



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: May 17, 2023

TO: Hearing Officer

SUBJECT: Conditional Use Permit #7073

LOCATION: 570 East Orange Grove Boulevard

APPLICANT: Tai Ji Men Qigong Academy

ZONING DESIGNATION: RM-16 (Multi-Family Residential, City of Gardens, 16 dwelling units per acre)

GENERAL PLAN DESIGNATION: Medium Density Residential

CASE PLANNER: Jennifer Driver

STAFF RECOMMENDATION: Adopt the Environmental Determination and the Specific Findings in Attachment A to **approve** Conditional Use Permit #7073 with the conditions in Attachment B.

PROJECT PROPOSAL: Conditional Use Permit: To establish a Religious Facility land use in the RM-16 (Multi-Family Residential, City of Gardens, 16 dwelling units per acre) zoning district. The religious facility would occupy three existing structures on-site which total 16,461 square feet of floor area. No exterior or interior changes are proposed to the existing buildings.

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). 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 Religious Facility use within an existing building where no expansion to the existing structure will occur. Therefore, the proposal is exempt from environmental review.

BACKGROUND:

Site characteristics: The subject 33,627 square-foot, rectangular property is located at the southwest corner of East Orange Grove Boulevard and North Madison Avenue. The property is currently improved with three detached structures (Buildings A – C) and a surface parking lot with 23 parking spaces. The site was previously occupied by a religious facility and private school that were constructed in the 1920’s and 1957, respectively, but has remained vacant since approximately 2019. Vehicular access is provided to the surface parking lot from Madison Avenue. The existing site plan shows that Building A is a 5,790 square-foot, two-story structure and houses the primary 198-seat religious assembly area. Building B is a 9,976 square-foot, two-story structure and houses an approximately 1,640 square-foot recreational hall and several accessory rooms. Building C is a 695 square-foot accessory storage structure.

Adjacent Uses: North: Single-Family Residential
South: Multi-Family Residential
East: Multi-Family Residential
West: Religious Facility and Private School

Adjacent Zoning: North: RS-6 (Single-Family Residential, six dwelling units per acre)
South: RM-16 (Multi-Family Residential, City of Gardens, 16 dwelling units per acre)
East: RM-16 (Multi-Family Residential, City of Gardens, 16 dwelling units per acre)
West: RM-12 (Multi-Family Residential, two dwelling units per lot)

Previous cases on this property: Variance #5151: In conjunction with the construction of Building B, which included a church school, administrative office and recreational hall with kitchen facilities, an application to permit a reduced setback of 12’-8” along the north property line for the proposed structure and 1.5 feet along the south property line for the surface parking lot. Approved February 7, 1957.

Variance #7676: Application to operate a head start program (child day-care land use) with 30 children for one year. Approved September 28, 1966.

PROJECT DESCRIPTION:

The applicant, Tai Ji Men Qigong Academy, has submitted a Conditional Use Permit (CUP) to establish a Religious Facilities land use on the subject site. According to their application, Tai Ji Men Qigong Academy is a non-profit, spiritual organization that promotes spiritual growth rooted in ancient Taoism, as well as providing for low-impact physical exercise. The application states that the facility would primarily operate after traditional work hours and weekends. No limits on hours of operation are proposed, however the applicant has specified that any activities between 9:00 p.m. and 9:00 a.m. occur in accordance’s with the expectations of quiet, non-disruptive activity of the surrounding residential neighborhood.

The site is currently improved with three structures (Buildings A – C) and was previously occupied by a Religious Facility and Private School that was established in the 1920's. The previous occupant vacated the property in 2019 and the property has since been unoccupied. As proposed, the existing structures and interior rooms will remain in the current configuration. The proposed site and floor plans show that Building A is a 5,790 square-foot, two-story structure that would house the proposed primary religious assembly area. The first floor would be comprised of a 2,000 square-foot assembly area, which consists of 198 fixed seats in 22 pews, an approximately 700 square-foot stage, two back-stage rooms and an entrance foyer. The second floor would be comprised of an audio/visual control station, an organ chamber and administrative offices. Building B is a 9,976 square-foot, two-story structure designed with a central 1,746 square-foot open-air courtyard. The first floor of Building B would house an approximately 1,640 square-foot recreational hall with a 450 square-foot stage and several accessory rooms (i.e., tearoom, meditation room, library, kitchen and the shifu's office). The second floor of Building B would house a religious education classroom and two administrative offices. The submitted plans identify Building C as a 695 square-foot structure that would be used as a caretaker's unit. In addition, the applicant proposes to restripe the existing 23-space parking lot to accommodate 30 parking spaces. No interior or exterior structural modifications are proposed to the existing buildings.

ANALYSIS:

Conditional Use Permit – To establish a 'Religious Facility' Land Use

Pursuant to Table 2-2 of Zoning Code Section 17.22.030 (Residential District Land Uses and Permit Requirements), a Religious Facility land use requires approval of a Conditional Use Permit in the RM-16 zoning district. The Hearing Officer may approve a Conditional Use Permit to allow the establishment of a Religious Facility land 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 specify development standards and may result in recommended conditions or requirements associated with the operation of the use.

Land Use

By definition, a Religious Facility land use is a facility in which the primary use is religious worship. A religious facility may include related accessory activities including religious education, ministry, clothing and food distribution, counseling, employment assistance, referral services, and support groups. Other land uses (e.g., private schools, child day-care centers or specialized education) that are located on the site of a religious assembly use shall not be accessory uses and shall require additional consideration which may include a new Conditional Use Permit.

The application includes a request to provide for a place to promote spiritual cultivation that focuses on calm, positive thinking through self-reflection and quiet meditation that is rooted in ancient Taoism. In addition, the facility would provide a space for low-impact physical exercise which focuses on healthy breathing. Accessory uses such as spiritual education would also occur at the facility.

A religious facility generally exists to serve the community, and the establishment of this use, with the recommended conditions of approval, on the subject property is consistent with the purpose

of the RM-16 zoning district. In order to ensure that the use would not deviate from the Religious Facility use as reviewed under this application, and to address any potential adverse impact on the surrounding neighborhood or those that reside there, staff has recommended conditions of approval. This includes prohibiting the operation of Child Day Care services, Adult Day Care services, and/or Private School land uses in conjunction with the Religious Facility land use because they are not considered accessory uses. Any subsequent request for these land uses would require approval of a Conditional Use Permit. In addition, pursuant to Table 2-2 of Zoning Code Section 17.22.030, a 'Schools – Specialized Education and Training' land use is not permitted to operate in the RM-16 zoning district and thus at the subject site, except as allowed for as an accessory use in conjunction with a Religious Facility in the Zoning Code.

Parking

Pursuant to Table 4-6, Zoning Code Section 17.46.040 (Number of Off-Street Parking Spaces Required), a Religious Facility land use in a residential zoning district requires one space per four fixed seats, or 20 spaces per 1,000 square feet of seating area if there are no fixed seats. The application identifies that the assembly hall in Building A is the primary assembly area for the religious facility. The existing assembly hall provides 198 fixed seats in 22 pews and utilizing the current Zoning Code parking requirement, the Religious Facility use requires 50 parking spaces. The site is currently developed with a surface parking lot with 23 parking spaces.

Since the applicant is proposing to reestablish the same Religious Facility land use that existed previously and is not proposing to enlarge or expand the facilities or to change the existing seating configuration, the existing on-site parking count may continue to serve the proposed use. However, in order to improve parking and circulation on-site, the applicant proposes to restripe the parking lot to accommodate 30 parking spaces. As a result, the proposed Religious Facility land use satisfies the required number of parking spaces by providing at least 23 parking spaces.

In the event the applicant proposes to modify or relocate the primary assembly area such that it increases the parking requirements, staff has recommended including a condition of approval requiring a modification to this Conditional Use Permit. The condition is intended to ensure adequate off-street parking facilities are provided in proportion to the need for the facilities, and ensure facilities are provided and designed to protect public safety.

