



## MEMORANDUM

**TO:** Steve Mermell, City Manager  
**FROM:** David M. Reyes, Director of Planning & Community Development  
**DATE:** January 25, 2018  
**SUBJECT:** Monthly Activity Reports: December 2017

A handwritten signature in blue ink, likely belonging to David M. Reyes, is written over the "FROM:" line.

Attached are the following reports:

### Planning:

- 1) New Zoning Cases - Five current planning (zoning) projects were submitted in December 2017.
- 2) Zoning Cases of Communitywide Significance - Three Major Construction projects as of December 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 December, a total of 315 inspections were completed and 111 cases were closed. Code Compliance opened 105 new cases in December, the average response time for initial inspection was approximately 3.4 calendar days. Of the 105 new cases, 48 have been closed.

Reports can also be found here at this link: <https://ww5.cityofpasadena.net/planning/wp-content/uploads/sites/56/2018/01/Monthly-Activity-Reports.pdf>

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
Conditional Use Permit	6614	461	N	Altadena Dr	4	Conditional Use Permit to alter an existing service station by converting existing auto bays into convenience store area and allowing alcohol sales.	Kent Lin (626) 744-6817 klin@cityofpasadena.net	12/04/17	New Case: assigned		
Affordable Housing Concession Permit	11879	127	N	Madison Avenue	3	Affordable Housing Concession Permit for two concessions: FAR and Height to construct a mixed use building with 48 residential units and 4,150 sf of commercial.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	12/01/17	New Case: assigned		HO
Tentative Parcel Map	74256	2488		Mohawk St	4	Tentative Parcel Map to allow the creation of 18 air parcels for residential condominium purposes on one lot.	Jamie Peltier (626) 744-7096 jpeltier@cityofpasadena.net	12/04/17	New Case: assigned		HO
Certificate of Compliance	349	371		Patrician Way	6	Certificate of Compliance to consolidate two residential lots into one.	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	12/06/17	New Case: assigned		Staff
Minor Variance	11881	1415		El Mirador Dr	2	Minor Variance to allow a 6 foot high, solid fence in the pole portion of a flag lot.	Kristen Johnston (626) 744-6709 kjohnston@cityofpasadena.net	12/19/17	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	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	1/18 & 1/23	EAC & MSC
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

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
PRELIMINARY CONSULTATION	PLN2017-00605	747	NORTH RAYMOND AVE	3	PRELIMINARY CONSULTATION FOR FOUR UNIT COG	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	12/11/17	ACTIVE	NA	Staff
COA	PLN2017-00604	1075	ARMADA DRIVE	1	CERTIFICATE OF APPROPRIATENESS FOR A FENCE	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	12/11/17	ACTIVE	NA	Staff
CONCEPT DESIGN REVIEW	PLN2017-00603	33	EAST WALNUT STREET	3	DEMOLISH AN EXISTING OFFICE BUILDING AND CONSTRUCT A NEW 4-STORIES COMMERCIAL BUILDING	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	12/7/2017	ACTIVE	2/13/2017	DC
RFC	PLN2017-00596	127	NORTH MADISON AVE	3	48-UNIT MIXED-USE WITH 4,150 SF OF COMMERCIAL AND 98 PARKING SPACES IN SUBTERRANEAN GARAGE	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	12/1/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00612	721	EAST COLORADO BLVD.	3	NEW SIGNAGE FOR "TOTAL WINE"	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	12/14/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00607	2616-2620	EAST COLORADO BLVD.	4	NEW FAÇADE IMPROVEMENTS FOR "PASADENA CHILDRENS DENTISTRY"	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	12/13/2017	ACTIVE	NA	Staff
COA	PLN2017-00614	1484	NORTH CHESTER AVE	2	REPLACE SIX WINDOWS AND TWO PATIO DOORS WITH NEW WINDOWS	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	12/14/2017	ACTIVE	NA	Staff
COA	PLN2017-00615	703	EAST CLAREMONT ST	5	REPLACE ALL WINDOWS	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	12/14/2017	ACTIVE	NA	staff
COA	PLN2017-00617	1039	NORTH HOLLISTON AVE	2	ENLARGE WINDOWS ON FRONT ELEVATION OF A NON-CONTRIBUTING HOUSE IN BUNGALOW HEAVEN	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	12/15/2017	ACTIVE	NA	Staff
APPEAL APPLICATION	PLN2017-00453	301	EAST COLORADO BLVD.	3	APPEAL OF A DECISION BY THE D&HP STAFF OF APPLICATION FOR MASTER SIGN PLAN.	Amanda Landry (626)744-7137 alandry@cityofpasadena.net	12/21/2017	ACTIVE	2/27/2018	DC
MASTER SIGN PLAN	PLN2017-00625	928	EAST COLORADO BLVD.	7	NEW SIGNAGEFOR FOR THE DUSIT D2 HOTEL	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	12/21/2017	ACTIVE	NA	Staff
COA	PLN2017-00622	1208	NORTH CATALINA AVE	2	REBUILD A GARAGE VISIBLE FROM THE STREET	Rodrigo Pelayo (626) 744-7309 rpelayo@cityofpasadena.net	12/20/2017	ACTIVE	NA	Staff
CONSOLIDATED DESIGN REVIEW	PLN2017-00620	111	NORTH LAKE AVE	3	NEW SIGNAGE FOR MAGIC CLEANERS	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	12/19/2017	ACTIVE	NA	Staff
FINAL DESIGN REVIEW	PLN2017-00634	2900	EAST DEL MARL BLVD.	4	NEW INDEPENDENT AND ASSISTED LIVING BUILDINGS AT LAS ENCINAS HOSPITAL.	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	12/28/2017	ACTIVE	3/13/2018	DC

