



MEMORANDUM

TO: Miguel Márquez, City Manager

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

DATE: January 26, 2023

SUBJECT: Monthly Activity Reports: December 2022

Attached are the following reports:

Planning:

- 1) New Zoning Cases – Eleven current planning (zoning) projects were submitted in December 2022.
- 2) Zoning Cases of Communitywide Significance – Four ongoing Major Construction projects as of December 1, 2022. 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.

Code Compliance:

101 new cases were opened, 237 inspections were completed and 114 cases were closed; the average response time for an initial inspection was approximately 4 days. There were 55 Presale certificates issued and 235 Quadrennial rental units inspected.

Building and Safety:

597 building and subtrade permits were issued with a valuation of \$8,455,011; and 3,143 building inspections were completed. 11 ADU permits were issued.

All Reports can be found at this link:

<https://www.cityofpasadena.net/planning/monthly-activity-reports/>

Planning and Community Development - New Zoning Cases

CASE #	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
407	COC2022-00005	1538		Locust St.	2	Certificate of Compliance for CE#406 to consolidate two lots into one.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	12/12/22	Staff
406	CE #406	1538		Locust St.	2	Consolidate two lots into one.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	12/08/22	HO
7080	ZENT2022-00163	146	S	Lake Ave.	7	Admin CUP for alcohol sales Pasta Uovo	Eduardo Galdamez (626) 744-6817 egal-contractor@cityofpasadena.net	12/13/22	Staff
7088	ZENT2022-00165	69	W	Green St.	6	Admin CUP for alcohol sales Le Chateau de Tien Tao	Eduardo Galdamez (626) 744-6817 egal-contractor@cityofpasadena.net	12/20/22	Staff
7094	ZENT2022-00166	1392	E	Washington Blvd.	2	Admin CUP for alcohol sales Woon	Eduardo Galdamez (626) 744-6817 egal-contractor@cityofpasadena.net	12/22/22	HO
7096	ZENT2022-00167	445	E	Walnut St.	3	UPGRADE ALCOHOL LICENSE FROM TYPE 20 OFF-SALE BEER AND WINE TO TYPE 21 OFF-SALE GENERAL	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	12/27/22	Staff
7079	ZENT2022-00162	1385		El Mirador Dr.	6	65 square foot addition to an existing split-level single-family residence to enclose an existing balcony at the rear of the dwelling.	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	12/09/22	HO
11965	ZENT2022-00160	1239		Dominion Ave.	2	Minor Variance to encroach within the required front yard setback for a 128 square foot addition.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	12/05/22	HO
7081	ZENT2022-00164	3280		Las Lunas St.	4	Remodel of existing single-story SFR, demo of unpermitted patio, and addition	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	12/13/22	Staff

Planning and Community Development - New Zoning Cases

CASE #	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
7097	ZENT2022-00169	85		San Miguel Rd.	6	SCP to exceed the median plus 35% for the conversion of an existing front porch and addition to rear of residence.	Philip Coronel (626) 744-7123 pcolonel@cityofpasadena.net	12/29/22	Staff
11964	ZENT2022-00159	731	E	Washington Blvd.	5	VHR #11964 to request relief from residential covered parking requirement	Katherine Moran (626) 744-6740 kmoran@cityofpasadena.net	12/05/22	HO

Planning and Community Development - Major Zoning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
Planned Development	37	740	E	Green St	7	PD for mixed-use project with 273 units; AHCP to exceed FAR and height	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	07/24/18	CC
Planned Development	40	444	N	Fair Oaks Avenue	5	PD to allow 206 residential units	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	06/12/20	CC
Conditional Use Permit	6737	150	E	Colorado Blvd.	6	Seven-story mixed-use project consisting of 191,250 gross square feet (14,000 sf retail; 29,000 sf restaurant), 98 residential units, and 401 parking spaces. Approvals requested include: 1) CUP (major construction >25k); 2) Variance for building height; 3) Variance to reduce minimum commercial depth; 4) MCUP for shard parking (reduced parking); 5) MCUP for tandem parking (nonresidential); 6) MCUP for triple stack parking (nonresidential); and 7) Private tree removal permit to remove one protected tree.	Jason Van Patten (626) 744-6760 jvanpatten@cityofpasadena.net	03/18/19	HO
Conditional Use Permit	6926	2915	E	Colorado Blvd.	4	CUP to allow the construction of a new 135,064 square-foot vehicle sales structure. A CUP is required for Major Project exceeding 25,000 square feet of gross floor area & CUP for Vehicle Services - Sales and Leasing use. The application includes a Minor Variance to deviate from setback requirement along Colorado Boulevard & 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 Cases

