



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: August 19, 2020

TO: Hearing Officer

SUBJECT: Hillside Development Permit #6828

LOCATION: 316 Glenullen Drive

APPLICANT: Robert Greenless

ZONING DESIGNATION: RS-6-HD-SR (Single-Family Residential, 0-6 dwelling units per acre of site area, Hillside Development Overlay District, San Rafael Area)

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 #6824 with the conditions in Attachment B.

PROJECT PROPOSAL: Hillside Development Permit: To allow a 736 square-foot addition to the second-story of an existing two-story, 2,013 square-foot split-level dwelling with an attached two-car garage.

DETERMINATION: This 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, §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 additions to existing structures, provided the addition will not result in an increase of more than 10,000 square feet when the project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan, and the area in which the project is located is not environmentally sensitive. The proposed 736

square-foot additions to the second-story of an existing two-story dwelling with attached two-car garage does not exceed the threshold. The project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the project location is not environmentally sensitive. Therefore, the proposal is exempt from environmental review.

BACKGROUND:

Site characteristics: The subject property is located on the easterly side of Glenullen Drive in the San Rafael neighborhood. The 8,531 square-foot property is developed with an existing two-story single-family split-level dwelling with attached two-car garage and a pool. The front facing garage is accessible via a driveway from Glenullen Drive. Glenullen Drive ascends in elevation moving north. Due to this condition, the adjacent property to the north is stepped above the subject property, with the adjacent southerly property a step below. The site topography is generally flat at the location of the existing improvements, outside the front setback. The average slope across the site is five percent. Surrounding properties consist of one- and two-story single-family dwellings.

Adjacent Uses: North – Single-Family Residential
South – Single-Family Residential
East – Single Family Residential
West – Single-Family Residential

Adjacent Zoning: North – RS-6-HD-SR (Single-Family Residential, 0-6 dwelling units per acre of site area, Hillside Development Overlay District, San Rafael Area)
South – RS-6-HD-SR (Single-Family Residential, 0-6 dwelling units per acre of site area, Hillside Development Overlay District, San Rafael Area)
East – RS-6-HD-SR (Single-Family Residential, 0-6 dwelling units per acre of site area, Hillside Development Overlay District, San Rafael Area)
West – RS-6-HD-SR (Single-Family Residential, 0-6 dwelling units per acre of site area, Hillside Development Overlay District, San Rafael Area)

Previous Zoning Cases on this Property: None

PROJECT DESCRIPTION:

The applicant, Robert Greenless, has submitted a Hillside Development Permit application to allow 736 square feet of total additions to the second-story of an existing two-story, 2,013 square-foot single-family dwelling with an attached two-car garage. A Hillside Development Permit is required for any new square footage above the first-story.

The existing dwelling is a split-level concept. The upper level, or second-story consists of the bedrooms and bathrooms along with the kitchen, dining, and living areas. The lower level, or first-story includes the garage and a separate room that the owner currently uses for storage. The proposed additions would expand the size of the second-story and occur on the east side at the rear of the dwelling. The resulting gross floor area of the dwelling with the attached garage would be 2,749 square feet. As part of the proposal, the lower level would be remodeled and reconfigured while maintaining the same footprint. A 316 square-foot open trellis extending from the rear of the addition, and a 43 square-foot single-story accessory structure located adjacent to the pool, are also included. The existing two-car garage, driveway, and vehicular access from Glenullen Drive would remain. No protected trees are planned for removal.

ANALYSIS:

Hillside Development Permit

The subject property is located in the RS-6-HD-SR (Single-Family Residential, 0-6 dwelling units per acre of site area, Hillside Development Overlay District, San Rafael Area) zoning district. Properties located in the Hillside Development Overlay are required to comply with additional standards beyond those applicable to the base single-family residential zoning district (RS). These additional standards are intended in part, to preserve and protect views to and from hillside areas, maintain an environmental equilibrium by preserving and protecting existing natural resources, prohibit features that would create or increase fire, flood, landslide or other safety hazards to public health and safety, and preserve significant natural topographic features.

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 following analysis discusses the proposal's compliance with development standards of the Hillside Development Overlay.

Floor Area

In the RS-6-HD-SR zoning district, the maximum allowable gross floor area for lots less than 10,000 square feet is equal to 30 percent of the lot area, plus 500 square feet. Gross floor area generally includes all covered parking (garage), habitable attic space, and accessory structures, among other enclosed space. In cases, where the average slope across the lot exceeds 15 percent, the maximum allowable gross floor area is further reduced using a formula specified in Zoning Code Section 17.29.060.A.4 (Building Design Standards – Maximum Floor Area).

Based on the slope analysis provided by the applicant, the lot area measures 8,531 square feet and the average slope is five percent. Using the calculation applicable to the RS-6-HD-SR zone, the maximum allowed floor area is 3,059 square feet. The applicant's proposal consists of 2,792 square feet, which complies. This figure accounts for the existing two-story dwelling, garage, the proposed additions, and an accessory structure.

Lot Coverage

The maximum allowed lot coverage is equal to 35 percent of the lot area. Lot coverage is the percentage of the site covered by roofs, soffits or overhangs extending more than three feet from a wall, and by decks more than four feet in height. This standard generally evaluates the percentage of land area covered by development. In this case, 35 percent of the 8,531 square-foot lot is 2,985 square feet. The proposed lot coverage is approximately 25 percent, or 2,122 square feet, which complies. This calculation includes the existing footprint of the dwelling, and the proposed addition and accessory structure.

