

Notice and Agenda

Regular Meeting of the La Cañada Flintridge Planning Commission

Thursday, July 23, 2026 at 6:00 PM

**City Hall
One Civic Center Drive
La Cañada Flintridge, CA 91011**



**Ernest Koeppen, Chair
Nerses Aposhian, Vice-Chair
Argam DerHartunian, Planning Commissioner
Samir Mehrotra, Planning Commissioner
Henry Oh, Planning Commissioner**

How to View the Meeting Remotely

Regular Planning Commission meetings are streamed live for public viewing. However, please note that not all Special Planning Commission meetings are available for live streaming.

City Website Live Streaming at <https://lcf.ca.gov/city-clerk/agenda-minutes/>.

Comments from the Public

The public is encouraged to address the Planning Commission on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the Planning Commission, you may do so during the Comments from the Public period noted on the agenda. Each person is allowed 3-minutes speaking time.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Planning Commission may direct staff to investigate and/or schedule certain matters for consideration at a future Planning Commission meeting.

Agenda Materials

Copies of staff reports and supporting documentation pertaining to agenda items are available for public viewing and inspection at City Hall, 2nd Floor Lobby Area, during regular business hours, and on the City's website <https://lcf.ca.gov>. For further information regarding agenda items, please contact the Community Development Department at (818) 790-8881.

SB 343 – Any writings relating to an agenda item distributed to a majority of the Planning Commission less than 72 hours prior to the meeting will be available for public review in the City Clerk's Office during normal business hours and/or posted on the City's website.

Levine Act - To promote transparency and fairness in government decision-making, the Levine Act imposes contribution prohibitions and disclosure requirements. Specifically, any elected or appointed City officer is prohibited from making or attempting to influence a decision in a proceeding involving a license, permit, or other entitlement for use if the officer received a contribution of more than \$500 within the preceding 12 months from a party or their agent. (Gov. Code § 84308(c)(1).) Additionally, parties to proceedings involving a license, permit, or other entitlement for use pending before any elected or appointed City officer must disclose any campaign contributions exceeding \$500 that they made within the preceding 12 months. (Gov. Code § 84308(e)(1).) For more information please visit: <https://lcf.ca.gov/city-clerk/levine-act/>.

Reasonable Accommodations

In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a "reasonable accommodations" policy to expedite accommodation requests. The policy can also be found on the City's website. Please contact the City Clerk's Office, (818) 790-8880 to make an accommodation request, or to obtain an electronic or printed copy of the policy.

6:00 PM Planning Commission Regular Meeting**Preliminary Business****Call to Order****Next Resolution: 26-30****Roll Call**

Ernest Koeppen, Chair
Nerses Aposhian, Vice-Chair
Argam DerHartunian, Planning Commissioner
Samir Mehrotra, Planning Commissioner
Henry Oh, Planning Commissioner

Pledge of Allegiance**Comments from the Public - Public Comment cards are in the holder on the wall in the lobby.**

Limited to 3 minutes per speaker for items on the Consent Calendar, items not on the Agenda, or any issue within the subject matter jurisdiction of the Planning Commission. Public comment is limited to a maximum of 20 minutes. Speakers not able to speak due to the 20-minute time limit will be provided with the opportunity to speak at the end of the meeting.

If the matter on which you wish to speak is an Agenda item (other than a Consent Calendar item), you will be provided the opportunity to address the Planning Commission when the matter is considered. Please give a completed Public Comment Card to the Clerk prior to the beginning of the item.

Reordering of and Additions to the Agenda**Consent Calendar**

Items on the Consent Calendar will be enacted by one motion and roll call vote without individual discussion. If discussion is desired, the item will be removed and considered separately.

1) Approval of Minutes of the Planning Commission Meetings

- a) Minutes of the Regular Planning Commission Meeting of May 28, 2026.

Continued Public Hearings

- 2) Zone Change 14-02; Zoning Code and Zoning Map Update, Impacting Properties Citywide within the City of La Cañada Flintridge:** A request to repeal and replace in its entirety Title 11 (Zoning) of the City of La Cañada Flintridge Municipal Code and the associated Zoning Map. The Planning Commission will make a recommendation to the City Council on adoption of the proposed Zone Change.

Public Hearings: None**Other Business**

3) Director's Reviews

a) Hillside Development Permit (HILL-2026-0012); 2124 Patagonia Drive: A request to allow a 422 square-foot first-floor addition to an existing one-story residence on a hillside lot.

b) Director's Setback Modification (DIR-2026-0013); 928 Chehalem Road: A request to allow a portion of a 303 square-foot first-floor addition to encroach 2'-6" into the required 7'-11" east side yard setback.

c) Hillside Development Permit (HILL-2026-0016); 603 Chatham Place: A request to allow a new cantilevered unroofed balcony with 66 square feet of qualified under-balcony floor area on a hillside lot.

Concluding Business

- Commissioners' Comments
- Staff Comments

Adjournment**Motion to Adjourn**

I certify under penalty of perjury that the agenda was posted on the City Hall bulletin board at One Civic Center Drive at least **72 hours** prior to the meeting, in accordance with Government Code Section 54954.2.

Susan Koleda, AICP
Director of Community Development



REGULAR COMMISSION MEETING

Call to Order

Chair Oh called the Regular Meeting to order at 6:06 p.m.

Roll Call

Commissioner Mehrotra, Commissioner Koeppen, and Commissioner DerHartunian. Commissioner Aposhian was absent.

