



## MEMORANDUM

**TO:** Steve Mermell, City Manager  
**FROM:** David M. Reyes, Director of Planning & Community Development  
**DATE:** December 22, 2016  
**SUBJECT:** Monthly Activity Reports

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Attached are the following reports:

### Planning

- 1) New Zoning Cases - 14 current planning (zoning) projects submitted in November 2016.
- 2) Zoning Cases of Communitywide Significance - Five Major Construction projects as of December 1, 2016. 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. No new Major Construction projects were submitted in November.
- 3) Community Planning Active Cases - Planned Developments, 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) In November, 2016, there were 119 new Code Compliance cases opened, of which, 74 of the cases have been closed and 45 remain open. The average response time for an initial inspection was 3 calendar days from the date the complaint was received. Attached is a monthly report for new Code Compliance cases opened in November, 2016.

Reports can also be found here at this link:

<http://www.cityofpasadena.net/PlanningandDevelopment/>

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
MCUP	6507	160	S	Grand Avenue	6	MCUP to allow expansion / alternation by adding a new deck in RS zone (five existing units).	Jason Van Patten (626) 744-6760	11/02/16	New Case: assigned		HO
MCUP	6508	2456	E	Mountain Street	4	MCUP to expansion of non-conforming use to add / convert 400 SF storage room (behind a 2 car garage) with direct access from living space above.	Jason Van Patten (626) 744-6760	11/03/16	New Case: assigned		HO
PPC	2016-00573	54	S	San Marino Avenue	7	PPC to demolish existing homes and construct three new SFR with subterranean parking.	Carlos Chacon (626) 744-7123	11/08/16	New Case: assigned		Staff
CUP	6510	150	N	Vinedo	4	CUP for vehicle storage use associated with existing auto body shop located at 2639 East Foothill Boulevard	Robert Avila (626) 744-6776	11/08/16	Incomplete		HO
HDP	6512	1428		Capinero Drive	6	HDP for 577 SF concrete deck at rear yard with underneath storage area. Variance to encroach into rear yard setback.	Kent Lin (626) 744-6817	11/09/16	New Case: assigned		HO
EUP	6511	95	N	Marengo Ave.	3	EUP for existing theater (Parson's Nose) to install wall partitions, stage, storage, etc.	Bellin Yu (626) 744-6726	11/09/16	New Case: assigned		HO
AHCP	11859	711	E	Walnut	3	AHCP for demo of existing buildings and development of new density bonus, mixed-use project (115 units, 11,273 SF commercial space) and AHCP to incl. FAR and height.	Jason Killebrew (626) 744-7096	11/17/16	Incomplete		HO

PASADENA - NEW ZONING CASES

November 2016

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
VTTM	74184	711	E	Walnut	3	VTTM for demo of existing buildings and development of new density bonus, mixed-use project (115 units, 11,273 SF commercial space) and AHCP to incl. FAR and height.	Jason Killebrew (626) 744-7096	11/17/16	Incomplete		HO
PPC	2016-00595	973	E	Del Mar	7	PPC of existing 4,187 SF of existing buildings and construct 13 unit condominium (13,858 with subterranean parking).	Jason Killebrew (626) 744-7096	11/21/16	New Case: assigned		Staff
TTM	74215	104	E	Orange Grove Blvd.	5	TTM for the creation of 21 new air parcels for previously approved 21-unit condominium project.	Jason Killebrew (626) 744-7096	11/17/16	New Case: assigned	01/18/17	HO
CUP	6514	2363	E	Colorado Blvd.	4	CUP to allow the sale of full alcohol for off-site consumption for an existing restaurant (Dickey's BBQ).	Carlos Chacon (626) 744-7123	11/22/16	New Case: assigned		HO
AHCP	11860	747	E	Green St.	7	AHCP for a 72-unit mixed-use project with 5,365 sf of ground floor commercial and 173 parking spaces. Proposed concessions for floor area and building height.	Beilin Yu (626) 744-6726	11/28/16	New Case: assigned		HO
PPC	2016-00604	389		Linda Vista Ave.	6	PPC for addition of 545 square feet, conversion of the existing garage and construction of a new two-car garage.	Jason Van Patten (626) 744-6760	11/29/16	New Case: assigned		Staff
PPC	2016-00605	1645	N	Lake Avenue	1	PPC to demolish four units and construct a City of Gardens project with seven new multi-family units	Kent Lin (626) 744-6817	11/30/16	New Case: assigned		Staff

