) 744-7634 gnunezl@cityofpasadena.net	-	PC/CC
OTHER				Citywide	-	Life Sciences Zoning Code Amendment	Melanie Hall (626) 744-7101 mhall@cityofpasadena.net	-	PC/CC
OTHER				Citywide	-	Adaptive Reuse Zoning Code Amendment	Melanie Hall (626) 744-7101 mhall@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. Currently working on the Central District Plan, North Lake Specific Plan and Lamanda Park Specific Plan.	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.	Melanie Hall (626) 744-7101 mhall@cityofpasadena.net	03/02/20	CC

Planning and Community Development - Community Planning Active Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
MP	2022-00008	169	S	St. John	6	Amendment to the Maranatha Master Plan to incorporate Fowler Gardens parcel.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	11/29/22	CC
OTHER				Citywide	-	Outdoor dining Time Extensions Zoning Code Amendment	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	-	CC

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS			CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
DHP2023-00260	FINAL DESIGN REVIEW	30	WEST	MOUNTAIN AVE	3	FOR A NEW 3-STORY MEDICAL OFFICE BUILDING AND SURFACE PARKING LOT	R. DUONG (626)744-7346 rduong@cityofpasadena.net	9/5/2023	STAFF
DHP2023-00262	HISTORIC RESOURCE EVALUATION	3		LIDA LN	6	FOR AN UNSURVEYED SFR (1946)	Michelle Anderson mand-contractor@cityofpasadena.net	9/5/2023	STAFF
DHP2023-00264	MINOR CHANGE TO APPROVED PROJECT	67	SOUTH	CRAIG AVE	2	CHANGE TO PREVIOUSLY APPROVED LANDSCAPE PLAN	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	9/7/2023	STAFF
DHP2023-00267	CERTIFICATE OF APPROPRIATENESS	1035	NORTH	CHESTER AVE	2	COA TO DEMOLISH AND REBUILD EXISTING GARAGE (BUNGALOW HEAVEN)	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	9/12/2023	STAFF
DHP2023-00268	CONSOLIDATED DESIGN REVIEW	142	SOUTH	LAKE AVE	7	MINOR FACADE RENOVATION INCLUDING EXTERIOR REPAINT, REMOVAL AND REPLACEMENT OF CANVAS AWNINGS, AND NEW SIGNS	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	9/12/2023	STAFF
DHP2023-00269	CONSOLIDATED DESIGN REVIEW	865	EAST	COLORADO BLVD	3	CONSOLIDATED DESIGN REVIEW FOR STOREFRONT RENOVATION (LUNASIA DIM SUM HOUSE)	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	9/12/2023	STAFF
DHP2023-00270	PRELIMINARY CONSULTATION	369	SOUTH	MARENGO AVE	6	PRELIMINARY CONSULTATION FOR NEW 12-UNIT MULTI-FAMILY PROJECT	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	9/12/2023	DC
DHP2023-00271	CERTIFICATE OF APPROPRIATENESS	960		CORNELL RD	7	AFTER-THE-FACT FRONT PORCH ALTERATION	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	9/13/2023	HPC
DHP2023-00273	CERTIFICATE OF APPROPRIATENESS	1449	NORTH	WILSON AVE	2	TO REPLACE 22 WINDOWS ON A CONTRIBUTOR IN HISTORIC HIGHLANDS	R. DUONG (626)744-7346 rduong@cityofpasadena.net	9/14/2023	STAFF
