

**MINUTES OF A MEETING OF THE PLANNING COMMISSION
OF THE CITY OF LA CANADA FLINTRIDGE
HELD ON MARCH 13, 2018**

I. CALL TO ORDER

Chairman Gunter called the meeting to order at 6:04 p.m.

II. ROLL

Also present were Commissioners McConnell, Jain, and Oh. Vice Chairman Hazen was absent.

III. PLEDGE OF ALLEGIANCE

The Flag Salute was recited.

IV. COMMENTS FROM THE PUBLIC

Speaker, Pat Anderson, announced that Fiesta Days is scheduled for the upcoming Memorial Day weekend. There are pole banners available for sponsors.

Chairman Gunter closed the Public Hearing.

V. REORDERING OF THE AGENDA

The agenda was not reordered.

VI. CONSENT CALENDAR

A. Minutes

M/S/C - Gunter/Jain to approve: The Minutes of 1/9/2018 - Approved 4-0; Minutes of 1/23/2018 with noted corrections; Approved 3-0-1. Commissioner Jain abstained as he was not present at the meeting; Minutes of 2/13/2018 – Approved 3-0-1. Commissioner Oh abstained as he was not present at the meeting; Minutes of 2/27/2018 with noted corrections – Approved 3-0-1. Gunter abstained as he was not present at the meeting;

B. Resolution 17-53. Denying an appeal of Tree Removal Permit 17 31 at 4847 Hampton Road. Approved 4-0 with revisions to the language of the Resolution.

VII. CONTINUED PUBLIC HEARINGS

There were none.

VIII. PUBLIC HEARINGS

A. Conditional Use Permit 531; Target Corporation/IDS Real Estate Group; 965 Town Center Drive:

Director Stanley gave a presentation in accordance with the staff report. He explained that condition 35 is redundant as conditions 9 and 12 already address Fire Department concerns. The Last sentence at the end of condition 35 shall indicate that the Community Development Director shall verify approval of the Fire Department. Condition 18 shall be reported to the Planning Commission within nine months.

Director Stanley indicated that a letter had been received asking that the intersection near Shell Gas Station be kept clear and should contain flashing lights and signs of warning.

Speaker, Dean Sherer, project consultant, indicated that only one comment letter was received during the 20-day review of the Mitigated Negative Declaration and another comment letter came in late. He explained that the Fire Department had no comments, however, there are changes that need to be made to the document before it can be adopted. The changes include: 1) The latest parking information from the parking consultant will be incorporated into page 10 of the Initial Study Checklist. 2) Daily Trip 3 located on page 34, 1st paragraph will be changed. 3) Pile driving and cranes will be removed from the document and Green House Gas Emissions will be eliminated per page 39 of the document. A small crane will be utilized during installation of the second elevator.

Commissioner McConnell asked Mr. Sherer to explain the parking discrepancy. Mr. Sherer said that he did not have updated parking supply numbers. He explained that he would have put that information into the staff report if he had it in time for the meeting. He did explain that the plans do not mention 23 on-street parking spaces and that the parking data recently received from Target will be reflected in the Initial Study.

Director Stanley recommended that a Traffic and Control Study be done during the first month of the opening of the store. He suggested that no product deliveries be allowed during lunch-time hours.

Chairman Gunter asked if there are a lot of deliveries in that area during lunch hours.

Director Stanley said that Sports Chalet received deliveries during that time as did the restaurants as well.

Mr. Sherer said that staff recommended approval of the project and the Mitigated Negative Declaration (MND).

Assistant City Attorney Guerra said that off-site sales of alcohol requires a determination of Public Convenience and Necessity which is stated in the Resolution.

The Commission discussed Public Works Conditions of Approval for the project as well as the current number of parking stalls that exist at the building. All parking at the Town Center is shared. Parking utilization of the Town Center would account for buildings that have tenants as well as those that are vacant. Levels of Service (LOS) studies would also study the same thing.

Chairman Gunter asked for clarification about whether a Conditional Use Permit (CUP) runs with the land. Director Stanley said that the use would run with the land.

Commissioner Jain asked if any evaluation had been done with regards to eateries as they have a higher parking ratio. Director Stanley said that the revised parking standards require 10 spaces per every 1,000 square feet of floor area. This was last studied when Luna Grill came to the center.

Commissioner Oh asked how the number of trips was studied as well as about empirical data for Target stores of similar size and use as no data was provided by Target for the number of trips that could be generated as a result of a store of this size. He asked about a traffic report that would reflect peak weekend traffic at the location and how the 160-space deficit would be addressed.

Commissioner McConnell said that there will be 666 parking spaces available. He said he would like the consultant to describe how the parking spaces will be utilized and the parking deficit addressed.

Commissioner Oh asked how the parking was studied under the original DVSP. Director Stanley said that there had been three traffic studies conducted for this location.

Commissioner McConnell questioned why the driveway to the parking structure behind the building was not analyzed.

Chairman Gunter opened up the Public Hearing. He explained that it is tradition to invite the applicant up first to speak.

Applicant, John Dewes, Target representative from the corporate office out of Minnesota, said that he reviewed the staff report, was in agreement with the final draft and did not feel there was a need for any modifications to it. He explained that smaller format stores of this type that range in size from 12,000 – 50,000 square feet have opened up recently in northern California. Full-size stores draw customers regionally and the smaller store designs tend to accommodate the local community. The merchandise is catered to the smaller local community. Mr. Dewes indicated that the smaller format stores usually have 30 – 40 parking spaces available for patrons. Most customers desire quick service at the smaller format stores and visit for approximately 20 minutes as opposed to an hour or more in a full-size Target store.

Mr. Dewes also thanked staff for their work on the project as well as the Chamber of Commerce and the Community Center for their outreach efforts to the community. He said that Target's philosophy is to give back through donations to the community.

Mr. Dewes said that traffic engineers are present should the Commission have questions with regards to traffic, alcohol, etc.

Commissioner McConnell asked Mr. Dewes about a cart containment system and whether the carts will have a lock. He also questioned how busy Starbucks is expected to get.

Mr. Dewes said that Starbucks will not operate as a "Full-service Starbucks" and is intended to be utilized primarily by those who visit the Town Center. He explained that as to trip generation, that there is not enough data that has been gathered for new small format stores, yet.

Speaker, Rob Fuelling, 4805 Grand Avenue, said that a lease was signed with Target in June 2016 and that Target began working with the City last summer. He said that the La Cañada Town Center wishes to welcome Target.

Commissioner McConnell stated that parking near City Hall that is not utilized after hours should be looked at and that other tenants that will be occupying the City Hall building should have adequate parking assigned to them.

Speaker, Chamber of Commerce CEO, Pat Anderson, said that she was happy that a boutique Target has chosen La Canada Flintridge to operate in. It will be good for the City and for the other businesses that are located in the Town Center. She said that she is curious as to what Target will do with the existing pool on the site.

Speaker, Richard Grippi, 4823 Burgoyne, said that he is an ambassador for the Town Center as well as for the Plaza de La Cañada shopping center. He believed that Target will fill the gap of those businesses that have recently closed such as the local book/toy store that was in the Plaza de La Cañada Shopping Center.

Commissioner McConnell suggested studying the parking demand a few different ways and recommended that the most conservative approach be used for assessing any parking deficiencies. He asked if the shared parking analysis was only valid for what exists today and if it would need to be updated if the situation changes in the future. Speaker, Traffic Engineer, Thomas Gaul, said that in that case, the analysis would have to be updated. Commissioner McConnell expressed concern with patrons not being able to find a parking space.

Mr. Gaul said that parking demand will vary especially during the holiday season and this was factored into the parking analysis.

Mr. Dewes indicated that Target has considered locating in the City for a number of years. He also explained that the smaller format will be the way of the future for Target and that large Targets are no longer being designed at this point in time. He went on to say that there would be a high ratio of local residents that would be employed in the store. It is Target's goal for the patrons and the community to get to know one another.

The Public Hearing was closed.

Director Stanley said that the conditions that were identified by traffic engineers and the City's transportation representatives are recommended and not meant to be approved or disapproved. He explained that there would be roof top parking wayfinding signs. At this time, the City does not wish to share City Hall parking for after-hour use as we do not know what the parking demand will be and therefore, would like to wait to further assess any freed-up parking until the City has operated in the new building for approximately six months. Director Stanley further explained that there will be parking in a secure location underneath the building. He explained that the parking has restricted access as records storage will be kept underneath the building.

Commissioner Jain welcomed Target and said that the use will be changing from retail to another retail use which is a good thing.