Setbacks

The Zoning Code establishes minimum front setback requirements based on lot and tract number in the San Rafael area. The subject property is described as Lot 49, in Tract No. 13273. Pursuant to Table 2-9 (San Rafael Hillside Neighborhood Front Setbacks) of Zoning Code Section 17.29.100 (HD-SR [San Rafael Area] Standards), the front setback for lots numbered 47 to 52 in Tract No. 13273 is 20 feet. The proposed additions would occur to the rear of the existing dwelling, at a distance of 40'-10" to the front property line, which complies. The existing front yard setback of 19'-6" would remain unchanged.

The minimum side setback is equal to 10 percent of the lot width, with a minimum requirement of five feet and a maximum requirement of ten feet. Lot width is measured across the lot at the required 20-foot front setback. According to the plan, the lot is 65'-8" wide at the front setback, resulting in a minimum side setback of 6'-7". The proposed addition maintains 6'-11" to the north side property line and 6'-7" to the south side property line, which complies.

The minimum rear setback is 25 feet. According to the plan, the proposed addition maintains a rear setback of 64'-5".

Encroachment Plane

Main structures may not be located within an encroachment plane that slopes upward and inward at a 30-degree angle, commencing at a point six feet above existing grade along the side property lines. The intent of the encroachment plane standard is to moderate the mass and scale of structures and maintain desired neighborhood character. Plans provided by the applicant depict the encroachment plane and demonstrate the proposed addition complies with the requirement.

Height

Primary residences in the Hillside Development Overlay are required to comply with two separate standards for building height. First, a residence may not exceed a height of 28 feet at any point on the site, measured from existing grade. In addition, a residence may not exceed an overall height of 35 feet, measured from the lowest elevation on the site where the structure touches the grade, to the highest point of the roof (ridge or parapet).

In this case, the low elevation on site where the structure touches the grade is at the front of the garage on the west side of the dwelling. According to the survey, the existing height is approximately 20'6" from the lowest elevation. The proposed addition would tie into the existing roof ridge, increasing the height to 22'-10", which is below both the 28-foot and 35-foot maximums. Therefore, the structure complies with both standards for height.

Parking

Single-family dwellings are required to provide two covered parking spaces in the Hillside Development Overlay. The proposal retains the existing two-car garage that is accessible from Glenullen Drive. The interior dimension of the garage sufficiently accommodate two vehicles.

Accessory Structure

Accessory structures are subject to development standards in Zoning Code Section 17.50.250 (Residential Uses – Accessory Uses and Structures). These requirements limit location, size, height, and setback requirements. Accessory structures may be located as close as two feet to both the side and rear property lines provided they are more than 100 feet from the front property line, complies with the encroachment plane, and does not exceed a top plate height of nine feet, and an overall height of 15 feet. In addition, within the Hillside Overlay, individual accessory structures are limited to a maximum size of 600 square feet and must be located behind the rear wall plane of the primary structure.

The proposed 43 square-foot accessory structure is located on the south side of the pool, beyond the rear of the dwelling. The structure maintains 108'-6½" to the front property line, and provides a four-foot setback to the south property line, and approximately 15 feet to the rear property line. The one-story structure measures 8'-7" to the highest point of the roof and complies with the accessory structure encroachment plane. Therefore, the accessory structure complies with the Zoning Code.

Neighborhood Compatibility

Proposals subject to a Hillside Development Permit are to consider the character and scale of existing development in the neighborhood. The neighborhood is generally comprised of lots located within a 500-foot radius of the site. The Zoning Code specifies that the allowable floor area of a proposed dwelling (excluding garages, basements, and accessory structures) may not exceed the median floor area of existing dwellings within the 500-foot radius by more than 35 percent. Floor area for this calculation relies on data from the Los Angeles County Assessor.

Within a 500-foot radius, there are 138 parcels within the City of Pasadena jurisdiction. Two of these are vacant. Of the remaining 136 developed parcels, the median floor area is 1,637 square feet. Thirty-five percent above the median is 2,209 square feet. The proposal includes a dwelling with 2,134 square feet of floor area, which complies. Data obtained for the median calculation is included in Attachment C.

Architecture and Setting

The existing dwellings in the neighborhood consist of varying styles that include traditional, ranch, and contemporary architecture. Though there is a mix, many properties within the neighborhood share materials and color and incorporate similar architectural elements. Construction of the existing dwelling and garage occurred in 1953. Existing architectural features and materials that include a mix of wood siding, brick, and stucco do not appear to reflect one strict style. The applicant's proposal extends the existing dwelling to the east and would maintain the existing architectural elements, materials and roof design. The existing two-foot wide eave would continue throughout the addition as would the gable roof design with shingles. Wood siding would be used for the exterior of the addition, finished in a dark color, consistent with the existing dwelling. The appearance of the proposed improvements would be a continuation of the existing design along

with the topography and landscaping, which would therefore help blend the addition with the existing residence. Therefore, it is the staff position that the proposed size, design, materials, and color palette are consistent with the applicable design criteria (architectural features) of the Hillside Development Overlay and with properties in the neighborhood.

