

**MINUTES OF A MEETING OF THE PLANNING COMMISSION
OF THE CITY OF LA CANADA FLINTRIDGE
HELD ON MAY 26, 2015**

- I. CALL TO ORDER:** The meeting was called to order at 6:03 p.m.
- II. ROLL:** Present - Vice Chair Jain, Commissioners Gunter, Smith and Hazen; Absent – Commissioner McConnell
- III. PLEDGE OF ALLEGIANCE**
- IV. COMMENTS FROM THE PUBLIC:** There were no comments from the public.
- V. REORDERING OF THE AGENDA**
- VI. CONSENT CALENDAR** The agenda was not reordered.
- VII. CONTINUED PUBLIC HEARINGS** There we no continued public hearings.
- VIII. PUBLIC HEARINGS**

- A. Second Floor Review 15-03/Categorical Exemption; Choi; 4361 Bel Aire Drive:** Request for a Second Floor Review to allow the addition of a new second floor to an existing single-story house. The applicant is also proposing a compliant first-floor addition and the expansion of the single-car garage to a two-car garage. Staff is recommending approval of a Categorical Exemption for this project. (Assistant Planner Harris)

A brief presentation was made by Assistant Planner Harris using the site plan. She described the additions and what the surrounding houses are like. The balcony would be centered on the rear elevation so there are no issues with privacy.

Steve Shin of Sam Won Design, stated that he is the applicant and was there to answer any questions.

Commissioner Hazen indicated that he was okay with the project.

Commissioner Smith also indicated that he conducted a site visit and he was okay with the project. He felt that the design was good and the project was compatible with houses to north and south. He could support all the findings.

Commissioner Gunter stated that he was also okay with the project and could make all the findings.

Vice Chair Jain agreed with his fellow Commissioners and was also okay with the project especially since it was within all development limits. He could make all the findings.

M/S/C Gunter/Smith to approve the project as designed, 4-0

- B. Zone Change 15-01; La Cañada Flintridge; City-wide:** Consideration of an ordinance establishing procedures for approval of Development Agreements. (Director Stanley/Assistant City Attorney Guerra)

Deputy City Attorney Guerra explained the proposed ordinance. The ordinance would be the enabling legislation that would allow the City to enter into development agreements.

Commissioner Hazen asked the definition of a project.

Deputy City Attorney Guerra explained that it could be anything.

Commissioner Smith had many comments and would like to give them to Deputy City Attorney Guerra.

Staff indicated that they will review the comments, address them and bring back to the Planning Commission for additional comments. This ordinance only addresses zoning regulations.

Commissioners Jain and Gunter asked questions about timing of the agreement.

Commissioner Smith asked questions about conflicts in the rules. He pointed to page 7 in 11.80.120

M/S/C Jain/Hazen to continue the item to July 14th 4-0

IX. OTHER BUSINESS:

A. General Plan Consistency Determination for the Fiscal Year 2015-2016 Capital Improvements Program

Senior Planner Buss gave a brief presentation in accordance with the staff report. He explained what a capital improvement program was and that it needed to be in line with the policies of the General Plan. He stated that the Public Works Department develops the Capital Improvement Program. He highlighted the new projects that were added to the list and that they require a finding of consistency with the General Plan.

He introduced Kris Markarian, the new City Engineer in the Public Works Department. He also introduced Mary Goya-Strauss.

Commissioner Gunter asked how the streets are selected for resurfacing and why any resurfacing wasn't scheduled for FY 16-17.

Ms. Markarian explained that a consultant inspects all the streets every two years and they are then ranked. They assess the condition of the pavement and if any improvements to drainage are needed. They have a pavement management system. She explained that we also address resident requests/complaints. Priorities are chosen by condition and budget constraints. The goal is resurface some streets every year according to the pavement plan.

Ms. Goya-Strauss explained that some streets are skipped so the workload is kept manageable.

Commissioner Gunter asked why streets that seem fine are redone while others with potholes not done.

Ms. Markarian explained that uneven pavement requires reconstruction which is more involved and costs more. Repaving is less costly and easier to do. It is a balancing act.

Commissioner Gunter asked for an update of the Link and beltway project along Foothill Boulevard. He asked if Measure R funding was secured and in place since it was scheduled to start construction FY 2016-17

Ms. Markarian explained that Metro has awarded that funding to the City and that the project was currently being reviewed by the City's Design Commission.

Commissioner Hazen asked for a brief description of the Link project.

Director Stanley explained the Link Project to the Planning Commission. It came about in 1990 as part of the Foothill Boulevard Master Plan. He stated that it would create a linear park and has to include a bike path in order to get funding. It goes from about Rosebank to the 2 Freeway.

Commissioner Smith asked if it will be a Class 1 bike path.

Ms. Markarian indicated that they are in the design phases and they are trying to provide the Class 1 bike path on the south side. She added that on the north side of Foothill Boulevard it would be a Class 2 bike path that is 6' wide.

Vice Chair Jain asked Ms. Markarian to clarify the specifications of the Class 1 bike path.

Ms. Markarian stated that a Class 1 bike path is 10' wide plus 2' of buffer on each side.