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: The Hospital is proposing to amend its master plan which includes the reconfiguration of the plan's boundary area, rehabilitation, demolition, and new construction that will occur in phases over the next 20 years.	Ha Ly	12/03/09	Complete: scheduled	12/14/16	PC
MP	2012-00451	50-72	S	San Gabriel Blvd.	4	Walden School: A 10-Year Master Plan consisting of five phases. A 2-story classroom of 12,910 sq. ft. will be constructed along with a series of smaller buildings. No increase in enrollment will occur. Will go to City Council for final review. PC hearing 3/26/14: continued to date uncertain.	Ha Ly	10/19/12	On hold per applicant	TBD	PC/CC
MP	2014-00157	135	N	Oakland Ave.	3	Fuller Seminary: Amend the boundaries of the previously approved Master Plan 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 will also have to be modified.	Ashley Hefner	04/20/14	Completing environmental	TBD	PC/CC
MP	2015-00341	1700		Lida St.	6	Art Center College of Design: 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.	Ha Ly	06/23/15	Completing environmental	TBD	PC/CC

CASE TYPE	CASE #			ADDRESS	CC DIST	BRIEF DESCRIPTION	CASE PLANNER	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
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.	Ha Ly	10/15/15	Developing Recommendation	TBD	PC/CC
OTHER				Citywide	-	Housing Element: Implementation Process	Joanne Hwang	-	On-going	-	Other
OTHER				Citywide	-	Climate Action Plan	Ana Espanola	-	Developing Recommendation	TBD	PC/CC
ZCA				Citywide	-	Interim Development Process / PD Policy Amendment	David Sinclair	-	Developing Recommendation	TBD	PC/CC
ZCA				Citywide	-	Mansionization: Phase 2	Martin Potter	-	Developing Recommendation	TBD	PC/CC
ZCA				Citywide	-	Mansionization: Phase 3 (HD, HDSR, HD-1)	Martin Potter	-	Developing Recommendation	01/11/17	PC

