

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION
OF THE CITY OF BRADBURY, HELD ON FEBRUARY 28, 2018 AT 7:00 PM
IN THE BRADBURY CIVIC CENTER**

- Meeting Called to Order and Pledge of Allegiance:** The regular meeting of the Planning Commission of the City of Bradbury was called to order by Chairperson Kuba at 7:00 p.m. Commissioner Hernandez led the Pledge of Allegiance.
- Roll Call:** PRESENT: Chairperson Kuba, Commissioners Esparza, Hernandez
ABSENT: Vice-Chairperson Dunst, Commissioner Novodor
STAFF: City Manager Kearney, City Planner Kasama, City Clerk Saldana and Management Analyst Santos Leon
- Commissioner Novodor Excused:** Chairperson Kuba made a motion to excuse Commissioner Novodor from the meeting. Commissioner Esparza seconded the motion which carried.
- Approval of Agenda:** Commissioner Esparza moved to approve the agenda as presented. Commissioner Hernandez seconded the motion which carried.
- Approval of January 24, 2018 Minutes:** Commissioner Hernandez made a motion to approve the minutes of the January 24, 2018 Planning Commission meeting. Commissioner Esparza seconded the motion which carried.
- Compliance with Fair Political Practices Act:** In compliance with the California State Fair Political Practices Act, each Commissioner has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision making process concerning development applications.
- 703 Braewood Drive – AR-MINOR 17-004:
Commissioners residing within 500 feet of 703 Braewood Drive:
None
- 350 & 370 Mount Olive Drive – LLA 17-002:
Commissioners residing within 500 feet of 350 & 370 Mt. Olive Drive:
Commissioner Novodor (not present)
- Motion:** Commissioner Esparza made a motion to order the Fair Political Practices Report dated February 23, 2018 received and filed. Commissioner Hernandez seconded the motion which carried.
- 706 Braewood Drive:** *Minor Architectural Review Application No. AR 17-004*
- Project Description:** This is a proposal to lower the floor of the existing 3-car garage. The lowering of the floor would be done by removing the existing floor, reinforcing the foundation and wall of the garage, removing the soil underneath the existing floor, and placing a new floor. The garage door will also have to be adjusted to extend down to the new floor level. This would be done by adding panels to the garage doors. The result is a somewhat disproportionately tall garage.

Project Description (continued): To reduce the height of the garage, the entire garage roof would need to be reconstructed, which would be a substantial additional cost, and the homeowner wished to avoid this.

Minor Architectural Review No. 17-004: Minor Architectural Review No. 17-004 was approved in early 2017 for a 585 square foot, one-story addition to the rear of the existing 2,305 square foot, one-story, single-family residence at 703 Braewood Drive. The addition is under construction and will expand the residence to 2,890 square feet with four bedrooms and four and a half bathrooms. The residence has an attached 701 square foot 3-car garage.

The homeowner, Paul Mandelin, proposes to remodel the existing garage by lowering its floor so that the slope of the driveway can be lessened. The existing driveway has a very steep slope and the transition at the driveway apron into the garage results in his vehicles bottoming out, which damages the vehicles.

A Minor Architectural Review can be approved administratively by the City Planner, but in accordance with Bradbury Development Code Section 9.37.030.(b)(2), the plans may be submitted to the Planning Commission for consideration. This Minor Architectural Review is being referred to the Planning Commission because the proposal will result in an inordinate alternation of the front façade of the residence.

Background from January 24, 2018 PC Meeting: City Planner Kasama stated that a public hearing for this item was opened at the January 24, 2018 Planning Commission meeting. The Planning Commission had difficulty visualizing the proposed remodel, and requested that a rendering of the remodeling be provided. The Commission also had concerns about the structural implications of lowering the floor of the garage, and requested additional information about this, along with a soils report. It was also not clear on the submitted plans how the driveway area would be graded, and how the areas to the sides of the driveway would be retained and landscaped. There were also questions about the amount of dirt that would be removed, the change-out of the front door and some windows, and about a substance that had leaked from a dumpster that was at the site.

