



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: February 21, 2024

TO: Hearing Officer

SUBJECT: Conditional Use Permit #7188

LOCATION: 460 South Arroyo Parkway

APPLICANT: K-9 Loft

ZONING DESIGNATION: CD-6 (Central District Specific Plan, Arroyo Corridor/Fair Oaks subdistrict)

GENERAL PLAN DESIGNATION: Medium Mixed-Use

CASE PLANNER: Joseph Weaver

STAFF RECOMMENDATION: Adopt the Environmental Determination and the Specific Findings in Attachment A to **approve** Conditional Use Permit #7188 with the conditions in Attachment B.

PROJECT PROPOSAL: Conditional Use Permit: To establish an Animal Sales and Services, Animal Boarding land use in the CD-6 (Central District Specific Plan, Arroyo Corridor/Fair Oaks subdistrict) zoning district.

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 animal boarding facility 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 site is approximately 23,058 square feet in size and is located on the southeast corner of South Arroyo Parkway and East Bellevue Drive. The site is developed with two, one-story commercial buildings and a surface parking lot. The proposed use would occupy an existing 5,897 square foot building adjacent to South Arroyo Parkway. The other on-site commercial building is 2,920 square-feet, located adjacent to East Bellevue Drive, and is developed with a personal improvement services and office use that are to remain.

Adjacent Uses: North – Retail
South – Retail
East – Multi-Family Residential
West – Food Sales

Adjacent Zoning: North – CD-6 (Central District Specific Plan, Arroyo Corridor/Fair Oaks subdistrict)
South – CD-6 (Central District Specific Plan, Arroyo Corridor/Fair Oaks subdistrict)
East – RM-32-OC (Multi-Family Residential - City of Gardens, Office Conversion Overlay District)
West – PD-39 (Planned Development 39 - The Affinity)

Previous zoning cases on this property: None

PROJECT DESCRIPTION:

The applicant, K-9 Loft, has submitted a Conditional Use Permit application to establish an Animal Sales and Services, Animal Boarding land use in the CD-6 zoning district. The proposed use would offer the retail sale of pet supplies, animal grooming, and boarding/pet daycare services for dogs. Services would be provided indoors within an existing 5,897 square-foot commercial building and outdoors within an enclosed 800 square-foot play space. The overnight boarding of animals would occur within the existing building. Parking for the use would be provided onsite. A Conditional Use Permit is required for the Animal Sales and Services, Animal Boarding use. The proposed hours of operation are 7:00 a.m. to 9:00 p.m. Monday through Friday, and 9:00 a.m. to 7:00 p.m. Saturday and Sunday.

ANALYSIS

Conditional Use Permit: To Allow the Establishment of an Animal Sales and Services, Animal Boarding land use.

The subject site is located within the CD-6 (Central District Specific Plan, Arroyo Corridor/Fair Oaks subdistrict) zoning district. The purpose and intent of this subdistrict is to provide for a broad mix of uses at the periphery of the urban core, including employment generating uses that are adaptable to changing economic conditions, as well as to establish Arroyo Parkway as a visually important and attractive gateway to Downtown. An Animal Sales and Services, Animal Boarding use is permitted within this zoning district through the review and approval of a Conditional Use

Permit. The Zoning Code defines an Animal Sales and Services, Animal Boarding use as, “The provision of shelter and care for small animals on a commercial basis including activities (e.g., feeding, exercising, grooming, and incidental medical care).” The proposed use would offer services such as the retail sale of pet supplies, animal grooming, and animal boarding for periods that could last more than 48 hours.

The Hearing Officer may approve a Conditional Use Permit to allow the establishment of an Animal Sales and Services, Animal Boarding 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.

