



MEMORANDUM

TO: Steve Mermell, City Manager
FROM: ~~David M. Reyes~~, Director of Planning & Community Development
DATE: November 29, 2018
SUBJECT: Monthly Activity Reports: October 2018

Attached are the following reports:

Planning:

- 1) New Zoning Cases – Eight current planning (zoning) projects were submitted in October 2018.
- 2) Zoning Cases of Communitywide Significance – Seven ongoing Major Construction projects as of October 1, 2018. 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 October, a total of 182 new cases were opened, and 506 inspections were completed. Of the 182 new cases opened, 79 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	CURRENT STATUS	MEETING DATE	REVIEW BODY
Predevelopment Plan Review	PPR2018-00019	231	N	Hill Ave	2	Construct a 59 dwelling unit Single-Room Occupancy (SRO) project.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	10/11/18	New Case: assigned		Staff
Preliminary Plan Check	PLN2018-00536	97	N	Craig Avenue	2	Review a 5-unit City of Gardens residential development.	Abdu Lachgar alac-Contractor@cityofpasadena.net	10/02/18	New Case: assigned		Staff
Tentative Parcel Map	PLN2018-00546	596		Mar Vista Ave	5	Allow the creation of two air parcels for residential condominium purposes on one lot.	Jamie Peltier (626) 744-7096 jpeltier@cityofpasadena.net	10/04/18	New Case: assigned	TBD	HO
Certificate of Exception	PLN2018-00560	257, 267, 277		Sycamore Glen	6	Subdivide one vacant lot and combine with two adjacent lots. Two lots would result from mapping action.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	10/15/18	Incomplete	TBD	HO
Conditional Use Permit	PLN2018-00559	130	N	Lake Ave.	5	Allow the expansion of an auto service station by constructing a new 2,400 sf building with convenience store.	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	10/15/18	Incomplete	TBD	HO
Minor Variance	PLN2018-00564	296	N	Oak Ave	2	Allow a reduced front setback of 24', where the code requirement is the average of the blockface.	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	10/16/18	Incomplete	TBD	HO
Hillside Development Permit	PLN2018-00567	736		Linda Vista Ave.	6	Single story additions to an existing SFR.	Jamie Peltier (626) 744-7096 jpeltier@cityofpasadena.net	10/17/18	New Case: assigned	TBD	HO
Predevelopment Plan Review	PPR2018-00020	1065		Old Mill Rd	7	Construct a new SFR in the HD Overlay District on a site with an average slope greater than 15%.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	10/23/18	New Case: assigned		Staff

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
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 space and 45 residential units.	Luis Rocha (626) 744-6747 lrocha@cityofpasadena.net	3/5/2014	Incomplete		HO
Affordable Housing Concession Permit	11869	253	S	Los Robles Ave.	6	Two concessions (Height, FAR) for a six-story, 92-unit multifamily project.	Talyn Mirzakhanian (626) 744-7101 tmirzakanian@cityofpasadena.net	5/9/2017	Continued at hearing		HO
Affordable Housing Concession Permit	11870	250	E	Union St	3	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	Completing environmental		HO
Affordable Housing Concession Permit	11873	690-700	N	Orange Grove Blvd.	3	Two concessions (height and floor area) for a mixed-use project with 7,389 square feet of commercial space, 48 units (eight low income) and 123 parking spaces.	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	8/9/2017	Incomplete		HO
Conditional Use Permit	6580	2030	E	Colorado Blvd.	7	Establish a Vehicle Services, Sales and leasing land use for motorcycles. The project includes the development of a new 33,586 sq. ft. building.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	9/12/2017	Incomplete		HO
Conditional Use Permit	6658	83	N	Lake Ave.	3	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	Incomplete		PC
Planned Development	37	740	E	Green Street	7	Mixed-use project with 273 units; AHCP to exceed FAR and height.	Luis Rocha (626) 744-6747 lrocha@cityofpasadena.net	7/24/2018	New Case: assigned		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
OTHER			Citywide	-	Housing Element: Implementation Process	Arlene Granadosin-Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	-	On-going	-	Other
OTHER			Citywide	-	Climate Action Plan Implementation	Ana Española (626) 744-6754 aespanola@cityofpasadena.net	-	On-going	-	-
SP			Citywide	-	General Plan Implementation/Specific Plan Updates	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	On-going	-	CC
ZCA			Citywide	-	Mansionization: Phase 2	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	Developing Recommendation	-	CC
ZCA	2018-00403		Citywide	-	Zoning Code Text Amendment: Outdoor Electronic Signage	Natsue Sheppard (626) 744-7527 nsheppard@cityofpasadena.net	07/16/18	Developing Recommendation	11/14/18	PC
ZCA	2018-00512		Citywide	-	Zoning Code Text Amendment: Inclusionary Housing and In-Lieu Fee. In conjunction with Housing Dept.	Andre Sahakian (626) 744-6916 asahakian@cityofpasadena.net		Developing Recommendation	TBD	CC

