




MEMORANDUM

TO: Miguel Márquez, City Manager

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

DATE: November 30, 2023

SUBJECT: Monthly Activity Reports: October 2023



Attached are the following reports:

Planning:

- 1) New Zoning Cases – Nine current planning (zoning) projects were submitted in October 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:

263 new cases were opened, 363 inspections were completed and 166 cases were closed. There were 98 Presale certificates issued and 227 Quadrennial rental units inspected.

Building and Safety/Permit Center:

353 building and subtrade permits were issued with a valuation of \$9,931,114; 16 ADU permits were issued; and 3,467 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
11973	ZENT2023-00103	1025		Arden Rd.	7	MV to allow 10' sound attenuation wall within side yard adjacent to RS where 8' is maximum height allowed (PS district)	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	10/02/23	Staff
6876	ZENT2023-00107	400		Moorsque Dr.	6	Time Extension	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	10/06/23	Staff
415	ZENT2023-00104	353		Anita Dr.	6	Lot Line Adjustment to consolidate 2 parcels into 1 for 353 Anita Dr and to adjust shared lot line with 375 Anita Dr.	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	10/03/23	HO
416	COC2023-00005	353		Anita Dr.	6	CC for CE #415	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	10/03/23	Staff
417	ZENT2023-00105	1282		Sierra Bonita Ave.	2	CE to consolidate two lots into one	Eduardo Galdamez (626) 744-6817 egal-contractor@cityofpasadena.net	10/05/23	HO
418	COC2023-00006	1282		Sierra Bonita Ave.	2	CC for CE #417	Eduardo Galdamez (626) 744-6817 egal-contractor@cityofpasadena.net	10/05/23	Staff
11870	ZENT2023-00106	250	E	Union St.	3	Time Extension for AHCP#11870	Jasmine Heredia (626) 744-6817 jheredia@cityofpasadena.net	10/05/23	HO
7167	ZENT2023-00113	74	S	San Gabriel Blvd.	4	MCUP #7167 to allow four tandem parking spaces (4 of 17 or 23.5%) and Minor Change to CUP #3569 to remove off-site parking requirement from Guitar Center and allow at 41 S. Daisy Ave.	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	10/20/23	HO

Planning and Community Development - New Zoning Cases

CASE #	TIDEMARK #/ ENERGOV #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
7168	ZENT2023-00114	3120	E	Sierra Madre Blvd.	4	Permission to allow the establishment of a commercial nursery.	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	10/23/23	HO