DHP2023-00274	CONSOLIDATED DESIGN REVIEW	405	SOUTH	EUCLID AVE	6	PHASE 2 OF MP: DEMOLITION OF EXISTING LIBRARY BUILDING AND CONSTRUCTION OF A NEW CENTER FOR TEACHING AND LEARNING AND NEW GYMNASIUM ADDITION AND ASSOCIATED SITE IMPROVEMENTS	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	9/14/2023	DC
DHP2023-00275	HISTORIC RESOURCE EVALUATION	243	SOUTH	SAN RAFAEL	6	FOR AN UNSURVEYED SFR (1921)	Michelle Anderson mand-contractor@cityofpasadena.net	9/15/2023	STAFF
DHP2023-000277	CERTIFICATE OF APPROPRIATENESS	1172	NORTH	WILSON AVE	2	DEMOLITION OF EXISTING DRIVEWAY GATE AND INSTALLATION OF NEW DRIVEWAY GATE IN NEW LOCATION IN BH HD	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	9/18/2023	STAFF
DHP2023-00278	CONSOLIDATED DESIGN REVIEW	60	NORTH	LAKE AVE	5	CDR FOR SIGNAGE REPLACEMENT IN CD-5 "SETTEBELLO"	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	9/18/2023	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
DHP2023-00279	CERTIFICATE OF APPROPRIATENESS	210	SOUTH	ORANGE GROVE BLVD	6	AFTER-THE-FACT REPLACEMENT OF SLIDING GLASS DOORS WITH NEW DOORS AND WINDOWS ON INDIVIDUAL LANDMARK	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	9/18/2023	STAFF
DHP2023-00280	HISTORIC RESOURCE EVALUATION	131	SOUTH	SUNNYSLOPE AVE	4	FOR AN UNSURVEYED SFR (1967)	Michelle Anderson mand-contractor@cityofpasadena.net	9/18/2023	STAFF
DHP2023-00281	HISTORIC RESOURCE EVALUATION	415		MERCURY LN	4	FOR SFR BUILT IN 1951	Michelle Anderson mand-contractor@cityofpasadena.net	9/18/2023	STAFF
DHP2023-00282	MINOR CHANGE TO APPROVED PROJECT	250	NORTH	ALTADENA DR	4	CHANGES TO AN APPROVED PROJECT (MINOR; CHANGES TO FINISHES)	R. DUONG (626)744-7346 rduong@cityofpasadena.net	9/19/2023	STAFF
DHP2023-00283	CONSOLIDATED DESIGN REVIEW	2	EAST	COLORADO BLVD	6	TWO REPLACEMENT WALL SIGNS FOR "MAMA LU'S DUMPLING HOUSE"	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	9/19/2023	STAFF
DHP2023-00284	HISTORIC RESOURCE EVALUATION	212	SOUTH	MERIDITH AVE	7	FOR SFR BUILT IN 1956	Michelle Anderson mand-contractor@cityofpasadena.net	9/20/2023	STAFF
DHP2023-00285	CERTIFICATE OF APPROPRIATENESS	1119		WOTKYNS DR	1	COA FOR NEW ADDITION AND GARAGE ON PRIMARY ELEVATION OF CONTRIBUTOR TO WOTKYNS-RICHLAND LANDMARK DISTRICT	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	9/20/2023	HPC
DHP2023-00286	TIME EXTENSION	254	EAST	UNION ST	3	FOR FINAL DESIGN REVIEW APPROVAL (DHP2020-10045) FOR NEW TWO TO SIX STORY MIXED USE BUILDING	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	9/21/2023	DC
DHP2023-00287	HISTORIC RESOURCE EVALUATION	304	EAST	ORANGE GROVE BLVD	5	FOR TWO BUILDINGS CONSTRUCTED CA. 1890	Michelle Anderson mand-contractor@cityofpasadena.net	9/21/2023	STAFF