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS		CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	REVIEW BODY	MEETING DATE
PLN2018-00537	CERTIFICATE OF APPROPRIATENESS	1205	SUNSET AVE	3	MAJOR CHANGES TO DOOR AND WINDOW OPENINGS AND NEW EXTERIOR STUCCO OF STREET FACING ELEVATIONS	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	10/2/2018	ACTIVE	Staff	NA
PLN2018-00540	CERTIFICATE OF APPROPRIATENESS	980	SOUTH LOS ROBLES AVE	7	CONSTRUCTION OF A 2ND STORY ADDITION TO EXISTING SINGLE FAMILY RESIDENCE AND RECONSTRUCTION/CONVERSION OF DETACHED GARAGE TO ACCESSORY DWELLING UNIT	Marina Khrustaleva (626) 744-6792 mkhrustaleva@cityofpasadena.net	10/3/2018	ACTIVE	Staff	NA
PLN2018-00541	CERTIFICATE OF APPROPRIATENESS	1007	EAST ORANGE GROVE BLVD.	5	INSTALLATION OF A NEW WOOD FRONT YARD FENCE	Rodrigo Pelayo (626)744-7309 rpelayo@cityofpasadena.net	10/3/2018	ACTIVE	Staff	NA
PLN2018-00552	CERTIFICATE OF APPROPRIATENESS	1070	ARDEN ROAD	7	ALTERATIONS TO THE FRONT FACADE CONSISTING OF NEW STREET FACING WINDOWS, FRONT ENTRY, AND BEDROOM EXTENSION.	Marina Khrustaleva (626) 744-6792 mkhrustaleva@cityofpasadena.net	10/9/2018	ACTIVE	Staff	NA
PLN2018-00545	CONSOLIDATED DESIGN REVIEW	300	EAST COLORADO BLVD. #241	6	STOREFRONT ALTERATIONS AND INSTALLATION OF NEW AWNINGS	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	10/4/2018	ACTIVE	Staff	NA
PLN2018-00553	CERTIFICATE OF APPROPRIATENESS	953	ELIZABETH STREET	2	REPLACEMENT AND RESTORATION OF ALUMINUM WINDOWS AT AN EXISTING SINGLE FAMILY RESIDENCE	Rodrigo Pelayo (626)744-7309 rpelayo@cityofpasadena.net	10/9/2018	ACTIVE	Staff	NA
PLN2018-00544	CHANGE TO APPROVED PROJECT	320	GLENARM ST	7	MINOR CHANGE TO A PREVIOUSLY APPROVED DESIGN REVIEW.	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	10/7/2018	ACTIVE	Staff	NA
PLN2018-00551	CHANGE TO APPROVED PROJECT	20	EAST UNION STREET	3	MINOR CHANGE TO AN APPROVED MASTER SIGN PLAN	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	10/9/2018	ACTIVE	Staff	NA
PLN2018-00558	PRELIMINARY CONSULTATION	540	SOUTH LAKE AVE	7	CONSTRUCTION OF A NEW MIXED USED PROJECT	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	10/11/2018	ACTIVE	DC	TBD
LANDMARK DISTRICT	LANDMARK DISTRICT		ARDEN ROAD LANDMARK DISTRICT	7	LANDMARK DISTRICT APPLICATION	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	10/9/2018	ACTIVE	HPC	TBD
PLN2018-00563	CERTIFICATE OF APPROPRIATENESS	405	SOUTH SIERRA BONITA AVENUE	7	CONSTRUCTION OF A NEW SIDE AND REAR ADDITION (MODIFICATION OF THE EXPIRED APPROVAL, PLN2015-00431)	Rodrigo Pelayo (626)744-7309 rpelayo@cityofpasadena.net	10/16/2018	ACTIVE	Staff	NA
PLN2018-00561	MASTER SIGN PLAN	445	EAST WALNUT STREET	3	NEW SIGNAGE FOR AN EXISTING GAS STATION	Marina Khrustaleva (626) 744-6792 mkhrustaleva@cityofpasadena.net	10/16/2018	ACTIVE	Staff	NA