Applicant's Response to Planning Commission Requests: The applicant has responded to the Planning Commission's requests. The applicant has provided grading, drainage and landscaping information. The Planning Commission asked how much dirt would be removed as a result of lowering the garage floor. The applicant's contractor states that 33 cubic yards of native soil will be removed. This is 3-4 truckloads. The contractor also provided a proposed haul route, which will be reviewed, and revised, if necessary, by the City Engineer.

The addition that is currently under construction will have new windows. Additionally, some of the windows in the rooms that are being remodeled as a part of the addition will be changed, and the applicant is also proposing to replace the front door and sidelights, along with filling in the opening in the roof above the front porch.

Dumpster: At the January meeting there was discussion about a dumpster that had been located on the site, and questions of a substance that had leaked from the dumpster. The dumpster has been removed and the applicant's contractor states that the substance was caulking, that it dried up, was easily scraped up, and disposed of properly.

Structural Matters: Despite the Planning Commission's concerns about the structural implications of the proposed lowering of the garage floor, it is too early in the process to require that the applicant engage an engineer and incur the expense of having structural plans prepared. Structural matters are outside of the architectural review process. In response to the Planning Commission's request for a soils study, the applicant contacted a geotechnical engineering firm. A soils study would not provide beneficial information for such a minor project. Alternatively, the consultant proposed to perform geotechnical inspections and as-needed testing during construction and implementation of the current plans. It will be determined during Building and Safety plan check if these services are necessary.

Findings: City Planner Kasama stated that the proposed project, including the front door and window change-outs, maintains the architectural style of the existing residence and will involve minimal site work. The project meets the required findings stated in Section 9.34.050 of Chapter 34 (Architectural Review, Significant) of the Bradbury Development Code.

Recommendation: It is recommended that the Planning Commission close the public hearing, and based on the determination that the proposal conforms to the requisite findings, and is Categorically Exempt under CEQA, adopt Resolution No. PC 18-271 to expand the scope of the conditional approval of Minor Architectural Review No. 17-004.

Public Hearing Opened: Chairperson Kuba opened the public hearing and asked those wishing to speak in favor or opposition to come forward and be heard.

Public Testimony: Mr. Paul Mandelin (property owner), 703 Braewood Drive
Mr. Robert Kladifko, 708 Braewood Drive
Mr. Richard Barakat, 700 Braewood Drive

Public Hearing Closed: There being no further testimony, Chairperson Kuba declared the public hearing closed.

Discussion: The Planning Commission asked if the planter by the front door was added. Mr. Mandelin stated that the planter was already there, but it was at ground level before, and now looks different due to the lowering of the garage floor.

City Planner Kasama stated that the property owner, Mr. Mandelin, has agreed to have a soils engineer present onsite during grading, which will be added to the conditions of approval in Resolution No. PC 18-271.

Motion: Commissioner Hernandez made a motion to adopt Resolution No. PC 18-721 to expand the scope of the conditional approval of Minor Architectural Review No. AR-MINOR 17-004 to include the remodeling of the attached three-car garage to lower the floor of the garage to reduce the slope of the driveway and for certain window and door change-outs at 703 Braewood Drive. Commissioner Esparza seconded the motion, which was carried by the following roll call vote:

Approved: AYES: Chairperson Kuba, Commissioners Esparza and Hernandez
NOES: None
ABSENT: Vice-Chairperson Dunst, Commissioner Novodor
ABSTAIN: None

Motion carried 3:0

Hours of Construction: Mr. Richard Barakat requested that the contractor for 703 Braewood Drive stick to the construction hours of 7 am to 7 pm Monday-Saturday, and 9 am to 7 pm on Sundays and Holidays. City Manager Kearney stated that the LA County Sheriff's Department will enforce adherence to those hours.

350 and 370 Mount Olive Drive: *Lot Line Adjustment No. LLA 17-002*

Project Description: City Planner Kasama stated that the property owner, Mr. Luis Young, submitted Lot Line Adjustment Application No. LLA 17-002 to adjust the property lien between 350 and 370 Mount Olive Drive.

Project Description: The proposed adjustment involves an area of 0.14 acre, and is to facilitate the improvement of access to 350 Mount Olive Drive, and to have the existing front fence entirely on 350 Mount Olive Drive. Both properties will still meet the A-2 zoning standards, including the minimum two-acre lot area and the 120-foot average lot width requirement.

