



## PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

### STAFF REPORT

**DATE:** December 5, 2018

**TO:** Hearing Officer

**SUBJECT:** Minor Conditional Use Permit #6692

**LOCATION:** 1070 North Lake Avenue

**APPLICANT:** CNS La Villa Lake, LLC

**ZONING DESIGNATION:** CO-SP-1a and RS-6-LD-1 (Commercial Office District, North Lake Specific Plan, sub-district 1a and Single-Family Residential, Bungalow Heaven Landmark District)

**GENERAL PLAN DESIGNATION:** Low Mixed Use (0-32 DU/acre) and Low Density Residential (0-6 DU/acre)

**CASE PLANNER:** Kristen Johnston

**STAFF RECOMMENDATION:** Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Minor Conditional Use Permit #6692, per staff recommendation, with Conditions of Approval in Attachment B.

---

**PROJECT PROPOSAL:**

Minor Conditional Use Permit: The applicant, CNS La Villa Lake, LLC, has submitted a Minor Conditional Use Permit application to allow for the alteration of a nonconforming use. Variance #8191, approved on August 7, 1970, permitted a deviation from use of property requirements (development of multi-family residential on a single-family residential zoned parcel) and exception to applicable parking requirements to facilitate construction of a three-story, 114-unit FHA senior housing apartment building on a C-1 zoned property, with the building and parking extending 30-feet into the R-1 zoned property, and 72 parking spaces on the R-1 zone. The applicant is requesting to eliminate the age-restriction for tenants, making the units available to non-seniors. The site is located within the CO-SP-1a and RS-6-LD-1 (Commercial Office District, North Lake Specific Plan, sub-district 1a and Single-Family Residential, Bungalow Heaven Landmark District) zoning district. A Minor Conditional Use Permit is required for alteration of a non-conforming use to remove the age-restriction.

**ENVIRONMENTAL DETERMINATION:**

The project is 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, §15301, Class 1 (Existing Facilities), and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15301 exempts the operation, leasing, and minor alterations of existing private structures, involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination; the modification of tenant age requirements is considered a negligible expansion/minor alteration of an existing use.

**BACKGROUND:**

**Site characteristics:** The subject site is a double-frontage property located on the east side of North Lake Avenue, north of Bell Street, providing street frontage along North Lake Avenue and North Mentor Avenue. The 73,000 square-foot (1.67 acre) site is improved with a three-story, 70,737 square-foot multi-family residential apartment building with 114-units and 71 parking spaces. Vehicular access is provided off of North Lake Avenue by the use of a one-way ingress driveway for residents, and two driveways off Mentor Avenue.

**Adjacent Uses:**  
North: Multi-Family Residential  
South: Commercial Offices  
East: Single-Family Residential  
West: Commercial Offices and Multi-Family Residential

**Adjacent Zoning:**  
North: CO-SP-1a and RS-6-LD-1 (Commercial Office District, North Lake Specific Plan, sub-district 1a and Single-Family Residential, Bungalow Heaven Landmark District)  
South: CO-SP-1a and RS-6-LD-1 (Commercial Office District, North Lake Specific Plan, sub-district 1a and Single-Family Residential, Bungalow Heaven Landmark District)  
East: RS-6-LD-1 (Single-Family Residential, Bungalow Heaven Landmark District)  
West: CO-SP-1a (Commercial Office District, North Lake Specific Plan, sub-district 1a)

**Previous Cases:** Variance #8197: To construct a three-story, 92-unit, one-bedroom FHA senior housing apartment building with 67 uncovered parking spaces on the property. Proposed building would face Lake Avenue and extend approximately 30-feet into the R-1 zone along Mentor Avenue. The parking spaces would be entirely within the R-1 zone and would come within 15 feet of the front property line. (Application withdrawn July 8, 1970)