DHP2023-00288	CONSOLIDATED DESIGN REVIEW	24	WEST	UNION ST	3	FOR TENANT IMPROVEMENTS INCLUDING PATIO EXPANSION AND NEW CANOPY CONSTRUCTION	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	9/21/2023	STAFF
DHP2023-00289	HISTORIC RESOURCE EVALUATION	3765		EDGEVIEW DR	4	FOR UNSURVEYED SFR CONSTRUCTED IN 1956	Michelle Anderson mand-contractor@cityofpasadena.net	9/21/2023	STAFF
DHP2023-00290	HISTORIC RESOURCE EVALUATION	651	SOUTH	LOS ROBLES AVE	7	OF NON-SURVEYED SFR CONSTRUCTED IN 1951	Michelle Anderson mand-contractor@cityofpasadena.net	9/21/2023	STAFF
DHP2023-00291	HISTORIC RESOURCE EVALUATION	1624		EL SERENO AVE	1	FOR SFR BUILT IN 1960	Michelle Anderson mand-contractor@cityofpasadena.net	9/27/2023	STAFF
DHP2023-00292	HISTORIC RESOURCE EVALUATION	1820		KENNETH WAY	1	FOR SFR BUILT IN 1961	Michelle Anderson mand-contractor@cityofpasadena.net	9/27/2023	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
DHP2023-00293	TIME EXTENSION	280		RAMONA ST	3	FOR CONCEPT DESIGN REVIEW CASE DHP2022-00056 FOR NEW, 80,025 SF, 5-STORY BUILDING WITH 111 AFFORDABLE HOUSING UNITS, RELATED AMENITY SPACES, AND ONE LEVEL OF SUBTERREAN PARKING	R. DUONG (626)744-7346 rduong@cityofpasadena.net	9/27/2023	DC
DHP2023-00294	HISTORIC RESOURCE EVALUATION	550		ROSEWOOD LN	1	NON-SURVEYED SFR CONSTRUCTED IN 1950 A	Michelle Anderson mand-contractor@cityofpasadena.net	9/28/2023	STAFF
DHP2023-00295	CERTIFICATE OF APPROPRIATENESS	535		FREMONT DR	1	AFTER-THE-FACT COA FOR NEW MUDROOM DOOR AND WINDOW INSTALLATION AND FOR A PROPOSED IRON RAILING	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	9/28/2023	STAFF
DHP2023-00296	FINAL DESIGN REVIEW	398	NORTH	HOLLISTON AVE	2	CONSTRUCTION OF A NEW THREE-STORY, 9-UNIT MFR	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	9/28/2023	STAFF
DHP2023-00297	HISTORIC RESOURCE EVALUATION	1462		MENTONE AVE	1	NON-SURVEYED SFR CONSTRUCTED IN 1960	Michelle Anderson mand-contractor@cityofpasadena.net	9/28/2023	STAFF
DHP2023-00298	FINAL DESIGN REVIEW	1645	NORTH	LAKE AVE	1	NEW CONSTRUCTION OF A TWO STORY 6 UNIT MFR	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	9/28/2023	STAFF
DHP2023-00299	HISTORIC RESOURCE EVALUATION	1240		CORONET AVE	4	NON-SURVEYED SFR CONSTRUCTED IN 1953	Michelle Anderson mand-contractor@cityofpasadena.net	9/28/2023	STAFF
DHP2023-00300	HISTORIC RESOURCE EVALUATION	2260	EAST	ORANGE GROVE BLVD	4	NON-SURVEYED SFR CONSTRUCTED IN 1932	Michelle Anderson mand-contractor@cityofpasadena.net	9/28/2023	STAFF
DHP2023-00301	FINAL DESIGN REVIEW	280		RAMONA ST	3	FOR NEW 5-STORY 100-UNIT SENIOR AFFORDABLE HOUSING	R. DUONG (626)744-7346 rduong@cityofpasadena.net	9/29/2023	DC
DHP2023-00302	CONSOLIDATED DESIGN REVIEW	61	NORTH	RAYMOND AVE	3	FOR FOUR NEW SIGNS (2 WALL AND 2 PROJECTING SIGNS)	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	9/29/2023	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