CASE TYPE	CASE #		ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
OTHER			Citywide		Housing Element: 2022-2029 Cycle Development	David Sanchez (626) 744-6707 dasanchez@cityofpasadena.net	-	CC
OTHER			Citywide		METRO Grant Administration	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	-
OTHER			Citywide	-	Climate Action Plan Implementation	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	-
OTHER			Citywide	-	Multifamily Objective Design Guidelines	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	-
OTHER			Citywide	-	Accessory Dwelling Unit Zoning Code Amendment	David Sanchez (626) 744-6707 dasanchez@cityofpasadena.net	-	-
OTHER			Citywide	-	Emergency Shelter Zoning Code Amendment	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	-	-
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	Anita Cerna (626) 744-6767 acerna@cityofpasadena.net	-	PC/CC

Planning and Community Development - Community Planning Cases

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
MP	2020-01-MPA	135	N	Oakland Avenue	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.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	03/02/20	CC
MP	MP2021-00003	405	S	Euclid	6	Master Plan for Mayfield Junior High School of the Holy Child Jesus.	Melanie Hall (626) 744-7101 mhall@cityofpasadena.net	05/11/21	CC
MP	2022-00006	324		Madeline	6	Incorporation of Merwin Property (267 W. State St.) into Westridge Campus by changing zoning from RS-4 to PS zone, as well as installation of new accessory structures, shade structures, cold food storage, and master plan time extension.	Melanie Hall (626) 744-7101 mhall@cityofpasadena.net	04/11/22	PC
PPR	2022-00007	851	E	Washington	2	Remodel existing building and add three floors of SRO units and three floors of subterranean parking; construct new building on adjacent vacant parcel (1383 Prime Ct) with three floors of SRO units and three floors of subterranean parking.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	09/01/22	CC
PPR	2022-00008	861	E	Walnut	5	Demolition of existing building and construction of a six-story assisted living/memory care facility and 60 subterranean parking spaces	Steven Counts (626) 744-7096 scounts@cityofpasadena.net	09/15/22	CC
MP	2022-00008	169	S	St. John	6	Amendment to Maranatha Master Plan to incorporate Fowler Gardens parcel.	Martin Potter (626) 744-6710 mpotter@cityofpasadena.net	11/29/22	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
DHP2022-00483	MASTER SIGN PLAN	786	SOUTH	FAIR OAKS AVE	6	FOR NEW 100,285 SF 4-STORY MEDICAL OFFICE BUILDING WITH SUBTERRANEAN PARKING	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/2/2022	STAFF
