



**CITY OF SIERRA MADRE**  
**CITY COUNCIL REGULAR MEETING MINUTES**

SIERRA MADRE CITY COUNCIL  
SUCCESSOR AGENCY AND  
PUBLIC FINANCE AUTHORITY

**Tuesday, April 23, 2019 - 6:30 pm**

Sierra Madre City Hall Council Chambers  
232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

**CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL**

Mayor John Harabedian called the meeting to order at 6:32 p.m. City Clerk Sue Spears called the roll.

Present: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Absent: Council Member Rachelle Arizmendi (excused)

Also Present: Teresa Highsmith, City Attorney  
Laura Aguilar, Assistant City Clerk  
Henry Amos, Acting Police Lieutenant  
James Carlson, Management Analyst  
Chris Cimino, Director of Public Works  
Lori Garza, Associate Librarian  
Vincent Gonzalez, Planning & Community Preservation Director  
Miguel Hernandez, Human Resources Manager  
Jim Hunt, Interim Chief of Police  
Colby Konisek, Finance Director  
Kurt Norwood, Interim Fire Chief  
Jennifer Peterson, Administrative Analyst  
Jose Reynoso, Utility Services Director  
Rebecca Silva-Barrón, Community Services Manager  
Sue Spears, City Clerk

**PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION:**

Council Member Goss led the Pledge of Allegiance and read quotes from the following US Presidents: Grover Cleveland, William Howard Taft, Franklin Delano Roosevelt, Harry S. Truman, and George Herbert Walker Bush.

**APPROVAL OF AGENDA AS PRESENTED:**

Mayor Harabedian asked for a motion to approve the agenda as presented.

Mayor Pro Tem Capoccia moved to approve the agenda as presented.

Council Member Delmar seconded the motion to approve the agenda as presented.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Council Member Rachelle Arizmendi

The motion to approve the agenda as presented was passed with a vote of four (4) yes votes and one absent.

**APPROVAL OF MINUTES:**

Mayor Harabedian asked for the approval of the Minutes of the Regular Council Meeting of April 9, 2019.

Council Member Goss moved to approve the Minutes of the Regular Council Meeting of April 9, 2019 as presented.

Council Member Delmar seconded the motion to approve.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss  
Noes: None  
Absent: Council Member Rachelle Arizmendi  
Abstain: None

The motion to approve the Minutes of the Regular Council Meeting of April 9, 2019 as presented was passed with a vote of four (4) yes votes and one absent.

**MAYOR AND CITY COUNCIL REPORTS:**

- A. Mayor John Harabedian did not make a report.
- B. Mayor Pro Tem John Capoccia reported that, as the SM representative on the San Gabriel Council of Governments and participant on the Environmental Committee, he toured the CR&R Environmental Services (trash hauler) facility in Perris, CA, that does anaerobic digestion, which creates renewable natural gas.
- C. Council Member Rachelle Arizmendi was absent.
- D. Council Member Denise Delmar did not make a report.
- E. Council Member Gene Goss reported that he, along with Council Member Arizmendi and Mayor Pro Tem Capoccia, attended the newly formed Sierra Madre Library Foundation mixer in which there was good discussion about building a new library in Sierra Madre and an update on what the Foundation has been doing was provided.

**PUBLIC COMMENT ON NON-AGENDA ITEMS:**

Mayor Harabedian opened the meeting for Public Comment on items not on the agenda.

- David Gordon, President, Sierra Madre Playhouse, reported that (1) on May 3, 2019 @ 8:00 pm, the SM Playhouse will be showing the 100 years old silent film, "The Grim Game", starring Harry Houdini, (2) this showing is in collaboration with the Catalina Island Museum Silent Film Festival, and (3) tickets are available on the SM Playhouse website, with the profits being split between the SM Playhouse and the Catalina Island Museum.
- Liza Kerrigan, Sierra Madre, expressed concern with the Kersting Court redesign planning and requested consideration of a larger vision of Kersting Court being the center of Sierra Madre.
- Andrea Lin, Sierra Madre, expressed concerns with her neighbors and alleged harassment.
- Mary Lou Caldwell, Sierra Madre, reported that the Sierra Madre Kiwanis "Annual Boot Skootin Chili Cook-Off" will be held on May 11, 2019, @ 6:00 pm at the Sierra Madre Recreation Center, with tickets costing \$30.
- Marvin Holmes, Monrovia & Project Engineer, LA County Sanitation District, announced that a tentative agreement in their negotiations has been reached between the LA County Sanitation District Management and the Employee Union.

