



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: May 15, 2019

TO: Hearing Officer

SUBJECT: Hillside Development Permit #6652

LOCATION: 710 Heatherside Road

APPLICANT: Matthew Smith and Taylor Hathaway-Zepeda

ZONING DESIGNATION: RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre of site area, Hillside Development Overlay District)

GENERAL PLAN DESIGNATION: Low Density Residential

CASE PLANNER: Jason Van Patten

STAFF RECOMMENDATION: Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Hillside Development Permit #6652 with the conditions in Attachment B

PROJECT PROPOSAL: Hillside Development Permit: To allow construction of hardscape and decking, a retaining wall, metal guardrail, block wall, wood screen, and fire pit within 20 feet of the top edge of the Arroyo Seco slope bank.

ENVIRONMENTAL DETERMINATION: The project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15303, Class 3, New Construction or Conversion of Small Structures) and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15303 consists of construction and location of limited numbers of new, small facilities or structures including accessory (appurtenant) structures. The proposed improvements are accessory or appurtenant to an

existing single-family dwelling, consistent with Class 3. Therefore, the proposal is exempt from environmental review.

BACKGROUND:

Site Characteristics: The 22,951 square-foot double-frontage lot adjoins Heatherside Road on the west, and extends through to West Drive on the east. Vehicular access is available from Heatherside Road via Linda Vista Avenue. Existing improvements include a one-story single-family dwelling with attached two-car garage. The topography is generally flat through the westerly half of the 235-foot deep lot due to the existing improvements. This pad area backs up to an existing concrete and wood retaining wall that spans the approximate 100-foot width of the lot. Beyond the retaining wall, the topography slopes significantly, dropping approximately 70 feet in elevation down to West Drive on the east. The Rose Bowl is located beyond, further to the east. Several trees among other vegetation fill the hillside. According to survey information, 10,204 square feet of the site slopes greater than 50 percent. After removing areas of the site equal to or greater than 50 percent slope, the average slope of the remaining site is 5.8 percent.

Adjacent Uses:

- North – Single-Family Dwelling
- South – Single-Family Dwelling
- East – Rose Bowl
- West – Single-Family Dwelling

Adjacent Zoning:

- North – RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre of site area, Hillside Development Overlay District)
- South – RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre of site area, Hillside Development Overlay District)
- East – OS (Open Space)
- West – RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre of site area, Hillside Development Overlay District)

Previous Zoning Cases: None

PROJECT DESCRIPTION:

The applicants, Matthew Smith and Taylor Hathaway-Zepeda, have submitted a Hillside Development Permit application to allow backyard improvements to encroach within 20 feet of the top edge of the Arroyo Seco slope bank. Proposed structures consist of hardscape and decking, a concrete retaining wall, metal guardrail, block wall, wood screen, and fire pit. A Hillside Development Permit is required for the development of any structure within 20 feet of the top edge.

The top edge is the point on the property where the natural terrain descends steeply downward at a slope greater than 50 percent. This occurs through the middle of the lot where the property transitions from a flat pad to a steeply down sloping hillside. An existing retaining wall system

(north portions made of concrete, south portions made of wood) that stabilizes the pad and extends the width of the lot, helps visualize the approximate location of the top edge. The usable portion of the backyard is located between the rear of the dwelling and the top edge. Land to the east beyond the top edge is undeveloped hillside that descends approximately 70 feet in elevation for a distance of 100 feet down to West Drive. This undeveloped area is densely populated with vegetation and trees. The usable portion of the backyard currently consists of an on-grade concrete landing and two wood decks/landings that lead from the dwelling down to a dirt/grass yard. The applicant proposes to replace the existing backyard improvements with new paving and decking. The deck would lead from the dwelling down to a paved patio. A 20-foot wide, five-foot tall decorative wood/block screen and fire pit would border the patio, and run parallel with the deck. Other areas would be enhanced with new landscaping, low landscape walls, and pavers. The approximate north half of the existing retaining wall system (made of concrete) located adjacent to the top edge would remain. The approximate south half (made of wood and currently below grade) would be removed and replaced with an up to eight-foot tall concrete retaining wall (four feet or less exposed, remainder buried) that would cut into the existing slope. According to the applicant, the existing wood portions are deteriorated necessitating the replacement. A 42-inch-high open metal guardrail system is proposed atop the entire retaining wall system. No expansion to the existing dwelling or the removal of protected trees is proposed as part of this application.