DHP2022-00482	CERTIFICATE OF APPROPRIATENESS	964	NORTH	HOLLISTON AVE	2	FOR NEW GYM AND PATIO ADDITION AT REAR	B. KEATING (626)744-7309 rkeating@cityofpasadena.net	12/2/2022	STAFF
DHP2022-00484	CERTIFICATE OF APPROPRIATENESS	1270		TOPEKA ST	2	2ND STORY ADDITION TO AN EXISTING TWO-STORY SINGLE-FAMILY HOUSE	R. DUONG (626)744-7346 rduong@cityofpasadena.net	12/6/2022	STAFF
DHP2022-00485	CERTIFICATE OF APPROPRIATENESS	964	NORTH	HOLLISTON AVE	2	FOR NEW 298 SQUARE-FOOT REAR ADDITION	B. KEATING (626)744-7309 rkeating@cityofpasadena.net	12/6/2022	STAFF
DHP2022-00487	HISTORIC RESOURCE EVALUATION	580	WEST	MONTANA ST	1	FOR AN UNSURVEYED SFR (1923)	Michelle Anderson mand-contractor@cityofpasadena.net	12/7/2022	STAFF
DHP2022-00486	HISTORIC RESOURCE EVALUATION	405		ALPINE ST	7	FOR UNSURVEYED SFR BUILT IN 1950	Michelle Anderson mand-contractor@cityofpasadena.net	12/7/2022	STAFF
DHP2022-00488	HISTORIC RESOURCE EVALUATION	3801	EAST	FOOTHILL BLVD	4	FOR UNSURVEYED COMMERCIAL BUILDING CONSTRUCTED CA. 1958	Michelle Anderson mand-contractor@cityofpasadena.net	12/8/2022	STAFF
DHP2022-00489	FINAL DESIGN REVIEW	256	NORTH	MICHIGAN AVE	5	CONSTRUCTION OF A NEW 34-UNT CONDO BUILDING WITH 68 SUBTERRANEAN PARKING SPACES. PROJECT INCLUDES 32.5% DENSITY BONUS	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/8/2022	DC
DHP2022-00490	HISTORIC RESOURCE EVALUATION	689		PALISADE ST	1	FOR AN UNSURVEYED SFR (1951)	Michelle Anderson mand-contractor@cityofpasadena.net	12/9/2022	STAFF
DHP2022-00491	MINOR CHANGE TO APPROVED PROJECT	1000	EAST	WALNUT ST	5	FOR REVISIONS TO BALCONY AND LANDSCAPING	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/15/2022	STAFF
DHP2022-00492	HISTORIC RESOURCE EVALUATION	656	SOUTH	OAK KNOLL AVE	7	SFR ORIGINALLY CONSTRUCTED IN 1905 AND REBUILT IN 1947.	Michelle Anderson mand-contractor@cityofpasadena.net	12/16/2022	STAFF
DHP2022-00493	HISTORIC RESOURCE EVALUATION	72	SOUTH	GRAND AVE	6	16-UNIT CONDOMINIUM MASTER PLANNED BY BUFF & HENSMAN WITH 1930s ORIGINAL BUILDING AND 1983 ADDITION	Michelle Anderson mand-contractor@cityofpasadena.net	12/16/2022	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
DHP2022-00494	CONSOLIDATED DESIGN REVIEW	235	EAST	COLORADO BLVD	3	NEW WALL AND PROJECTING SIGN FOR "NAIL'D IT LONDON"	B. KEATING (626)744-7309 rkeatinge@cityofpasadena.net	12/16/2022	STAFF
DHP2022-00495	HISTORIC RESOURCE EVALUATION	243		ANNADALE RD	6	NON-SURVEYED SFR CONSTRUCTED IN 1937 AND PROPOSED FOR MAJOR REMODEL.	Michelle Anderson mand-contractor@cityofpasadena.net	12/16/2022	STAFF
DHP2022-00496	LANDMARK DESIGNATION	420	SOUTH	GREENWOOD AVE	7	LANDMARK DESIGNATION FOR SFR BUILT IN 1935	B. KEATING (626)744-7309 rkeatinge@cityofpasadena.net	12/20/2022	HPC
DHP2022-00497	CONSOLIDATED DESIGN REVIEW	117	EAST	COLORADO BLVD	3	ADD NEW SERVICE DOOR (NEW OPENING) AND EXTERIOR LIGHT FIXTURES.	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	12/21/2022	STAFF
