

CITY OF LA CAÑADA FLINTRIDGE

**PLANNING COMMISSION
MEETING MINUTES
April 11, 2017 - 6:00 p.m.
City Hall Council Chambers
1327 Foothill Boulevard**

- I. CALL TO ORDER** Chairman Gunter called the meeting to order at 6:00 p.m.
- II. ROLL:** Also present were Vice Chairman Hazen and Commissioners Jain and Oh. Commissioner McConnell arrived at 6:05 p.m. Staff present were Deputy Director Koleda, Deputy City Attorney Guerra, Planner Gjolme and Assistant Planner Harris. The City's Zoning Code consultants, Patricia Blumen and Claudia Tedford, were also present.
- III. PLEDGE OF ALLEGIANCE** The flag salute was led by Chairman Gunter.
- IV. COMMENTS FROM THE PUBLIC:** There were no public comments.
- V. REORDERING OF THE AGENDA** The agenda was not reordered.
- VI. CONSENT CALENDAR**
- A. Minutes – January 24, 2017 meeting. M/S/C - Jain/Oh To approve as submitted. 3-0-2 Chairman Gunter and Vice Chairman Hazen abstained as they were not present at the meeting of January 24, 2017.
- VII. CONTINUED PUBLIC HEARINGS**
- A. Hillside Development Permit 15-37 / Second-floor Review 15-39; Chen/Johnson; 4200 Mesa Vista Drive: request to construct a new 2-story residence and attached 3-car garage comprising 6,173 sq. ft. on a 25,112 sq. ft. hillside lot with an average slope of approximately 28%. Swimming pool, retaining wall and other site improvements are also proposed. (Planner Gjolme). **Staff is recommending a continuance to recirculate the draft Mitigated Negative Declaration.** M/S/C- Gunter/Hazen to continue to a date uncertain. Approved 4-0-1 as Chairman McConnell had not arrived yet.
- VIII. PUBLIC HEARINGS** There were no public hearings.
- IX. REPORT OF DIRECTOR'S REVIEWS** There were no comments.

A. **Hillside Development Permit 17-02 (Dir.); Hong; 1000 White Deer Drive:** allowed a 387 sq. ft. 1st-floor addition to an existing one-story residence on a hillside lot.

B. **Hillside Development Permit 17-03 (Dir.); McMullin; 3680 Chevy Chase Drive:** allowed four new retaining walls up to 36" in height within the side and rear yards of a hillside lot.

C. **Hillside Development Permit 17-08 (Dir.); Craig; 5145 Redwillow Lane:** allowed a 255 sq. ft. 1st-floor addition to an existing one-story residence on a hillside lot.

D. **Director's Misc. Review 17-06 (SB); Adrangui; 5213 La Canada Blvd.:** allowed a 198 sq. ft. 1st-floor addition to encroach 3'-3" into the required 8'-6" south side setback while maintaining the building line/footprint of the existing residence.

E. **Director's Misc. Review 17-09 (SB); Charboneau; 2158 Lyans Drive:** allowed a 598 sq. ft. 1st-floor addition to encroach 5'-2" into the required 10'-2" east side setback while maintaining the building line/footprint of the existing residence.

X. OTHER BUSINESS

A. **R-1 Zoning Code Update:** Policy discussions regarding R-1 (Single-Family Residential) Zone standards for residential lighting, existing deck policy and conversion of attic space into habitable area/qualified floor area.

Patricia Blumen, the City's Comprehensive Zoning Code Update consultant, indicated that she and colleague, Claudia Tedford were there to discuss three policy items for inclusion in the Zoning Code update.

1) Lighting. A new chapter was added that addresses outdoor lighting. Currently it is only addressed in the General Plan but not in the Zoning Code. Ms. Blumen clarified that this chapter would not address the lighting of signs. It also does not address lighting that is addressed in other chapters (i.e.: sports court lighting).

She indicated that the lighting chapter was divided into three sections: general lighting for single-family residences, non-single-family residences (commercial, institutional, multi-family and mixed use), and prohibitions and exemptions.

Chairman Gunter indicated that he was pleased that this was being addressed in the Zoning Code. He felt that light pollution is an issue in the City. He felt that up-lighting of flags should be contained in its own section of the code since there are specific rules and regulations about lighting of flags. Up-lighting of buildings should be addressed within its own section, as well. Chairman Gunter also stated that security is not necessarily tied to lighting.

Commissioner McConnell asked if automatic security lighting that is intermittent would be allowed under the new regulations. He also asked for a definition of "horizontal plane" to be included.

Deputy Director Koleda stated that security lighting can be a nuisance when it spills onto adjacent properties, is too sensitive and is activated more than necessary or takes too long to turn off. If staff received a complaint regarding such lighting, staff would work with the property owner to address the issue.

The consensus was that this was a step in the right direction towards regulating light pollution. Staff agreed to bring photos and examples of the suggested lighting levels for Planning Commission review.

- 2) Decks and Porches. Deputy Director Koleda indicated this section in the new code would be codifying the policy of exempting 30" high decks from setbacks. She added that it would also codify the policy of counting under-deck area higher than 7'-6" towards the floor area for the lot.

The consensus was that codifying these two policies was a good idea. The Planning Commission requested that the updated Zoning Code provide a list of exemptions to the setback requirements within one section of the R-1 standards.

- 3) Attic Space. Deputy Director Koleda indicated that this section would allow for lower level, perhaps Director level review, for new second floors if the expansion is into an existing attic area where no significant changes to the exterior of the building is proposed. This includes attic areas that were previously counted towards floor area and those that were not.

The consensus was that a Director level review would be appropriate where the following circumstances exist:

- The proposed total floor area for the lot must be compliant with code; and
- The building envelope shall not be modified; and
- Current second-floor setbacks and angle-plane requirements shall not be applicable if the two criteria above are met.

XI. COMMENTS FROM THE COMMISSIONERS There were no comments from Commissioners.

XII. COMMENTS FROM THE DIRECTOR Deputy Director Koleda informed the Planning Commission that the adoption of the new Fire Code would be discussed at the April 18th City Council meeting and the new Accessory Living Quarters Ordinance would be discussed in the near future.

XIII. ADJOURNMENT M/S/C - Gunter/Hazen to adjourn the meeting at 7:03 p.m. Approved 5-0.