Staff has also recommended a condition of approval requiring a parking attendant whenever attendance is anticipated to be greater than 120 people. Based on the applicable parking requirement of one space for every four fixed seats, the 30-space parking lot could accommodate up to 120 seats/patrons. The condition for an attendant is intended to ensure that as capacity grows, off-street parking facilities are used efficiently, to protect the public safety and surrounding land uses from adverse impacts. Duties of the parking attendant shall include, but not be limited to, directing vehicles to parking spaces, ensuring efficient flow of vehicles within the parking lot, maximizing the utilization of the parking lot and directing vehicles to alternative off-street parking lots when alternatives are available.

Furthermore, as there are two assembly areas in two separate buildings, the cumulative impact of having two concurrent activities or events within these spaces may result in undesirable conditions for the surrounding neighborhood. As a result, staff is recommending a condition of approval that would limit any activities that occur in the assembly hall area and in the recreational hall to not occur simultaneously unless they are religious-related activities of the facility or the attendance combined at both locations does not exceed 198 persons. This condition is to ensure

that adequate parking facilities are provided for instances of simultaneous activities and to provide limitations on the religious facility operations to protect public safety and prevent adverse impacts on the surrounding land uses.

Hours of Operation

Pursuant to Zoning Code Section 17.80.020 (Definitions), the proposed Religious Facility land use is a Public and Semi-Public land use, and the Zoning Code exempts Public and Semi-Public land uses from limits on hours of operation (7:00 a.m. to 10:00 p.m.) when within 150 feet of a residential zoning district. As described earlier in the report, a Religious Facility land use may include related accessory activities such as religious education, ministry, clothing and food distribution, counseling, employment assistance, referral services, and support groups. While the primary use as a place of religious worship is exempt from the limits on hours of operation, uses that are accessory may only operate between the hours of 9:00 a.m. to 9:00 p.m., pursuant to Zoning Code Section 17.50.230.C (Religious Facilities – Hours of operation for accessory uses).

As part of the request, the application states that the facility would primarily operate after traditional work hours and weekends. No limits on hours of operation are proposed, however the applicant has specified that any activities between 9:00 p.m. and 9:00 a.m. would occur in accordance's with the expectations of quiet, non-disruptive activity of the surrounding residential neighborhood. In addition, the application includes the proposal of offering accessory uses to the primary use as a Religious Facility such as spiritual education. The application states that under the normal operation, the applicant would adhere to the standard 9:00 a.m. to 9:00 p.m. hours but there will be times when arrival to set up for religious events may occur before 9:00 a.m. or times when religious events continue after 9:00 p.m. This may include an all-night prayer vigil or if Taoist worldwide wanted to have a gathering of believers at the same time based on time in Asia, which may happen to be at 3:00 a.m. in Pasadena.

As the property is located within a single- and multi-family residential neighborhood, staff is cognizant of the need to ensure that the operations would not be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood and that the use would be compatible with the existing and future land uses in the vicinity as well as providing for conditions to allow for the primary Religious Facility land use. While staff acknowledges the request to permit uses accessory to the Religious Facility to occur between 9:00 p.m. and 9:00 a.m., staff is recommending a condition of approval to reinforce the Zoning Code specific standards for Religious Facilities and to limit the hours for Religious Facility accessory uses to 9:00 a.m. to 9:00 p.m.

Additionally, in order to provide the surrounding residential neighborhood with information regarding activities on-site, staff is recommending conditions of approval that would require the religious facility to publish a monthly schedule of events on a public website. The website should also include the time of day of the activity and whether amplified music and/or sound would be permitted for each event. In addition, staff recommends that the website provide a phone number for a live person to receive any comments or concerns during any event or activity on-site.

Surrounding Uses and Noise

All land uses, including Religious Facilities, are required to operate in compliance with the noise regulations of the Municipal Code Chapter 9.36 (Noise Restrictions). The religious facility abuts multi-family residential to the south and east, a religious facility and private school to the west,

and single-family residences across the street to the north. Noise at certain levels is detrimental to the health and welfare of the general public. Therefore, staff has recommended conditions of approval intended to alleviate potential noise impacts. These include requiring all activities and events to occur indoors and to not permit outdoor events or activities (e.g. in the courtyard, front yard, corner side yard or parking lot); that all noise be directed away from all property lines; that all exterior doors remain closed and not propped open during all activities, events and/or services; and, that there be no congregating of people outside the establishment at any time. Compliance with these conditions and Municipal Code Chapter 9.36 regulations would ensure that noise level thresholds are not exceeded during operation of the activities onsite.

GENERAL PLAN CONSISTENCY

The project site is designated Medium Density Residential (0 – 16 dwelling units per acre) in the General Plan Land Use Element (GPLU). This designation is generally characterized by lower density multi-family residential developments. The proposed Religious Facility is a supporting institutional use, that is consistent with GPLU Goal 24 (Supporting Uses in Residential Neighborhoods), specifically Policy 24.2 (Compatible Non-Residential Uses). It is also consistent with GPLU Policies 2.9 (Institutional Uses) and 3.3 (Assembly Facilities). Goal 24 echoes supporting uses that meet the needs of residents located and designed to be subordinate to, and compatible with, the function and quality of the residential environment. Policy 24.2 allows for the continuation of existing, and development of new child and adult day care, religious, and educational facilities in any land use zone where they are compatible with adjacent uses. Policy 2.9 emphasizes accommodating the development of educational, religious, cultural, and similar facilities that enrich the lives of Pasadena's residents. Policy 3.3 requires that assembly facilities for social, cultural, educational, and religious organizations be located, designed, and managed to ensure compatibility and avoid traffic, noise, and other negative impacts with adjoining uses.

The establishment of a Religious Facility use in a residential environment would provide an additional opportunity to enrich the lives of Pasadena's residents. The facility would maintain existing distances to nearby residential uses. All activities would be contained indoors and occur during hours that are sensitive to the adjacent residential neighborhood. The proposal will retain the primary building entry fronting Orange Grove Boulevard, which will alleviate the number of people entering and exiting from the south side of the facility. Together, the proposed use and operation are consistent with the aforementioned goals and policies in the General Plan Land Use Element.

ENVIRONMENTAL REVIEW:

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, Existing Facilities). 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 Religious Facility use within an existing building where no expansion to the existing structure will occur. Therefore, the proposal is exempt from environmental review.

REVIEW BY OTHER CITY DEPARTMENTS:

The Building and Safety Division and Design and Historic Preservation Section along with the Departments of Water and Power, Transportation, Fire, and Public Works were asked to comment on the project. Except for the Design and Historic Preservation Section and the Water Division of

the Department of Water and Power, no comments were received. The Design and Historic Preservation Section specified that Building A is eligible for landmark designation as a notable example of Late Gothic Revival-style architecture and Design Review is required for any demolition or major project affecting the building. Recommended conditions of approval from the Water Division of the Department of Water and Power are incorporated in Attachment B.

CONCLUSION:

It is staff's assessment that the findings necessary for approving the Conditional Use Permit to permit the establishment of a Religious Facility land use can be made with recommended conditions of approval. The religious facility would exist to serve the community, and the establishment of this use is consistent with the purpose of the applicable zoning district which conditionally permits Religious Facilities land uses. Conditions of approval are recommended that would ensure that the use would not deviate from the Religious Facilities use as reviewed under this application and would address any significant adverse impact on the surrounding neighborhood or those that reside there. No homeless shelter, columbarium, daycare, or private school services would be provided. To prevent any unanticipated noise impacts and to safeguard nearby residential uses, recommended conditions of approval limit hours of operation for accessory uses, prohibit outdoor activity of any kind, require that the applicant comply with the City's Noise Ordinance (Chapter 9.36) and Performance Standards of the Zoning Code (Section 17.40.090). In addition, the facility will supply adequate, appropriately located litter and recycling receptacles, and keep all exterior doors closed. Furthermore, included conditions of approval will ensure that adequate parking facilities are provided for larger events or activities and to provide limitations on the religious facility operations to protect public safety and prevent adverse impacts on the surrounding land uses. These include providing a parking attendant to help facilitate parking demands and limiting the occurrence of two events happening simultaneously in the two assembly areas. These measures will limit any potential problems that might otherwise be created by the establishment, maintenance, or operation of the religious facility. Staff has also recommended a six-month and a one-year review in order to analyze and determine compliance with, and effectiveness of, the proposed conditions of approval. In addition, the project is consistent with the goals and objectives of the City of Pasadena's General Plan. Based on the information provided and the recommended conditions of approval, it is staff's determination that the findings required to approve Conditional Use Permit #7073 to permit the establishment of a Religious Facility land use can be made. 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: Recommended Conditions of Approval

ATTACHMENT A
SPECIFIC FINDINGS FOR CONDITIONAL USE PERMIT #7073

Conditional Use Permit: To Establish a Religious Facility Land 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 establishment and operation of a Religious Facilities land use is permitted with a Conditional Use Permit in the RM-16 (Multi-Family Residential, City of Gardens, 16 dwelling units per acre) zoning district. The project as proposed meets all applicable regulations and development standards of the 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 purpose of the Pasadena Zoning Code is to protect and promote the public health, safety and general welfare, and to implement the policies of the General Plan by classifying and regulating the uses of land and structures within the City of Pasadena in a manner consistent with the General Plan. To achieve this purpose, it is the intent of this Zoning Code to in part, maintain and protect the value of property, ensure the provision of adequate open space for light, air, and fire safety, and ensure compatibility between land uses. The special purposes of the RM-16 Zoning District are intended to provide an appropriate site for a Religious Facilities land use that compliments the surrounding residential land uses. A religious facility generally exists to serve the community, and the establishment of this use is consistent with the purpose of the applicable zoning district. The subject property had been previously operating as a Religious Facilities land use until 2019 and with the conditions of approval, the proposed Religious Facility land use is a compatible use within the RM-16 zoning district and the surrounding neighborhood
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 Medium Density Residential (0-16 du/acre) in the General Plan Land Use Element (GPLU). This designation is generally characterized by lower density multi-family residential developments. The proposed Religious Facility is a supporting institutional use, that is consistent with GPLU Goal 24 (Supporting Uses in Residential Neighborhoods), specifically Policy 24.2 (Compatible Non-Residential Uses). It is also consistent with GPLU Policies 2.9 (Institutional Uses) and 3.3 (Assembly Facilities). Goal 24 echoes supporting uses that meet the needs of residents located and designed to be subordinate to, and compatible with, the function and quality of the residential environment. Policy 24.2 allows for the continuation of existing, and development of new child and adult day care, religious, and educational facilities in any land use zone where they are compatible with adjacent uses. Policy 2.9 emphasizes accommodating the development of educational, religious, cultural, and similar facilities that enrich the lives of Pasadena's residents. Policy 3.3 requires that assembly facilities for social, cultural, educational, and religious organizations be located, designed, and managed to ensure compatibility and avoid traffic, noise, and other negative impacts with adjoining uses.

The establishment of a Religious Facility use in a residential environment would provide an additional opportunity to enrich the lives of Pasadena's residents. The facility would maintain existing distances to nearby residential uses. All activities would be contained indoors and occur during hours that are sensitive to the adjacent residential neighborhood. The proposal will retain the primary building entry fronting Orange Grove Boulevard, which will alleviate the number of people entering and exiting from the south side of the facility. Together, the

proposed use and operation are consistent with the aforementioned goals and policies in the General Plan Land Use Element.

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 establishment and operation of a Religious Facilities use will provide for a complementary use within the residential RM-16 Zoning District. The religious facility will make use of the existing three structures and all activities associated with the proposed use will occur indoors, with no outdoor activities permitted. To prevent any unanticipated noise impacts and to safeguard nearby residential uses, recommended conditions of approval limit hours of operation for accessory uses, prohibit outdoor activity of any kind, require that the applicant comply with the City's Noise Ordinance (Chapter 9.36) and Performance Standards of the Zoning Code (Section 17.40.090). In addition, the facility will supply adequate, appropriately located litter and recycling receptacles, and keep all exterior doors closed. Furthermore, included conditions of approval will ensure that adequate parking facilities are provided for larger events or activities and to provide limitations on the religious facility operations to protect public safety and prevent adverse impacts on the surrounding land uses. These include providing a parking attendant to help facilitate parking demands and limiting the occurrence of two events happening simultaneously in the two assembly areas. These measures will limit any potential problems that might otherwise be created by the establishment, maintenance, or operation of the religious facility. In addition, conditions of approval are recommended that would ensure that the use would not deviate from the Religious Facilities use as reviewed under this application and would address any significant adverse impact on the surrounding neighborhood or those that reside there. Lastly, a six-month and a one-year review will be conducted in order to analyze and determine compliance with, and effectiveness of, the proposed conditions of approval. As a result, the conditions of approval will ensure that potential impacts to the surrounding residential neighborhood will be minimized.
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.* Measures have been taken to address the potential negative impacts to property and improvements in the neighborhood, or to the general welfare of the City, that may result with the establishment, maintenance, or operation of the Religious Facilities land use. Conditions of approval will ensure that the operations of the proposed land use would not deviate from the Religious Facilities use as reviewed under this application. In addition, conditions would manage on-site parking, prohibit outdoor activities and to provide appropriately located refuse containers so that trash and litter does not affect surrounding properties. A central point of contact and appropriate signage is also required to minimize potential disturbances resulting from the use that might otherwise affect the improvements in the neighborhood. In addition, a six-month and a one-year review will be conducted in order to analyze and determine compliance with, and effectiveness of, the proposed conditions of approval. Therefore, the proposed use, operational characteristics, floor plan, and signage will prevent detriment or injury to property and improvements in the neighborhood.
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 surrounding area is developed primarily with single and multi-family land uses and is also adjacent to another religious facility. The subject Religious Facility land use will occupy the existing structures and are not proposing any structural changes. The existing infrastructure on site will provide adequate space to

accommodate the proposed Religious Facility land use. As conditioned, the proposal will be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection.

ATTACHMENT B
RECOMMENDED CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMIT #7073

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

1. The site and floor plans shall substantially conform to the plans submitted with this application and stamped "Approved at Hearing, May 17, 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 Religious Facility land use (Tai Ji Men Qigong Academy) on a site with three existing structures. Any change from the approved use will require a new Conditional Use Permit or a modification to this Conditional Use Permit.
 - a. Child Day Care services, Adult Day Care services, and/or Private School land uses are prohibited from operating at the subject site at all times and any subsequent request for these land uses will require the application and approval of a Conditional Use Permit.
 - b. A 'Schools - Specialized Education and Training' land use is not permitted to operate at the subject site, except as allowed for in conjunction with a Religious Facility in 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 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. Any change to the Religious Facility land use that is not considered accessory as determined by the Zoning Administrator shall require the modification of this Conditional Use Permit or a new Conditional Use Permit. Uses accessory to a Religious Facility, as defined in Zoning Code Section 17.80.020, may include religious education, ministry, clothing and food distribution, counseling, employment assistance, referral services, and support groups.
7. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
8. The final decision letter and conditions of approval shall be incorporated in the building plans as part of the building plan check process.
9. The proposed project, Activity Number **ZENT2022-00157** 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, Jennifer Driver at (626) 744-6756 to schedule an inspection appointment time and set up monitoring fees.

Planning Division

10. The area used for the religious assembly in Building A (Assembly Hall) as shown on the approved plans stamped, "Approved at Hearing, May 17, 2023," shall not exceed 198 fixed seats. In the event the applicant proposes to modify the assembly area such that it increases the parking requirements, a modification to this Conditional Use Permit is required.
11. The open area in Building B (Recreational Hall), as shown on the approved plans stamped, "Approved at Hearing, May 17, 2023," shall not be modified so as to become the primary assembly area or require an increase in the parking requirements unless a modification to this Conditional Use Permit is approved.
12. Uses accessory to the Religious Facility, as defined in Zoning Code Section 17.80.020, shall be limited to the hours of 9:00 a.m. to 9:00 p.m. Accessory uses may include religious education, ministry, clothing and food distribution, counseling, employment assistance, referral services, and support groups.
13. Activities in the Building A (Assembly Hall) or Building B (Recreational Hall), as shown on the approved plans stamped, "Approved at Hearing, May 17, 2023," shall not occur simultaneously unless they are religious-related activities of the facility, or the attendance combined at both locations does not exceed 198 persons.
14. There shall not be any other commercial businesses (i.e., for profit) on the site.
15. Within six months and twelve months of the issuance of a certificate of occupancy for the Religious Facility, or if none is issued, the effective date of this approval, the applicant shall file an application with the Planning Division for a Hearing Officer Review of this Conditional Use Permit, to be considered at a duly-noticed public hearing, to include written notice to all property-owners within five hundred feet (500') of the perimeter of the subject property, as well as any parties who request to be so notified. Said applications shall address in writing how the applicant has complied with all conditions of approval herein. This application and hearing shall be conducted at the applicants, or successor in interest, expense.
16. As shown on approved plans, stamped "Approved at Hearing May 17, 2023," a minimum of 30 vehicular parking spaces shall be provided on-site for the Religious Facility land use.
17. All parking and loading areas shall conform to the development standards of Section Chapter 17.46 (Parking and Loading) of the Pasadena Zoning Code. All vehicular parking associated with the Religious Facility operations, including facility, third-party vendors and patron drop-off and pick-up, shall be accommodated by the off-street parking on-site.
18. All facility and third-party loading and unloading shall be limited to 7:00 a.m. to 9:00 p.m., Monday through Friday, and between 9:00 a.m. to 5:00 p.m. on Saturdays. No truck loading, unloading, or trash pick-up is allowed on Sundays.
19. Whenever attendance is anticipated to be greater than 120 people, a parking attendant shall be provided to direct vehicles to approved parking areas. Duties of the parking attendant shall include but not be limited to directing vehicles to parking spaces, ensuring efficient flow of vehicles within the parking lot, maximizing the utilization of the parking lot and directing vehicles to alternative off-street parking lots when alternatives are available.
20. The operator of the religious facility shall publish a monthly schedule of scheduled events or activity on a public website. The website shall indicate the time of the event or activity and

whether amplified music and/or sound is permitted for each event. The schedule of events on the website shall be updated regularly, but no less than once per week. Prior to the issuance of a Certificate of Occupancy, the applicant shall provide the website address to the Zoning Administrator.

21. For any religious service or event occurring between the hours of 9:00 p.m. and 9:00 a.m., the applicant shall provide notice of such at least 48 hours in advance to the occupants of the adjacent parcels, with the exception of religious ceremonies related to death or sudden tragedy, in which case notice is required as soon as reasonably possible. Notice shall be posted prominently on the first page of the public website, and a flyer or other written notification shall be distributed to the occupants of adjacent parcels. Signage containing this information shall also be installed in a location (including the outside of the building) to the satisfaction of the Zoning Administrator. Prior to the issuance of a Certificate of Occupancy, a sample website notification, flyer and on-site sign shall be provided to the Zoning Administrator for review and approval.
22. On its website, the applicant shall provide a telephone number (or telephone numbers) which individuals can call to express concerns about events or activities on the subject property. During all events on the subject property, the applicant shall have a live person answering this telephone. Signage containing this information shall be installed in a location (including the outside of the building) to the satisfaction of the Zoning Administrator and must be done prior to the issuance of the certificate of occupancy.
23. The applicant shall maintain a written record of all complaints. This record shall identify the complainant, the date and time the complaint was received, the nature of the complaint, how the complaint was addressed or resolved, and the date and time the complainant was notified of how the complaint was addressed/resolved. A copy of this record shall be provided to the Planning and Community Development Department on a quarterly basis.
24. No events or accessory activity shall occur outdoors at any time unless approved in accordance with Zoning Code Section 17.61.040 (Temporary Use Permits).
25. At all times, all noise shall be directed away from all property lines.
26. To alleviate potential noise impacts during activities, events, and/or services, all exterior doors shall remain closed, and not propped open, but operational. Per Section 9.36.160.E.3 of the Pasadena Municipal Code, the sound level emanating from sound amplifying equipment shall not exceed continuously the maximum noise level of 15 decibels above the ambient noise level when measured at the outside property lines.
27. There shall be no waiting or congregating of people outside of the establishment at any time. Signs indicating this shall be placed facing the street and in the parking lot in conspicuous locations.
28. Screening of mechanical equipment shall be provided in accordance with Section 17.40.150 (Screening) of the Zoning Code.
29. All graffiti or other types of vandalism shall be removed or repaired within 48 hours of the incident.
30. An exterior lighting plan, including specifications of the proposed fixtures, shall be submitted to the Zoning Administrator prior to the issuance of any building permits. No light sources (i.e.,

bulb) shall be visible from any location off the site. The lighting shall comply with the standards of Section 17.40.080 (Outdoor Lighting) of the Zoning Code.

31. All trash enclosures shall meet the requirements of Section 17.40.120 (Refuse Storage Facilities) of the Pasadena Zoning Code.
32. The applicant and all user of the site shall adhere to the City's noise regulations as specified in Section 9.36 (Noise Restrictions) of the Pasadena Municipal Code.
33. Compliance with Chapter 8.78 (Tobacco Use Prevention Ordinance) of the Pasadena Municipal Code shall be adhered to at all times. Signs shall be posted throughout the site to the satisfaction of the Zoning Administrator.

Design and Historic Preservation

34. Because Building A is an eligible historic resource, demolition or major projects affecting the building will require submittal and review of an application for Certificate of Appropriateness, pursuant to the Category Two review procedures found in PMC Section 17.62.090.E.2.

Department of Water and Power – Water Division

35. Water Mains

- a. Pasadena Water and Power (PWP), Water Division can serve water to this project. The following water mains can serve the properties.
 - i. 6-inch ductile iron water main in Madison Avenue installed under Work Order 03206 in 2015. This water main is located approximately 16 feet east of the west property line of Madison Avenue.
 - ii. 8-inch ductile iron water main in Orange Grove Boulevard installed under Work Order 02379 in 2004. This water main is located approximately 14 feet north of the south property line of Orange Grove Boulevard.

36. Moratoriums

- a. Verify with Public Works Department (PWD) regarding any street construction moratorium affecting this project.

37. Water Service

- a. PWP records reflect that there are two domestic service serving this property:
 - i. 2-inch copper service installed in 2005 (#43111)
 - ii. 1-inch copper service installed in 2015 (#1542)
- b. 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.
- c. 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.

38. Water Main Charge

- a. 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.

39. Water Division Requirements

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

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

41. Cross Connection Control 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.

(1) 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.

- (2) 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.
 - (1) The Water Division will install the service tap, lateral, detector water meter and designate the distribution main and service tap.
 - (2) 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

42. All Other Cross Connection Requirements

- a. 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.

43. Fire Flow and Fire Hydrants

- a. 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. A Fire Plan approved by the Pasadena Fire Department is required prior to water service installations.
- b. There are two fire hydrants in close proximity to the project site.
 - i. Fire hydrant 515-19 is located on the northwest corner of Madison Avenue and Orange Grove Boulevard.
 - ii. Fire hydrant 515-14 is located on the southeast corner of Madison Avenue and Orange Grove Boulevard.
- c. There are no current fire flow tests available for this hydrant. If you would like to request a fire flow test, please contact Linette Vasquez at (626) 744-4495.

44. Fire Hydrant Details