DHP2022-00498	CERTIFICATE OF APPROPRIATENESS	829	EAST	CLAREMONT ST	5	CONVERT PORCH TO HABITABLE SPACE AND 188 SF ADDITION	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/21/2022	STAFF
DHP2022-00499	PRELIMINARY CONSULTATION	555	NORTH	MENTOR AVE	5	CONSTRUCTION OF A 3-STORY, 42-UNIT RESIDENTIAL BUILDING WITH ONE LEVEL OF SUBTERRANEAN PARKING	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	12/22/2022	DC
DHP2022-00500	CERTIFICATE OF APPROPRIATENESS	1127		SUNSET AVE	3	ENTRY DOOR REPLACEMENT (BANBURY OAKS LANDMARK DISTRICT)	B. KEATING (626)744-7309 rkeatinge@cityofpasadena.net	12/23/2022	STAFF
DHP2022-00501	CERTIFICATE OF APPROPRIATENESS	1550		KENMORE RD	7	WINDOW REPLACEMENT/CHANGE SIZE IN SURVEYED DISTRICT (1952) KENMORE ROAD LANDMARK DISTRICT	R. DUONG (626)744-7346 rduong@cityofpasadena.net	12/23/2022	STAFF
DHP2022-00502	HISTORIC RESOURCE EVALUATION	1161		SUMMIT AVE	3	HRE FOR DUPLEX BUILT IN 1912 DUE TO PROPOSED WINDOW REPLACEMENTS	Michelle Anderson mand-contractor@cityofpasadena.net	12/27/2022	STAFF
DHP2022-00503	HISTORIC RESOURCE EVALUATION	1320		WYNN RD	4	HRE OF SFR CONSTRUCTED IN 1957 AND PROPOSED FOR FRONT WINDOW ALTERATIONS.	Michelle Anderson mand-contractor@cityofpasadena.net	12/27/2022	STAFF
DHP2022-00504	HISTORIC RESOURCE EVALUATION	2304		DUDLEY ST	4	HRE OF NON-SURVEYED SFR CONSTRUCTED IN 1945 AND PROPOSED FOR MAJOR FRONT ALTERATIONS.	Michelle Anderson mand-contractor@cityofpasadena.net	12/27/2022	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	
DHP2022-00505	CERTIFICATE OF APPROPRIATENESS	1055		WORCESTER AVE	3	REACTIVATION OF PREVIOUSLY-APPROVED AND NOW EXPIRED REQUEST FOR A NEW BATHROOM WINDOW OPENING AT THE SIDE ELEVATION (PLN2008-00078)	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/28/2022	STAFF
DHP2022-00506	CONSOLIDATED DESIGN REVIEW	150	EAST	COLORADO BLVD	6	EXPEDITED CNSL FOR NEW SIGN FOR "MOSTUDIO"	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/29/2022	STAFF
DHP2022-00507	HISTORIC RESOURCE EVALUATION	2439		PALOMA ST	4	HRE OF NON-SURVEYED SFR CONSTRUCTED IN 1936 AND PROPOSED FOR FRONT WINDOW ALTERATIONS.	Michelle Anderson mand-contractor@cityofpasadena.net	12/30/2022	STAFF
DHP2022-00508	CERTIFICATE OF APPROPRIATENESS	1660		CASA GRANDE ST	2	DEMO OF (E) 2-CAR GARAGE, CONSTRUCTION OF (N) 2-CAR GARAGE AND 1,022 S.F. REAR ADDITION	R. DUONG (626)744-7346 rduong@cityofpasadena.net	12/30/2022	STAFF
DHP2022-00509	HISTORIC RESOURCE EVALUATION	151	SOUTH	WILSON AVE	7	HRE OF NON-SURVEYED MFR CONSTRUCTED IN 1945 AND PROPOSED FOR DEMOLITION.	Michelle Anderson mand-contractor@cityofpasadena.net	12/30/2022	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

