



## PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

### STAFF REPORT

**DATE:** October 5, 2022

**TO:** Hearing Officer

**SUBJECT:** Neighborhood Development Permit #6993

**LOCATION:** 830 Rim Road

**APPLICANT:** Stephen G. Lee

**ZONING DESIGNATION:** RS-6-ND (Single-Family Residential, 0-6 units per acre, Neighborhood Overlay District)

**GENERAL PLAN DESIGNATION:** Low Density Residential (0-6 du/acre)

**CASE PLANNER:** Ivan Galeazzi

**STAFF RECOMMENDATION:** Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Neighborhood Development Permit #6993 with the conditions in Attachment B.

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**PROJECT PROPOSAL:** Neighborhood Development Permit: To allow the demolition of an existing 1,386 square-foot single-story, single-family residence, and construction of a new 2,668 square-foot single-story residence with an attached 441 square-foot garage.

**ENVIRONMENTAL DETERMINATION:** This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15303, Class 3, New Construction or Conversion of Small Structures) and there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances. Section 15303 exempts the construction of a single-family residence in a residential zone.

**BACKGROUND:**

**Site characteristics:** The subject property is located on the east side of Rim Road, south of Sierra Madre Boulevard and north of Cliff Drive. The 8,697 square-foot rectangular property is improved with a one-story single-family residence with an attached two-car garage. The site topography is relatively flat. Surrounding properties are developed with single-family uses and an elementary school to the east.

**Adjacent Uses:** North – Single-Family Residential  
South – Single-Family Residential  
East – Institutional (Elementary School)  
West – Single-Family Residential

**Adjacent Zoning:** North – RS-6-ND (Single-Family Residential, 0-6 units per acre, Neighborhood Overlay District)  
South – RS-6-ND (Single-Family Residential, 0-6 lots per acre, Neighborhood Overlay District)  
East – PS (Public and Semi-Public)  
West – RS-6-ND (Single-Family Residential, 0-6 lots per acre, Neighborhood Overlay District)

**Previous Zoning Cases on this Property:** None

**PROJECT DESCRIPTION:**

The applicant, Stephen G. Lee, on behalf of the property owner, has submitted a Neighborhood Development Permit application to allow the demolition of an existing 1,386 square-foot single-story residence with attached garage, and the construction of a 2,668 square-foot single-story residence with an attached 441 square-foot garage. No protected trees are planned for removal.

**ANALYSIS:**

Neighborhood Development Permit

The subject property is located in the RS-6-ND (Single-Family Residential, 0-6 units per acre, Neighborhood Overlay District) zoning district. Properties located in the Neighborhood Development Overlay are required to comply with additional standards beyond those applicable to the base single-family residential zoning district (RS). These additional standards are intended promote development that is orderly and compatible with the traditional scale and character of the neighborhood. A Neighborhood Development Permit is required when a new dwelling is proposed.

The Hearing Officer may approve a Neighborhood Development Permit only after making four findings pursuant to Zoning Code Section 17.28.090.L (Neighborhood Development Permit). Findings are necessary for the purposes of evaluating consistency with development standards, building and design standards, compatibility with neighborhood character, scale and proportion, and topographic conditions.

Lower Hastings Ranch is predominantly defined by one-story, single-family residences exhibiting California Ranch and/or Modern Ranch style architecture. These types of architecture are defined as a series of set elements that address both the building form and the spaces in and around the house. The prevailing neighborhood character surrounding the subject property includes one-story residence that have moderate-to-wide roof overhangs, entries sheltered under the main roof of the house, and picture windows on the front facade. Gable and hipped roofs, stucco facades, asphalt shingles are common in the area, as are large front and rear setbacks.

The applicant's proposal is consistent with the scale and proportion of existing houses in the neighborhood. The proposed new single-family residence with attached garage is consistent with existing residences in the neighborhood as it relates to height, recessed entry, and front setback, and the size and scale of the proposed project complies with maximums for floor area and lot coverage. The front primary building plane complies with the front setback requirement, which is an average of the existing setbacks at the adjacent properties on the blockface. The proposal maintains Modern Ranch style architecture and incorporates a well-defined covered entry, consistent with the character in the neighborhood. Materials used include stucco, wood, and asphalt shingles, consistent with the neighborhood. The analysis that follows summarizes the project's compliance with applicable development standards of the Neighborhood Overlay District.

### Development Standards

Development within the Neighborhood Overlay District shall comply with applicable development standards of the RS-6 district, Zoning Code Sections 17.22.040 (RS and RM-12 Residential Districts General Development Standards) and 17.22.050 (RS and RM-12 District Additional Development Standards), except as specified in Zoning Code Sections 17.28.090.E, F, and G (ND Neighborhood Overlay District). The applicable ND development standards address heights, roofs, and building design.

### *Floor Area*

Gross floor area is defined as the floor area between the floor and roof above it, as measured from the outside edge of the exterior walls of the main structure and all accessory structures, including required parking. The maximum allowed gross floor area for the 8,697 square-foot property is equal to 30 percent of the lot size plus 500 square feet. In addition, within the ND overlay district, all portions of a lot with a 50 percent slope or greater shall be deducted from the lot area used for calculating maximum allowable gross floor area. In this case, the site is relatively flat and no portion slopes 50 percent or greater. Therefore, the maximum allowable gross floor area is 3,109 square feet. The project proposes a 2,668 square-foot dwelling with an attached 441 square-foot garage for a total gross floor area of 3,109 square feet. This complies with the maximum allowed floor area.

### *Lot Coverage*

Lot coverage is defined as the percentage of the site covered by roofs, soffits or overhangs extending more than three feet from a wall, and decks more than four feet in height. This standard generally evaluates the percentage of land area covered by development. The maximum allowed lot coverage for the 8,697 square-foot property is equal to 35 percent, and up to 40 percent provided any additional coverage over 35 percent is single-story. In this case, 40 percent of the property is 3,478 square feet, and represents the maximum allowed lot coverage. The project proposes 3,342 square feet or a 38 percent lot coverage, which complies with the maximum

allowed. This calculation includes the building footprint, covered rear patio, covered front entry, and the attached garage.

### *Setbacks*

The minimum required front setback shall be the average of the front setbacks of the developed lots on the blockface in the same zoning district (excluding corner yards of reverse corner lots but including the existing setback of the proposed development site), but not less than 25 feet. In this case, there are 13 developed properties on the blockface, including the subject property. The average setback of these properties is 28 feet. The proposed dwelling is setback a minimum of 28 feet from the front property line and complies with the front setback requirement.

The required side setbacks (east and west) are equal to 10 percent of the lot width, with a minimum requirement of five feet and a maximum requirement of ten feet. According to the survey provided by the applicant, the lot width is 64 feet, resulting in a minimum side setback of 6'-5". The proposal provides minimum 6'-7" side setback from the south property line and a 8'-4" setback from the north property line. Therefore, the proposed project complies with the side setback requirement.

The minimum required rear setback is 25 feet. The proposed dwelling is setback 25 feet from the rear property line and complies with the rear setback requirement.

### *Encroachment Plane*

In addition to the minimum side setback requirements, the dwelling shall not be located within a side-yard encroachment plane sloping at a 45-degree angle measured from the vertical, commencing six feet above the existing grade along the interior side property line. The intent of the encroachment plane is to moderate the mass and scale of structures and maintain desired neighborhood character. The plans depict the encroachment plane and demonstrate that the dwelling complies with the requirement from the north and south side property lines.

### *Height*

In the ND overlay district, the maximum height of the main structure shall be 26 feet and the maximum top plate height of the first story shall not exceed 10 feet. Building heights are measured from the lowest elevation of existing grade at an exterior wall of the structure. The applicant has proposed a maximum height of 14'-10" and a top plate height of 9'-8", which complies with the requirements for height.

### *Parking*

Single-family dwellings are required to provide two covered parking spaces within a garage or carport. The proposal includes an attached 441 square-foot two-car garage located at the front of the property. The minimum interior width of the garage shall be 19 feet, and the minimum interior depth shall be 18 feet. The proposed garage provides an interior width of 20 feet and a depth of 20 feet, and complies with the minimum requirements.

### *Building Design Standards*

New houses in the ND overlay district shall comply with building design standards specific to roof design and materials, exterior wall surfaces, window design and style. The proposal includes a

predominantly hipped roof while featuring gable accents. All portions of the roof provide a 4:12 (vertical:horizontal) pitch and consist of asphalt shingles. Roof overhangs extend around the perimeter of the dwelling and are continuous to avoid flat tall walls. The wall surfaces of the dwelling consist of stucco and stone. Variation in material is proposed at the street facing front façade to break up the design. Windows throughout include a casement type and picture windows.

The proposed dwelling is designed to comply with all applicable building design standards and does not include any design elements that are otherwise prohibited such as faux or precast materials. As discussed, the homes in the Lower Hastings Ranch are primarily defined by one-story residences exhibiting California and Modern Ranch style architecture. The proposed new single-family residence is consistent with the recommended architectural styles and design standards listed in the ND overlay district and comply with all of the required development standards of the underlying zoning district.

The table addresses the project’s compliance with applicable development standards.

**Table 1: RS and ND Development Standards**

<b>Development Standards</b>	<b>Required</b>	<b>Proposed</b>	<b>Compliance</b>
<b>RS-6</b>			
<b>Setbacks</b>			
<i>Front</i>	27-6"	27-6"	Complies
<i>Side</i>	6'-5"	8'-4" (north); 6-7" (south)	Complies
<i>Rear</i>	25'	25'	Complies
<b>Max Site Coverage</b>	3,479 square feet (40% of lot size*)	3,442 square feet (39.6%)	Complies
<b>Max Floor Area</b>	3,109 square feet (30% of lot size + 500 sf)	3,109 square feet	Complies
<b>Parking</b>	2 covered spaces	2 spaces in a garage	Complies
<b>ND Overlay</b>			
<b>Height Limit</b>	26'	14'10"	Complies
<b>Top Plate Height</b>	10'	9'-8"	Complies
<b>Roof Pitch</b>	Maximum 4:12	4:12	Complies
<b>Roof Design</b>	Hipped, Dutch-gabled, side-gabled, or cross-gabled	Hipped/Gable	Complies
<b>Roof Material</b>	Asphalt shingles, wood shingles, flat concrete tile	Asphalt shingles	Complies
<b>Roof Overhang</b>	Minimum 12" deep	Minimum 12"	Complies
<b>Exterior Wall Surface (at least one)</b>	Wood, brick, stone, wood shingles, stucco, and/or board-and-batten	Stucco, board-and-batten gable trim, wood trim, stack stone veneer	Complies
<b>Window Types</b>	Casement, double-hung, large picture windows, short windows grouped on an upper facade	Casement, large picture windows	Complies
*35%; up to 40% provided any additional coverage over 35% shall be single-story only.			

### *ND Building Design Standards*

Additions, façade improvements, and new construction of homes within the ND Overlay are required to comply with specific building design standards. Building design standards, as outlined in Table 1, are those associated with architectural style, roof design and materials, exterior wall surfaces, window design and styles. These requirements address both the building form and the spaces in and around the house.