Staff Present

Director of Community Development Susan Koleda, Assistant City Attorney Matthew Cohen, Assistant Planner Kurtis Fabela, Planning Management Intern Eric Mehrabians, and Senior Management Analyst II, Lisa Brancheau

Pledge of Allegiance

Led by Chair Oh

Comments from the Public

None

Reordering of and Additions to the Agenda

None

Consent Calendar

No Items

Public Hearings

- 1) **Minor Conditional Use Permit (USE-2026-0069) at 842 Foothill Boulevard:** A request to establish a real estate office use within a 2,200 square-foot lease area of a commercial building.

Intern Eric Mehrabians gave a presentation and answered questions from the Commissioners.

Chair Oh opened the Public Hearing at 6:12 p.m.

The following individual provided public comment: Juan Argueta

Chair Oh closed the Public Hearing at 6:13 p.m.

After discussion between the Commission and staff, a motion was made.

A **MOTION** was made by Chair Oh, seconded by Commissioner Mehrotra, and carried (4 - 0, Commissioner Aposhian was absent) to adopt Resolution No. 26-23 approving Conditional Use Permit (USE-2026- 0069) for a new real estate office use at 842 Foothill Boulevard.

2) Second-Floor Review (DEV-2026-0026) at 929 Descanso Drive: A request to allow demolition of an existing residence and construction of a new 4,529 square-foot two-story residence inclusive of a front entry structure in excess of 12 feet in height and attached garage on a 14,079 square-foot non-hillside lot.

Chair Oh opened the Public Hearing at 6:18 p.m.

No one wished to speak on the item.

Chair Oh closed the Public Hearing at 6:19 p.m.

A **MOTION** was made by Chair Oh, seconded by Commissioner DerHartunian, and carried (3-0-1, Commissioner Aposhian was absent and Vice Chair Mehrotra recused himself) to continue the item to the Regular Meeting of June 11, 2026.

3) Zone Change 14-02, impacting properties citywide within the City of La Cañada Flintridge: A request to repeal and replace in its entirety Title 11 (Zoning) of the City of La Cañada Flintridge Municipal Code and the associated Zoning Map.

Chair Oh opened the Public Hearing at 6:21 p.m.

No one wished to speak on the item.

Chair Oh closed the Public Hearing at 6:21 p.m.

A **MOTION** was made by Chair Oh, seconded by Commissioner Koeppen, and carried (4 - 1, Commissioner Aposhian was absent) to continue the item to the Regular Meeting of June 25th.

Other Business

None

Concluding Business

None

Commissioners' Comments

Chair Oh remarked that the new CivicPlus System for recording and voting during the meeting is getting easier to use. Commissioner DerHartunian received clarification from Director Koleda that the remainder of the items left to be updated as part of the Zoning Code Update pertained to Density Bonuses and Accessory Dwelling Unit (ADU) requirements which require almost yearly updating.

Staff Comments

Director Koleda informed the Commissioners that the next budget meeting was scheduled for June 3, 2026.

Adjournment

Chair Oh adjourned the meeting at 6:25 p.m.

Susan Koleda Director of Community Development

Minutes approved by the Planning Commission on _____

CITY OF **LA CAÑADA FLINTRIDGE**
Planning Commission Agenda Report

Meeting Date: July 23, 2026

Subject: **Zone Change 14-02; Zoning Code and Zoning Map Update, Impacting Properties Citywide within the City of La Cañada Flintridge:** A request to repeal and replace in its entirety Title 11 (Zoning) of the City of La Cañada Flintridge Municipal Code and the associated Zoning Map. The Planning Commission will make a recommendation to the City Council on adoption of the proposed Zone Change.

Presenter: Susan Koleda, Director of Community Development

Proposed Action: Review and provide direction to staff

Environmental Impact: The Zoning Code and Zoning Map Update is to implement the City's adopted 2013 General Plan, for which a Program Environmental Impact Report (SCH. No. 2009061012) was certified by the City Council in January 2013. Prior to action by the City Council on the adoption of the Zoning Code Update, review of the project pursuant to the California Environmental Quality Act will be completed as required per state law.

Background:

The Planning Commission last reviewed the draft Zoning Code Update on June 25, 2026. During that meeting, the Commission directed staff to evaluate options for regulating basements associated with the Single-Family Residential (R-1) zone and to return on July 23, 2026 with proposed code language for review.

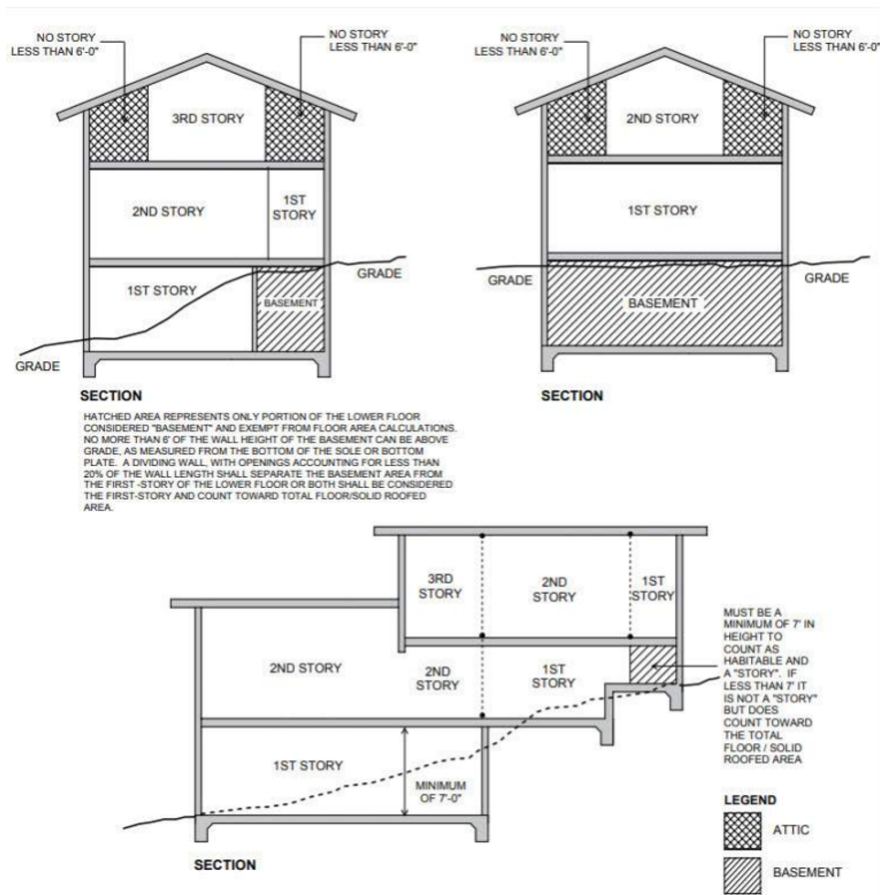
Discussion/Analysis:

Consistent with the City's current R-1 development standards, the proposed standards within §11.3.03.005.D.3.b specifically exclude basements. As defined within §11.7.01.002, a basement is:

"That portion of the structure where perimeter walls and floor are completely below adjacent grade except for six (6) inches of wall as measured from the bottom of the sole or bottom plate. See also Figure 11.7.01-11."

Figure 11.7.01-11 is shown below:

Figure 11.7.01-11: Story



Significant time was spent codifying the current practice utilized for identifying basement area versus first floor area, habitable versus non-habitable area, and areas that do or do not count toward the allowable "total floor/solid roofed area" identified within §11.3.03.005.D.3.

Staff reviewed various regulations addressing basements in single-family residential areas. A survey of comparable jurisdictions, including Pasadena, Beverly Hills, Manhattan Beach, San Mateo, Los Altos, and Portolla Valley, found that cities regulate basements through development standards that limit basement floor area, the number of subterranean levels, and interior ceiling height and through Floor Area Ratio. A table summarizing this information is included as Attachment 1.

Based on this review, if the Planning Commission desires to limit basements within the R-1 zone, staff has prepared the following draft code language for inclusion in subsection 11.3.03.005.D.3.b, to read as follows (with new draft text identified in underline):

"3. Exemptions from allowable total floor/solid roofed area calculations.

b. Basements. Including basements with light wells that comply with Section 11.3.03.005(D). Except that:

i. Basements shall not extend beyond the footprint of the first story of the main structure. For the purposes of this subsection, the footprint of the first story shall not include unenclosed porches or patios.

ii. Basements shall not be constructed underneath accessory structures, including accessory dwelling units, shall not be standalone subterranean structures, and shall not connect above-ground structures via underground means.

iii. Basements shall be limited to a maximum of one level, with an interior height not to exceed 12 feet.”

Staff is requesting the Planning Commission review the proposed code language and provide any revisions, additions, or recommendations necessary to ensure the regulations achieve the intended objectives.

In addition, staff requests the Planning Commission’s direction on several alternative approaches to regulating basements, as outlined below.

Options for Consideration

1. Placement of Basement Regulations: R-1 Development Standards vs. Hillside Development Standard

The proposed basement regulations are currently in Section 11.3.03.005, *Single-Family (R-1) Development Standards*. Under this approach, the regulations would apply to all single-family residential development within the R-1 zone.

Alternatively, the regulations could be incorporated into Section 11.4.05.011, *Hillside Development – Architectural Design*. Under this approach, the regulations would apply only to development within designated hillside areas. Single-family residences in the R-1 zone located outside hillside areas would not be subject to the proposed basement standards.

Recommendation: Staff recommends retaining the proposed basement regulations in Section 11.3.03.005 to ensure consistent regulation of basements for all single-family residences in the R-1 zone, regardless of whether the property is located within a hillside area.

2. Interior Height Limitation

The proposed code language limits basement interior height to a maximum of 12 feet. This standard provides flexibility in design while preventing unnecessarily deep excavation and the creation of larger basement volumes. As identified within Attachment 1, while several jurisdictions have no height limit associated with basements, those jurisdictions reviewed limit basements to a single level, with a height of between 9 and 12 feet. If the Planning Commission determines that a different height limit is appropriate, the standard can be modified accordingly.

Recommendation: Staff recommends retaining the 12-foot maximum interior height, as it balances design flexibility with the goal of minimizing excavation beyond what is reasonably necessary.

3. Floor Area Ratio (FAR) Regulation

Currently, the Zoning Code does not count subterranean basement floor area within the *Floor Area* definition (see definition and Figure above). If the Commission desires additional regulation of basement size through Floor Area Ratio (FAR) standards, the Zoning Code could be amended to include only a partial exemption for basement floor area within the definition of *Floor Area*. This approach would count only a portion of the basement area, above a designated maximum to be

determined by the Planning Commission and/or City Council, toward a property's "Allowable Total Floor / Solid Roofed Area" regulated within §11.3.03.005.D.

Recommendation: Staff believes the proposed basement development standards provide an effective framework for regulating basement size and intensity while maintaining flexibility for property owners and residential development projects, and this additional regulation is not necessary.

Recommendation:

Staff is requesting that the Planning Commission review and provide comment on the proposed code language regarding basement regulation. Following review and comment, the Planning Commission will be asked to recommend to the City Council that the updated Zoning Code and Zoning Map be adopted.

