



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: January 20, 2021

TO: Hearing Officer

SUBJECT: Hillside Development Permit #6869

LOCATION: 360 Saint Katherine Drive

APPLICANT: John Vandevelde

ZONING DESIGNATION: RS-2 HD (Single-Family Residential, 0-2 dwelling units per acre, Hillside Overlay District)

GENERAL PLAN DESIGNATION: Low Density Residential

CASE PLANNER: Katherine Moran

STAFF RECOMMENDATION: Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Hillside Development Permit #6869 with the conditions in Attachment B.

PROJECT PROPOSAL: Hillside Development Permit: To allow the construction of a new 600 square-foot detached accessory structure. The site is currently developed with a one-story, 2,078 square-foot dwelling with an attached 535 square-foot two-car garage in the RS-2-HD (Single-Family Residential, Hillside Overlay District) zoning district. A Hillside Development Permit is required for a new accessory structure whose size exceeds 20 percent of the existing gross floor area of the primary structure (including attached garage). No protected trees are proposed to be removed as part of the project.

ENVIRONMENTAL 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, §15303, Class 3, New Construction or Conversion of Small Structures). There are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15303 specifically

exempts the construction of accessory structures. The project involves the addition of one new 600 square-foot accessory structure.

BACKGROUND:

Site characteristics: The subject rectangular shaped, 21,755 square-foot site is located on the south side of South Saint Katherine Drive, west of Edgehill Place. The property is bisected by the City of Pasadena's jurisdiction line, where the 3,460 square-foot northern portion of the lot is located within the City of La Cañada-Flintridge. The remaining 18,295 square feet portion of the lot is located within Pasadena. The property's slope descends to the south. Of the 18,295 square-foot portion of the lot located in Pasadena, 2,173 square feet are sloped 50 percent or more and the average slope of the remaining area is 18 percent. The site is developed with a 2,078 square-foot, single-story single-family residence and attached 535 square-foot two-car garage in front of the residence. There are 26 trees located on-site, and no protected trees are proposed to be removed.

Adjacent Uses: North – Single-Family Residential/La Cañada-Flintridge
South – Vacant
East – Vacant
West – Vacant

Adjacent Zoning: North – La Cañada -Flintridge
South – RS-2 HD (Single-Family Residential, 0-2 dwelling units per acre, Hillside Overlay District)
East – RS-2 HD (Single-Family Residential, 0-2 dwelling units per acre, Hillside Overlay District)
West – RS-2 HD (Single-Family Residential, 0-2 dwelling units per acre, Hillside Overlay District)

Previous Zoning Cases on this Property: None.

PROJECT DESCRIPTION:

The applicant, John Vandeveld, has submitted a Hillside Development Permit application to allow the construction of a new 600 square-foot accessory structure (detached garage) in the west portion of the property. No other changes to the existing residence or attached garage are proposed.

No protected trees are proposed for removal as part of the project.

ANALYSIS:

Hillside Development Permit: To allow the construction of detached accessory structures.

The subject property is located in the RS-2 HD (Single-Family Residential, 0-2 dwelling units per acre, Hillside Overlay District) zoning district. Properties located within the Hillside Overlay are required to comply with additional standards beyond those applicable to the base single-family

residential zoning district (RS-2). 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 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). 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 project's compliance with development standards of the Hillside Overlay District, as applicable to additions to existing single-family residences.

RS-2 and Hillside Overlay District Development Standards for Accessory Structures

Properties located within the Hillside Overlay District are required to comply with all of the required development standards of the RS-2 zoning district, except as superseded by additional development standards listed in Zoning Code Sections 17.29.050 through Section 17.29.070 (Hillside Overlay District). Furthermore, accessory structures are subject to the development standards pursuant to Zoning Code Section 17.50.250 and Section 17.29.060.C. Accessory structures shall be limited to uses which are accessory to the main use, including but not limited to, cabana, garage or carport, gazebo, greenhouse, pergola, pool, or hot tub and related equipment, or workshop. An accessory structure shall not be used for sleeping quarters.

In addition to the following discussion, an outline of development standards is provided in Table A (Page 7) to show compliance with all of the applicable zoning and Hillside Overlay development standards.

