

1
2
3
4
5
6
7
8
9

**CITY OF SIERRA MADRE
PLANNING COMMISSION MINUTES**

Regular Meeting of
Thursday, December 18, 2025 at 5:30 p.m.
City Council Chambers, 232 W. Sierra Madre Blvd.

10
11
12
13
14
15
16
17
18

CALL TO ORDER/ROLL CALL MEMBERS OF THE PLANNING COMMISSION

Chair Denison called the meeting to order at 5:30 p.m. Planning Director Lin called the roll.

Present: Chair Thomas Denison, Vice-Chair Patrick Simcock, Commissioners Kevin Brennan, Christine Moran, and Yong Yoo

Also Present: Clare Lin, Planning Director
Joshua Wolf, Senior Planner
Katelyn Huang, Assistant Planner
Julia Homaechearria, Deputy City Attorney
Brent Bartlett, Fire Chief

19
20
21
22
23
24
25

APPROVAL OF MEETING AGENDA

Chair Denison asked for a motion to approve the agenda as presented.

Commissioner Yoo made a motion to approve the agenda as presented.

Commissioner Moran seconded the motion.

Ayes: Chair Denison, Vice-Chair Simcock, Commissioner Brennan, Commissioner Moran, and Commissioner Yoo

Noes:

Absent:

Abstain:

31
32
33
34

The motion to approve the agenda as presented was approved by a unanimous voice vote by all commissioners present.

35
36
37
38
39
40

COUNCIL LIAISON REPORT

Mayor Pro Tem Gene Goss updated the Planning Commission, noting that at the recent City Council reorganization meeting, Robert Parkhurst was honored for his service as mayor, Kris Lowe was elected mayor, Goss was elected Mayor Pro Tem, and the next City Council meeting is scheduled for January 13.

41
42
43
44
45
46
47
48

COMMUNITY INPUT

Anne and Martha Petalan

704 Valley Vista Drive

Anne Petalan and her mother Martha Petalan discussed their concerns about fire hazards due to uncleared brush behind their property. Chair Denison informed them that the Planning Commission doesn't manage brush clearing and suggested they contact the fire department's non-emergency line for assistance.

49
50
51
52
53
54

CONSENT

A. APPROVAL OF THE DECEMBER 4, 2025, PLANNING COMMISSION MEETING MINUTES

Commissioner Brennan noted that the December 4 minutes incorrectly list him as abstaining from the October 16 minutes; the abstention was by Commissioner Moran.

55 Vice Chair Simcock made a motion to approve the December 4, 2025, Meeting Minutes as
56 amended.

57

58 Commissioner Yoo seconded the motion.

59

60 Ayes: Chair Denison, Vice-Chair Simcock, Commissioner Brennan, Commissioner
61 Moran and Commissioner Yoo

62 Noes:

63 Absent:

64 Abstain:

65

66 The motion to approve the December 4, 2025, Planning Commission Meeting Minutes with
67 the suggested correction passed by a unanimous voice vote by all commissioners present.

68

69 **B. CANCELLATION OF THE REGULAR PLANNING COMMISSION MEETING ON**
70 **JANUARY 1, 2026**

71 Deputy City Attorney Homaechearria clarified that this consent item is informational for
72 general notice to the public and no action is necessary.

73

74

75 **PUBLIC HEARING**

76 Commissioners disclosed that there were no site visits or ex-parte contacts to report for the
77 public hearing items.

78

79 **A. DISCRETIONARY DEMOLITION PERMIT (DDP 25-03), A REQUEST TO ALLOW THE**
80 **COMPLETE DEMOLITION OF AN EXISTING SINGLE-FAMILY RESIDENCE BUILT IN**
81 **1910, AND DESIGN REVIEW PERMIT (DRP 25-01), A REQUEST FOR THE**
82 **CONSTRUCTION OR ADDITION OF ONE OR MORE DWELLING UNITS THAT**
83 **RESULT IN A SITE WITH THREE OR MORE DWELLING UNITS**

84 Assistant Planner Huang updated the application for 81 Victoria Lane. She stated that after
85 consulting with the Department of Housing and Community Development, staff and the city
86 attorney determined the state law cited by the applicant was not applicable to the proposal.

87

88 Following this determination, the applicant indicated he would be exploring different design
89 concepts for the property and was withdrawing his current application for the design review
90 and discretionary demolition permit. Huang advised the Commission that any future proposal
91 for this property may or may not require Planning Commission review depending on the type
92 of application or entitlements required.

93

94 Senior Planner Wolf noted that three public comments were received via email and
95 forwarded to the Planning Commission for consideration. No action was required by the
96 Commission on this item.

