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3 **CITY OF SIERRA MADRE**  
4 **PLANNING COMMISSION MINUTES**  
5 Regular Meeting of  
6 Thursday, July 16, 2015 at 7:00 p.m.  
7 City Council Chambers, 232 W. Sierra Madre Blvd.  
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10 **CALL TO ORDER**  
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12 Chair Desai called the regular meeting of the Planning Commission to order at 7:04p.m.  
13

14 **ROLL CALL**  
15

16 **Present:** Chair Desai, Commissioners Buckles, Frierman-Hunt,  
17 **Absent:** Vice Chair Goldstein, Commissioner Spears  
18 **Staff:** Theresa Highsmith, City Attorney  
19 Vincent Gonzalez, Director of Planning & Community Preservation  
20 Jennifer Peterson, Administrative Analyst  
21

22 **APPROVAL OF AGENDA**  
23

24 Commissioner Frierman-Hunt moved to approve the agenda. Commissioner Buckles  
25 seconded. Motion carried unanimously.  
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27 **APPROVAL OF MINUTES OF JUNE 18, 2015**  
28

29 Commissioner Buckles moved to approve the minutes, Commissioner Frierman-Hunt  
30 seconded. Motion carried unanimously.  
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32 **AUDIENCE COMMENT**  
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34 None.  
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36 **PUBLIC HEARING**  
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38 **HISTORIC LANDMARK DESIGNATION, MILLS ACT CONTRACT, CERTIFICATE OF**  
39 **APPROPRIATENESS 15-02, TENTATIVE PARCEL MAP 15-01, AND REQUEST TO APPLY**  
40 **FOR TWO AFFORDABLE HOUSING INCENTIVES**

41 **Applicants: HHP-Highland, LLC**  
42

43 Director Gonzalez delivered the Staff Report.  
44

45 Jessica Ferree  
46 Project Manager, Heritage Housing Partners  
47

Ms. Ferree gave the project history, developer history and entitlement requests.

Charles Loveman

Executive Director, Heritage Housing Partners

Mr. Loveman detailed the Mills Act benefits to the City, developer and homebuyer. He also explained the qualification requirements for the Mills Act Contract.

The Commission inquired about water meters. City Attorney Highsmith explained that there are two existing meters on the property, and that an increase in size is allowed as an exception to the moratorium, due to the requirement of fire sprinklers.

Tom Michali

Project Architect, M2A Architects

Mr. Michali detailed the proposed plan, and explained that the character defining features what elements of the original design will remain, and what will encompass the proposed reuse.

The Commission inquired about the sale prices of the units, and qualification requirements for potential homebuyers.

**Public Comment**

Sharon Sandoval

W. Highland Ave.

Ms. Sandoval stated that she was concerned with the number of cars and on-street parking impacts.

Candace Zubernoth

W. Highland Ave.

Ms. Zubernoth inquired about the income requirements and determination of qualification.

Alison Spicer

Montecito Ave.

Ms. Spicer spoke in favor of the project.

Leslee Hinton

Acacia Ave.

Ms. Hinton spoke about her personal experience with low to moderate income condominium sale and the effect on surrounding property values.

Barry Gold

Ramona Ave.

Mr. Gold spoke in favor of the project.

Ellen Burr

Ms. Burr spoke in favor of the project.

**Action: Commissioner Frierman-Hunt moved to approve Planning Commission Resolution 15-08, 15-09 and 15-10 with conditions. Commissioner Buckles seconded. Motion carried unanimously.**

**Conditions of Approval:**

1. Remove the guardrails from the north building elevation adjacent to the front-door access to Units B and C to retain the appearance of the former church structure.
2. Retain door hardware on the exterior door closed in place at Unit C on the north building elevation to reflect the character of the former church building.
3. The new Asphalt shingles should closely match the color of the existing asphalt shingles on the building.

**ORAL COMMUNICATION**

**Audience Comments**

None.

**Planning Commission**

None.

**Planning & Community Preservation**

Director Gonzalez noted that the next regularly scheduled Planning Commission meeting on August 6, 2015 would be cancelled as there were no items on the agenda. He stated that appointments for the two vacancies to the Planning Commission will be discussed at the July 28, 2015 City Council meeting.

**Adjournment**

Chair Desai adjourned the meeting at 8:23 p.m.

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Secretary to the Planning Commission  
Vincent Gonzalez, Director of Planning & Community Preservation