View Protection, Story Poles, Notice of Application Requirements

The Zoning Code requires applicants to design and locate improvements so that they avoid blocking views from surrounding properties. Specifically, new structures shall not be centered directly in the view of any room of a primary structure on a neighboring parcel. Views shall be considered from windows of any room in the primary structure. 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.

In this case, the applicant has proposed the additions in an area that would not reasonably affect views protected by the Zoning Code. The abutting property to the north at 310 Glenullen Drive sits above the subject property. Windows that are oriented south across the subject property, currently provide a line of sight over or across the roof of the subject dwelling. The proposed additions would extend the subject dwelling, minimally increasing the height of the ridge (approximately 2'4"). Further, a majority of the addition would be located east, and beyond the adjacent property's windows. Existing views from 310 Glenullen Drive would not be affected by the proposed additions. The abutting property to the south at 320 Glenullen Drive sits below the subject dwelling. There would be no view impacts to the southerly dwelling as a result of the proposed improvements. Adjacent properties to the east and west are at sufficient distances and elevations such that there will be no view impact. Further, the minimal increase in the ridge height of the subject dwelling would not reasonably impact any views from these adjacent properties.

In July 2020, a temporary silhouette (story poles) was installed on the subject property. A notice of application providing a minimum 14-day notification period was also mailed in accordance with the requirements of the Zoning Code. Based on the silhouette, it is the staff's position that the proposed improvements would not reasonably impact any protected views from adjacent properties. Though minimal portions of the silhouette are visible from various vantage points, there is no protected view obstruction. In addition, the portions that are visible are not unreasonably centered directly in the view of the abutting properties, consistent with the intent of the Zoning Code. Therefore, staff has determined the project minimizes view impacts and is consistent with the view protection standards of the Zoning Code.

Preliminary Geotechnical

Duco Engineering conducted a preliminary geotechnical investigation of the site and prepared an analysis. The analysis includes a description of site conditions and conclusions and recommendations. A preliminary geotechnical investigation is required for projects subject to a Hillside Development Permit. The purpose is to identify and propose mitigation measures for any soils or geological problems that may affect site stability or structural integrity. Based on the investigation, Duco Engineering concluded that the proposed site improvements to be feasible from a geotechnical standpoint. They noted that through adherence with industry-standard and code-required design, construction, and safety practices, the development is expected to be safe and serviceable from a soils perspective through its anticipated design life.

Tree Protection Ordinance and Landscaping

The applicant provided a tree inventory, which identified two trees on private property, one located within the front yard and the other in the rear yard, east of the pool. The tree in the front yard (Mimosa silk tree) is protected by the City based on the species, size, and location on the property. The applicant proposes to retain all trees. Based on the information provided by the applicant and subsequent site visit by staff, none of the existing trees or canopies are anticipated to overlap with the proposed addition. Further, the protected tree is sufficiently separated from the area of work by the existing dwelling.

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. Single-family dwellings are typically some distance from the street, with large front, side, and rear yard setbacks. The existing use of the site is a single-family dwelling. The proposed additions would not change the existing use of the property, would maintain ample open space and existing setbacks, and would preserve the existing topography.

The proposal would maintain consistency with General Plan Land Use Policy 21.9 (Hillside Housing). This policy requires additions to maintain appropriate scale, massing and access to residential structures located in hillside areas. The proposed addition complies with applicable development standards in the City's Zoning Code. In addition, the habitable area of the dwelling is compatible with the habitable area of the residences in the immediate neighborhood, and proposed improvements incorporate elements present at properties in the vicinity. The scale and two-story massing are consistent with surrounding properties that consist of one- and two-story developments. Existing views from surrounding properties will be protected and vehicular access from Glenullen Drive would remain. Therefore, the project is consistent with the General Plan.

ENVIRONMENTAL REVIEW:

This 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, §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 additions to existing structures, provided the addition will not result in an increase of more than 10,000 square feet when the project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan, and the area in which the project is located is not environmentally sensitive. The proposed 736 square-foot addition to the second-story of an existing two-story dwelling with attached two-car garage does not exceed the threshold. The project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the project location is not environmentally sensitive. Therefore, the proposal is exempt from environmental review.

REVIEW BY OTHER CITY DEPARTMENTS:

The Fire, Public Works, and Transportation Departments, Building and Safety Division, and Design and Historic Preservation Section reviewed the proposal. The Building and Safety

Division, and Public Works Department provided comments that are included as recommended conditions of approval in Attachment B.

In particular, the Public Works Department requires an approved construction staging and traffic management plan prior to the start of any construction. The plan would show the impact of the various construction stages on the public right-of-way including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. In addition, an occupancy permit is required from the Department for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. No construction truck idling or staging, material storage, or trailer are allowed in the public right-of-way. In addition, to recommending conditions of approval, all departments would verify project compliance during the building permit plan review process.

CONCLUSION:

It is the staff recommendation that the findings necessary for approving the Hillside Development Permit can be made (Attachment A). The proposed project meets all applicable development standards required by the Zoning Code. The proposed floor area falls within the range of the neighborhood. The applicant maintains the existing architecture and the location of the improvements towards the interior of the property minimize potential impacts to the public right-of-way, abutting properties, and sloping areas of the site. Moreover, the proposed improvements do not reasonably create any view impacts. It is anticipated that the proposed addition would not be detrimental or injurious to surrounding properties or improvements. Therefore, staff recommends approval of the Hillside Development Permit subject to the findings in Attachment A and recommended conditions of approval in Attachment B.