Variance #8191: To construct a three-story, 114-unit, FHA senior housing apartment building (consisting of 71 one-bedroom and 43 efficiency units). It is proposed to construct the building on the C-1 lots

and extend approximately 30-feet into the R-1 zoned lots. There would be 72 parking spaces provided, all of which would be on the R-1 zoned property and would extend to within 15-feet of Mentor Avenue property line. (Approved with conditions August 6, 1970)

Variance #11111: To construct a fence within the front yard setback (Mentor Ave.) that exceeds the allowable height. (Approved with conditions October 20, 1993)

## **BACKGROUND:**

On August 7, 1970 the Zoning Committee approved Variance #8191, permitting a deviation from use of property requirements (development of multi-family residential on a single-family residential zoned parcel) and exception to applicable parking requirements to facilitate construction of a three-story, 114-unit FHA senior housing apartment building on a C-1 zoned property, with the building and parking extending 30-feet into the R-1 zoned property, and 72 parking spaces within the R-1 zone. The public notice for the prior approvals indicated that the use would be for senior housing. Documentation in the City planning file indicates that the approval for the reduced parking relied on the fact that the use would be for senior housing. Such use of property variances are no longer allowed by our Zoning Code, therefore the current use is nonconforming and any change to any of the related permits that rely on this nonconforming status requires approval of a Minor Conditional Use Permit.

## **CURRENT CONDITIONS:**

The subject site is a 73,000 square-foot (1.67 acre) double-frontage property located within the CO-SP-1a and RS-6-LD-1 (Commercial Office District, North Lake Specific Plan, sub-district 1a and Single-Family Residential, Bungalow Heaven Landmark District) zoning district. Vehicular access is provided off North Lake Avenue by means of a one-way ingress driveway for residents, and two driveways off of Mentor Avenue. The site is improved with a three-story, 114-unit apartment building, consistent with Variance #8191, approved August 7, 1970. The site currently has, and has historically had, 71 surface parking spaces

The current property owner purchased the subject site in 2014, by which time the initial FHA housing loan for the project had been paid off; however, under the zoning ordinance, the building must remain senior housing absent approval of a Minor Conditional Use Permit. Recently, neighbors in the immediate area raised concerns related to parking problems along Mentor Avenue. Staff began researching the issue and determined that the property owner has changed the use of the site by eliminating tenant age-restrictions for units as they become vacant.

Therefore it was determined that a Minor Conditional Use Permit would be necessary for the alteration of a nonconforming use.

## **PROJECT DESCRIPTION:**

The applicant, CNS La Villa Lake, LLC, has submitted a Minor Conditional Use Permit application to allow for the alteration of a nonconforming use. The applicant's specific request is to eliminate the age-restriction component of the previously approved Variance #8191 for all 114 units.

In addition, the applicant proposes to reconfigure the parking lot to add four parking spaces, bicycle parking, and modify the two existing driveways to provide limited access off of Mentor Avenue. The proposed site plan demonstrates the reconfiguration and includes:

1. Removal of an existing trash enclosure and three parking spaces located at the northeast end of the apartment building to accommodate one accessible parking space;
2. Removal of landscaping and one parking space at the southwest end of the building to provide two accessible parking spaces and an accessible ramp;
3. Removal of landscaping at the northern property line, and restriping of the entire parking lot to provide twelve tandem spaces and 63 standard parking spaces.

The reconfiguration and restriping of the parking lot would result in the addition of four new parking spaces, for a total of 75 on-site parking spaces.

The site plan also indicates that the two vehicular driveway gates off of Mentor Avenue would be improved to provide limited access to vehicles. The driveway at the south end of the parking lot would provide limited access for emergency vehicles only with a Knox box. The driveway at the north end of the parking lot would be limited to ingress and egress access for residents.