Gross Floor Area

Calculating the maximum allowed floor area in the Hillside Overlay District is a multi-step process. The intent of the process is to consider the steepness or topography of a property when determining the size of a development; a steeper property may provide less land area suitable for development. The Zoning Code considers this with respect to maximum allowed floor area. The following calculations were undertaken:

Gross floor area includes all covered parking (garage and carport areas), habitable attic space, accessory structures and basements with any exposed wall (or portion thereof) six feet or more above finished grade, measured from finished grade elevation to the floor above. The maximum allowable gross floor area for properties located in the RS-2 HD zoning district with a property size more than 10,000 square feet is 22.5 percent of the lot size plus 500 square feet. For lots 10,000 square feet or more in the Hillside Overlay District, any portion with a slope equal to or greater than 50 percent, or any access easement on the lot, must be deducted from the lot area when calculating the maximum allowable gross floor area. A 2,173 square-foot portion of the site has a slope equal to or greater than 50 percent. The site does not have any access easements.

Pursuant to Zoning Code Section 17.29.060.A.4 (Maximum floor area), the maximum allowed gross floor area for a lot with an average slope exceeding 15 percent shall be further reduced. According to the application materials and topographic survey submitted, the site has an average

slope of 18 percent. Therefore, the maximum gross floor area for the 18,295 square foot portion of the site located in Pasadena is 4,065 square feet.

The existing development on the site consists of a 2,078 square-foot single-story residence and an attached 535 square-foot two-car garage at the front of the residence. The proposed project consists of a 600 square-foot accessory structure. As proposed, the total gross floor area would be 3,213 square feet, which is within the allowable gross floor area of 4,065 square feet for the site, and thus complies.

Lot Coverage

The maximum allowed lot coverage for a property in the Hillside District Overlay 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 decks more than four feet in height; this measurement includes all covered structures, whether or not they are fully enclosed. This standard generally evaluates the percentage of land area covered by development. In this case, 35 percent of the 18,295 square-foot portion of the lot is 6,403 square feet. The proposed lot coverage is 17.5 percent, or 3,213 square feet, which includes the existing house, attached garage and proposed accessory structure, and is less than the maximum allowable lot coverage; therefore, the project complies with the maximum allowable lot coverage.

Restricted Items and Facilities

Accessory structures are prohibited from having bathtubs, fireplaces, and kitchen (full or partial) facilities. Additionally, an accessory structure may contain air conditioning, heating, shower, toilet, washtub, and/or washer and dryer facilities. When an accessory structure contains air conditioning, heating, shower, and/or toilet facilities, a covenant shall be required that restricts the use of the accessory structure, prior to the issuance of a building permit. The proposed accessory structure consists of a two-car garage, storage area, and washer, dryer, and utility sink and therefore does not require a covenant.

Accessory Structure Size and Placement

Pursuant to Zoning Code Section 17.50.250.G, the maximum size of all accessory structures combined on a site shall not exceed an aggregate of 600 square feet or six percent of the lot size, whichever is greater. Furthermore, Section 17.29.060.C, states that accessory structures located in the HD district shall comply with the following size and location limits:

- a) In addition to the aggregate size requirements of Section 17.50.250.G, for lots larger than 10,000 square feet in size, portions of a lot with a slope 50 percent or greater shall not be included in the lot size when determining maximum aggregate size.
- b) In addition to the aggregate size requirements of Section 17.50.250.G, individual accessory structures shall be limited to a maximum size of 600 square feet.
- c) Accessory structures, except for detached garages, must be located behind the rear wall plane(s) of the primary structure. An existing primary structure may not be converted into an accessory structure unless the new primary structure is in front of the accessory structure.

The portion of subject site located in Pasadena is 18,295 square feet in area. A 2,173 square-foot portion of the site is sloped 50 percent or greater and shall be deducted from the lot size.

Therefore, based on the remaining 16,122 square foot area, the maximum allowable aggregate size of all accessory structures is 967 square feet. The proposed 600 square-foot accessory structure is in compliance with the maximum allowable individual and aggregate accessory structure sizes for the site.

The proposed accessory structure is a detached garage and is therefore not required to be located behind the rear plane of the existing primary structure. Therefore, the accessory structure complies with size and location requirements.

Accessory Structure Setback

The accessory structure will function as a garage and is therefore subject to both the requirements for detached garages located within the Hillside Overlay in addition to the general accessory structure requirements. Pursuant to Zoning Code 17.29.050.B.2, the minimum front setback for a detached garage on upslope and downslope sites is at the point on the centerline of the front lot line where the elevation is ten feet above or below the top of the curb, or 25 feet, whichever is less. For this particular property, the detached garage is required to be setback a minimum of 25 feet from the front property line. The detached garage is proposed to be setback 26'-10" from the property line and therefore complies.