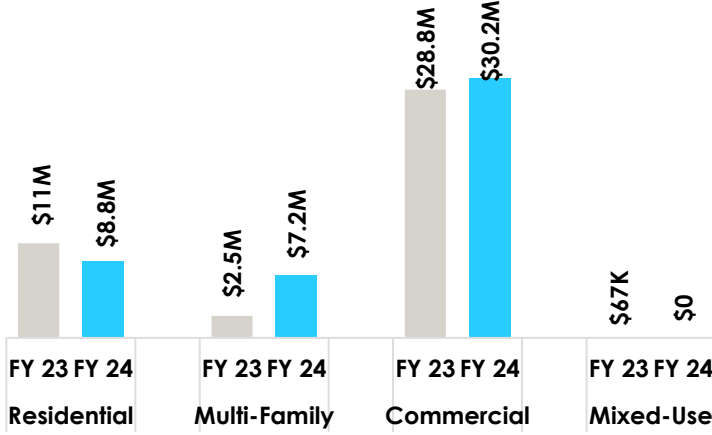
NEIGHBORHOOD & BUSINESS SERVICES

MONTHLY ACTIVITY REPORT

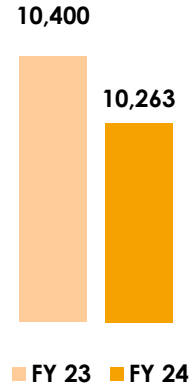


DEVELOPMENT ACTIVITY (Year Over Year Comparison)

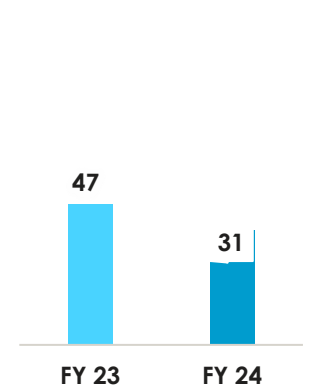
**BUILDING PERMITS ISSUED (VALUATION)
JULY - SEPT.**



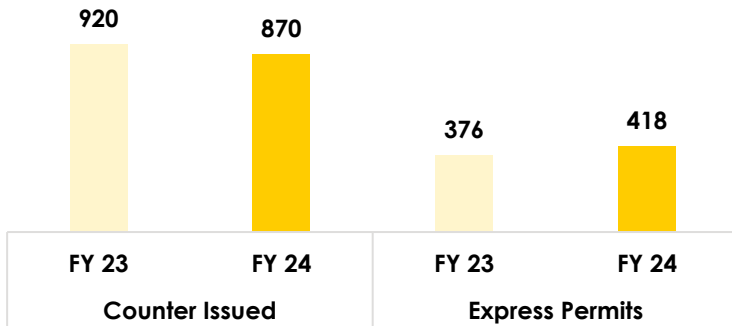
**BLD. INSPECTIONS
JULY - SEPT.**



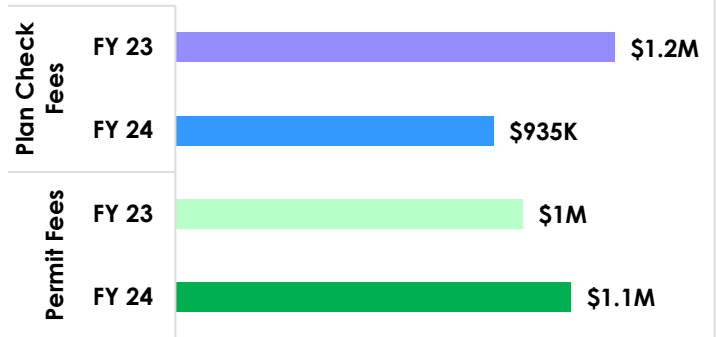
**ADU PERMITS
ISSUED
JULY - SEPT.**



**SUB-TRADE PERMITS ISSUED,
JULY - SEPT.**



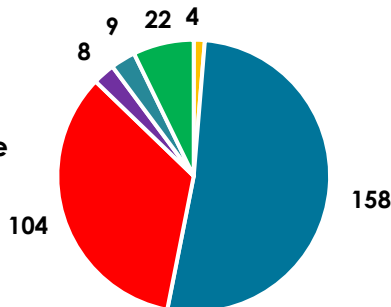
PERMIT REVENUES, JULY - SEPT.



CODE COMPLIANCE ACTIVITY (SEPTEMBER ACTIVITY)

NEW CODE COMPLIANCE CASES - 305

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



Presale Certificates Issued:	85
Quadrennial Units Inspected:	481
Zoning/Property Maintenance Inspections:	461
Cases Resolved (Closed):	203