Attachments:

1. Comparable Jurisdictions Basement Regulations



ATTACHMENT 1

	Development Standard Regulation			FAR Regulation			
	Los Altos, CA 14.06.110 - Basements (R1-10)	Portola Valley, CA 18.04.065 - Basement.	Pasadena, CA 17.29.060 - Building Design Standards	Beverly Hills, CA 10-3-2502: FLOOR AREA:	Manahttan Beach, CA 10.12.030 - Property development regulations: RS, RM, and RH districts.	San Mateo, CA 27.04.200 – Floor Area	Redwood City, CA 48.3 - Definitions.
Area	Basements shall not extend beyond the floor area of the first floor of the main or accessory structure above;	The basement floor area shall not exceed the floor area of the first floor of the building above	Basements shall not extend beyond the footprint of the first floor of the main structure.				
Levels			Basements shall be limited to a maximum of one level				
Height		The ceiling height is not more than twelve feet. The underside of the floor joists of the floor above are not more than eighteen inches above the adjoining natural or finished grade at any point, whichever is lower.	with an interior height not to exceed nine feet.				
FAR Exemption (based on area)				Provided, however, that up to one thousand six hundred (1,600) square feet of basement garage area and up to three hundred (300) square feet of basement mechanical area shall not be included within the calculation of the floor area of a basement for the purposes of this paragraph.			
FAR Exemption (based on projection above finished grade)					In all residential districts, seventy percent (70%) of floor area in a basement that is not entirely below local grade, and up to two hundred (200) square feet of basement area used for storage and mechanical equipment purposes, is excluded from the determination of buildable floor area. Basement areas located entirely below local grade, and the related egress wells if they are the minimum size required by the UBC and located outside of the front yard setback, are excluded from the determination of buildable floor area.	Floor area also includes all accessory structures on the site and basements that meet the definition in subsection (c)(6). (B) More than one-half the area of the outermost basement walls is above finished or pre-existing grade (whichever is lower), and the surface of the finished floor level above is either: (i) More than four (4) above finished or pre-existing grade (whichever is lower) for more than 50% of the total perimeter, and (ii) More than twelve (12) feet above finished or pre-existing grade (whichever is lower) at any point.	"Gross Floor Area" means the total covered area of all floors of a single-family dwelling measured to the outside of the stud walls. Gross Floor Area includes attached garages but excludes the following:1.Basements that are no more than twenty-four (24) inches above average finished grade;
Potential Regulation Criteria							
Light Wells	Light wells, ingress and egress wells, patio wells, and other similar elements shall not be permitted within a required front or exterior side yard setback. These elements may be permitted within an interior side or rear yard setback, but in no event closer than five feet to a property line; Light wells, ingress and egress wells, patio wells, and other similar elements shall utilize vertical retaining walls. Contour graded slopes, which expose the basement as a story, are prohibited. Light wells, ingress and egress wells, patio wells, and other similar elements shall be at least seventy-five (75) percent open in area to light and air above.						
Accessory Structure			Basements shall not be constructed underneath accessory structures, shall not be standalone subterranean structures, and shall not connect above-ground structures via underground means				



COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION

**NOTICE OF ADMINISTRATIVE APPROVAL AND
ACKNOWLEDGEMENT OF CONDITIONS**

Date of Approval: July 1, 2026
Case No: HILL-2026-0012

Site Location: 2124 Patagonia Drive
Planner: Kurtis Fabela/Eric Mehrabians

To: Dion Hartoonians
2124 Patagonia Drive
La Cañada Flintridge, CA 91011

Re: Approval of Hillside Development Permit (HILL-2026-0012) at 2124 Patagonia Drive

Per Section 11.35 – Hillside Development of the City of La Cañada Flintridge Municipal Code, staff reviewed the request for a Hillside Development Permit to allow 422 square-feet of first-floor additions to an existing one-story residence on a hillside lot at 2124 Patagonia Drive.

Per Section 11.35.030, a Hillside Development Permit is required for any project requiring a building permit on a hillside lot (a lot with an average slope of 15% or greater). The subject property is a hillside lot with an average slope of approximately 24 percent, which corresponds to a slope factor guideline of 0.96. The lot slopes upward from the southern, front property line to the lot's flat pad which starts directly south of the existing driveway, and then slopes downward behind the pool to the northern, rear property line. The lot size is 23,639 square feet; however, when excluding the 40'-0" wide driveway easement south of the house, the net lot size is approximately 18,193 square feet. The maximum allowed floor area, based on a net lot area of 18,193 square feet, is 5,389 square feet, with a slope factor adjusted maximum allowed floor area of 5,173 square feet. The property contains an existing one-story residence and attached garage, and the new additions contribute to a total proposed floor area of 3,707 square feet, compliant with the slope factor adjusted maximum allowed limit for the lot.

The plans show two (2) new one-story additions, one on the front of the house measuring 372 square feet, and one to the rear of the attached garage measuring 50 square feet, for a total of 422 square feet. The 372 square-foot addition at the front of the house complies with the 27'-6" front yard setback and 12'-6" side yard setback requirement by providing 38'-4" and 33'-2", respectively. The 50 square-foot addition at the rear of the house and attached garage is setback 24'-8" from the east side property line and is not located near the front or rear yard setback. The project does not include the demolition of more than 30 percent of the existing roof, and the height of the one-story residence is increased from 12'-6" to 13'-8" through the alteration of the roof between the area of the

two additions. The project adheres to the required Zoning and Hillside Development standards and does not change the current height of the residence, nor does it result in adverse massing, view, or use impacts.

Based on review of the proposed project, the following finding is made in the affirmative in accordance with Municipal Code Section 11.35.060.C(2):

The project is found not to be in conflict with or potentially detrimental to the public health, safety or welfare, or other community standards, and conforms to the city's general plan and all other ordinances and regulations of the city.