Pursuant to Zoning Code Section 17.50.250.D.2, an accessory structure may be located in a required side or rear setback; provided it is located more than 100 feet from the front property line or entirely within the rear 25 feet of the site. Otherwise, the minimum required setbacks of the primary structure shall also apply to the accessory structure. Additionally, in order to prevent an excessive amount of structure located along a property line, the maximum horizontal length of an accessory structure that can be located less than five feet from the property line shall be limited to 22 feet. Any portion of the structure that exceeds 22 feet in length and is less than five feet from the property line, shall be required to be set back a minimum of five feet from the property line.

The accessory structure would have horizontal length of 32'-10" and would be setback approximately 61 feet from the western side property line, approximately 123 feet from the east property line and 27'-6" from the rear property line. Pursuant to Zoning Code Section 17.50.250.F.2, an accessory structure, other than mechanical equipment, a hot tub, or a swimming pool, shall maintain a minimum separation of six feet from any other structure (excluding walls and fences) on the site. The separation shall be clear and unobstructed by any encroachments. As proposed, the accessory structure would be separated 6'-0" from the existing residence to the east, unobstructed by any encroachments.

The proposed accessory structure complies with both the minimum setback standards for detached garages and accessory structures.

Accessory Structure Height Limits

As prescribed in Zoning Code Section 17.50.250.E, the top plate height for an accessory structure shall not exceed nine feet, and the overall height shall not exceed 15 feet, so long as the structure does not intercept the encroachment plane, sloping inward from a point nine feet in height and rising a maximum of one and one-half feet of distance starting at the two-foot setback.

The proposed accessory structure would have a top plate of nine feet and an overall height of 13'-4". It would be setback approximately 61 feet from the western side property line, approximately 123 feet from the east property line and 27'-6" from the rear property line.

As a result, the accessory structure would comply with both the maximum height and encroachment plane standards.

Neighborhood Compatibility

Construction of a new single-family residence and additions to a single-family residence subject to a Hillside Development Permit are required to consider the character and scale of existing development in the neighborhood. The Zoning Code specifies that the allowable floor area of the single-family residence, excluding garages and other accessory structures, may not exceed the median floor area of existing residences within the established 500-foot radius by more than 35 percent. As the proposed project includes only the construction of a detached accessory structure and no addition to the primary structure, the subject project is not subject to the neighborhood compatibility analysis.

Ridgeline Protection

The proposed project complies 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.

Architecture, Setting, and View Protection

The project site is located on the southern side of Saint Katherine Drive. The majority of the street's developed parcels are located within the jurisdiction of La Cañada-Flintridge and would not be subject to the character of the neighborhood for the purposes of this review. The existing residences in this neighborhood were built with varying architectural styles over different time periods, which resulted in no dominating architectural style for the neighborhood. The existing single-story residence on the site was built in 1959 and was designed in the mid-century modern ranch architectural style. As determined by the Design and Historic Preservation Division, the existing residence does not meet the criteria for designation as a landmark.

The proposed project, which consists of the construction of one 600 square-foot detached accessory structure would match the existing architectural style of the residence. The project will be located on existing flat pad already served by current driveway and limited grading would be proposed. The single-story accessory structure would be close in proximity to the existing single-story residence.

The accessory structure is proposed to feature design details to be consistent with the mid-century ranch style. The project has been designed within the same architectural style of the existing residence mimicking the low horizontal lines of existing house and matching its roof slope with broad eaves. The structure would be painted to match the residence and would have a stone veneer wing wall to match the stone veneer treatments on the existing residence. The structure would have the same concrete roof tile and the facades cement plaster wall would utilize earth tones to be limit impacts to the neighborhood. The proposed design, materials, and color palette are consistent with the applicable design criteria (architectural features) for the Hillside Overlay district as staff finds that the proposed colors are consistent with the requirement for the utilization

of darker tones, including earth tones. A condition of approval in Attachment B is recommended that would necessitate a darker set of earth tones for the exterior building walls and the roof.

Moreover, 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.

The proposed accessory structure is proposed to be located in the same vicinity and at the same elevation as the existing residence. The abutting properties to the west (460 Saint Katherine Drive), east (340 Saint Katherine Drive) and south (1401 Edgehill Place) are all vacant lots. Any views from properties north of the site would not be subject to analysis as they are located outside of Pasadena.

