



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: June 15, 2022

TO: Hearing Officer

SUBJECT: Single Family Compatibility Permit #6949

LOCATION: 544 Pepper Street

APPLICANT: Jerome Hunter

ZONING DESIGNATION: RS-6 (Single-Family Residential, 0-6 dwelling units per acre)

GENERAL PLAN DESIGNATION: Low Density Residential

CASE PLANNER: Ivan Galeazzi

STAFF RECOMMENDATION: Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Single Family Compatibility Permit #6949 with the conditions in Attachment B.

PROJECT PROPOSAL: To facilitate a 1,291 square-foot single-story addition to an existing 887 square-foot residence, and construction of a new 441 square-foot detached garage. The following are requested:

- 1) Single Family Compatibility Permit: To exceed the Neighborhood Compatibility requirement (maximum house size of 1,768 square feet) by 410 square feet; and,
- 2) Minor Variance: To allow the new garage to maintain a front setback of 36 feet from the south property line (Zanja Street), where the Zoning Code requires a minimum of 42'-8".

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, §15301, Class 1, Existing Facilities) and there are no features that distinguish this project from others in the

exempt class; therefore, there are no unusual circumstances. Section 15301 exempts additions to existing structures, provided the additions will not result in an increase of more than 10,000 square feet when the project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan, and the area in which the project is located is not environmentally sensitive. The proposed 1,291 square-foot addition to the existing residence and a new detached 441 square-foot garage would occur on a site where all public services and facilities are available to allow for the maximum development permissible in the General Plan. In addition, the project area is not environmentally sensitive

BACKGROUND:

Site characteristics: The subject property is a 9,813 square-foot double frontage parcel bounded by Pepper Street on the north and Zanja Street on the south. The project site is located west of Lincoln Avenue. The property is improved with an 887 square-foot, single-family residence and an attached 412 square-foot, two-car garage. The existing entrance to the residence and the garage are from Pepper Street. The south side of the property fronting onto Zanja Street functions as the rear yard.

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

Adjacent Zoning: North – RS-6 (Single-Family Residential, 0-6 units per acre)
South – RS-6 (Single-Family Residential, 0-6 units per acre)
East – RS-6 (Single-Family Residential, 0-6 units per acre)
West – RS-6 (Single-Family Residential, 0-6 units per acre)

Previous Zoning Cases on this Property: None

PROJECT DESCRIPTION:

The applicant, Jerome Hunter, has submitted applications for a Single Family Compatibility Permit (SCP) and a Minor Variance (MV) to facilitate a 1,291 square-foot single-story addition to an existing 887 square-foot residence (for a total house size of 2,178 square feet), and the construction of a new 441 square-foot detached garage. Specifically, the applicant proposes to exceed the Neighborhood Compatibility requirement (maximum house size of 1,768 square feet) by 410 square feet, which requires a Single Family Compatibility Permit. In addition, the applicant requested a Minor Variance to allow the new detached garage to maintain a front setback of 36 feet from the south property line (Zanja Street), where the Zoning Code requires a minimum front setback of 42'8". A Minor Variance is required to adjust the front setback.

ANALYSIS:

Single Family Compatibility Permit: To Exceed the Neighborhood Compatibility Requirement

The subject property is zoned RS-6 (Single-Family Residential, six dwelling units per acre). The entrance to the existing dwelling and attached garage are oriented towards Pepper Street. The applicant proposes an 879 square-foot, one-story addition, and a new 441 square-foot detached garage on the south side of the property. On the north side, the applicant proposes to convert the existing 412 square-foot attached garage into living space (bedroom). In addition to maximum floor area requirements, the project must meet the "Neighborhood Compatibility" requirements pursuant to Zoning Code Section 17.22.040 (RS and RM-12 Residential Districts General Development Standards), which state that, the allowable floor area of houses shall not exceed 35 percent above the median house size of all properties within a 500-foot radius of the subject property. The 500-foot radius shall serve as the project's "neighborhood" for purposes of neighborhood compatibility. To calculate neighborhood compatibility, Los Angeles County Assessor information is used, which considers only the house itself; basements, attics, attached garages and any detached structures are not included.

