



## PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

### STAFF REPORT

**DATE:** October 5, 2022

**TO:** Hearing Officer

**SUBJECT:** Minor Conditional Use Permit #7020

**LOCATION:** 1692 University Drive and 1695 Oxford Avenue

**APPLICANT:** Carlos Jasso

**ZONING DESIGNATION:** RM-12 (Multi-Family Residential, Two Units per Lot)

**GENERAL PLAN DESIGNATION:** Low-Medium Density Residential (0-12 du/acre)

**CASE PLANNER:** Ivan Galeazzi

**STAFF RECOMMENDATION:** Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Minor Conditional Use Permit #7020 with the conditions in Attachment B.

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**PROJECT PROPOSAL:** Minor Conditional Use Permit: To allow the expansion of a nonconforming use, where a nonconforming use may not be altered or expanded, unless a Minor Conditional Use Permit is first obtained. The project includes additions totaling 972 square feet. The subject site is located within the RM-12 (Multi-Family Residential, Two Units per Lot) zoning district, and is developed with three residential dwelling units, where the Zoning Code allows for two dwelling units.

**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 addition will not result in an increase of more than 10,000 square feet, if 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 when in an area where the location of the project is not environmentally sensitive.

**BACKGROUND:**

**Site characteristics:** The subject site is a 9,274 square-foot (0.21 acres) parcel located south of New York Drive and north of East Elizabeth Street between University Drive on the west and Oxford Avenue on the east. The site is improved with three units consisting of a single story 1,137 square-foot duplex that takes access from Oxford Avenue, and a 541 square-foot detached, single-story dwelling unit that takes access from University Drive, which is an alley.

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

**Adjacent Zoning:** North – RM-12 (Multi-Family Residential, Two Units per Lot)  
South – RM-12 (Multi-Family Residential, Two Units per Lot)  
East – Altadena (Unincorporated Los Angeles County)  
West – RM-12 (Multi-Family Residential, Two Units per Lot)

**Previous zoning cases on this property:** None

**PROJECT DESCRIPTION:**

The applicant, Carlos Jasso, has submitted a Minor Conditional Use Permit application to allow the enlargement of a legal nonconforming use. The subject site is located within the RM-12 (Multi-Family Residential, Two Units per Lot) zoning district and is legally developed with a duplex containing two attached residential dwelling units and a third detached residential unit, where the Zoning Code currently allows for two dwelling units. A legal nonconforming use may not be altered or enlarged unless a Minor Conditional Use Permit is first obtained.

The proposed project is an expansion of the existing, legal nonconforming use. The proposal includes a 642 square-foot addition to the duplex, and a 330 square-foot addition to the rear single-family dwelling, for a total aggregate addition of 972 square feet.

**ANALYSIS:**

A nonconforming use is defined as a use of a structure (either conforming or nonconforming) or land that was legally established and maintained before the adoption of current Zoning Code regulations governing the allowable land uses for the zoning district in which the use is located. The RM-12 zoning district allows a maximum of two dwelling units per lot. According to the City's permit records, the existing detached residence was constructed in 1924, and the existing duplex was constructed in 1927. As such, the use of the site with three dwelling units is considered legal nonconforming.

Section 17.71.080.E (Alterations and/or Addition to Nonconforming Uses and Structures – Alteration or enlargement of a nonconforming use shall require a permit) of the Zoning Code states that a nonconforming use may not be altered or enlarged unless a Minor Conditional Use Permit

is first obtained, in compliance with Section 17.61.050 (Conditional Use Permits and Master Plans). The Minor Conditional Use Permit application allows the City to review the project and determine if the proposed enlargement would be compatible with the surrounding area. In order to approve a Minor Conditional Use Permit, a Hearing Officer shall make six findings in the affirmative. These findings relate to project conformance with the Zoning Code and General Plan, potential project impacts on the surrounding properties, and compatibility with the surrounding uses. In this case, the project has been analyzed to determine compliance with the applicable development standards of the RM-12 zoning district. The project would comply with applicable development standards of the Zoning Code, as demonstrated below.

