



MEMORANDUM

TO: Steve Mermell, City Manager
FROM: David M. Reyes, Director of Planning & Community Development
DATE: December 21, 2017
SUBJECT: Monthly Activity Reports: November 2017

Attached are the following reports:

Planning:

- 1) New Zoning Cases - Five current planning (zoning) projects were submitted in November 2017.
- 2) Zoning Cases of Communitywide Significance - Three Major Construction projects as of November 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 November 123 new cases were opened. Staff closed 87 cases and 77 remain open. The average time from the received date to the date of inspection is approximately 2.9 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
Tentative Tract Map	74947	973	E	Del Mar Blvd	7	Tentative Tract Map to allow the creation of 13 air parcels for residential condominium purposes.	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	11/03/17	Complete: scheduled	01/17/18	HO
Conditional Use Permit	6593	1117	E	Walnut St	5	Conditional Use Permit to allow the accessory sales of alcohol (beer) for on- and off-site consumption in conjunction with the operation of a proposed beer brewery.	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	11/14/17	New Case: assigned		HO
Certificate of Exception	348	1221		Romney Drive	6	Certificate of Exception to allow a lot adjustment between two abutting residential parcels.	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	11/20/17	New Case: assigned		HO
Minor Variance	11878	625		Avocado Lane	4	Minor Variance to allow a reduced rear yard setback for a proposed addition to a single-family residence.	Jamie Peltier (626) 744-7096 jpeltier@cityofpasadena.net	11/22/17	New Case: assigned		HO
Conditional Use Permit	6613	61	S	Fair Oaks Avenue	6	Conditional Use Permit to allow for the on-site sale and consumption of full alcohol (beer, wine and distilled spirits) in conjunction with the operation of a proposed restaurant.	Jamie Peltier (626) 744-7096 jpeltier@cityofpasadena.net	11/28/17	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	Demolish 172 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	-	CC
CUP	6545	500	S	Raymond Ave.	6	Conditional Use Permit 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.	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.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	12/03/09	Continued at hearing	TBD	CC
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	CC
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	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.	David Sinclair (626) 744-6766 dsinclair@cityofpasadena.net	10/15/15	Approved	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	CC
OTHER				Citywide	-	Housing Element: Implementation Process	Arlene Granadosin-Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	-	On-going	-	Other
OTHER				Citywide	-	Climate Action Plan	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	Developing Recommendation	TBD	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	CC
ZCA			Citywide	-	Mansionization: Phase 2	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	Developing Recommendation	TBD	CC
ZCA			Citywide	-	Accessory Dwelling Units	Arlene Granadosin-Jones (626) 744-6743 agranadosin-jones@cityofpasadena.net	-	Approved	12/11/17	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: Prohibiting Commercial Sales	Perry Banner (626) 744-7101 pban-contractor@cityofpasadena.net	-	Approved	11/06/17	CC