Within a 500-foot radius of 544 Pepper Street, there are 114 properties within the City of Pasadena, of which, 112 are developed with single-family residences. The median size of these 112 houses is 1,310 square feet and 35 percent above the median value is 1,768 square feet. The data obtained for the median calculation is included in Attachment C. As proposed, the single-family residence would be 2,178 square feet in area and would exceed the neighborhood compatibility requirement by 410 square feet.

Subject to approval of a Single-Family Compatibility Permit, the allowable floor area of the house may exceed the neighborhood compatibility requirement up to the maximum allowed gross floor area of all structures on the site. The Single-Family Compatibility Permit provides a review process for the City to consider the appropriateness of proposed development on single-family zoned lots to ensure that a proposed project is consistent in size and scale with existing residences within a 500-foot radius. The Hearing Officer may approve the permit only after making two findings that consider compatibility with development along both sides of the blockface, and the presence of contextual front yard setbacks and consistent entryways.

Pursuant to Table 2-3 (RS and RM-12 Residential District Development Standards), Zoning Code Section 17.22.040 the maximum gross floor area allowed for the site is equal to 30 percent of the lot size plus 500 square feet. Based on a lot size of 9,813 square feet, the maximum allowed gross floor area is 3,443 square feet. As proposed, the total floor area (including the existing single-family residence, proposed addition and conversion, and proposed detached garage) is 2,619 square feet, which complies with the maximum allowed gross floor area.

The proposed addition to the existing residence complies with applicable development standards as summarized in Table 1.

Table 1: RS-6 Development Standards

Development Standards	Required	Proposed	Compliance
RS-6 Single-family Residential Development Standards			
Setbacks			
Front (north)	Blockface average but not less than 25'	31' 5-3/8" (existing)	Complies
Side (east/west)	6'-9"	7'-1" (east); 10'-11" (west)	Complies
Front (south)	42'-8"	67'	Complies
Site Coverage (Max)	35% of lot size (3,434 sf)	28% (2,762 sf)	Complies
Gross Floor Area (Max)	3,443 square feet (30% of lot size + 500 sf)	2,619 sf	Complies
NCA	1,768 sf	2,178 sf	SCP
Parking	2 covered spaces	2-car garage	Complies
Height	10' (top plate) 28' (overall)	9' (top plate) 15'-10" (overall)	Complies

The detached garage proposed with the project would comply with applicable requirements of the zoning code with the exception of the front setback from Zanja Street. The applicant has requested a minor variance to adjust the front setback requirement for the garage, which is discussed below.

The proposed improvements to the existing single-family residence, which include an 879 square-foot addition and the conversion of an existing attached 412 square-foot garage to a bedroom, are compatible with existing and anticipated future development. The proposal complies with requirements for height, top plate, and encroachment plane. These requirements are intended to moderate mass and scale and maintain desired neighborhood character. The addition and conversion would use materials consistent with the existing residence and other residences on both sides of the street. The one-story addition is consistent with other existing properties on both sides of the blockface that are one-story. Notably, the proposed addition will occur on the south side that functions as the rear and will maintain a substantial setback of 67 feet to the Zanja Street property line. The area converted to a bedroom that is visible from Pepper Street would not result in any change to the existing setbacks, footprint, or building height. Compliance with the required setbacks that provide for open areas and access to and around structures; access to natural light, ventilation and direct sunlight; and space for privacy, landscaping, and recreation will ensure compatibility. Additionally, the proposed project would maintain the front setback and resident entryway from Pepper Street, consistent with entries on both sides of the blockface. The conversion of the garage to a bedroom will result in a more defined front entryway to the residence because the large garage door opening would be removed. The south side of the residence functions as the back yard and the addition will not change the function.

