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**AGENDA**  
**REGULAR PLANNING COMMISSION MEETING**

City Council Chamber  
232 W. Sierra Madre Blvd.  
Sierra Madre, California  
Thursday, July 7, 2011  
7:00 p.m.

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| <b>I. ROLL CALL</b>                         | Chairman Pevsner, Commissioners Pendlebury, Vandavelde, Frierman – Hunt, Replogle, Spears, Paschall   |
| <b>II. ROTATION OF CHAIR AND VICE CHAIR</b> | The Planning Commission will nominate a Chair and Vice Chair, to serve a term from July 2011 to June 2012.  |
| <b>III. AGENDA</b>                          | Approval of Agenda  |
| <b>IV. APPROVAL OF MINUTES</b>              | Approval of Minutes of May 19, 2011<br>Approval of Minutes of June 2, 2011  |
| <b>V. AUDIENCE COMMENTS</b>                 | At this time, any person may address the Planning Commission concerning any item that is not listed on the agenda. The Planning Commission welcomes your participation and input. When addressing the Planning Commission, please begin by stating your name and address for the record. Please limit your comments to no more than four (4) minutes in order to provide for an orderly and timely meeting. |

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**VI. PUBLIC HEARING**

**1. CONDITIONAL USE PERMIT AMENDMENT  
ALVERNO HIGH SCHOOL MASTER PLAN  
200 North Michillinda Avenue  
Applicant: Ann Gillick, Head of School  
(Continued from May 19, 2011)**

A request for a Conditional Use Permit Amendment to allow a Master Plan for Alverno High School that includes construction of a 12,860-square-foot, two-story multipurpose building and a 2,900-square-foot outdoor amphitheater; replacement of the existing softball field with a multipurpose field; relocation of the tennis courts to a site near the proposed multipurpose field; and reconfiguration of the parking areas. The Master Plan would reduce the maximum permitted enrollment from 500 students

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to 400 students. Alverno High School is located in an Institutional zone, and the City's General Plan allows for the expansion of existing institutional sites provided that a comprehensive master plan is approved.

**2. CONDITIONAL USE PERMIT 11-02 (CUP 11-02)  
695 W. Sierra Madre Blvd.  
Applicant: Patty Mejia (Verizon Wireless)**

A request for a Conditional Use Permit to allow Verizon Wireless to install a telecommunications facility, to include a 60-foot high monopalm wireless facility and a 364 square-foot equipment enclosure located at 695 West Sierra Madre Boulevard. Pursuant to Code Section 17.93.060(A)(1), all wireless communication facilities located on private property shall require approval of a Conditional Use Permit.

**3. CONDITIONAL USE PERMIT 11-05 (CUP 11-05) and VARIANCE 11-02  
(VAR 11-02)  
756 Auburn Ave.  
Applicant: Richard and Soledad Meaglia**

A request for a Conditional Use Permit (CUP) and Variances (VAR) to allow construction of a two-story, 6,994-square-foot single-family home and a 685-square-foot recreation room on property located at 756 Auburn Avenue. Pursuant to Municipal Code Section 17.20.025.C, single-family residences that exceed 4,000 square feet of floor area require approval of a CUP. The proposed Variances are to encroach a maximum of 5 feet into the required 10-foot-wide side yard setback, and to exceed the 6,714-square-foot maximum allowable floor area for this property as established by Municipal Code Sections 17.20.050.B.b and 17.20.125, respectively.

**VII. ORAL COMMUNICATION**

**1. Audience**

This is an additional opportunity for any person to address the Planning Commission on an item that is not on the Agenda. When addressing the Planning Commission, please begin by providing your name and address for the record. Please keep comments to no more than four (4) minutes to assure an orderly and timely meeting.

**2. Planning Commission**

**3. Development Services Staff**

**VIII. ADJOURNMENT**

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### INFORMATION TO THE PUBLIC

The Planning Commission will consider the last item at 10:30 p.m. and they will adjourn the meeting by 11:00 p.m. The Planning Commission will continue all unfinished business to an adjourned meeting on the following Thursday at 7:00 p.m. or to a different time and date certain.

Copies of the Agenda are available for your convenience at the rear of the Council Chambers. State legislation (Govt. Code Section 54954.2) limits the Planning Commission's ability to take action on specific requests. Govt. Code Section 54954.2 limits the placement of items on the Agenda for action 72 hours prior to meetings, except for specific findings.

No action or discussion may be undertaken by the Planning Commission on any item if not posted on the agenda, except that Commissioners or staff may briefly respond to statements made or questions posed by the public, a Council member or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. A Commissioner or the Planning Commission itself may provide a reference to staff to report back to the Planning Commission at a subsequent meeting concerning any matter or may direct staff to place a matter of business on a future agenda.

### REQUIRED FINDINGS

Conditional Use Permit and Variance considerations are "quasi-judicial" decisions made by the Planning Commission. As such, these decisions may be challenged in court. Accordingly, courts require an adequate "record" to exercise judicial review. This means that the documentation supporting the approval or denial of a project must include an explanation of how the Planning Commission processed the raw information and evidence considered in reaching its decision. The California Supreme Court has laid down distinct, definitive principles of law detailing the need for findings when a public agency approves or denies a project while acting in a "quasi-judicial" roll. This decision is based upon the case, *Topanga Assoc. For a Scenic Community v. County of Los Angeles ("Topanga")*. The "Topanga" court outlined the following 5 purposes for making findings:

- Provide a framework for making principled decisions, enhancing the integrity of the administrative process;
- Facilitate orderly analysis and reduce the likelihood the agency will randomly leap from evidence to conclusions;
- Serve a public relations function by helping to persuade the parties that the administrative decision making is careful, reasoned, and equitable;
- Enable the parties to determine whether and on what basis they should seek judicial review and remedies; and,
- Apprise the reviewing court of the basis for the agency's decision.

For more information on the necessary "Findings" that the Planning Commission must make, please contact the Development Services Department at (626) 355-7138.

(Source: Curtin's California Land Use & Planning Law, Daniel J. Curtin, Jr., 2001)