Commissioner McConnell said that he is very familiar with the center. He said that he believed that the items to be contended with relate to the required number of parking spaces and what he believed to be current design and circulation problems at the site. He felt that the current center is well-managed and they are flexible and creative-minded and will fix any problems that result on the site. He said he can make the findings for all entitlements and agrees with the six-month review process.

Commissioner Oh asked if after six months if the City can impose additional conditions of approval. Assistant City Attorney Guerra said, "yes." Commissioner Oh said that he is familiar with the parking and the intersections which can be dangerous with the gas station and freeway nearby. He said he can make the findings for all entitlements and agrees with the six-month review process.

Chairman Gunter said he agreed with his fellow Commissioners. He said that when the original CUP was approved, that it worked at that time and there was a good deal of review of the area. IDS has done a very good job of managing the center and has placed good uses there. The proposed small Target format will fit in well in the center. He said that it would be a good idea for parking ambassadors to be positioned at the center to help with traffic control when Target opens. He

did not believe that lunch-time product deliveries should be limited. It can be reviewed at the six-month mark. He said that in ten years, many people will not be utilizing their cars. He welcomed Target to the City.

M/S/C – Gunter/McConnell to approve the item with the following changes: the Resolution will be changed with modifications to conditions 18 and 35. Condition 18 shall be reported on to the Planning Commission within nine months. Condition 35 will be amended to indicate that the Director of Community Development will ensure compliance with the Fire Department. Mitigated Negative Declaration pages: 10, 34 and 39 will be changed. Approved 4-0.

IX. REPORT OF DIRECTOR'S REVIEWS

Were reviewed.

A. **Hillside Development Permit 18-05 (Dir.); Zhu; 320 Starlane Drive:** allowed a 406-sq. ft. 1st-floor addition to an existing residence on a hillside lot.

B. **Hillside Development Permit 18-08 (Dir.); Park; 5144 Gould Avenue:** allowed a 592-sq. ft. 1st-floor addition to an existing residence on a hillside lot.

C. **Second-floor Review 17-26 (Dir.) and Director's Misc. Review 18-05 (Setback); Jeandron; 4935 Hillard Avenue:** allowed 1st and 2nd-floor additions to an existing split-level residence and retention of a non-conforming 10-foot 2nd-floor side setback to the north.

X. OTHER BUSINESS

There was none.

XI. COMMENTS FROM THE COMMISSIONERS

Chairman Gunter reminded all about the Joint City Council/Planning Commission meeting on March 20, 2018 at 5 pm.

XII. COMMENTS FROM THE DIRECTOR

There were none.

XIII. ADJOURNMENT

M/S/C - Gunter/Jain to adjourn the meeting at 7:48 pm. Approved 4-0.

Secretary to the Planning Commission

**MINUTES OF A MEETING OF THE PLANNING COMMISSION
OF THE CITY OF LA CAÑADA FLINTRIDGE
HELD ON MAY 22, 2018**

I. CALL TO ORDER

Vice Chairman Hazen called the meeting to order at 6:01 p.m.

II. ROLL

Also present were Commissioners McConnell, Jain, and Oh. Chairman Gunter was absent.

III. PLEDGE OF ALLEGIANCE

The Flag Salute was recited.

IV. COMMENTS FROM THE PUBLIC

There were none.

V. REORDERING OF THE AGENDA

The agenda was not reordered.

VI. CONSENT CALENDAR

There were no items on consent.

VII. CONTINUED PUBLIC HEARINGS

A. Minor Conditional Use Permit 535; West Coast Arborists/United Methodist Church; 104 Berkshire Place:

NOTE: This application has been withdrawn by the applicant.

Director Koleda confirmed that this item had been withdrawn.

The Public Hearing was opened.

Speaker, who resides at 5207 Crown Avenue, said he hoped that the request would be rescheduled and that the parcel map could allow the use.

The Public Hearing was closed.

Assistant City Attorney Guerra confirmed that there was no action to be taken on the item.

VIII. PUBLIC HEARINGS

A. [Second Floor Review 17-30/Setback Modification 18-04; Hovannessian; 4756 Lasheart Drive:](#)

Assistant Planner Yesayan gave a presentation in accordance with the staff report. He explained that the maximum allowable floor area is 4,606 square feet rather than 5,396 square feet.

Commissioner McConnell believed the maximum total floor area shown on the plans were erroneous. Director Koleda confirmed the standard.

