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CITY OF SIERRA MADRE
PLANNING COMMISSION MINUTES
Regular Meeting of
Thursday, September 5, 2019 at 7:00 p.m.
City Council Chambers, 232 W. Sierra Madre Blvd.

CALL TO ORDER

Chair Hutt called the meeting to order at 7:05 p.m.

ROLL CALL

Present: Chair Hutt, Vice Chair Denison, Commissioners Catalano, Desai, Spears
Absent: Commissioners Pevsner
Staff: Vincent Gonzalez, Director of Planning and Community Preservation
Clare Lin, Associate Planner
Aleks Giragosian, Deputy City Attorney

APPROVAL OF AGENDA

Commissioner Catalano moved to approve the agenda. Vice Chair Denison seconded.
Motion carried unanimously.

APPROVAL OF MINUTES

None.

AUDIENCE COMMENTS

None.

PUBLIC HEARING

1. DESIGN REVIEW PERMIT 19-04 (DRP 19-04) AND SECOND UNIT PERMIT 19-05 (SUP 19-05)

Address: 251 Rancho Road
Applicant: Rose Sun

Associate Planner Lin delivered the Staff Report and Power Point Presentation.

Chair Hutt acknowledged that the Commission received a letter from 265 Rancho Road stated concerns on discrepancy of property line. Chair Hutt verified property lines on land survey map were prepared by a licensed surveyor.

Chair Hutt inquired if evaporation rate of a swimming pool shall be included in the compliance calculation based on water efficient landscape ordinance. Commission to discuss in the future with City Engineer.

47
48 Ron Louie
49 Designer
50 Mr. Louie spoke on behalf of applicant on the scope of project.
51
52 Commissioner Catalano inquired if hand railing will be installed to the rear landing to
53 accommodate accessibility to comply with ADA and Title 24.

54
55 Designer
56 Assured that hand rails will be installed.

57
58 Commissioner Spears inquired on proposed project responding to finding #8.

59
60 Chair Hutt inquired if the project is consistent and coherent design on all elevations.

61
62 Designer
63 Keep design simple and match existing materials.

64
65 **Discussion**

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67 The Commission discussed material and design concerns with the applicant. The
68 Commission gave the applicant direction on revisions to the project. The Commission
69 appointed a sub-committee to ensure that the revisions to the rear elevations is made in
70 accordance with the direction provided as follows:

- 71
72 1. Revise the rear elevation to incorporate hip roof at both wings to relate to the front
73 elevation.

74
75 2. Explore opportunity to incorporate board and batten on the center section of the rear
76 elevation to achieve a coherent design throughout all elevations.

77
78
79 **MOTION: Commissioner Spears moved to approve Design Review Permit 19-04**
80 **and Second Unit Permit 19-05 with the directed revisions to the submitted plan.**
81 **Commissioner Desai seconded. Motion carried unanimously.**

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83 **Oral Communication**

84
85 **Audience**
86 None.

87
88 **Planning Commission**

89 Commissioner Spears commended on back to school night that occupied all street
90 parking spaces on Baldwin Avenue. The Commission also discussed to agendize
91 Parking ordinance and Commercial code updates at future meetings.

92

93

94 **Staff**

95 Director Gonzalez stated that the next scheduled meeting of the Planning Commission
96 is on the 19th of September for a continued project on 15 Nathaniel Terrace (Lot 7 of
97 Stonegate Development), and two projects on the October 3rd meeting for Commission
98 to review. The Commission discussed that the Parking code update discussion can be
99 agendize for the September 19th meeting.

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101 Chair Hutt adjourned the meeting at 8:02 p.m.

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105

Secretary to the Planning Commission

106

Vincent Gonzalez, Director of Planning & Community Preservation