Minor Variance: To allow a 36' front yard setback, along Zanja Street, where the Zoning Code requires a minimum front yard setback of 42'-8"

The detached garage is subject to a 42'-8" front setback requirement from Zanja Street. The applicant has proposed a front setback of 36 feet. Pursuant to Table 6-4 of Zoning Code Section 17.61.080, adjustments to front setback, requirements are subject to a Minor Variance application. A Minor Variance is a form of Variance intended for adjustments that are determined to have lesser (minor) potential impacts. The Hearing Officer may approve a Minor Variance to adjust the

front setback only after making five findings. The general purpose of review is to identify compliance with the Zoning Code and General Plan, whether exceptional or extraordinary circumstances exist, whether the application is necessary for the preservation and enjoyment of property rights, and to ensure no detriment or injury to surrounding properties.

Within the RS-6 zoning district, properties are commonly subject to front and rear setback requirements. The requirement for a front yard setback is the average of the front setbacks of the developed lots in the same zoning district on the blockface, but not less than 25 feet. In this case, the subject property has two fronts, with Pepper Street functioning as the front yard and Zanja Street functioning as the rear yard. While Zanja Street functions as a rear, it is subject to a front setback requirement of 42'-8", which represents the blockface average, and not a 25-foot rear setback. The application of a front setback requirement to a portion of property that functions as a rear yard results in a substantially larger setback requirement, which is a circumstance that does not apply generally to sites in the same zoning district.

Granting the adjustment to the front setback of the detached garage is necessary to allow the construction of a new garage, a substantial property right of the applicant. A strict compliance with the front setback requirement would reduce the use of the south side of the property that functions as the rear or backyard. Further, the detached garage would maintain 36 feet to the front property line along Zanja Street and comply with setbacks requirements from adjacent properties. The front setback proposed is comparable the range of setbacks at other detached garages existing within the vicinity that have no documented history of detriment or injury. Locating the garage to the south side of the property would remove vehicular access from Pepper Street and reduce potential conflict between pedestrians and vehicles. Therefore, it is anticipated that granting the adjustment to the front setback of the garage would not be detrimental or injurious to property or improvements in the vicinity or to the public health, safety, or general welfare.

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 Element, Goal 21 (Desirable Neighborhoods), Policy 21.5 (Housing Character and Design) encourages the renovation of existing housing stock in single- and multi-family neighborhoods. When additions or replacement housing is proposed, these should reflect the unique neighborhood character and qualities, including lot sizes; building form, scale, massing, and relationship to street frontage; architectural design, and landscaped setbacks. The project would allow the construction of an addition to the south of an existing single-family residence, the conversion of a garage into living space, and a new detached garage located 36 feet from the front property line abutting Zanja Street. The proposed addition and garage would not alter the existing character of the residential neighborhood as seen from Pepper Street which functions as the primary frontage.

ENVIRONMENTAL REVIEW:

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, Existing Facilities) and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15301 exempts additions to existing structures, provided the additions will not result in an increase of more than 10,000 square feet when the project is in an area where all public services and facilities are available to allow for maximum development

permissible in the General Plan, and the area in which the project is located is not environmentally sensitive. The proposed 1,291 square-foot addition to the existing residence and a new detached 441 square-foot garage would occur on a site where all public services and facilities are available to allow for the maximum development permissible in the General Plan. In addition, the project area is not environmentally sensitive.

REVIEW BY OTHER DEPARTMENTS:

The Building and Safety Division, the Public Works Department, and the Design and Historic Preservation Section have reviewed the project and provided conditions, which are included in Attachment B as recommended conditions of approval.

CONCLUSION:

Staff determined that the findings necessary for approving the Single-family Compatibility Permit and Minor Variance can be made. The proposed project meets all other applicable development standards required by the Zoning Code with the exception of the requested applications. The proposed improvements to the existing residence are compatible with existing and anticipated future development along both sides of the blockface in terms of aesthetics, height, materials, massing, and scale, and would result in a more defined front entryway. The adjustment to the front setback of the detached garage would not be detrimental or injurious to surrounding properties or improvements. Therefore, staff recommends approval of the Single-family Compatibility Permit and Minor Variance subject to the findings in Attachment A and recommended conditions of approval in Attachment B.