The original construction of the existing residence occurred in 1951 and reflects California ranch-style architecture. The applicant had previously submitted a Historic Resource Evaluation to the City's Design and Historic Preservation Division. The evaluation determined that the existing single-family residence does not meet the criteria for designation as a landmark. The proposed design consists of a modern ranch-style architecture. The existing roof slope is a 4:12 roof pitch and has existing composition shingle roofing material. The new residence will match the existing roof pitch of 4:12 and also proposes composition shingle roofing material. The façade would consist of stucco and wood siding, board and batten trim underneath the roof gable, and is consistent with the existing condition of neighboring properties. Windows proposed would consist of casement and large picture window styles. The recessed porch would be integrated into the front façade under the roof of the residence. Roof overhangs would be continuous around the perimeter of the residence and be consistent with the minimum 12 inch depth requirement. The proposed new single-family residence with attached garage is consistent with the recommended architectural styles and design standards required of the Neighborhood Overlay District.

### Tree Protection Ordinance

According to the tree inventory provided by the applicant, there are eight trees on the property, none of which are protected. The applicant proposes to remove all existing trees on site and plant five new trees. Since no protected tree removal is proposed, a private tree removal application is not required.

### **GENERAL PLAN CONSISTENCY:**

The subject property is designated Low Density Residential in the Land Use Element of the General Plan. The existing use of the site is a single-family residence. The proposed new single-story residence with attached garage would not change the existing use of the property. The proposal would maintain consistency with General Plan Land Use Policy 21.3 (Neighborhood Character) which encourages that proposed development maintain elements of residential streets that unify and enhance of the neighborhood, including parkways, street, trees, and compatible setbacks. The proposed new residence will maintain elements that are consistent with the neighborhood design and will be consistent with compatible setbacks. In addition the single-family residence is compatible with the traditional scale and character of the neighborhood. Lower Hastings Ranch is defined by one-story residences exhibiting California and Modern Ranch style architecture. The proposed improvements are consistent with the recommended architectural styles and design standards outlined in the Neighborhood Overlay District and comply with all of the required development standards of the underlying zoning district. Therefore, the project is consistent with the General Plan.

**ENVIRONMENTAL REVIEW:**

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15303, Class 3, New Construction or Conversion of Small Structures) and there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances. Section 15303 exempts the construction of a single-family residence in a residential zone. The proposed new construction of a single-family residence with an attached garage complies with the exemption and is permitted within the zoning district.

**REVIEW BY OTHER CITY DEPARTMENTS:**

The Public Works Department, Building and Safety Division, and Design and Historic Preservation Section reviewed the proposed project. The Design and Historic Preservation Section conducted a Historic Resource Evaluation of the property evaluating the architectural significance of the existing residence and determined the property does not meet criteria for designation as a landmark. The Public Works Department and Building and Safety Division provided comments that are included as recommended conditions of approval in Attachment B. In addition to recommend conditions of approval, all departments would review the project for compliance during the building permit plan review process.

**CONCLUSION:**

It is staff's assessment that the findings necessary for approving the Neighborhood Development Permit to allow the proposed one-story additions can be made (Attachment A). The proposed project would comply with applicable development standards of the Zoning Code. The architecture maintains Modern Ranch style architecture, one-story, and consists of architectural elements, materials, and features that are present in the neighborhood. Therefore, staff recommends approval of the Neighborhood Development Permit, subject to the recommended findings in Attachment A and recommended conditions of approval in Attachment B.

**ATTACHMENTS:**

Attachment A: Specific Findings for a Neighborhood Development Permit  
Attachment B: Recommended Conditions of Approval

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR NEIGHBORHOOD DEVELOPMENT PERMIT #6993**

Neighborhood Development Permit

1. *The design, location, and character of the proposed house or other structure are consistent with the Development Standards in Section F and Building Design Standards in Section G.* The proposed new single-story single-family residence is consistent with applicable development standards in Section F and Building Design Standards in Section G. The single-story residence complies with all development standards of the RS-6 Single-Family Residential zoning district and the Neighborhood Overlay District. In addition, the hipped roof design consist of asphalt shingles, incorporates continuous roof overhangs that exceed a depth of 12 inches, and maintains a 4:12 pitch, the same as the house to be demolished. Exterior wall surfaces consists of stucco, wood siding, casement, and picture windows. In addition, the proposed improvements comply with setback requirements, building heights, parking, and maximums for floor area and lot coverage. The proposed modern ranch-style architecture and associated design features comply with applicable development standards.
  
