



MEMORANDUM

TO: Miguel Márquez, City Manager

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

DATE: January 11, 2024

SUBJECT: Monthly Activity Reports: November 2023

Attached are the following reports:

Planning:

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

226 new cases were opened, 555 inspections were completed and 331 cases were closed. There were 82 Presale certificates issued and 84 Quadrennial rental units inspected.

Building and Safety/Permit Center:

654 building and subtrade permits were issued with a valuation of \$44,502,713; 4 ADU permits were issued; and 3,093 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
7171	ZENT2023-00116	6		Richland Dr.	1	HDP to allow a 990 square-foot single-story addition to an existing single-story residence with detached two-car garage	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	11/02/23	HO
N/A	PRP2023-00013	1404	W	Colorado Blvd.	6	PPR for new 4,000 sf SFR on vacant lot in RS-6 HD-SR	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	11/08/23	Staff
419	COC2023-00007	995	S	Fair Oaks Avenue	6	CC #419 to merge two lots into one: 5719-022-101 (995 S. Fair Oaks Avenue) and 5719-022-108 (951 S. Fair Oaks Avenue)	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	11/08/23	HO
7174	ZENT2023-00118	997	E	Walnut st.	5	MCUP#7174 for Safe Parking at Trinity Lutheran Church within CG portion of property	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	11/09/23	HO
4804	ZENT2023-00120	1100		Arden Rd	7	Time Extension Request for Modification to Conditional Use Permit #4804	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	11/09/23	HO
7175	ZENT2023-00119	970		Ellington Ln	6	HDP #7175 to allow additions totaling 1085 sf (622 sf 2nd story and 463 sf ground floor) to existing two-story SFR in RS-4 HD	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	11/09/23	HO
420	ZENT2023-00121	770	S	Oak Knoll Ave	7	Certificate of Exception CE #420 for consolidation of two lots	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	11/14/23	HO
421	COC2023-00008	770	S	Oak Knoll Ave	7	Certificate of Compliance CC #421 for consolidation of two lots	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	11/14/23	HO

Planning and Community Development - New Zoning Cases

CASE #	TIDEMARK #/ ENERGOV #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
6358	ZENT2023-00122	168	W	Green St.	6	Major Change to CUP #6538 to expand beer and wine service for a Personal Improvement Service use (Pinot's Palette) located at existing Suite 109	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	11/17/23	HO
11974	ZENT2023-00123	2270	E	Colorado Blvd.	2	Request to exceed maximum sign height.	Jasmine Heredia (626) 744-6817 jheredia@cityofpasadena.net	11/21/23	HO
7177	ZENT2023-00124	3685		Fairmeade Rd.	4	A request for a NDP and MV to permit an addition to an existing single-family residence that is visible from the public right-of-way and to encroach within the required side yard.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	11/22/23	HO
84739	ZENT2023-00126	951- 995	S	Fair Oaks Avenue	6	TPM to subdivide into three vertical parcels.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	11/28/23	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