The Commission and staff discussed the distance between the garage and the house. Mr. Yesayan said that the Building and Safety Division would verify it meets code. The standard is 6-feet as indicated on the plans.

Commissioner Oh asked if the detached garage and main house were connected by a breezeway. Director Koleda confirmed the current Building Code requirements for separation of structures.

Mr. Yesayan said that the area of the easement would not to be included if it is not an access easement.

Commissioner McConnell asked how the Fire Department would get around the building at 4754 Lasheart for example.

Director Koleda said that a significant remodel at 4754 Lasheart, which received final approval from all applicable parties approximately ten years ago, would have required Fire Department approval at that time.

Vice Chairman Hazen asked if an 18-foot side setback meets code. Mr. Yesayan said that 14 feet is required.

The Public Hearing was opened.

Applicant, Craig Stoddard, spoke about the existing structure at 4756 Lasheart.

Speaker, Kishan Kusondra, 1238 Olive Lane, was curious about the landscaping plan and expressed that he would like additional screening to be added.

Commissioner McConnell asked about the east property line.

Mr. Kusondra said that recently the Flood Control District indicated they would be removing fallen trees. He was concerned that this could impact his privacy.

Speaker, Catherine Wallace, 1314 Olive Lane, felt that her privacy could be impacted and requested that the proposed second-story windows be frosted.

The applicant expressed that they would be all right installing frosted glass on the second story windows.

The Public Hearing was closed.

Commissioner McConnell visited the site and believed that the only easements that would apply would be those that would be required for access. He was concerned about the use of the detached garage. He requested that a covenant be recorded that the detached structure cannot be connected to the principal structure in the future. He felt that the entryway is good and meets City design guidelines but that the frosting of the windows as requested by the neighbor should not be required.

He believed that the landscaping on the west side should be up to the Director's discretion. He could make all of the findings.

Commissioner Oh said that he concurred with all that Commissioner McConnell said and that he could make all of the findings.

Commissioner Jain said that he was concerned about the garage but that he could make the findings.

Director Koleda clarified for Commissioner Oh that there would be no issue if the garage was converted to an accessory dwelling unit (ADU) which would not require that a garage be replaced per state law and City Ordinance. If it were converted to a livable space and not an ADU, then the garage would have to be replaced.

Vice Chairman Hazen said he visited the site and that he concurred with his fellow Commissioners. He did not wish to make the frosted glass a condition of approval, but would like a covenant recorded stating that the garage and house are not permitted to be connected. He said he would like the east side of the property to be screened. He said he could make the findings.

Commissioner Oh asked if the applicant agreed with the covenant. The applicant affirmed their agreement.

M/S/C – McConnell/Hazen to adopt the Resolution to approve the entitlements and adopt the Notice of Exemption with added conditions requiring a covenant and including Condition 12 requiring landscaping on the east side of the property. Approved 4-0.

IX. REPORT OF DIRECTOR'S REVIEWS

Were reviewed.

A. [Hillside Development Permit 18-25 \(Dir.\) / Director's Miscellaneous Review \(Setback\); Listo; 5370 Harter Lane](#): a request to add a new covered front porch to an existing split-level residence on a hillside lot. The porch would provide a minimum 27-foot front setback, consistent with the existing residence, but below the requirement for the subject lot.

B. [Hillside Development Permit 18-19; Stepanian; 1022 White Deer Drive](#): a request to construct a 225-square foot first-floor addition to an existing residence on a hillside lot.

C. [Director's Miscellaneous Review 18-15 \(Telecommunications\); AT&T; 4529 Angeles Crest Highway](#): a request to replace and update existing rooftop telecommunication equipment.

Director Koleda clarified for Commissioner McConnell that this is proposed for the Alan Lund building and consists of changing out antennas. The proposal meets code requirements.

X. OTHER BUSINESS

There was none.

XI. COMMENTS FROM THE COMMISSIONERS

There were none.

XII. COMMENTS FROM THE DIRECTOR

Director Koleda said that an ordinance regarding tree houses and protected trees would be brought forth for review. On June 5th, staff will be asking the City Council for direction on setback modification applications for director's review.

XIII. ADJOURNMENT

M/S/C - Hazen/McConnell to adjourn the meeting at 6:52 pm. Approved 4-0.

Secretary to the Planning Commission

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