ATTACHMENTS:

- Attachment A: Single Family Compatibility Permit and Minor Variance Findings
- Attachment B: Recommended Conditions of Approval
- Attachment C: Neighborhood Compatibility Data

ATTACHMENT A
SPECIFIC FINDINGS FOR SINGLE-FAMILY COMPATIBILITY PERMIT #6949

Single Family Compatibility Permit: To Exceed the Neighborhood Compatibility Requirement

1. *The design, location, and size of proposed structures and/or additions or alterations to existing structures will be compatible with existing and anticipated future development along both sides of the blockface in terms of aesthetics, height, materials, massing, and scale.* The proposed improvements to the existing single-family residence, which include an 879 square-foot addition and the conversion of an existing attached 412 square-foot garage to a bedroom, will be compatible with existing and anticipated future development. The proposal complies with requirements for height, top plate, and encroachment plane. These requirements are intended to moderate mass and scale and maintain desired neighborhood character. The design of the proposed additions are consistent with the existing residence because they consist of a size and scale appropriate to that of the main residence. The addition and conversion of the garage will use materials consistent with the existing residence and other residences on both sides of the street. The one-story addition is consistent with other existing properties on both sides of the blockface that are one-story. Notably, the proposed addition will occur on the south side that functions as the rear and will maintain a substantial setback of 67 feet to the Zanja Street property line. The area converted to a bedroom that is visible from Pepper Street will not result in any change to the existing setbacks, footprint, or building height. Compliance with the required setbacks that provide for open areas and access to and around structures; access to natural light, ventilation and direct sunlight; and space for privacy, landscaping, and recreation will ensure compatibility.
2. *The proposed project includes contextual front yard setbacks and residence entryways consistent in scale with entries on both sides of the blockface. Blockfaces with four or fewer lots may include additional blockfaces within the 500-foot neighborhood to meet this finding.* The proposed project will maintain the front setback and resident entryway from Pepper Street, consistent with entries on both sides of the blockface. The conversion of the garage to a bedroom will result in a more defined front entryway to the residence because the large garage door opening will be removed. The south side of the residence functions as the back yard and the addition will not change the function.

Minor Variance: To allow a 36' front yard setback, along Zanja Street, where the Zoning Code requires a minimum front yard setback of 42'-8".

3. *There are exceptional or extraordinary circumstances or conditions applicable to the development site that do not apply generally to sites in the same zoning district.* Within the RS-6 zoning district, properties are commonly subject to front and rear setback requirements. The requirement for front yard setback is the average of the front setbacks of the developed lots in the same zoning district on the blockface, but not less than 25 feet. In this case, the subject property has two fronts, with Pepper Street functioning as the front yard and Zanja Street functioning as the rear yard. While Zanja Street functions as a rear, it is subject to a front setback requirement of 42'-8", which represents the blockface average, and not a 25-foot rear setback. The application of a front setback requirement to a portion of property that functions as a rear yard results in a substantially large setback requirement, which is a circumstance that does not apply generally to sites in the same zoning district.
4. *Granting the application is necessary for the preservation and enjoyment of a substantial property right of the applicant, and to prevent unreasonable property loss or unnecessary*

hardship. Granting the adjustment to the front setback of the detached garage is necessary to allow the construction of a new garage, a substantial property right of the applicant. A strict compliance with the front setback requirement will reduce the use of the south side of the property that functions as the rear or backyard. Granting the application will prevent unreasonable property loss.

5. *Granting the application will not be detrimental or injurious to property or improvements in the vicinity of the project site, or to the public health, safety, or general welfare.* The detached garage will maintain 36 feet to the front property line along Zanja Street and comply with setbacks requirements from adjacent properties. The front setback proposed is comparable the range of setbacks at other detached garages existing within the vicinity that have no documented history of detriment or injury. Locating the garage to the south side of the property will remove vehicular access from Pepper Street and reduce potential conflict between pedestrians and vehicles. Therefore, it is anticipated that granting the adjustment to the front setback of the garage would not be detrimental or injurious to property or improvements in the vicinity or to the public health, safety, or general welfare.
6. *Granting the application is consistent with the General Plan and the purposes of Title 17 of the Municipal Code and will not constitute a grant of special privilege inconsistent with limitations on other properties in the vicinity and in the same zone district.* The use of the property (single-family dwelling) would be consistent with the Low Density Residential land use. Therefore, the character of the single-family neighborhood would be maintained. Furthermore, the General Plan Land Use Element, Goal 21 (Desirable Neighborhoods), Policy 21.5 (Housing Character and Design) encourages the renovation of existing housing stock in single- and multi-family neighborhoods. Granting the application to adjust the front setback of the detached garage would not alter the existing character of the residential neighborhood. The proposed use would remain for single-family residential use. Granting the minor variance will allow for the construction of a detached garage on the south side of the property, which is consistent with other properties on the block that have garages on the south side.
7. *Cost to the applicant of strict compliance with a regulation is not the primary reason for the granting of the Variance.* The cost to the applicant to comply with the City's development standards has not been considered a factor throughout the review of this application.