## NEW DESIGN & HISTORIC PRESERVATION APPLICATIONS

CASE TYPE	CASE NUMBER	ADDRESS			CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
CSDR	PLN2016-00568	30	W	GREEN STREET	6	REMOVE EXTERIOR STUCCO, AWNINGS, TILE COPING.	Ashley Hefner (626) 744-7101	11/3/16	active	NA	staff
PC	PLN2016-00569	245	S	LDS ROBLES AVE	6	CONVERT OFFICE BUILDING TO RESIDENTIAL CONDOMINIUM 66 UNITS AND ADD 65 UNITS ABOVE EXISTING PARKING GARAGE AT CORDOVA AND EUCLID	Kevin Johnson (626) 744-7806	11/3/16	active	1/10/17	DC
MSP	PLN2016-00567	678	E	WALNUT ST	3	MASTER SIGN PLAN FOR 678 E. WALNUT MIXED USE BUILDING & 177 N. HUDSON AVE MIXED USED BUILDING	Jason Wasmund (626) 744-6916	11/3/16	active	NA	Staff
COA	PLN2016-00571	970	N	MICHIGAN AVE	2	REPLACE TWO WINDOWS FACING DRIVEWAY WITH MATCHING WOOD WINDOWS	Ashley Hefner (626) 744-7101	11/7/16	active	NA	staff
COA	PLN2016-00572	527		LA LOMA ROAD	6	ADD FRONT PORCH TO NON CONTRIBUTING HOUSE	Amanda Landry (626) 744-7137	11/7/16	active	NA	Staff
CSDR	PLN2016-00583	25	E	CALIFORNIA BLVD.	6	TWO WALL SIGNS FOR ABBOTT CONSTRUCTION - ONE FACING STREET AND ONE FACING PARKING LOT	Jason Wasmund (626) 744-6916	11/9/16	active	NA	Staff
PC	PLN2016-00575	500	S	RAYMOND AVE	6	DEMOLISH EXISTING BUILDING, BUILD NEW OFFICE BUILDING FOR SOUTHER CALIFORNIA PUBLIC RADIO AND SUBTERRANEAN PARKING.	Kevin Johnson (626) 744-7806	11/8/16	active	1/25/17	staff
CAP	PLN2016-00579	545	N	WILSON AVE	5	MAJOR CHANGE TO APPROVED PROJECT TO REMOVE TWO PROTECTED TREES.	Kevin Johnson (626) 744-7806	11/9/16	active	NA	staff
CSDR	PLN2016-00578	54	E	HOLLY STREET	3	REPLACE TWO EXISTING GROUND FLOOR DOORS, NEW WINDOW FACING ALLEY AT EXISTING INFILLED OPENING	Amanda Landry (626) 744-7137	11/9/16	active	NA	Staff
CDR	PLN2016-00586	2900	E	DEL MAR BLVD.	4	RELOCATE TWO BUILDINGS, DEMOLISH ONE BUILDING, CONSTRUCT TWO NEW SENIOR LIVING BUILDINGS WITH UNDERGROUND PARKING AT SOUTH SIDE OF CAMPUS	Kevin Johnson (626) 744-7806	11/14/16	active	2/14/17	DC
COA	PLN2016-00585	1165		TOPEKA ST	2	NEW WOOD DRIVEWAY GATE	Ashley Hefner (626) 744-7101	11/10/16	active	NA	Staff
COA	PLN2016-00588	1119		WOTKYN DRIVE	1	AFTER THE FACT REPLACEMENT OF TWO WINDOWS	Ashley Hefner (626) 744-7101	11/16/16	active	NA	Staff
COA	PLN2016-00592	875	N	MICHIGAN AVE	5	REBUILD ORIGINAL PORTE-COCHERE	Ashley Hefner (626) 744-7101	11/17/16	active	NA	Staff
PC	pln2016-00593	180	S	EUCLID AVE	6	31 RESIDENTIAL UNITS ABOVE 2 LEVELS OF SUBTERRANEAN PARKING	Kevin Johnson (626) 744-7806	11/21/16	active	1/24/17	DC
COA	PLN2016-00596	930	N	MICHIGAN AVE	2	RESTORE STUCCO PORCH WALL, REPLACE DINING ROOM WINDOW, REPLACE KIT CHEN WINDOW	Jason Wasmund (626) 744-6916	11/21/16	active	NA	staff
FDR	PLN2016-00594	290	E	COLORADO BLVD.	6	STOREFRONT MODIFICATION FOR NEW RESTAURANT "GREAT MAPLE"	Kevin Johnson (626) 744-7806	11/21/16	active	12/20/16	DC
CSDR	PLN2016-00598	75	N	FAIR OAKS AVE	3	NEW MDNUMENT SIGN	Jason Wasmund (626) 744-6916	11/22/16	active	Na	Staff
PC	PLN2016-00600	3452	E	FOOTHILL BLVD.	4	REDESIGN EXISTING PANDA INN BUILDING, CONSTRUCT 2 NEW RESIDENTIAL BUILDINGS WITH 258 UNITS AND 4 LEVELS OF PARKING	Ashley Hefner (626) 744-7101	11/23/16	active	2/14/17	DC
PC	PLN2016-00601	262	N	LDS ROBLES AVE	3	DEMOLISH EXISTING BUILDINGS-291 unit multi family residential use with 2 subterranean levels of parking.	Ashley Hefner (626) 744-7101	11/23/16	active	1/24/17	DC
PC	PLN2016-00606	1645	N	LAKE AVE	1	DEMOLISH EXISTING BUILDINGS, CONSTRUCT 7 RESIDENTIAL UNITS ABOVE SUBTERRANEAN PARKING	Ashley Hefner (626) 744-7101	11/30/16	active	NA	Staff

PASADENA - MAJOR ZONING CASES

UPDATED October 24, 2016

CASE TYPE	CASE #	ADDRESS			CC DIST	BRIEF DESCRIPTION	CASE PLANNER & PHONE #	RECEIVED DATE	CURRENT STATUS	MEETING DATE	REVIEW BODY
CUP	6172	922-936	E	Green St.	7	Mixed-Use Project - Demo existing buildings and construct a mixed-use project with 14,791 sf of commercial and 45 residential units.	Luis Rocha (626) 744-6747	03/05/14	Incomplete	-	HO
CUP	6294	262	N	Los Robles Ave.	3	Los Robles Urban Housing Project - Demolish 172 units and construct 291 apartment units in four buildings. 1) Amend Fuller Seminary Master Plan; 2) Vesting Tentative Tract Map; and 3) Tree Removal.	David Sanchez (626) 744-6707	01/29/15	Preparing Environmental	-	HO
CUP	6421	33	E	Walnut	3	Ayzenberg - Demolition of 21,543 square foot commercial building and construction of four-story, 46,408 square foot commercial office building with a maximum height of 75 feet and 28 on-site parking stalls.	Jason Killebrew (626) 744-7096	02/08/16	Incomplete	-	HO
CUP	6452	535	E	Union	3	Olivewood Village North - Mixed-use project for construction of 11,373 sf of commercial and 86 units 1) CUP for Density Bonus over 35% 2) AHCP for FAR 3) AHCP for height 6) Tree Removal for 4 protected trees.	David Sanchez (626) 744-6707	02/08/16	Preparing Environmental	-	HO
PD	35	3202	E	Foothill Blvd.	4	Space Bank - 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	07/08/16	Preparing Environmental	-	CC

