



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: March 2, 2022

TO: Hearing Officer

SUBJECT: Minor Conditional Use Permit #6744 & Certificate of Exception #396

LOCATION: 30 W. Mountain Street and 867 N. Fair Oaks Avenue

APPLICANT: CSA Architects / Daniel H Clinger, AIA

ZONING DESIGNATION: FGSP-C-3a (Fair Oaks-Orange Grove Specific Plan, Limited Commercial District 3, Subdistrict "a.")

GENERAL PLAN DESIGNATION: Low Mixed-Use

CASE PLANNER: Alison Walker

STAFF RECOMMENDATION: Adopt the Environmental Determination and the Specific Findings in Attachment A to **approve** Minor Conditional Use Permit #6744 and Certificate of Exception #396 with the conditions in Attachment B.

PROJECT PROPOSAL: A request for a Minor Conditional Use Permit and a Certificate of Exception to facilitate the construction of a 17,366 square-foot three-story medical office building with surface and subterranean parking. The following are proposed:

- 1) Minor Conditional Use Permit: To allow 73 percent of the total parking spaces to be arranged in a tandem configuration. The project proposes 123 parking spaces, of which 60 are arranged in a two-car tandem configuration (49% of total) and 30 are arranged in a triple stack configuration (24% of total).
- 2) Certificate of Exception: To allow a lot line adjustment between three adjacent parcels, Parcel 5726-002-086 (Parcel #1), 5726-002-067 (Parcel #2), and 5726-002-068 (Parcel #3). The proposed lot line adjustment would eliminate the shared interior lot lines, resulting

in one parcel measuring 33,275 square feet in area; and,

- 3) Private Tree Removal Permit: To allow the removal of one mature eucalyptus tree (*Eucalyptus polyanthemos*) on private property.

ENVIRONMENTAL DETERMINATION:

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (CEQA) Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15332, Class 32, In-Fill Development Projects, and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15332 specifically exempts from environmental review infill development where: 1) the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations; 2) the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; 3) the project site has no value as habitat for endangered, rare or threatened species; 4) approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and 5) the site can be adequately served by all required utilities and public services.

BACKGROUND:

Site characteristics:

The 33,275 square-foot project site consists of three parcels (APN 5726-002-067, 5726-002-068, and 5726-002-086), which are proposed to be consolidated into one parcel. Parcels 5726-002-067 and -068 have an address of 30 West Mountain Street, and parcel 5726-002-086 has an address of 867 North Fair Oaks Avenue. The subject site is located on the south side of West Mountain Street, west of North Fair Oaks Avenue. The project site maintains 100 feet of street frontage along the north property line and has a width of 195 feet at the widest portions. The site is 275 feet deep when measured to the rear property line (southeast corner). The topography gradually descends in elevation from north to south. Currently, 30 West Mountain Street is undeveloped, while 867 North Fair Oaks Avenue is developed with an existing office building (administrative business professional) with surface and subterranean parking. Vehicular access is currently provided from North Fair Oaks Avenue. Landscaping is limited to existing street trees and planters along the east property line, adjacent to the structure at 867 North Fair Oaks Avenue. Surrounding uses include multi-family residential to the west, and commercial uses

to the south, north, and east. The 210 Freeway is approximately half-a-mile west of the site.

Adjacent Uses:

- North – Commercial
- South – Commercial
- East – Commercial
- West – Multi-family Residential

Adjacent Zoning:

- North – FGSP-C-2 (Fair Oaks/Orange Grove Specific Plan - Limited Commercial District 2)
- South – FGSP-C-3a (Fair Oaks-Orange Grove Specific Plan, Limited Commercial District 3, Subdistrict "a")
- East – FGSP-C-3a (Fair Oaks-Orange Grove Specific Plan, Limited Commercial District 3, Subdistrict "a")
- West – RM-16 (Multi-Family Residential, 0-16 dwelling units per acre)

Previous zoning cases on this property:

Variance #11648: 1) Minor Conditional Use Permit to allow commercial tandem parking spaces, 2) a Variance to not provide a full-time parking attendant for the tandem parking spaces, 3) a Variance to not provide the required on-site loading space, and 4) a Certificate of Exception to consolidate two existing lots into one lot. Approved with conditions on February 18, 2009.

PROJECT DESCRIPTION:

The applicant, CSA Architects/ Daniel H. Clinger, AIA, has submitted a Minor Conditional Use Permit (MCUP), a Certificate of Exemption (CE), and a Private Tree Removal application to facilitate construction of a new 17,366 square-foot, three-story medical office building with surface parking accessible from Mountain Street, and subterranean parking accessible from Fair Oaks Avenue.

The new building would be constructed across the western portion of the site that is presently vacant (Parcels 2 and 3) and across a portion that is currently a surface parking lot (the western-most portion of Parcel 1). The existing office building on Parcel 1 would remain. Currently, 54 parking spaces (surface parking and one-level of subterranean parking) serve the existing office building on Parcel 1. With the new medical office building, 123 parking spaces are required (54 parking spaces for the existing use and 69 parking spaces for the proposed medical office building) for the project site. These parking spaces are proposed within a new surface parking lot on the south side of the medical office building and within an enlarged subterranean garage below the existing and proposed buildings. The number of replacement and proposed parking spaces is in compliance with the requirements of Chapter 17.46 (Parking and Loading) of the Zoning Code.

Of the 123 parking spaces required for the project, 60 spaces (49% of total) are proposed as two-car tandem, and 30 (24% of total) are proposed as triple-stack tandem parking. Pursuant to Section 17.46.080.A of the City's Zoning Code, within nonresidential projects, up to 75 percent of

the total off-street parking spaces provided may incorporate tandem parking, and up to 50 percent of the total off-street parking spaces provided may incorporate "triple stack" parking, but only upon the approval of a Minor Conditional Use Permit.

The CE application proposes to create one project site through the consolidation of three parcels into a single parcel measuring 33,275 square feet in area (Parcel 5726-002-086 [Parcel #1], 5726-002-067 [Parcel #2], and 5726-002-068 [Parcel #3]). A Certificate of Exception application is required for a lot line adjustment between two or more adjacent parcels.

To facilitate the construction, the applicant also proposes the removal of a protected eucalyptus (*Eucalyptus polyanthemos*) tree that has a diameter-at-breast-height (DBH) of 30 inches and is located near the eastern property line of 30 West Mountain Street. As part of the project, the applicant has included a landscape plan that consists of eight new 24-inch box Chinese Elm trees in accordance with the City's adopted replacement matrix. A Private Tree Removal Permit is required to allow the removal of a protected tree.

