



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: March 15, 2023

TO: Hearing Officer

SUBJECT: Conditional Use Permit #7034

LOCATION: 1801 E. Del Mar Boulevard

APPLICANT: Dmitriy Kazakov

ZONING DESIGNATION: RM-16 and RM-32 (Multi-Family Residential, City of Gardens)

GENERAL PLAN DESIGNATION: Medium-High Density Residential

CASE PLANNER: Joseph Weaver

STAFF RECOMMENDATION: Adopt the Environmental Determination and the Specific Findings in Attachment A to **approve** Conditional Use Permit #7034 with the conditions in Attachment B.

PROJECT PROPOSAL:

- 1) Conditional Use Permit: To establish a Child Day-Care Center use within an existing religious facility building (Rose City Church); and
- 2) Minor Conditional Use Permit: To allow the Child Day-Care Center use to share on-site parking with the existing religious facility use.

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 and, therefore, there are no unusual circumstances. This exemption applies to the operation and permitting of uses in existing structures where there is no negligible or expansion of the use. The proposal involves a new use within an existing religious

facility building where no expansion to the existing structure would occur. Therefore, the proposal is exempt from environmental review.

BACKGROUND:

Site Characteristics: The subject property is located at the northeast corner of East Del Mar Boulevard and South Allen Avenue. The property consists of two detached buildings and surface parking spaces. The 8,833-square-foot building at the southerly end of the site (abutting East Del Mar Boulevard) is used as a church. The 1,120-square-foot building at the northerly end of the site is used as a single-family residence and contains an attached 2-car garage. The site is accessed by drive approaches off East Del Mar Boulevard, South Allen Avenue, and Allen Court to the north.

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

Adjacent Zoning: North – RM-16 (Multi-Family Residential, 0-16 units/acre)
South – RM-32 (Multi-Family Residential, 0-32 units/acre)
East – RM-16 (Multi-Family Residential, 0-16 units/acre)
West – RM-32 (Multi-Family Residential, 0-32 units/acre) &
RM-16 (Multi-Family Residential, 0-16 units/acre)

Previous Cases: Conditional Use Permit #352: To allow the development of two church parking lots. Approved with conditions on September 22, 1966.

PROJECT DESCRIPTION:

The applicant, Dmitriy Kazakov, has submitted a Conditional Use Permit application to establish a Child Day-Care Center use within an existing religious facility building. The day care center would be licensed by the State of California (Department of Social Services, Community Care Licensing Division) and would provide day care activities for children between the ages of 24-months and six years. The day care center would operate with a maximum enrollment of 30 children and five staff members including four teachers and one director. Hours of operation are proposed between 7:30 a.m. and 5:30 p.m., Monday through Friday, with no operating hours on Saturday and Sunday. A Conditional Use Permit is required to establish a Child Day-Care Center use in the RM-16 and RM-32 zoning districts.

To address parking requirements for the proposed use, the applicant is including a request for shared on-site parking. The Zoning Code allows the shared use of parking with the approval of a Minor Conditional Use Permit. A parking study was prepared to demonstrate the shared use of parking could occur without conflict.

ANALYSIS:

Conditional Use Permit: To Establish a Child Day-Care Center Use

The subject site is located within two zoning districts. The northern portion of the site containing the single-family dwelling is located within the RM-16 (Multi-Family Residential, 0-16 units/acre) zoning district and the southern portion of the site containing the church building is located within the RM-32 (Multi-Family Residential, 0-32 units/acre) zoning district. Pursuant to Zoning Code Section 17.22.030 (Residential District Land Use and Permit Requirements), Table 2-2 (Allowed Uses and Permit Requirements for Residential Zoning Districts), the establishment of a Child Day-Care Center requires the approval of a Conditional Use Permit in both the RM-16 and RM-32 zoning districts. By definition, this land use provides a child day care facility other than a family day care home which includes infant centers, preschools and extended day care facilities. The proposed child day care center would operate within a portion of an existing church building. Specifically, the day care center would occupy the first floor of the eastern portion of the building adjacent to the sanctuary. This portion of the building currently contains a main room and two classroom areas.