2. *Consistency is determined following a review of existing site conditions, visibility of the site, and the size, scale, materials, and character of existing development within 500 feet of the site. The Hearing Officer must find that the house or other structures are compatible with existing houses and consistent with the prevailing neighborhood character.* Lower Hastings Ranch is predominantly defined by one-story, single-family dwellings exhibiting California Ranch and/or Modern Ranch style architecture. These types of architecture are defined as a series of set elements that address both the building form and the spaces in and around the house. The prevailing neighborhood character includes one-story dwellings that have moderate-to-wide roof overhangs, entries sheltered under the main roof of the house, and picture windows on the front facade. Gable and hipped roofs, stucco facades, asphalt shingles are common in the area.

The size and scale of the proposed new single-story single-family residence complies with maximums for floor area, lot coverage, and height. The front elevation visible from the public right-of-way complies with the front setback requirement, which is calculated based on the existing setbacks at the adjacent properties on the blockface. The proposal maintains modern ranch style architecture and incorporates a well-defined covered entry, consistent with the character in the neighborhood. Materials used include stucco, wood, asphalt shingles, and are also consistent.

3. *The massing, scale, and building articulation of the proposed house or other structure is reasonably consistent in scale and proportion to existing houses in the neighborhood.* The massing, scale, and building articulation are reasonably consistent with the scale and proportion of existing houses in the neighborhood. Existing houses in the neighborhood are generally one-story in height, extend the width of the property, provide recessed entries or elements, as well as large front and rear setbacks. The proposed new single-family residence will continue to maintain the neighborhood scale and massing by proposing a new single-story height home. The residence will have a recessed entry, similar architectural elements, architectural trim, materials, and also meet all setback requirements. The proposal is also designed consistent with building design requirements of Zoning Code Section 17.28.090.G, consistent with building articulation in the neighborhood.

4. *The house or other structure is designed to reasonably incorporate and avoid natural topographic features.* The subject property is generally flat. The proposed new single-story single-family residence complies with the maximum height requirements with a proposed maximum height of 14'-10". The proposed residence is consistent with the surrounding properties as it relates to maximum roof heights and therefore, the proposed residence is not expected to have any effect on existing topographic conditions.

**ATTACHMENT B**  
**CONDITIONS OF APPROVAL FOR NEIGHBORHOOD DEVELOPMENT PERMIT #6993**

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 24 months from the effective date of approval. It shall expire and become void, unless an extension of time is approved in compliance with Zoning Code Section 17.64.040.C (Time Limits and Extensions – Extensions of Time).
3. This approval allows the demolition of an existing 1,386 square-foot single-story single-family residence, and the construction of a new 2,668 square-foot single-story residence with an attached 441 square-foot garage.
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 **ZENT2022-00018** 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 or [igaleazzi@cityofpasadena.net](mailto:igaleazzi@cityofpasadena.net) to schedule an inspection appointment time.

Planning Division

7. The applicant shall comply with requirements of Zoning Code Chapters 17.22 (Residential Zoning Districts) and 17.28.090 (Neighborhood Overlay District) that relate to residential development in the Neighborhood Overlay District.
8. 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).
9. No demolition of grading permit shall be issued until the building permit for the residential project is ready to be issued.
10. The project shall comply with the Municipal Code Chapter 8.52 (City Trees and Tree Protection Ordinance). Where protected trees exist on-site, 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.

11. 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.