As a part of the Minor Conditional Use Permit application, the applicant has provided proposed conditions of approval for the project, which are outlined below:

Applicant's Proposed Conditions of Approval:

1. The project is not required to have any minimum number of senior occupants (55 years of age or older).
2. The form of rental lease agreement for all new residents shall contain a provision limiting them to one automotive vehicle per housing unit.
3. Applicant shall redesign its on-site parking area to include at least four (4) more parking spaces.
4. Applicant shall redesign its on-site parking facility so as to eliminate any vehicular ingress (other than emergency situations) from Mentor Avenue to the project site, and to reduce egress from the project site to Mentor Avenue from two-way driveways to a single driveway.
5. Applicant shall design and install along the Mentor Avenue frontage a new wall or landscaped fence with the intension of reducing pedestrian access to and from Mentor Avenue.
6. All residents shall be encouraged to cause their guests to park in project parking spaces and avoid over-night street parking along Mentor Avenue.
7. Applicant shall develop and implement for the project either an assigned parking space program and/or vehicle registration system so that project occupants are provided with identifying vehicle stickers or hang-tags. Guests shall be provided with similar stickers or hang-tags.

8. Applicant shall develop a secure bicycle parking area on the site.
9. All residents shall be encouraged to utilize public transit and ridesharing services. Applicant shall develop an information service for the project that attempts to match resident transit needs with resident transit providers.

#### **ANALYSIS:**

The subject site is located within the CO-SP-1a and RS-6-LD-1 (Commercial Office District, North Lake Specific Plan, sub-district 1a and Single-Family Residential, Bungalow Heaven Landmark District) zoning districts. The subject site is improved with a three-story, 114-unit, age-restricted apartment building with 71 parking spaces approved under Variance #8191. The applicant is requesting to eliminate the age-restriction for tenants, making all 114-units available to non-seniors. Therefore, the applicant's request is to allow for an alteration of a nonconforming use.

A nonconforming use is defined as a use of a structure (either conforming or nonconforming) or land that was legally established and maintained before the adoption of this Zoning Code and which does not conform to current Code provisions governing allowable land uses for the zoning district in which the use is located. This includes uses that do not conform to the land use regulations for the district in which they are located and were established prior to July 1, 1985, under a use of property variance.

As noted above, the subject site is considered a nonconforming use established on August 7, 1970 under a use of property variance (Variance #8191), which allowed development of multi-family residential (specifically senior citizen housing) on a single-family residential zoned parcel. As such, pursuant to Section 17.71.080.E (Alterations and/or Additions to Nonconforming Uses and Structures) of the Zoning Code, the nonconforming use may not be altered or enlarged unless a Minor Conditional Use Permit is first obtained to accommodate the retroactive change in use.

The Minor Conditional Use Permit process allows the City to review the project and determine if the proposed alterations are compatible with the surrounding area. In order to approve a Minor Conditional Use Permit, six specific findings must be made in the affirmative. These findings relate to project conformance with the Zoning Code and General Plan, potential project impacts on the surrounding properties, and compatibility with the surrounding uses. The following analysis focuses on whether the requested alteration of a nonconforming use (elimination of the age-restriction for tenants) would create negative impacts to the surrounding uses, as it relates specifically to parking.

#### Development Standards

Properties located within the CO-SP-1a and RS-6-LD-1 zoning district are subject to the development standards provided in Section 17.34.040 – SP-1 General Development Standards, and Section 17.22.040 – RS and RM-12 Residential Districts General Development Standards of the Zoning Code. Based on the scope of the applicant's request, the sole development standard requiring analysis is parking, and that analysis is provided below.

#### *Senior Citizen Housing Parking Requirements*

Subject to the approval of a Conditional Use Permit and required findings provided in Section 17.46.070 (Reduced Parking in Senior Citizens' Housing Developments), senior citizen housing

projects may opt to apply a reduced parking requirement of no less than a half-space per unit and one guest space for each ten units (clearly marked for “Guest Parking Only”).

Per this requirement, the 114-unit age-restricted development would require 68 parking spaces (57 tenant parking spaces and 11 guest parking spaces). If the age restrictions originally approved remained in place, and assuming the restriping of the parking lot, the subject site would have an excess of seven parking spaces and would comply with the required parking.