The Hearing Officer may approve a Conditional Use Permit to allow the establishment of a Child Day-Care Center use only after making six findings identified in the Zoning Code. The general purpose is to evaluate compliance with the Zoning Code and General Plan, whether the use would be detrimental or injurious to the neighborhood, and compatibility of the operation with existing and future uses. The Conditional Use Permit process allows the City to evaluate compliance with development standards and operational requirements set forth in Section 17.50.080.B (Child Day-Care Centers) of the Zoning Code as described below, and may result in recommended conditions or requirements associated with the operation of the use, unless noted otherwise.

Outdoor Play Space – Size:

The total area of outdoor play space shall be a minimum of 75 square feet per child. The day care center proposes a maximum enrollment of 30 children, which requires a minimum outdoor play space of 2,250 square feet. The day care center would provide two play spaces, a 2,162 square foot outdoor area on the west side of the building and a 1,017 square foot outdoor area on the south side of the building. The total outdoor play space would be 3,179 square feet which complies.

Outdoor Play Space – Location:

No outdoor play space shall be within 25 feet of a residential structure on an abutting lot in an RS (Single-Family Residential) or RM (Multi-Family Residential) zoning district. The outdoor play spaces are located more than 60 feet from any adjacent lot within an RS or RM zoning district. These include abutting RM zoned properties to the north and east, and RM zoned properties across the street to the south and west.

Outdoor Play Space – Screening Fence:

A wall or fence shall surround the outdoor play area. The minimum height of the wall or fence shall be equivalent to the maximum height of a wall or fence in the zoning district in which the site is located or six feet, whichever is less. If a fence with perforations through more than 50 percent of the surface area is provided, vertical landscaping shall be provided to screen the outdoor play area from adjacent properties. An existing 3'-6" tall chain-link fence surrounds both outdoor

spaces. The applicant proposes to replace the existing chain-link fence surrounding these outdoor spaces with a 6-foot-tall chain-link fence. The applicant also proposes vertical landscaping around the outdoor play spaces to provide screening from the adjacent properties.

Side and Rear Landscape Buffers:

When adjacent to RS zoning districts, child day care centers are required to provide landscaping to buffer noise in side and rear setback areas of adjacent residential structures. This requirement is not applicable to the proposed child day care center, because the site does not adjoin any RS zoned properties.

Outdoor lighting:

The proposed hours of operation are from 7:30 a.m. to 5:30 p.m., Monday through Friday. There are no nighttime activities proposed as part of the use. Staff is recommending a condition of approval that requires the existing outdoor lighting be subject to Section 17.40.080 (Outdoor Lighting) of the Zoning Code in order to avoid glare and reflection on adjoining properties and public rights-of-way.

Outdoor Activities

The Zoning Code restricts outdoor activities for child day care centers between the hours of 7:00 a.m. and 7:00 p.m. in residential zoning districts. According to the submitted “Daycare Daily Schedule”, the earliest outdoor activity is scheduled for 10:30 a.m. with the latest at 3:00 p.m. Therefore, the proposed daily outdoor activities comply with the allowed hours.

Parking

Section 17.46.040 (Number of Off-Street Parking Spaces Required) of the Zoning Code requires that a child day care center provide two spaces per 1,000 square feet of gross floor area and that a religious facility use provide one space per four fixed seats. The proposed child day care center would occupy 1,488 square feet of an existing church building that contains 162 fixed seats. As part of the project, the applicant proposes to restripe the existing nonconforming 35-space parking lot to provide a total of 40 spaces. Table 1 summarizes parking requirements.

Table 1: Parking Requirements

Use	Parking Requirement	Quantity	Parking Requirement
Church Assembly	1 per 4 fixed seats	162 fixed seats	41
Child Day-Care Center	2 spaces per 1,000 sq. ft.	1,488 sq. ft.	3
Zoning Code Requirement			44
Total Available			40
Parking Deficit			-4

The current Zoning Code requires 44 parking spaces for both the religious facility and child day care center use where only 40 spaces are proposed to be available. As a result, there is a deficit of four parking spaces. To address the new child day care use and the increase in parking

resulting from the new use, the applicant is requesting to allow the shared use of on-site parking as discussed later in this report.

