

---

# PLANNING COMMISSION MEETING

City Council Chamber  
232 W. Sierra Madre Blvd.  
Sierra Madre, California  
Thursday,  
January 21, 2018  
7:00 P.M.

---

- I. **ROLL CALL** Chair Hutt, Vice-chair Denison, Commissioners Catalano, Desai, Pevsner, Spears
- II. **AGENDA** Approval of Agenda
- III. **APPROVAL OF MINUTES** Approval of Minutes from the Regular Planning Commission Meeting on [February 7, 2019](#).
- IV. **AUDIENCE COMMENTS** At this time, any person may address the Planning Commission concerning any item that is not listed on the agenda. The Planning Commission welcomes your participation and input. When addressing the Planning Commission, please begin by stating your name and address for the record. Please limit your comments to no more than four (4) minutes in order to provide for an orderly and timely meeting.
- 

## V. **PUBLIC HEARING**

1. [DESIGN REVIEW PERMIT 18-03 \(DRP 18-03\)](#)

Address: 193 Oak Meadow Road  
Applicant: Michael and Ljubica Reinhart  
Continued from January 17, 2019

The Planning Commission will conduct a public hearing continued from January 17, 2019 to consider DRP 18-03 to allow the construction of a new 3,413-square-foot single story, single family residence with a 297-square foot workshop attached to an existing 720-square-foot garage on the property located at 193 Oak Meadow Road. The project was modified to achieve a code compliant project.

Pursuant to SMMC Section 17.20.027.C.3, a Design Review Permit is required to allow any new construction with allowable gross floor area for all structures on a single lot greater than eleven thousand and one square feet that exceeds 3,500 square feet of floor area.

2. [CONDITIONAL USE PERMIT 19-01 \(CUP 19-01\)](#)

Address: 154 West Sierra Madre Boulevard  
Applicant: Amie Hanrahan

A request to establish a dancing school use (a dance academy) of 2,823 square feet on the ground floor tenant space in an existing building at 154 W. Sierra Madre Boulevard; and a joint use parking agreement with Christ Church Sierra Madre.

Pursuant to SMMC Section 17.36.020(E), a CUP is required to establish an Educational

Facility--Dancing School use in an existing commercial building in the C (Commercial) Zone.

Pursuant to SMMC Section 17.68.060(D)(2)[Joint Use] allows a maximum of one hundred percent of the parking facilities (spaces) for a church to be supplied for a primarily daytime use. The proposed dancing school is required to meet the off-street parking space requirement of SMMC Section 17.68.020(B)(1) – Business, General (Dancing Academy).

## VI. ORAL COMMUNICATION

### 1. Audience

This is an additional opportunity for any person to address the Planning Commission on an item that is not on the Agenda. When addressing the Planning Commission, please begin by providing your name and address for the record. Please keep comments to no more than four (4) minutes to assure an orderly and timely meeting.

### 2. Planning Commission Reports

### 3. Planning and Community Preservation Staff Reports

## VII. ADJOURNMENT

### **INFORMATION TO THE PUBLIC**

The Planning Commission will consider the last item at 10:30 p.m. and they will adjourn the meeting by 11:00 p.m. The Planning Commission will continue all unfinished business to an adjourned meeting on the following Thursday at 7:00 p.m. or to a different time and date certain.

Copies of the Agenda are available for your convenience at the rear of the Council Chambers. State legislation (Govt. Code Section 54954.2) limits the Planning Commission's ability to take action on specific requests. Govt. Code Section 54954.2 limits the placement of items on the Agenda for action 72 hours prior to meetings, except for specific findings.

No action or discussion may be undertaken by the Planning Commission on any item if not posted on the agenda, except that Commissioners or staff may briefly respond to statements made or questions posed by the public, a Council member or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. A Commissioner or the Planning Commission itself may provide a reference to staff to report back to the Planning Commission at a subsequent meeting concerning any matter or may direct staff to place a matter of business on a future agenda.

### **REQUIRED FINDINGS**

Conditional Use Permit and Variance considerations are "quasi-judicial" decisions made by the Planning Commission. As such, these decisions may be challenged in court. Accordingly, courts require an adequate "record" to exercise judicial review. This means that the documentation supporting the approval or denial of a project must include an explanation of how the Planning Commission processed the raw information and evidence considered in reaching its decision. The California Supreme Court has laid down distinct, definitive principles of law detailing the need for findings when a public agency approves or denies a project while acting in a "quasi-judicial" roll. This decision is based upon the case, *Topanga Assoc. For a Scenic Community v. County of Los Angeles* ("Topanga"). The "Topanga" court outlined the following 5 purposes for making findings:

- Provide a framework for making principled decisions, enhancing the integrity of the administrative process;
- Facilitate orderly analysis and reduce the likelihood the agency will randomly leap from evidence to conclusions;
- Serve a public relations function by helping to persuade the parties that the administrative decision making is careful, reasoned, and equitable;
- Enable the parties to determine whether and on what basis they should seek judicial review and remedies; and,
- Apprise the reviewing court of the basis for the agency's decision.

For more information on the necessary "Findings" that the Planning Commission must make, please contact the Development Services Department at (626) 355-7138.

Source: Curtin's California Land Use & Planning Law, Daniel