Building and Safety Division

12. 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.
13. Provide a Building Code Analysis on the title sheet. Include the code(s) information for each building: Descriptive scope of work, occupancy, assessor's parcel number, number of stories, type of construction, fire sprinklers, floor area, height, and allowable floor area.
14. 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>.
15. 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>.
16. Per City of Pasadena Policy property line survey is required for:
  - a. **New Construction.**
  - b. Auxiliary buildings and additions were setback is less than 5'-0" to property line.
  - c. All buildings where specific Zoning Division Variance is issued for approved setbacks & whether newly constructed or altered.
17. SOILS REPORT REQUIRED.  
A soils engineer report is require for:
  - a. **All new constructed single and multi-family residential, commercial, and industrial buildings.**
  - b. An addition to a commercial or industrial building.
  - c. Second (2nd) story addition to existing one-story building.
  - d. Hillside construction, i.e. decks, retaining walls, and swimming pools.
18. GRADING:  
Show compliance with CBC 2019 Appendix J – Grading with City of Pasadena Amendments.
  - a. Clearly show the cubic yard quantities for excavation (cuts) and fills and label if site grading or foundation excavations.
  - b. Clearly show the cubic yard quantities for excavation (cuts) and fills; and label if site grading or foundation excavations. A grading permit may not be required per section J103.2 Exemptions.

19. ENERGY:

- a. Submit the current, applicable residential energy documentation using either the "Prescriptive Standard" or the "Performance Standard". Photocopy form to plans, include the mandatory measures.

20. 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.
- b. Separate permits are required for the following: Mechanical, Electrical, Plumbing, Fire Sprinkler, Demolition, Block walls, others.

Public Works Department

21. There is an existing 10-ft wide utility easement along the rear of the property. It shall be shown on all construction drawings. No proposed structures shall encroach into said easement.

22. The applicant shall demolish existing and construct all new public improvements along the subject development frontage of Rim Road, including concrete drive approach per Standard Plan S-403; and concrete sidewalk per Standard Plan S-421. The existing parkway area covered by bricks shall be replaced with matching landscape. All public improvements shall be completed prior to the issuance of Certificate of Occupancy.

23. The proposed development shall connect to the public sewer with one or more new 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.

24. The existing street lighting along the Rim Road frontage is substandard. In order to improve pedestrian and traffic safety, the applicant shall replace/renovate one (1) existing street lighting, on the frontage of the subject property per the City requirements and current standards. The renovation shall include but not limited to new LED light(s), conductors, lamp socket, fuse, globe/lantern, globe holder, photo cell, and miscellaneous related parts.

25. If the existing street lighting system along the project frontage is in conflict with the proposed development/driveway, it is the responsibility of the applicant to relocate the affected street lights, including new LED lights, conduit(s), conductors, electrical services, pull boxes and miscellaneous appurtenant work in a manner that complies with the requirements and receives the approval of the Department of Public Works.

26. In the event where the existing street light pole determined, by the City, to be deteriorated and/or damaged, the applicant shall replace the existing street light pole with a new street light pole in kind. The replacement shall include but not limited to new pole, new footing, new LED light(s), conduit, conductors, lamp socket, fuse, globe/lantern, globe holder, photo cell, and other miscellaneous related parts. The applicant shall schedule a street lighting pre-inspection with the Public Works inspector to determine the details/scope of the

replacement/renovation of the existing street lighting. Please email: pw-permits@cityofpasadena.net to schedule a street lighting pre-inspection.

27. In order to ensure that the developer maintains a clean and safe site during the construction phase of development, the applicant shall place a \$5,000 refundable deposit with the Department of Public Works prior to the issuance of any permit. This deposit 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, street trees, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. This deposit may also be used for charges due to damage to existing street trees and for City personnel to review traffic control plans and maintain traffic control.
28. 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.
29. 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
- City Trees and Tree Protection Ordinance - Chapter 8.52
- Construction and Demolition Waste Ordinance - Chapter 8.62
- Holiday Moratorium of activities within public right-of-way – Chapter 12.24.100