Mayor Harabedian asked if anyone else would like to come forward to speak on items not on the agenda. Seeing no one come forward, Mayor Harabedian closed Public Comment.

**PRESENTATION – PROCLAMATION IN RECOGNITION OF ARMENIAN GENOCIDE REMEMBRANCE DAY, APRIL 24, 2019**

Mayor Harabedian expressed that the City Council has presented this proclamation every year because the Armenian Genocide was the first genocide of the 20<sup>th</sup> Century and the perpetrators have not admitted or taken ownership of their actions. He said that genocide is still a current issue today in society, with ethnic cleansing and other atrocities taking place. Mayor Harabedian stated that the remembrance is to (1) honor those who have perished in all genocides, (2) stand up and say that, even on a local level, we do not tolerate it, (3) speak truth to power, and (3) declare that we stand with the victims, even if far from us. He thanked the members of the Armenian National Committee of America (ANCA) here today to accept this proclamation and said that it was the City Council's honor and privilege to do it this year and every year.

Mayor Harabedian read and presented a "Proclamation in Support and Recognition of Armenian Genocide Remembrance Day" to Shoghig Yepremian, Chair, and Boghos Patatian, Board Member, both from the Armenian National Committee of America (ANCA), Pasadena Chapter. Ms. Yepremian expressed appreciation for this proclamation, said that this is the 104<sup>th</sup> anniversary of Armenian Genocide Remembrance Day, and reported that, currently, 49 out of 50 states (except Mississippi) recognize the Armenian Genocide.

### PRESENTATION – UPDATE ATHENS SERVICES "GREEN INITIATIVES"

Christian Warner, Vice President, Athens Services, and Ed Chen, Director of Governmental Affairs, Athens Services, made an informational presentation that included a PowerPoint, titled "Athens' Green Initiatives". The main topics were:

- Material Recycling Facilities (MRF) – Athens Services currently owns two mixed waste MRF's in the City of Industry and the City of Sun Valley, with a third scheduled to be built in the City of Irwindale.
- Crown Construction & Demolition (C&D) Recycling Facility – Athens Services recently acquired and now owns Crown Construction & Demolition (C&D) Recycling Facility, located in the City of Sun Valley. This facility is now one of the highest diverting certified C&D facilities in CA, diverting roughly 85% of all inbound material.
- American Organics – Athens Services owns American Organics, an organic recycling facility (organic material is turned to compost) located in the City of Victorville.
- American Organics – Compost Benefits – Compost (1) has long-term positive effects in soils, improving their ability to hold nutrients and moisture and degrade pollutants, (2) reduces the need for synthetic fertilizer, (3) retains disease-preventing properties that promote healthy soils, which results in stronger, more resilient plants, (4) provides millions of microbes, (5) (some) feed on dead organic matter and some eat other microbes, and (6) as a group, they cycle nutrients, build the soil and give it structure, and create humus (retain more water and nutrients).
- American Organics – Soil Sequestration – Soils (1) hold more carbon than the atmosphere or plant and animal life combined and (2) degraded over the past centuries from human activities have lost a significant portion of their carbon content to the air. About 1/3 of the surplus CO<sub>2</sub> in the atmosphere driving climate change today has come from land management practices. On the other hand, carbon can be stored long-term in the soil, known as soil carbon sequestration, if plant materials that have already removed CO<sub>2</sub> from the air are returned to the soil in a stable form, such as by the application of compost to land. Studies show that one application of compost started a chain reaction of carbon sequestration that will last decades. One may infer that more compost and mulch applied to many types of land is the single greatest weapon in the fight to reduce the effects of climate change.
- Organics Screw Press (OSP) – Athens Services partnered with a domestic equipment manufacturer to develop a first of its kind organics screw press (OSP), which is a hydraulic screw press that looks very much like a large screw. The resulting liquid organics can then be used in multiple ways for diversion.
- Engineered Municipal Solid Waste Conversion (EMSW Conversion) – (1) Athens Services is taking low quality recyclables that have recently been banned from the recycling market due to the change in the laws in China (China Sword), (2) the material is harvested from the waste stream using special screens, optical sorters, and specialized grinders, in order to create a purposefully selected material, (3) this selected material is then used as Solid Recovered Fuel (SRF), which is used as an offset, or alternative to the use of coal in cement kilns, and (4) this process has had a tremendous positive impact on the carbon footprint of Athens' cities.
- Landfill Renewable Natural Gas (RNG) Conversion – (1) Athens Services has built and installed Compressed Natural Gas (CNG) stations at three of its operating yards where fleet trucks park daily, (2) CNG trucks are able to "slow fill" nightly, in order to maximize the amount of CNG that is paced into the tank, (3) Athens Services is able to use the RNG that comes from landfills, where it is processed and converted into CNG, and finally used to fill up the Athens CNG trucks at its three stations, and (4) the CNG is used instead of diesel fuel, which reduces the carbon footprint.

