



## PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

### STAFF REPORT

**DATE:** May 3, 2023

**TO:** Hearing Officer

**SUBJECT:** Minor Conditional Use Permit #7046

**LOCATION:** 219 North Sierra Madre Boulevard

**APPLICANT:** Aris Artunyan

**ZONING DESIGNATION:** EPSP-d1-CG (East Pasadena Specific Plan, subarea d1 general commercial district)

**GENERAL PLAN DESIGNATION:** Low Commercial (0.0-1.0 FAR)

**CASE PLANNER:** Katherine Moran

**STAFF RECOMMENDATION:** Adopt the Environmental Determination and the Specific Findings in Attachment A to **approve** the application with the conditions in Attachment B.

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**PROJECT PROPOSAL:** Minor Conditional Use Permit: To allow commercial parking to incorporate tandem configuration (vertical lifts). A Minor Conditional Use Permit is required to allow up to 75 percent of the nonresidential off-street parking spaces to incorporate tandem parking.

**ENVIRONMENTAL DETERMINATION:** This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act Title 14, Chapter 3, Section 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; therefore, there are no unusual circumstances. Class 3 exempts projects that consist of new nonresidential construction with less than 2,500 square feet of gross floor area. The project proposes a gross floor area of 2,120 square feet and is within the exemption threshold. The proposed office and retail uses, in conjunction with two vertical parking lifts, do not include features that distinguish this project from others in the exempt class.

**BACKGROUND:**

**Site Characteristics:** The subject site is located on the northwest side of North Sierra Madre Boulevard between East Foothill Boulevard and North Altadena Drive. The property is surrounded by single-family residential properties to the north, east, and west. The 3,670 square-foot site is currently developed with an 836 square-foot, single-story, single-family residence, attached 348 square-foot carport, and attached 160 square-foot garage.

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

**Adjacent Zoning:** North – EPSP-d1-CG (East Pasadena Specific Plan, subarea d1 general commercial district)  
South – EPSP-d1-CG (East Pasadena Specific Plan, subarea d1 general commercial district)  
East – EPSP-d1-CG (East Pasadena Specific Plan, subarea d1 general commercial district)  
West – EPSP-d1-CG (East Pasadena Specific Plan, subarea d1 general commercial district)

**Previous Cases:** None

**PROJECT DESCRIPTION:**

The applicant, Aris Artunyan, has submitted a Minor Conditional Use Permit (MCUP) application to allow commercial parking to incorporate vertical tandem parking by using mechanical vehicle lifts. The parking spaces would be proposed in conjunction with the demolition of the existing 836 square-foot, single-story, single-family residence, attached 348 square-foot carport, and attached 160 square-foot garage, in order to construct a new 2,120 square-foot, two-story commercial building for retail and office uses. The ground floor will consist of 710 square feet of floor area dedicated to retail sales and the second floor will consist of 1,410 square feet of office space. The project is currently being reviewed through the City’s building permit plan check process.

Of the six nonresidential parking spaces proposed, four parking spaces, or 67 percent of the commercial parking spaces, are proposed in a two-space vertical tandem configuration. The Zoning Code allows tandem parking spaces to make up to 75 percent of required parking spaces for nonresidential uses with the approval of a Minor Conditional Use Permit, provided that the permit contains a condition requiring that a full-time parking attendant be on duty at all times the parking facility is available for use.

## **ANALYSIS:**

### Zoning and Land Use

The subject site is located within the EPSP-d1-CG (East Pasadena Specific Plan, subarea d1 general commercial district) zoning district, where a commercial building, such as a retail and office building under 25,000 square feet in size is permitted by-right, and subject to the development standards of the Zoning Code. Through the review of this Minor Conditional Use Permit application and the building permit plan check process, staff determined that the project satisfied applicable requirements of the EPSP-d1-CG development standards (e.g. setbacks, height, FAR, landscape, and parking dimensions) of the Zoning Code.

Pursuant to Chapter 17.46 (Parking and Loading) of the City's Zoning Code, the parking requirement for retail and office (office - administrative business professional) land uses is three spaces per 1,000 square feet of gross floor area. The project requires a minimum of six parking spaces, and the number of parking spaces provided would be six spaces. Thus, the proposal would meet the minimum number of required parking spaces.

Of the six parking spaces required for the project, four spaces (67 percent of total) are proposed as two-car vertical tandem spaces. As described above, the project includes a Minor Conditional Use Permit (MCUP) request for vertical tandem parking to facilitate the construction of the new commercial building.

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

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

Ordinarily, tandem parking is configured where two spaces are lined up behind each other, at grade. Vertical tandem parking utilizes tandem parking beneath a car lift, facilitated by a full-time parking attendant.