- 350 Mount Olive Drive will increase in area from 2.01 acres to 2.15 acres, and the front lot line will increase from 311.69 feet to 343.76 feet.
- 370 Mount Olive Drive will decrease in area from 8.01 acres to 7.87 acres, and the front lot line will be shortened from 165.20 feet to 133.13 feet.

Background: A public hearing for this item was opened at the January 24, 2018 Planning Commission meeting. During the hearing, a Duarte Mesa resident asked about the future development plans for the property. Because neither the applicant, nor the owner were present, this information was not available. While this information is not relevant to the processing of a lot line adjustment, the Planning Commission continued the public hearing and requested that the applicant and/or owner attend the next meeting to provide the requested information.

Resolution No. PC 18-274: City Planner Kasama stated that he prepared a draft Resolution. The Development Code is not clear as to the requirement for a resolution for lot line adjustments, but it appears to be customary as they have been utilized in the past.

Findings: The proposed lot line adjustment conforms to the City's General Plan and Subdivision Regulations, and will not result in any violation of the Building Codes. The lot line adjustment meets the following provisions for approval as required by the Development code, and conditions of approval may only be imposed to ensure compliance with the following:

- 1) The resulting lots will conform to the City's General Plan and any applicable specific plan;
- 2) The resulting lots, including lot design, frontage, access and similar standards shall be consistent with applicable provisions contained in this title; and
- 3) The resulting lots will be consistent with all provisions contained in the City's building codes.

Recommendation: It is recommended that the Planning Commission close the public hearing and based on the determinations that the proposal conforms to the City's General Plan and Development Code, and is Categorically Exempt from the California Environmental Quality Act (CEQA), and adopt Resolution No. PC 18-274 for approval of Lot Line Adjustment No. LLA 17-002 as presented.

Public Hearing Opened: Chairperson Kuba opened the public hearing and asked those wishing to speak in favor or opposition to come forward and be heard.

Public Testimony: The applicant, Bill Raymond, Fuller Drive, Claremont, stated that the property owner is planning to sell and the lot line adjustment is necessary to create two separate driveways.

Public Hearing Closed: There being no further testimony, Chairperson Kuba declared the public hearing closed.

Motion: Commissioner Esparza made a motion to adopt Resolution No. PC 18-724: A Resolution of the Planning Commission of the City of Bradbury, California, setting forth its findings of fact and decision with a categorical exemption under the California Environmental Quality Act (CEQA) to approve Lot Line Adjustment No. 17-002 to adjust the property line between 350 and 370 Mount Olive Drive. Commissioner Hernandez seconded the motion, which was carried by the following roll call vote:

Approved: AYES: Chairperson Kuba, Commissioners Esparza and Hernandez
NOES: None
ABSENT: Vice-Chairperson Dunst, Commissioner Novodor
ABSTAIN: None

Motion carried 3:0

Public Comment: None

**Items from
Commissioners and
Reports from Staff**

City Planner:

City Planner Kasama presented the Development Review - Project Status Log for February 2018.

The City Planner also informed the Planning Commission about Development Code Text Amendments for the Housing Element Update per the State Department of Housing and Community Development, and per State Accessory Dwelling Unit Legislation. The necessary text amendments will be on the March agenda for the Planning Commission to review and make recommendations to the City Council.

City Manager:

City Manager Kearney informed the Commission that the City Council-Planning Commission retreat has been rescheduled for Saturday, May 12th at City Hall. Please contact Scarlett for further information.

City Manager Kearney stated that the Oak View Estates Scoping Meeting will be held on Wednesday, March 14th at City Hall and reminded the Commissioners not to comment on the project.

The Emergency Response Committee (ERC) is talking about holding another First Aid Training Class at City Hall if there is enough interest.

City Manager Kearney reminded the Commissioners of the Annual Appreciation event to be held at Bella Sera Restaurant in Monrovia on Wednesday, March 21, at 6:30 p.m.

Commissioners:

Commissioner Esparza stated that there might be CC&Rs for Gardi, Freeborn and Elda Street that might address second story additions.

Adjournment:

At 7:50 pm Chairperson Kuba adjourned the meeting to Wednesday, March 28, 2018 at 7:00 p.m.



Darlene Kuba – Chairperson

ATTEST:



Claudia Saldana - City Clerk