97

98 **B. TENTATIVE TRACT MAP 65348, CERTIFICATION OF AN ENVIRONMENTAL**
99 **IMPACT REPORT, AND APPROVAL OF A MITIGATION MONITORING AND**
100 **REPORTING PROGRAM FOR A PROPOSED NINE-LOT RESIDENTIAL**
101 **SUBDIVISION LOCATED AT 935 AND 965 EAST GRAND VIEW AVENUE**

102 Senior Planner Wolf presented the Ginkgo Stonehouse residential project, explaining that
103 the Commission's authority was advisory to the City Council. Deputy City Attorney
104 Homaechearria included details of the project's history, including a 2010 settlement
105 agreement following litigation.

106

107 The EIR considered two alternatives beyond the proposed project: Alternative 1 (No Project)
108 and Alternative 2 (Reduced Lot Size Design). Staff recommended approval of Alternative 2,

109 noting that it was environmentally superior to the proposed project, particularly regarding
110 biological resources and noise impacts.

111

112 The Commission raised questions with respect to Specific Conditions of Approval numbers
113 15, 17, and 22. With respect to hours of construction, the Commission recommended that
114 condition number 15 reference the updated noise ordinance. Regarding condition number
115 17, City Staff provided clarification on the authority of review for the project's Covenants,
116 Conditions and Restrictions. Regarding condition number 22, City Staff clarified that
117 individual lots are each subject to compliance with the Low Impact Development Ordinance
118 requiring a degree a stormwater capture.

119

120 Given that the Project as proposed included a fire access road extending north of the private
121 road, the Commission questioned whether the Project as proposed or Alternative 2 would be
122 more beneficial to the Fire Department for emergency services. Chief Bartlett clarified that
123 both options are sufficient for Fire Department access.

124

125 Chad Stadnicki, representing Ginkgo Stonehouse LLC, presented the applicant. He
126 requested the Commission approve the project as originally proposed rather than Alternative
127 2, arguing it offered larger, more community-compatible lots. He also questioned whether
128 Alternative 2 could be considered "environmentally superior" based on the EIR findings.

129

130 Eric Turner, Director of Environmental Services for VCS Environmental, provided clarification
131 on the Commission's discretion regarding the selection of an environmentally superior
132 project.

133

134 **COMMUNITY INPUT**

135 Gene Pfaffinger

136 891 East Grandview Ave

137 Ms. Pfaffinger expressed concerns that the EIR failed to include a 100-year-old carriage
138 house structure that sits on the property line. She preferred Alternative 2 as it would provide
139 more privacy and less overlooking of her property. She also expressed concerns about
140 drainage issues and construction noise.

141

142 **DELIBERATION**

143 During deliberation, the Commission found that although Alternative 2 was marginally
144 environmentally superior, the differences were not substantial enough to justify
145 recommending it over the Project as proposed. Commissioners also noted that the larger
146 lots in the original proposal would be more appealing to potential buyers and more
147 consistent with the hillside character of the area.

148

149 After discussion, the Commission voted on two separate actions:

150

- 151 1. Motion to certify the Environmental Impact Report (EIR) and adopt the Mitigation
152 Monitoring and Reporting Program (MMRP) was made by Commissioner Brennan.

153

154 Vice Chair Simcock seconded the motion.

155

156 Ayes: Chair Denison, Vice-Chair Simcock, Commissioner Brennan, Commissioner
157 Moran, and Commissioner Yoo

158

159 Noes:

160 Absent:

161 Abstain:

162 The motion to certify the Environmental Impact Report (EIR) and adopt the Mitigation
163 Monitoring and Reporting Program (MMRP) as presented, was passed by a
164 unanimous voice vote by all commissioners present.
165

166 2. Motion to approve Tentative Tract Map 65348 as proposed with amendments to specific
167 conditions as discussed during the meeting was made by Vice Chair Simcock.
168

169 Commissioner Moran seconded the motion.
170

171 Ayes: Chair Denison, Vice-Chair Simcock, Commissioner Brennan, Commissioner
172 Moran, and Commissioner Yoo

173 Noes:

174 Absent:

175 Abstain:
176

177 The motion to approve Tentative Tract Map 65348 as proposed with amendments to
178 specific conditions as presented, was passed by a unanimous voice vote by all
179 commissioners present.
180

181 **PLANNING COMMISSION REPORTS**

182 Commissioner Moran announced she would be taking leave in February and is expected to
183 return in March.
184

185 Commissioner Brennan mentioned the Planning Commissioner's Academy in March 2026 in
186 Anaheim, noting he was planning to attend and would look into whether Sierra Madre was a
187 member city, which would affect the cost of attendance.
188

189 **PLANNING & COMMUNITY PRESERVATION DEPARTMENT REPORTS**

190 Director Lin reported that the January 15, 2026 meeting will include the Design Review
191 Permit for the Meadows project. Chair Denison noted that commissioners should prepare
192 thoroughly for this meeting, as they are limited to three meetings to review the 42 homes in
193 this project before it would need to be forwarded to the City Council.
194

195 The meeting was adjourned to the next meeting on January 15, 2026.
196

197 **ADJOURNMENT**

198 The meeting was adjourned at 7:17 p.m.
199

200 

201 Secretary to the Planning Commission

202 Clare Lin, Planning Director