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
CONCEPT DESIGN REVIEW	PLN2017-00632	170	SOUTH EUCLID AVE	4	CONSTRUCTION OF A NEW 5-STORY MIXED USED BUILDING.	Kevin Johnson (626)744-7806 kevinjohnson@cityofpasadena.net	12/27/2017	ACTIVE	2/27/2018	DC

**ACRONYMS**

<b>Acronym</b>	<b>Case Description</b>	<b>Review Body</b>
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.

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



**PLANNING &  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

Monthly Activity Report  
**DECEMBER, 2017**

**Permits & Valuation**

	<i>Month Dec-17</i>	<i>Month Dec-16</i>	<i>YTD FY 2018</i>	<i>YTD FY 2017</i>
<b>Total Value</b>	\$ 5,410,709	\$ 13,832,783	\$ 52,021,628	\$ 72,385,818
<b>Total Permits</b>	225	244	1566	1495
<b>Residential - New</b>				
Valuation	\$ 324,739	\$ 1,086,372	\$ 7,410,355	\$ 22,234,753
Permits	1	1	16	23
<b>Residential - Rehab</b>				
Valuation	\$ 2,088,947	\$ 3,088,566	\$ 19,510,891	\$ 17,122,579
Permits	161	178	1204	1179
<b>Non-Residential - New</b>				
Valuation	\$ 726,390	\$ 550,000	\$ 1,258,325	\$ 1,958,223
Permits	1	1	2	2
<b>Non-Residential - Rehab</b>				
* Valuation	\$ 2,270,633	\$ 9,107,845	\$ 23,842,057	\$ 31,070,263
Permits	62	64	344	291

**Fees Collected**

Permit and Plan Check	\$ 295,381	\$ 488,822	\$ 2,929,375	\$ 2,703,699
Residential Development Impact	\$ 30,252	\$ 27,163	\$ 803,759	\$ 1,080,734
Transportation Improvement Fee	\$ 2,890	\$ 9,380	\$ 99,308	\$ 222,445
Construction Tax	\$ 101,017	\$ 268,361	\$ 886,121	\$ 1,284,158

**Fees Waived**

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

**Other**

Inspections	2,056	2,422	13,358	14,926
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**PLANNING &  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

Monthly Activity Report  
**DECEMBER, 2017**

**PLAN CHECK OVER \$ 500,000**

1655 N FAIR OAKS AVE

New construction of a 9-unit condominium building @ 12,435 square feet, with semi-subterranean garage @ 6,750 square feet  
Project value \$ 2,030,000

1665 N FAIR OAKS AVE

New construction of a 7-unit condominium building @ 12,395 square feet, with semi-subterranean garage @ 5,285 square feet  
Project value \$ 1,879,000

1451 LINDA VISTA AVE

New construction of a 2-story single-family residence with attached garage @ 5,445 square feet and pool cabana @ 300 square feet  
Project value \$ 619,613

1185 PARKVIEW AVE

New construction of a 2-story single-family residence with attached garage @ 4,635 square feet, with basement @ 4,351 square feet and covered deck @ 400 square feet  
Project value \$ 900,000

**BUILDING PERMITS OVER \$ 500,000**

799 N LAKE AVE

New construction of fast food restaurant @ 4,836 square feet (McDonald's)  
Project value \$ 726,390

## New Code Compliance Cases – December 2017

Complaint Type	Number of Complaints
General Property Maintenance	39
Signage	5
Zoning Violations	15
Overgrown Vegetation	8
Improper Occupancy	7
Abandoned Bulky Items	1
Tree (damaged, dead, or hazardous)	3
Noise	6
Construction (Hours, Illegal)	6
Junk and Debris	1
Inoperable Veh. Storage	1
CUP Violations	2
Commercial Veh. In Residential	1
Vacant BLD/ Vacant Lot	6
Cert. Of Code Compliance	1
Life/Safety Violation	3

<b>Total New Cases Opened</b>	<b>105</b>
<b>Average Time for 1<sup>st</sup> Inspection</b>	<b>3.4 days</b>
<b>Number of Cases Closed</b>	<b>48</b>
<b>Number of Cases Remaining Open</b>	<b>57</b>