The proposed parking area would comply with the number of required parking spaces. According to the submitted parking plan, both the proposed mechanical lifts and at-grade parking spaces would meet all of the minimum parking space dimensions and parking area design requirements of the Zoning Code.

Four of the proposed parking spaces (one tandem parking lift and two single-car surface parking spaces) would be located along the west side property line, underneath the building's cantilevered second floor in an at-grade parking structure. Two parking spaces (one tandem parking lift) would be located between the proposed building and the rear property line and would be uncovered. Both of the tandem parking lifts would be setback 8'-0" from the west interior side property line. These setbacks areas would be improved with perimeter landscaping and would be buffered from the surrounding properties by 6-foot-tall CMU walls. To the north, west, and east of the proposed car lifts are single-family residential uses.

Staff anticipates that the two car tandem parking arrangements would not impact those working or residing on the property or the surrounding properties. Where tandem parking is approved through a Minor Conditional Use Permit, a required condition of the approval is that a full-time parking attendant be on duty at all times the parking facility is available for use. As proposed, the applicant would provide a full-time parking attendant, who would be on duty at all times while the parking areas are available for use. The presence of a parking attendant provides a simplified parking experience with assurance of the orderly movement of cars within the parking area. The attendant would also assist in enhancing the safety within the parking areas due to the familiarity of the attendant with the mechanical lifts and navigation of surface parking spaces. Further, the tandem parking spaces will serve the employees of the proposed retail and office uses. Retail and office employees generate fewer trips relative to other uses when spread across the day because their peak periods are generally limited to mornings and evenings when they arrive to begin their work day and leave the building at the end of the day. As a result, a high turnover of parking is not anticipated, and thus, tandem parking will be compatible with the proposed and future uses of the site.

As previously discussed, the project incorporates 67 percent of the six total parking spaces as double-stack parking, which is allowed with the approval of a Minor Conditional Use Permit. The proposed double-stack configuration also complies with applicable provisions of the Zoning Code, including standards for parking space dimensions, aisle widths, vertical clearance, and access. The proposed setback and perimeter landscaping surrounding the car lifts, along with the proposed CMU walls would buffer the car lifts from the adjacent sites. The four proposed tandem spaces would allow for more parking spaces to be provided without a negative impact to the surrounding uses. The proposed two-car tandem parking lifts are tools that may reduce the amount of land devoted to parking by providing a more efficient use of space. The proposed four tandem parking spaces would be compatible with parking designs found at other commercial sites in the City.

#### **GENERAL PLAN CONSISTENCY:**

The project site is designated Low Commercial in the General Plan Land Use Element and is located in the EPSP-d1-CG (East Pasadena Specific Plan, subarea d1 general commercial district) East Pasadena Specific Plan. The purpose of the Low Commercial General Plan area is to provide a limited range of retail and service uses. These uses are located and designed to foster pedestrian use, primarily serve the needs of adjacent neighborhoods and maintain compatibility with residential uses in the immediate area. One purpose of the East Pasadena Specific Plan is to strengthen the City's tax and employment base and the linkage of commercial districts to residential neighborhoods by continuing to support retail uses which serve the needs of local residents.

The proposed commercial building will feature a retail use on the ground floor which will be located within walking distance of residents. The proposed building is two stories and 2,120 square feet in floor area which will maintain the existing and proposed neighborhood's residential and low commercial scale. The parking area is located to the side and rear of the site which promotes pedestrian activity toward the front of the site. The location of the proposed commercial building, location of the parking area, and facilitation of vertical tandem parking produces a design that limits the visibility of the parking areas.

Furthermore, tandem parking is consistent with *Policy 19.3 - Parking Management* of the General Plan Land Use Element, which calls for the management of parking to reduce the amount of land devoted to frequently vacant parking lots through parking management tools.

Tandem parking is a tool that reduces the amount of land devoted to parking by providing for a more efficient use of space. This tool will allow the commercial development to concentrate parking to one side of the parcel creating a more pedestrian-oriented project along North Sierra Madre Boulevard between the proposed commercial use and surrounding residential uses.

**ENVIRONMENTAL REVIEW:**

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act Title 14, Chapter 3, Section 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; therefore, there are no unusual circumstances. Class 3 exempts projects that consist of new nonresidential construction with less than 2,500 square feet of gross floor area. The project proposes a gross floor area of 2,120 square feet and is within the exemption threshold. The proposed office and retail uses, in conjunction with two vertical parking lifts, do not include features that distinguish this project from others in the exempt class.

**REVIEW BY OTHER CITY DEPARTMENTS:**

The Department of Public Works, Building and Safety Division, Department of Transportation, Fire Department, Design and Historic Preservation Section, and Department of Water and Power (Water) were provided the opportunity to review the proposal. The Building and Safety Division, Department of Transportation, and Department of Water and Power (Water) provided Conditions of Approval as specified in Attachment B. The remaining departments would review the plans through the building permit plan check process.

**CONCLUSION:**

In conclusion, staff finds that the necessary findings for approval of the Minor Conditional Use Permit to allow commercial parking spaces to incorporate tandem design can be made. Tandem parking is commonly found in office commercial buildings and the tandem parking spaces will be utilized by employees. The retail and office employees generate fewer trips relative to other uses when spread across the day because their peak periods are generally limited to mornings and evenings when they arrive to begin their work day and leave the building at the end of the day. As a result, a high turnover of parking is not anticipated, and thus, tandem parking will be compatible with the proposed and future uses of the site. Staff recommends approval of the Minor Conditional Use Permit, subject to the findings in Attachment A and recommended conditions of approval in Attachment B.

**ATTACHMENTS:**

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

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR MINOR CONDITIONAL USE PERMIT #7046**

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

1. *The proposed use is allowed with a Conditional Use Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code.* Up to 75 percent of the total off-street parking spaces provided for a nonresidential use may incorporate tandem parking, but only upon approval of a Minor Conditional Use Permit. Of the six nonresidential parking spaces, four spaces, or 67 percent, of the nonresidential parking spaces, are proposed in a two-space vertical tandem configuration. The spaces may only be used by tenant employees. Additionally, the number of proposed parking spaces, parking space dimensions, land uses, building setbacks, and floor area ratio comply with the City's Zoning Code.
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.* The subject site is located within the EPSP-d1-CG (East Pasadena Specific Plan, subarea d1 general commercial district) zoning district. One purpose of the EPSP-d1-CG zoning district is to encourage the subarea's continued use as an industrial district with moderate amounts of additional office and commercial development. The replacement of the existing single-family residential structure will allow for a commercial project that is economically sustainable, while providing the required parking by utilizing mechanical lifts. The proposed tandem configuration allows for more parking spaces to be provided without a negative impact to the surrounding uses. In addition, all parking spaces will comply with applicable provisions of the Zoning Code, such as standards for parking space dimensions, aisle widths, vertical clearances, and access. Lastly, a condition of approval requires that the parking spaces be limited to tenant employee parking only, with signage posted accordingly.
3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan.* The project site is designated Low Commercial in the General Plan Land Use Element and is located in the EPSP-d1-CG (East Pasadena Specific Plan, subarea d1 general commercial district) East Pasadena Specific Plan. The purpose of the Low Commercial General Plan area is to provide a limited range of retail and service uses. These uses are located and designed to foster pedestrian use, primarily serve the needs of adjacent neighborhoods and maintain compatibility with residential uses in the immediate area. One purpose of the East Pasadena Specific Plan is to strengthen the City's tax and employment base and the linkage of commercial districts to residential neighborhoods by continuing to support retail uses which serve the needs of local residents. The proposed commercial building will feature a retail use on the ground floor which will be located within walking distance of local residents. The proposed building is two stories and 2,120 square feet in floor area which will maintain the existing and proposed neighborhood's residential and low commercial scale. The parking area is located to the side and rear of the site which promotes pedestrian activity toward the front of the site. The location of the proposed commercial building, location of the parking area, and facilitation of vertical tandem parking produces a design that limits the visibility of the parking areas. Furthermore, tandem parking is consistent with *Policy 19.3 - Parking Management* of the General Plan Land Use Element, which calls for the management of parking to reduce the amount of land devoted to frequently vacant parking lots through parking management tools. Tandem parking is a tool that reduces the amount of land devoted to parking by providing for a more

efficient use of space. This tool will allow the commercial development to concentrate parking to one side of the parcel creating a more pedestrian-oriented project along North Sierra Madre Boulevard between the proposed commercial use and surrounding residential uses.

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.* All the parking spaces, including the tandem spaces, will be located to the west side and rear of the property and will not be detrimental to the health, safety, or general welfare of the persons residing or working in the immediate surrounding area. The tandem parking spaces will be used only by employees for the purpose of minimizing any detriment or injury related to coordinating use of the parking spaces amongst employees or motorists unfamiliar with each other. A proposed 6-foot tall block wall will surround the property and will separate the mechanical lifts from neighboring properties.
5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.* The provision of tandem parking will not be detrimental or injurious to property and improvements in the neighborhood or the general welfare of the City. All tandem parking will be located to side and rear of the site. One of the two proposed lifts will be located within the parking structure and the other one will be located between the building and the rear property line, separated from surrounding properties by a 6-foot tall block wall. Each pair of tandem parking spaces will be used only by employees of the building for the purpose of minimizing any detriment or injury related to coordinating use of the parking spaces amongst employees or motorists unfamiliar with each other. The proposed project will be constructed in compliance with the current Building Code and Zoning Code standards. Furthermore, the City's plan check process will ensure that the proposed project will meet all of the applicable building and safety and fire requirements.
6. *The design, location, operating characteristics, and size of the proposed use would be compatible with the existing and future land uses in the vicinity, in terms of aesthetic values, character, scale, and view protection.* All tandem parking will be designed to comply with applicable requirements of the Zoning Code, including standards for parking space dimensions, aisle widths, vertical clearances, and access. In addition, each pair of tandem parking spaces will be used only by employees. The retail and office employees generate fewer trips relative to other uses when spread across the day because their peak periods are generally limited to mornings and evenings when they arrive to begin their work day and leave the building at the end of the day. As a result, a high turnover of parking is not anticipated, and thus, tandem parking will be compatible with the proposed and future uses of the site.

**ATTACHMENT B**  
**CONDITIONS OF APPROVAL FOR MINOR CONDITIONAL USE PERMIT #7046**

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

General

1. The site plan and elevations submitted for building permits shall substantially conform to plans submitted with this application and stamped "Approved at Hearing, May 3, 2023" except as modified herein.
2. This approval authorizes four parking spaces of the total six nonresidential parking spaces to be provided in tandem configuration, as depicted in the plans submitted with this application and stamped "Approved at Hearing, May 3, 2023."
3. 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 Section 17.64.040.C of the Zoning Code.
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 Minor Conditional Use Permit if sufficient cause is given.
5. Any change to these conditions of approval, expansion of the use, or extended operating hours shall require the modification of this Minor Conditional Use Permit.
6. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
7. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
8. The proposed project, Activity Number **ZENT2022-00120**, 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 Katherine Moran, Current Planning Section, at (626) 744-6740 to schedule an inspection appointment time.

Planning Division

9. A maximum of four spaces shall be provided in a two-space tandem configuration.
10. The tandem parking spaces shall be limited to tenant employee parking only and signage shall be posted on-site to indicate that the tandem spaces are for employee parking only.
11. All parking spaces and aisle widths shall comply with Chapter 17.46 (Parking and Loading) of the City's Zoning Code.



12. All hydraulic pumps and power-generating equipment associated with the mechanical parking systems shall be fully enclosed and sound attenuated to comply with the noise standards in Chapter 9.36 of PMC.
13. An on-site full-time parking attendant shall be on duty at all times the vertical tandem parking facility is available for use. The plans submitted for building plan check process shall indicate the location of the full-time parking attendant on-site in a position to service the tandem spaces.
14. The operation of the mechanical parking lifts shall be prohibited between 10:00 p.m. and 7:00 a.m., daily.
15. Overnight parking on the upper platform of the mechanical lifts shall not be allowed.
16. The Zoning Administrator, at any time, may request to implement new or additional noise and vibration reduction measures to reduce any unforeseen impacts during construction or operation of the use.
17. The applicant or successor in interest shall submit landscape and irrigation plans as part of any building, grading or zoning permits. Where proposing more than 500 square feet of new landscaping, the project shall meet the threshold for state-mandated water-efficient landscaping. Accordingly, the final landscape plans (inclusive of planting and hardscape plans, the planting pallet, drainage plan, and irrigation system plan(s) and specifications), shall be reviewed by Planning and Community Development Department staff for conformance with the standards and requirements specified within the 2015 California Model Water Efficient Landscape Ordinance (MWELo) prior to the issuance of a building permit. No certificate of occupancy shall be issued until such plans have been deemed compliant with the MWELo and the landscaping has been installed per such approved MWELo-compliant plans to the satisfaction of the Director of Planning and Community Development or his/her designee.