Mayor Harabedian ask the Council Members if they had any questions.

In response to Council Member questions, Mr. Warner said the following:

- Plan for Handling Restaurant Food Waste (response to AB1826 – commercial organics) – (1) AB1826 is currently in effect, with specific commercial customers being required to separate their organics, which Athens Services collects separately, (2) organics are already being taken to the Athens Services facility in Victorville to turn it into compost, thereby keeping it out of the landfills, (3) Sierra Madre is in compliance, but over time, it will be necessary for all commercial customers to separate their organics, and (4) discussions have begun with SM Staff and will be coming back to SMCC over the next few months for decisions regarding the costs involved, how to minimize rates, and stay in compliance with CA laws.
- AB1594 Goes into Effect January 2020 – Requires that Sierra Madre green waste must go someplace else other than a landfill. Athens Services will be able to take the green waste to its Victorville Facility and turn it into compost.
- Composting Process – Composting does not eliminate methane gas but reduces it by a large amount. The net amount of methane gas that is released into the air is much less with composting than if it is taken to the landfill and let sit for 30-50 years. It is estimated that there is an 85% – 95% diversion of keeping it out of the landfill through that process.
- Anerobic Digestion – Athens Services is partnering with LA County Sanitation to take a lot of the anerobic material to the LA County sanitation facility in Carson for anerobic digestion. Athens Services is also exploring anerobic digestion for itself to own.
- Reduction in Diesel Fuel Use – Athens Services has replaced all of its diesel trucks with CNG trucks and, as trucks are replaced, Sierra Madre will continue to see nice clean CNG trucks. Over time, the muffler noise will be reduced.

Mayor Harabedian commented that the problem of plastic recycling with the China Sword is the most pressing, with 80% of the plastic for recycling not being reused. Mayor Harabedian and the Council Members thanked Mr. Warner for his presentation and expressed that it was very informative.

#### **PRESENTATION – INTRODUCTION OF INTERIM CHIEF OF POLICE JIM HUNT**

Human Resources Manager Hernandez introduced Jim Hunt as the City's new Interim Police Chief. Mr. Hunt spent his previous 26-year law enforcement career (beginning in 1991) entirely with the City of Monrovia, where he rose through the ranks and retired as the Police Chief in 2017.

Mr. Hunt commented "It is truly an honor to be with the City of Sierra Madre public safety team and I look forward to working with the community and City Staff". He also expressed his emphasis on community and inclusiveness.

Mayor Harabedian and the other Council Members welcomed Mr. Hunt "to the team and the family."

#### **PRESENTATION – UNVEILING NEW SIERRA MADRE PUBLIC LIBRARY LOGO**

Associate Librarian Garza made an informational presentation that included a PowerPoint, titled "Sierra Madre Public Library", that concluded with the unveiling of the new Sierra Madre Public Library logo. The main topics were:

- Original 1950s Library Logo
- Second Library Logo
- Library & Community Services Logo
- Library Logo Now
- New Library Logo

#### **AGENDA ACTION ITEMS:**

##### **1. CONSENT CALENDAR:**

City Clerk Spears gave the following reports under the Consent Calendar:

- a) AUTHORIZATION TO EXPEND REGIONAL PARK AND OPEN SPACE DISTRICT GRANT FUNDS FOR THE KERSTING COURT PROJECT - Recommendation that the City Council appropriate grant expenditures and authorize payment to Lawrence R. Moss and Associates for landscape architecture in the amount of \$63,300.