Due to existing landscaping, which includes many mature trees, the one-story, low vertical profile of the structures, and extensive setbacks from property lines, the accessory structure would only be partially visible from the public right of way and would not obstruct any views protected by the City. Therefore, the proposed addition would not impede protected views from any of the adjacent properties nor be centered directly in the view of any room of a primary structure on a neighboring parcel.

Preliminary Geotechnical Report

Geotechnical investigation reports are 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, and any subsurface conditions as they relate to the proposed project. Irvine Geotechnical Inc. conducted a geotechnical investigation of the site and prepared a report, which included the review of hand-dug test pits and laboratory testing and analysis of the samples. Grading will be limited to improving site conditions for support of slabs and pavements for the new proposed structure. Based on the exploration testing, consultation and review of the development plans, it is found that the construction of the proposed project is feasible from a geologic and soils engineering standpoint with the recommendations contained in the report.

Table A: RS-2 and Hillside Overlay Development Standards

Development Feature	Required	Proposed	Analysis
RS-2 Hillside Overlay District Development Standards			
Maximum Floor Area Ratio	4,065 square feet (22.5 percent, plus 500 square feet - slope reduction)	3,213 square feet	Complies
Maximum Lot Coverage	6,403 square feet (35 percent)	3,213 square feet (17.5 percent)	Complies
Neighborhood Compatibility	n/a	n/a	n/a
Minimum Parking	2 covered spaces	2-car garage	Complies
Guest Parking	Four spaces	Four spaces	Complies

Accessory Structure			
Maximum Individual Accessory Structure Size	600 square feet	600 square feet	Complies
Maximum Allowable Aggregate Accessory Structure Size	6 percent of the lot size (967 square feet) or 600 square feet, whichever is greater	600 square feet	Complies
Garage Setback	25'	26'-10"	Complies
Minimum Side Setback West	2 feet for the initial length of 22 feet, 5 feet thereafter.	61'	Complies
East		123'	
Minimum Rear Setback	25'	27'-6"	Complies
Maximum Allowable Overall Height	15'	13'-4"	Complies
Maximum Allowable Top Plate Height	9'	9'	Complies

TREE PROTECTION ORDINANCE:

An arborist report prepared by Craig Crotty on September 29, 2020 identified 26 trees located on-site or off-site adjacent to the property. Of these 26 trees, 14 are located on the portion of the property within Pasadena. Out of the 14 on-site trees, seven are protected by the City’s Tree Protection Ordinance based on the species, size, and location on the property. The applicant proposes to retain all seven protected trees and to remove one of the seven non-protected trees. The tree planned for removal is a Silk Tree (*Albizia julibrissen*) which does not meet the minimum protection size and location standards, nor does it qualify for the replacement thresholds of Section 17.44.070 (Landscape Standards). Based on the information provided by the applicant, one of the protected trees is a Scrub Oak (*Quercus berberidifolia*) whose canopy would overlap with the proposed addition. There would be no alterations or grading on the site, except as needed for the footprint of the new Accessory Structure. The arborist report includes detailed instructions and requirements for tree protection and the proposed project is expected to have minor or no impact on the protected trees, if the recommended tree protection measures are adhered to. The applicant has provided a tree protection plan for the protected trees on-site. A condition of approval has been added to Attachment B to require a certified arborist to monitor all related construction activities such as demolition, digging, grading, excavating, or trenching, etc. to ensure the project implements all of recommendations and conditions provided in the arborist and geotechnical reports in order to protect the existing trees during construction.

GENERAL PLAN CONSISTENCY:

The subject site is designated as Low Density Residential in the General Plan Land Use Element. The use of the site would remain a single-family residence; therefore, the character of the single-family neighborhood would be maintained. General Plan Land Use Policy 21.9 (Hillside Housing) requires residences to maintain appropriate scale, massing and access to residential structures located in hillside areas. The proposed construction of the detached accessory structure to the property currently developed with an existing single-story, single-family residence and attached two-car garage, would comply with all the development standards set forth in the City’s Zoning Code. The residence would not be altered by this project, and would maintain its mid-century modern ranch architectural style utilizing earth tone colors and materials that would be compatible

with the architectural guidelines of the City's Hillside Development Ordinance. Additionally, the scale and massing of the one-story accessory structure would be consistent with the scale and setting of the surrounding area. Vehicle access to the site would continue to occur from Saint Katherine Drive. Therefore, staff finds that the project would be consistent with applicable General Plan objectives and policies.

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, §15303, Class 3, (New Construction or Conversion of Small Structures). There are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15303 specifically exempts the construction of accessory structures. The project involves the addition of one new 600 square-foot accessory structure. Therefore, the proposal is exempt from environmental review.

