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3 **CITY OF SIERRA MADRE**
4 **PLANNING COMMISSION MINUTES**
5 Regular Meeting of
6 Thursday, January 7, 2016 at 7:00 p.m.
7 City Council Chambers, 232 W. Sierra Madre Blvd.
8

9 **CALL TO ORDER**

10
11 Chair Goldstein called the meeting to order at 7:00 p.m.
12

13 **ROLL CALL**

14
15 **Present:** Chair Goldstein, Commissioners Desai, Buckles, Frierman-Hunt, Hinton,
16 Hutt, Spears
17 **Staff:** Vincent Gonzalez, Director of Planning & Community Preservation
18 Leticia Cardoso, Planning Manager
19 Jennifer Peterson, Administrative Analyst
20 Terri Highsmith, City Attorney
21

22 **APPROVAL OF AGENDA**

23
24 Commissioner Frierman-Hunt moved to approve the agenda. Commissioner Desai
25 seconded. Motion carried unanimously.
26

27 **APPROVAL OF MINUTES**

28
29 Chair Goldstein noted that there was a typo in line 37 where the words “amended” and
30 “approved” were interchanged.

31 Commissioner Hutt noted that Line 75 should read “Add reference to GP Policy L1.5 in
32 the 5th finding”. He also asked that Line 93 be amended to read “Commissioner Hutt
33 requested that in B3 language be corrected to delete “within the city”.”
34

35 Commissioner Hutt moved to approve the minutes as amended. Commissioner Spears
36 seconded. Motion carried unanimously.
37

38 **AUDIENCE COMMENT**

39
40 Mayor Capoccia
41 Mayor Capoccia wished the Commission a Happy New Year, and thanked them for their
42 hard work.
43

44 **PUBLIC HEARING**

- 45
46 1. **MUNICIPAL CODE TEXT AMENDMENT 15-05 (MCTA 15-05): AMENDMENTS TO THE**
47 **R-1 ONE FAMILY RESIDENTIAL ZONE ORDINANCE (CHAPTER 17.20), VARIANCES**
48 **& CONDITIONAL USE PERMITS ORDINANCE (CHAPTER 17.60), AND**
49 **DEVELOPMENT STANDARDS (CHAPTER 17.48) OF THE SIERRA MADRE**
50 **MUNICIPAL CODE.**

51
52 Planning Manager Cardoso delivered the Staff Report in which she detailed the
53 modifications in this revision.

54
55 Planning Manager Cardoso also pointed out an amended draft ordinance left on the dais
56 that includes access easements as being prohibited in the R-1 Zone in addition to flag
57 lots. She stated that the ordinance in the packet only prohibits the creation of flag lots.

58
59 The Commission discussed the creation of new lots with access easements as opposed
60 to a flag lot. Consensus to add the word “exclusive” to access easements as being
61 prohibited in the R-1 Zone.

62
63 Commissioner Hutt requested that Section 17.020.053 be amended to read “Except a
64 chimney but only to the extent necessary to meet code AND no higher than 6 ft. from the
65 point where it penetrates the roof.”

66
67 Commissioner Hutt also requested that in Section 17.60.041.c , the additional capital “T”
68 be removed.

69
70 In Section 17.060.041, the Commission agreed by consensus to change “single-family
71 houses as described in Section 17.20.025” to “for certain noted projects...” and replacing
72 “Additional burden of proof for permits for single-family houses as described in Section
73 17.20.025 shall be” with “Additional burden of proof for permits for certain noted projects.
74 For projects described in Sections 17.20.025, 17.30.040, or others referencing this
75 section, before any permit is granted, the application shall show, to the reasonable
76 satisfaction of the reviewing authority, the existence of the following facts:

77
78 Commissioner Frierman-Hunt pointed out that in Diagram E, the asterisk needs to be
79 moved from “F” to “H”.

80
81 Chair Goldstein pointed out in Section 17.060.041 that there needed to be a change from
82 “insure” to “ensure”. The Commission also agreed by consensus to remove “to keep with
83 the land”.

84
85 The Commission asked staff to use consistent format in the labeling of the diagrams in
86 the ordinance and provided staff with direction.

87
88 **Action: Commissioner Frierman-Hunt moved to approve Planning Commission**
89 **resolution 15-18. Commissioner Desai seconded. Motion carried unanimously.**

90
91 **ORAL COMMUNICATION**

92
93 **Audience Comments**

94
95 Mayor Cappocia
96 The Mayor shared concerns from a neighbor regarding 124 E. Alegria. The property has
97 been recently purchased and left vacant. He voiced concern with neglect and possible
98 demolition.

99

100 Commissioner Buckles requested to agendize a discussion regarding vacant homes in
101 the City.

102
103
104

105 **Planning Commission**

106
107 None.

108

109 **Planning & Community Preservation**

110

111 Director Gonzalez stated that the next regular Planning Commission meeting is
112 scheduled for January 21, 2016 for which staff has no items scheduled.

113

114 Planning Manager Cardoso suggested that a Commissioner volunteer to attend the
115 January 26, 2016 City Council meeting at which the R-1 amendments will be discussed.

116

117 **Adjournment**

118

119 Chair Goldstein adjourned the meeting at 7:45 p.m.

120

121

122

123

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