Pick-up and drop-off would occur entirely on-site, with no related activity on-street. Through the shared parking arrangement proposed, the site would have a surplus of parking during day care center operating hours. This would allow vehicles to park on-site and for children to be safely dropped-off and picked-up without conflict. As such, staff recommends a condition of approval requiring that passenger loading and unloading occur on-site. The Public Works Department reviewed the proposal and has no objections to the proposed on-site drop-off/pick-up proposed.

Minor Conditional Use Permit: To Allow Shared Parking

Zoning Code Section 17.46.050 (Shared Parking) allows the sharing of parking with the approval of a Minor Conditional Use Permit. As part of the request, the applicant provided a parking study prepared by K2 Traffic Engineering, Inc. The purpose of the study is to demonstrate that the site can accommodate both uses with sufficient parking space capacity.

The Hearing Officer may approve a Minor Conditional Use Permit for shared parking only after making eight findings identified in the Zoning Code. In addition to evaluating compliance with the Zoning Code and General Plan, whether the use would be detrimental or injurious to the neighborhood, and compatibility of the operation with existing and future uses, there are findings regarding availability, quality, and efficiency of parking.

The parking study applied the shared parking methodology using time-of-day factors derived from the Urban Land Institute methodology. The analysis indicates that the two uses would occur without conflict as the proposed day care center would operate at times when the religious facility does not have any service or activity. The existing church provides services on Saturdays and Sundays when the day care center is not in operation. In addition, the church provides services on Wednesday and Friday evenings after 5:30 p.m. when the day care center is closed.

During the hours of day care center operations (7:30 a.m. to 5:30 p.m., Monday through Friday), the administrative office of the church is expected to need three parking spaces to accommodate three church employees. The Zoning Code requires that three spaces are provided for the day care; therefore, a minimum parking demand during these overlapping hours would be six spaces. Were all five employees of the day care center to drive, the anticipated parking demand during these hours would be eight spaces. As the site would provide 40 spaces, there is sufficient parking during day care hours for both employees of the church, the day care, and the drop-off and pick-up of children. Table 2 summarizes the anticipated demand as provided in the parking study:

Table 2: Anticipated Parking Demand

Use	Parking Requirement	Quantity	Parking Requirement
Admin. Office (to Religious Facility Use)	1 space per employee	3 staff	3
Child Day-Care Center	2 spaces per 1,000 sq. ft.	1,488 sq. ft.	3
		Parking Demand	6
		Total Available	40
		Parking Surplus	+36

The study concludes that the 40-space parking supply should adequately accommodate the two uses during the week. Staff agrees that both uses could occur without conflict due to the number of available parking spaces identified by the study and operational characteristics of the day care center. In addition, the study's results suggest additional parking would be available for guests on an as-needed basis during the hours of operation for the day care center. After the day care center closes (5:30 p.m.) all parking would be available for sole use of the religious facility. To maintain the shared parking arrangement, a recommended condition of approval is included requiring the applicant to submit a signed contract between the tenant and the property owner.

GENERAL PLAN CONSISTENCY:

The subject property is designated as Medium-High Density Residential in the Land Use Element of the General Plan. The proposed child day care center and request for shared parking are consistent with General Plan policies 2.7 (Civic and Community Services), 3.2 (Care Facilities), and 16.5 (Child Care). Policy 2.7 provides for diverse uses and services supporting Pasadena's residents, such as facilities for youth. Policy 3.2 is part of a broader goal of supporting the welfare of the population and allows for the development of child day care facilities, and other care facilities where they can be located, designed, and managed to ensure compatibility with and the safety of adjoining uses, consistent with adopted specific plans, Community Places policies and in accordance with state legislation. Policy 16.5 includes the provision to provide adequate child care facilities, encouraging locating facilities at or near work sites and public transportation. The proposed child day care center is consistent with adopted policies in the General Plan as it would provide a service for the City's residents, be located within proximity to public transportation, and would operate in conformance with the City's requirements.

COMMENTS FROM OTHER DEPARTMENTS:

The Building and Safety Division, Design and Historic Preservation Section, and Departments of Transportation, Fire, Public Works, Water and Power reviewed the proposal. The Design and Historic Preservation Section, and the Departments of Fire, Public Works, and Water and Power had no comments. The Building and Safety Division and Department of Transportation provided conditions of approval which are included in Attachment B.