#### *Multi-Family Residential Parking Requirements*

If the applicant’s request to eliminate the age-restriction were approved, the subject development would operate as a standard multi-family residential project rather than a senior citizen housing project. Multi-family residential projects are required to comply with the parking requirements for multi-family residential housing development, provided in Section 17.46.020 (Basic Requirements for Off-Street Parking and Loading – Table 4-6) of the Zoning Code. Per this Code section, multi-family residential developments are required to provide two covered parking spaces per unit, for units 650 square feet or larger, and one covered parking space per unit, for units less than 650 square feet. Additionally, multi-family residential developments with ten units or more shall provide one guest parking space for each ten units. The guest spaces shall be clearly marked for “Guest Parking Only”.

The site is improved with 114-units ranging between 400 and 560 square feet. Given the units are less than 650 square feet, a total of 125 parking spaces (114 covered parking spaces and 11 guest parking spaces) would be required for the applicant’s proposed scenario. As shown on the submitted plans, the applicant proposes to reconfigure and restripe the existing parking, resulting in a total of 75 uncovered parking spaces— 50 spaces less than the total number of parking spaces required for non-senior units.

#### *Current Tenant Occupancy Parking Requirements*

The applicant’s submittal included a rent roll for the subject site. The rent roll identified the current number of senior tenants, non-senior tenants, and the number of vehicles and assigned spaces associated with those tenants. A review of the rent roll (dated September 30, 2018) showed that out of the 114 units, 40 units (35 percent) were leased by senior tenants, 71 units (63 percent) were leased by non-senior tenants, and three units (3 percent) were vacant.

Applying the Code requirements for both senior and standard multi-family housing to the current tenant mix demonstrated in the rent roll (40 senior units and 71 non-senior units), and assuming the three vacant units are dedicated to senior tenants, the subject site would be required to provide 104 parking spaces (22 parking spaces for senior tenants, 71 parking spaces for non-senior tenants, and 11 guest parking spaces).

As demonstrated in the above parking analysis, the subject site is deficient (by 29 spaces) in parking. Thus, a parking study was prepared by Raju Associates, Inc. and peer-reviewed by the Department of Transportation to supplement the above analysis and aid in demonstrating the true parking demand. More specifically, the parking study was conducted to determine if an adequate number of parking spaces are provided on site to accommodate the current tenant mix.

### *Parking Study Analysis*

As concluded in the above parking analysis, the subject site is technically deficient in parking. Therefore, a parking study was conducted by Raju Associates, Inc. The parking study includes an analysis and evaluation of the existing on-site parking inventory and parking demand for the subject site, for peak weekday and weekend time periods.

As a part of the supply and demand survey conducted for the subject site, Raju Associates, Inc. utilized the September 2018 rent roll for the analysis. The rent roll provided the current mix of tenants (35 percent senior and 63 percent non-senior) and identified 70 tenant vehicles assigned to units, as part of the apartment lease addendum. Out of the 70 tenant vehicles identified, 13 vehicles belonged to senior tenants and the remaining 57 vehicles belonged to non-senior tenants.

The parking demand survey was conducted during weekday and weekend peak times on the following dates:

- Thursday, August 2, 2018 from 7:00 p.m. to 12:00 midnight;
- Friday, August 3, 2018 at 6:00 a.m.;
- Sunday, August 5, 2018 from 7:00 p.m. to 12:00 midnight; and
- Monday, August 6, 2018 at 6:00 a.m.

The on-site parking demand survey concluded that the peak or maximum weekday on-site parking demand occurred at 6:00 a.m., and the weekend on-site parking demand occurred at 12:00 midnight when 62 parking spaces were occupied.

In addition to the survey of on-site parking demand, Raju Associates conducted observations of on-street parked vehicles on the east side of Lake Avenue and along both sides of Mentor Avenue adjacent to the subject site, and identified patrons walking to and from the subject site. These observations were taken during both the weekday and weekend survey time periods. Up to twelve on-street vehicles were associated with the subject site during various hours.

