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**CITY OF SIERRA MADRE**  
**PLANNING COMMISSION MINUTES**  
Regular Meeting of  
Thursday, August 17, 2017 at 7:00 p.m.  
City Council Chambers, 232 W. Sierra Madre Blvd.

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**CALL TO ORDER**

Chair Spears called the meeting to order at 7:01 p.m.

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**ROLL CALL**

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**Present:** Chair Spears, Vice Chair Hutt, Commissioners Desai, Frierman-Hunt  
**Absent:** Commissioner Pevsner  
**Staff:** Vincent Gonzalez, Director of Planning and Community Preservation  
Leticia Cardoso, Planning Manager  
Jennifer Peterson, Administrative Analyst  
Theresa Highsmith, City Attorney

**APPROVAL OF AGENDA**

Commissioner Frierman-Hunt moved to approve the agenda. Vice Chair Desai seconded. Motion carried unanimously.

**APPROVAL OF MINUTES OF AUGUST 3, 2017**

Commissioner Desai moved to approve the minutes. Vice Chair Hutt seconded. Motion carried unanimously.

**AUDIENCE COMMENTS**

Charlie Kissinger  
Brookside Ln

Mr. Kissinger spoke about the street blockage of Vista Circle without notification. He stated he was concerned with the permit and notification process.

Director Gonzalez stated that this is being addressed as a Code Enforcement matter.

Michael Korota  
Theresa Ln

Mr. Korota inquired about water meter moratorium.

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46 City Attorney Highsmith explained that this is a council issue and that moratorium will  
47 remain in effect until council lifts it.

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49 **DISCUSSION**

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51 **1. REGISTRATION OF VACANT PROPERTIES**

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53 Director Gonzalez delivered the staff report.

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55 Vice Chair Hutt voiced concerns about the privacy of the list as far as who would  
56 maintain and have purview.

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58 The Commission discussed if the list would extend to other zones. They agreed by  
59 consensus to focus on residential properties, regardless of zone.

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61 The Commission reviewed the draft ordinance and made changes as needed.

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63 **Action: Commissioner Desai moved and Commissioner Hutt seconded to have**  
64 **staff return with a draft ordinance to be considered at a public hearing.**

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66 **2. NONCONFORMING USES ORDINANCE**

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68 Planning Manager Cardoso delivered the Staff Report.

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70 The Commission discussed issues that they would like to address further in their review  
71 of the ordinance and directed staff to provide information regarding permitted uses and  
72 parking requirements in the Commercial Zone for their discussion regarding  
73 nonconformances in this zone, as well as a cross-reference between staff's  
74 recommended issues for discussion and the corresponding City of Pasadena  
75 nonconforming ordinance section. The Commission agreed that more research and  
76 discussion is needed.

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79 **ORAL COMMUNICATION**

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81 **Audience**

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83 None.

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85 **Planning Commission**

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87 Commissioner Frierman-Hunt announced that Leslee Hinton had submitted her  
88 resignation from the Planning Commission. She said that she was sorry to see her go.  
89 The Commissioners all echoed her sentiment.

90

91 **Planning & Community Preservation Staff**

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93 Director Gonzalez reviewed the items for upcoming meetings.

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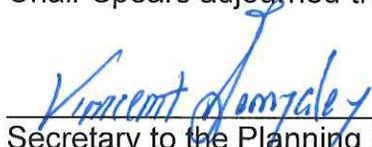
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96 Chair Spears adjourned the Planning Commission meeting at 10:15 p.m.

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Secretary to the Planning Commission

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Vincent Gonzalez, Director of Planning & Community Preservation