RECOMMENDATION:

It is staff's assessment that the findings necessary to approve the Conditional Use Permit for the establishment of a Child Day-Care Center use and Minor Conditional Use Permit for shared parking can be made. The location of the day care use would provide nearby residential neighborhoods and commercial businesses with a convenient service. The presence of shared parking is not expected to result in a conflict. The majority of activities associated with the day care center would be confined to the interior of an existing building with limited hours of operation. The earliest outdoor activity is scheduled for 10:30 a.m. with the latest at 3:00 p.m., which would not create an adverse noise impact on nearby residential properties. The proposed child day care center complies with applicable requirements in the Zoning Code. Furthermore, the City's General Plan promotes a variety of services, including care facilities and social improvement facilities for the City's diverse population. Therefore, staff recommends that the Hearing Officer approve the application with the findings in Attachment A and the Conditions of Approval in Attachment B.

Attachments:

Attachment A: Specific Findings for Approval

Attachment B: Conditions of Approval

ATTACHMENT A
FINDINGS FOR CONDITIONAL USE PERMIT #7034

Conditional Use Permit: To Establish a Child Day-Care Center Use

1. *The proposed use is allowed with a Conditional Use Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code.* The subject property is located in the RM-16 and RM-32 (Multi-Family Residential, City of Gardens) zoning districts. Table 2-2 (Allowed Uses and Permit Requirements for Residential Zoning Districts) of Zoning Code Section 17.22.030 (Residential District Land Uses and Permit Requirements) permits Child Day-Care Center uses within both zones subject to the approval of a Conditional Use Permit. The proposed operation will comply with applicable provisions of the Zoning Code including those applicable to day care centers, Section 17.50.080 (Day-Care Facilities).
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.* The subject property is located in the RM-16 and RM-32 (Multi-Family Residential, City of Gardens) zoning districts. The purpose of residential zoning districts is to provide a physical environment that contributes to and enhances the quality of life, and to ensure the provision of public services and facilities needed to accommodate planned population densities. The proposed child day care center will provide day care services for the surrounding residential areas enhancing the quality of life and providing a public service and facility. Further, child day care center uses are allowed within the subject zoning districts pursuant to the approval of a Conditional Use Permit and compliance with applicable provisions of the Zoning Code.
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 property is designated Medium-High Density Residential in the Land Use Element of the General Plan. The proposed child day care center is consistent with General Plan policies 2.7 (Civic and Community Services), 3.2 (Care Facilities), and 16.5 (Child Care). Policy 2.7 provides for diverse uses and services supporting Pasadena's residents such as facilities for youth. Policy 3.2 is part of a broader goal of supporting the welfare of the population and allows for the development of child day care facilities, and other care facilities where they can be located, designed, and managed to ensure compatibility with and the safety of adjoining uses, consistent with adopted specific plans, Community Places policies and in accordance with state legislation. Policy 16.5 includes the provision to provide adequate child care facilities, encouraging locating facilities at or near work sites and public transportation. The proposed child day care center is consistent with adopted policies in the General Plan as it will provide a service for the City's residents, be located within proximity to public transportation, and will operate in conformance with the City's requirements.
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 proposed child day care center will occupy an existing religious facility building. The proposed hours of operation are from 7:30 a.m. to 5:30 p.m. which is consistent with a typical workday. Activities associated with the proposed use will take place within an existing building with limited outdoor activities. The outdoor play spaces will be located more than 60 feet from any adjacent lot and will be screened with a 6-foot fence and vertical landscaping. Proposed outdoor activities will occur only at 10:30 a.m. and 3:00 p.m. The proposed operation of the child day care center and outdoor play spaces will comply with all the applicable standards of the Zoning Code. The

outdoor play spaces are located away from residential uses and will be adequately screened to buffer sound and visibility. With the conditions of approval, the project will not adversely impact the general welfare of the persons residing or working in the area.

5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.* The proposed child day care center would operate within an existing religious facility building. The operation of the child day care center will be operated in accordance with the conditions of approval, State law and City ordinances will ensure the compatible coexistence of this use with surrounding uses. All activities related to the child day care use would occur on-site including, pick-up and drop-off so there would be no impacts to surrounding properties or the City.
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 project involves a child day care use within an existing religious facility building and does not include any expansion to existing buildings on-site or alterations to the exterior façade. Changes to the parking lot are proposed to improve its function, and to provide additional on-site parking for the existing religious facility, as well as for the proposed child day care center. As demonstrated by the submitted parking study, the two on-site uses will not conflict and there will be sufficient on-site parking for both uses. The proposed use will not result in an expansion or alteration to the existing buildings on-site, and as such the use will remain compatible with existing and future land uses in terms of aesthetic values, character, scale and view protection.