REVIEW BY OTHER CITY DEPARTMENTS:

The proposed project was reviewed by the Building Division, Pasadena Fire Department, Department of Transportation, Public Works Department, Water and Power Divisions, the Design and Historic Preservation Division and the Community Planning Division. Based on their review of the project, the Department and the Department of Public Works provided comments and recommended conditions of approval, which have been incorporated in Attachment B of this staff report. There were no other comments from the other departments.

CONCLUSION:

It is staff's assessment that the findings necessary for approving the Hillside Development Permit to allow the construction of one new detached accessory structure, on a property currently developed with an existing single-family residence and an attached, two-car garage, can be made (Attachment A). The proposed project meets all applicable development standards required by the Zoning Code for the RS-2 zoning district, for accessory structures and the additional development standards required within the Hillside Overlay District. The architecture incorporates features present in the neighborhood and the location of the improvements are set a significant distance from the right-of-way and abutting properties. Moreover, the proposed size, design, materials, and color palette are consistent with the applicable design criteria (architectural features) for the Hillside Development Overlay and properties within the neighborhood. Existing views and privacy would be maintained after the project. It is anticipated that the proposed location 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 A
SPECIFIC FINDINGS FOR HILLSIDE DEVELOPMENT PERMIT #6869

Hillside Development Permit: To allow the construction of detached accessory structures.

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 proposed project is for the construction of one new 600 square-foot detached accessory structure on a property developed with an existing single-family residence and an attached two-car garage. A single-family residential use, with accessory structures, is a permitted use within the RS-2 HD (Residential Single-Family, Hillside Overlay District) zoning district. Accessory structures exceeding 20 percent of the floor area of the main residence (including attached garage) are allowed with approval of a Hillside Development Permit. In addition, the proposed accessory structure will be in compliance with all applicable development standards, including maximum allowable floor area, lot coverage, setbacks, building height, and off-street parking requirements of the RS-2 HD zoning district.
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 property is zoned RS-2 HD, which is designated primarily for single-family residential purposes. Accessory structures are permitted as subordinate structures to the main use. The subject site and some of the surrounding properties (aside from vacant lots) within the neighborhood are developed with one and two-story, single-family residences and accessory structures. The proposed project will be consistent with existing development within the vicinity. As analyzed, the project will meet all applicable development standards for the RS-2 HD zoning district, such as floor area, lot coverage, setbacks, building height and off-street parking.
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 site is designated as Low Density Residential in the General Plan Land Use Element. The use of the site would remain a single-family residence; therefore, the character of the single-family neighborhood would be maintained. General Plan Land Use Policy 21.9 (Hillside Housing) requires residences to maintain appropriate scale, massing and access to residential structures located in hillside areas. The proposed construction of the detached accessory structure to the property currently developed with an existing single-story, single-family residence and attached two-car garage, would comply with all the development standards set forth in the City's Zoning Code. The residence would not be altered by this project, and would maintain its mid-century modern ranch architectural style utilizing earth tone colors and materials that would be compatible with the architectural guidelines of the City's Hillside Development Ordinance. Additionally, the scale and massing of the one-story accessory structure would be consistent with the scale and setting of the surrounding area. Vehicle access to the site would continue to occur from Saint Katherine Drive. Therefore, staff finds that the project would be consistent with applicable General Plan objectives and policies.
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 project will be constructed in such a manner as to minimize impacts to surrounding property owners. The proposed project meets all adopted Code requirements and will be subject to all current Code provisions. As proposed, the height of the accessory structure will be below the maximum allowable height, and the gross floor area and lot coverage will be within the maximum floor