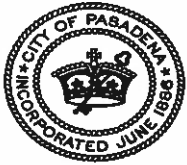
Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS		CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	REVIEW BODY	MEETING DATE
PLN2018-00562	PRELIMINARY CONSULTATION	41	SOUTH DAISY AVE	4	DEMOLITION OF AN ELIGIBLE RESOURCE (SINGLE FAMILY RESIDENCE) AND CONSTRUCTION OF SIX RESIDENTIAL UNITS	Marina Khrustaleva (626) 744-6792 mkhrustaleva@cityofpasadena.net	10/16/2018	ACTIVE	Staff	NA
PLN2018-00568	CERTIFICATE OF APPROPRIATENESS	655	SOUTH MADISON AVE	7	RESTORATION OF A DETERIORATED FRONT PORCH	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	10/17/2018	ACTIVE	HPC	TBD
PLN2018-00569	CONSOLIDATED DESIGN REVIEW	399	EAST GREEN STREET	6	INSTALLATION OF FIVE NEW SIGNS	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	10/18/2018	ACTIVE	Staff	NA
PLN2018-00578	CERTIFICATE OF APPROPRIATENESS	1166	EAST HOWARD ST	2	CONSTRUCTION OF A NEW DETACHED GARAGE AND REPLACE THREE NON-ORIGINAL ALUMINUM WINDOWS WITH WOOD WINDOWS	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	10/23/2018	ACTIVE	Staff	NA
PLN2018-00577	CERTIFICATE OF APPROPRIATENESS	1069	MAR VISTA AVE	2	INSTALLATION OF A WOOD FENCE (REPLACING A CHAIN LINK FENCE)	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	10/23/2018	ACTIVE	Staff	NA
PLN2018-00570	CERTIFICATE OF APPROPRIATENESS	580	SOUTH SAN RAFAEL AVE	6	CONSTRUCTION OF A NEW REAR ADDITION, NEW REAR PORCH/BALCONY	Rodrigo Pelayo (626)744-7309 rpelayo@cityofpasadena.net	10/19/2018	ACTIVE	Staff	NA
PLN2018-00579	CERTIFICATE OF APPROPRIATENESS	724	NORTH CHESTER AVE	2	CHIMNEY RESTORATION, MINOR MODIFICATION TO THE PREVIOUSLY APPROVED PROJECT (PLN2018-00194)	Marina Khrustaleva (626) 744-6792 mkhrustaleva@cityofpasadena.net	10/23/2018	ACTIVE	Staff	NA
PLN2018-00576	CONSOLIDATED DESIGN REVIEW	122	NORTH LAKE AVE	5	NEW GAS STATION CONVENIENCE STORE AND CANOPIES. PROPOSED SIGNAGE INCLUDED FOR REFERENCE ONLY (SEPARATE MASTER SIGN PLAN APPLICATION REQUIRED)	Marina Khrustaleva (626) 744-6792 mkhrustaleva@cityofpasadena.net	10/23/2018	ACTIVE	Staff	NA

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
OCTOBER, 2018
Permits & Fees