ATTACHMENTS:

- Attachment A: Findings
- Attachment B: Conditions of Approval
- Attachment C: Neighborhood Compatibility Analysis

ATTACHMENT A
SPECIFIC FINDINGS FOR HILLSIDE DEVELOPMENT PERMIT #6828

Hillside Development Permit

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.* The subject property is located in the RS-6-HD-SR (Single-Family Residential, 0-6 lots per acre, Hillside Development Overlay District, San Rafael Area) zoning district, which permits single-family uses by-right. The proposed addition to the second-story of an existing two-story dwelling will comply with applicable development standards, including maximum allowable floor area, lot coverage, setbacks, building heights, and off-street parking requirements.
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-6-HD-SR district is to provide areas for single-family residential neighborhoods. The Hillside Development Overlay is intended to preserve and maintain hillside areas. The existing single-family use of the property is located in a neighborhood that is developed with single-family uses. The location of the dwelling and proposed additions will preserve and protect views, preserve existing topographic features and existing natural resources, consistent with the purpose of the Zoning Code and applicable zoning district. The additions will generally be located in the most geologically stable portion of the site, in area that is not visible, and at a sufficient distance from the public right-of-way. The improvements will be located in areas that will have minimal impact to drainage patterns and the existing topography.
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. The existing use of the site is a single-family dwelling. The proposed additions will not change the existing use of the property. The proposal would maintain consistency with General Plan Land Use Policy 21.9 (Hillside Housing). This policy requires additions to maintain appropriate scale, massing and access to residential structures located in hillside areas. The proposed dwelling would maintain ample open space and existing setbacks, and would preserve the existing topography. In addition, the habitable area of the dwelling is compatible with the habitable area of the residences in the immediate neighborhood, and new improvements are consistent with the existing style of the dwelling.

The scale and massing are consistent with surrounding properties that consist of one- and two-story developments. The second-story massing and exterior wall surfaces maintain the changing building articulation. The proposed improvements will be located to the rear of the dwelling away from public rights-of-way and complies with the encroachment plane requirement. This requirement moderates the mass and scale of a development. In addition, vehicular access from Glenullen Drive would remain. Therefore, staff finds that the project is in conformance with the General Plan.

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 addition will not change the existing single-family use of the property that has functioned adequately on-site since 1953. The addition will be located in a less visually prominent area that is generally in the most geologically stable portion of the site, consistent with the general site standards of

the Hillside Development Overlay. The proposed additions will be located to the rear of the existing dwelling, towards the interior of the lot, limiting the need for additional grading that may affect adjacent properties. Further, the addition maintains a sufficient distance from the public rights-of-way and will not impact protected trees on the property. These conditions will prevent detriment to the health, safety, or general welfare of those residing or working in the neighborhood. Conditions of approval and applicable development standards will ensure the proposal minimizes impacts to surrounding property owners. In addition, conditions of approval will ensure that the establishment, maintenance, and operation of the use will be compatible with the surrounding neighborhood. Therefore, the proposed project will not be detrimental to the public health, safety, or welfare of persons or properties within 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 proposal will not change the existing single-family use of the property. A preliminary geotechnical analysis prepared by Duco Engineering concluded that the proposed site improvements to be feasible from a geotechnical standpoint. They noted that through adherence with industry-standard and code-required design, construction, and safety practices, the development is expected to be safe and serviceable from a soils perspective through its anticipated design life. The second-floor additions will be constructed in flat areas of the site, limiting any detriment or injury to existing improvements. Vehicular access from Glenullen Drive and the existing two-car garage will remain. The applicant is required to design all improvements in compliance with current Building and Fire codes and standards established in the Zoning Code. Through the plan check process, the City will review plans for substantial conformance with this Hillside Development Permit, all applicable standards, and compliance with required conditions of approval.
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 dwellings in the neighborhood consist of varying styles that include traditional, ranch, and contemporary architecture. Though there is a mix, many properties within the neighborhood share materials and color and incorporate similar architectural elements. Construction of the existing dwelling and garage occurred in 1953. Existing architectural features and materials that include a mix of wood siding, brick, and stucco do not appear to reflect one strict style. The applicant's proposal extends the existing dwelling to the east and would maintain the existing architectural elements, materials and roof design. The existing two-foot wide eave would continue throughout the addition as would the gable roof design with shingles. Wood siding would be used for the exterior of the addition, finished in a dark color, consistent with the existing dwelling. The appearance of the proposed improvements would be a continuation of the existing design along with the topography and landscaping, which would therefore help blend the addition with the existing residence. Therefore, it is the staff position that the proposed size, design, materials, and color palette are consistent with the applicable design criteria (architectural features) of the Hillside Development Overlay and with properties in the neighborhood.