- b) CITY COUNCIL LIAISON APPOINTMENTS AND CONSIDERATION OF RESOLUTIONS 19-15, 19-16, 19-17, AND 19-18 PERTAINING TO APPOINTMENTS OF VOTING DELEGATES TO LEAGUE OF CALIFORNIA CITIES, THE LOS ANGELES COUNTY SANITATION DISTRICT, SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS, AND CALIFORNIA JOINT POWERS INSURANCE AUTHORITY, RESPECTIVELY - Recommendation that the City Council approve Mayor Harabedian's City Liaison and Voting Delegate appointments to various commission and agencies and approve Resolutions 19-15, 19-16, 19-17, and 19-18 as required by the League of California Cities, Los Angeles County Sanitation District, San Gabriel Valley Council of Governments, and California Joint Powers Insurance Authority.
- c) CONSIDERATION OF RESOLUTION 19-19 TO TAKE CORRECTIVE ACTION REGARDING FEES ASSOCIATED WITH BUSINESS AND RESIDENTIAL ALARM PERMITS - Recommendation that the City Council approve Resolution 19-19 taking corrective action to fees associated with business and residential alarm permits
- d) CONSIDERATION OF RESOLUTION 19-12 DESIGNATING STREETS TO BE INCLUDED IN THE FY 2019-2020 STREET REHABILITATION PROGRAM - Recommendation that the City Council approve Resolution 19-12 designating certain streets to be included in the Fiscal Year 2019-2020 Street Rehabilitation Program.
- e) ADOPTION OF RESOLUTION 19-11 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS – Recommendation that the City Council approve Resolution 19-11 for approval of payment of City warrants in aggregate amount of \$127,971.32; Library warrants in the aggregate amount of \$3,491.69, and payroll transfer in the aggregate amount of \$340,084.83 for the fiscal year ending June 2019.

Mayor Harabedian asked if any Member of the Council had questions on Consent Items 1a – 1e.

In response to a question by Council Member Capoccia regarding Consent Item 1a, Public Works Director Cimino said that only \$16,000 has been expended for the architect, 1/3 of the way on conceptual designs.

In response to a question by Council Member Delmar regarding Consent Item 1b – Resolution 19-17, Mayor Harabedian stated that the changes were noted and corrected.

Mayor Harabedian opened the meeting for Public Comment on the Consent Items 1a – 1e. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion. No additional discussion occurred.

Council Member Goss made a motion to approve Consent Items 1a – 1e as presented.

Council Member Delmar seconded the motion for approval.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia (abstained from Consent Item 1d), and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Council Member Rachelle Arizmendi

Abstain: None

The motion to approve Consent Calendar Items 1a, 1b, 1c, and 1e as presented was passed with a vote of four (4) yes votes and one absent.

The motion to approve Consent Calendar Item 1d as presented was passed with a vote of three (3) yes votes, one abstain, and one absent.

**2. PUBLIC HEARING - CONSIDERATION OF RESOLUTION 19-14 APPLYING THE CALIFORNIA VEHICLE CODE AND TITLE 10 OF THE SIERRA MADRE MUNICIPAL CODE TO CERTAIN DESCRIBED PRIVATELY-OWNED AND MAINTAINED ROADS.**

Mayor Harabedian opened this item for Public Hearing.

Management Analyst Carlson reported on this item with the recommendation that the City Council take the following actions:

- a. Open a public hearing and take a testimony from any interested persons and/or the public.

- b. Adopt Resolution No. 19-14 applying the provisions of the California Vehicle Code and Title 10 (Vehicles and Traffic) of the Sierra Madre Municipal Code to certain privately-owned and maintained roads generally held open for use by the public for purposes of vehicular travel.
- c. If the above mentioned resolution is approved, the City Council would confirm the authority – but not the mandate – of California law enforcement officers, including police officers of the City of Sierra Madre and those authorized by the Chief of Police pursuant to Section 10.12.010 of the SMMC, to enforce all CVC and SMMC vehicular, traffic, and parking regulations on the following private roads:
  - Baldwin Court
  - Chaparral Road
  - Coburn Avenue
  - Michillinda Way
  - Monte Vista Lane
  - Mt. Wilson Trail Road
  - Nathaniel Terrace
  - Olive Tree Lane
  - Olvera Lane
  - Sunnyside Lane
  - Sunrise Hill
- d. Without the proposed resolution, City law enforcement officers would not be authorized to (1) enforce unsafe parking and driving practices or (2) prevent unauthorized traffic and road obstructions, which can obstruct public safety vehicles (including paramedic and fire suppression response).

In response to a question from Mayor Harabedian regarding why this issue is before Council, Mgmt. Analyst Carlson stated that the intention of the resolution is to prohibit any obstruction that would hinder our public safety departments from accessing places that they need to be. One example described related to the Santa Anita Fire that began on Chantry Road and quickly moved west toward Sierra Madre. Mgmt. Analyst Carlson cited that the first street fire responders were able to access the fire was on Sunrise Hill, a private road, and we would never want a private road to be obstructed.

Mayor Harabedian asked if there are examples of a private road being obstructed. City Attorney Highsmith stated that (1) there have been, which is a potential code enforcement and safety issue and (2) there is State legislation prohibiting blocking the access of a fire truck. She added that the broader issue is uniform public safety throughout the City because the City does not have the authority to enforce the vehicle codes on private roads, i.e. unsafe driving and speeding. In addition, City Attorney Highsmith said that the resolution would allow (but not require) law enforcement to do that. Another item mentioned is that this resolution does not prohibit residents/guests parking on their private streets.

In response to a question by Council Member Delmar, City Attorney Highsmith clarified that overnight parking permits are not required for private streets because it is private property and that there is no intention that the resolution would require such. She added that Sierra Madre private roads may not be gated off currently and the resolution would not change that.

Mayor Harabedian asked if anyone would like to come forward to comment on this item.

- Chris Adams, Sierra Madre, Mayor Harabedian entered into the record and read a letter from Mr. Adams opposing the resolution.
- Sam Glaze, Sierra Madre, asked about Forest Lane.

City Attorney Highsmith said that, for the record, Forest Lane is not part of the resolution. Public Works Director Cimino added that Forest Lane was removed from the list because it is a pass-through street, with no dead-end.

Mayor Harabedian addressed the audience and stated that private road residents should not be concerned if this resolution is passed, as the overnight parking on private roads without a permit will still be allowed.

- Tom Love, Sierra Madre, spoke about the issue, agrees that access for public safety staff is paramount, and asked for consideration that all private streets are not “equal”.
- Archie Chen, Sierra Madre, spoke in opposition to the resolution, specifically for Monte Vista Lane.

- Paul Jacobson, Sierra Madre, said that he is in partial agreement with the resolution, but would like it in writing regarding overnight parking on private streets.
- George Delaportilla, Sierra Madre, spoke in opposition to the resolution.
- Paul Velasquez, Sierra Madre, spoke in opposition to the resolution.
- Harry Toluchanian, Sierra Madre, spoke in opposition to the resolution.
- Judy Campbell, Sierra Madre, spoke in opposition to the resolution.
- Diana Bohler, Sierra Madre, spoke in opposition to the resolution.
- Marguerite Schuster, Sierra Madre, spoke in support of the resolution.
- Peter Laws, Sierra Madre, spoke in support of the resolution.
- Michelle Lentes, Sierra Madre, spoke in support of the resolution.
- Vincent Bagby, Sierra Madre, spoke in opposition to the resolution.
- Amy Massino, Sierra Madre, spoke in opposition to the resolution.
- Tammy Woloski, Sierra Madre, spoke in opposition to the resolution.
- Lin Chen, Sierra Madre, spoke in opposition to the resolution.
- Susan Cotura, Sierra Madre, spoke in support of the resolution.
- Mark Fink, Sierra Madre, spoke in support of the resolution, but is concerned regarding restrictions on overnight parking on private streets.
- Rachel Rabideau, Sierra Madre, spoke in opposition to the resolution.
- Teresa Laws, Sierra Madre, spoke in support of the resolution.
- Erik Neel, Sierra Madre, spoke in opposition to the resolution.

Mayor Harabedian asked if anyone else would like to come forward to this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

In response to some of the issues raised during Public Comment, City Attorney Highsmith and Public Works Director Cimino said the following:

- Street Sweeping on Private Roads - Athens Services is not required to sweep private roads/streets.
- Policy Creep on Private Roads - The resolution is only applicable to the CA Vehicle Code and the provisions of Chapter 10 of the Sierra Madre Code. If the resolution is adopted, the City is not acquiring any property interests whatsoever on anyone's private road. The resolution would not give the City the authorization to install street lights or widen the private streets.
- Parking on Private Roads - A new section could be added to the resolution specifying that the resolution does not apply to parking on private roads/streets by owners and their invitees or anyone. Currently, the City does not have the authority to ticket illegally parked vehicles on private roads/streets. There is no intent to limit the owners of a private road from parking on their private road.
- Removing a Vehicle that is Blocking a Private Road – It is considered code enforcement, not a parking issue. Currently, the City cannot enforce any parking restrictions on private roads.

Discussion occurred and there was consensus that public safety is paramount and the need to add a new Section 7 – “This resolution shall not prohibit overnight parking on any private roads.”

Mayor Pro Tem Capoccia made a motion to adopt Resolution 19-14, with the amendment of adding Section 7 – “This resolution shall not prohibit overnight parking on any private roads.”

Council Member Delmar seconded the adopt the resolution as amended.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Council Member Rachelle Arizmendi

Abstain: None

The motion to adopt Resolution 19-14 with the amendment of adding Section 7 – “This resolution shall not prohibit overnight parking on any private roads” was passed with a vote of four (4) yes votes and one absent.