Planning and Community Development - New Design and Historic Preservation Cases

CASE #	CASE TYPE	ADDRESS		CC District	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY	
DHP2023-00356	CERTIFICATE OF APPROPRIATENESS	1500		MAR VISTA AVE	2	FOR TWO NEW GATES ON CONTRIBUTOR TO HISTORIC HIGHLANDS LD	Michelle Anderson mand-contractor@cityofpasadena.net	11/1/2023	STAFF
DHP2023-00357	CONSOLIDATED DESIGN REVIEW	50	NORTH	RAYMOND AVE	3	INSTALLATION OF ONE NEW WALL SIGN AND ONE NEW BLADE SIGN FOR 'LT9'	K. JOHNSON (626)744-7806 kevinjohnson@cityofpasadena.net	11/2/2023	STAFF
DHP2023-00358	CERTIFICATE OF APPROPRIATENESS	1060		MAR VISTA AVE	2	352 SQUARE FOOT REAR ADDITION TO EXISTING SFR	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	11/2/2023	STAFF
DHP2023-00359	CONSOLIDATED DESIGN REVIEW	709	EAST	WALNUT ST	3	TWO NEW SIGNS FOR GOLFTFC	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	11/2/2023	STAFF
DHP2023-00360	CERTIFICATE OF APPROPRIATENESS	1137		CHURCH ST	6	FRONT DOOR AND WINDOW REPLACEMENT	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	11/3/2023	STAFF
DHP2023-00363	HISTORIC RESOURCE EVALUATION	229	SOUTH	GRAND OAKS AVE	2	OF NON-SURVEYED SFR CONSTRUCTED IN 1929	Michelle Anderson mand-contractor@cityofpasadena.net	11/7/2023	STAFF
DHP2023-00364	CONSOLIDATED DESIGN REVIEW	645	EAST	UNION ST	3	DETACHED TRELIS STRUCTURE AT EXISTING OUTDOOR PATIO	K. JOHNSON (626)744-7806 kevinjohnson@cityofpasadena.net	11/7/2023	STAFF
DHP2023-00365	CERTIFICATE OF APPROPRIATENESS	959	NORTH	MADISON AVE	5	BARNHART HD FOR CHANGES TO WINDOWS AND DOORS AND NEW CONCRETE LANDING	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	11/8/2023	HPC
DHP2023-00366	HISTORIC RESOURCE EVALUATION	725	SOUTH	OAK KNOLL AVE	7	FOR UNSURVEYED SFR CONSTRUCTED IN 1921	Michelle Anderson mand-contractor@cityofpasadena.net	11/9/2023	STAFF
DHP2023-00367	HISTORIC RESOURCE EVALUATION	570		HAMILTON AVE	2	FOR SFR BUILT IN 1923	Michelle Anderson mand-contractor@cityofpasadena.net	11/9/2023	STAFF
DHP2023-00368	PRELIMINARY CONSULTATION	861	EAST	WALNUT ST	5	FOR A NEW 83,104 SQUARE FOOT RESIDENTIAL CARE FACILITY	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	11/13/2023	DC
DHP2023-00369	CERTIFICATE OF APPROPRIATENESS	1640		PEGFAIR ESTATES DR	6	NEW RETAINING WALLS (PEGFAIR ESTATES HISTORIC DISTRICT)	K. JOHNSON (626)744-7806 kevinjohnson@cityofpasadena.net	11/16/2023	STAFF
	BUNGALOW HEAVEN CONSERVATION PLAN					APPLICATION FOR AMENDMENT TO BUNGALOW HEAVEN CONSERVATION PLAN	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	11/16/2023	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
DHP2023-00370	CERTIFICATE OF APPROPRIATENESS	1286	NORTH	LOS ROBLES AVE	3	FOR WINDOW REPLACEMENTS (CRAFTSMAN HEIGHTS LD)	K. JOHNSON (626)744-7806 kevinjohnson@cityofpasadena.net	11/16/2023	STAFF
DHP2023-00371	HISTORIC RESOURCE EVALUATION	200	SOUTH	OAK KNOLL AVE	7	FOR COMMERCIAL BUILDING BUILT IN 1959	Michelle Anderson mand-contractor@cityofpasadena.net	11/20/2023	STAFF
DHP2023-00372	CERTIFICATE OF APPROPRIATENESS	1133	NORTH	HUDSON AVE	5	FOR GARAGE WINDOW REPLACEMENT ON NC TO WASHINGTON SQUARE LD (MILLS ACT PROPERTY)	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	11/20/2023	STAFF
DHP2023-00373	CERTIFICATE OF APPROPRIATENESS	990	NORTH	MENTOR AVE	2	COA FOR REAR REMODEL AND ADDITIONS TO SFR IN BH HD	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	11/20/2023	STAFF
DHP2023-00374	CERTIFICATE OF APPROPRIATENESS	755	NORTH	CHESTER AVE	2	COA FOR NEW DRIVEWAY GATE FOR NC IN BH HD	K. JOHNSON (626)744-7806 kevinjohnson@cityofpasadena.net	11/20/2023	STAFF
DHP2023-00375	CERTIFICATE OF APPROPRIATENESS	1480	NORTH	WILSON AVE	2	NEW 4-FOOT HIGH FENCE AND GATES	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	11/21/2023	STAFF
DHP2023-00376	HISTORIC RESOURCE EVALUATION	1900		BELMONT AVE	1	FOR AN UNSURVEYED SFR 1928	Michelle Anderson mand-contractor@cityofpasadena.net	11/21/2023	STAFF
DHP2023-00377	CONSOLIDATED DESIGN REVIEW	104	EAST	COLORADO BLVD	6	FOR NEW SIGNS (CROSSROADS)	K. JOHNSON (626)744-7806 kevinjohnson@cityofpasadena.net	11/28/2023	STAFF
DHP2023-00379	CONSOLIDATED DESIGN REVIEW	1200	EAST	CALIFORNIA BLVD	7	NEW LANDSCAPE SIGN ADJACENT TO WEST ENTRANCE "RESNICK SUSTAINABILITY CENTER"	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	11/29/2023	STAFF
DHP2023-00380	CONSOLIDATED DESIGN REVIEW	17	NORTH	FAIR OAKS AVE	3	FOR AWNING SIGN REPLACEMENT FOR "TOPDRAWER"	K. JOHNSON (626)744-7806 kevinjohnson@cityofpasadena.net	11/29/2023	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.