The applicant has proposed the additions in an area that would not unreasonably affect views protected by the Zoning Code. The abutting property to the north at 310 Glenullen Drive sits above the subject property. Windows that are oriented south across the subject property, currently provide a line of sight over or across the roof of the subject dwelling. The proposed additions would extend the subject dwelling, minimally increasing the height of the ridge (approximately 2'4"). Further, a majority of the additions would be located east, and beyond

the adjacent property's windows. Existing views from 310 Glenullen Drive would not be affected by the proposed addition. The abutting property to the south at 320 Glenullen Drive sits below the subject dwelling. There would be no view impacts to the southerly dwelling as a result of the proposed improvements. Adjacent properties to the east and west are at sufficient distances and elevations such that there will be no view impact. Further, the minimal increase in the ridge height of the subject dwelling would not reasonably impact any views from these adjacent properties.

In July 2020, a temporary silhouette (story poles) was installed on the subject property. A notice of application providing a minimum 14 day notification period was also mailed in accordance with the requirements of the Zoning Code. Based on the silhouette, it is the staff's position that the proposed improvements would not unreasonably impact any protected views from adjacent properties. Though, minimal portions of the silhouette are visible from various vantage points, there is no protected view obstruction. In addition, portions that are visible, are not reasonably centered directly in the view of the abutting properties, consistent with the intent of the Zoning Code. Staff has determined the project minimizes view impacts and is consistent with the view protection standards of the Zoning Code.

Therefore, the design, location, operating characteristics, and size of the dwelling will be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection.

7. *The design, location, and size of 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, and in terms of aesthetics, character, scale, and view protection.* The purpose of the Neighborhood Compatibility guidelines is to emphasize designs that consider the character and scale of existing development in the vicinity. Within a 500-foot radius, there are 138 parcels within the City of Pasadena jurisdiction. Two of these are vacant. Of the remaining 136 developed parcels, the median floor area is 1,637 square feet. Thirty-five percent above the median is 2,209 square feet. The proposal includes a dwelling with 2,134 square feet of floor area, which complies. In addition, the resulting scale and massing is compatible with other developments in the area that consists of two stories. The project complies with the maximum height limits and the placement of the addition will not conflict with existing views from abutting properties. Therefore, the project will fit appropriately within the context and character of existing and future development in the neighborhood in terms of aesthetics, character, scale, and view protection.
8. *The placement of proposed structures 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 additions to the second-story of an existing two-story dwelling will be located towards the interior of the lot away from the public rights-of-way and the most steeply sloping portions of the site. As a result, the project requires minimal changes to grading, drainage, and landscaping. All protected trees will be retained further limiting impacts to the existing hillside topography. Any grading that will occur will comply with the City's Grading and Building Codes. The project shall meet all applicable SUSMP (Standard Urban Water Mitigation Plan) requirements of the Building Division and is required to submit a Tree Protection Plan as part of the building permit plan review process.

ATTACHMENT B
CONDITIONS OF APPROVAL FOR HILLSIDE DEVELOPMENT PERMIT #6828

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 shall substantially conform to plans stamped "Approved at Hearing, August 19, 2020," 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 for a 736 square-foot second-story addition to an existing two-story, 2,013 square-foot dwelling with attached two-car garage.
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 process.
6. The proposed project, Activity Number **PLN2020-00106** is subject to the Inspection Program by the City. A Final Zoning Inspection is required for your project prior to the issuance of a Certificate of Occupancy or approval of the Final Building Inspection. Contact Jason Van Patten, Current Planning Section, at (626) 744-6760 to schedule an inspection appointment time.

Planning Division

7. The applicant shall obtain a zoning permit for the accessory structure.
8. 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.
9. 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).
10. No demolition or grading permit shall be issued until the building permit for the residential project is ready to be issued.
11. The applicant or successor in interest shall use darker tones, including earth tones, for the exterior walls and roofs on the house that blend with the natural terrain. Color and material samples shall be reviewed and approved by the Zoning Administrator prior to the issuance of any building permits.

12. 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.
13. A copy of the approved construction parking and staging plan shall be furnished to the Current Planning Division for inclusion into the case file on this project. The plan shall be available for review by surrounding property owners.
14. Any above-ground mechanical equipment shall be located at least five feet from all property lines and shall comply with the screening requirements of Section 17.40.150 (Screening) of the Zoning Code. Mechanical equipment may be placed on a rooftop or below a deck only if the equipment is not visible from off the site.
15. Any new construction shall meet all applicable SUSMP (Standard Urban Water Mitigation Plan) requirements as determined by the Building and Safety Division.
16. All construction vehicles or trucks including trailers with length over 30 feet or widths over 102 inches shall require a lead pilot vehicle and flag person to enter the streets within the Hillside District. The flag person will stop opposing traffic as necessary when trucks are negotiating tight curves. Operation of construction vehicles or trucks with lengths over 35 feet shall require approval from the Department of Transportation and Department of Public Works, subject to demonstration that such vehicles can maneuver around specific tight curves in the Hillside District. Operation of construction trucks with lengths over 30 feet shall be prohibited before 9:00 a.m. and after 3:00 p.m., Monday through Friday and all day during weekends and holidays. On refuse collection days, the operation of construction trucks with lengths over 30 feet shall be prohibited before 10:00 a.m. and after 3:00 p.m.
17. At no time shall construction activities, including, but not limited to, construction materials, vehicles and equipment, obstruct access to vehicular driveways of adjacent properties.

Building and Safety Division

18. 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.
19. 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. Soils Report will be required along with complete plans for review.
21. Separate permits are required for demolition, grading (if applicable), fire sprinkler, mechanical, electrical, plumbing.