Commissioner Smith asked if they are fixing the catch basins on Woodleigh Lane as part of the repair work.

Ms. Markarian explained that the gutters and curb will be reconstructed. The catch basins will be reconstructed. Drainage issues should be minimized with the new design.

Commissioner Gunter asked about the status for future sewer connections on Woodleigh Lane.

Ms. Goya-Strauss stated that that needs council direction and resident vote. We can't know when sewers are coming to the area.

Vice Chair Jain clarified to the Commission that after streets are resurfaced there is a moratorium on work that requires tearing up the street.

Commissioner Smith stated that the Resolution attached to the staff report doesn't match the staff report. He pointed out that the goals and objectives don't match.

Senior Planner Buss clarified that they should match. He stated that the Commission should add the corrections to the motion.

Commissioner Hazen asked what MS4 Project means.

Ms. Goya-Strauss explained that it refers to National Pollution Discharge Elimination System (the Clean Water Act) and that MS4 (the new name for the permit) helps the City meet the requirement to keep trash from going into the catch basins and waterways.

Ms. Markarian state that this is the last of the catch basin screens that need to be installed. Some are owned by the City and some are owned by the County. She added that we contract with LA County to maintain the screens on the catch basins.

M/S/C Smith/Jain to find that the Capital Improvement Plan is consistent with the General Plan subject to the correction to the resolution. 4-0

C. Planning Commission Budget Requests

Director Stanley asked the Planning Commission for Council Consideration items that require funding. He pointed out that the Department Work Program was included in their packets. Some are on-going. Some

have been scheduled and some are unscheduled. He cited where we would ask for additional funding for specific projects. Examples IE: hiring a consultant for a specific project.

Commissioner Smith asked for clarification regarding light-wells listed on the work program.

Vice Chair Jain asked if light-wells have a bearing on funding.

Director Stanley replied no but we may prepare an ordinance regarding light wells in the future.

Commissioner Smith also asked about flat roof review which was on the work program. He suggested looking at examples.

Commissioner Gunter stated we are in the midst of rewriting the Zoning Ordinance and the consultant was looking at the flat roof issue.

Commissioner Smith asked for clarification about the LAFCO sphere of influence program.

Director Stanley explained that the sphere of influence cuts through the middle of some lots and as a result the City wants to realign the city boundary to correct the issues and be consistent with the lot lines.

Commissioner Smith clarified that we are correcting issues and in some cases enlarging the sphere. He also asked if the City is addressing the issue of drones. He cited the incident that occurred at Fiesta Days.

Director Stanley stated that it could be addressed in the Zoning Code revisions if the Planning Commission wished.

Commissioner Gunter stated the LA County Fire Department coordination process needs to be improved. He suggested that we team with other cities to see if we can make an impact.

Vice Chair Jain stated that the fire department is very slow in processing project reviews and they often change the rules in the field. He felt we need some more control.

Director Stanley indicated that dialogue with the fire department is starting and will continue. He asked the Commission if they should budget some money to address the issue.

Commissioner Gunter replied yes - maybe for a consultant.

Vice Chair Jain stated we should designate a day/days that a Fire Department plan checker is here at City Hall.

Director Stanley noted that the County is designating one person to do the City's plan checks.

Commissioner Gunter felt that we should enhance communication and outreach which could include a user manual for developers. A flow chart may also be useful. He wanted more specific time lines for those items rather than listing them as on-going.

Director Stanley stated that they can add this to zoning ordinance update.

Vice Chair Jain added that that could be useful for the building department too.

Vice Chair Jain asked if artificial turf will be also addressed in the Zoning Ordinance revision.

Director Stanley stated that the water committee is addressing this topic.

Commissioner Hazen asked if the greenhouse gases law is a State law or if it is our own ordinance.

Directory Stanley said that greenhouse gasses are addressed by State law but the cities are required to develop their own plans.

Senior Planner Buss explained that we get a SCAG grant for developing our climate action plan and we have interviewed some consultants.

Director Stanley clarified that we have selected the consultant and are awaiting for SCAG to approve it and provided the funding.

Vice Chair Jain felt that fire and water availability should be the priority.

Director Stanley stated that staff will forward the Commission's concerns to the City Council as part of the Department's council consideration items.

X. REPORT OF DIRECTOR'S REVIEWS

- A. Director's Miscellaneous Review 15-09 (SB); Asbury; 5155 Stoneglen Road: Approved a 450 sq. ft. single-story expansion and 118 sq. ft. storage addition to an existing single-story residence. The addition encroaches into the required 15-foot rear-yard setback and will be located 7-feet from the (west) rear property line.
- B. Amendment to Hillside Development Permit 14-41 (Dir); Ishibashi; 1711 La Taza Drive: Approved a reduced scope of work from previous 561 sq. ft. to 345 sq. ft. The new project will only include an expansion and relocation of the existing master bedroom.

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

XII. COMMENTS FROM THE DIRECTOR There were no comments from the Director.

XIII. ADJOURNMENT The meeting was adjourned at 7:09 p.m. M/C/S Gunter/Jain 4-0