At 8:35 p.m. – Mayor Harabedian recessed the meeting.

At 8:41 p.m. – Mayor Harabedian reconvened the meeting.

**3. DISCUSSION - ADOPTION OF ORDINANCE 1412 PROVIDING GENERAL CLEAN-UP OF VARIOUS CODE SECTIONS OF THE SIERRA MADRE MUNICIPAL CODE INCLUDING TITLE 10 - “VEHICLES AND TRAFFIC” TO AMEND PARKING RESTRICTIONS FOR COMMERCIAL AND RECREATIONAL VEHICLES, AND TITLE 17 - “ZONING” TO ACHIEVE CONSISTENCY IN NOTIFICATION PROCEDURES, UTILIZING DEPARTMENT OF PARKS AND RECREATION FORMS TO DETERMINE HISTORIC ELIGIBILITY, ADDING CERTIFICATION REQUIREMENTS FOR ARCHITECTURAL HISTORIANS, EXCLUDING APPLICATIONS FOR DISCRETIONARY DESIGN REVIEW FOR REASONABLE ACCOMMODATION APPLICATIONS, AND ESTABLISHING DRIVEWAY WIDTH STANDARDS IN THE R-1 AND R-2 ZONING DISTRICTS.**

Planning & Community Preservation Director Gonzalez, reported on this item, that included a PowerPoint, titled “General Ordinance Amendments”, with a recommendation that the City Council introduce and give first reading of Ordinance 1412 by title only, waiving further reading to amend Title 10 and Title 17 of the Sierra Madre Municipal Code providing general cleanup of various code sections contained therein. Following are the Municipal Code Text Amendments recommended for change:

- Section 1 – Amending Section 10.01.165 (“Recreational Vehicle”) – The amendment adds “utility trailer” to the definition of “Recreational Vehicle” applicable to vehicles with or without State registration.
- Section 2 – Amending Section 10.24.310 (“Parking Commercial and Recreational Vehicles”) – The amendment eliminates the 5-hour parking provision of commercial and recreational vehicles exceeding 7 feet in height or width from parking in any residential district except for loading and unloading purposes.
- Section 3 – 17.20.121 (“Landscaping and Paving in Front Yard”) – The amendment includes a reference to “standard driveway width” serving a residential zone in accordance with Exhibit D in Chapter 17.68 “Parking”. It also eliminates the requirements describing “minimum standards for circular driveways” and reinstates requirement in Section 17.68.070 “Standards for Development”.
- Section 4 – 17.22.140 (“Permit Process for Second Units) – The amendment omits 20-day mailed notification requirement with a 300-foot radius for conversion or new construction of second units. It includes a new requirement for a posted sign notice to be placed on the property for a period of 14 calendar days.
- Section 5 – 17.60.025 (“Minor Variances”) – The amendment omits signatory provision to obtain signatures from property owners abutting the project site and across the street and omits 10-day mailed notification requirement with a 150-foot radius. New procedure requires a posted sign notice to be placed on the property and a mailed notice within a 300-foot radius 14-days prior to a decision.
- Section 6 – 17.60.056.D (“Procedure”) – The amendment requires an architectural historical certified by the Secretary of the Interior’s Standards to prepare a written historic assessment or survey for properties 75 years of age or older.

- Section 7 – 17.60.100.H.1.a and b (“Burden of Proof on Applicant”) – For buildings not eligible for designation, the amendment requires a historic resource evaluation using the State of California Department of Parks and Recreation (DPR) Series 523 Forms. If the building is eligible for local listing, the project proceeds with a full historical resource evaluation report with identified mitigation measures.
- Section 8 – 17.61.030 (“Reasonable Accommodations”) – A request for reasonable accommodation submitted for concurrent review with another discretionary land use application shall be reviewed by the authority reviewing the discretionary land use application excluding applications for discretionary design review.
- Section 9 – 17.68.070 (“Standards for Development”) – The amendment provides a reference to Exhibit D – “Minimum Backup Distance for Garages at Rear of Lot”.
- Section 10 – Section 17.68.070 (“Standards for Development”) – The amendment adds Subsection V (“Driveway width”) establishing minimum driveway width of 10 feet as described in existing Exhibit D of Section 17.68 “Parking”. The amendment adds Subsection W (“Minimum Standards for Circular Driveways”) relocated from Section 3 – 17.20.121 (“Landscaping and Paving in Front Yard”).

Mayor Harabedian asked if any Member of the Council had questions on this item.

In response to a question from Council Member Delmar regarding whether the Planning Commission was given an opportunity to review the proposed changes, Planning Director Gonzalez stated that the Planning Commission had provided input on some of the proposed changes, but not all.