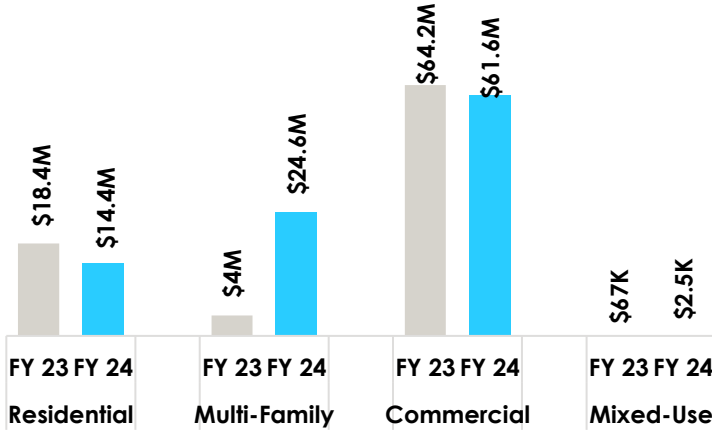
Acronym	Review Body
CC	City Council
DC	Design Commission
HO	Hearing Officer
PC	Planning Commission
BZA	Board of Zoning Appeals

DEVELOPMENT SERVICES AND CODE COMPLIANCE

MONTHLY ACTIVITY REPORT

DEVELOPMENT ACTIVITY (Year Over Year Comparison)

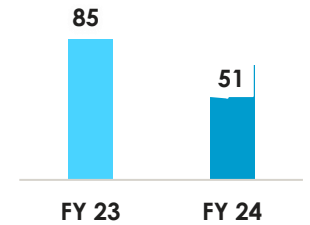
**BUILDING PERMITS ISSUED (VALUATION)
JULY - NOV.**



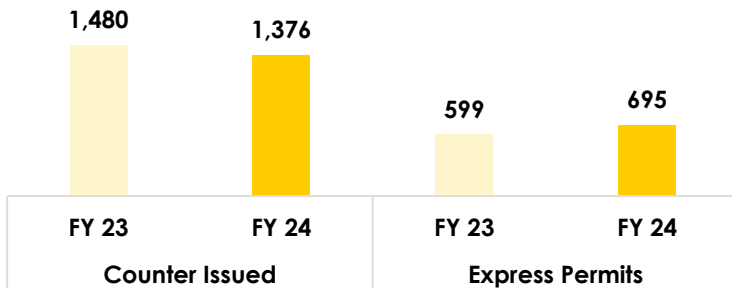
**BLD. INSPECTIONS
JULY - NOV.**



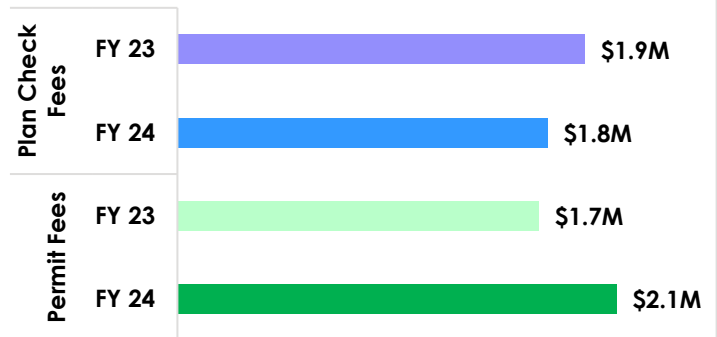
**ADU PERMITS
ISSUED
JULY - NOV.**



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



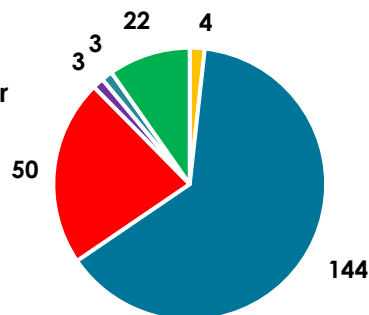
PERMIT REVENUES, JULY - NOV.



CODE COMPLIANCE ACTIVITY (NOVEMBER ACTIVITY)

NEW CODE COMPLIANCE CASES - 226

- Building & Safety
- Noise inc. Leaf-Blower
- Property Maint.
- Tree
- Housing
- Zoning



Presale Certificates Issued:	82
Quadrennial Units Inspected:	84
Zoning/Property Maintenance Inspections:	555
Cases Resolved (Closed):	331