Based on the survey and observations, the total weekday peak demand was 74 parking spaces (62 on-site and twelve on-street), occurring at 6:00 a.m. The weekend peak demand was 73 parking spaces (62 on-site and eleven on-street) occurring at 12:00 midnight. Therefore, the parking study analysis demonstrates that the subject site can accommodate all of the vehicles associated with the current tenant mix, assuming completion of the reconfiguration and restriping of the parking lot as proposed by the applicant.

### **STAFF RECOMMENDATION:**

As concluded in the above analysis, the applicant's request to eliminate the tenant age-restriction would require provision of 125 parking spaces, where the site could accommodate only 75 parking spaces, assuming reconfiguration of the parking lot. Thus, staff does not support elimination of the age-restriction for 100 percent of the units, as proposed by the applicant. Furthermore, elimination of the tenant age-restriction would decrease housing stock that is available to, and affordable for, senior citizens by 114 units in the City.

Based upon the observed on-site and on-street parking demand for the current tenant occupancy mix (35 percent senior and 63 percent non-senior), the subject site with the reconfiguration and restriping of the parking lot would provide an adequate number of parking spaces.

Although the aforementioned analysis demonstrates there would be an adequate number of parking spaces if the applicant maintains the current tenant mix, staff recommends a tenant mix of 50 percent senior and 50 percent non-age-restricted. The technical parking requirement for this mix would be 97 parking spaces (29 senior parking spaces, 57 non-age-restricted parking spaces, and 11 guest spaces). Management would be required to attain this 50/50 mix over time, as non-senior tenants vacate units and new tenants are acquired. No evictions would be required a part of this process. The 50/50 tenant mix would improve overall parking demand and would minimize the number of cars parking on surrounding public streets, in comparison to the current situation. Additionally, and in consideration of General Plan policies that encourage providing opportunities for a full range of housing types (including senior housing), the recommended 50/50 mix would preserve a minimum of 57 units for the City's senior population.

In addition to attaining the 50/50 tenant mix, a parking management plan will be required to be submitted to the Zoning Administrator for review and approval. The parking management plan shall include, but shall not be limited to, provision of an updated rent roll with parking assignments associated with each unit, distribution of parking permits used to identify tenant vehicles, and distribution of parking placards with time limitations for guests.

It is staff's recommendation that the subject site maintain half of the age-restricted units, as approved under Variance #8191, and allow for the remaining 57 units to be occupied by non-age-restricted tenants. Additional conditions of approval are included in Attachment B to ensure that the parking for a 50/50 tenant mix is managed properly.

#### **GENERAL PLAN CONSISTENCY:**

The alteration of the existing Multi-family residential land use is consistent with the General Plan Land Use Element – Goal 2, Land Use Diversity, specifically Policy 2.1 Housing Choices. The alteration of a nonconforming use, as recommended, will continue to provide opportunities for a full range of housing types including senior housing needs. In addition, the project is consistent with the purpose of the North Lake Specific Plan, which promotes residential character. The proposed project would maintain the existing residential character while providing a range of housing types.

#### **ENVIRONMENTAL REVIEW:**

The subject site is 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, §15301, Class 1 (Existing Facilities), and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15301 exempts the operation, leasing, and minor alterations of existing private structures, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination; the modification of tenant age requirements is considered a negligible expansion of an existing use.



## **REVIEW BY OTHER CITY DEPARTMENTS:**

The Department of Transportation reviewed the Minor Conditional Use Permit application. In addition to their analysis of the applicant's request, the Department of Transportation conducted a peer review of the parking assessment prepared by Raju Associates, Inc. As a result, the Department of Transportation determined that in order to minimize on-street parking impacts, the City will not issue permanent, on-street, overnight parking permits to residents of the subject site. As such, conditions of approval requiring this restriction have been incorporated in Attachment B.