ANALYSIS

The subject site is located within the FGSP-C-3a (Fair Oaks-Orange Grove Specific Plan, Limited Commercial District 3, Subdistrict "a") zoning district, where a medical office building under 25,000 square feet in size is permitted by-right and subject to the development standards of the Zoning Code. Through the review of this MCUP application, staff determined that the project satisfied applicable requirements of the FGSP-C-3a development standards (e.g. setbacks, height, landscape, and parking dimensions) of the Zoning Code. Due to the proposed size of the project, review by the Design Commission through the Design Review process would be required.

As described above, the project includes a Minor Conditional Use Permit request for tandem parking, a lot line adjustment to consolidate three lots, and a Private Tree Removal to remove a protected tree to facilitate the construction of the new medical office building.

Minor Conditional Use Permit: To allow nonresidential parking in tandem configuration

The MCUP process allows the City to review a project to determine if it would be compatible with the surrounding area and require adherence to specific conditions related to the operation of the proposed use. The Hearing Officer may approve the MCUP only after making six findings in the affirmative. These findings relate to a project meeting the intent and purpose of the subject property's zoning district and the Zoning Code, not having a negative impact on the surrounding properties, and being compatible with surrounding uses among other criteria.

Of the 123 parking spaces required for the project, 60 spaces are proposed as two-car tandem and 30 are proposed as triple-stack tandem parking. Two-car tandem is a parking configuration in which two cars are lined up behind each other. Triple-stack parking utilizes tandem parking beneath a car lift, facilitated by a full-time parking attendant.

The proposed 60 two-car tandem parking spaces would be located within the expanded subterranean garage along with 26 single car spaces. The proposed 30 triple-stack parking spaces would be located in the rear surface parking lot, with two parallel parking spaces alongside the building, and five single car parking spaces to the south of the new medical office building. The triple-stack tandem spaces would utilize 10 car lifts proposed along the south property line. The car lifts would be set back 5'-0" from the south and west property lines. These setbacks

areas would be improved as perimeter landscaped areas, where seven new trees along with shrubs and groundcover are proposed. To the south of the proposed car lifts is a surface parking lot serving an existing mixed-use development, and to the west of the car lifts, is a multi-family residential development, located at 50 West Mountain Street. The existing CMU walls along the south and west property lines would remain as part of the project.

Staff anticipates that the two car tandem and triple-stack parking arrangements would not impact those working or residing on the property, or the surrounding properties. Where tandem parking is approved through an MCUP, a required condition of the approval is that a full-time parking attendant be on duty at all times the parking facility is available for use. As proposed, the applicant would provide a full-time parking attendant, who would be on duty at all times while the surface and/or subterranean parking areas are available for use. The presence of a parking attendant provides a simplified parking experience with assurance of the orderly movement of cars within the parking area. The attendant would also assist in enhancing the safety within the parking areas due to the familiarity of the attendant with the mechanical lifts and navigation of surface and subterranean parking spaces. As described by the applicant, the two-car and triple-stack tandem parking would be used as employee parking. Employees of office and medical office uses typically park in the morning, and leave in the evening, therefore resulting in lower parking turnover.

Notably, up to 50 percent of the total parking spaces may be triple-stack parking, and triple-stack parking is allowed only for projects with more than 100 parking spaces, for which this project complies. As proposed, the project incorporates 24 percent of the total 123 parking spaces as triple-stack parking, which is allowed with the approval of a Minor Conditional Use Permit. The proposed triple-stack configuration also complies with applicable provisions of the Zoning Code, including standards for parking space dimensions, aisle widths, vertical clearance, and access. The proposed setback and perimeter landscaping surrounding the car lifts, along with the existing CMU walls would buffer the car lifts from the adjacent sites.

The proposed two-car tandem within the subterranean garage would allow for more parking spaces to be provided without a negative impact to the surrounding uses. In addition, all parking spaces would comply with applicable provisions of the Zoning Code, such as standards for parking space dimensions, aisle widths, vertical clearances, and access. Both two-car tandem and triple-stack parking are tools that may reduce the amount of land devoted to parking by providing a more efficient use of space. The proposed 90 tandem parking spaces would be compatible with parking designs found at other office sites in the city.

Certificate of Exception – Lot Line Adjustment to consolidate three parcel into one single parcel

Applicants may request a Certificate of Exception application for a lot line adjustment between two or more adjacent parcels, where: 1) the land taken from one parcel is added to the adjacent parcel; and 2) a greater number of parcels than originally existed is not thereby created. The Hearing Officer may approve a Certificate of Exception provided the resulting parcels conform to the General Plan, any applicable Specific Plan, and zoning and building ordinances.

The applicant's proposal would consolidate three parcels into a single parcel, resulting in fewer parcels than currently exist. As demonstrated in the following table, the total size of the three subject parcels would not change (i.e. no net increase or decrease).

Parcel #	Address	Assessor's Parcel Number	Lot Area
1	867 North Fair Oaks Avenue	5726-002-086	21,757 sf.
2	30 West Mountain Street	5726-002-067	5,764 sf.
3	30 West Mountain Street	5726-002-068	5,754 sf.
Total			33,275 sf.

In the FGSP-C-3a zoning district, the minimum lot width and minimum lot size are determined through the subdivision process. After the lot line adjustment, the lot area would be 33,275 square feet; there would be no net gain or loss of total lot square footage due to the lot consolidation. The proposed aggregate lot area is similar to that of the abutting property to the south (24,407 square feet), the property across Mountain Street to the north (42,610 square feet), and the property across Fair Oaks Avenue to the east (56,397 square feet).

The mapping action is proposed to facilitate the construction of a new 17,366 square foot medical office building on Parcels 2 and 3 on the western portion of the project site. The proposed building would be in compliance with the Zoning Code development standards, including the five-foot front yard setback requirement, the 15-foot side yard setback from the property line adjoining RM-16 property to the west, and no setback requirement from the side abutting FGSP-C-3a.

The Certificate of Exception, as proposed, would not impact the development standards for the existing building to remain on Parcel 1 at 867 North Fair Oaks Avenue, and no new modifications to this structure are proposed. There are no existing structures on Parcels 2 and 3; therefore, the lot consolidation would not result in the creation of a nonconforming condition on the proposed consolidated parcel. All future development on the proposed parcel, such as the proposed project, must comply with the development standards of the FGSP-C-3a zoning district.