**ATTACHMENT B
RECOMMENDED CONDITIONS OF APPROVAL FOR
SINGLE FAMILY COMPATIBILITY PERMIT #6949**

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

General

1. The site plan submitted for building permits shall substantially conform to plans submitted, stamped "Approved at Hearing, June 15, 2022", except as modified herein.
2. This approval allows for the following entitlements, as depicted in the plans submitted with this application, stamped "Approved at Hearing, June 15, 2022":
 - a. Single-Family Compatibility Permit: To exceed the Neighborhood Compatibility Analysis maximum and allow a 879 square-foot addition, the conversion of a 412 square-foot garage into living space and the construction of a new 441 square-foot detached garage.
 - b. Minor Variance: To allow the new detached garage to maintain a front setback of 36' from the south property line (Zanja Street).
3. In accordance with Section 17.64.040 of the Pasadena Municipal Code 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 Section 17.64.040 C of the Zoning Code
4. Any change to the proposed project or scope of work may require the modification of this Single Family Compatibility Permit (SCP) or a new SCP.
5. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
6. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
7. The proposed project, Activity Number **ZENT2022-00036**, is subject to the Inspection Program by the City. A Final Zoning Inspection is required for your project prior to the Final Building Inspection. Contact Ivan Galeazzi, Current Planning Section, at (626) 744-7124 to schedule an appointment for the Final Zoning Inspection.

Planning Division

8. The applicant or successor in interest shall remove the existing driveway accessible from Pepper Street and replace with landscaping in compliance with the Zoning Code and to the satisfaction of the Zoning Administrator.
9. The applicant or successor in interest shall close the existing drive approach from the Pepper Street right-of-way subject to the requirements of the Public Works Department.
10. The detached garage shall provide a minimum side setback in compliance with applicable requirements but not less than 6'-9".

11. A final landscape and irrigation plan, in compliance with Chapter 17.44 (Landscaping) of the Zoning Code, identifying all remaining and proposed vegetation and trees shall be submitted along with plans for building permit. The plan shall include a mix of plant size and materials. Plant materials shall emphasize drought-tolerant and/or native species.
12. The project shall comply with the Municipal Code Chapter 8.52 (City Trees and Tree Protection Ordinance). A tree protection and retention plan shall be submitted to the Zoning Administrator for approval prior to the issuance of any building or grading permits. Any proposal to remove a protected tree requires approval of a Tree Removal Application prior to the issuance of building permits.
13. The tree protection plan and protection measures shall be incorporated in the submitted plans as part of the building plan check process. The tree protection measures shall be in place and certified by the project arborist, prior to the issuance of building permits.
14. Should this project meet the threshold for state-mandated water-efficient landscaping, 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.
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.
16. 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).
17. Any new construction shall meet all applicable SUSMP (Standard Urban Water Mitigation Plan) requirements as determined by the Building and Safety Division.
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.

Building and Safety Division

19. 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.
20. Building Code Analysis: Provide a Building Code Analysis on the title sheet. Include the code(s) information for each building proposed: Descriptive scope of work, occupancy, assessor's parcel number, number of stories, type of construction, fire sprinklers, floor area, height, and allowable floor area.

