



## PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

### STAFF REPORT

**DATE:** December 20, 2023

**TO:** Hearing Officer

**SUBJECT:** Conditional Use Permit #7100

**LOCATION:** 1453 and 1467 North Lake Avenue

**APPLICANT:** Elli Banquet

**ZONING DESIGNATION:** CL-SP-1b (North Lake Specific Plan, Village Building Type, Commercial Limited)

**GENERAL PLAN DESIGNATION:** Low Mixed Use

**CASE PLANNER:** Katherine Moran

**STAFF RECOMMENDATION:** Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Conditional Use Permit #7100 with the conditions in Attachment B

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**PROJECT PROPOSAL:**

- 1) Conditional Use Permit – To establish a Club, Lodge and Private Meeting Hall (Elli Banquet) land use;
- 2) Conditional Use Permit – To allow the on-site sale and consumption of a full line of alcohol (beer, wine and distilled spirits) with the proposed use; and
- 3) Conditional Use Permit – To allow extended hours of operation from 11:00 a.m. to 11:00 p.m. Monday through Thursday, 11:00 a.m. to 12:30 a.m. Friday and Saturday, and 11:00 a.m. to 11:30 p.m. on Sunday

**ENVIRONMENTAL DETERMINATION:** This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, Existing Facilities) and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. This exemption includes additions that will not result in an increase of more than 10,000 square feet if the

project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmental sensitive. In addition, the project includes a 432 square-foot addition to an existing 3,455 square-foot tenant space and demolition of an existing 421 square-foot single-story building. The project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmentally sensitive. This exemption specifically applies to the operation and permitting of uses in existing structures where there is negligible or no expansion of the use. The proposed Club, Lodge, and Private Meeting Hall use, the sale of a full line of alcohol for on-site consumption, and the extended hours of operation within an existing restaurant space is a negligible expansion of the existing restaurant use. Therefore, the project is exempt from environmental review.

**BACKGROUND:**

**Site characteristics:**

The subject site is located on the west side of North Lake Avenue between Rio Grande Street to the south and Ladera Street to the north. The subject site consists of two parcels. The 1453 North Lake Avenue parcel is 3,999 square feet in size and contains a 3,445 square-foot single-tenant building with entry facing North Lake Avenue. The adjacent 5,820 square-foot lot to the north at 1467 North Lake Avenue is currently developed with a 411 square-foot detached beauty salon building and 16 surface parking spaces. Vehicular access is from North Lake Avenue. The aggregate site area is 9,819 square feet. The project site is generally flat.

**Adjacent Uses:**

North – Vehicle Equipment Repair  
South – Restaurant  
East – Multi-family Residential, Specialized School - education and training, Medical Office  
West – Multi-family Residential, Parking

**Adjacent Zoning:**

North – CL-SP-1b (North Lake Specific Plan, Village Building Type, Commercial Limited)  
South – CL-SP-1b (North Lake Specific Plan, Village Building Type, Commercial Limited)  
East – CL-SP-1b (North Lake Specific Plan, Village Building Type, Commercial Limited)  
West – CL-SP-1b (North Lake Specific Plan, Village Building Type, Commercial Limited)

**Previous Cases:**

Conditional Use Permit #1872 – To allow on site alcohol sales in an existing restaurant. Approved with conditions on September 7, 1988.

Conditional Use Permit #6988 – To allow the sale and consumption of full alcohol (beer, wine, and distilled spirits) in conjunction with the operation of a new restaurant (Elli Restaurant). Approved with conditions on February 25, 2022.

**PROJECT DESCRIPTION:**

The applicant, Elli Banquet, has submitted Conditional Use Permit applications to allow: 1) the establishment of a Club, Lodge and Private Meeting Hall use (banquet hall); 2) the on-site sale and consumption of a full line of alcohol (beer, wine and distilled spirits) in conjunction with the proposed banquet hall; and 3) extended hours of operation from 11:00 a.m. to 11:00 p.m. Monday through Thursday, 11:00 a.m. to 12:30 a.m. Friday and Saturday, and 11:00 a.m. to 11:30 p.m. on Sunday. The property is within the CL-SP-1b (North Lake Specific Plan, Village Building Type, Commercial Limited) Zoning District.

The proposed banquet hall would operate within the existing 3,455 square-foot building at 1453 North Lake Avenue that has been used as restaurant (Elli Restaurant). The proposed banquet hall would provide space for private events, such as wedding receptions, business parties, baby showers, birthdays, and other similar events. During periods when events are not being held, the operator intends to continue operation of a restaurant.

As part of the project, the applicant acquired the adjacent property to the north at 1467 North Lake Avenue, which is presently developed with a 421 square-foot single-story building and 16-space parking lot. As a part of the project, the 421 square-foot building would be demolished and portions of this property would be used to add 432 square feet to the banquet hall building, bringing the aggregate floor area to 3,888 square feet. The proposed addition would consist of a 139 square-foot security room and a 293 square-foot double door entry vestibule. The purpose of the vestibule is to provide entry into the building directly from the parking area, to prevent noise from filtering out of the banquet hall, and to add a security room to enhance security on the site. The current entrance along North Lake Avenue would no longer be used. Additional improvements include restriping the existing parking spaces and a new landscape planter in front of the vestibule addition.

The existing business, Elli Restaurant, has been operating at the subject location since 2020. During the course of their operation, the restaurant began renting out a portion of the tenant space as a banquet hall for private events, such as wedding receptions, business parties, baby showers, birthdays and other similar events. While the current business was in operation as a banquet hall and restaurant, with extended hours, and was serving alcohol, no Conditional Use Permit had been issued by the City of Pasadena for such uses or operations. As a result, the subject application is for the retroactive approval of a banquet hall use, with extended hours of operation, and the sale of a full line of alcoholic beverages for on-site consumption in both the proposed banquet hall and existing restaurant.

**ANALYSIS:**

*Zoning and Development Standards:*

The project site is located within the CL-SP-1b (North Lake Specific Plan, Village Building Type, Commercial Limited) zoning district. The purpose of the CL zoning district is to provide sites for businesses serving the daily needs of nearby residential areas while establishing development standards that prevent significant adverse effects on residential uses within and adjoining a CL

district. The purpose of the SP-1b subdistrict is to promote a commercial character and allow for a variety of commercial uses. This subdistrict encourages development that contributes to the pedestrian character of the street. The proposed banquet hall is a commercial use and would be established within an existing restaurant space. Commercial uses adjoin the site to the north and south, with some on the east. Residential uses are located to the east and west.

In the CL-SP-1b zoning district and pursuant to Zoning Code Section 17.24.030 (Commercial and Industrial District Land Uses and Permit Requirements), a Club, Lodge, and Private Meeting Hall may not be established unless a Conditional Use Permit is first obtained, in compliance with Zoning Code Section 17.61.050 (Conditional Use Permits and Master Plans).