### Attachments

Attachment A: Specific Findings of Approval

Attachment B: Recommended Conditions of Approval

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR MINOR CONDITIONAL USE PERMIT #6692**

Minor Conditional Use Permit

1. *The proposed use is allowed with a Minor Conditional Use Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code.* An alteration to a nonconforming use is permitted with the approval of a Minor Conditional Use Permit. Variance #8191, approved on August 7, 1970, permitted a deviation from use of property requirements (development of multi-family residential on a single-family residential zoned parcel) and exception to applicable parking requirements to facilitate construction of a three-story, 114-unit FHA senior housing apartment building on a C-1 zoned property, with the building and parking extending 30-feet into the R-1 zoned property, and 72 parking spaces on the R-1 zone. Nonconforming uses include uses that do not conform to the land use regulations for the district in which they are located and were established prior to July 1, 1985, under a use of property variance. As such, given that the site was established prior to 1985 through a use of property variance and pursuant to Section 17.71.080.E (Alterations and/or Additions to Nonconforming Uses and Structures) of the Zoning Code, a nonconforming use may not be altered or enlarged unless a Minor Conditional Use Permit is first obtained. The alteration of this previously-established use to lift the age-restriction from 50 percent of units is in compliance with applicable regulations, as established in Variance #8191.
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 subject site is located within the CO-SP-1a and RS-6-LD-1 (Commercial Office District, North Lake Specific Plan, sub-district 1a and Single-Family Residential, Bungalow Heaven Landmark District) zoning district. As previously described, the subject site is improved with a three-story, 114-unit, age-restricted apartment building with 71 parking spaces approved under Variance #8191. No physical changes are proposed to the structure on site. The alteration of a nonconforming land use is permitted with the approval of a Minor Conditional Use Permit, within the CO-SP-1a and RS-6-LD-1 (Commercial Office District, North Lake Specific Plan, sub-district 1a and Single-Family Residential, Bungalow Heaven Landmark District) zoning district. With an occupancy mix of 50 percent senior tenants and 50 percent non-age-restricted tenants, and with the conditions of approval, the subject site will comply with the special purposes of the zoning code.
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.* Multi-family Residential land uses including senior citizen housing developments are consistent with the General Plan Land Use Element – Goal 2, Land Use Diversity, specifically Policy 2.1 Housing Choices. The alteration of a nonconforming use, as recommended, will continue to provide opportunities for a full range of housing types including senior housing needs. In addition, the project is consistent with the purpose of the North Lake Specific Plan, which promotes residential character. The proposed project would maintain the existing residential character while providing a range of housing types.
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 subject site has been operating as a Multi-Family Residential land use, specifically for senior tenants since the 1970's, as approved under Variance #8191. The alteration to the nonconforming use, as recommended, will allow the site to continue operation of a Multi-Family Residential land use

in a manner that would not be detrimental to the surrounding neighborhood, given that the recommended tenant mix (50 percent senior and 50 percent non-age-restricted tenants), as conditioned would not further impact the current parking demand. Furthermore, the applicant is subject to compliance with all of the conditions of approval provided in Attachment B of this report.

5. *The use, as described and conditional approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.* The subject site has historically operated as a Multi-Family Residential land use and will continue to operate as such. The proposed alteration to a nonconforming use, as recommended, is not expected to be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City given that the subject site will be required to comply the conditions of approval provided in Attachment B.
  
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 existing Multi-Family Residential land use occupies a 73,000 square-foot, three-story apartment building, developed in the 1970's for senior citizen housing and is consistent with surrounding land uses. The granting of this Minor Conditional Use Permit as recommended, will allow the alteration of a nonconforming use by allowing a tenant mix with 50 percent senior tenants and 50 percent non-age-restricted tenants. The continuation of the Multi-Family Residential land use, as conditioned will comply with all of the required development standards applicable to the zoning district.

