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**CITY OF SIERRA MADRE
PLANNING COMMISSION MINUTES**

Regular Meeting of
Thursday, July 15, 2021 at 7:00 p.m.
City Council Chambers, 232 W. Sierra Madre Blvd.

7 This meeting was conducted utilizing teleconference communications and was
8 recorded for live streaming. In accordance with the State of California Executive
9 Order N-29-20 dated March 17, 2020, all City of Sierra Madre public meetings will be
10 solely available via live streaming and made available on the City's official website.
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13 **CALL TO ORDER**

14 Chair Pevsner called the meeting to order at 7:00 pm

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16 Present: Chair Pevsner, Vice Chair Denison, Commissioners Dallas

17 Absent: Commissioners Hutt and Spears
18

19 Staff: Vincent Gonzalez, Director of Planning and Community Preservation
20 Jennifer Peterson, Administrative Analyst
21 Clare Lin, Senior Planner
22 Aleks R. Giragosian, Assistant City Attorney
23

24 **APPROVAL OF AGENDA**

25 Vice Chair Denison moved to approve the agenda. Commissioner Dallas seconded.
26 Motion carried unanimously.
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28 **APPROVAL OF MINUTES JULY 1, 2021**

29 Vice Chair Denison moved to approve the minutes. Commissioner Dallas seconded.
30 Motion carried unanimously.
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32 **COUNCIL LIAISON REPORT**

33 Council Member Parkhurst spoke about the July 13, 2021 City Council meeting,
34 where the City Council provided policy direction to Staff regarding the Second Unit
35 Ordinance update.
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37 **AUDIENCE COMMENTS**

38 None.
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40 **PUBLIC HEARING**

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42 Disclosure of Site Visits and Ex Parte Contacts

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44 Commissioner Dallas visited the site and met with owner
45 Vice Chair Denison stated that he had been to the site previously.
46 Chair Pevsner passed by the site but didn't stop.

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1. MODIFICATION TO DESIGN REVIEW PERMIT 17-04 (DRP 17-04)

Address: 62 E. Carter

Applicant: John Vandavelde, Architect

Tom and MaryRose Courtney, Property Owners

Senior Planner Lin delivered the Staff Report and PowerPoint

Vice Chair Denison inquired about the floor area ratio calculation methodology.

Tom and Mary Rose Courtney

Applicant

Mr. & Mrs. Courtney spoke about the project and their plans for the property.

John Vandavelde

Architect

Mr. Vandavelde further clarified the floor area ratio calculation.

The Commission agreed by consensus that the project was suitable to the site, and a worthy design, therefore could make the findings.

Commissioner Denison moved to approve the modification to Design Review Permit 17-04. Commissioner Dallas seconded. Motion carried unanimously.

ORAL COMMUNICATION

Planning Commission

No reports.

Staff

Director Gonzalez announced that the next meeting will be held in the City Council Chambers on August 5, 2021 pending LA County Health Orders. The August 5th agenda will include presentations on the Housing Element Update, and The Meadows at Bailey Canyon. Staff will also introduce a discussion to amend the Second Unit Ordinance.

Director Gonzalez stated that staff will be holding a Housing Element scoping meeting at a date to be determined.

Director Gonzalez announced that Police Chief Armalin is offering an active shooter training session for the Planning Commission. The Commission agreed that they were interested. Director Gonzalez stated that the training will be held at closed session at 6 PM prior to the next Planning Commission meeting.

Vice Chair Denison noted a reoccurring theme that the public states that they don't know what the Planning Commission is discussing, and suggested that the City consider utilizing the City's Social Media outlets to notice the agendas.

93 Director Gonzalez stated that the Public Hearing notices on public hearings are
94 posted at the project site and neighbors are mailed postcards. He added that there is
95 a list of active projects on the Planning web page on the City website.

96 Vice Chair Denison suggested adding a link for the Planning web page to the
97 agenda, which Director Gonzalez agreed to do.

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99 Vice Chair Pevsner adjourned the meeting at 7:49 pm to August 5, 2021.

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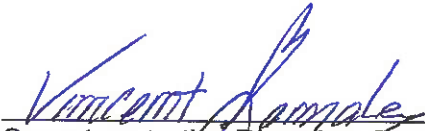
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Secretary to the Planning Commission

Vincent Gonzalez, Director of Planning & Community Preservation