The Zoning Code defines a Club, Lodge and Private Meeting Hall as “a meeting, recreational, or social facility of a private or nonprofit organization primarily for use by members or guests.” Elli Banquet proposes to utilize the tenant space as a banquet hall for private events. Tables along with chairs would be placed as needed throughout the banquet hall space and, depending on the event, the space may be reconfigured to allow for a customer dancing area or accessory live performances. The venue would not be open to the general public and would solely be for private events by invite only. Food will be served in conjunction with all events, and the sale of a full line of alcoholic beverages (beer, wine and distilled spirits) would be available as an ancillary amenity. The banquet hall would have no outdoor seating or outdoor congregating areas. When no private events are scheduled, the space would be open as a restaurant and be open to the public for dine-in or take out customers. Amplified music, live music, and/or dancing would only occur when there is a private event.

Pursuant to Zoning Code Section 17.24.030 (Commercial and Industrial District Land Uses and Permit Requirements), alcohol sales require the approval of a Conditional Use Permit. The applicant proposes to utilize a Type 47 (On-Sale General for Bona Fide Public Eating Place) Alcohol Beverage Control License (ABC) in conjunction with the operation of the banquet hall. The applicant is requesting to provide full alcohol (beer, wine, and distilled spirits) for on-site sale and consumption, accessory to food sales.

*General Development Standards:*

The project site is located within the CL-SP-1b zoning district and the proposed project is subject to applicable development standards in Zoning Code Section 17.34.040, Table 3-15.1 (North Lake Specific Plan Development Standards). The proposed 432 square-foot vestibule addition would be located at the eastern end of the north side of the building toward North Lake Avenue. The required front setback is 5'-0" fixed. The addition proposes a 5'-0" front setback, which complies. There are no required side and rear setbacks for this property, however the addition proposes a 41'-0" north side setback, and 63'-11" rear setbacks. The maximum allowed height for a non-residential building is 30'-0". The proposed addition is 13'-3" tall, as measured to the top of the parapet, and complies.

The proposed architectural style of the addition and proposed materials match the existing building. The scale of the proposed addition is subordinate to the existing building and will serve as the entrance vestibule. The new addition will also complement the existing building in rectangular form, flat roofing, and exterior stucco treatment. The addition will be further softened from the street edge by a low planter wall with new landscaping. The design location, operating characteristics, and size and will be compatible with character of the existing building, existing land uses, and future land uses in terms of aesthetic values, character, and scale.

*Parking:*

Zoning Code Section 17.46.040, Table 4-6 requires both a Club, Lodge and Private Meeting Hall use to provide 10 spaces per 1,000 square feet of floor area for assembly purposes. The existing restaurant use required a parking rate of 10 spaces per 1,000 square feet of floor area. Due to the parking rates for the existing restaurant use and the proposed Club, Lodge and Private Meeting Hall use being the same ratio, the change in use for the existing site would not require additional parking. The parcel that the existing restaurant is located on, addressed 1453 North Lake Avenue, currently does not contain any on-site parking and is nonconforming. The parking section of the Zoning Code requires that an enlargement of a use to provide parking compliance for the enlargement. Therefore, the proposed 432 square-foot addition would require four additional parking spaces at the 10 spaces per 1,000 square feet of floor area parking rate. The applicant purchased the lot to the north of the site at 1467 North Lake Avenue, which contains a 421 square-foot single story building and 16 parking spaces. The existing 421 square-foot building will be demolished as a part of the project. The proposed vestibule addition would occur on the northern lot and the existing 16 parking spaces would be restriped as a part of the project. Thus, the proposed expansion onto the adjacent property will result in the business being able to provide 16 parking spaces, which complies with the required four additional parking spaces based on the expansion.

*Hours of Operation:*

Zoning Code Section 17.40.070 (Limited Hours of Operation) limits the hours of operation for businesses within 150 feet of a residential zoning district to between 7:00 a.m. and 10:00 p.m. The banquet hall proposes hours from 11:00 a.m. to 11:00 p.m. Monday through Thursday, 11:00 a.m. to 12:30 a.m. Friday and Saturday, and 11:00 a.m. to 11:30 p.m. on Sunday. The nearest residential zoning district is located approximately 50 feet west of the project site and contains single-family residential uses. Thus, the approval of a Conditional Use Permit is required to operate between 10:00 p.m. and 7:00 a.m.

Conditional Use Permit: To establish a Club, Lodge and Private Meeting Hall use

The Hearing Officer may approve a Conditional Use Permit to allow the establishment of a Club, Lodge and Private Meeting Hall 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 the surrounding uses. The following analysis focuses on whether the request would create negative impacts to the surrounding uses, as it relates to conformance with the provisions of the Zoning Code and consistency with the General Plan. 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.

In consideration of nearby residential uses and to provide an appropriate level of privacy and to reduce the potential for blocking the sidewalk, the applicant proposes to relocate the main entry from the east elevation (North Lake Avenue) to the north elevation (surface parking lot). The proposed entry is designed with a security room and double doors. The double doors would prevent noise from filtering out of the banquet hall. Security would include monitoring the parking lot by placing multiple cameras in the parking lot. Two security guards are also proposed to work all night events. One security guard would monitor around the building and the other one would monitor the parking lots for any disturbance. These operational standards are

proposed to prevent loitering and noise impacts to adjacent properties. The applicant is also required to comply with the City's Noise Ordinance at all times.

Through the review process, staff may consider calls for service to the Police Department in order to assess impacts of the sale of alcohol for on-site consumption. As reported by the Police Department, the existing operation has solicited twenty-nine calls for service regarding noise issues during the past eight months (April 2023 through November 2023). Twenty-three calls were by the same caller. Although there is a record of noise complaints for the property, the Police Department does not have concerns regarding the establishment of the banquet facility. However, the Police Department stated they have concerns regarding the noise emanating from the facility. Staff acknowledges the adjacent residents and the Police Department's concerns, and has recommended several conditions of approval which will address the potential noise concerns as well preventing the use from becoming a nightclub or live entertainment venue. Conditions such as prohibiting the serving of alcohol outdoors, requiring food to be served at all times, prohibiting cover charges, prohibiting age restrictions on the age of customers, and requiring all exterior windows and doors of the facility to be closed during dancing and live entertainment are recommended.

Approval of the application would allow the establishment of a Club, Lodge and Private Meeting Hall use within a commercial zoning district. The project meets the intent of the development standards as a change of use within an existing restaurant area. Furthermore, the project is subject to compliance with all the conditions of approval and will be required to comply with all zoning, building, and fire codes, which will be reviewed through the building permit plan check process. Through conditions of approval, measures have been taken to address the potential for concerns regarding the operation of the proposed use. As such, the proposed use as described and conditionally approved would not be injurious to property and improvements in the area.

Conditional Use Permit: To allow the on-site sale and consumption of a full line of alcohol

The Hearing Officer may approve a Conditional Use Permit to allow full alcohol sales only after making five findings identified in the Zoning Code. In evaluating the proposal, staff analyzed whether the location of alcohol sales and consumption would affect the general welfare of surrounding property owners. Staff also evaluated whether the project would create a public nuisance or result in detrimental conditions (e.g. loitering, public drunkenness, sales to minors, noise and littering). The Hearing Officer will also determine whether the proposed alcohol-related establishment would contribute to an undesirable concentration of alcohol uses in the vicinity.

As proposed, full alcohol sales would serve as an additional menu option provided in conjunction with the food service in the banquet hall. Food would be provided for all banquet hall events through a common kitchen with a full menu would be available at all times. No dedicated bar area is proposed within the facility. Therefore, at all times, the on-site sale of alcohol would be ancillary to the primary use. In addition, the sale of alcohol in disposable containers or for off-site consumption is prohibited. No outdoor congregating or seating is permitted for the space.

*Concentration of Alcohol Sales:*

The project site is located within Census Tract 4651.01, which according to the Department of Alcoholic Beverage Control (ABC), does not have an over-concentration of businesses with alcohol sales. This census tract is allowed three alcohol licenses and presently contains one

license, which is the applicant’s existing alcohol license for the restaurant. According to the ABC, a finding of public convenience and necessity is not required to be made by the City of Pasadena. However, a finding of public convenience and necessity will be required to be made by the ABC in order for the applicant to obtain a license for the operation of the establishment.

A Conditional Use Permit application for alcohol sales requires the applicant to identify all uses that sell alcohol for either on-site or off-site consumption within 1,000 feet of the site. Based on the information provided by the applicant, there are currently 8 establishments (including the project site) that sell alcohol within 1,000 feet of the subject site, as shown in Table 1 below:

*Table 1: Alcohol License Types for Existing Businesses within 1,000 feet*

No.	Business Name	Address	License Type
1	Elli Restaurant	1453 North Lake Avenue	On-sale
2	Supreme Drive In Dairy	1584 North Lake Avenue	Off-sale
3	Pinnocchio’s Pizza	1449 North Lake Avenue	On-sale
4	Showcase Liquor	1390 North Lake Avenue	Off-sale
5	Food 4 Less	1329 North Lake Avenue	Off-sale
6	Jerry’s Family Billiards	1323 North Lake Avenue	On-sale
7	Llego El Sabor	1308 North Lake Avenue	On-sale
8	La Caravana	1306 North Lake Avenue	On-sale

Within the banquet facility, food would be dispensed depending on the agreement between the patron and the applicant. At all times, alcohol will be ancillary to the primary use. The proposed sale of alcohol is for on-site sale and consumption only; there would be no off-site sales. Additionally, the project is not expected to contribute to an increase of undue concentration of alcoholic establishments in the Census Tract as the existing license would be modified for the expansion. The existing restaurant’s alcohol sales have been in operation since 2022.

*Proximity to Sensitive Uses:*

The project is not located within the proximity of sensitive uses, such as parks, playgrounds, schools, and religious facilities. Within the immediate vicinity, the nearest public park is Washington Park, approximately 1,050 feet (0.20 mile) southwest of the site. The nearest school is Longfellow Elementary School, approximately 850 feet (0.16 mile) southeast of the site, and the nearest religious facility is Frontier Church, approximately 190 feet (0.03 mile) south of the site. The project is located within the vicinity of residential uses. The nearest residential uses about the site to the west, approximately 65 feet (0.01 mile) west of the site. It is not anticipated that the alcohol sales at a banquet hall would result in an adverse impact on these or other similar uses. The operation of the banquet hall, including the sale of full alcohol, would be compatible with the existing commercial uses and commercial corridor. As proposed, the sale and consumption of alcohol will be ancillary to the primary banquet hall, with food available at all times.

It is not anticipated that the alcohol sales at a banquet hall would result in an adverse impact on these or other similar uses. The operation of the banquet hall, including the sale of full alcohol, would be compatible with the existing commercial uses and commercial corridor. As discussed previously, existing noise and nuisance activity after-hours from the unpermitted banquet hall is a concern of the surrounding residents and the Police Department, and the approved sale of

alcohol may compound these issues. As a result, staff recommends several conditions of approval to reduce the potentiality of nuisance activity from the banquet hall as a result of the sale of alcohol. To address potential noise impacts, conditions of approval are proposed to limit the potential for negative impacts (e.g. no cover charge, no alcohol service within one half hour of closing, etc.). Adherence with the recommended conditions of approval to ensure that the use will not deviate from the planned operation reviewed under this application. Based on the analysis above, staff is able to make the required findings identified in Attachment A and is recommending the approval of the Conditional Use Permit to allow the on-site sale and consumption of a full line of alcohol (beer, wine, and distilled spirits) with the conditions of approval identified in Attachment B.

#### Conditional Use Permit: To allow extended hours of operation

The Hearing Officer may approve a Conditional Use Permit to allow extended hours of operation only after making six findings identified in the Zoning Code. The Conditional Use Permit process allows the City to review a project to determine if the proposed project would be compatible with the surrounding area and require compliance with specific conditions related to the operation of the use. In order to approve a Conditional Use Permit, six specific findings must be made 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, conformance with the General Plan, not having a negative impact on the surrounding properties, and being compatible with surrounding uses. In this case, the analysis focuses on whether the request to extend the operating hours would create negative impacts to the nearest residential zoning district as it relates to noise and traffic.

The banquet hall proposes operational hours beyond the limited hours of operation allowed by the Zoning Code, which are between 7:00 a.m. and 10:00 p.m. The applicant is proposing to operate with the following hours: 11:00 a.m. to 11:00 p.m. Monday through Thursday, 11:00 a.m. to 12:30 a.m. Friday and Saturday, and 11:00 a.m. to 11:30 p.m. on Sunday. Although a residential zoning district is located within 150 feet of the subject site, the operator has proposed measures to minimize potential impacts to the adjacent residential uses resulting from proposed activities and extended hours.

In order to prevent potential noise impacts, the applicant is proposing to reconfigure the existing entry from North Lake Avenue to the northern facade to prevent noise from occurring on North Lake Avenue. The new entry vestibule would prevent noise from filtering out of the banquet hall by providing an enclosed space between the event space and entrance/exit of the building. In addition, new window glazing is proposed on the east façade to help mitigate noise. The proposed vestibule's security room would allow the site to enhance security measures and staff, which are intended to reduce potential noise in the future.

With respect to noise complaints, the proposed building modifications and recommended conditions of approval would mitigate any potential negative noise impacts generated from patrons to the adjacent residential uses during the requested banquet hall operating hours. Such conditions of approval include closing of the doors during live or amplified music, prohibiting loitering in the parking lot, prohibiting the serving of alcohol outdoors, and requiring security guards, all of which would minimize the impact on the surrounding residential uses. All banquet activities, including the service of food, amplified music, live entertainment, and on-site service of full alcohol (beer, wine, and distilled spirits) would occur entirely within the tenant space. No outdoor space is proposed with the operation. Staff finds that the granting of the extended hours of operation with recommended conditions of approval would minimize



nuisance activity and noise emanating from the site and would not negatively impact the general welfare of the surrounding uses.

Further, granting these extended hours would serve the purpose of the CL-SP-1b zoning district by providing sites for businesses serving the daily needs of nearby residential areas while establishing development standards that prevent significant adverse effects on residential uses within and adjoining a CL-SP-1b district. The proposed hours of operation for the banquet hall would serve the nearby residential areas by providing opportunities within walking distances of their residences, with recommended conditions of approval that would prevent significant adverse on the adjacent residential uses.

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

The subject site is designated as Low Mixed Use in the General Plan Land Use Element (0.0-1.0 FAR) and is within the North Lake Specific Plan. Specifically, the proposed use is consistent with General Plan Land Use Element Goal 2 (Land Use Diversity), which encourages a mix of land uses meeting the diverse needs of Pasadena's residents and businesses, offering a variety of employment and recreation opportunities, and supporting a healthy population while protecting the environment. With the implementation of the conditions of approval, the proposed banquet hall, with the on-site sale and consumption of a full line of alcohol and limited extended hours, will promote a diverse economy base and long-term economic contribution to the city, and reinforce the site as an active, vital regional area.

Policy 2.3, (Commercial Businesses), would be achieved by permitting an expansion of an existing restaurant business to provide a banquet hall for private events. This use will serve both local and regional needs, reducing the need for residents to travel to adjoining communities, capturing a greater share of local spending, and offering a diversity of employment opportunities. The General Plan encourages businesses that serve residents within walking distances of their houses. The proposed use will provide the nearby residents a dining and private entertainment option that they can walk or drive to. Further, the availability of a full line of alcohol for on-site consumption will provide an added amenity to residents and visitors.

As conditioned, the proposed use is consistent with General Plan Land Use Element Policy 12.1, (Vital Commercial Districts). The establishment of a banquet hall with the sale and consumption of full alcohol, and extended hours of operation, along with the implementation of the conditions of approval, would enhance the commercial district by creating a quality banquet experience. To operate with extended hours and to reduce the need for residents and visitors to travel to adjoining communities for a private event space with extended hours serving alcohol.

The proposed use expansion is consistent with General Plan Land Use Goal 11 (Job Opportunities) as it provides the expansion of a specialty use, which allows for a diversity of job opportunities for Pasadena's residents. In addition, the project is consistent with the Land Use Element Policy 11.1, (Business Expansion and Growth), which supports the growth and success of businesses that create new job opportunities and productive and satisfying employment for Pasadena residents.

In addition, the banquet facility would provide a needed service for banquets, which would support Goal 14 (Visitors) which would be available to host a variety of events to Pasadena residents and even members of surrounding communities. The banquet facility would emphasize Pasadena as a major destination for tourists to celebrate its events, culture, history and setting. It would bolster a diverse economy base and would be a long-term economic

contribution to the City and the CL-SP-1b zoning district, which promotes a commercial character.

In addition, the proposed project results in a floor area ratio (FAR) of 0.40, which is within the maximum range allowed for the Low Mixed Use designation in the General Plan. Therefore, the proposed project is consistent with the adopted policies.

#### **ENVIRONMENTAL REVIEW:**

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, Existing Facilities) and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. This exemption includes additions that will not result in an increase of more than 10,000 square feet if the project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmental sensitive. In addition, the project includes a 432 square-foot addition to an existing 3,455 square-foot tenant space and demolition of an existing 421 square-foot single-story building. The project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmentally sensitive. This exemption specifically applies to the operation and permitting of uses in existing structures where there is negligible or no expansion of the use. The proposed Club, Lodge, and Private Meeting Hall use, the sale of a full line of alcohol for on-site consumption, and the extended hours of operation within an existing restaurant space is a negligible expansion of the existing restaurant use. Therefore, the project is exempt from environmental review.

#### **REVIEW BY OTHER DEPARTMENTS:**

As part of the review of the Conditional Use Permit, the Police Department reviewed the application. Within the past eight months (April 2023 through November 2023), twenty-nine calls for noise complaints were received by the Police Department at the subject parcel. Twenty-three of the twenty-nine calls were by the same caller. In addition, the Code Compliance Division has an open Code Compliance case (CTP2023-00086) for the existing business. The case was created on January 20, 2023 after the City received a complaint regarding the operation of a banquet hall beyond the allowed hours of operation without a Conditional Use Permit. As a result, a warning notice to correct the unpermitted activity was issued, with the corrective action to file the subject Conditional Use Permit and obtain approval for the use and hours, or to correct the unpermitted activity.

The Department of Transportation, the Police Department, the Fire Department, the Department of Public Works, the Health Department, the Building and Safety Division and the Design and Historic Preservation Section had the opportunity to review the proposal. The Design & Historic Preservation Section conducted a Historic Resource Evaluation of the project under the provisions of Section 17.62.040 (Criteria for Designation of Historic Resources) of the Zoning Code. Based on the information available to staff, the property has been determined ineligible for landmark designation.

Based on their review of the project, the Building and Safety Division, Department of Water and Power (Water), and Fire Department provided comments and recommended conditions of approval, which are included in Attachment B.

## **CONCLUSION:**

It is staff's assessment that the findings necessary can be made for approving the Conditional Use Permit #7100 to allow the establishment of a Club, Lodge and Private Meeting Hall use in the CL-SP-1b zoning district; to allow the sale of a full line of alcohol under a Type 47 license (beer, wine, and distilled spirits) for on-site consumption; and to allow extended hours from until 11:00 p.m. Monday through Thursday, 12:30 a.m. Friday and Saturday, and 11:30 p.m. on Sunday, for the proposed banquet hall operation. As conditioned, the project is consistent with the goals and objectives of the General Plan, and the Zoning Code. In this case, staff is recommending conditions of approval intended to address existing noise complaints from the Police Department and the Code Compliance Division, ensure that the use will not deviate from the planned operation reviewed under this application, and the use is in harmony with the surrounding uses. As such, the recommendation to the Hearing Officer is for approval with the findings in Attachment A and the conditions of approval in Attachment B.

### Attachments:

Attachment A: Specific Findings of Approval

Attachment B: Conditions of Approval

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR THE APPROVAL OF CONDITIONAL USE PERMIT #7100**

Conditional Use Permit: To establish a Club, Lodge, and Private Meeting Hall 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 Club, Lodge and Private Meeting Hall (banquet hall) land use is permitted with a Conditional Use Permit in the CL-SP-1b zoning district (North Lake Specific Plan, Village Building Type, Commercial Limited). The establishment of the banquet hall and the proposed 432 square-foot addition will comply with the CL-SP-1b zoning district standards. With the proposed conditions of approval, the project will comply with all applicable provisions 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 proposed use is located within the CL-SP-1b zoning district. The purpose of the CL zoning district is to provide sites for businesses serving the daily needs of nearby residential areas while establishing development standards that prevent significant adverse effects on residential uses within and adjoining a CL district. The purpose of the SP-1b subdistrict is to promote a commercial character and allow for a variety of commercial uses. This subdistrict encourages development that contributes to the pedestrian character of the street. The proposed banquet hall is a commercial use will be established within an existing restaurant. The existing restaurant provides residents with an option for dining within walking distances of their residences, and the proposed banquet hall will be an added amenity to the nearby residents. The proposed vestibule addition is intended to impact any potential adverse impacts to surrounding residents. The proposed relocated entry vestibule's purpose is to prevent noise from filtering out of the banquet hall by providing an enclosed space between the event space and entrance/exit of the building. Compliance with the established development standards in the Zoning Code related to parking, noise, lighting, and refuse area will prevent the proposed banquet hall's adverse effects on the adjacent residential uses. Furthermore, recommended conditions of approval, regulating the operation of the banquet hall will ensure the proposed banquet hall does not deviate from the planned operation reviewed under this application. Therefore, the proposed use is consistent with the intent and purpose of the CL-SP-1b zoning district. As a result, with strict adherence to the conditions of approval, the proposed use will be in conformance with the purposes of the zoning district.
  
3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan.* The subject site is designated as Low Mixed Use in the General Plan Land Use Element (0.0-1.0 FAR) and is within the North Lake Specific Plan. Specifically, the proposed use is consistent with General Plan Land Use Element Goal 2 (Land Use Diversity), which encourages a mix of land uses meeting the diverse needs of Pasadena's residents and businesses, offering a variety of employment and recreation opportunities, and supporting a healthy population while protecting the environment. With the implementation of the conditions of approval, the proposed banquet hall with the on-site sale and consumption of a full line of alcohol and limited extended hours, will promote a diverse economy base and long-term economic contribution to the city, and reinforce the site as an active, vital regional area. Policy 2.3, (Commercial Businesses), will be achieved by permitting an expansion of an existing restaurant business to provide a banquet hall for private events. This use will serve both

local and regional needs, reducing the need for residents to travel to adjoining communities, capturing a greater share of local spending, and offering a diversity of employment opportunities. The General Plan encourages businesses that serve residents within walking distances of their houses. The proposed use will provide the nearby residents a private entertainment option that they can walk or drive to. Further, the availability of a full line of alcohol for on-site consumption will provide an added amenity to residents and visitors. As conditioned, the proposed use is consistent with General Plan Land Use Element Policy 12.1, (Vital Commercial Districts). The establishment of a banquet hall with the sale and consumption of full alcohol, and extended hours of operation, along with the implementation of the conditions of approval, will enhance the commercial district by creating a quality banquet experience. To operate with extended hours and to reduce the need for residents and visitors to travel to adjoining communities for a private event space with extended hours serving alcohol. The proposed use expansion is consistent with General Plan Land Use Goal 11 (Job Opportunities) as it provides the expansion of a specialty use which allows for a diversity of job opportunities for Pasadena's residents. In addition, the project is consistent with the Land Use Element Policy 11.1, (Business Expansion and Growth), which supports the growth and success of businesses that create new job opportunities and productive and satisfying employment for Pasadena residents. In addition, the banquet facility would provide a needed service for banquets which would support Goal 14 (Visitors) which would be available to host a variety of events to Pasadena residents and even members of surrounding communities. The banquet facility will emphasize Pasadena as a major destination for tourists to celebrate its events, culture, history and setting. It will bolster a diverse economy base and would be a long-term economic contribution to the City and the CL-SP-1b zoning district which promotes a commercial character. In addition, the proposed project results in a floor area ratio (FAR) of 0.40 which is within the maximum range allowed for the Low Mixed Use designation in the General Plan. Therefore, the proposed project is consistent with the adopted policies.

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 project will allow for the operation of a Club, Lodge and Private Meeting Hall (banquet hall), a use that is conditionally permitted within the CL-SP-1b zoning district. Due to the close proximity of the residential uses to the east and west, in order to reduce the potential noise impact from exterior doors in the banquet hall, the applicant proposes to relocate the existing entry door from the east elevation to the north elevation. The proposed entry relocation includes a new 432 square-foot addition along the north of the façade of the building for an aggregate floor area of 3,888 square feet. The proposed addition will consist of a 139 square-foot security room and a 293 square-foot double door entry vestibule. The entry vestibule will prevent noise from filtering out of the banquet hall by providing an enclosed space between the event space and entrance/exit of the building. The applicant is proposing additional security measures as a part of the project. Such measures include monitoring the parking lot by placing multiple cameras in the parking lot. Two security guards are also proposed to work all night events. One security guard will monitor around the building and the other one will monitor the parking lots for any disturbance. These operational standards are proposed to prevent loitering and noise impacts to adjacent properties. Lastly, the applicant will be required to comply with the City's Noise Ordinance at all times. As the use will operate in accordance with the City's laws, ordinances, and conditions of approval that ensure the continuity of the compatible coexistence of this use with surrounding area, it is anticipated that there will be no detrimental effects to the public

health, safety and welfare at large. Therefore, as conditioned, the operation of a Club, Lodge and Private Meeting Hall use will not detrimentally affect the surrounding 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.* Approval of the application will allow the establishment of a Club, Lodge and Private Meeting Hall use within an existing restaurant located within a commercial zoning district. The restaurant use is a permitted use in the CL-SP-1b zoning district and has been at this location for three years. The project meets the intent of the development standards as a change of use within an existing restaurant area. As proposed, the project complies with the off-street parking requirements of the Zoning Code. Furthermore, the project is subject to compliance with all the conditions of approval and will be required to comply with all zoning, building, and fire codes, which will be reviewed through the building permit plan check process. Through conditions of approval, measures have been taken to address the potential for concerns regarding the operation of the proposed use. As such, the proposed use as described and conditionally approved will not be detrimental or injurious to property and improvements in the area or to the general welfare of 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 the establishment of a Club, Lodge and Private Meeting Hall within an existing restaurant space along a commercial corridor. A 432 square-foot addition is proposed on the north façade and will relocate the building's entry; however, the changes that are being made are intended to address noise complaints. The proposed architectural style of the addition and proposed materials match the existing building. The scale of the proposed addition is subordinate to the existing building and will serve as the entrance vestibule. The new addition will also complement the existing building in rectangular form, flat roofing, and exterior stucco treatment. The addition will be further softened from the street edge by a low planter wall with new landscaping. The design location, operating characteristics, and size and will be compatible with character of the existing building, existing land uses, and future land uses in terms of aesthetic values, character, and scale. There are no view protection standards in this zone. Recommended conditions of approval are proposed to further prevent potential noise impacts. Further, the project will be required to obtain all necessary approvals from other City Departments prior to construction, and as conditioned will be in harmony with the surrounding uses. The proposed vestibule addition is designed to comply with all applicable development standards as well as improve upon existing conditions.

Conditional Use Permit: To allow the on-site sale and consumption of a full line of alcohol (Beer, Wine, and Distilled Spirits) in Conjunction with a Club, Lodge, and Private Meeting Hall Use

1. *The proposed location of the site for the Conditional Use Permit would not adversely affect the general welfare of the surrounding property owners.* The subject site is located within the CL-SP-1b zoning district, which includes retail, commercial, and mixed-use development. The banquet hall will continue to provide a full-service food menu with accessory alcohol sales, similar to establishments that operate in the immediate vicinity. Within the banquet facility, food will continue to be dispensed depending on the agreement between the patron and the applicant. At all times, alcohol will be ancillary to the primary use. The proposed sale of alcohol is for on-site sale and consumption only; there would be no off-site sales. Additionally, the project is not expected to contribute to an increase of undue concentration of alcoholic establishments in the Census Tract as the existing license

would be modified for the expansion. The existing restaurant's alcohol sales have occurred since 2022. As conditioned, the incidental on-site sale and consumption of beer, wine, and distilled spirits, in conjunction with the operation of a banquet hall is consistent with the activity of the surrounding uses. Food will be required to be sold in conjunction with alcohol service in the banquet facility at all times. The provision of alcohol sales in conjunction with food sales typically does not encourage activities that cause negative affects on the surrounding area. To address potential noise impacts, conditions of approval are proposed to limit the potential for negative impacts (e.g. no cover charge, no alcohol service within one half hour of closing, etc.). Further, the use will operate in accordance with the City's laws, ordinances, and conditions of approval that ensure the continuity of the compatible coexistence of this use with surrounding area. As a result, with strict adherence to the conditions of approval, the proposed use will be in conformance with the purposes of the zoning district and will not adversely affect the general welfare of the surrounding property owners.

2. *The proposed location of the site for the Conditional Use Permit would not result in an undesirable concentration of premises for the sale of alcoholic beverages, including beer, and wine, in the area.* The site is located within Census Tract 4615.01. Based on a Census Tract population of 3,508 people and a ratio of one on-site alcohol license for every 944 residents, the maximum number of on-site alcohol licenses in this Census Tract is three. Currently, there is one on-site license in this Census Tract, which is the applicant's existing license. The service of alcohol at the existing privately-owned banquet hall is an amenity to the area, and therefore will not contribute negatively to an undesirable concentration of alcoholic establishments in the Census Tract. As included in the conditions of approval, cover charges, age restrictions, and amplified music conducive of a nightclub atmosphere are prohibited in order to ensure this establishment remains a banquet hall, and does not deviate from the operation proposed.
3. *The proposed location of the site for the Conditional Use Permit would not detrimentally affect the nearby surrounding area after giving special consideration to the proximity and nature of the proposed use with respect to the following: a. Residential uses and residential districts; b. Hospitals, park and recreation facilities, places of public assembly, public or private schools, and religious assembly uses that attract minors and other similar uses; and c. Other establishments offering alcoholic beverages (including wine) for sale for consumption both on- and off-site.* Within the immediate vicinity, the nearest public park is Washington Park, approximately 1,050 feet (0.20 mile) southwest of the site. The nearest school is Longfellow Elementary School, approximately 850 feet (0.16 mile) southeast of the site, and the nearest religious facility is Frontier Church, approximately 190 feet (0.03 mile) south of the site. The nearest residential uses abut the site to the west, approximately 65 feet (0.01 mile) west of the site. It is not anticipated that the alcohol sales at a banquet hall will result in an adverse impact on these or other similar uses. The operation of the banquet hall, including the sale of full alcohol, will be compatible with the existing commercial uses and commercial corridor. Adherence with the recommended conditions of approval and periodic condition monitoring will ensure that the use will not deviate from the planned operation reviewed under this application. As proposed, the sale and consumption of alcohol will be ancillary to the primary banquet hall use. Furthermore, it has been found that alcohol sales in conjunction with a banquet hall typically do not encourage activities that cause negative effects on a surrounding area.
4. *The proposed location of the site for the Conditional Use Permit would not aggravate proposed problems created by the sale of alcohol (e.g., littering, loitering, noise, public*

*drunkenness, and sales to minors*). The incidental sale of beer, wine, and distilled spirits in conjunction with the proposed banquet hall, is not considered a problematic use and will not contribute to an aggravation of existing problems in the vicinity. However in this case, concerns regarding nuisances from the current business operation have been registered. As a result, conditions of approval have been included. These conditions, which include regulating operating hours, the cessation of alcohol sales within one half-hour of closing, prohibiting a cover charge or age restrictions for entrance, will further limit the potential for negative impacts. With this approval, the project is subject to the City's Condition Mitigation Monitoring Program. Noncompliance with any of the conditions of approval or any of the provisions of the Zoning Code may result in the revocation of the Conditional Use Permit.

5. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan.* The subject site is designated as Low Mixed Use in the General Plan Land Use Element (0.0-1.0 FAR) and is within the North Lake Specific Plan. Specifically, the proposed use is consistent with General Plan Land Use Element Goal 2 (Land Use Diversity), which encourages a mix of land uses meeting the diverse needs of Pasadena's residents and businesses, offering a variety of employment and recreation opportunities, and supporting a healthy population while protecting the environment. With the implementation of the conditions of approval, the proposed banquet hall with the on-site sale and consumption of a full line of alcohol, will promote a diverse economy base and long-term economic contribution to the city, and reinforce the site as an active, vital regional area. Policy 2.3, (Commercial Businesses), is achieved by permitting an expansion of an existing restaurant business to provide a banquet hall for private events. This use will serve both local and regional needs, reducing the need for residents to travel to adjoining communities, capturing a greater share of local spending, and offering a diversity of employment opportunities. The General Plan encourages businesses that serve residents within walking distances of their houses. The proposed use will provide the nearby residents with a private entertainment option that they can walk or drive to. Further, the availability of a full line of alcohol for on-site consumption will provide an added amenity to residents and visitors. As conditioned, the proposed use is consistent with General Plan Land Use Element Policy 12.1, (Vital Commercial Districts). The establishment of a banquet hall with the sale and consumption of full alcohol, and extended hours of operation, along with the implementation of the conditions of approval, would enhance the commercial district by creating a quality banquet experience. To operate with extended hours and to reduce the need for residents and visitors to travel to adjoining communities for a private event space with extended hours serving alcohol. The proposed use expansion is consistent with General Plan Land Use Goal 11 (Job Opportunities) as it provides the expansion of a specialty use which allows for a diversity of job opportunities for Pasadena's residents. In addition, the project is consistent with the Land Use Element Policy 11.1, (Business Expansion and Growth), which supports the growth and success of businesses that create new job opportunities and productive and satisfying employment for Pasadena residents. In addition, the banquet facility will provide a needed service for private gatherings which would support Goal 14 (Visitors) which would be available to host a variety of events to Pasadena residents and even members of surrounding communities. The banquet facility will emphasize Pasadena as a major destination for tourists to celebrate its events, culture, history and setting. The use will bolster a diverse economy base and would be a long-term economic contribution to the City and the CL-SP-1b zoning district which promotes a commercial character. In addition, the proposed project results in a floor area ratio (FAR) of 0.40 which is within the maximum range allowed for the Low Mixed Use designation in the General Plan. Therefore, the proposed project is consistent with the adopted policies.



Conditional Use Permit: To allow extended hours of operation

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.* A Conditional Use Permit is required to permit a business, that is located within 150 feet of a residential zoning district, to operate between the hours of 10:00 p.m. and 7:00 a.m. A single-family residential zoning district is located approximately 50 feet west of the project site and contains single-family residential uses. The proposed hours for the banquet hall component of the business request are from 11:00 a.m. to 11:00 p.m. Monday through Thursday, 11:00 a.m. to 12:30 a.m. Friday and Saturday, and 11:00 a.m. to 11:30 p.m. on Sunday. The request for extended hours of operation complies with all applicable provisions in 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 project site is located in the CL-SP-1b zoning district. The purpose of the CL zoning district is to provide sites for businesses serving the daily needs of nearby residential areas while establishing development standards that prevent significant adverse effects on residential uses within and adjoining a CL district. The purpose of the SP-1b subdistrict is to promote a commercial character and allow for a variety of commercial uses. This subdistrict encourages development that contributes to the pedestrian character of the street. The proposed hours of operation for the banquet hall will serve the nearby residential areas by providing private gathering opportunities within walking distances of their residences. The front entrance will be located at the northeast corner of the building, adjacent to the public sidewalk, which will enhance the pedestrian character of the street. As a result, with strict adherence to the conditions of approval, the proposed use will be in conformance with the purposes of the zoning district.
3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan.* The subject site is designated as Low Mixed Use in the General Plan Land Use Element (0.0-1.0 FAR) and is within the North Lake Specific Plan. Specifically, the proposed use is consistent with General Plan Land Use Element Goal 2 (Land Use Diversity), which encourages a mix of land uses meeting the diverse needs of Pasadena's residents and businesses, offering a variety of employment and recreation opportunities, and supporting a healthy population while protecting the environment. With the implementation of the conditions of approval, the proposed banquet hall, with the on-site sale and consumption of a full line of alcohol and limited extended hours, will promote a diverse economy base and long-term economic contribution to the city, and reinforce the site as an active, vital regional area. Policy 2.3, (Commercial Businesses), will be achieved by permitting an expansion of an existing restaurant business to provide a banquet hall for private events. This use will serve both local and regional needs, reducing the need for residents to travel to adjoining communities, capturing a greater share of local spending, and offering a diversity of employment opportunities. The General Plan encourages businesses that serve residents within walking distances of their houses. The proposed use will provide the nearby residents a dining and private entertainment option that they can walk or drive to. Further, the availability of a full line of alcohol for on-site consumption will provide an added amenity to residents and visitors. As conditioned, the proposed use is consistent with General Plan Land Use Element Policy 12.1, (Vital Commercial Districts). The establishment of a banquet hall with the sale and consumption of full alcohol, and extended hours of operation, along with the implementation of the conditions of approval, will enhance the commercial district by creating a quality banquet experience. The proposed use expansion

is consistent with General Plan Land Use Goal 11 (Job Opportunities) as it provides the expansion of a specialty use which allows for a diversity of job opportunities for Pasadena's residents. In addition, the project is consistent with the Land Use Element Policy 11.1, (Business Expansion and Growth), which supports the growth and success of businesses that create new job opportunities and productive and satisfying employment for Pasadena residents. In addition, the banquet facility would provide a needed service for banquets which would support Goal 14 (Visitors) which will be available to host a variety of events to Pasadena residents and even members of surrounding communities. The banquet facility will emphasize Pasadena as a major destination for tourists to celebrate its events, culture, history and setting. It will bolster a diverse economy base and would be a long-term economic contribution to the City and the CL-SP-1b zoning district which promotes a commercial character. In addition, the proposed project results in a floor area ratio (FAR) of 0.40 which is within the maximum range allowed for the Low Mixed Use designation in the General Plan. Therefore, the proposed project is consistent with the adopted policies.

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 project will allow for the operation of a Club, Lodge and Private Meeting Hall (banquet hall), a use that is conditionally permitted within the CL-SP-1b zoning district, to be open with extended hours of operation. Due to the close proximity of the residential uses to the east and west, in order to reduce the potential noise impact from exterior doors in the banquet hall, the applicant proposes to relocate the existing entry door from the east elevation to the north elevation adjacent to the parking lot. The proposed entry relocation and a new 432 square-foot addition along the north of the façade of the building will consist of a 139 square-foot security room and a 293 square-foot double door entry vestibule which will prevent noise from filtering out of the banquet hall and enhance security on the site. The applicant is proposing additional security measures such as monitoring the parking lot by placing multiple cameras in the parking lot and hire two security guards to work every night event. One security guard will monitor around the building and the other one will monitor the parking lots for any disturbance. These operational standards are proposed to prevent loitering and noise impacts to adjacent properties. Lastly, the applicant will be required to comply with the City's Noise Ordinance at all times. As the use will operate in accordance with the City's laws, ordinances, and conditions of approval that ensure the continuity of the compatible coexistence of this use with surrounding area, it is anticipated that there will be no detrimental effects to the public health, safety and welfare at large. Therefore, as conditioned, the operation of a Club, Lodge and Private Meeting Hall use will not detrimentally affect the surrounding 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.* As conditioned, the extended hours of operation for the banquet hall will provide the nearby residents with convenient dining and private gathering options. Further, the project will be conditioned to comply with the Noise Ordinance regulations (PMC Section 9.36), so there are minimal negative impacts on the neighbors. Through conditions of approval, measures will be taken to address the potential for concerns regarding the operation of the proposed use. As such, the proposed use as described and conditionally approved will not be detrimental or injurious to property and improvements in the area.
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 the establishment of a banquet hall within an existing restaurant space. A 432 square-foot addition is proposed on the north façade and will relocate the building's entry; however, the changes that are being made are intended to address noise complaints. The proposed architectural style of the addition and proposed materials match the existing building. The scale of the proposed addition is subordinate to the existing building and will serve as the entrance vestibule. The new addition will also complement the existing building in rectangular form, flat roofing, and exterior stucco treatment. The addition will be further softened from the street edge by a low planter wall with new landscaping. The design location, operating characteristics, and size will be compatible with character of the existing building, existing land uses, and future land uses in terms of aesthetic values, character, and scale. There are no view protection standards in this zone. Recommended conditions of approval will further prevent potential noise impacts. Further, the project is required to obtain all necessary approvals from other City Departments prior to construction, and as conditioned will be in harmony with the surrounding uses. The proposed vestibule addition is designed to comply with all applicable development standards as well as improve upon existing conditions.

**ATTACHMENT B**  
**CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMIT #7100**

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

General

1. The proposed Club, Lodge and Private Meeting Hall (banquet hall) shall substantially conform to the site plan, floor plan and elevations submitted with this application and stamped "Approved at Hearing December 20, 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 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.
4. The approval of this application authorizes the establishment of a Clubs, Lodges and Private Meeting Halls (banquet hall) land use.
5. The approval of this application authorizes the sale of a full line of alcohol (beer, wine and spirits) for on-site consumption only.
6. The approval of this application authorizes hours of operation between 7:00 a.m. to 11:00 p.m. Monday through Thursday, 7:00 a.m. to 12:30 a.m. Friday and Saturday, and 7:00 a.m. to 11:30 p.m. on Sunday. Clean-up after private events shall conclude one-hour after the end of the event, but no later than 12:00 a.m., Monday through Thursday, and 1:30 a.m. Friday and Saturday, and 12:30 a.m. on Sunday.
7. Any change to these conditions of approval or expansion and/or modification of the use shall require the modification of this Conditional Use Permit or a new Conditional Use Permit.
8. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
9. The proposed project, Activity Number **ZENT2023-00003** 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, Katherine Moran at (626) 744-6740 to schedule an inspection appointment time and set up monitoring fees.
10. The final decision letter and conditions of approval shall be incorporated in the building plans as part of the building plan check process.

Planning Division

11. The premises shall operate under ABC License Type 47 (On-Sale, General for Bona Fide Eating Place). The premises shall not obtain any other public premises type licenses without the approval of a Conditional Use Permit and/or Expressive Use Permit.
12. The last alcoholic beverage shall be served no later than one half hour before closing or the end of an event. The hours of alcohol sales for the establishment are limited from 11:00 a.m. to 10:30 p.m. Monday through Thursday, 11:00 a.m. to 12:00 a.m., Friday and Saturday and 11:00 a.m. to 11:00 p.m. on Sunday.
13. Off-site sale and consumption of alcohol shall be prohibited at all times.
14. The site shall not be utilized as a private club, which requires membership.
15. There shall be no sale of alcohol in disposable containers.
16. The sale of alcoholic beverages shall be in conjunction with food. Food service and/or a full menu shall be made available during all hours of business operation.
17. Any live entertainment shall be limited to the stage area designated on the approved plan.
18. The banquet hall space, as shown on the approved plans stamped "Approved at Hearing, December 20, 2023," shall not be used for scheduled/ticketed live performances with seating or a gathering space for spectators to observe.
19. Prior to building permit issuance, the two lots shall be legally consolidated through a Certificate of Exception and Certificate of Compliance.
20. During dancing and live entertainment, all exterior windows and doors of the facility shall remain closed.
21. A minimum of two security guards shall monitor the parking lot during all evening events until 30 minutes after closing or the cessation of the event.
22. The property shall maintain adequate and functioning surveillance cameras at all times.
23. Loitering outside the banquet shall not be permitted. Patrons shall not queue on the public sidewalk or walkway and shall not hinder, obstruct, or impede any person from freely passing by or entering an adjacent place of business. A sign stating "No Loitering or Public Drinking" shall be posted in the parking lot.
24. No guest queuing shall be permitted outside of the banquet hall.
25. A sign shall be posted on the site within a clear view of any interested person containing a telephone number and the name of a person to be contacted in the event that the operation of the involved business is causing concerns or problems in the adjacent neighborhood resulting from the subject use.
26. No signs advertising private parties shall be permitted on the premises.

27. Signs advertising brands of alcoholic beverages or the availability of alcohol for sale at the subject site shall not be visible from the exterior of the subject building.
28. The site and surrounding area shall be maintained in a litter and graffiti free manner. Any graffiti that should appear on the site shall be removed within 48 hours.
29. The following preventive measures shall be undertaken to reduce the potential for alcohol related problems:
  - a. Food service shall remain available during all hours of operation;
  - b. Rideshare service phone numbers shall be posted in a conspicuous location at all times in the area(s) where alcohol is served to customers;
  - c. All employees selling or serving alcohol shall be required to participate in an alcohol management training program prior to the operation of selling/serving alcohol,
  - d. The availability of a variety of non-alcoholic beverages shall be made known and offered to customers;
30. No more than four video games shall be permitted.
31. Amplification of music shall comply with the regulations of Chapter 9.36 (Noise Restrictions) of the Pasadena Municipal Code. Outdoor amplified and/or non-amplified music shall be prohibited at all times for the banquet hall.
32. The reproduction of sound, which is audible outside of the premise, which will materially and adversely impact commercial and residential tenants, shall not be permitted.
33. A sound study shall be prepared and submitted to the Zoning Administrator for his/her review. Said plan shall detail the proposed noise level that would result with the establishment of a banquet facility.
34. Customized (i.e. color turning or mechanically moving) lighting and sound systems conducive of a nightclub atmosphere (indoor or outdoor) shall be prohibited at all times. Any special requests by a patron shall be subject to the review and approval by the Zoning Administrator.
35. No cover charges, entry fees, or minimum drinks shall be charged/required of patrons.
36. There shall be no restrictions on the age of customers.
37. Only private parties, corporate events, or charities for non-profit events shall be allowed at the subject site. 'Disco' or club promoter-produced parties or events shall be prohibited at the premises. These events would include private parties that involve third persons who profit from organizing and/or drawing attendees to the events.
38. All deliveries, truck loading, and trash pick-up is allowed only between the hours of 7:00 a.m. to 9:00 p.m., Monday through Friday, and between 9:00 a.m. to 5:00 p.m. on Saturday.

39. Compliance with Chapter 8.78 (Tobacco Use Prevention Ordinance) of Pasadena Municipal Code shall be adhered to at all times.
40. Compliance with the City of Pasadena Refuse Storage regulations, see Section 17.40.120 (Refuse Storage Facilities) of the Pasadena Municipal Code, shall be maintained at all times.
41. The applicable code requirements of the Zoning Code and of all other City Departments shall be met at all times.
42. These conditions of approval must be posted in a conspicuous location for public viewing within the tenant space on a continuous basis for the life of this Conditional Use Permit beginning the date the use or alcohol sales commences.

#### Building and Safety Division

43. 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.
44. 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, occupant load, assessor's parcel number, number of stories, type of construction, fire sprinklers, floor area, height, and allowable floor area. Provide a plumbing occupant load and fixtures analysis per 2022 CPC.
45. 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>
46. 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.
47. Green Code: Photocopy to plans and complete the 2022 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>.

48. Means Of Egress (Exiting): Provide an egress plan showing compliance with all requirements for the exit access, the exit and the exit discharged detailed in chapter 10. 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. Primary accessible path of travel shall include a primary entrance to the building or facility; toilet and bathing facilities serving the area; drinking fountains serving the area; public telephones serving the area, and signs.
49. 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.
50. Accessibility: Provide compliance with accessibility per CBC Chapter 11B. Provide an analysis for the minimum required parking spaces.
51. 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. New ePermitting services. Visit the city website at: <https://www.cityofpasadena.net/planning/permit-center/permit-center-online/>

#### Water Department

52. PWP records reflect that there is one 1-inch domestic service serving this property, the service was installed in 2015 (#24478). If the applicant or the Fire Department requests an upgrade, please reach out to Utility Services Planning at (626)744-4495.

#### Fire Department

53. Governing Codes: Comply with the current edition of the California Fire Code and referenced NFPA standards and the Pasadena Municipal Code.
54. Fire Operational Permits: Fire operational permits for functions involving use of candles, entertainment involving open flame, etc. shall require a permit from the Fire Department. Contact Supervising Fire Inspector Jose Enriquez at [jenriquez@cityofpasadena.net](mailto:jenriquez@cityofpasadena.net) at least two weeks before any event for a determination on specific permit requirements.
55. Fire and Life Safety Protection Systems: The installation of a fire sprinkler system complying with the currently adopted California Fire Code, Pasadena Municipal Code, and applicable NFPA standard is required. The installation of a fire alarm system complying with the currently adopted California Fire Code, Pasadena Municipal Code, and NFPA 72 standard is required.
56. Smoke alarms. Provide approved interconnected hardwired smoke alarms, with battery backup, in each sleeping room, areas serving the sleeping rooms and at the top of stairways.



57. Provide emergency and standby power in accordance with the California Building Code and California Fire Code.
58. Include plan for compliance with Chapter 33, Fire Safety During Construction, in the building plan set.
59. Emergency Response, Communications, And Access: A fire road shall extend into the property so that no portion of the exterior of the structure is more than 150' from the fire road. Show dimensions on re-submitted plan (on site plan) to demonstrate compliance.
60. A 5-foot unobstructed firefighter access path is required to all exterior portions of the structure.
61. An approved 20' wide unobstructed (exclusive of parking) fire apparatus access road shall be provided.
62. Fire Hydrants And Fire Flow: Fire Hydrant spacing and fire flow shall be provided in accordance with the California Fire Code and Pasadena Municipal Code.
63. Egress: Egress shall comply with Chapter 10 of the California Building Code and the California Fire code for exit path and means of egress. An occupant load analysis shall be provided on the plans.
64. If delayed egress is provided on an exit door, the building shall be provided with fire sprinklers and a fire alarm system and meet all criteria for delayed egress.
65. A minimum of two means of egress are required from each floor. Additional exits may be required as per the California Building Code.