The proposed project preserves the lot's hillside character due to the additions' location on a flat pad. Slopes and ridgelines will not be affected, and grading of any slope will not be required for the additions. Though the project increases the total floor area by 422 square feet, the addition's design maintains the scale and style of the existing house. The 372 square-foot addition at the front of the house includes the expansion of the living room and replacement of the flat porch roof to a pitched roof that matches the design of the existing pitched roofed area on the west and east sides of the house. The 50 square-foot addition adds an outdoor bathroom attached to the rear of the primary residence and garage and is of a limited size. The project adheres to the residential design guidelines and does not introduce massing or privacy concerns due to its size, height, location, and likeness to the existing house. Though the height of the house is increasing due to the roof alterations and additions, the house will maintain its one-story profile and does not contribute to offsite visibility or massing impacts due to the project's design and limited visibility from neighboring properties. In all, the project preserves the hillside character of the property and does not contribute to negative impacts to health, safety and welfare.

Based on the above finding, the request **IS APPROVED**, subject to the conditions of approval listed in Exhibit "A", attached to this notice.

Please note that the approval expires 24 months from the date of this approval unless an extension request is received in writing prior to the expiration of the original approval. If the approval expires prior to the start of construction, and no request for extension is received by that time, City procedures require a new application with full fees. Please also be aware that the City will not provide further notice of the expiration date.

Sincerely,

Susan Koleda

Susan Koleda, AICP
Director of Community Development

Cc (next page):

5870-003-024

[REDACTED]

2068 LYANS DR
LA CANADA FLINTRIDGE, CA 91011

5870-003-016

[REDACTED]

2121 PATAGONIA DR
LA CANADA FLINTRIDGE, CA 91011

5870-003-014

[REDACTED]

2134 PATAGONIA DR
LA CANADA FLINTRIDGE, CA 91011

5870-003-003

[REDACTED]

2056 LYANS DR
LA CANADA FLINTRIDGE, CA 91011

5870-003-017

[REDACTED]

2131 PATAGONIA DR
LA CANADA FLINTRIDGE, CA 91011

5870-002-015

[REDACTED]

2101 TONDOLEA LN
LA CANADA FLINTRIDGE, CA 91011

EXHIBIT "A"
CONDITIONS OF APPROVAL
HILLSIDE DEVELOPMENT PERMIT (HILL-2026-0012)
2124 PATAGONIA DRIVE

1. Compliance with and execution of all conditions listed herein shall be necessary prior to obtaining final building inspection clearance and/or prior to obtaining any occupancy clearance. Deviation from this requirement shall be only by written consent of the Director of Community Development.
2. This approval is granted for the land or land use as described in the application and any attachments thereto, and as shown on the site plan submitted, labeled HILL-2026-0012.
3. Prior to obtaining a building permit or when applicable initiation of use, the applicant and the property owner shall file with the Director of Community Development written acknowledgment of the conditions stated herein on forms provided by the Planning Division.
4. All structures, site work and other features shall be located and maintained substantially as shown on the site plan labeled HILL-2026-0012, except as otherwise stated in these conditions.
5. This approval will expire unless "start of construction" is commenced within 24 months after approval is granted and diligently pursued thereafter. The Director of Community Development may extend the original expiration date by as much as 12 months upon receipt of a written request from the applicant prior to the expiration of the original approval if the approved project and applicable zoning standards are unchanged. Start of construction is defined as:
 - a. All zoning and related approvals are effective; and
 - b. All required building and grading permits for the project have been issued; and
 - c. The "foundation inspection" and "concrete slab or underfloor inspection" have been made and received approval from the Division of Building and Safety; i.e., all trenches must be excavated, forms erected, and all materials for the foundation delivered on the job and all in-slab or underfloor building service equipment, conduit, piping accessories and other ancillary equipment items must be in place. Nothing in this definition shall be construed to alter the applicable legal standards for determining when vested property rights to complete the project have arisen.
6. All applicable requirements of any law, ordinance, or regulation of the City of La Cañada Flintridge shall be complied with.

7. This approval is subject to the applicant paying all fees, deposits and assessments to the City of La Cañada Flintridge, as established by policy, ordinance or resolution of the City Council prior to occupancy or initiation of use. This includes payment for contracted staff services as invoiced to the city.
8. In the event the City determines that it is necessary to take legal action to enforce any of the provisions of these conditions, and such legal action is taken, the applicant agrees to pay any and all costs of such legal action, including reasonable attorney's fees, incurred by the City, even if the matter is not prosecuted to a final judgment or is amicably resolved, unless the City should otherwise agree with the applicant to waive said fees or any part thereof. The foregoing shall not apply if the permittee prevails in the enforcement proceeding.
9. The applicant shall defend, indemnify, and hold harmless the City and its officers, agents, and employees from any claim, action or proceeding against the City or its officers, agents, or employees to attack, set aside, void, or annul approval of this project. The City shall promptly notify the applicant of any such claim, action, or proceeding and shall cooperate fully in the defense.
10. An approval granted by the Director of Community Development does not constitute a building permit or authorization to begin any construction. An appropriate permit issued by the Division of Building and Safety must be obtained prior to construction.
11. All construction/contractor parking shall be on-site only. If it is deemed by the Community Development Director that sufficient on-site parking may not be available, then on-street parking in front of the site will be permitted if it can be demonstrated that such parking will not interfere with the immediate neighbors and will not interfere with the public's use of the surrounding streets. If this cannot be found, then any additional construction vehicle or equipment parking must occur off-site at a location approved by the Director of Community Development. Approval of the off-site location shall be based on the submittal of a Parking Management Plan by the applicant that demonstrates that the site shall not interfere with the neighbors in the area or hinder the public's use of the surrounding streets. Contractors and construction workers will be required to carpool to the construction site. No construction, no deliveries and no movement of construction materials shall occur on Sundays or City recognized holidays.