Minor Conditional Use Permit: To Allow Shared Parking

7. *The proposed use is allowed with a Conditional Use Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code.* Zoning Code Section 17.46.050 (Shared Parking) allows shared parking and a reduction in parking requirements with the approval of a Minor Conditional Use Permit when sharing can occur without conflict. The parking study provided by the applicant indicates the child day care center and religious facility can share available on-site parking without conflict. The sharing of parking will comply with all applicable provisions of the Zoning Code and will not impact the existing religious facility use.
8. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.* The Zoning Code allows shared parking in zoning districts that allow the proposed child day care center use. The day care center will comply with the purpose of the underlying residential zoning district. The purpose of residential zoning districts is to provide a physical environment that contributes to and enhances the quality of life, and to ensure the provision of public services and facilities needed to accommodate planned population densities. The shared use of parking will allow the operation of both the child day care center and the existing religious facility use to occur without conflict. Both uses provide services for the surrounding residential areas enhancing the quality of life and providing for public services and facilities which is consistent with the purpose of residential zoning districts.
9. *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.* Shared parking is consistent with Policy 16.7 (Shared Facilities) in the Land Use Element of the General Plan. Policy 16.7

encourages the sharing of facilities between various public service providers, as well as those offered by private entities, such as the joint use of school play areas for recreation, school facilities for child and after school day care, and libraries for civic and cultural events. The proposed child day care center will share parking facilities with an existing religious facility and is therefore consistent with this policy.

10. *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.* Shared parking will occur on-site without conflict. The parking study demonstrates that the parking needs of both uses can be met on-site due to different hours of operation and based on anticipated parking demand. Therefore, all parking shall be contained on-site without the need for street parking. In addition, approval of shared parking to allow the child day care center will have no impact on the existing religious facility operation. A contract will be required to ensure the tenant and property owner maintain the shared parking arrangement. This will ensure the off-street spaces are available for both uses, which will keep the parking supply on-site and prevent any detriment or impact to properties in the neighborhood.
11. *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 parking study determined that the two uses will be accommodated on-site without conflict. The study also suggests that surplus spaces will be available during the operation of the child day care center therefore, off-street parking in the neighborhood will not be impacted. Any further increase in parking requirements will require modification to or an approval of a new Minor Conditional Use Permit.
12. *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 parking lot will provide 40 parking spaces. This will provide parking on-site to serve the existing religious facility use and the proposed child day care center. Approval of shared parking and operation of the child day care center will be compatible with existing and future uses within the vicinity. Conditions of approval regarding number of parking stalls, hours of operation, and requirement regarding accessibility of parking will ensure compatibility with uses in the vicinity.
13. *The spaces to be provided will be available as long as the uses requiring the spaces lawfully exist.* The application identifies that 40 parking spaces will be available for the religious facility and child day care center use. A contract will be required to ensure the tenant and property owner maintain the shared parking arrangement. Additionally, a condition of approval has been included requiring access to these spaces be maintained at all times. Any increase in parking requirements will require modification to or an approval of a new Minor Conditional Use Permit.
14. *The quality and efficiency of the parking or loading utilization would equal or exceed the level that is otherwise required.* The existing parking area consists of 35 spaces, some of which are non-conforming in size and location. The applicant proposes to modify the existing parking lot to better conform to the requirements of the Zoning Code and provide for a total of 40 spaces. The proposal to restripe the parking lot will result in a more code compliant parking area with additional parking spaces for use. Two drive approaches and alley access will be maintained for the parking area allowing for vehicles to enter and exit the site efficiently.