In response to a question from Mayor Pro Tem Capoccia regarding vehicle height restrictions, Planning Director Gonzalez said that the height restrictions apply to the height of the vehicle itself, not what may be attached on top of the vehicle. In addition, he stated that Sections 1 & 2 do not apply to vehicles parked on private property.

In response to a question from Mayor Pro Tem Capoccia regarding Section 7, Planning Director Gonzalez clarified that the certificate of appropriateness is specific to designated properties.

In response to a question from Mayor Pro Tem Capoccia regarding “the list” noted in Section 5 – B, Planning Director Gonzalez explained that (1) the list is required for all applications, whether it is reviewed by the Planning Commission or Staff, (2) the list from the LA County Assessor’s Office is the most current and up to date of property owners within a 6-month period, (3) a mapping service can provide the information or it can be done by individuals, (4) the applicant provides (to the City) mailing labels from the list using the within 300-foot of the property radius map, and (5) the City prepares a courtesy notice, attaches the labels to the courtesy card notice, pays for the postage, and mails it to the affected property owners.

In response to a question from Mayor Pro Tem Capoccia regarding “certification” noted in Section 6, Planning Director Gonzalez stated that (1) there is a “minimum qualifications” for an architectural historian to be certified by the “Secretary of Interior’s Standards,” (2) one of those, if they are calling themselves an architectural historian, is to actually be an architect and also have historic preservation experience, (3) Section 6 does say that all architectural historians have to be an architect, as there are other qualifications necessary to meet certain certifications, and (4) the Secretary of the Interior does issue a certification for architectural historians.

In response to a question from Mayor Harabedian regarding why Section 6 is before Council, Planning Director Gonzalez said that the City (1) previously compiled a list of qualified historians from which individual property owners could select to prepare their historical evaluation and (2) however the quality of the reports ranged from very good to poorly written to incomplete. The purpose of Section 6 is to strengthen the types (quality & thoroughness) of reports that the City receives from an historian and, by sole-sourcing to a particular contractor, there is control, a team of people, expediency, reduced costs to property owners, and benefits property owners.

In response to a question from Mayor Harabedian as to whether the sole sourcing creates concern that the surveyor is favoring the City, City Attorney Highsmith responded that many cities use the DPR form completed by a sole consultant, which is less expensive and pretty straightforward.

In response to a question from Mayor Harabedian regarding “driveway width” and unintended consequences,” Planning Director Gonzalez said that the language (1) under circular driveways is

12 feet and is existing now in the code, (2) it is 10 feet for R3 properties, depending on the number of units, and (3) is silent for R1 & R2 properties.

In response to a question from Mayor Harabedian regarding why (Section 8) discretionary design review is being excluded for "reasonable accommodation" submittals, Planning Director Gonzalez stated that the intent of the action is to be more sensitive to individuals with disabilities requesting a reasonable accommodation and any discussions/explanations regarding the disability and the request.

City Attorney Highsmith added that the proposed language does not say that and, if that is what is intended, it is a bit ambiguous in the way that it is written, with multiple interpretations. She said that there is no legal basis for excluding discretionary design review for reasonable accommodation requests and questioned whether there is a policy reason to do that.

In terms of privacy, City Attorney Highsmith explained that, for someone requesting reasonable accommodation for a disability/medical issue, (1) we do not ever ask them what their disability or medical issue is, (2) during a public hearing process, the applicant must still describe the accommodation they need without revealing or talking about their disability or medical issue, (3) because there is more than one way to meet an accommodation, and (4) it is up to the City to determine whether the particular accommodation requested is reasonable and whether a different accommodation might work just as well. She suggested that the proposed language does not accomplish the goal of requiring the applicant to describe the accommodation requested and the City determining whether the request is reasonable. City Attorney Highsmith said that the proposal reads that the design review is still required, but is not included with concurrent review, which does not make sense.

Planning Director Gonzalez said the intent was to exclude discretionary design review completely for reasonable accommodation requests. City Attorney Highsmith advised the Council that she does not recommend that. She said that we do not talk about the disability, but there is a need to talk about the specific accommodation requested.

Mayor Harabedian opened the meeting for Public Comment on this item.

- Nick Latshaw, Sierra Madre, spoke in opposition to Section 1 (Amending Section 10.04.165) and Section 2 (Amending Section 10.24.310).
- Marguerite Schuster, Sierra Madre, asked about whether the issue of lighting as applied to R1 and R2 might be brought into coherence with what already applies to the hillside management zone and R3 zone, including the dark sky component of the General Plan.
- Tim Shakerian, Sierra Madre, spoke in opposition to Section 1 (Amending Section 10.04.165) and Section 2 (Amending Section 10.24.310).
- Joanna Reichert, Sierra Madre, spoke in opposition to Section 1 (Amending Section 10.04.165) and Section 2 (Amending Section 10.24.310).

Mayor Harabedian asked if anyone else would like to come forward to this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Discussion occurred and there was concurrence among the Council Members to adopt an amended ordinance by striking Section 2 (Amending Section 10.24.310 - "Parking Commercial and Recreational Vehicles") and Section 8 (17.61.030 - "Reasonable Accommodations"). The discussion concluded with a direction to Staff to bring the RV parking discussion (Section 2) back to Council expeditiously.

Council Member Delmar made a motion to adopt amended Ordinance 1412 as presented for Sections 1, 3, 4, 5, 6, 7, 9, and 10 and striking Sections 2 and 8.

Council Member Goss seconded the motion to adopt the amended ordinance.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss  
Noes: None  
Absent: Council Member Rachelle Arizmendi  
Abstain: None

The motion to adopt amended Ordinance 1412 as presented for Sections 1, 3, 4, 5, 6, 7, 9, and 10 and striking Sections 2 and 8 was passed with a vote of four (4) yes votes and one absent.

**4. DISCUSSION - CONSIDERATION OF RESOLUTION 19-13 REGULATING PARKING IN MUNICIPAL PARKING LOTS.**

Management Analyst Carlson reported on this item, with a recommendation that the City Council adopt Resolution 19-13; updating the regulations of Downtown District Municipal Parking Lots (Auburn Lot, South Baldwin Lot, Mariposa Lot, and East Montecito Lot) to match regulations currently adopted and enforced on public streets, which includes enforcing the overnight parking permit requirement. Staff also recommended posting signage and matching parking regulations for the three municipal lots providing parking for City Business: (1) the City Hall Parking Lot, (2) the Library Parking Lot, and (3) the Sierra Vista Parking Lot, except overnight parking is still to be prohibited at those three municipal lots. Staff is recommending that no changes be made to the municipal lot in the Canyon known as the "Mary's Market Parking Lot."

Mayor Harabedian asked if any Member of the Council had questions on this item.

In response to a question from Council Member Capoccia regarding why this issue is before Council, Mgmt. Analyst Carlson said that the public lots are not for vehicle storage and, with this resolution, parking in Downtown District Municipal Parking Lots would require an overnight parking permit.

Mayor Harabedian opened the meeting for Public Comment on this item.

- Carol Canterbury, Sierra Madre, spoke in support of the resolution.

Mayor Harabedian asked if anyone else would like to come forward to this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

No further discussion occurred.

Council Member Goss made a motion to adopt Resolution 19-13 as presented.

Council Member Delmar seconded the motion to adopt.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss  
Noes: None  
Absent: Council Member Rachelle Arizmendi  
Abstain: None

The motion to adopt Resolution 19-13 as presented was passed with a vote of four (4) yes votes and one absent.

**NEW ITEMS PLACED FOR FUTURE AGENDAS:**

Mayor Harabedian asked the members of the City Council if there are any new items for future meeting agendas.

Council Members did not suggest any new items.

**ADJOURNMENT:**

Mayor Harabedian asked for a motion to adjourn.

Mayor Pro Tem Capoccia made a motion to adjourn the meeting in memory of long-time Sierra Madre resident, Roger Brown, who passed away this morning. Mr. Brown is the husband of Caroline Brown, President, Sierra Madre Mountain Conservancy.

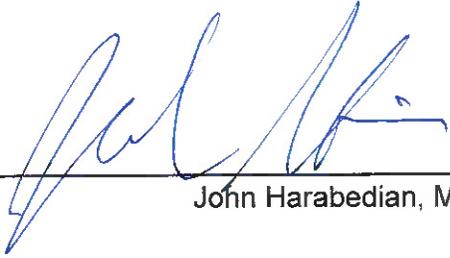
The motion to adjourn was seconded by Council Member Goss.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss.  
Noes: None  
Absent: Council Member Rachelle Arizmendi

Abstain: None

The motion to adjourn was passed with a vote of four (4) yes votes and one absent.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 9:49 p.m. in memory of Roger Brown, to a Regular meeting to be held on Tuesday, May 14, 2019, in the Sierra Madre City Hall Council Chambers.



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John Harabedian, Mayor

Minutes taken and prepared by:



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Sue Spears, City Clerk