Public Works Department

22. There is an existing 5-foot public utility easement traversing the subject property, along the easterly property line. The public utility easement shall be shown on all of the construction

drawings. No structure shall be built within the 5 feet wide public utility easement. The 5-foot public utility easement, Tract No. 13273 sht. 5 of 6, is attached herein for your reference.

23. A closed circuit television (CCTV) inspection of the house sewer serving the property shall be performed and a CCTV inspection video submitted to the Department of Public Works for review. At the time of the video submittal, a non-refundable flat fee, per the current General Fee Schedule, shall be placed by the applicant to cover the staff cost of video review. The house sewer inspection shall include footage from the private cleanout to the connection at public sewer main, with no or minimum flow in the pipe during the televising. The property address, date of inspection, and a continuous read-out of the camera distance from the starting point shall be constantly displayed on the video. The applicant shall correct any defects revealed by the inspection. Defects may include, excessive tuberculation, offset joints, excessive root intrusion, pipe joints that can allow water infiltration, cracks, and corrosion or deterioration of the pipe or joint material, damaged or cracked connection to the sewer main, or other defects as determined by the City Engineer. The method of correction of the defects shall be subject to the approval of the City Engineer, and may include partial or total replacement of the house sewer, or installation of a structural or non-structural pipe liner. The applicant shall be responsible for all costs required to obtain the CCTV inspection of the existing sewer connection, and if required, to correct the defects.
24. The applicant shall protect all existing public facilities and maintain the right of way in good clean condition during the construction. If any damage is proven to be caused by the subject development, the applicant is responsible for replacing and/or repairing the facilities to the satisfaction of the City, prior to the issuance of Certificate of Occupancy.
25. 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://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/>. 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.

In addition, prior to the start of construction or issuance of any permits, the applicant shall conduct a field meeting with an inspector from the Department of Public Works for review and approval of construction staging, parking, delivery and storage of materials, final sign-off procedure, and any of the specifics that will affect the public right-of-way. An appointment can be arranged by calling 626-744-4195.

26. 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: <https://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/>.

27. 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:

- Sidewalk Ordinance - Chapter 12.04 of the Pasadena Municipal Code (PMC)
In accordance with Section 12.04.035, entitled "Abandoned Driveways" of the PMC, the applicant shall close any unused drive approach with standard concrete curb, gutter and sidewalk. In addition, the applicant shall repair any existing or newly damaged curb, gutter and sidewalk along the subject frontage prior to the issuance of a Certificate of Occupancy in accordance with Section 12.04.031, entitled "Inspection required for Permit Clearance" of the PMC.
- 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://www.cityofpasadena.net/public-works/recycling-resources/construction-demolition-recycling/> 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.

**ATTACHMENT C
NEIGHBORHOOD COMPATIBILITY ANALYSIS**

#	PARCEL NO.	SITE ADDRESS	ZONE	OVERLAY	LOT SIZE	BLDG. SIZE
1	5709-034-002	370 GLENULLEN DR	RS6	HDSR	5,923	775
2	5709-015-007	315 GLENULLEN DR	RS6	HDSR	4,513	782
3	5709-015-011	343 TAMARAC DR	RS6	HDSR	6,724	833
4	5709-015-017	372 REDWOOD DR	RS6	HDSR	5,883	918
5	5709-033-001	354 GLENULLEN DR	RS6	HDSR	6,044	925
6	5709-015-016	380 REDWOOD DR	RS6	HDSR	6,024	932
7	5709-015-021	342 REDWOOD DR	RS6	HDSR	6,834	942
8	5709-034-005	396 GLENULLEN DR	RS6	HDSR	6,049	943
9	5709-014-003	391 GLENULLEN DR	RS6	HDSR	5,217	960
10	5709-011-018	404 ELMWOOD DR	RS6	HDSR	8,088	967
11	5709-014-001	375 GLENULLEN DR	RS6	HDSR	4,162	1,004
12	5709-013-001	375 TAMARAC DR	RS6	HDSR	5,836	1,033
13	5709-016-013	290 REDWOOD DR	RS6	HDSR	8,235	1,049
14	5709-011-011	361 REDWOOD DR	RS6	HDSR	5,943	1,075
15	5709-014-004	395 GLENULLEN DR	RS6	HDSR	5,168	1,078
16	5709-011-021	375 REDWOOD DR	RS6	HDSR	7,120	1,082
17	5709-034-003	380 GLENULLEN DR	RS6	HDSR	5,985	1,092
18	5709-032-029	330 CHERRY DR	RS6	HDSR	9,004	1,124
19	5709-033-013	325 CHERRY DR	RS6	HDSR	8,704	1,128
20	5709-031-014	300 SEQUOIA DR	RS6	HDSR	6,809	1,146
21	5709-032-025	300 CHERRY DR	RS6	HDSR	6,762	1,150
22	5709-032-026	306 CHERRY DR	RS6	HDSR	7,815	1,150
23	5709-033-002	351 CHERRY DR	RS6	HDSR	5,558	1,156
24	5709-034-033	367 CHERRY DR	RS6	HDSR	5,463	1,168
25	5709-032-034	275 SEQUOIA DR	RS6	HDSR	6,624	1,190
26	5709-015-019	358 REDWOOD DR	RS6	HDSR	6,440	1,232
27	5709-014-021	370 TAMARAC DR	RS6	HDSR	5,814	1,237
28	5709-030-011	390 GLEN HOLLY DR	RS6	HDSR	27,531	1,268
29	5709-032-009	356 CHERRY DR	RS6	HDSR	8,888	1,268
30	5709-011-015	383 REDWOOD DR	RS6	HDSR	10,770	1,280
31	5709-014-020	380 TAMARAC DR	RS6	HDSR	5,485	1,296
32	5709-034-029	399 CHERRY DR	RS6	HDSR	5,544	1,296
33	5709-033-006	316 GLENULLEN DR	RS6	HDSR	8,531	1,304*
34	5709-011-006	309 REDWOOD DR	RS6	HDSR	5,091	1,319
35	5709-033-009	340 GLENULLEN DR	RS6	HDSR	7,706	1,323
36	5709-015-001	363 GLENULLEN DR	RS6	HDSR	5,021	1,326
37	5709-011-010	351 REDWOOD DR	RS6	HDSR	6,076	1,330
38	5709-033-012	309 CHERRY DR	RS6	HDSR	8,552	1,342
39	5709-032-033	265 SEQUOIA DR	RS6	HDSR	7,400	1,343
40	5709-032-019	421 SEQUOIA DR	RS6	HDSR	6,098	1,358
41	5709-034-035	360 GLENULLEN DR	RS6	HDSR	5,791	1,361
42	5709-032-011	370 CHERRY DR	RS6	HDSR	6,007	1,364
43	5709-032-028	320 CHERRY DR	RS6	HDSR	9,316	1,371
44	5709-032-024	296 CHERRY DR	RS6	HDSR	6,876	1,383
45	5709-032-035	279 SEQUOIA DR	RS6	HDSR	6,407	1,384
46	5709-032-030	340 CHERRY DR	RS6	HDSR	9,741	1,387
47	5709-030-012	400 SEQUOIA DR	RS6	HDSR	12,138	1,403
48	5709-013-004	399 TAMARAC DR	RS6	HDSR	6,203	1,417