#

PROPERTY OWNERS' ACKNOWLEDGEMENT OF CONDITIONS

As the property owner, I, Dion Hartoonians, hereby acknowledge that I have received, read, and understand all conditions of approval, listed in Exhibit "A", attached.

Signature of Property Owner

Date

Please sign and return one (1) copy of this form to the Planning Division in order to activate this Hillside Development Permit (HILL-2026-0012) at 2124 Patagonia Drive

APPEAL PROCEDURES

Any interested person may appeal this action to the Planning Commission within fifteen (15) days of the mailing date of this notice.

An appeal must contain all of the following information in order to be considered timely filed:

1. The Project Case No.,
2. The nature of the appeal (e.g., objection to approval, to denial, or to one or more of the conditions).
3. Appellant contact information including a brief statement of reasons for the appeal.
4. A filing fee equal to one-half the original application fee plus applicable public notification fee.

File applications for appeal to:

CITY OF LA CAÑADA FLINTRIDGE
ONE CIVIC CENTER DRIVE
LA CAÑADA FLINTRIDGE, CA 91011
(818) 790-8880

Any court challenge of the matter will be limited to filing within 90 days of a final City decision, per the adoption of Section 1094.6 of the Code of Civil Procedure, as adopted by the City Council.



COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION

**NOTICE OF ADMINISTRATIVE APPROVAL AND
ACKNOWLEDGEMENT OF CONDITIONS
*Certified Mail / Return Receipt***

Date of Approval: July 8, 2026
Case No: DIR-2026-0013

Site Location: 928 Chehalem Road
Planner: Kurtis Fabela

To: Muhibb Khan & Fareeha Molvi
928 Chehalem Road
La Cañada Flintridge, CA 91011

Re: Approval of Director's Setback Modification Review (DIR-2026-0013) at 928 Chehalem Road

Per Section 11.45.010 – Setback Modifications of the City of La Cañada Flintridge Municipal Code, staff reviewed the request to allow 11 square feet of a new 303 square-foot addition to encroach within the required side yard setback at 928 Chehalem Road.

A side yard setback of 7'-11" is required based on the average lot width of the property located at 928 Chehalem Road. The proposed addition, as well as the existing house, are setback 5'-5" from the side property line, which constitutes an encroachment of 2'-6". The plans show that the addition does not exceed the existing side yard encroachment; therefore, the alterations will not encroach into the required side yard beyond the limits already established by the existing structure or result in less than a 5'-0" setback. The project's total proposed floor area of 3,161 square feet complies with the maximum allowed floor area of 3,608 square feet, based on a lot size of 10,033 square feet. In all, the request complies with all applicable R-1 single family residential development standards.

Pursuant to Section 11.45.010 Setback Modification, the following findings are made:

- 1. Topographic features, lot configurations or other conditions make it impractical to require compliance with the yard requirements (§11.45.010(B)(1)(f)).**

The encroachment is a smaller, 11 square-foot portion of a larger 303 square-foot kitchen and living space addition located in a notched area at the rear of the house with an existing uncovered concrete patio area. It is impractical to require compliance with the 7'-11" side yard setback requirement, as it would result in an awkward layout with an open notch in the corner of the southeastern side of the house. Allowing 11 square feet of

the addition to encroach 2'-6" within the setback would allow for a clean and squared off corner, avoiding an inevitable notch that would create an irregular interior layout for the kitchen expansion. The remainder of the 303 square-foot addition complies with the setback requirements of the lot. As a whole, the encroachment allows for a flush appearance along the existing east-facing wall with minimal visual impact due to the limited size and scale of the 11 square-foot encroachment.

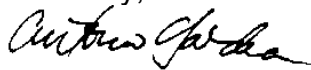
2. **The proposed project preserves the existing scale and character of the surrounding neighborhood, and protects public views, and aesthetic and other property values in such neighborhoods in a manner that is compatible with reasonable development of the subject lot and is consistent with the residential design guidelines as adopted by resolution of the city council (§11.45.010(B)(1)(g)).**

The encroaching addition is consistent in design with the primary structure and is harmonious and compatible in scale and mass with the surrounding neighborhood. The addition incorporates materials like-kind, matches the style of the existing residence, and does not increase the overall height of the house. The addition maintains the house's one-story profile, and the encroachment would allow the addition to continue the building line of the house along the side yard without introducing a new encroachment. The addition is reasonable and compatible in scale with the existing site and neighborhood and is consistent with the residential design guidelines.

Based on the above findings, your request **IS APPROVED**, subject to the conditions of approval listed in Exhibit "A", attached to this notice.

Please note that the approval expires 24 months from the date of this approval unless an extension request is received in writing prior to the expiration of the original approval. If the approval expires prior to the start of construction, and no request for extension is received by that time, City procedures require a new application with full fees. Please also be aware that the City will not provide further notice of the expiration date.