21. Best Management Practices: Photocopy to plans and complete the Best Management Practice page 1(form must be signed). Photocopy any other applicable pages and cross reference the location at the site plan, i.e. the material storage, the concrete waste management, etc. These forms can be found at <https://www.cityofpasadena.net/planning/building-and-safety/bs-applications-forms/#informational-handouts>
22. Green Code: Photocopy to plans and complete the 2019 California Green Building Standards Code With City Of Pasadena Amendments Forms. These forms are being provided attach and can be found at <https://www.cityofpasadena.net/planning/building-and-safety/bs-applications-forms/#informational-handouts>
23. Means of Egress (Exiting):
 - a. Provide and specify at least one operable exterior opening in basements, habitable attics, and every sleeping room with the minimum clear opening requirements for an emergency escape rescue opening on the plans or schedule.
 - b. Provide a minimum of 8 percent for natural lighting and 4 percent for natural ventilation of the floor area of all habitable rooms/areas.
24. Energy: Submit the current, applicable residential energy documentation using either the "Prescriptive Standard" or the "Performance Standard". Photocopy form to plans, include the mandatory measures.
25. Required Plans and Permit(s):
 - a. In addition to architectural plans, provide Structural, Shoring, Plumbing, Mechanical, Electrical plans, PV systems, and Grading plans as required. No deferred submittal(s).
 - b. Separate permits are required for the following: Mechanical, Electrical, Plumbing, Fire Sprinkler, Demolition, Block Walls, others.

Public Works Department

26. A closed circuit television (CCTV) inspection of the house sewer serving the property shall be performed and a CCTV inspection video submitted to the Department of Public Works for review. At the time of the video submittal, a non-refundable flat fee, per the current General Fee Schedule, shall be placed by the applicant to cover the staff cost of video review. The house sewer inspection shall include footage from the private cleanout to the connection at public sewer main, with no or minimum flow in the pipe during the televising. The property address, date of inspection, and a continuous read-out of the camera distance from the starting point shall be constantly displayed on the video. The applicant shall correct any defects revealed by the inspection. Defects may include, excessive tuberculation, offset joints, excessive root intrusion, pipe joints that can allow water infiltration, cracks, and corrosion or deterioration of the pipe or joint material, damaged or cracked connection to the sewer main, or other defects as determined by the City Engineer. The method of correction of the defects shall be subject to the approval of the City Engineer, and may include partial or total replacement of the house sewer, or installation of a structural or non-structural pipe liner. The applicant shall be responsible for all costs required to obtain the CCTV inspection of the existing sewer connection, and if required, to correct the defects.

27. To protect existing City trees during construction, the applicant shall fully conformed to the Tree Protection Guidelines signed by the City Manager. The full guidelines is available at the following link: <https://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/>.
28. Any existing street tree(s) proposed to be removed are subject to the approval of the Urban Forestry Advisory Committee (UFAC).
29. 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.
30. 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.
31. The applicant shall at minimum provide the following within a designated TPZ: mulching, irrigation, and protective fencing.
32. 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.
33. 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 6' 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.
34. 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.

35. 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.
36. 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.
37. 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. A Public Works permit is required for all construction and occupancies in the public right-of-way. If construction vehicles and equipment are parked off-site in the public right of way, the permit fee for street and sidewalk occupancy will be based on the area and duration corresponding to the current City's General Fee Schedule. For more information, please contact Yannie Wu-Bowman at 626-744-3762.

