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**CITY OF SIERRA MADRE
PLANNING COMMISSION MINUTES
Regular Meeting of
Thursday, October 15, 2015 at 7:00 p.m.
City Council Chambers, 232 W. Sierra Madre Blvd.**

10 **CALL TO ORDER**

11
12 Acting Chair Frierman-Hunt called the regular meeting of the Planning Commission to
13 order at 7:00 p.m.

14
15 **ROLL CALL**

16
17 **Present:** Acting Chair Frierman-Hunt, Commissioners Buckles, Desai, Hinton, Hutt,
18 Spears

19 **Absent:** Chair Goldstein

20 **Staff:**

21 Vincent Gonzalez, Director of Planning & Community Preservation
22 Leticia Cardoso, Planning Manager
23 Jennifer Peterson, Administrative Analyst
24 Terri Highsmith, City Attorney
25

26 **APPROVAL OF AGENDA**

27
28 Commissioner Spears moved to approve the agenda. Commissioner Hutt seconded.
29 Motion carried unanimously.
30

31 **APPROVAL OF MINUTES OF OCTOBER 1, 2015**

32
33 Commissioner Hutt moved to approve the minutes. Commissioner Desai seconded.
34 Motion carried unanimously.
35

36 **AUDIENCE COMMENT**

37
38 Matt Bryant
39 Edgeview Dr.

40 Mr. Bryant thanked the Commission on behalf of the Preserve Sierra Madre Coalition.
41

42 **DISCUSSION**

43
44 **Discussion Regarding Minimum Lot Sizes, Prevailing Front Yard Setbacks, and Angle Plane
45 Encroachment in the R-1 Zone, Minor Conditional Use Permit Noticing Requirements, and
46 Conditional Use Permit Findings.**

47
48 Commissioner Hinton recused herself for the portion of the discussion of the minimum lot sizes as
49 her property is one that was identified as a potential lot split.
50

51 Planning Manager Cardoso delivered the staff report.

52
53 Commissioner Desai requested clarification on the Conditional Use Permit trigger for
54 second story second units. Planning Manager Cardoso explained the requirement of
55 Conditional Use Permits.

56
57 Commissioner Spears inquired about address assignments for the second units.
58 Planning Manager Cardoso explained that new second units will not have separate
59 addresses, as they are not allowed to have separate utilities.

60
61 Chair Goldstein inquired about short term rental potential of the second units. Planning
62 Manager Cardoso stated that short term rental of any unit in the City is not allowed.

63
64 Commissioner Hutt spoke in favor of amending the second unit ordinance.
65 Commissioner Hutt requested some language revisions that eliminated possible
66 ambiguity.

67
68 **Action: Commissioner Frierman-Hunt moved to approve Planning Commission**
69 **Resolution 15-13 to recommend approval of Municipal Code Text Amendment 15-03**
70 **(MCTA 15-03) as amended. Commissioner Hutt seconded. Motion carried**
71 **unanimously.**

72
73 **ORAL COMMUNICATION**

74
75 **Audience Comments**

76
77 None.

78
79 **Planning Commission**

80
81 Commissioner Frierman-hunt reminded the public to conserve water.

82
83 **Planning & Community Preservation**

84
85 Director Gonzalez stated that the next regular Planning Commission meeting is
86 scheduled for October 15, 2015. The Commission will consider amendments to the R-1
87 Ordinance. He also reminded the Commission about the upcoming Honors Dinner on
88 October 8, 2015.

89
90 **Adjournment**

91
92 Chair Goldstein adjourned the meeting at 7:20 p.m.

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96 
97 Secretary to the Planning Commission
98 Vincent Gonzalez, Director of Planning & Community Preservation