area and lot coverage permitted for the site. The project meets all Code requirements and no variances are required. Furthermore, the project is required to comply with all applicable conditions of approval. 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 proposed project will be constructed in compliance with the current Building Code and Zoning Code standards. Furthermore, the City's plan check process will ensure that the proposed project will meet all of the applicable building and safety and fire requirements. The project must also comply with the conditions of approval required by the Public Works Department. A Soils Engineering Report has been submitted which reported that the site is considered feasible for construction of the proposed additions.
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 use of the site will remain as a single-family residential use. The project complies with all the development standards of the Zoning Code. The project is not located on the top of any prominent ridgelines. The one-story detached structure will not block views or impede upon privacy of the neighboring properties. The proposed project will be below the maximum allowable floor area requirements. The project has been designed within the same architectural style of the existing residence mimicking the low horizontal lines of existing house and matching its roof slope with broad eaves. The structure would be painted to match the residence and would have a stone veneer wing wall to match the stone veneer treatments on the existing residence. The structure would have the same concrete roof tile and the facades cement plaster wall would utilize earth tones to be limit impacts to the neighborhood. Additionally, the one-story detached accessory structure's scale and massing is within the scale and setting of the surrounding vicinity. Thus, the project would 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 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.* The proposed total gross floor area for the property developed with an existing single-story single-family residence and an attached two-car garage, combined with the proposed accessory structure, is 3,213 square feet, which is below 4,065 square feet, the maximum allowed on the subject site. The project has been designed with the use of cement and earth tones which are design elements compatible with the surrounding environment. Additionally, the scale and massing of the proposed detached accessory structures are in keeping with the scale and setting of the surrounding residences. Furthermore, as designed, the placement of the proposed accessory structures would not impede protected views of any adjoining property. Thus, the project is in scale with 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 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 subject site has an average slope of 18 percent. The proposed accessory structure will comply with all of the required development standards. Given the site is developed with a single-family residence, and the proposed accessory structure would be

located on a previously graded, flat portion of the lot, the project proposes minimal grading and site disturbance compared to typical hillside development. As part of the building permit review, the Building Division will review any grading and/or drainage plans to ensure that the drainage conditions after construction comply with all applicable regulations. A Soils Engineering report was prepared by Irvine Geotechnical Inc., which concludes that the proposed development is safe and adequate for its intended use.

ATTACHMENT B
CONDITIONS OF APPROVAL FOR HILLSIDE DEVELOPMENT PERMIT #6869

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, January 20, 2021," 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. The approval of the Hillside Development Permit allows the applicant to construct one 600 square-foot detached accessory structure.
4. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
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 **ZENT2020-10080** 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 Katherine Moran Current Planning Section, at (626) 744-6740 or kmoran@cityofpasadena.net to schedule an inspection appointment time.

Planning Division

7. Any addition of the allowed, but restricted accessory structure facilities to the proposed accessory structure shall require a covenant in compliance with Zoning Code Section 17.50.250.B.2. If applicable the covenant shall state that the structure is an accessory structure and shall be maintained as an accessory structure and not be used for sleeping quarters or be converted to a residential use. The covenant shall be recorded with LA County Recorder prior to the issuance of a building permit.
8. The applicant shall comply with all requirements of Zoning Code Chapters 17.22 (Residential Zoning Districts), 17.29 (Hillside Overlay District), and 17.50.250 (Residential Uses - Accessory Uses and Structures) 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. The applicant or successor in interest shall use 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.
11. 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.
12. A certified arborist and the civil engineer of record shall monitor all related construction activities including, but not limited to: demolition, digging, grading, excavating, or trenching, and as recommended in the supplemental reports. The monitoring of construction activities shall ensure the project implements all of recommendations and conditions provided in the arborist and geotechnical reports in order to protect the existing trees during construction.
13. Should this project meet the threshold for state-mandated water-efficient landscaping, 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.
14. A construction staging and traffic management plan shall be submitted to and approved by the Zoning Administrator, Department of Public Works, and Department of Transportation prior to issuance of any permits. The plan shall include information on the removal of demolished materials as well as the on-site storage of new construction materials. 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.
15. 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 shall be placed on a rooftop only if the equipment is not visible from off the site (including abutting properties).
16. Any new construction shall meet all applicable SUSMP (Standard Urban Water Mitigation Plan) requirements as determined by the Building and Safety Division.
17. 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.

18. At no time shall construction activities, including, but not limited to, construction materials, vehicles and equipment, obstruct access to vehicular driveways of adjacent properties.

Public Works Department

19. 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.
20. 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.
21. 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.
22. 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:

- a. City Trees and Tree Protection Ordinance - Chapter 8.52 of the PMC
The ordinance provides for the protection of specific types of trees on private property as well as all trees on public property. No street trees in the public right-of-way shall be removed without the support of the Urban Forestry Advisory Committee. No trees shall be damaged by the proposed construction, if a City tree is damaged, the applicant may be liable for the assessed value of the tree. Refer to

<https://www.cityofpasadena.net/public-works/parks-and-natural-resources/urban-forestry/> for guidelines and requirements for tree protection.

b. 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:

- i. 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.
- ii. 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.

If you have questions regarding the above conditions and requirements of the ordinances, please contact me at (626) 744-3762 or email YWu-Bowman@cityofpasadena.net.