**ATTACHMENT B
CONDITIONS OF APPROVAL
CONDITIONAL USE PERMIT #7034**

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

General

1. The proposed Child Day-Care Center shall substantially conform to the site plan submitted with this application and dated "Approved at Hearing March 15, 2023", 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, except where 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 this application authorizes a Child Day-Care Center land use within an existing religious facility building. The approval also authorizes the shared use of a 40-space parking lot with an existing religious facility.
4. The Zoning Administrator, at any time, can call for a review of the approved conditions at a duly noticed public hearing. These conditions may be modified, or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Conditional Use Permit if sufficient cause is given.
5. Any change to these conditions of approval or expansion of the use shall require the modification of this Conditional Use Permit or a new Conditional Use Permit.
6. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
7. The final decision letter and conditions of approval shall be incorporated in the building plans as part of the building plan check process.
8. The proposed project, Activity Number **ZENT2022-00107** is subject to the City's Condition Monitoring Program and Final Zoning inspection. A Final Zoning Inspection is required for the project prior to the issuance of a Certificate of Occupancy or its equivalent. Contact the Planning Case Manager, Joseph Weaver at (626) 744-3813 to schedule an inspection appointment time and set up monitoring fees.

Planning Division

9. The Child Day-Care Center shall be limited to a maximum enrollment of 30 children.
10. The Child Day-Care Center hours of operation shall be limited between 7:30 a.m. and 5:30 p.m., Monday through Friday.
11. Vertical landscaping shall be installed and maintained pursuant to the approved site plan. Vertical landscaping shall be provided to screen the outdoor play area from adjacent properties and shall be a minimum of six feet tall at planting.

12. The Child Day-Care Center shall operate in compliance with applicable local and state regulations at all times including the Pasadena Municipal Code and Zoning Code.
13. The existing outdoor lighting shall be subject to Section 17.40.080 (Outdoor Lighting) of the Zoning Code to ensure its compliance with the requirements to avoid glare and reflection impacts on adjoining properties and public-rights-of-way.
14. All employees of the Child Day-Care Center shall park on-site.
15. All passenger loading and unloading activities for the childcare facility shall occur within the site. No pick-up/drop-off of children is allowed on any public street.
16. At no time shall the day care center operate at the same time as the religious facility.
17. The proposed use shall comply with the Noise Restrictions Ordinance, Pasadena Municipal Code Chapter 9.36.
18. Prior to exercising the privileges authorized by this permit, the existing parking lot shall be restriped to provide a minimum of 40 parking spaces as shown on the approved site plan. Access to parking via the two existing drive approaches and alley shall be maintained at all times.
19. Prior to the issuance of a building permit, or exercising the privileges authorized by this permit if a building permit is not needed, the applicant shall provide a signed contract between the child day care center operator and the property owner that affirms the shared parking arrangement. This contract shall be subject to approval by the Zoning Administrator and City Attorney, as to form and content.
20. A refuse storage area for the collection of trash and recycled goods shall be provided prior to issuance of a Certificate of Occupancy. Refuse storage shall comply with Zoning Code Section 17.40.120 (Refuse Storage Facilities) at all times.

Building and Safety Division

21. 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.

22. 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.
- Clarify age groups on plans.
- Clarify if daycare in an I-4 (Institutional group) and clearly specify on cover sheet. See CBC Section 308.5.

23. 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>

24. 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>.

25. MEANS OF EGRESS (EXITING):

- Clearly label and identify on plans fire-resistive corridors, exit enclosures, exit passageways, horizontal exits, occupancy separation walls and floors, fire resistive shafts, and fire walls, along with their fire-resistive ratings as applicable.
- Identify occupancy group and occupant load.
- See CBC Section 452.1.4 for daycares located above or below the first story.
- Indicate room with children under 2 years of age with min. of two exits per room.

26. 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.

27. ACCESSIBILITY:

- Provide compliance with accessibility per CBC 11B.
- Provide a parking layout with assigned parking spaces.
- Locate accessible path of travel.

28. 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.
- If an exception is used, then referenced the exception (include code section and exception no.) and show how the design meets the exception's criteria/condition.

Department of Transportation

29. School Traffic Management Plan: A traffic management plan shall be submitted for review and approval prior to receipt of the Certificate of Occupancy. The preparer should coordinate with the Department of Transportation for required information to be included in the submittals. For additional information, contact the Mobility, Planning, Engineering, and Operations Division at (626) 744-8723 for submittal requirements. Loading: Any project loading/unloading/drop-off/pick-up spaces shall be on-site. DOT will not install a loading zone for project use along the project frontage.