**ATTACHMENT B**  
**CONDITIONS OF APPROVAL FOR MINOR CONDITIONAL USE PERMIT #6692**

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

1. The proposed project shall substantially conform to the site plan submitted with this application and dated "Approved December 5, 2018", except as modified herein.
2. In accordance with Section 17.64.040 (Time Limits and Extension) of the Pasadena Municipal Code, the exercise of the right granted under this application must be commenced within three years of the effective date of the approval, unless otherwise specified in the conditions of approval. The Hearing Officer may grant a one-year extension of your approval.
3. The approval of this application authorizes an alteration to a nonconforming use, permitting a tenant mix of 50 percent (57 units) senior tenants and 50 percent (57 units) non-age-restricted tenants. Per the Zoning Code, a senior is defined as a person age 55 or over.
4. The Zoning Administrator, at any time, can call for a review of the approved conditions at a duly noticed public hearing. These conditions may be modified or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Minor Conditional Use Permit if sufficient cause is given.
5. Any change to these conditions of approval or expansion of the use shall require the modification of this Minor Conditional Use Permit or a new Minor Conditional Use Permit.
6. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
7. The final decision letter and conditions of approval shall be incorporated in the building plans as part of the building plan check process.
8. The proposed project, Activity Number **PLN2018-00147**, is subject to a Final Zoning Inspection. A Final Zoning Inspection is required for the project prior to the issuance of a Certificate of Occupancy. In addition, the project requires Condition Mitigation Monitoring. Contact the Planning Case Manager, Kristen Johnston at (626) 744-6709 to schedule an inspection appointment time.

Planning Division

9. The reconfiguration of the parking lot and restriping of parking spaces shall accommodate 75 parking spaces as demonstrated on the approved site plan dated "Approved December 5, 2018" and shall comply with all of the development standards provided in Chapter 17.46 – Parking and Loading, of the Zoning Code and shall be submitted for review and approval by the Zoning Administrator.
10. The access gates provided off Mentor Avenue shall be clearly marked to provide limited access. The south gate shall be clearly marked to limit access to emergency vehicles only, and shall be reviewed and approved by the Pasadena Fire Department. The north gate shall be clearly marked to provide limited ingress and egress for residents only.

11. The subject site shall be required to comply with Section 17.46.080.B – Tandem Parking of the Zoning Code, as outlined below:
  - a. Both of the tandem parking spaces shall be assigned to the same dwelling unit.
  - b. The maximum number of tandem parking spaces shall not exceed 30 percent of the total off-street parking spaces provided.
  - c. Two parking spaces in tandem shall have a combined minimum dimension of nine feet in width by 34 feet in length.
12. Tandem parking spaces shall not be utilized for marked guest parking spaces.
13. Applicant shall lease units in such manner that tenant vehicles do not exceed a total of sixty-seven (67). Each tenant vehicle shall be assigned a space. Applicant shall submit a rent roll documenting the tenant mix and vehicle assignments per unit to the Zoning Administrator annually for monitoring.
14. Eight (8) of the seventy-five (75) parking spaces shall be clearly marked for guest parking only, and shall comply with the minimum parking dimension standards provided in Chapter 17.46.110 – Parking Space Dimensions of the Zoning Code.
15. On-site assigned tenant parking spaces shall not be utilized for guest parking.
16. The subject site shall provide a class one bicycle facility to accommodate nine bicycle spaces, in compliance with Section 17.46.320 – Bicycle Parking Standards of the Zoning Code.
17. Within three months of this approval, the applicant shall submit a parking management plan to the Zoning Administrator for review and approval. The parking management plan shall include, but shall not be limited to: 1) provide the City with an updated rent roll with assigned parking for vehicles associated with each unit; 2) provide method of identifying tenant vehicles (i.e. parking placards or stickers); 3) implement restrictions for guest parking spaces (i.e. overnight guest placards with time limitations); 4) provide rules and guidelines for on-site parking to tenants; 5) disciplinary actions for parking offenses.
18. Pursuant to Section 17.46.290 – Trip Reduction Requirements for Residential and Nonresidential Projects, the applicant shall submit a TDM Program Plan as required by Chapter 10.64 of the Municipal Code (Transportation Management Program) for review and approval by the Department of Transportation and Zoning Administrator.

Department of Transportation

19. The subject site, located at 1070 North Lake Avenue, will not be issued any permanent, on-street, overnight parking permits to residents of the La Villa Lake Apartments.