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 Ave,	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	-	Restaurant Zoning Code Amendment for outdoor dining, on-site alcohol sales and walk-up window approvals.	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	-	PC/CC
MP	2023-00003	1700		Lida	6	5-year review of Art Center Master Plan.	Steven Counts (626) 744-7096 scounts@cityofpasadena.net	-	PC
OTHER				Citywide	-	Planning Entitlements Time Limits and Extensions Zoning Code Amendments.	Melanie Hall (626) 744-7101 mhall@cityofpasadena.net	-	PC/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
DHP2023-00303	CONSOLIDATED DESIGN REVIEW	400	SOUTH	ARROYO PKWY	6	AFTER-THE-FACT INSTALLATION OF NEW AWNING	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	10/3/2023	STAFF
DHP2023-00304	CERTIFICATE OF APPROPRIATENESS	100	NORTH	HILL AVE	2	WINDOW AND DOOR ALTERATIONS AT COURTYARD ELEVATION OF HISTORICALLY ELIGIBLE BUILDING	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	10/3/2023	STAFF
DHP2023-00305	HISTORIC RESOURCE EVALUATION	1897		MENTONE AVE	1	FOR SFR BUILT IN 1961	Michelle Anderson mand-contractor@cityofpasadena.net	10/4/2023	STAFF
DHP2023-00306	HISTORIC RESOURCE EVALUATION	320		GLENARM ST	7	FOR SFR BUILT IN 1928	Michelle Anderson mand-contractor@cityofpasadena.net	10/4/2023	STAFF
DHP2023-00307	CERTIFICATE OF APPROPRIATENESS	2790		THORNDIKE RD	4	FOR CHANGES TO WINDOW AND DOOR OPENINGS WITH A REAR ADDITION ON CONTRIBUTOR TO THORNDIKE LD	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	10/4/2023	HPC
DHP2023-00308	CERTIFICATE OF APPROPRIATENESS	1309	NORTH	CHESTER AVE	2	FOR WINDOW AND DOOR CHANGES AT ALL ELEVATIONS	R. DUONG (626)744-7346 rduong@cityofpasadena.net	10/5/2023	HPC
DHP2023-00309	CERTIFICATE OF APPROPRIATENESS	1198	NORTH	WILSON AVE	2	NEW DRIVEWAY AND PROPERTY GATES AND PROPERTY FENCING.	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	10/5/2023	STAFF
DHP2023-00310	PRELIMINARY CONSULTATION	72		EL NIDO AVE	4	DEMOLISH EXISTING BLDG AND CONSTRUCT A NEW 3-STORY, 8-UNIT MULTI-FAMILY BLDG	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	10/5/2023	STAFF
DHP2023-00311	CERTIFICATE OF APPROPRIATENESS	1424	NORTH	CHESTER AVE	2	TO CONSTRUCT A 119 SF SHED AND COVERED PORCH (HISTORIC HIGHLANDS LD)	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	10/5/2023	STAFF
DHP2023-00313	PRELIMINARY CONSULTATION	154		MAR VISTA AVE	5	FOR NEW 9-UNIT MULTI-FAMILY DEVELOPMENT	R. DUONG (626)744-7346 rduong@cityofpasadena.net	10/5/2023	STAFF
DHP2023-00314	MINOR CHANGE TO APPROVED PROJECT	1233		WENTWORTH AVE	7	DEMOLISH AND REBUILD HISTORIC GAZEBO IN HISTORIC/ORIGINAL LOCATION	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	10/9/2023	STAFF
DHP2023-00312	CERTIFICATE OF APPROPRIATENESS	1286	NORTH	LOS ROBLES AVE	3	FOR INSTALLATION OF CANVAS AWNINGS ABOVE ALL SOUTH-FACING WINDOWS (CRAFTSMAN HEIGHTS LD)	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	10/5/2023	STAFF
DHP2023-00315	CERTIFICATE OF APPROPRIATENESS	1640		PALOMA ST	2	FOR 488 SF REAR ONE-STORY ADDITION (NORTH PASADENA HEIGHTS LD)	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	10/9/2023	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
DHP2023-00316	CONSOLIDATED DESIGN REVIEW	110	EAST	HOLLY ST	3	EXTERIOR REHABILITATION TO EXISTING COMMERCIAL BUILDING. STOREFRONT WINDOWS/DOORS & SKYLIGHTS.	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	10/11/2023	STAFF