Sincerely,



Antonio Gardea, AICP
for Susan Koleda, AICP
Director of Community Development

cc:

[REDACTED]
[REDACTED]
942 WILADONDA DRIVE
LA CANADA FLINTRIDGE, CA 91011

5815-004-002
[REDACTED]
5077 COMMONWEALTH AVE
LA CANADA FLINTRIDGE, CA 91011

5815-004-013
[REDACTED]
2505 OLIVE AVE
LA CRESCENTA, CA 91214

5815-004-005
[REDACTED]
924 CHEHALEM RD
LA CANADA FLINTRIDGE, CA 91011

5815-004-014
[REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED]
400 PALMERSTONE DR
LA CANADA FLINTRIDGE, CA 91011

EXHIBIT "A"
CONDITIONS OF APPROVAL
DIRECTOR'S MISCELLANEOUS REVIEW
DIR-2026-0013 (SETBACK MODIFICATION)
928 CHEHALEM ROAD

1. Compliance with and execution of all conditions listed herein shall be necessary prior to obtaining final building inspection clearance and/or prior to obtaining any occupancy clearance. Deviation from this requirement shall be only by written consent of the Director of Community Development.
2. This approval is granted for the land or land use as described in the application and any attachments thereto, and as shown on the site plan submitted, labeled DIR-2026-0013.
3. Prior to obtaining a building permit or when applicable initiation of use, the applicant and the property owner shall file with the Director of Community Development written acknowledgment of the conditions stated herein on forms provided by the Planning Division.
4. All structures, site work and other features shall be located and maintained substantially as shown on the site plan labeled DIR-2026-0013, except as otherwise stated in these conditions.
5. This approval will expire unless "start of construction" is commenced within 24 months after approval is granted and diligently pursued thereafter. The Director of Community Development may extend the original expiration date by as much as 12 months upon receipt of a written request from the applicant prior to the expiration of the original approval if the approved project and applicable zoning standards are unchanged. Start of construction is defined as:
 - a. All zoning and related approvals are effective; and
 - b. All required building and grading permits for the project have been issued; and
 - c. The "foundation inspection" and "concrete slab or underfloor inspection" have been made and received approval from the Division of Building and Safety; i.e., all trenches must be excavated, forms erected, and all materials for the foundation delivered on the job and all in-slab or underfloor building service equipment, conduit, piping accessories and other ancillary equipment items must be in place. Nothing in this definition shall be construed to alter the applicable legal standards for determining when vested property rights to complete the project have arisen.
6. All applicable requirements of any law, ordinance, or regulation of the City of La Cañada Flintridge shall be complied with.

7. This approval is subject to the applicant paying all fees, deposits and assessments to the City of La Cañada Flintridge, as established by policy, ordinance or resolution of the City Council prior to occupancy or initiation of use. This includes payment for contracted staff services as invoiced to the city.
8. In the event the City determines that it is necessary to take legal action to enforce any of the provisions of these conditions, and such legal action is taken, the applicant agrees to pay any and all costs of such legal action, including reasonable attorney's fees, incurred by the City, even if the matter is not prosecuted to a final judgment or is amicably resolved, unless the City should otherwise agree with the applicant to waive said fees or any part thereof. The foregoing shall not apply if the permittee prevails in the enforcement proceeding.
9. The applicant shall defend, indemnify, and hold harmless the City and its officers, agents, and employees from any claim, action or proceeding against the City or its officers, agents, or employees to attack, set aside, void, or annul approval of this project. The City shall promptly notify the applicant of any such claim, action, or proceeding and shall cooperate fully in the defense.
10. An approval granted by the Director of Community Development does not constitute a building permit or authorization to begin any construction. An appropriate permit issued by the Division of Building and Safety must be obtained prior to construction.
11. All construction/contractor parking shall be on-site only. If it is deemed by the Community Development Director that sufficient on-site parking may not be available, then on-street parking in front of the site will be permitted if it can be demonstrated that such parking will not interfere with the immediate neighbors and will not interfere with the public's use of the surrounding streets. If this cannot be found, then any additional construction vehicle or equipment parking must occur off-site at a location approved by the Director of Community Development. Approval of the off-site location shall be based on the submittal of a Parking Management Plan by the applicant that demonstrates that the site shall not interfere with the neighbors in the area or hinder the public's use of the surrounding streets. Contractors and construction workers will be required to carpool to the construction site. No construction, no deliveries and no movement of construction materials shall occur on Sundays or City recognized holidays.

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PROPERTY OWNERS' ACKNOWLEDGEMENT OF CONDITIONS

As property owner(s), we, Muhibb Khan & Fareeha Molvi, hereby acknowledge that we have received, read, and understand all conditions of approval, listed in Exhibit "A", attached.

Signature of Property Owner

Date

Signature of Property Owner

Date

Please sign and return one (1) copy of this form to the Planning Division in order to activate this Director's Setback Modification Review (DIR-2026-0013) at 928 Chehalem Road

APPEAL PROCEDURES

Any interested person may appeal this action to the Planning Commission within fifteen (15) days of the mailing date of this notice.

An appeal must contain all of the following information in order to be considered timely filed:

1. The Project Case No.,
2. The nature of the appeal (e.g., objection to approval, to denial, or to one or more of the conditions).
3. Appellant contact information including a brief statement of reasons for the appeal.
4. A filing fee equal to one-half the original application fee plus applicable public notification fee.

File applications for appeal to:

CITY OF LA CAÑADA FLINTRIDGE
ONE CIVIC CENTER DRIVE
LA CAÑADA FLINTRIDGE, CA 91011
(818) 790-8880

Any court challenge of the matter will be limited to filing within 90 days of a final City decision, per the adoption of Section 1094.6 of the Code of Civil Procedure, as adopted by the City Council.



COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION

**NOTICE OF ADMINISTRATIVE APPROVAL AND
ACKNOWLEDGEMENT OF CONDITIONS**

Date of Approval: July 14, 2026
Case No: HILL-2026-0016

Site Location: 603 Chatham Place
Planner: Harriet Harris

To: Heidi Trotta and Richard Lambert
603 Chatham Place
La Cañada Flintridge, CA 91011

Re: Approval of Hillside Development Permit (HILL-2026-0016) at 603 Chatham Place

Per Section 11.35 – Hillside Development of the City of La Cañada Flintridge Municipal Code, staff reviewed the request for a Hillside Development Permit to allow a new cantilevered, unroofed balcony on a hillside lot at 603 Chatham Place.