<b>Development Feature</b>	<b>Requirement</b>	<b>Proposed Project</b>	<b>Analysis</b>
<i>RM-12– Multi- Family Residential – General Development Standards</i>			
<b>Maximum Allowable Floor Area Ratio</b>	4,245 sf (35% of the lot size + 500 sf per unit)	2,817 sf	Complies
<b>Maximum Allowable Site Coverage</b>	3,245 sf; up to 3,709 sf (35%; up to 40% provided any additional coverage over 35% shall be single-story only).	2,817 sf (30%)	Complies
<b>Building Separation</b>	10'	79'-6"	Complies
<b>Setbacks</b>			
<i>Front (Oxford)</i>	25' minimum	30'-8"	Complies
<i>North</i>	5' minimum	5' (duplex and SFR)	Complies
<i>South</i>	5' minimum	5' (duplex); 18'-7" (SFR)	Complies
<i>Rear (University)</i>	10' minimum	11'	Complies
<b>Height</b>	28'	16'-9" (duplex) 14'-4" (SFR)	Complies
<b>Parking</b>	2 per unit or 6 parking spaces	6 parking spaces	Complies

The proposed additions are designed to comply with applicable standards and the number of existing units would remain unchanged. The additions are limited to one-story in height and provide adequate light, air and privacy around the units and from adjacent structures. The proposed additions are within the scale of the existing neighborhood, and therefore will not be detrimental to the health, safety, or general welfare of the persons residing or working in the neighborhood. Further, the use will not be detrimental or injurious to the property and improvements in the neighborhood, or to the general welfare of the City because they would be constructed in conformance with current building and fire codes.

Tree Protection Ordinance

The tree inventory provided by the applicant identifies three trees on private property that are not located within the proposed construction areas and are to remain. Though tree removal is not proposed, a condition of approval is recommended requiring the applicant to provide a tree protection plan for protected trees on-site as part of the building permit plan check review.

## **GENERAL PLAN CONSISTENCY:**

The subject site is designated as Low-Medium Density Residential in the General Plan Land Use Element. General Plan Land Use Policy 21.5 (Housing Character and Design) encourages the renovation of existing housing stock in single- and multi-family neighborhoods, which should reflect the unique neighborhood character and qualities; building form, scale, and massing; and architectural design. The proposed additions are designed to comply with development standards that are in place to moderate building form, scale and mass. The proposed single-story additions would comply with required setbacks, encroachment plane, building height, and maximums for floor area and lot coverage. The use of the site would remain as three dwelling units on one lot and the project would maintain the unique character and design of the residential neighborhood, consistent with the City's General Plan.

## **ENVIRONMENTAL REVIEW:**

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b) (9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, (Existing Facilities), and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15301 exempts additions to existing structures, provided the additions will not result in an increase of more than 10,000 square feet if a project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and when the area in which the project is located is not environmentally sensitive. As proposed, the 972 square feet of aggregate additions is proposed in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan, and the project site is not located in an environmentally sensitive area.

## **REVIEW BY OTHER DEPARTMENTS:**

The proposed project was reviewed by the Building and Safety Division, Water and Power Department, Public Works Department, Department of Transportation, Community Planning Section, and Housing and Career Services. Public Works, Water and Power, Building and Safety, and Housing provided comments and recommended conditions of approval, which have been incorporated in Attachment B of this staff report.

## **CONCLUSION:**

It is staff's assessment that the findings necessary for approval of the Minor Conditional Use Permit can be made. The proposed project meets all applicable development standards required by the Zoning Code. The project would maintain the existing nonconforming use and would not result in the creation of any new dwelling units onsite. Therefore, staff recommends that the Hearing Officer approve the Minor Conditional Use Permit subject to the Findings in Attachment A and recommended Conditions of Approval in Attachment B.

## **ATTACHMENTS:**

Attachment A: Specific Findings for Minor Conditional Use Permit  
Attachment B: Recommended Conditions of Approval

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR MINOR CONDITIONAL USE PERMIT #7020**

Minor Conditional Use Permit –To allow the enlargement of a nonconforming use:

1. *The proposed use is allowed with a Minor Conditional Use Permit within the applicable zoning district, but does not comply with all applicable provisions of this Zoning Code.* The enlargement of a nonconforming use is allowed with approval of a Minor Conditional Use Permit pursuant to Section 17.71.080.E of the Zoning Code. The proposed project will comply with all applicable development standards required for the RM-12 zoning district, including height, setbacks, floor area, and lot coverage.
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.* The purpose of the RM-12 zoning district is to provide appropriately located areas for low-medium density residential neighborhoods and to ensure adequate light, air, privacy, and open space for dwelling units. The proposed project will be designed to comply with the development standards that are in place to moderate building form, scale and mass. The proposed single-story additions would comply with applicable requirements, special purposes of the RM-12 zoning district, and the number of existing dwelling units will remain unchanged.
3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan.* The subject site is designated as Low-Medium Density Residential in the General Plan Land Use Element. General Plan Land Use Policy 21.5 (Housing Character and Design) encourages the renovation of existing housing stock in single- and multi-family neighborhoods, which should reflect the unique neighborhood character and qualities; building form, scale, and massing; and architectural design. The proposed additions are designed to comply with development standards that are in place to moderate building form, scale and mass. The proposed single-story additions would comply with required setbacks, encroachment plane, building height, and maximums for floor area and lot coverage. The use of the site would remain as three dwelling units on one lot and the project would maintain the unique character and design of the residential neighborhood, consistent with the City's General Plan.
4. *The establishment, maintenance, or operation of the use would not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use.* The project scope is limited to single-story additions. The use of the site will remain as three dwelling units on a lot within a multi-family residential zoning district. The scope of the additions will result in a slightly larger building footprint; however, the proposed additions are within the scale of the existing neighborhood, and therefore will not be detrimental to the health, safety, or general welfare of the persons residing or working in the neighborhood. The improvements will be required to adhere to all requirements as they relate to the Zoning, Fire, and Building and Safety codes.
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 project as proposed will result in additions to the three existing units onsite and will not result in any new units added to the site. The existing residential structures were constructed in 1924 and 1927, prior to the adoption of the RM-12 zoning district, and there is no documented history of detriment or injury to property and improvements. The additions will be required to comply with all zoning, building, and fire codes which will be reviewed through the building permit plan

check process and is designed to not be detrimental or injurious to the surrounding residential uses.

6. *The design location, operating characteristics, and size of the proposed use would be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection.* The subject site is designated as Low-Medium Density Residential in the General Plan Land Use Element. The proposed additions to the three units will not increase the number of residential units on the subject site. The site will remain consistent with the existing and future uses within the residential neighborhood that consist of single-family and multi-family residential uses. The proposed additions have been designed in compliance with the development standards applicable to the subject site and uses in the vicinity and will be compatible in terms of design, location, and size allowed for existing and future uses.

**ATTACHMENT B**  
**CONDITIONS OF APPROVAL FOR MINOR CONDITIONAL USE PERMIT #7020**

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

General

1. The site plan, floor plan, elevations, and building sections, submitted for building permits shall substantially conform to plans stamped "Approved at Hearing, October 5, 2022", except as modified herein.
2. 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).
3. The approval of the Minor Conditional Use Permit allows a 642 square-foot addition to the existing duplex and a 330 square-foot addition to the detached single-family residence, for a total of 972 square feet.
4. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
5. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
6. The proposed project, Activity Number **ZENT2022-00078** 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 Ivan Galeazzi, Current Planning Section, at (626) 744-7124 to schedule an inspection appointment time.

Planning Division

7. Prior to final of the Building Permit, the single-car garage attached to the north side of the existing duplex shall be returned to a garage, shall have a functional garage door, and shall be maintained for the parking of a vehicle.
8. The applicant shall comply with all requirements of the Zoning Code, including the applicable development standards provided in Chapter 17.22 (Residential Zoning Districts).
9. 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. As part of its analysis, a complete tree inventory showing both on-site and off-site trees that overhang the property shall be incorporated into the set of plans reviewed for a Building Permit.
10. 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.

11. 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).
12. At no time shall construction activities, including, but not limited to, construction materials, vehicles and equipment, obstruct access to vehicular driveways of adjacent properties.

#### Housing Department

13. The proposed project is a residential development containing fewer than ten (10) residential units; therefore, it is not subject to the City's Inclusionary Housing Requirements.
14. The proposed project entails the remodel of multi-family housing (two or more units); therefore, the project may be subject to the City's Tenant Protection Ordinance (Pasadena Municipal Code, Title 9, Chapter 9.75). The applicant is requested to contact the Housing Department to discuss compliance requirements. Please contact Jim Wong at 626-744-8316 to discuss.