DHP2023-00317	HISTORIC RESOURCE EVALUATION	160		CALIFORNIA TERR	6	NON-SURVEYED SFR CONSTRUCTED IN 1974	Michelle Anderson mand-contractor@cityofpasadena.net	10/12/2023	STAFF
DHP2023-00318	CONSOLIDATED DESIGN REVIEW	445	EAST	COLORADO BLVD	3	NEW WALL SIGN FOR 'HELLO YOU'RE WELCOME'	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	10/12/2023	STAFF
DHP2023-00319	HISTORIC RESOURCE EVALUATION	852	SOUTH	OAKLAND AVE	7	SFR CONSTRUCTED IN 1914	Michelle Anderson mand-contractor@cityofpasadena.net	10/12/2023	STAFF
DHP2023-00320	HISTORIC RESOURCE EVALUATION	970		ELLINGTON LN	6	NON-SURVEYED SFR CONSTRUCTED IN 1972	Michelle Anderson mand-contractor@cityofpasadena.net	10/12/2023	STAFF
DHP2023-00321	MASTER SIGN PLAN	100	EAST	CORSON ST	3	FOR COMMERCIAL PLAZA COMPLEX	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	10/12/2023	STAFF
DHP2023-00322	HISTORIC RESOURCE EVALUATION	1451		WELLINGTON AVE	6	FOR AN UNSURVEYED SFR (1907)	Michelle Anderson mand-contractor@cityofpasadena.net	10/13/2023	STAFF
DHP2023-00343	CERTIFICATE OF APPROPRIATENESS	690	SOUTH	MENTOR AVE	7	REPLACEMENT OF TERMITE-DAMAGED WOOD SIDING AT FRONT, VISIBLE PORTION OF DETACHED GARAGE.	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	10/18/2023	STAFF
DHP2023-00344	CONSOLIDATED DESIGN REVIEW	228	SOUTH	MENTOR AVE	7	CONSOLIDATED DESIGN REVIEW FOR NEW 9 UNIT CONDOMINIUM DEVELOPMENT WITH SUBTERRANEAN PARKING	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	10/19/2023	STAFF
DHP2023-00345	HISTORIC RESOURCE EVALUATION	1554	EAST	HOWARD ST	2	FOR UNSURVEYED SFR CONSTRUCTED IN 1929	Michelle Anderson mand-contractor@cityofpasadena.net	10/19/2023	STAFF
DHP2023-00346	CONSOLIDATED DESIGN REVIEW	35	NORTH	DE LACEY AVE	3	FOR NEW SIGNAGE AND STOREFRONT ALTERATIONS FOR "ARHAUS"	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	10/19/2023	STAFF
DHP2023-00347	PRELIMINARY CONSULTATION	3475	EAST	COLORADO BLVD	4	FOR MAJOR CHANGES TO EXISTING CADILLAC DEALERSHIP. INTERIOR AND EXTERIOR RENOVATIONS AND DEMOLITION OF SERVICE BAYS AND CONSTRUCTION OF NEW SERVICE SHOP.	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	10/19/2023	STAFF
DHP2023-00348	HISTORIC RESOURCE EVALUATION	2960	EAST	COLORADO BLVD	4	FOR COMMERCIAL BUILDING BUILT IN 1927	Michelle Anderson mand-contractor@cityofpasadena.net	10/24/2023	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
DHP2023-00349	CERTIFICATE OF APPROPRIATENESS	1043	NORTH	CATALINA AVE	2	FOR REAR ADDITION (VISIBLE FROM PUBLIC RIGHT OF WAY)	B. KEATINGE (626)744-7309 rkeatinge@cityofpasadena.net	10/26/2023	STAFF
DHP2023-00350	CERTIFICATE OF APPROPRIATENESS	1459	EAST	MOUNTAIN AVE	2	NEW COVERED ENTRY PORCH AT FRONT	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	10/26/2023	HPC
DHP2023-00351	HISTORIC RESOURCE EVALUATION	3230		MILTON ST	4	FOR UNSURVEYED SFR CONSTRUCTED 1940	Michelle Anderson mand-contractor@cityofpasadena.net	10/30/2023	STAFF
DHP2023-00352	MASTER SIGN PLAN	1813	EAST	COLORADO BLVD	2	CHANGE IN LOCATION OF SIGNAGE UNDER APPROVED MASTER SIGN PLAN	R. DUONG (626)744-7346 rduong@cityofpasadena.net	10/30/2023	STAFF
DHP2023-00353	HISTORIC RESOURCE EVALUATION	3475	EAST	COLORADO BLVD	4	FOR AN UNSURVEYED COMMERCIAL BLDG (1971)	Michelle Anderson mand-contractor@cityofpasadena.net	10/30/2023	STAFF
DHP2023-00354	MINOR CHANGE TO APPROVED PROJECT	1813	EAST	COLORADO BLVD	2	MINOR CHANGE TO AN APPROVED PROJECT (CMU BLOCK TO STUCCO FINISH)	R. DUONG (626)744-7346 rduong@cityofpasadena.net	10/30/2023	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.

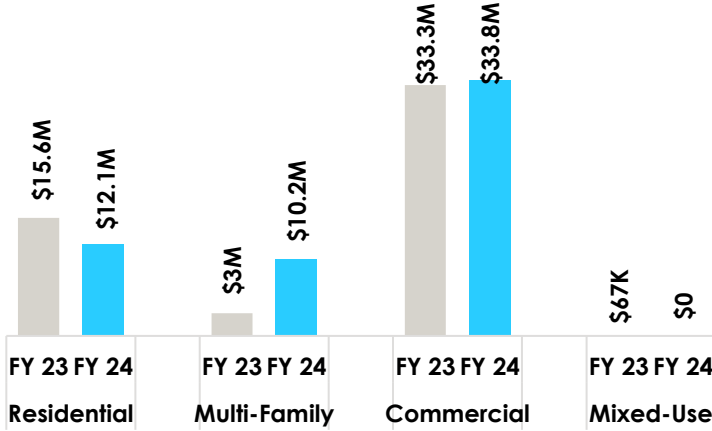
Acronym	Review Body
CC	City Council
DC	Design Commission
HO	Hearing Officer
PC	Planning Commission
BZA	Board of Zoning Appeals

NEIGHBORHOOD & BUSINESS SERVICES

MONTHLY ACTIVITY REPORT

DEVELOPMENT ACTIVITY (Year Over Year Comparison)

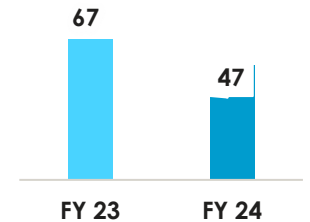
**BUILDING PERMITS ISSUED (VALUATION)
JULY - OCT.**



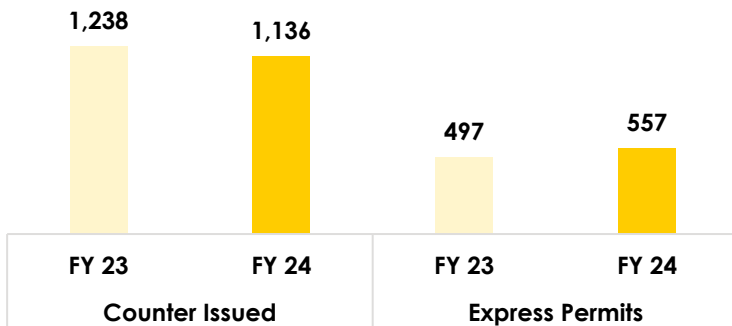
**BLD. INSPECTIONS
JULY - OCT.**



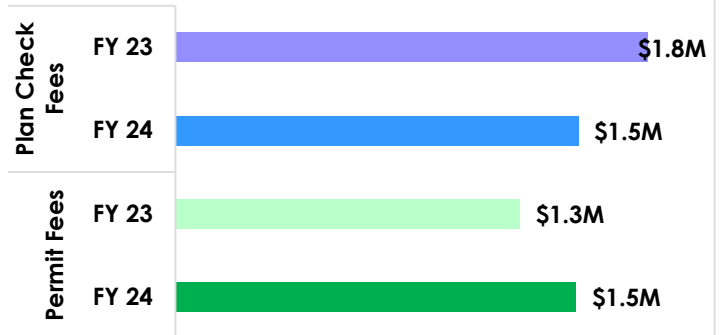
**ADU PERMITS
ISSUED
JULY - OCT.**



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



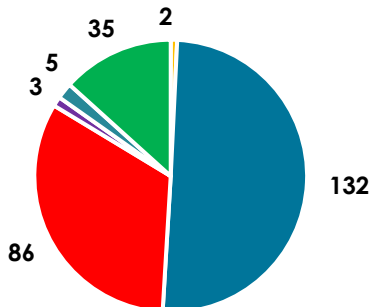
PERMIT REVENUES, JULY - OCT.



CODE COMPLIANCE ACTIVITY (OCTOBER ACTIVITY)

NEW CODE COMPLIANCE CASES - 263

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



Presale Certificates Issued:	98
Quadrennial Units Inspected:	227
Zoning/Property Maintenance Inspections:	363
Cases Resolved (Closed):	166