Per Section 11.35.030, a Hillside Development Permit is required for any project requiring a building permit on a hillside lot (a lot with an average slope of 15% or greater).

The subject property is a hillside lot with an average slope of approximately 36 percent, which corresponds to a slope factor guideline of 0.78. The lot slopes downward approximately ten feet from the front property line to the front of the house. From there the property slopes further down approximately 20 feet to the existing pool deck and another 55 feet to the rear property line. The lot comprises approximately 49,658 square feet. The maximum allowed floor area is 11,682 square feet, with a slope factor adjusted maximum allowed floor area of 9,112 square feet. The existing house is two stories and has a day-lighting basement, effectively making it a three-story house. Total existing floor area comprises 7,354 square feet. The new under-balcony area would contribute an additional 66 square feet for a post-project total floor area of 7,420 square feet, compliant with the slope factor adjusted maximum allowed limit for the lot. The new deck would provide a 29'-10" side-yard setback along the northwest side of the lot.

The project adheres to the required Zoning and Hillside Development standards and does not change the current height of the residence, nor does it result in adverse massing, view, or use impacts.

Based on review of the proposed project, the following finding is made in the affirmative in accordance with Municipal Code Section 11.35.060.C(2):

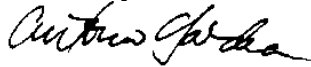
The project is found not to be in conflict with or potentially detrimental to the public health, safety or welfare, or other community standards, and conforms to the city's general plan and all other ordinances and regulations of the city.

The proposed project preserves the lot's hillside character due to the balcony's location above the lowest level and projecting from the first floor. Slopes and ridgelines will not be affected, and grading of any slope will not be required for the new balcony. Though the project increases the total floor area by 66 square feet because of the under-deck area, the project maintains the scale and style of the existing house. The project adheres to the residential design guidelines and does not introduce massing or privacy concerns due to increased side-yard setback, location, and the existing landscape screening along the northwest property line. The height of the house would not be increased through the project. The house will maintain its existing profile and does not contribute to offsite visibility or massing impacts due to the project's design and limited visibility from neighboring properties. In all, the project preserves the hillside character of the property and does not contribute to negative impacts to health, safety and welfare.

Based on the above finding, the request **IS APPROVED**, subject to the conditions of approval listed in Exhibit "A", attached to this notice.

Please note that the approval expires 24 months from the date of this approval unless an extension request is received in writing prior to the expiration of the original approval. If the approval expires prior to the start of construction, and no request for extension is received by that time, City procedures require a new application with full fees. Please also be aware that the City will not provide further notice of the expiration date.

Sincerely,



Antonio Gardea, AICP for
Susan Koleda, AICP
Director of Community Development

cc: (next page)

5821-012-002

[REDACTED]
609 Chatham Place
La Canada Flintridge, CA 91011

5821-013-008

[REDACTED]
4159 Dover Road
La Canada Flintridge, CA 91011

5821-013-007

[REDACTED]
4153 Dover Road
La Canada Flintridge, CA 91011

5821-012-004

[REDACTED]
PO BOX 545
San Gabriel, CA 91778

5821-004-019

[REDACTED]
4179 Dover Road
La Canada Flintridge, CA 91011

5821-013-005

[REDACTED]
4117 Dover Road
La Canada Flintridge, CA 91011

5821-004-020

[REDACTED]
511 Wimbledon Place
La Canada Flintridge, CA 91011

5821-013-006

[REDACTED]
4131 Dover Road
La Canada Flintridge, CA 91011

EXHIBIT "A"
CONDITIONS OF APPROVAL
HILLSIDE DEVELOPMENT PERMIT (HILL-2026-0016)
603 CHATHAM PLACE

1. Compliance with and execution of all conditions listed herein shall be necessary prior to obtaining final building inspection clearance and/or prior to obtaining any occupancy clearance. Deviation from this requirement shall be only by written consent of the Director of Community Development.
2. This approval is granted for the land or land use as described in the application and any attachments thereto, and as shown on the site plan submitted, labeled HILL-2026-0016.
3. Prior to obtaining a building permit or when applicable initiation of use, the applicant and the property owner shall file with the Director of Community Development written acknowledgment of the conditions stated herein on forms provided by the Planning Division.
4. All structures, site work and other features shall be located and maintained substantially as shown on the site plan labeled HILL-2026-0016, except as otherwise stated in these conditions.
5. This approval will expire unless "start of construction" is commenced within 24 months after approval is granted and diligently pursued thereafter. The Director of Community Development may extend the original expiration date by as much as 12 months upon receipt of a written request from the applicant prior to the expiration of the original approval if the approved project and applicable zoning standards are unchanged. Start of construction is defined as:
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6. All applicable requirements of any law, ordinance, or regulation of the City of La Cañada Flintridge shall be complied with.

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PROPERTY OWNERS' ACKNOWLEDGEMENT OF CONDITIONS

As the property owners, we, Heidi Trotta and Richard Lambert, hereby acknowledge that I have received, read, and understand all conditions of approval, listed in Exhibit "A", attached.

Signature of Property Owner

Date

Signature of Property Owner

Date

Please sign and return one (1) copy of this form to the Planning Division in order to activate this Hillside Development Permit (HILL-2026-0016) at 603 Chatham Place

APPEAL PROCEDURES

Any interested person may appeal this action to the Planning Commission within fifteen (15) days of the mailing date of this notice.

An appeal must contain all of the following information in order to be considered timely filed:

1. The Project Case No.,
2. The nature of the appeal (e.g., objection to approval, to denial, or to one or more of the conditions).
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LA CAÑADA FLINTRIDGE, CA 91011
(818) 790-8880

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