49	5709-032-038	305 SEQUOIA DR	RS6	HDSR	7,436	1,440
50	5709-032-008	350 CHERRY DR	RS6	HDSR	8,963	1,448
51	5709-033-016	345 CHERRY DR	RS6	HDSR	7,187	1,458
52	5709-016-005	296 REDWOOD DR	RS6	HDSR	10,855	1,466
53	5709-031-007	340 SEQUOIA DR	RS6	HDSR	17,215	1,470
54	5709-015-022	336 REDWOOD DR	RS6	HDSR	7,733	1,480
55	5709-011-008	329 REDWOOD DR	RS6	HDSR	6,935	1,484
56	5709-031-002	305 ANITA DR	RS6	HDSR	9,009	1,493
57	5709-034-004	390 GLENULLEN DR	RS6	HDSR	6,022	1,511
58	5709-011-012	365 REDWOOD DR	RS6	HDSR	6,177	1,517
59	5709-015-018	364 REDWOOD DR	RS6	HDSR	6,262	1,524
60	5709-032-007	325 SEQUOIA DR	RS6	HDSR	8,135	1,525
61	5709-032-001	385 SEQUOIA DR	RS6	HDSR	6,727	1,528
62	5709-032-010	360 CHERRY DR	RS6	HDSR	5,806	1,538
63	5709-014-002	383 GLENULLEN DR	RS6	HDSR	4,957	1,539
64	5709-033-005	310 GLENULLEN DR	RS6	HDSR	8,489	1,556
65	5709-033-015	343 CHERRY DR	RS6	HDSR	7,444	1,568
66	5709-016-010	235 CHERRY DR	RS6	HDSR	10,705	1,589
67	5709-013-003	391 TAMARAC DR	RS6	HDSR	8,102	1,619
68	5709-031-001	295 ANITA DR	RS6	HDSR	8,561	1,630
69	5709-015-002	362 TAMARAC DR	RS6	HDSR	5,214	1,644
70	5709-013-020	396 REDWOOD DR	RS6	HDSR	5,754	1,662
71	5709-034-030	391 CHERRY DR	RS6	HDSR	5,872	1,663
72	5709-032-021	260 GLENULLEN DR	RS6	HDSR	7,631	1,676
73	5709-032-027	310 CHERRY DR	RS6	HDSR	10,231	1,712
74	5709-016-017	295 GLENULLEN DR	RS6	HDSR	10,900	1,719
75	5709-031-013	290 SEQUOIA DR	RS6	HDSR	7,684	1,721
76	5709-032-003	365 SEQUOIA DR	RS6	HDSR	7,440	1,737
77	5709-015-004	344 TAMARAC DR	RS6	HDSR	6,280	1,742
78	5709-015-014	365 TAMARAC DR	RS6	HDSR	6,425	1,751
79	5709-032-004	355 SEQUOIA DR	RS6	HDSR	8,039	1,765
80	5709-032-002	375 SEQUOIA DR	RS6	HDSR	6,516	1,769
81	5709-032-032	255 SEQUOIA DR	RS6	HDSR	9,153	1,769
82	5709-032-023	290 CHERRY DR	RS6	HDSR	6,861	1,772
83	5709-033-011	305 CHERRY DR	RS6	HDSR	7,566	1,779
84	5709-016-003	316 REDWOOD DR	RS6	HDSR	8,202	1,781
85	5709-032-017	439 SEQUOIA DR	RS6	HDSR	9,221	1,788
86	5709-034-036	359 CHERRY DR	RS6	HDSR	6,549	1,806
87	5709-015-009	317 TAMARAC DR	RS6	HDSR	8,826	1,807
88	5709-031-008	370 SEQUOIA DR	RS6	HDSR	23,788	1,808
89	5709-015-010	329 TAMARAC DR	RS6	HDSR	8,773	1,817
90	5709-033-010	295 CHERRY DR	RS6	HDSR	6,261	1,818
91	5709-016-008	215 CHERRY DR	RS6	HDSR	13,244	1,824
92	5709-016-020	286 REDWOOD DR	RS6	HDSR	11,556	1,827
93	5709-015-005	340 TAMARAC DR	RS6	HDSR	6,314	1,828
94	5709-033-004	300 GLENULLEN DR	RS6	HDSR	7,035	1,838
95	5709-032-022	280 CHERRY DR	RS6	HDSR	7,069	1,840
96	5709-016-011	255 GLENULLEN DR	RS6	HDSR	9,980	1,846
97	5709-034-031	383 CHERRY DR	RS6	HDSR	5,990	1,846
98	5709-033-014	335 CHERRY DR	RS6	HDSR	7,955	1,862
99	5709-015-006	326 TAMARAC DR	RS6	HDSR	5,650	1,870
100	5709-014-018	400 TAMARAC DR	RS6	HDSR	5,211	1,887
101	5709-013-002	385 TAMARAC DR	RS6	HDSR	7,123	1,897