ATTACHMENT C
NEIGHBORHOOD COMPATIBILITY DATA FOR 544 PEPPER STREET

No.	Parcel Number	Address	Zone	Lot Size (SF)	House Size (SF)
1	5727-004-015	546 W CLAREMONT ST	RS6	9086	672
2	5727-007-006	560 PEPPER ST	RS6	5497	720
3	5727-004-021	595 W HAMMOND ST	RS6	8825	726
4	5727-004-023	579 W HAMMOND ST	RS6	8784	726
5	5727-007-007	554 PEPPER ST	RS6	7358	728
6	5727-004-020	588 W CLAREMONT ST	RS6	9016	732
7	5727-004-019	580 W CLAREMONT ST	RS6	9088	788
8	5727-008-019	518 W WASHINGTON BLVD	RS6	10251	794
9	5727-008-008	1358 FOREST AVE	RS6	6236	796
10	5727-008-013	554 W WASHINGTON BLVD	RS6	9185	804
11	5727-008-016	540 W WASHINGTON BLVD	RS6	9072	804
12	5727-007-002	586 PEPPER ST	RS6	3668	816
13	5727-008-022	494 W WASHINGTON BLVD	RS6	6782	848
14	5727-008-004	1306 FOREST AVE	RS6	5007	854
15	5727-007-008	544 PEPPER ST	RS6	9813	887
16	5727-004-017	562 W CLAREMONT ST	RS6	9087	892
17	5727-008-011	566 W WASHINGTON BLVD	RS6	6814	924
18	5727-008-007	1346 FOREST AVE	RS6	6256	948
19	5727-008-041	536 W WASHINGTON BLVD	RS6	10262	950
20	5702-018-003	1229 FOREST AVE	RS6	7378	952
21	5727-009-004	471 PEPPER ST	RS6	7321	959
22	5727-007-005	564 PEPPER ST	RS6	6827	1003
23	5727-009-005	465 PEPPER ST	RS6	7343	1007
24	5727-004-028	541 W HAMMOND ST	RS6	8688	1016
25	5727-007-012	512 PEPPER ST	RS6	9913	1034
26	5727-004-014	536 W CLAREMONT ST	RS6	9064	1064
27	5727-004-016	554 W CLAREMONT ST	RS6	9017	1073
28	5702-016-012	1265 FOREST AVE	RS6	8118	1074
29	5727-008-018	524 W WASHINGTON BLVD	RS6	10248	1076
30	5727-004-018	570 W CLAREMONT ST	RS6	9065	1104
31	5727-008-003	585 PEPPER ST	RS6	7681	1112
32	5727-006-003	1244 FOREST AVE	RS6	10090	1116
33	5727-006-004	583 W CLAREMONT ST	RS6	8865	1116
34	5727-006-005	575 W CLAREMONT ST	RS6	8824	1116
35	5727-006-008	549 W CLAREMONT ST	RS6	8826	1116
36	5727-006-009	541 W CLAREMONT ST	RS6	8825	1116
37	5727-006-011	525 W CLAREMONT ST	RS6	8606	1116
38	5727-007-009	532 PEPPER ST	RS6	9898	1116

39	5727-004-027	545 W HAMMOND ST	RS6	8798	1120
40	5727-008-031	519 PEPPER ST	RS6	7124	1120
41	5727-006-019	465 W CLAREMONT ST	RS6	4237	1140
42	5727-007-020	468 PEPPER ST	RS6	7400	1154
43	5727-007-004	576 PEPPER ST	RS6	9857	1160
44	5727-004-004	1190 FOREST AVE	RS6	10433	1200
45	5727-006-010	533 W CLAREMONT ST	RS6	8859	1200
46	5727-008-035	553 PEPPER ST	RS6	15409	1200
47	5727-006-022	478 ZANJA ST	RS6	4397	1210
48	5727-006-023	477 W CLAREMONT ST	RS6	4417	1210
49	5727-008-036	567 PEPPER ST	RS6	15286	1213
50	5727-004-022	587 W HAMMOND ST	RS6	8850	1224
51	5727-008-039	535 PEPPER ST	RS6	8122	1240
52	5727-008-009	574 W WASHINGTON BLVD	RS6	7514	1270
53	5727-008-015	546 W WASHINGTON BLVD	RS6	9080	1283
54	5727-004-025	565 W HAMMOND ST	RS6	8833	1288
55	5727-004-034	1206 FOREST AVE	RS6	10486	1290
56	5727-004-010	504 W CLAREMONT ST	RS6	8730	1303
57	5727-008-012	560 W WASHINGTON BLVD	RS6	6814	1316
58	5727-007-013	500 PEPPER ST	RS6	9853	1330
59	5727-008-023	490 W WASHINGTON BLVD	RS6	6783	1358
60	5727-006-006	567 W CLAREMONT ST	RS6	8867	1386
61	5702-015-006	1325 FOREST AVE	RS6	8009	1398
62	5727-008-037	575 PEPPER ST	RS6	15420	1400
63	5727-004-029	533 W HAMMOND ST	RS6	8519	1408
64	5727-008-032	523 PEPPER ST	RS6	8173	1412
65	5727-006-002	1234 FOREST AVE	RS6	10090	1414
66	5727-006-007	557 W CLAREMONT ST	RS6	8860	1422
67	5727-004-011	512 W CLAREMONT ST	RS6	8670	1423
68	5727-008-002	1296 FOREST AVE	RS6	7154	1442
69	5702-018-002	1235 FOREST AVE	RS6	7399	1456
70	5727-006-014	509 W CLAREMONT ST	RS6	8478	1476
71	5702-016-013	1275 FOREST AVE	RS6	7364	1480
72	5727-008-027	481 PEPPER ST	RS6	9388	1480
73	5702-016-016	1334 SOLITA RD	RS6	8788	1482
74	5727-008-029	515 PEPPER ST	RS6	15348	1508
75	5727-008-028	495 PEPPER ST	RS6	15292	1512
76	5727-004-024	571 W HAMMOND ST	RS6	8854	1560
77	5727-004-012	520 W CLAREMONT ST	RS6	8731	1581
78	5702-015-007	1313 FOREST AVE	RS6	7961	1588
79	5727-004-030	527 W HAMMOND ST	RS6	8498	1606