#### Building and Safety Division

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. Important: New 2022 Codes will be in effect starting on January 1<sup>st</sup> 2023. All construction documents shall be prepared by a registered design professional; stamp and sign all plans.
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. Show occupant load on cover sheet.
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. Property Line Survey Required: Per City of Pasadena Policy property line survey is required for:
  - a. New construction.
  - b. Auxiliary buildings and additions where 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.
23. Soils Report Required: A soils engineer report is required 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
24. Grading, Slopes, Setbacks, & Retaining Walls: Show compliance with CBC 2019 Appendix J – Grading with City of Pasadena Amendments. 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.
25. 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.
26. 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.
27. Accessibility: Provide compliance with accessibility per CBC Chapter 11B.
28. Car Lift: Provide specification for the car lifts and show compliance with all minimum manufacture recommendations/clearances. Provide structural calculation and details to show all required connections supports.
29. 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

- 30. Loading: Any project loading/unloading spaces shall be on-site. DOT will not install a loading zone for project use along the project frontage.
- 31. Parking: All required parking shall be on-site.
- 32. Construction Staging & Traffic Management: Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging & Traffic Management Plan to the Department of Public Works for review and approval. Permitted hours for heavy construction vehicles (delivery, haul) may be limited to the hours between 9:00 AM – 3:00 PM.
- 33. Gate Location: If proposed, the location of a new driveway gate shall be setback a minimum 20' from the property line. The specific location shall be included on the site plan and reviewed and approved by the Department of Transportation prior to the issuance of the first permit for construction (demolition, grading, or building).
- 34. Visibility Triangle: Views adjoining both sides of the driveway at the property line shall not be obstructed with landscaping, block wall, or non-porous fencing greater than 2.5' in height.
- 35. Traffic Impact Fee: The Traffic Reduction and Transportation Improvement Fee (Ordinance No. 7076) will apply to all net new residential, retail, industrial, and office developments and is based on the Fee Schedule at the time of Certificate of Occupancy issuance. For FY 2023 the fees are:

Land Use	Fee (FY 2023)
New office use per square foot	\$9.35
New retail use per square foot	\$12.42

- 36. Vertical tandem spaces: DOT does not have a position to permit on-site tandem spaces in the form of vertical lifts. However, to avoid any internal vehicular circulation conflict in the event that no full-time attendant is present, it is recommended that the top parking spaces on the vertical lift tandem parking spaces shall be limited to employee parking only.

Department of Water and Power (Water)

- 37. Water Mains: Pasadena Water and Power (PWP), Water Division can serve water to this project. The following water main can serve the property: 6-inch cast iron water main on Sierra Madre Boulevard, installed under Work Order 4775 in 1953. This water main is located approximately 16 feet south of the north property line of Sierra Madre Boulevard.
- 38. Moratoriums: Verify with Public Works Department (PWD) regarding any street construction moratorium affecting this project.
- 39. Water Pressure: The water pressure at this site is approximately 70 psi.
- 40. Water Service: PWP records reflect that there is one domestic service serving this property: 1-inch copper service installed in 1965 (#44752).

41. 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. 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.
42. Water Main Charge: 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. Also, the owner/developer will pay in full any street restoration that is required by PWD. PWD determines the limits of the street restoration.
43. 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.
44. All services not in use must be abandoned at the distribution main at the applicable rate.
45. For subdivided lots with one unit behind the existing, show easement documentation and assessor parcel map showing the subdivision.
46. 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.
47. Cross Connection Requirements for Domestic Services:
  - a. 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.
  - b. There shall be no taps between the meter and the backflow assembly.
  - c. 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.

- d. 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.
- e. 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.
- f. 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.
- g. Water system protection is at the jurisdiction of PWP and internal backflow prevention devices will be monitored by the Pasadena Public Health Department.
- h. All water services shall be protected from cross connections by means of approved backflow prevention techniques and assemblies.
- i. An administrative fee of \$180.94 will be charged for each backflow prevention assembly installed.

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

- a. The fire service requires a detector meter and back-flow prevention assembly.
- b. The assembly shall be located in a readily accessible location for meter reading, test and maintenance.
- c. All fire sprinkler systems require installation of an approved double check valve backflow prevention assembly at the sprinkler lateral off the domestic system.
- d. 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.
- e. 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.
- f. If PWP is to provide DCDA for fire service, PWP will install Wilkins, model 450 DA.
- g. Choose from one of the below listed options and incorporate into the fire sprinkler plans:
  - i. Option 1: *Detector meter located on double check detector check assembly (DCDA) outside the structure on private property.*
    - a. 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.

- b. 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.
  - ii. 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.
    - a. The Water Division will install the service tap, lateral, detector water meter and designate the distribution main and service tap.
    - b. 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.
- 49. 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.
- 50. 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 site.
- 51. Fire hydrant 1016-27 is located on the north curb of Sierra Madre Boulevard approximately 125 feet west of the west property line of Altadena Drive.
- 52. There is no current fire flow test information available for this hydrant. If you would like to request fire flow test information for this fire hydrant, please contact Linette Vasquez at (626) 744-7064.