#### Public Works Department

15. 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.
16. 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.
17. Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging and Traffic Management Plan to the Department of Public Works for review and approval. The template for the Construction Staging and Traffic Management Plan can be obtained from the Department of Public Works webpage at: <https://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/> . A non-refundable flat fee, based on the current General Fee Schedule, is required for plan review and on-going monitoring during construction. This plan shall show the impact of the various construction stages on the public right-of-way (and the private street) including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles

entering and exiting the construction site. An occupancy permit shall be obtained from the department for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be done in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and California Supplement. If the public right-of-way occupation requires a diagram that is not a part of the MUTCD or California Supplement, a separate traffic control plan must be submitted as part of the Construction Staging and Traffic Management Plan to the department for review and approval. No construction truck idling or staging, material storage, or construction trailer are allowed in the public right-of-way. No construction truck idling or staging, material storage, or construction trailer are allowed in the public right-of-way. Construction vehicles should only maneuver/turn-around within the project site private property. Parking of construction vehicles and construction worker vehicles shall be within the project site's private property, or no more than two such vehicles are allowed on Oxford Avenue.

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.

In addition to the above conditions, the requirements of all applicable Pasadena Municipal Code (PMC) will apply and be implemented during the corresponding plan review and permitting. They may include but not limited to:

- Sidewalk Ordinance - Chapter 12.04
- Sewer Facility Charge – Chapter 4.53
- Residential Impact Fee – Chapter 4.17

#### Building and Safety

18. Governing Codes: Comply with the Current Edition of California Building Code, California Electrical Code, California Plumbing Code, California Mechanical Code, California Energy Code, California Green Building Standard Code and the City of Pasadena Municipal Code. The governing edition is based on the date in which the project is submitted to the City of Pasadena for review.

19. 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.
- Walls, partitions and floor/ceiling assemblies separating dwelling units and sleeping units from each other or from public or service areas shall have a sound transmission class of not less than 50, or not less than 45 if field tested, for air-borne noise when tested in accordance with ASTM E90. Penetrations or openings in construction assemblies for piping; electrical devices; recessed cabinets; bathtubs; soffits; or heating, ventilating or exhaust ducts shall be sealed, lined, insulated, or otherwise treated to maintain the required ratings.

20. 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>

21. 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>.
22. 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.
23. Property Line Survey Required: Per City of Pasadena Policy property line survey is required for:
  - New construction.
  - Auxiliary buildings and additions where setback is less than 5'-0” to property line.
  - All buildings where specific Zoning Division Variance is issued for approved setbacks & whether newly constructed or altered.
24. Fire and Smoke Protection Features:
  - Show materials, systems and assemblies used for structural fire resistance and fire-resistance-rated construction separation of adjacent spaces to safeguard against the spread of fire and smoke within a building and the spread of fire to or from buildings.
  - Dwellings and Accessory Buildings **WITHOUT** Automatic Residential Fire Sprinkler Protection. [R302.1; Table R302.1(1)]
    - Exterior Walls less than 5-feet of Property Line shall be one-hour rated per ASTM E 119 or UL 263 with exposure from both sides.
    - Projections that extend between 2-ft and less than 5-ft of the property shall have a one-hour fire protection on the underside. Projections cannot extend closer than 2-ft of the property line.
    - Openings (doors, windows, vents) in exterior walls within 5-ft of the property line is limited to 25% of the wall area at each story. Openings are not allowed when walls are closer than 3-ft to the property line.
  - Show one-hour fire resistance rated construction separating the dwelling and the garage. Provide **details** of listed assembly and specify how openings and penetrations are to be protected. Provide fire separate from floor to the underside of the roof sheathing
  - Show one-hour fire resistance rated construction separating the dwellings. Provide **details** of listed assembly and specify how openings and penetrations are to be protected. Provide fire separate from floor to the underside of the roof sheathing
25. Required Plans and Permit(s):
  - In addition to architectural plans, provide Structural, Shoring, Plumbing, Mechanical, Electrical plans, PV systems and grading plans as required. **No deferred submittal.**
  - Separate permits are required for the following: Mechanical, Electrical, Plumbing, Fire Sprinkler, Demolition, Block walls, others.

#### Water and Power – Water Division

26. Water Services: PWP records reflect a ¾-inch water service (#31435) serving the property. Any change in water service will be reviewed when the building plans are submitted. Any

change in service will be installed at actual cost and paid for by the owner/developer. Additionally, if it is determined that a water main must be upgraded due to size, age, pressure deficiencies, and/or the integrity of the existing water main; the upgrade will be paid for by the owner/developer. A deposit will be requested for the water main design and a cost estimate will be provided to the owner/developer for the new water service installations, main design, and main construction. The owner/developer must be aware that the design of a new water main will take 3 to 4 months after the initial deposit is made by the owner/developer. Also, an additional 4 to 6 months will be needed for the construction of the water main after the balance of the estimate is paid in full by the owner/developer. The design and construction estimated time depends on the size and length of the water main and other mains in the queue. For this reason, it is imperative that the initial deposit be submitted promptly.

