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**CITY OF SIERRA MADRE**  
**PLANNING COMMISSION MINUTES**  
Regular Meeting of  
Thursday, September 20, 2018 at 7:00 p.m.  
City Council Chambers, 232 W. Sierra Madre Blvd.

**CALL TO ORDER**

Chair Hutt called the meeting to order at 7:02 pm

**ROLL CALL**

**Present:** Chair Hutt, Vice Chair Denison, Commissioners Catalano, Desai,  
Frierman-Hunt, Spears  
**Absent:** Commissioners Pevsner  
**Staff:** Vincent Gonzalez, Director of Planning and Community Preservation  
Jennifer Peterson, Administrative Analyst  
Clare Lin, Assistant Planner  
Aleks Giragosian, Deputy City Attorney

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES OF SEPT 6, 2018**

Commissioner Spears moved to approve the minutes, Commissioner Desai seconded. Motion carried unanimously.

**AUDIENCE COMMENTS**

None.

**PUBLIC HEARING**

1. **DISCRETIONARY DEMOLITION PERMIT 17-06 (DDP 17-06); DESIGN REVIEW PERMIT 17-04 (DRP 17-04) AND SECOND UNIT PERMIT 18-04 (SUP 18-04)**  
Address: 62 E. Carter Avenue  
Applicant: James Cadam

Assistant Planner Lin delivered the Staff Report.

46 Commissioner Spears acknowledged that the applicant intends to sell the property and  
47 inquired if the lot could be sub-divided in the future. Director Gonzalez confirmed that  
48 the lot would not be able to be sub-divided, and offered that the Commission could  
49 impose a condition of approval through a recorded covenant to restrict a future  
50 subdivision. Commissioner Spears indicated that he would be in favor of that.

51  
52 Chair Hutt inquired if the CMU wall is to remain. Assistant Planner Lin confirmed that  
53 the plan indicates that it will. Chair Hutt inquired about the iron fence. Assistant  
54 Planner Lin stated that the applicant has indicated intent to restore the fence.

55  
56 The Commission discussed the inclusion of the covered porch on the second unit in the  
57 calculation of the gross floor area. Director Gonzalez stated that it is a grey area  
58 because the existing residence is no longer the primary structure after construction of  
59 the new residence.

60  
61 James Cadam  
62 Applicant

63 Mr. Cadam stated that he was intending on keeping the iron fence only because of its  
64 potential historic significance. He stated that if it pleased the Commission, he would be  
65 amenable to repurposing the fence elsewhere.

66  
67 Commissioner Spears noted that the fence appeared to have been salvaged from  
68 another location.

69  
70 Commissioner Frierman-Hunt stated that she preferred that the lot remain open with no  
71 fencing, and she pointed out that that she had requested that the cross section to  
72 include the house to the south, as she wanted to see comparison in height of the two  
73 structures.

74  
75 Commissioner Desai noted that there are two options listed for siding on Carter. He  
76 inquired of the applicant's preference.

77 Mr. Cadam stated that he preferred the hardieboard to match the Whalen house.

78  
79 Commissioner Frierman-Hunt inquired if the clearstory windows would be open or fixed.  
80 Mr. Cadam stated that it may be every other one would be able to be opened.

81  
82 Commissioner Hutt inquired about the construction of the trellis on the west of the great  
83 room, including the design and materials to be used.

84 Mr. Cadam stated that he intended to use wood.

85  
86 The Commission and the applicant discussed the possibility of a subterranean storage  
87 room on the south-east side of the property.

88  
89 Chair Hutt noted that the roof is 'solar ready' and inquired why the applicant does not  
90 intend to install the panels. Mr. Cadam stated that it would be cost prohibitive. Chair  
91 Hutt stated that it would make it easier to make finding 8f.

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**Discussion**

The Commission were generally in favor of the revised plans, however agreed to provide the applicant with clear direction regarding items they would like to have clarified.

The Commission stated that they would request the following items to be included in the returning plans:

1. Use flush corner detail and flush siding. Consider panel siding with 8” or 12” horizontal dimensions. Bring samples of panel or plank siding for Commission consideration.
2. Use steel posts in lieu of wood on trellis structure.
3. Provide landscape plan showing no planting under oaks.
4. Consider use of a basement to house mechanical and HVAC equipment with exterior access along the south elevation.
5. Remove existing wrought iron fencing and consider keeping the lot open.

**Action: Commissioner Spears moved to continue this item to October 18, 2018. Commissioner Frierman-Hunt seconded. Motion carried unanimously.**

**Oral Communication**

**Audience**

None.

**Planning Commission**

Commissioner Catalano announced that the City council approved the historic designation of 500 Mariposa.  
Commissioner Catalano also spoke about the deteriorating condition of the shed in rear of Richardson House, and announced that a fundraising effort is forthcoming.

**Staff**

Director Gonzalez announced that the next Planning Commission meeting will be held on October 4, 2018, at which time the Commission would be reviewing a CETT project. He also announced the Joint Study Session on October 23, 2018 with City Council at 6:30pm.

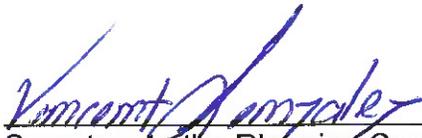
137 Director Gonzalez announced that the Nov 1, 2018 Planning Commission meeting will  
138 be cancelled.

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141 **Chair Hutt adjourned the meeting at 8:47 pm**

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Secretary to the Planning Commission  
Vincent Gonzalez, Director of Planning & Community Preservation