Private Tree Removal Permit: To allow the removal of one mature eucalyptus tree (*Eucalyptus polyanthemos*) on private property

The applicant provided a tree inventory that identified the removal of one eucalyptus (*Eucalyptus polyanthemos*) tree. The City's Tree Protection Ordinance includes a list of species and a minimum corresponding size in order for a tree to be protected under the City's Ordinance. *Eucalyptus polyanthemos* trees are not listed as a protected species in the City's protected tree list, however, an otherwise non-protected tree with a diameter-at-breast-height (DBH) of 19 inches or greater is classified as a mature tree, which are protected under the City's Tree Protection Ordinance.

Protected Tree Planned for Removal

Genus & Species	Common Name	DBH	Height	Mature Tree Protection Size
<i>Eucalyptus polyanthemos</i>	Silver Dollar Gum, Red Box	30"	55'	19"

The proposed tree to be removed is located along the eastern property line of 30 W. Mountain Street, approximately 90 feet from the front property line along Mountain Street. The tree is requested for removal to facilitate the construction of the new medical office building and one level of subterranean parking.

Pursuant to Section 8.52.070 of the City’s Municipal Code (City Trees and Tree Protection), one of the following findings need to be made in order to approve a private tree removal request:

- 1) There is a public benefit as defined in Section 8.52.024(R), or a public health, safety or welfare benefit, to the injury or removal that outweighs the protection of the specific tree; or
- 2) The present condition of the tree is such that it is not reasonably likely to survive; or
- 3) Tree is an objective feature of the tree that makes the tree not suitable for the protections of this chapter; or
- 4) There would be a substantial hardship to a private property owner in the enjoyment and use of real property if the injury or removal is not permitted; or
- 5) To not permit injury to or removal of a tree would constitute a taking of the underlying real property; or
- 6) The project includes a landscape design plan that emphasizes a tree canopy that is sustainable over the long term by adhering to the replacement matrix below:

Diameter at Breast Height of Removed Tree	Number and Size of Replacement Trees
8-12 inches	4 – 15 gallons, or 2 – 24 inch box
13 – 18 inches	8 – 15 gallon, or 4 – 24 inch box, or 2 – 36 inch box
19-36 inches	8 – 24 inch box, or 4 – 36 inch box
37+ inches	12 – 24 inch box, or 8 – 36 inch box.

In accordance with PMC Section 8.52.075.A, the proposed medical office building and subterranean parking constitutes a project as defined by the Zoning Code and may utilize Finding #6. Pursuant to the matrix, protected mature trees must be replaced with half the corresponding ratio specified. As part of the application, the applicant proposes to satisfy the replacement matrix by providing eight 24-inch box *Ulmus parvifolia* (Chinese Elm) trees that would be located along the southern property line on the perimeter of the proposed surface parking lot. The replacement trees would be located within a proposed five-foot wide landscaped buffer area, and these replacement trees would over time contribute in providing elements that would obscure the parking area from adjacent properties. A recommended condition of approval is proposed that the landscape plan will identify a mix of trees, shrubs, and hedges as designed by a landscape architect to ensure that the landscaping and proposed trees is sustainable over the long term prior to the issuance of a Building Permit. Therefore, the proposal would satisfy finding six.

GENERAL PLAN CONSISTENCY:

The proposed request to allow for tandem parking is consistent with General Plan Land Use Element Policy 19.3 – Parking Management, which encourages management of parking to reduce the amount of land devoted to frequently vacant parking lots through parking management tools. Tandem parking is a tool that reduces the amount of land devoted to parking by providing for a more efficient use of space. This tool will allow the mixed-used development to concentrate parking across one surface parking lot and a one level subterranean garage, creating for a denser, transit- and pedestrian-oriented project.

The proposed lot consolidation would adjust the interior lot lines between three adjacent parcels, and is in conformance with the General Plan and the goals and policies of the General Plan Land Use Element. The sites are primarily commercial, and would maintain the site boundaries on West Mountain Street and North Fair Oaks Avenue. The lot line adjustment remains consistent with General Plan Policies 1.2 (Targeted Growth), and 2.11 (Health Facilities), 4.10 (Architecture that enhances), and 4.11 (Development that is compatible), as the proposed mapping action would facilitate development on the site that would infill vacant land by providing a healthcare facility.

ENVIRONMENTAL REVIEW:

This project has been determined to be exempt from environmental review pursuant to the guidelines of the CEQA Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15332, Class 32, In-Fill Development Projects. Section 15332 specifically exempts from environmental review in-fill development where: 1) the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations; 2) the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; 3) the project site has no value as habitat for endangered, rare or threatened species; 4) approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; 5) the site can be adequately served by all required utilities and public services; and 6) there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances.

In this case, the project meets the requirements to qualify as an in-fill project under CEQA. As discussed above, the project is consistent with the General Plan designation and policies. Medical office is permitted by right within the FGSP-C-3a zoning district. The project complies with the applicable development standards. The project site after lot consolidation will be 33,275 square feet (less than five acres) and is surrounded by other commercial and residential uses. The project site has been previously developed and graded, with a portion currently vacant as a result of a fire and demolished structures; therefore it does not contain habitat for endangered, rare or threatened species.

A CEQA-focused traffic impact analysis, noise analysis, and air quality analysis, were prepared for the project, which determined that there would be no project-related impacts. The project site is located in an urban area where utilities and public services can be adequately served. The project would not adversely affect underground aquifers, drainage patterns, or surface water quality. Furthermore, there are no unusual circumstances that distinguish this project from others in the exempt class.

COMMENTS FROM OTHER DEPARTMENTS:

The Building and Safety Division, Design and Historic Preservation Section, Fire Department, Transportation Department, Public Works Department, and Water and Power Department reviewed the project. Recommended conditions received are included in Attachment B.

CONCLUSION:

It is staff's assessment, based on the analysis of the project, that the findings for approval of the Minor Conditional Use Permit for two-car tandem and triple-stack parking, Certificate of Exception, Private Tree Removal Permit can be made. The project features proposed conditions of approval

to ensure that the project will not cause adverse impacts on surrounding properties and that the operations will occur while maintaining the safety and general welfare of the surrounding area. Any future development on the subject parcel would be required to conform to the applicable development standards in the Specific Plan, General Plan, and Building Code requirements in place at the time of any construction activity. Therefore, staff recommends that the Hearing Officer approve the applications with the findings in Attachment A and the recommended Conditions of Approval in Attachment B.