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
MISC D-PLN REVIEW	PLN2017-00532	3600	E. FOOTHILL BLVD	4	MASTER SIGN PLAN AMENDMENT - PROPOSAL TO INCREASE HEIGHT OF PYLON SIGN FROM 20' TO 29' 8" AND REMOVE PREVIOUSLY APPROVED SIGNAGE	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	11/8/2017	ACTIVE	NA	Staff
TREE REMOVAL	PLN2017-00574	64	MAR VISTA	5	REMOVAL OF SIX TREES	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	11/14/17	ACTIVE	NA	Staff
COA	PLN2017-00553	1181	E. ELIZABETH STREET	2	REPAIR EXISTING FRONT PORCH	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	11/8/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00555	650	EAST GREEN ST.	7	CONSOLIDATED DESIGN REVIEW FOR STOREFRONT ALTERATION	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	11/9/2017	ACTIVE	NA	staff
SIGN PLAN-MASTER-12 SIGNS	PLN2017-00570	100	W. WALNUT ST.	3	MASTER SIGN PLAN FOR PROPOSED PARSON CAMPUS	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	11/14/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00569	345	S. LAKE ST.	7	CONSOLIDATION DESIGN REVIEW FOR FAÇADE ALTERATIONS TO EXISTING COMMERCIAL BUILDING	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	11/14/2017	ACTIVE	NA	staff
CONCEPT DESIGN REVIEW	PLN2017-00538	320	S. WISON AVE.	7	CONCEPT DESIGN REVIEW FOR CHEN NEUROSCIENCE RESEARCH BUILDING	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	11/3/2017	ACTIVE	12/12/2017	DC
PRELIMINARY CONSULTATION	PLN2017-00558	810	N. MARENGO AVE	5	PRELIMINARY CONSULTATION FOR 27 UNITS	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	11/9/2017	ACTIVE	2/13/2017	DC
COA	PLN2017-00540	357	WAVERLY DRIVE	6	COA FOR PORCH ADDITION ALONG EAST ELEVATION, PARTIALLY VISIBLE FROM STREET	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	11/3/17	ACTIVE	NA	Staff
COA	PLN2017-00536	1299	N. WILSON AVE.	2	COA FOR PORCH REPAIRS-- REMOVE AND REPOINT EXISTING BRICKWORK, STABILIZE PIERS, REPAIR DRY ROT AND TERMITE DAMAGE.	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	11/3/2017	ACTIVE	NA	Staff
COA	PLN2017-00542	924	N. CHESTER AVE.	2	COA FOR A ONE-STORY REAR ADDITION	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	11/6/2017	ACTIVE	NA	Staff
PRELIMINARY CONSULTATION	PLN2017-00541	601	N. WILSON AVE.	5	PRELIMINARY CONSULTATION FOR A THREE UNIT MULTIFAMILY PROJECT	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	11/6/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00534	270	S. LAKE AVE.	7	NEW SIGNAGE AND ARTWORK FOR GRANVILLE CAFÉ	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	11/1/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00571	1415	EAST COLORADO BLVD.	2	FAÇADE IMPROVEMENT FOR JACK IN THE BOX	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	11/14/2017	ACTIVE	NA	staff
COA	PLN2017-00572	533	PRESCOTT STREET	3	TO MODIFY DORMER ON FRONT FAÇADE BY RAISING ROOF	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	11/14/2017	ACTIVE	2/6/2018	HPC
CONSOLIDATED DESIGN REVIEW	PLN2017-00581	19	SOUTH FAIR OAKS AVE	6	NEW SIGNAGE FOR PROLECE TEA	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	11/20/2017	ACTIVE	NA	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
NOVEMBER, 2017

Permits & Valuation

	<u>Month Nov-17</u>	<u>Month Nov-16</u>	<u>YTD FY 2018</u>	<u>YTD FY 2017</u>
Total Value	\$ 7,244,120	\$ 9,194,543	\$ 41,113,037	\$ 58,553,035
Total Permits	256	244	1329	1251
Residential - New				
Valuation	\$ -	\$ 1,070,853	\$ 1,587,734	\$ 21,148,381
Permits	0	6	3	22
Residential - Rehab				
Valuation	\$ 2,702,554	\$ 2,817,925	\$ 17,421,944	\$ 14,034,013
Permits	207	198	1043	1001
Non-Residential - New				
Valuation	\$ -	\$ 1,408,223	\$ 531,935	\$ 1,408,223
Permits	0	1	1	1
Non-Residential - Rehab				
* Valuation	\$ 4,541,566	\$ 3,897,542	\$ 21,571,424	\$ 21,962,418
Permits	49	39	282	227

Fees Collected

Permit and Plan Check	\$ 252,667	\$ 458,434	\$ 2,633,994	\$ 2,214,877
Residential Development Impact	\$ -	\$ 23,647	\$ 773,507	\$ 1,053,571
Transportation Improvement Fee	\$ -	\$ 2,745	\$ 96,418	\$ 213,065
Construction Tax	\$ 97,660	\$ 143,735	\$ 785,104	\$ 1,015,797

Fees Waived

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

Other

Inspections	2,118	2,399	11,302	12,504
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**PLANNING &
COMMUNITY DEVELOPMENT
DEPARTMENT**

Monthly Activity Report
NOVEMBER, 2017
Development Processing Section

PLAN CHECK OVER \$ 500,000

1100 N FAIR OAKS AVE

Addition of 11,010 square feet and tenant improvement of existing space @ 14,013 square feet for a gym (Touchstone Climbing Inc.)
Project value \$ 2,297,000

BUILDING PERMITS OVER \$ 500,000

721 E COLORADO BLVD

Tenant improvement to existing retail space @ 23,600 square feet (Total Wine & More)
Project value \$ 818,370

New Code Compliance Cases – November 2017

Complaint Type	Number of Complaints
General Property Maintenance	43
Signage	2
Zoning Violations	19
Overgrown Vegetation	17
Improper Occupancy	5
Abandoned Bulky Items	1
Tree (damaged, dead, or hazardous)	4
Noise	8
Construction (Hours, Illegal)	3
Junk and Debris	3
Inoperable Veh. Storage	2
Trash Cans	4
Commercial Veh. In Residential	2
Vacant BLD/ Vacant Lot	7
Cert. Of Code Compliance	1
Life/Safety Violation	2

Total New Cases Opened	123
Average Time for 1st Inspection	2.9 days
Number of Cases Closed	87
Number of Cases Remaining Open	77