#### 27. Water Division Requirements:

- 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.
- The Water Division will install the service tap, lateral, water meter and designate the distribution main and service tap.
- All services not in use must be abandoned at the distribution main at the applicable rate.
- For subdivided lots with one unit behind the existing, show easement documentation and assessor parcel map showing the subdivision.
- 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 and any services 50 years and older require abandonment.

#### 28. 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.

- All water services shall be protected from cross connections by means of approved backflow prevention techniques and assemblies.
- An administrative fee of \$180.94 will be charged for each backflow prevention assembly installed.

29. Cross Connection Requirements for Fire Service (if required):

- 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.

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

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.

30. 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.

31. Residential Water Metering Requirements:

Senate Bill No. 7 (Housing: water meter: multiunit structures) approved by the Governor September 25, 2016, requires that individual meters or submeters be installed on all new multifamily residential units. Per Senate Bill No. 7: Each water purveyor that sells, leases, rents, furnishes, or delivers water service to a newly constructed multiunit residential structure or newly constructed mixed-use residential and commercial structure for which an application

for a water connection, or more than one connection, is submitted after January 1, 2018, shall require a measurement of the quantity of water supplied to each individual residential dwelling unit as a condition of new water service. The law exempts long-term health care facilities, low-income housing, residential care facilities, housing at a place of education, and time-share properties, as well as other multiunit residential structures deemed infeasible by the Department of Housing and Community Development.

Per the Water Regulations adopted by City Council on June 4, 2012: "The water service will end at the curb, public right of way or property line at the option of PWP. Where the location of the meter box or vault on the City side of the property line is not practicable, the meter box or vault shall be located on the Customer's premises or such other location that may be agreed upon by PWP at its option. The Customer shall be responsible for the expense of installation and maintenance of the lines on the Customer's side of the property line connecting to PWP's service where construction of the Customer's facilities began."

The following submetering options are available for PWP customers:

Option 1: Individual metering located on the parkway.

The Water Division will install individual water meters on the parkway in front of the project site, if permitted by available space as per the General Requirements, for each residential unit. The owner/developer shall install an approved double check valve backflow prevention assembly at each domestic water service. All dedicated irrigation services must have a Reduced Pressure Zone Valve Assembly ("RP"). The location of the backflow prevention assemblies shall be above ground within 20-feet of the property line, and the assemblies require registration and annual test certifications. PWP's responsibility of service ends at the meter and PWP will bill each tenant directly.

Option 2: Individual metering located on private property.

The Water Division will install a service lateral up to the property line with a shut off valve. The owner/developer shall provide and install an approved double check valve backflow prevention assembly after the shut off valve and will install all piping behind the property line. The location of the backflow prevention assembly shall be above ground within 20-feet of the property line, and the assembly requires registration and an annual test certification. The owner/developer will pay for and install all water meters, provided by PWP, to each residential unit. Water meters must be installed horizontally and must be located in an open area or in a garage/parking area and must have a minimum 12-inch above grade in order for meter readers to have unrestricted access to them if needed. All dedicated irrigation services must have a RP. PWP will inspect the individual meters as a condition of providing service. PWP's responsibility of service ends at the property line and PWP will bill each tenant directly.

Option 3: Submetering by third party vendor located on private property.

The Water Division will install master water meter(s) on the parkway, in front of the project site. The owner/developer must submit a statement on letterhead stating that a Contractor licensed by the California State License Board will install submeters, per Senate Bill No. 7, to all residential units. The owner/developer shall install an approved double check valve backflow prevention assembly on each submeter. All dedicated irrigation services must have a RP. The backflow prevention assemblies require registration and annual test certifications. PWP will inspect the submeters as a condition of providing service. PWP's responsibility of service ends at the master meter and the owner/developer is responsible for billing each tenant per Senate Bill No. 7.

32. 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 is one fire hydrant in close proximity to the project. Fire hydrant number 811-11 is located on the west curb of Oxnard Avenue, approximately 320 feet north of Elizabeth Street. If you would like to request for a fire flow test, please contact Linette Vasquez at (626) 744-7064

Fire Hydrants Details:

