



MEMORANDUM

TO: Miguel Márquez, City Manager

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

DATE: February 1, 2024

SUBJECT: Monthly Activity Reports: December 2023

Attached are the following reports:

Planning:

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

211 new cases were opened, 439 inspections were completed and 269 cases were closed. There were 70 Presale certificates issued and 115 Quadrennial rental units inspected..

Building and Safety/Permit Center:

556 building and subtrade permits were issued with a valuation of \$8,560,263; 13 ADU permits were issued; and 3,557 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
	PPC2023-00005	560	S	San Rafael Ave.	6	PPC for 1,279 square-foot addition in hillside.	Jennifer Driver (626) 744-6756 jdriver@cityofpasadena.net	12/28/23	HO
11975	ZENT2024-00001	1585		Lombardy Rd.	7	Minor Variance to permit a 5' tall wall where 4' is permitted.	Jasmine Heredia (626) 744-6817 jheredia@cityofpasadena.net	12/28/23	HO
11438	ZENT2024-00002	224	N	Fair Oaks Ave.	3	Sign Exception to modify existing sign per SE #11438 (condition #4).	Jasmine Heredia (626) 744-6817 jheredia@cityofpasadena.net	12/28/23	HO
7201	ZENT2023-00137	3745		Landfair Rd.	4	NDP#7201: Neighborhood Development Permit for first floor addition visible from the public right of way.	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	12/22/23	HO
422	COCO2023-00009	1668	N	Sierra Bonita Ave.	2	CC #422 to confirm legality of vacant lot at 1688 N Sierra Bonita Ln.	Alison Walker (626) 744-6742 awalker@cityofpasadena.net	12/20/23	HO
7200	ZENT2023-00136	141	N	Grand Ave.	1	CUP#7200: Conditional Use Permit to establish a Cultural Institution use (Pasadena Showcase House).	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	12/18/23	HO
7193	ZENT2023-00135	411	W	Colorado Blvd.	1	CUP to establish wall standards in the OS zone.	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	12/18/23	HO
83194	ZENT2023-00129	250	E	Union St.	3	Time extension application for VTTM #83194.	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	12/06/23	HO

Planning and Community Development - New Zoning Cases

CASE #	TIDEMARK #/ ENERGOV #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	REVIEW BODY
83197	ZENT2023-00130	253	S	Los Robles Ave.	6	Time extension application for TTM #83197.	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	12/06/23	HO
82751	ZENT2023-00131	700	N	Orange Grove Blvd.	3	Time extension application for VTTM #82751.	Ivan Galeazzi (626)744-7124 igaleazzi@cityofpasadena.net	12/06/23	HO
7188	ZENT2023-00128	460	S	Arroyo Pkwy.	6	CUP #7188 to allow Animal Services, Boarding land use (K-9 Loft) within the CD-6 zone. The proposed use would provide for the boarding of small animals for a period of over 48-hours and would include an outdoor dog play area adjacent to the parking lot.	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	12/05/23	HO
7186	ZENT2023-00127	43	E	Union St.	3	Admin CUP to upgrade alcohol license to type 47 license for Perle.	Joseph Weaver (626) 744-3813 joweaver@cityofpasadena.net	12/04/23	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 project proposes to vacate the dead-end section of Nina Street.	Beilin Yu (626) 744-6726 byu@cityofpasadena.net	09/16/21	PC/CC

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.	Lillian Mensah (626) 744-6792 lmensah@cityofpasadena.net	09/15/21	PC/CC
SP				Citywide	_	General Plan Implementation/Specific Plan Updates. Currently working on the 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 and Zoning Entitlement Extensions 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.	Lillian Mensah (626) 744-6792 lmensah@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
DHP2023-00381	CERTIFICATE OF APPROPRIATENESS	980	NORTH	CATALINA AVE	2	WINDOW REPLACEMENT THROUGHOUT THE HOUSE (BUNGALOW HEAVEN LD)	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/5/2023	STAFF
DHP2023-00382	HISTORIC RESOURCE EVALUATION	1307		LINCOLN AVE	1	FOR FIVE UNSURVEYED COMMERCIAL BUILDINGS (1307-1309, 1355 LINCOLN AVE) BUILT B/T 1922-1965.	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/5/2023	STAFF
DHP2023-00383	CERTIFICATE OF APPROPRIATENESS	933	NORTH	HUDSON AVE	5	WINDOW REPLACEMENT THROUGHOUT HOUSE (WASHINGTON SQUARE LD)	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	12/6/2023	STAFF
DHP2023-00385	CONSOLIDATED DESIGN REVIEW	300	EAST	COLORADO BLVD	6	LANDSCAPE/HARDSCAPE IMPROVEMENTS AND NEW ENTRY PORTAL, PASEO SIGN(S), BANDSHELL, PLAY STRUCTURE, BALCONY/COVERED PATIO, SHADE/SAIL ELEMENTS AND SIMILAR	R. DUONG (626)744-7346 rduong@cityofpasadena.net	12/6/2023	STAFF
DHP2023-00386	HISTORIC RESOURCE EVALUATION	713		LOCUST ST	3	NON-SURVEYED APARTMENT BUILDINGS CONSTRUCTED BETWEEN 1904 AND 1959	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/7/2023	STAFF
DHP2023-00387	CONSOLIDATED DESIGN REVIEW	1355	NORTH	RAYMOND AVE	1	REPLACEMENT OF 58 WINDOW SASHES AT LA PINTORESCA LIBRARY	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/7/2023	STAFF
DHP2023-00388	MINOR CHANGE TO APPROVED PROJECT	710	NORTH	FAIR OAKS AVE	3	PROPOSED CHANGES TO THE WEST ELEVATION OF BUILDING B	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	12/7/2023	STAFF
DHP2023-00389	HISTORIC RESOURCE EVALUATION	1317		SOLITA RD	1	NON-SURVEYED SFR CONSTRUCTED IN 1967 AND PROPOSED FOR A SECOND-STORY ADDITION	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/7/2023	STAFF
DHP2023-00390	CERTIFICATE OF APPROPRIATENESS	1063	EAST	HOWARD ST	2	FRONT AND REAR ADDITION TO A NON-CONTRIBUTING PROPERTY	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/7/2023	STAFF
DHP2023-00391	CERTIFICATE OF APPROPRIATENESS	1085		SUNSET AVE	3	COA FOR A 400 SF 1-STORY ADDITION AND CONVERT (E) CARPORT TO AN ENCLOSED GARAGE (BANBURY OAKS LD)	R. DUONG (626)744-7346 rduong@cityofpasadena.net	12/7/2023	STAFF
DHP2023-00392	CERTIFICATE OF APPROPRIATENESS	753	NORTH	MICHIGAN AVE	5	COA FOR NEW GATES, FENCE AND PLANTER BOX OUTSIDE KITCHEN WINDOW (BUNGALOW HEAVEN HISTORIC/LANDMARK DISTRICT)	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/11/2023	STAFF
DHP2023-00393	HISTORIC RESOURCE EVALUATION	555		FILLMORE ST		FOR SFR BUILT IN 1945	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/12/2023	STAFF
DHP2023-00394	HISTORIC RESOURCE EVALUATION	1190		YOCUM ST	6	FOR SRF BUILT IN 1979	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/12/2023	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
DHP2023-00395	HISTORIC RESOURCE EVALUATION	1444	NORTH	HILL AVE	2	FOR SFR BUILT IN 1940 DUE TO PROPOSED ADDITIONS	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/12/2023	STAFF
DHP2023-00396	HISTORIC RESOURCE EVALUATION	1651	SOUTH	OAK KNOLL AVE	7	FOR SFR BUILT IN 1930	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/12/2023	STAFF
DHP2023-00397	CERTIFICATE OF APPROPRIATENESS	540	SOUTH	MARENGO AVE	6	FOR REAR BALCONY REPLACEMENT FOR C IN SOUTH MARENGO HISTORIC DISTRICT	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/12/2023	STAFF
DHP2023-00398	HISTORIC RESOURCE EVALUATION	901	SOUTH	EUCLID AVE	7	FOR UNSURVEYED SFR CONSTRUCTED IN 1940	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/14/2023	STAFF
DHP2023-00399	HISTORIC RESOURCE EVALUATION	341		STANTON ST	1	FOR UNSURVEYED SFR CONSTRUCTED IN 1930	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/14/2023	STAFF
DHP2023-00400	HISTORIC RESOURCE EVALUATION	432	NORTH	LAKE AVE	5	FOR COMMERCIAL BUILDING BUILT IN 1973	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/19/2023	STAFF
DHP2023-00401	CONSOLIDATED DESIGN REVIEW	411	WEST	COLORADO BLVD	1	FOR REPAIR AND RESTORATION OF EXTERIOR TILE AND NEW EXTERIOR WALL AT NORTON SIMON MUSEUM	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/19/2023	STAFF
DHP2023-00402	HISTORIC RESOURCE EVALUATION	745		LADERA ST	5	FOR UNSURVEYED SFR CONSTRUCTED CA. 1942	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/19/2023	STAFF
DHP2023-00403	CERTIFICATE OF APPROPRIATENESS	627	SOUTH	EUCLID AVE	7	ADDITION/REMOVAL OF WINDOWS AT WEST ELEVATION	S. CISNEROS (626)744-7219 scisneros@cityofpasadena.net	12/20/2023	STAFF
DHP2023-00404	FINAL DESIGN REVIEW	1501	EAST	WALNUT ST	2	FOR A NEW 4-STORY, 46,458 SF 83-UNIT SRO BUILDING	E. SISSI (626) 744-6738 esissi@cityofpasadena.net	12/22/2023	DC
DHP2023-00405	HISTORIC RESOURCE EVALUATION	1793		GLEN AVE	1	FOR AN UNSURVEYED SFR (1925)	K. JOHNSON (626) 744-7806 kevinjohnson@cityofpasadena.net	12/27/2023	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.

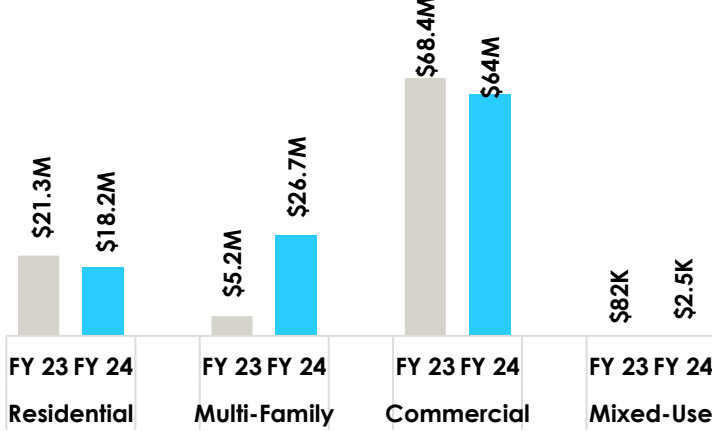
Acronym	Review Body
CC	City Council
DC	Design Commission
HO	Hearing Officer
PC	Planning Commission
BZA	Board of Zoning Appeals

NEIGHBORHOOD & BUSINESS SERVICES

MONTHLY ACTIVITY REPORT

DEVELOPMENT ACTIVITY (Year Over Year Comparison)

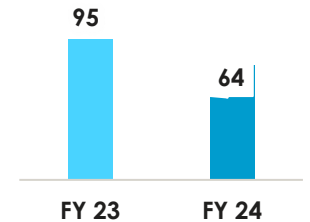
**BUILDING PERMITS ISSUED (VALUATION)
JULY - DEC.**



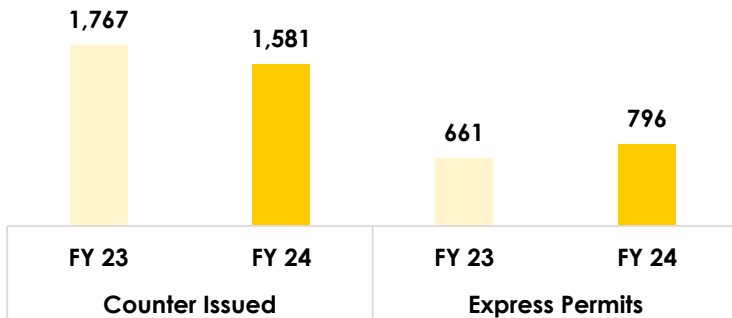
**BLD. INSPECTIONS
JULY - DEC.**



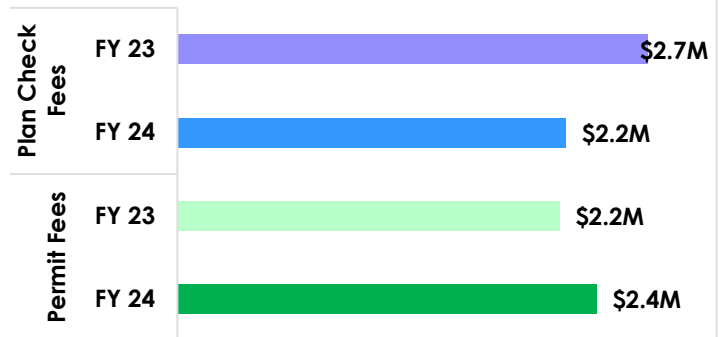
**ADU PERMITS
ISSUED
JULY - DEC.**



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



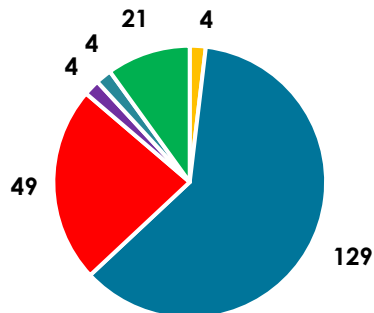
PERMIT REVENUES, JULY - DEC.



CODE COMPLIANCE ACTIVITY (DECEMBER ACTIVITY)

NEW CODE COMPLIANCE CASES - 211

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



Presale Certificates Issued:	70
Quadrennial Units Inspected:	115
Zoning/Property Maintenance Inspections:	439
Cases Resolved (Closed):	269