80	5727-008-005	1316 FOREST AVE	RS6	13131	1619
81	5727-006-013	511 W CLAREMONT ST	RS6	8515	1625
82	5727-004-008	488 W CLAREMONT ST	RS6	8618	1653
83	5727-007-003	1270 FOREST AVE	RS6	10013	1665
84	5727-008-030	517 PEPPER ST	RS6	15388	1705
85	5727-008-020	514 W WASHINGTON BLVD	RS6	10238	1708
86	5702-018-001	1241 FOREST AVE	RS6	7372	1719
87	5702-016-015	1301 FOREST AVE	RS6	17844	1748
88	5702-016-017	1307 FOREST AVE	RS6	9346	1816
89	5702-018-004	1225 FOREST AVE	RS6	7233	1818
90	5727-004-003	1180 FOREST AVE	RS6	9737	1874
91	5727-007-026	520 PEPPER ST	RS6	9829	1902
92	5727-004-013	530 W CLAREMONT ST	RS6	8906	1906
93	5727-004-009	500 W CLAREMONT ST	RS6	8734	1938
94	5727-008-040	539 PEPPER ST	RS6	8923	1948
95	5727-007-014	488 PEPPER ST	RS6	7390	1998
96	5727-004-026	555 W HAMMOND ST	RS6	8859	2016
97	5727-005-002	480 W CLAREMONT ST	RS6	11021	2049
98	5727-006-001	1224 FOREST AVE	RS6	10438	2082
99	5727-007-025	464 PEPPER ST	RS6	7720	2106
100	5727-006-024	505 W CLAREMONT ST	RS6	17036	2308
101	5702-016-011	1255 FOREST AVE	RS6	8083	2319
102	5727-006-012	519 W CLAREMONT ST	RS6	8522	2335
103	5727-008-001	1290 FOREST AVE	RS6	7125	2344
104	5727-008-006	1330 FOREST AVE	RS6	13117	2396
105	5727-004-005	1196 FOREST AVE	RS6	10427	2545
106	5727-008-024	482 W WASHINGTON BLVD	RS6	13674	2561
107	5727-007-015	480 PEPPER ST	RS6	12406	2914
108	5702-016-014	1289 FOREST AVE	RS6	18162	2951
109	5727-008-021	504 W WASHINGTON BLVD	RS6	13680	3115
110	5727-008-038	472 W WASHINGTON BLVD	RS6	19639	3312
111	5727-007-001	1260 FOREST AVE	RS6	11978	3479
112	5727-008-034	547 PEPPER ST	RS6	13630	4291
				Median =	1309.5
				Median + 35% =	1768
	Parcels Omitted				
113	5727-006-018	456 ZANJA ST	LASP- RM-16	4670	4100
114	5727-006-020	1237 LINCOLN AVE	LASP- RM-16	19879	7581