**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  
**NOVEMBER, 2016**  
Permits & Fees

**Permits & Valuation**

	<u>Month</u> <u>Nov-16</u>	<u>Month</u> <u>Nov-15</u>	<u>YTD</u> <u>FY 2017</u>	<u>YTD</u> <u>FY 2016</u>
<b>Total Value</b>	\$ 9,194,543	\$ 13,351,932	\$ 58,553,035	\$ 69,787,431
<b>Total Permits</b>	244	256	1251	1451
<b>Residential - New</b>				
Valuation	\$ 1,070,853	\$ 1,326,519	\$ 21,148,381	\$ 20,413,632
Permits	6	6	22	17
<b>Residential - Rehab</b>				
Valuation	\$ 2,817,925	\$ 3,357,828	\$ 14,034,013	\$ 21,627,680
Permits	198	194	1001	1168
<b>Non-Residential - New</b>				
Valuation	\$ 1,408,223	\$ 5,500,000	\$ 1,408,223	\$ 7,700,000
Permits	1	1	1	2
<b>Non-Residential - Rehab</b>				
* Valuation	\$ 3,897,542	\$ 3,167,585	\$ 21,962,418	\$ 20,046,119
Permits	39	55	227	264

**Fees Collected**

Permit and Plan Check	\$ 458,434	\$ 347,371	\$ 1,877,155	\$ 2,688,489
Residential Development Impact	\$ 23,647	\$ 142,348	\$ 1,053,571	\$ 1,508,687
Transportation Improvement Fee	\$ 2,745	\$ 21,959	\$ 213,065	\$ 196,720
Construction Tax	\$ 143,735	\$ 228,428	\$ 1,015,797	\$ 1,200,054

**Fees Waived**

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

**Other**

Inspections	2,399	2,435	12,504	11,182
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**PLANNING &  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

Monthly Activity Report  
**NOVEMBER, 2016**  
Development Processing Section

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

245 S LOS ROBLES AVE

Conversion of 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> floors from offices to 35 residential units @ 44,847,000 square feet  
Project value \$ 2,056,593

1200 E CALIFORNIA BLVD

New construction of a 3-story dormitory building @ 96,200 square feet (Caltech)  
Project value \$ 16,780,166

1382 LOCUST AVE

Remodel and alteration to existing building for future medical office @ 11,687 square feet  
Project value \$ 809,000

30 S BERKELEY AVE

New construction of a 2-story auto dealer showroom @ 3,240 square feet, with service bays @ 1,881 square feet (Crown City Motors)  
Project value \$ 531,935

1645 ORLANDO RD

New construction of a 2-story single family residence @ 8,559 square feet with detached garage @ 665 square feet  
Project value \$ 992,985

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

2116 E VILLA ST

New construction of a 1-story educational building @ 9,500 square feet (Villa Esperanza Services)  
Project value \$ 1,408,233

303 CORDOVA ST

Tenant improvement of a hotel @ 128,020  
square feet (Sheraton)  
Project value \$ 2,314,226

790 E COLORADO BLVD

Tenant improvement of office space @ 12,300  
square feet (Spec Suites)  
Project value \$ 674,865

## New Code Compliance Cases - November, 2016

Complaint Type	Number of Complaints
General Property Maintenance	37
Zoning Violations	22
Overgrown Vegetation	9
Tree Removal/Maintenance	8
Signage	8
Construction Complaint (hours, etc.)	8
Attractive Nuisance	5
Junk and Debris	4
Trash Cans	4
Improper Occupancy	3
Illegal Construction	3
Inoperable Vehicles	3
Noise	2
Yard Sale	1
Home Occupation Permit	1
Violation of Conditions	1

<b>Total New Cases Opened:</b>	<b>119</b>
<b>Average Response Time for 1st Inspection</b>	<b>3 Calendar Days</b>
<b>Number of Cases Closed</b>	<b>74</b>
<b>Number of Cases Remaining Open</b>	<b>45</b>
<b>Percentage of Cases Closed</b>	<b>62%</b>