Permits & Valuation

	<u>Month Oct-18</u>	<u>Month Oct-17</u>	<u>YTD FY 2019</u>	<u>YTD FY 2018</u>
Total Value	\$ 14,490,174	\$ 8,476,377	\$ 35,102,970	\$ 30,872,782
Total Permits	315	236	1097	802
Residential - New				
Valuation	\$ 656,904	\$ 688,483	\$ 6,689,473	\$ 5,896,451
Permits	3	3	15	12
Residential - Rehab				
Valuation	\$ 3,813,014	\$ 5,374,093	\$ 11,845,356	\$ 11,489,283
Permits	262	179	904	612
Non-Residential - New				
Valuation	\$ -	\$ -	\$ -	\$ 531,935
Permits	0	0	0	1
Non-Residential - Rehab				
* Valuation	\$ 10,020,256	\$ 2,413,801	\$ 16,568,141	\$ 12,955,113
Permits	50	54	178	177

Fees Collected

Permit and Plan Check	\$ 500,603	\$ 314,630	\$ 1,561,551	\$ 1,660,267
Residential Development Impact	\$ 29,768	\$ -	\$ 226,408	\$ 762,901
Transportation Improvement Fee	\$ 2,890	\$ 13,805	\$ 35,518	\$ 96,418
Construction Tax	\$ 263,316	\$ 101,916	\$ 607,241	\$ 541,997

Fees Waived

Northwest Enterprise Zone	\$ -	\$ -	\$ -	\$ -
Research and Development	\$ -	\$ -	\$ -	\$ -
Affordable Housing	\$ -	\$ -	\$ -	\$ -

Other

Inspections	2,484	2,156	9,444	6,952
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**PLANNING &
COMMUNITY DEVELOPMENT
DEPARTMENT**

Monthly Activity Report
OCTOBER, 2018
Development Processing Section

PLAN CHECK OVER \$ 500,000

26 N EUCLID AVE

Tenant improvement of office space @ 70,867 square feet (Alexandria)
Project value \$ 3,933,969

2923 BRADLEY ST

Tenant improvement of office space @ 15,307 square feet
Project value \$ 600,000

900 S ARROYO PKWY

Tenant improvement on 1st and 2nd floors @ 16,266 square feet
Project value \$ 760,907

170 N CATALINA AVE

New construction of a 4-story, 9-unit condominium building @18,459 square feet, with subterranean parking @ 9,333 square feet
Project value \$ 1,800,000

635 E UNION ST

New construction of 30 2-4 story units @ 59,397 square feet with subterranean parking @ 29,000 square feet and retail space @ 3,500 square feet
Project value \$ 6,713,049

BUILDING PERMITS OVER \$ 500,000

300 N LAKE AVE

Tenant improvement of office space @ 13,730 square feet (Lacera)
Project value \$ 753,695

74 N PASADENA AVE

Tenant improvement of existing 3rd floor @ 24,671 square feet (Kaiser Permanente)
Project value \$ 1,198,344

888 E WALNUT ST 4TH FLOOR

Interior tenant improvement of office space @ 37,004 square feet (Acco)
Project value \$ 1,850,000

888 E WALNUT ST 5TH FLOOR

Interior tenant improvement of office space @ 36,750 square feet (Acco)
Project value \$ 1,837,500

888 E WALNUT ST 6TH FLOOR

Interior tenant improvement of office space @ 36,511 square feet (Acco)
Project value \$ 1,825,000

New Code Compliance Cases – October 2018

Complaint Type	Number of New Cases
Abandoned Bulky Items	2
Construction – Incomplete/Illegal/Hrs	17
Junk and Debris	8
Inoperable Vehicle	4
Vacant BLD/ Vacant Lot	6
Noise	12
Property Maintenance	52
Trees- Damaged/Hazardous/Protected	9
Overgrown Vegetation	19
Zoning Code Violations	36
Sign Code Violations/ Yard Sales	14
Home Occupation Permit/Cert of Inspection Required	2
Other	1

Total New Cases Opened	182
Average Time for 1st Inspection	3 days
Number of Cases Closed	79
Number of Cases Remaining Open	103