ATTACHMENTS:

Attachment A: Specific Findings for Approval
Attachment B: Recommended Conditions of Approval

ATTACHMENT A
FINDINGS FOR MINOR CONDITIONAL USE PERMIT #6744 &
CERTIFICATE OF EXCEPTION #396

Minor Conditional Use Permit – To allow nonresidential parking in tandem configuration

1. *The proposed use is allowed with a Conditional Use Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code.* Up to 75 percent of the total off-street parking spaces provided for a nonresidential use may incorporate tandem parking and up to 50 percent may incorporate triple-stack parking, but only upon approval of a Minor Conditional Use Permit. Of the 123 nonresidential parking spaces, 90 spaces, or 73 percent, of the nonresidential parking spaces, are proposed in a two-space and triple-stack tandem configuration. More specifically, 60 spaces, or 49 percent, and 30 spaces, or 24 percent, are proposed in a triple-stack tandem configuration. The spaces may only be used by tenant employees. Additionally, the proposed project complies with all standards of the City's Zoning Code, including the requirement for a full-time parking attendant, who would be on duty at all times while the surface and/or subterranean parking areas are available for use, and will receive necessary Design Review entitlements.
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.* The subject site is located within the FGSP-C-3a (Fair Oaks/Orange Grove Specific Plan - Limited Commercial District 3, Subdistrict "a") zoning district. A purpose of the FGSP-C-3a zoning district is to improve the appearance of the area to enhance the quality of life for local residents and provide opportunities for employment and business development. The replacement of two vacant lots with a medical office structure will provide infill development that provides residential services, job creation, and business development opportunity. The proposed two-car tandem and triple-stacked configuration allows for more parking spaces to be provided without a negative impact to the surrounding uses. In addition, all parking spaces will comply with the applicable provisions of the Zoning Code, such as standards for parking space dimensions, aisle widths, vertical clearance, and access.
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 project site is designated Low Mixed Use in the General Plan Land Use Element and is subject to the Fair Oaks – Orange Grove Specific Plan. The purpose of the Fair Oaks – Orange Grove Specific Plan is to balance and optimize economic development, historic preservation, and maintain community culture. Tandem parking is consistent with Policy 19.3 (Parking Management) of the General Plan Land Use Element, which calls for the management of parking to reduce the amount of land devoted to frequently vacant parking lots through parking management tools. Tandem parking is a tool that reduces the amount of land devoted to parking by providing for a more efficient use of space. This tool will allow the mixed-used development to concentrate parking across one subterranean level, creating for a denser, transit- and pedestrian-oriented project.
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.* Parking spaces for the site will be provided in a surface parking lot with seven standard and 30 triple-stacked parking spaces behind the medical building and within a single level subterranean parking garage with 26

single spaces and 60 two-car tandem spaces, and will not be detrimental to the health, safety, or general welfare of the persons residing or working in the immediate surrounding area. An on-site full-time parking attendant will be on duty at all times the parking facility is available for use to assist in maneuvering the cars in tandem configuration and operate the lifts for the triple-stack tandem parking.

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 provision of tandem parking will not be detrimental or injurious to property and improvements in the neighborhood or the general welfare of the City. The tandem parking will be located within a one level subterranean parking structure and on the surface parking lot located behind the proposed medical building. An on-site full-time parking attendant will be on duty at all times the parking facility is available for use to assist in maneuvering the cars in the parking structure and operate the lifts for the triple-stack tandem parking.
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.* All tandem parking will be designed to comply with applicable requirements of the Zoning Code, including standards for parking space dimensions, aisle widths, vertical clearances, and access. The tandem parking spaces will primarily serve the employees of the proposed medical office and existing office use. The office employees generate fewer trips relative to other uses when spread across the day because their peak periods are generally limited to mornings and evenings when they arrive to begin their workday and leave the building at the end of the day. As a result, a high turnover of parking is not anticipated, and thus, tandem parking will be compatible with the proposed and future uses of the site. Finally, the project requires approval of the Final Design Review prior to construction to ensure compatibility with the City's design guidelines.

Certificate of Exception – Lot Line Adjustment to consolidate three parcels into one parcel

7. *The parcel resulting from the lot line adjustment will conform to the local general plan, any applicable specific plan, any applicable coastal plan, and zoning and building ordinances.* The new lot will comply with all development standards of the FGSP-C-3a (Fair Oaks/Orange Grove Specific Plan -Limited Commercial District 3, Subdistrict "a") zoning district and all applicable ordinances. The proposed lot line adjustment will result in a parcel with an area 33,275 square feet. The resulting lot area will be within the range of sizes in the surrounding area. The proposed lot size will not conflict with the development standards established for the FGSP-C-3a zoning district. Any future development on the site is required to conform to the development standards of the underlining zoning district and Building Code.

Private Tree Removal Permit: To allow the removal of one mature Eucalyptus polyanthemos tree

8. *P.M.C. Section 8.52.075(A)(6): The project includes a landscape design plan that emphasizes a tree canopy that is sustainable over the long term by adhering to the adopted replacement matrix.* The one mature tree will be removed in order to facilitate construction of the new medical office building and subterranean garage. As conditioned, prior to Building Permit issuance, the applicant will provide a landscape plan in accordance with the adopted tree replacement matrix and P.M.C. Section 8.52.075. The landscape plan will identify a mix of trees, shrubs, and hedges as designed by a landscape architect to ensure that the landscaping and proposed trees are sustainable over the long term.

ATTACHMENT B
RECOMMENDED CONDITIONS OF APPROVAL FOR MINOR CONDITIONAL USE PERMIT
#6744 and CERTIFICATE OF EXCEPTION #396

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

General

1. The site plan and elevations submitted for building permits shall substantially conform to plans submitted with this application and stamped "Approved at Hearing, March 2, 2022" except as modified herein.
2. This approval authorizes 74 percent or 90 of the total 123 nonresidential parking spaces located in the subterranean garage and surface parking lot to be provided in tandem configuration, as depicted in the plans submitted with this application and stamped "Approved at Hearing, March 2, 2022."
3. The approval of this application authorizes the consolidation of three existing parcels, 5726-002-086, 5726-002-067, and 5726-002-068, into one legal parcel, as depicted on the approved site plan.
4. The right granted under this application must be enacted within 36 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).
5. The applicant or successor in interest shall provide to the Zoning Administrator a legal description of the parcel resulting from the Lot Line Adjustment. The legal description shall be prepared by a licensed civil engineer or land surveyor and shall include the wet stamp and signature of the author. The legal description shall substantially conform to the plans submitted with this application.
6. The applicant or successor in interest shall be responsible for recording with the Los Angeles County Recorder a Certificate of Compliance that has been approved by the Zoning Administrator. This lot line adjustment is not effective unless and until it is recorded with the Los Angeles County Recorder.
7. Any change to these conditions of approval or expansion of the use shall require the modification of this Minor Conditional Use Permit or a new Minor Conditional Use Permit.
8. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
9. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
10. The proposed project, Activity Number **PLN2019-00201**, 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 Alison Walker, Current Planning Section, at 626-744-6742 to schedule an inspection appointment time.

Planning Division

11. A maximum of 49 percent of the total number of parking spaces on-site shall be provided in a two-car tandem configuration.
12. A maximum of 24 percent of the total number of parking spaces on-site shall be provided in a triple-stack configuration.
13. Two parking spaces in tandem shall have a combined minimum dimension of nine feet in width by 34 feet in length.
14. The tandem parking spaces shall be limited to employee parking only.
15. An on-site full-time parking attendant shall be on duty at all times the parking facility is available for use. The plans submitted for building plan check process shall indicate the location of the full-time parking attendant on-site in a position to service the tandem spaces.
16. The subterranean parking garage and all parking spaces and aisle widths shall comply with Chapter 17.46 (Parking and Loading) of the City's Zoning Code.
17. All exterior mechanical equipment shall be architecturally screened from view of the public right-of-way in a manner subject to review and approval by the Zoning Administrator and Design and Historic Preservation staff.
18. Construction hours, allowable workdays, and the phone number of the job superintendent should be clearly posted at all construction entrances to allow surrounding property owners/users to contact the job superintendent if necessary. In the event the City receives a complaint, appropriate corrective actions should be implemented, and a report of the action should be provided to the reporting party.
19. The project contractor(s) shall employ industry standard noise minimization strategies, as feasible, when using mechanized construction equipment. The contractor(s) will not use jack hammers, blasting, or pile drivers. The contractor(s) will strive to use other electric equipment if commercially available. The contractor(s) will limit unnecessary idling of equipment on or near the site in accordance with idling limits specified in Title 13 California Code of Regulations (CCR), Section 2485. The contractor(s) will strive to place noisy construction equipment as far from the Project Site edges as practicable. The contractor(s) will equip all construction equipment, fixed or mobile, with properly operating and maintained noise mufflers, consistent with manufacturers' standards.
20. The proposed Vibration Management Plan incorporated as Exhibit 2 in the Noise and Vibration Analysis dated October 2021, shall be incorporated into the drawings submitted for building permit plan check.
21. The project shall incorporate sustainable development actions (Option A – Climate Action Plan Consistency Checklist) intended to ensure that the project contributes its fair share to the City's cumulative Greenhouse Gas reduction goals in order to demonstrate consistency with the City's adopted Climate Action Plan. The complete checklist and supporting documentation shall be incorporated in the submitted building plans as part of the building plan check process to the satisfaction of staff.

22. Prior to Building Permit issuance, the applicant shall provide a landscape plan which demonstrates compliance with the adopted tree replacement matrix and P.M.C. Section 8.52.075 (Private property tree removal and landmark tree pruning permits—Issuance).
23. This project meets the threshold for state-mandated water-efficient landscaping. Accordingly, the final landscape plans (inclusive of planting and hardscape plans, the planting pallet, drainage plan, and irrigation system plan(s) and specifications), shall be reviewed by Planning and Community Development Department staff for conformance with the standards and requirements specified within the 2015 California Model Water Efficient Landscape Ordinance (MWELo) prior to the issuance of a building permit. No certificate of occupancy shall be issued until such plans have been deemed compliant with the MWELo and the landscaping has been installed per such approved MWELo-compliant plans to the satisfaction of the Director of Planning and Community Development or his/her designee.

Design and Historic Preservation

24. This project requires Design Review by the Design Commission.

Building & Safety Division

25. Governing Codes: 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.
26. Soils Report: Soils report is required for the project (new construction).
27. Property Land Survey: Survey is required for the project (new construction).
28. Low Impact Development (LID) Plan: This project requires the preparation of a LID Plan, review MS4 permit requirements.
29. Grading: If greater than 50 cubic yard (excluding excavation for foundation), Grading/Drainage Plans shall be prepared by a registered engineer. Grading shall conform to the provisions of Chapter 14.05 of City's Municipal Code
30. Building Code Analysis: Document on the plans the allowable height and area, occupancy groups, type of construction, and occupant load.
31. Means of Egress (Exiting): Provide Occupant Load Calculations for all areas, and provide an "Exit Plan". Identify exit separation and travel distance.
32. California Disabled Access Requirements: Project to be accessible to the disabled in accordance with Chapter 11A of the CBC.
33. Permit(s): Separate permits are required for grading (if applicable), fire sprinkler, mechanical, electrical, and plumbing.

Fire Department

34. Minimum Fire Flow/Fire Hydrants: All structures shall have the minimum fire flow (GPM) required by Appendix-B and the quantity and spacing of fire hydrants as required by Appendix-C of Title 24, Part 9, California Fire Code.
35. Automatic Fire Sprinkler System: The structure shall be provided with a fully automatic fire sprinkler. Shop drawings are to be submitted by contractor for review and approval prior to construction. PMC, CFC Chapter 9.
36. Fire Department Fire Sprinkler Connections: Shall be comprised of:
- FDC shall be located a minimum of 25-feet from the building and within 100-feet of a public fire hydrant.
 - (2) 2-1/2" clappered internal swivel outlet X 2-1/2" clappered internal swivel outlet X 2-1/2" clappered internal swivel outlet X 4" FDC.
 - Shall be clearly labeled to indicate FDC for fire sprinklers.
 - A clear dimension of 3-feet shall be maintained around the perimeter of each fire department appliance.
 - Approved protective vehicle bollards are to be installed when fire appliances are subjected to physical damage.
 - All fire appliances except for fire hydrants shall be cleaned, primed, and painted fire engine red enamel or Krylon.
37. Automatic Fire Alarm/Detection System: The structure shall be provided with a fully automatic fire alarm notification system throughout all areas of the building. Shop drawings are to be submitted by the contractor for review and approval prior to construction. All smoke detectors shall be intelligent analog and photoelectric. PMC, CFC Chapter 9.
38. Knox Box: All access gates across roadways or entrances to facilities shall fail unlocked/open in the event of any loss of power. All access gates and main entrance doors shall have a Knox Box or Knox Control Key Switch installed. Obtain Knox Box Applications from the Pasadena Fire Department Permit Desk.
39. Emergency Responder Radio Coverage: Building shall have approved radio coverage for emergency responders within the building based upon the existing coverage level of the public safety communication system per California Fire Code Section 510.

Department of Transportation

40. Transportation Analysis: Based on the preliminary information provided in the Master Application form, a Category 1 transportation analysis shall be prepared for this project. When the applicant is ready to proceed, they shall contact the Department of Transportation, attention: Conrad Viana, to begin the process. Appropriate traffic impact measures will be determined as a result of the transportation analysis in conjunction with the Public Works' street improvements and dedications.
41. Street Design Guidelines: Mountain Street fronting this project is classified as a Commercial – Suburban City Connector. The existing sidewalk width is 10' wide and shall be maintained.
42. Loading: DOT will not install a loading zone for project use along the project frontage.

43. Transit: The transit stop at this location is a heavily used stop and is a transfer point along the North Fair Oaks Boulevard transit corridor. This stop is in the top 14% most used in the city and it connects the buses on North Fair Oaks Blvd (Metro 260 and Pasadena Transit 20) with Route 51. With the amount of passengers using the location, one bench is not enough. The project shall:
- Provide a bench at southbound Fair Oaks/ Mountain far-side. The amenities per the Pasadena Street Design Guidelines are not enough to accommodate additional passengers.
 - All existing bus zones and transit amenities shall remain in place and protected during construction. The existing bus zone will not be relocated without written approval from the Transit Division.
 - With the loading area over 1,500' from the main entrance, provide on-site paratransit shuttle-style vehicle access for paratransit for drop-off and pick-up area that will meet the minimum ADA space requirements for wheelchair ramp deployment, vehicle vertical clearance, and, as applicable, turning radius for paratransit vehicle access.
44. Construction Staging & Traffic Management: Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging & Traffic Management Plan to the Department of Public Works for review and approval. This plan shall show the impact of the various construction stages on the public right-of-way including street occupations, parking space relocation agreements, closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. Permitted hours for construction vehicles (delivery, haul) may be limited to the hours between 9:00 AM – 3:00 PM.
45. Entry Gate(s): Any parking entry gate shall be setback a minimum of 20' from the property line. The gate must be included on the site plan and approved by the Department of Transportation prior to the issuance of the first permit for construction (demolition, grading, or building).
46. Traffic Impact Fee: The Traffic Reduction and Transportation Improvement Fee (Ordinance No. 7076). This fee will apply to all net new residential, retail, industrial, and office developments. For FY 2021 the fee is \$8.63 per new square foot of office use.

Public Works Department

47. The applicant shall dedicate to the City a 15 feet by 100 feet of land along the Mountain Street frontage of the subject properties (APN: 5726-002-067 & 5726-002-068) for public right-of-way purposes, with a minimum of 12 feet wide sidewalk.

The applicant shall be responsible for all the costs required to complete the dedication. The dedication documents and processing fee shall be submitted to this office, at least three to four (3-4) months prior to the issuance of any permits. The dedication documents shall be executed and recorded prior to the issuance of a Certificate of Occupancy.

48. No private improvements may be placed within the public right-of-way, including, but not limited to, soldier beams, tie-backs, utility conduits, backflow preventers, transformers, fire sprinkler valve, decorative sidewalk and applicable parade post holes on Colorado Boulevard per Standard Drawing S-419. Private improvements may only be placed in the public right-of-way by submitting a license agreement, which must be approved by the City. The license

agreement application for any private improvement within the public right-of-way shall be submitted to the Department of Public Works for review and shall be approved by the City before any permits are granted.

The applicant shall submit the application, plan and processing fee/deposit, associated with processing the license agreement, at least three to four (3-4) months prior to the issuance of any building or demolition permits. An approved license agreement will allow the applicant to install and maintain the private improvements within the public right-of-way with conditions.

A license agreement for shoring requires an indemnity bond in order to guarantee that shoring and tie-backs are free from defect due to faulty material, workmanship and failure. Upon review of the license agreement exhibits, an indemnity bond estimate will be prepared and forwarded to the applicant. The estimated amount is equivalent to the cost of reconstructing the public right of way, including all affected utilities, public facilities, and infrastructures, based on the plane of failure at a 45-degree angle from the lowest point of excavation. The indemnity bond shall be submitted to the City prior to the execution of the agreement and the issuance of any building or demolition permits.

All steel rods in every tie-back unit shall be relieved of all tension and stresses, and any portion of soldier beams and any portion of the tie-backs located be removed entirely from the public right-of-way. A monthly monitoring report stamped and certified by a licensed surveyor shall be submitted to indicate that the deflection from any piles or soldier beams does not exceed one inch. Upon completion of construction, the developer or his contractor shall remove all tie-back rods within the public right-of-way. The removal shall be documented by a report certified by a licensed deputy inspector. The report shall be submitted to the City for review and approval. The applicant will be charged a penalty of \$7,000 for each tie-back rod not removed from the public right-of-way. For temporary tie-backs or shoring, the maximum width of the license area fronting the development frontage(s) shall only extend to the centerline of the public right-of-way.

49. In order to provide pedestrian safety, the proposed/any vehicular-entry gate on Mountain Street shall have a 20-foot setback from the property line (PMC 10.40.020).
50. The proposed drive approach location on Mountain Street is in conflict with the existing traffic signal loop detectors. The applicant is responsible to relocate/modify the affected traffic signal facility per the Department of Public Works and the Department of Transportation requirements and standards. Please contact Richard Yee, Traffic Signal Section, at 626-744-4643 or via email: ryee@cityofpasadena.net for details.
51. Any existing street tree(s) proposed to be removed are subject to the approval of the Urban Forestry Advisory Committee (UFAC).
52. A Tree Protection Zone (TPZ) shall be established for all existing City trees within the scope of a construction project. The TPZ extends from the base of the tree to four (4) radial feet beyond the dripline of a tree and applies to the entirety of the tree – from the roots to the canopy of the tree.

The applicant is prohibited from the following within a designated TPZ: construction vehicle access, construction vehicle operation, staging of materials, and trenching without the consent of the Department of Public Works.

The applicant shall at minimum provide the following within a designated TPZ: mulching, irrigation, and protective fencing.

53. Prior to the issuance of any permit, the applicant shall submit a Preliminary Tree Protection Plan (PMC Ch. 8.52 – City Trees and Tree Protection Ordinance), prepared by a Landscape Architect or certified Arborist, showing the TPZ and all structures, footings, and grading that may impact City trees shall be submitted to the Department of Public Works, for review and approval. Given that each construction project poses unique conditions, it is the responsibility of the applicant to develop a Tree Protection Plan based off the TPZ standards to the extent feasible. The Plan shall conform to the Tree Protection Standards which specifically require showing the locations of all existing trees, their diameters, canopies, whether the tree is a public tree or private tree, as well as any trees to be planted with their canopy at mature size. The final conditions of the Tree Protection Plan shall be approved by the Forestry Superintendent. A non-refundable flat fee, per the current General Fee Schedule, will be required for staff time to review the Tree Protection Ordinance compliance.
54. Prior to any construction, tree protections including the installation of fencing to protect public trees must be in place. The fencing material shall be chain-link attached to posts inserted into the ground at the edge of the dripline and shall be a minimum of 4' in height. See Standard Plan S-642 – Tree Protection Chain Link Fencing. Fencing shall maintain visual lines of sight in order to avoid vehicle and pedestrian hazards. Fencing shall include a minimum 8.5" x 11" warning sign with the following information: 'Tree Protection Zone'; name and contact information of project owner or authorized representative; 'Please contact the City of Pasadena Citizen Service Center to report any concerns (626) 744-7311'. All protective fencing must be permitted, inspected and approved by Public Works prior to the commencement of any construction.
55. All new drive approaches shall be at least seven (7) feet clear of the existing street trees measured from the edge of the trunk closest to the drive approach. All public trees shall be protected and fenced with a posting on the fences advising of the tree protection.
56. Prior to issuance of any permit, the applicant shall submit a valuation assessment report of the existing public tree(s) along the boundary of their project. The report shall be prepared by a registered Arborist and submitted to PNR for review and approval. If it is determined that the applicant has failed to care for any City tree within their Tree Protection Plan, and the health of the tree(s) was critically compromised requiring its removal, the applicant shall be liable for the following costs: assessed value of tree determined by a PNR Arborist using a current ISA assessment methodology; the removal cost determined by PNR; and any applicable infraction or administrative fines determined by Code Compliance.
57. Prior to issuance of any permit, a deposit in the amount of the applicant's total liabilities based on the aforementioned approved tree assessment report shall be submitted to the City. The deposit is fully refundable, less administrative fees, upon the satisfaction of Public Works prior to the issuance of a Certificate of Occupancy.
58. Each building of the proposed development shall connect to the public sewer with one or more six-inch diameter house sewers laid at a minimum slope of two percent. In accordance with PMC Chapter 13.24.010, house sewer "means that part of the horizontal piping beginning 24 inches from the exterior wall of the building or structure and extending to its connection with

the public sewer.” The section of house sewers within the public right-of-way - from the property line to the public sewer, or within easement, shall be vitrified clay or cast iron pipe. The house sewer shall meet City Standards as determined by the Department of Public Works, and a permit issued by the Department of Public Works is required for work within the public right-of-way. The construction of all new house sewers shall be completed prior to the issuance of Certificate of Occupancy.

59. Mountain Street restoration, fronting the subject development, shall be a full width (from gutter to gutter) cold milling and resurfacing of asphalt concrete roadway per Standard Plan S-415. The street restoration shall be completed prior to the issuance of Certificate of Occupancy.
60. The applicant shall demolish existing and construct all new public improvements along the subject development frontage of Mountain Street, including concrete drive approach per Standard Plan S-403; concrete sidewalk per Standard Plan S-421; concrete curb and gutter per Standard Plan S-406. All public improvements shall be completed prior to the issuance of Certificate of Occupancy.
61. The applicant is responsible for the design, preparation of plans and specifications, and construction of all required public improvements. Plans for the above improvements shall be prepared by a civil engineer, registered in the State of California. Upon submittal of improvement plans to the Departments of Public Works for review, the applicant will be required to place a deposit with the department to cover the cost of plan checking and construction inspection of the improvements. The amount of deposit will be determined when the plans are submitted and will be based upon the estimated cost to the department for the work. Note that building plans approved by the City’s Planning (Building) Department do not constitute approvals for work in the public right-of-way. Independent plans shall be submitted to the Department of Public Works – Engineering Division – at 175 North Garfield Avenue, Window 6. The applicant is encouraged to submit these plans as early as possible to avoid delays in the issuance of Certificates of Occupancy.
62. On-site drainage, such as roof drain, area drain and subterranean garage discharge, shall be contained on-site per LA County Regional Water Quality Control Board’s current permit.
63. Past experience has indicated that projects such as this tend to damage the abutting street improvements with the heavy equipment and truck traffic that is necessary during construction. Additionally, the City has had difficulty in requiring developers to maintain a clean and safe site during the construction phase of development. Accordingly, the applicant shall place a \$20,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is subject to refund or additional billing, and is a guarantee that the applicant will keep the site clean and safe, and will make permanent repairs to the abutting street improvements that are damaged, including striping, slurry seal/resurfacing, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. The deposit may be used for any charges resulting from damage to street trees. A processing fee will be charged against the deposit.
64. Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging and Traffic Management Plan to the Department of Public Works for review and approval. The template for the Construction Staging and Traffic Management Plan can be obtained from the Department of Public Works webpage at: <https://ww5.cityofpasadena.net/public-works/engineering-and->

construction/engineering/forms-and-applications/ . A non-refundable flat fee, based on the current General Fee Schedule, is required for plan review and on-going monitoring during construction. This plan shall show the impact of the various construction stages on the public right-of-way (and the private street) including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. An occupancy permit shall be obtained from the department for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be done in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and California Supplement. If the public right-of-way occupation requires a diagram that is not a part of the MUTCD or California Supplement, a separate traffic control plan must be submitted as part of the Construction Staging and Traffic Management Plan to the department for review and approval. No construction truck idling or staging, material storage, or construction trailer are allowed in the public right-of-way.