102	5709-016-004	306 REDWOOD DR	RS6	HDSR	6,372	1,909
103	5709-016-021	284 REDWOOD DR	RS6	HDSR	7,453	1,913
104	5709-015-003	354 TAMARAC DR	RS6	HDSR	6,069	1,933
105	5709-031-012	280 SEQUOIA DR	RS6	HDSR	8,196	1,956
106	5709-032-036	285 SEQUOIA DR	RS6	HDSR	7,307	1,961
107	5709-016-001	330 REDWOOD DR	RS6	HDSR	9,870	1,967
108	5709-033-008	330 GLENULLEN DR	RS6	HDSR	7,537	1,972
109	5709-032-006	335 SEQUOIA DR	RS6	HDSR	7,824	1,983
110	5709-033-007	320 GLENULLEN DR	RS6	HDSR	7,879	1,984
111	5709-015-012	353 TAMARAC DR	RS6	HDSR	8,772	2,002
112	5709-017-011	240 CHERRY DR	RS6	HDSR	10,080	2,021
113	5709-016-014	265 GLENULLEN DR	RS6	HDSR	23,262	2,030
114	5709-011-007	317 REDWOOD DR	RS6	HDSR	5,268	2,052
115	5709-032-012	380 CHERRY DR	RS6	HDSR	6,017	2,060
116	5709-032-013	390 CHERRY DR	RS6	HDSR	5,768	2,060
117	5709-013-019	402 REDWOOD DR	RS6	HDSR	6,801	2,062
118	5709-014-019	390 TAMARAC DR	RS6	HDSR	5,142	2,065
119	5709-011-019	400 ELMWOOD DR	RS6	HDSR	8,013	2,114
120	5709-031-010	260 SEQUOIA DR	RS6	HDSR	8,348	2,124
121	5709-032-005	345 SEQUOIA DR	RS6	HDSR	8,156	2,135
122	5709-032-040	405 SEQUOIA DR	RS6	HDSR	7,149	2,146
123	5709-034-032	375 CHERRY DR	RS6	HDSR	5,413	2,221
124	5709-032-037	295 SEQUOIA DR	RS6	HDSR	8,403	2,265
125	5709-031-011	270 SEQUOIA DR	RS6	HDSR	8,572	2,292
126	5709-015-015	390 REDWOOD DR	RS6	HDSR	6,517	2,297
127	5709-015-008	307 TAMARAC DR	RS6	HDSR	10,573	2,300
128	5709-032-031	344 CHERRY DR	RS6	HDSR	9,993	2,471
129	5709-033-003	285 CHERRY DR	RS6	HDSR	9,626	2,495
130	5709-015-020	348 REDWOOD DR	RS6	HDSR	6,154	2,502
131	5709-016-016	285 GLENULLEN DR	RS6	HDSR	16,457	2,525
132	5709-032-018	429 SEQUOIA DR	RS6	HDSR	5,983	2,576
133	5709-016-009	225 CHERRY DR	RS6	HDSR	14,251	2,628
134	5709-016-015	275 GLENULLEN DR	RS6	HDSR	22,568	2,632
135	5709-015-013	361 TAMARAC DR	RS6	HDSR	6,413	2,928
136	5709-011-009	345 REDWOOD DR	RS6	HDSR	5,997	3,331
137	5709-014-017	410 TAMARAC DR	RS6	HDSR	6,155	Vacant
138	5709-016-002	322 REDWOOD DR	RS6	HDSR	7,273	Vacant
					MEDIAN	1,637
					+35%	2,209

*Assessor figure does not account for the lower split level