

CITY OF LA CAÑADA FLINTRIDGE

**PLANNING COMMISSION
MEETING MINUTES
December 13, 2016 - 6:00 p.m.
City Hall Council Chambers
1327 Foothill Boulevard**

- I. CALL TO ORDER** – Vice Chairman Hazen called the meeting to order at 6:05 p.m.
- II. ROLL** - Also present were Commissioners McConnell and Oh. Chairman Gunter and Commissioner Jain were absent.
- III. PLEDGE OF ALLEGIANCE** – The Flag Salute was recited.
- IV. COMMENTS FROM THE PUBLIC:** At this time, members of the audience may address the Commission regarding matters that are not on the agenda or matters that are on the Consent Calendar. There were none.
- V. REORDERING OF THE AGENDA** The agenda was not reordered.
- VI. CONSENT CALENDAR**
- A. **Minutes:** [10/11/2016 Meeting](#) M/S/C – McConnell/Oh to approve the minutes of the meeting of 10/11/2016. Approved 3-0.

VII. CONTINUED PUBLIC HEARINGS

- A. [Hillside Development Permit 13-16 / Setback Modification 13-04 \(amendment\); Barseghian; 1936 Hilldale Drive:](#)** request to amend an approved project to allow a raised concrete deck with encroachments into the side setbacks to facilitate required Fire Department access around the rear of the residence. ***Staff is requesting continuance of this item to a date uncertain.** (Assistant Planner Harris).

Director Stanley explained that due to unresolved issues pertaining to the information submitted for the project, staff requested a continuance of the item and will notice the project for a future hearing.

Vice Chairman Hazen opened the public hearing and seeing that there was no one to speak on the item, he closed the public hearing.

M/S/C – McConnell/Oh to continue the item to a date uncertain. Approved 3-0.

VIII. PUBLIC HEARINGS

A. [Hillside Development Permit 16-14 / Second-floor Review 16-12 / Setback Modification 16-04; Lee/Yi; 4544 Daleridge Road](#): request to allow 1st and 2nd-floor expansion of an existing single-story residence, including a new 924 sq. ft. second floor. A Setback Modification would allow retention of the existing garage's 5-foot north side setback, which is below the 6-foot requirement for the lot. Staff is recommending approval of a Categorical Exemption for the project (Planner Gjolme).

Planner Gjolme recommended that the item be continued to a date uncertain so that the project could be readvertised. He explained that the legal notice only identified a certain portion of the project. He suggested that the item be continued and readvertised so that the entire project scope, which was changed after publication, could be discussed.

Vice Chairman Hazen opened the public hearing.

Speaker Katherine Crippen, 4602 Daleridge Rd., asked if items that she put in writing would be addressed at the next meeting.

Vice Chairman Hazen asked staff if the City responds to concerns in writing.

Director Stanley replied, "No." He explained that when the matter is discussed at the public hearing each item of concern may not be individually addressed or be assigned a condition of approval.

Ms. Crippen explained that she was concerned about construction vehicles or materials being placed in areas that could affect driveway access, parking and safety.

Director Stanley responded that there will be conditions that require all construction-related parking to be on the construction site and/or in front of the subject property. Any violation of the requirement would result in Code Enforcement potentially issuing a stop-work order.

Ms. Crippen expressed again, how important it is to her to ensure that parking and access issues be prevented from occurring.

Vice Chairman Hazen said that he would take the issue very seriously and the Commission along with staff would address the issue through conditions of approval to the best of their ability.

The public hearing was closed.

M/S/C – Hazen/McConnell to continue to project to a date uncertain.
Approved 3-0.

IX. REPORT OF DIRECTOR'S REVIEWS- Reviewed – This was reported.

A. **Director's Misc. Review 16-32 (Setback); Song; 916 Milmada Drive:** allowed a 654 sq. ft. addition to encroach 3'-3" into the required 8'-6" east side yard setback while maintaining the building line/setback of the existing residence.

B. **Hillside Development Permit 16-30 (Dir.); Benalisha; 1304 Journeys End Drive:** allowed a 587 sq. ft. single-story addition to a 2,137 sq. ft. single-story residence on a hillside lot.

C. **Director's Miscellaneous Review 16-40 (Setback); Jones; 4352 Beulah Drive:** allowed reconfiguring and expansion of an existing accessory structure and provision of a 5-foot north side yard setback, below the 8-foot requirement for the lot.

D. **Director's Miscellaneous Review 16-41 (Setback); Ricci; 4703 Vineta Avenue:** allowed pool equipment to encroach 2'-6" into the required 15-foot rear yard setback.

X. OTHER BUSINESS – There was none.

XI. COMMENTS FROM THE COMMISSIONERS- There were none.

XII. COMMENTS FROM THE DIRECTOR- Director Stanley wished the Commissioners a Merry Christmas and happy holidays.

XIII. ADJOURNMENT – M/S/C – Hazen/McConnell to adjourn the meeting at 6:16 p.m.
Approved 3-0.