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.

65. 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://ww5.cityofpasadena.net/public-works/engineering-and-construction/engineering/forms-and-applications/> .

66. 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 condition, the requirements of the following ordinances may apply to the proposed project:

Sewer Facility Charge - Chapter 4.53 of the PMC

The ordinance provides for the sewer facility charge to ensure that new development within the city limits pays its estimated cost for capacity upgrades to the city sewer system, and to ensure financial solvency as the city implements the operational and maintenance practices

set forth in the city's master sewer plan generated by additional demand on the system. Based on sewer deficiencies identified in the City's Master Sewer Plan, the applicant may be subject to a Sewer Facility Charge to the City for the project's fair share of the deficiencies. The Sewer Facility Charge is based on the Taxes, Fees and Charges Schedule and will be calculated and collected at the time of Building Permit Issuance.

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.

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://ww5.cityofpasadena.net/public-works/parks-and-natural-resources/urban-forestry/> for guidelines and requirements for tree protection.

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 <http://cityofpasadena.net/PublicWorks/> 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.

Power Division

67. Transformer vault room shall be provided in basement parking level with 5' x 8' lid from above (open to sky). Exact location and available conduits are subject to field verification. Contact electric service planning to coordinate electrical service. Existing electrical service must be de-energized prior to construction. Electrical services crossing multiple parcels will require an easement. Contact electric service planning for details.

Water Division

68. Water lines are not permitted to cross lot lines to serve adjoining lots without a utility easement; the Pasadena Water Division shall approve all proposed easements.
69. The Water Division will install the service tap, lateral, water meter and designate the distribution main and service tap.
70. All services not in use must be abandoned at the distribution main at the applicable rate.
71. For subdivided lots with one unit behind the existing, show easement documentation and assessor parcel map showing the subdivision.
72. Pursuant to the PWP Water Regulation Section XI 'A water service and meter may be evaluated for its continuing integrity. Should PWP find a service, meter, vault or other appurtenance to be substandard and no longer suitable for continued use, replacement and/or construction of new facilities may be required. PWP may require that a portion or all of the costs of such replacement and/or construction be paid or contracted for by the Applicant or Customer prior to construction.' The property owner is responsible for the replacement cost. All service pipes shall be of suitable capacity as determined by applicable plumbing and fire codes. The minimum sized service installed by PWP is 1-inch.
73. Cross Connection Requirements for Domestic Services:
- All city cross-connection prevention policies must be adhered to. The developer is required to provide back-flow protection at all connections whereby the plan arrangement or configuration could potentially contaminate the domestic water system.
 - There shall be no taps between the meter and the backflow assembly.
 - The owner/developer shall provide and install an approved double check valve backflow prevention assembly at each water service if more than one water service serves property. The location of the back-flow prevention assembly shall be above ground within 20-feet of the property line.
 - The property owner is responsible for the back-flow prevention assembly. The assembly will be registered and require an annual test certification. All manufacturer warranties shall be transferred upon installation and certification to the property owner.
 - The owner/developer is responsible for certifying and testing the assembly after installation by a person that possesses a current and valid license, and must be certified by the County of Los Angeles Department of Health Services.
 - The owner/developer shall submit the results of the test to the Water Utility Service Section for approval. Upon approval, the City will maintain domestic water to the property and will automatically register the assembly.
 - Water system protection is at the jurisdiction of PWP and internal backflow prevention devices will be monitored by the Pasadena Public Health Department.
 - All water services shall be protected from cross connections by means of approved backflow prevention techniques and assemblies.
 - An administrative fee of \$194.00 will be charged for each backflow prevention assembly installed.
74. Cross Connection Requirements for Fire Service:
- The fire service requires a detector meter and back-flow prevention assembly.

- The assembly shall be located in a readily accessible location for meter reading, test and maintenance.
- All fire sprinkler systems require installation of an approved double check valve backflow prevention assembly at the sprinkler lateral off the domestic system
- Contract service other than PWP, providing the backflow prevention assembly shall contact the Water Utility Services Section to verify assembly approval or contact the University of Southern California foundation for Cross Connection Control and Hydraulic Research for an approve list of assemblies.
- All manufacturer warranties shall be transferred upon installation and certification to the property owner. The property owner shall assume ownership of the back-flow prevention assembly. The assembly will be registered and require an annual test certification.
- If PWP is to provide DCDA for fire service, PWP will install Wilkins, model 450 DA.
- Choose from one of the below listed options and incorporate into the fire sprinkler plans.
 - a. Option 1: Detector meter located on double check detector check assembly (DCDA) outside the structure on private property.
 - The Water Division will install the service tap, lateral, DCDA (optional Wilkins, models 350 DA or 450 DA) and designate the distribution main and service tap.
 - The location of the back-flow prevention assembly shall be a minimum of 12-inches above grade within 10-feet of the property line, on private property. Reference Water Division Plan Check for certification and registration.
 - b. Option 2: Detector meter located in a vault within the public right of way with a double check valve backflow prevention assembly (DCA) provided and installed inside or outside the building by the owner/developer.
 - The Water Division will install the service tap, lateral, detector water meter and designate the distribution main and service tap.
 - The location of the back-flow prevention assembly shall be a minimum of 12-inches above grade within 20-feet of the property line on private property. Reference Water Division Plan Check for certification and registration.

75. All Other Cross Connection Requirements: The owner/developer is also responsible for additional cross connection requirements for irrigation system, swimming pool and/or spa, boiler / chilled water / cooling tower (using chemical additives), domestic water line at makeup to carbonation system, sewage ejector, decorative water fountain, and makeup water to reverse osmosis filtration equipment.

76. Fire Flow and Fire Hydrants: The Pasadena Fire Department (PFD) has jurisdiction and establishes the requirements for fire protection within the City of Pasadena. PFD must be consulted in this regard. Any cost incidental to providing adequate fire protection for the project must be paid for by the owner/developer.

There are two fire hydrants in close proximity to the project site. Fire hydrant 414-13 is located on the southwest corner of Mountain Street and Fair Oaks Avenue. Fire hydrant 414-26 is located on the west side curb of Fair Oaks Avenue approximately 271 feet south of the south property line of Mountain Street. There is no current fire flow test information for these fire hydrants. If you would like to request for fire flow test(s), please contact Linette Vasquez at (626) 744-7064.

Project Location and Fire Hydrants Details