ANALYSIS:

Hillside Development Permit

The subject property is located in the RS-4-HD (Single-Family Residential, 0-4 units per acre of site area, Hillside Development Overlay District) zoning district and is identified within the boundaries of the Arroyo Seco Slope Bank Map. Pursuant to Zoning Code Section 17.29.050.D (Development Standards, Encroachment into the Arroyo Seco), no structure shall extend over or below the top edge. The top edge of the Arroyo is the highest existing grade elevation at the point where the natural gradient inclines downward at a slope greater than 50 percent in the mapped area. On a site with multiple slope banks, the top edge shall be considered the point farthest from the floor of the Arroyo Seco. A Hillside Development Permit shall be required for the development of any structure within 20 feet of the top edge. The intent of the provisions are to protect the open space and natural appearance of the Arroyo.

The reviewing authority (Hearing Officer) may approve a Hillside Development Permit only after making eight findings pursuant to Zoning Code Section 17.61.050 (Conditional Use Permits and Master Plans) and 17.29.080 (Hillside Development Permit). The general purpose of the Hillside Development Permit is to ensure that the proposed project minimizes its visual and environmental impact. Findings are necessary for the purpose of evaluating compliance with the Zoning Code and General Plan, whether the use would be detrimental or injurious to the neighborhood, and compatibility of the operation with existing and future uses.

The topographical map provided with the application delineates the location of the top edge, located approximately 14 feet from the existing dwelling at the narrowest point. The top edge is located approximately 100 feet from West Drive on the east and elevated approximately 70 feet above the right-of-way. The top edge traverses the width of the lot, approximately 100 lineal feet. The proposed improvements would make use of a relatively flat area of the site between the dwelling and the top edge. The improvements would not extend over the top edge, thereby preserving the natural hillside and existing vegetation located beyond, consistent with the purpose of the Hillside Overlay District.

Walls, guardrails, decks, paving, and fire pits are typical components of outdoor designs appurtenant or accessory to single-family uses. The proposed height of the rails, retaining wall, and landscape walls would comply with heights in the zoning code. The proposed wood/block screen wall would extend five feet above existing grade for a lineal distance of 20 feet. The metal guardrail would predominantly be of an open design and extend 42 inches above the existing and proposed retaining walls. The proposed retaining wall that would replace an existing southerly portion made of wood, would stabilize the hillside, preventing future failure due to erosion or alteration to downslope drainage and/or vegetation. The proposed deck would maintain a 10'6" setback to the south side property line, and be located out of the required side setback. The deck would act as a transition from the house down to the dirt/grass yard and paved areas. Existing vegetation and trees that occupy the undeveloped hillside would limit visibility of the proposed structures from West Drive. The applicant has proposed the tallest elements, being the wood/block screen wall in an area where vegetation prevents visibility from West Drive. In addition, the proposed improvements would maintain a sufficient distance, and be located at an elevation significantly above West Drive, preventing any detriment to the natural appearance of the hillside. It's anticipated that the structures would require less grading or alteration to the existing topography because they will be placed directly on grade or in the same location as prior improvements. For these reasons the replacement of the existing site improvements with similar structures would not result in detriment to the health, safety, or general welfare of persons residing or working in the neighborhood.

View and Ridgeline Protection

The Zoning Code requires applicants to design and locate improvements so that they avoid blocking views from neighboring properties to the maximum extent feasible. Specifically, new improvements shall not be centered directly in the view of any room of a primary structure on a neighboring parcel. The standard specifies that improvements are to avoid blocking culturally significant structures such as the Rose Bowl, Colorado Street Bridge, City Hall, downslope views of the valley floor, prominent ridgelines, and/or the horizon line. Views of the open sky, existing foliage, private yards, and existing structures on surrounding properties shall not be taken into consideration by the review authority. A visual analysis is also required to assist the review authority and interested citizens in understanding how a proposed structure and its accompanying grading and other site development will appear in the context of the surrounding hillsides, properties, and development.

In this case, the proposed structures subject to this Hillside Development Permit would be located within usable portions of the backyard, on the east side of the subject property and extend no more than five feet above existing grade. Due to the heights proposed, there would be no view impact to neighboring properties.

The applicant provided a combination of content to help visualize the improvements as viewed from downslope areas along West Drive. This included a digital rendering, architectural elevations, and photomontages that included photos after the installation of a temporary silhouette. The temporary silhouette made use of wood posts connected by orange rope to demarcate the height and location of the proposed metal guardrails and wood/block screen wall. Based on the information provided, and site visits conducted by staff, its anticipated that there would be limited visibility of the proposed improvements from West Drive. Exposed portions of the new retaining wall and wood/block screen wall would be blocked by existing vegetation and/or backfill. A majority of the guardrail would be screened, with limited visibility of a portion located above the existing retaining wall to remain. However, the steep topography and color of the

materials would contribute in reducing the visibility within the context of the surrounding hillside. The applicant has proposed dark exterior colors, helping to blend the improvements into the existing vegetation. As a result it's anticipated that the proposal would result in minimal visual changes. However, as a precaution, staff has recommended a condition of approval requiring additional landscaping to screen the improvements from West Drive, where determined necessary by the Zoning Administrator.

The proposed structures comply with the ridgeline protection standards of the Zoning Code. There are no ridgelines near to the subject property. Therefore, no part of the proposal would appear silhouetted against the sky above a ridge when viewed from a public street or park.

Geotechnical Report

GeoSystems, Inc., conducted a geotechnical investigation of the site and prepared a report as required by the Zoning Code. The report includes a site description and research findings based on results of field exploration and laboratory testing. The geotechnical investigation is required for projects subject to a Hillside Development Permit. The purpose of the report is to identify any soils or geological problems that may affect site stability or structural integrity. Based on the investigation, GeoSystems concluded that the site is suitable from a soils and engineering geologic standpoint for construction of the proposed retaining wall, provided recommendations are followed and integrated into the final foundation, building and grading plans. Other improvements proposed will be constructed on flat areas of the site and require limited grading.

Tree Protection Ordinance and Landscaping

The applicant provided a tree inventory that identified 15 trees on private property (11 on-site, 4 off-site) within the vicinity of the proposed improvements. Of the trees identified, one is protected by the City's Tree Protection Ordinance based on the species, size, and location. The applicant proposes to retain the protected tree, which is located on-site, along the north side of the dwelling adjacent to the garage. While the applicant proposes to retain the protected tree, five unprotected trees located in the front yard are proposed for removal. The applicant is required to provide one replacement tree for each unprotected tree removed based on the project's location within the Hillside Overlay district, pursuant to Zoning Code Section 17.44.070 (Landscape Standards). For each native tree or shrub larger than four-inch caliper that is removed, a 15-gallon replacement tree shall be planted on the site. For trees in excess of eight-inch caliper, the replacement tree shall be 24-inch box or larger, or a combination of sizes to be approved by the Zoning Administrator. A Condition of Approval is included requiring replacement and that the trees be selected from the City's list of native or specimen trees. In addition, as part of the building permit plan check submittal, the applicant is required to submit a tree protection plan for protected trees on-site.

GENERAL PLAN CONSISTENCY:

The subject property is designated Low Density Residential in the Land Use Element of the General Plan. This designation corresponds to lots that are characterized by a variety of single-family dwellings, ample open space, extensive landscaping, and separations between single-family dwellings and/or accessory buildings. The proposed improvements are accessory to the single-family dwelling and would maintain consistency with General Plan Land Use Policies 10.9 (Natural Open Space), 10.11 (Eaton Canyon Corridor and the Arroyo Seco) and 22.2 (Garages and Accessory Structures). Policies 10.9 and 10.11 are natural environment policies. Policy 10.9 require protection of natural open spaces, hillsides, watersheds, and critical habitats to safeguard

the health, safety, and beauty of the City for the benefit of present and future generations. Policy 10.11 calls for preserving and maintaining the natural character of the Eaton Canyon Corridor and the Arroyo Seco as self-sustaining healthy ecosystems of plants and animals, in balance with the integration of recreational facilities and flood control improvements. Policy 22.2 requires that projects locate and design garages and accessory structures so that they do not dominate the appearance of the dwelling from the street. Specifically, the proposed improvements will be located in flat, developed areas that will protect natural open spaces, the hillside, and the natural character of the Arroyo Seco slope bank, consistent with Policies 10.9 and 10.11. The accessory structures will be located in areas that will not dominate the appearance of the dwelling from the street, consistent with Policy 22.2. In addition, the primary single-family use of the property will not change, but rather remain consistent with the applicable Low Density Residential land use designation.

ENVIRONMENTAL REVIEW:

The project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15303, Class 3, New Construction or Conversion of Small Structures) and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15303 consists of construction and location of limited numbers of new, small facilities or structures including accessory (appurtenant) structures. The proposed improvements are accessory or appurtenant to an existing single-family dwelling, consistent with Class 3. Therefore, the proposal is exempt from environmental review.

REVIEW BY OTHER CITY DEPARTMENTS:

The Department of Transportation, Public Works Department, Housing and Career Services Department, Fire Department, Building and Safety Division, and the Design and Historic Preservation Section reviewed the proposal. The Department of Public Works, Fire Department, and Building and Safety Division provided comments and recommended conditions of approval that have been included in Attachment B of this staff report. No other comments or concerns were provided.

CONCLUSION:

It is Staff's assessment that the findings necessary for approving the Hillside Development Permit can be made (Attachment A). The proposed improvements within 20 feet of the top edge meet all applicable development standards required by the Zoning Code and are consistent with the General Plan Land Use Element. The project would make use of developed portions of the property, preserving the natural topography and existing vegetation consistent with the purpose of the Hillside Development Overlay. Exterior finish materials would be compatible with the hillside environment. The steep topography, dense vegetation, along with the color of the materials would contribute in reducing the visibility within the context of the surrounding hillside. As a result, it is anticipated that the proposed location would not be detrimental or injurious to surrounding properties or improvements. There would be limited grading and/or alteration to the site topography. No protected views would be impacted and no protected tree removal is proposed. Therefore, staff recommends approval of the application based on the findings in Attachment A and the conditions in Attachment B.

Attachments:

Attachment A: Findings

Attachment B: Conditions of Approval

ATTACHMENT A
SPECIFIC FINDINGS FOR HILLSIDE DEVELOPMENT PERMIT #6652

1. *The proposed use is allowed with a Hillside Development Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code. Accessory and appurtenant improvements such as walls, fences, decks, rails, paving and a fire pit are permitted with the RS-4-HD zoning district. Construction within 20 feet of the top edge of the Arroyo Seco slope bank is permitted subject to the approval of a Hillside Development Permit. The proposed improvements will comply with applicable development standards including but not limited to those relevant to fences, walls and accessory structures.*
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district. The purpose of the RS-4-HD district is to provide areas for single-family residential neighborhoods. The Hillside Development Overlay is intended to preserve and maintain hillside areas. The existing and proposed single-family use of the property is located in a neighborhood that is developed with single-family uses. The proposed improvements would make use of relatively flat area of the site that was previously graded. The improvements will not extend over the top edge, thereby preserving the natural hillside and existing vegetation located beyond, consistent with the purpose of the Hillside Overlay District. In addition, the proposed location of the improvements, between the top edge and the dwelling, would prevent an increase in fire, flood, landslide or injury to the habitability, stability and value of properties in the community because there would be no change to the steepest portions of the site.*
3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan. The subject property is designated Low Density Residential in the Land Use Element of the General Plan. This designation corresponds to lots that are characterized by a variety of single-family dwellings, ample open space, extensive landscaping, and separations between single-family dwellings and/or accessory buildings. The proposed improvements are accessory to the single-family dwelling and would maintain consistency with General Plan Land Use Policies 10.9 (Natural Open Space), 10.11 (Eaton Canyon Corridor and the Arroyo Seco) and 22.2 (Garages and Accessory Structures). Policies 10.9 and 10.11 are natural environment policies. Policy 10.9 requires protection of natural open spaces, hillsides, watersheds, and critical habitats to safeguard the health, safety, and beauty of the City for the benefit of present and future generations. Policy 10.11 calls for preserving and maintaining the natural character of the Eaton Canyon Corridor and the Arroyo Seco as self-sustaining healthy ecosystems of plants and animals, in balance with the integration of recreational facilities and flood control improvements. Policy 22.2 requires that projects locate and design garages and accessory structures so that they do not dominate the appearance of the dwelling from the street. Specifically, the proposed improvements will be located in flat, developed areas that will protect natural open spaces, the hillside, and the natural character of the Arroyo Seco slope bank, consistent with Policies 10.9 and 10.11. The accessory structures will be located in areas that will not dominate the appearance of the dwelling from the street, consistent with Policy 22.2. In addition, the primary single-family use of the property will not change, but rather remain consistent with the applicable Low Density Residential land use designation.*
4. *The establishment, maintenance, or operation of the use would not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use. The proposed improvements will not change the existing single-family use of the property. The improvements will be*

constructed in an area that is considered a stable portion of the site, consistent with the general site standards of the Hillside Development Overlay. All improvements will be constructed in compliance with applicable Building and Zoning standards and will not impact protected trees on the property. Further, it's expected that replacement of the existing site improvements with similar structures will not result in detriment to the health, safety, or general welfare of persons residing or working in the neighborhood. Conditions of approval will ensure that the establishment, maintenance, and operation of the use will be compatible with the surrounding neighborhood.

5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.* The proposed improvements will not change the existing single-family use of the property. A preliminary geotechnical report prepared by GeoSystems, Inc., found that the site is suitable from a soils and engineering geologic standpoint for construction of the proposed retaining wall, provided recommendations are followed and integrated into the final foundation, building and grading plans. Other improvements proposed will be constructed on flat areas of the site and require limited grading. This will prevent detriment or injury to property or improvements downslope. In addition, the applicant is required to design all improvements in compliance with current Building and Fire codes. Through the building permit plan review process, the City will verify project conformance with this Hillside Development Permit, all applicable standards, and compliance with required conditions of approval. Therefore, it is anticipated that the proposal will not be detrimental to the neighborhood or general welfare of the City.
6. *The design, location, operating characteristics, and size of the proposed use would be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection.* The proposal involves the construction of accessory and appurtenant structures in the backyard of a single-family use. Walls, guardrails, decks, paving, and fire pits are typical components of outdoor designs appurtenant or accessory to single-family uses. Placement in the backyard is compatible with single-family uses in the vicinity that have similar types of improvements in their backyards. Like other properties in the vicinity, the improvements will be placed on grade in areas that were previously graded and developed. The proposed height of the rails, retaining wall, and landscape walls would comply with heights in the Zoning Code. Existing vegetation and trees that occupy the undeveloped hillside would limit visibility of the proposed structures from West Drive. The applicant has proposed the tallest elements, being the wood/block screen wall in an area where vegetation prevents visibility from West Drive. In addition, the proposed improvements would maintain a sufficient distance, and be located at an elevation significantly above West Drive, preventing any detriment to the natural appearance of the hillside.
7. *The design, location, and size of the proposed structures and/or additions or alterations to existing structures will be compatible with existing and anticipated future development on adjacent lots as described in Section 17.29.060.D of this ordinance and in terms of aesthetics, character, scale, and view protection.* Walls, decks, paving, and fire pits are typical components of outdoor designs associated with single-family uses. The proposed structures are compatible with existing development on adjacent lots and will remain compatible with future development of the single-family residential neighborhood. The proposed height of the rails, retaining wall, and landscape walls will comply with heights of the Zoning Code, maintaining consistency with existing development. Similar to other developments identified within the Arroyo Seco Slope Bank Map, the subject improvements will not extend over or beyond the top edge.

8. *The placement of the proposed additions avoids the most steeply sloping portions of the site to the maximum extent feasible and minimizes alteration of hillside topography, drainage patterns, and vegetation.* The proposed structures are located in areas that avoid the most steeply sloping portions of the site. It's anticipated that the structures would require minimal grading or alteration to the existing topography because they will be placed directly on grade or in the same location as prior improvements. The proposed retaining wall will replace deteriorated portions of an existing wood retaining wall, which will help stabilize the hillside, preventing future failure or alteration to downslope drainage and/or vegetation.

ATTACHMENT B
CONDITIONS OF APPROVAL FOR HILLSIDE DEVELOPMENT PERMIT #6652

The applicant or successor in interest shall meet the following conditions:

General

1. The site plan, floor plan, elevations, and building sections submitted for building permits and/or zoning permits shall substantially conform to plans stamped "Approved at Hearing, May 15, 2019," except as modified herein.
2. The right granted under this application must be enacted within 24 months from the effective date of approval. It shall expire and become void, unless an extension of time is approved in compliance with Zoning Code Section 17.64.040.C (Time Limits and Extensions – Extensions of Time).
3. This approval allows construction of hardscape and decking, a retaining wall, metal guardrail, block wall, wood screen, and fire pit within 20 feet of the top edge of the Arroyo Seco slope bank.
4. The applicant or successor in interest shall meet the applicable code requirements of all City Departments and the Pasadena Municipal Code.
5. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check and/or zoning permit review process.
6. The proposed project, Activity Number PLN2018-00317 is subject to a Final Zoning inspection. Contact the Planning Case Manager, Jason Van Patten at (626) 744-6760 to schedule an inspection appointment time.

Planning

7. The applicant shall comply with all requirements of Zoning Code Chapters 17.22 (Residential Zoning Districts) and 17.29 (Hillside Overlay District) that relate to residential development in the Hillside Development Overlay District.
8. The applicant or successor in interest shall comply with all requirements of Municipal Code Chapter 9.36 (Noise Restrictions). Specifically, all construction activities shall adhere to Municipal Code Section 9.36.070 (Construction Projects) and Section 9.36.080 (Construction Equipment).
9. The applicant or successor in interest shall use darker tones, including earth tones that blend with the natural terrain for the exterior portions of improvements facing east (towards West Drive). Color and material samples shall be reviewed and approved by the Zoning Administrator prior to the issuance of any building permits.
10. The project shall comply with the Municipal Code Chapter 8.52 (City Trees and Tree Protection Ordinance). A tree protection and retention plan shall be submitted to the Zoning Administrator for approval prior to the issuance of any building or grading permits. Any proposal to remove a protected tree requires approval of a Tree Removal Application prior to the issuance of building permits.

11. The applicant or successor in interest shall plant one replacement tree for each unprotected tree removed in compliance with Zoning Code Chapter 17.44 (Landscaping). Replacement trees shall be selected shall be from the City's protected specimen and native species list.
12. Where new landscaping is proposed, the applicant or successor in interest shall submit landscape and irrigation plans as part of any building, grading or zoning permits. Where proposing more than 2,500 square feet of new landscaping, the project shall meet the threshold for state-mandated water-efficient landscaping. Accordingly, the final landscape plans (inclusive of planting and hardscape plans, the planting pallet, drainage plan, and irrigation system plan(s) and specifications), shall be reviewed by Planning and Community Development Department staff for conformance with the standards and requirements specified within the 2015 California Model Water Efficient Landscape Ordinance (MWELo) prior to the issuance of a building permit. No certificate of occupancy shall be issued until such plans have been deemed compliant with the MWELo and the landscaping has been installed per such approved MWELo-compliant plans to the satisfaction of the Director of Planning and Community Development or his/her designee.
13. Prior to final inspection of permits, the applicant or successor in interest shall provide additional landscaping to screen existing and proposed improvements from West Drive where determined necessary by the Zoning Administrator.
14. All proposed fencing and/or walls shall comply with Section 17.40.180 (Walls and Fences) of the Zoning Code.

Building and Safety

15. The project shall comply with the Current Edition of the California Building, Mechanical, Electrical, Plumbing, Energy, and Green Building Standards Codes. The governing edition is based on the date in which the project is submitted to the City for review.
16. Soils Report: Soils report is required for the project (hillside).
17. Slope Setback: For 3:1 or steeper slopes, the retaining walls and structures must be designed to comply with the slope setback requirements per the CA Residential Code.
18. Fire Zone: The project is located in a Very High Fire Hazard Severity Zone, so the new construction must conform to the requirements per Section R327 of the CA Residential Code.
19. Grading: If greater than 50 cubic yard (excluding excavation for foundation), Grading/Drainage Plans shall be prepared by a registered engineer. Grading shall conform to the provisions of Chapter 14.05 of City's Municipal Code.
20. Retaining Walls: The cumulative height of retaining walls built because of cuts or fills pursuant of Pasadena Municipal Code shall not exceed 8 feet in height as viewed in the vertical plane. The height of freeboard shall be included in measuring the height of retaining walls.
21. Permit(s): Separate permits are required for grading (if applicable), site retaining walls (not part of building), zoning (fence/gate exempt from building), electrical (if applicable), and plumbing.

Fire Department

22. The applicant or successor in interest shall submit the final landscape plan for review per CRC Section R337.1.5.

Department of Public Works

23. Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging and Traffic Management Plan to the Department of Public Works for review and approval. The template for the Construction Staging and Traffic Management Plan can be obtained from the Department of Public Works webpage at: <https://ww5.cityofpasadena.net/public-works/engineering-and-construction/engineering/forms-and-applications/> . A non-refundable flat fee, based on the current General Fee Schedule, is required for plan review and on-going monitoring during construction. This plan shall show the impact of the various construction stages on the public right-of-way (and the private street) including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. An occupancy permit shall be obtained from the department for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be done in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and California Supplement. If the public right-of-way occupation requires a diagram that is not a part of the MUTCD or California Supplement, a separate traffic control plan must be submitted as part of the Construction Staging and Traffic Management Plan to the department for review and approval. No construction truck idling or staging, material storage, or construction trailer are allowed in the public right-of-way.
24. In preparation for the New Year Rose Parade and Rose Bowl Game, the Department of Public Works will suspend all works within the public right-of-way during the holiday season in accordance to PMC 12.24.100 and City Policy.

In general, all public streets, sidewalks and parkways shall be free and clear of excavations and other construction related activities during the period of November through January of the following year. Specific dates will vary on an annual basis. Accordingly, contractors will be required to shut down construction operations which would impede traffic and pedestrian movements during these periods unless otherwise authorized by the City Engineer. Any existing excavations shall be backfilled, compacted and temporarily repaved before the beginning of the moratorium period.

The Holiday Moratorium Map, showing the appropriate shutdown period, and corresponding areas in the City, is available at the Department of Public Works Permit Counter (window #6), 175 N. Garfield Avenue, Pasadena, CA 91109, or at the following link: http://cityofpasadena.net/PublicWorks/Engineering_Division/

25. All costs associated with these conditions shall be the applicant's responsibility. Unless otherwise noted in this memo, all costs are based on the General Fee Schedule that is in effect at the time these conditions are met. A processing fee will be charged against all deposits.

In addition to the above conditions, the requirements of the following ordinances will apply to the proposed project:

- Construction and Demolition Waste Ordinance, Chapter 8.62 of the PMC
The applicant shall submit the following plan and form which can be obtained from the Permit Center's webpage at: <https://ww5.cityofpasadena.net/public-works/street-maintenance-waste-management/recycling-resources/construction-and-demolition-debris-recyclers/> and the Recycling Coordinator, (626) 744-7175, for approval prior to the request for a permit:
 - a. C & D Recycling & Waste Assessment Plan – Submit plan prior to issuance of the permit. A list of Construction and Demolition Recyclers is included on the waste management application plan form and it can also be obtained from the Recycling Coordinator.
 - b. Summary Report with documentation must be submitted prior to final inspection.

A security performance deposit of three percent of the total valuation of the project or \$30,000, whichever is less, is due prior to permit issuance. For Demolition Only projects, the security deposit is \$1 per square foot or \$30,000, whichever is less. This deposit is fully refundable upon compliance with Chapter 8.62 of the PMC. A non-refundable Administrative Review fee is also due prior to permit issuance and the amount is based upon the type of project.