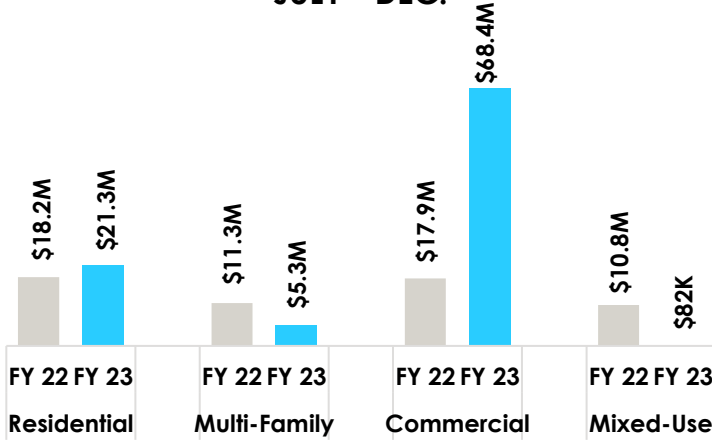
NEIGHBORHOOD & BUSINESS SERVICES

MONTHLY ACTIVITY REPORT

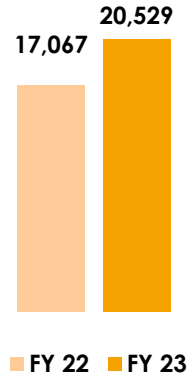


DEVELOPMENT ACTIVITY (Year Over Year Comparison)

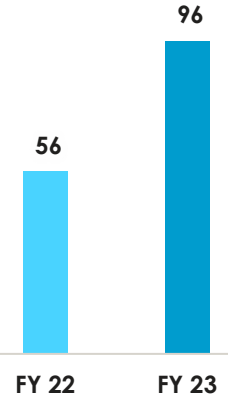
**BUILDING PERMITS ISSUED (VALUATION)
JULY - DEC.**



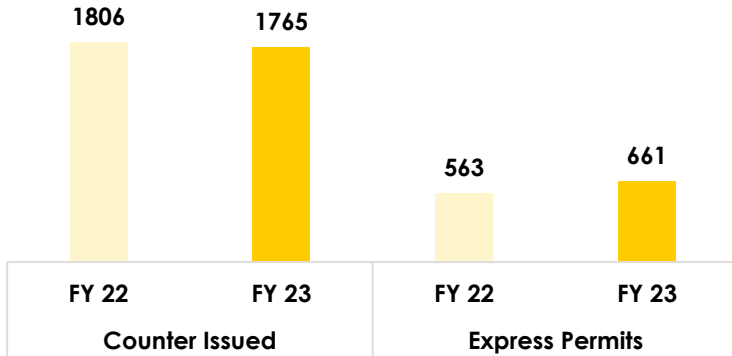
**BLD. INSPECTIONS
JULY - DEC.**



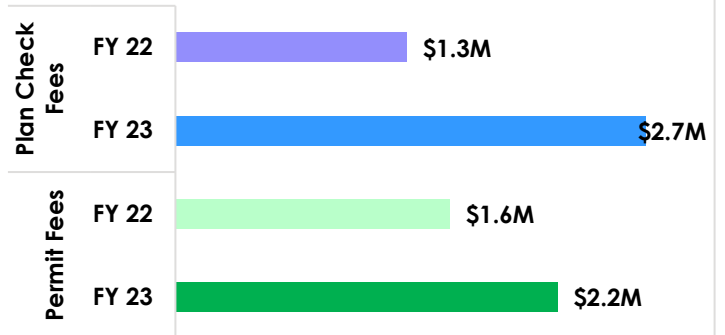
**ADU PERMITS
ISSUED
JULY - DEC.**



SUB-TRADE PERMITS ISSUED, JULY - DEC.



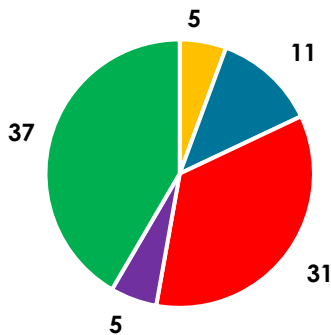
PERMIT REVENUES, JULY - DEC.



CODE COMPLIANCE ACTIVITY (DEC. ACTIVITY)

NEW CODE COMPLIANCE CASES - 101

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



Presale Certificates Issued:	55
Quadrennial Units Inspected:	235
Zoning/Property Maintenance Inspections:	237
Average Response Time for Initial Inspection:	4
Cases Resolved (Closed):	114