The proposed use would occupy a vacant 5,897 square-foot building that was previously used as a retail store and fitness studio. The surrounding area is primarily developed with a variety of commercial uses that front South Arroyo Parkway, as well as existing residential uses to the east. The proposed use would consist of a 1,219 square-foot retail store, a 402 square-foot grooming area, and a 1,491 square-foot indoor boarding facility. The boarding room would consist of 30 large suites and 24 small enclosures. Typical overnight stays would be one to five days, with occasional stays lasting longer. A 422 square-foot small dog play area and a 1,220 square-foot large dog play area would be provided within the building and would serve as the primary play areas for dogs. An 800 square-foot outdoor play area would also be provided adjacent to the rear parking area of the building. The outdoor area would be screened by a six-foot-tall fence and covered by a roof.

The proposed Animal Sales and Services, Animal Boarding use would primarily occur within an enclosed building with limited use of the outdoor play area. The proposed use is consistent with the General Plan and purpose of the subject zoning district. Conditions of approval have been included to address any potential impacts of the proposed use. These conditions include, restricting the hours of the outdoor play area between 9:00 a.m. to 5:00 p.m., requiring that the outdoor play area be cleaned at least once daily, and that the fence surrounding the outdoor play area be maintained in good condition. Further, a condition of approval has been included prohibiting kennels or cages within any outdoor areas.

Hours of Operation

The proposed hours of operation are from 7:00 a.m. to 9:00 p.m. Monday through Friday, and 9:00 a.m. to 7:00 p.m. Saturday and Sunday. The site is located within the Central District Specific Plan, therefore is not subject to Zoning Code Section 17.40.070 (Limited Hours of Operation). The property is surrounded primarily by retail establishments with the exception of residential uses to the east. The overnight boarding of animals would occur entirely within the building and an overnight attendant would be present to supervise all dogs throughout the night after business hours. The proposed hours of operation are consistent with typical hours of a retail establishment. With the proposed conditions of approval, it is not anticipated that the hours of operation of the proposed use would be detrimental to the immediate area.

Parking

The project would make use of existing onsite surface parking that would be restriped and configured in compliance with parking requirements of Zoning Code Chapter 17.46 (Parking and

Loading). The quantity of parking for tenants of the site would satisfy requirements of the Zoning Code. The Zoning Code requires that Animal Sales and Services uses provide a minimum of 2.5 spaces per 1,000 square feet of building area. As the property is located within a ¼ mile of the Del Mar Station, the project is subject to Zoning Code Section 17.50.340 – Transit-Oriented Development (TOD). As such, a 20 percent reduction of the minimum parking requirement may be applied to each onsite use (Personal Improvement Services, Office, and Animal Sales and Services uses). After applying the 20 percent reduction, the total minimum parking requirement for all uses on site is 18 spaces. Additionally, the Zoning Code requires that a 10 percent reduction be the maximum allowed number of parking spaces. After applying a 10 percent reduction to each onsite use, the total maximum parking requirement is 22 spaces. The proposed project would provide a total of 20 spaces, which complies with the minimum and maximum parking requirements for the site. Furthermore, the Department of Transportation reviewed the proposal and expressed no concerns regarding parking. Therefore, it is staff's assessment that the existing parking lot would be adequate for the proposed use.

Surrounding Uses and Noise

The surrounding area is primarily developed with a variety of commercial uses; however, residential uses exist directly east of the subject property. Throughout the day, dogs will be kept in a group play environment, primarily within the soundproofed indoor areas. An 800 square-foot outdoor play area is proposed adjacent to the parking lot at the rear of the building which would be ancillary to the indoor play areas. The outdoor play area would be enclosed by a six-foot-tall vinyl fence that would prevent dogs from interacting with and disturbing people using the parking lot. Use of the outdoor play area would be limited between 9:00 a.m. and 5:00 p.m. and there would be no kennels allowed outside. With the proposed conditions of approval, the proposed use would not be detrimental to the health and welfare of surrounding uses.

GENERAL PLAN CONSISTENCY:

This site is designated as Medium Mixed-Use in the Land Use Element of the General Plan. The proposed use is consistent with Policy 12.6 (Local Businesses), Policy 25.1 (Diversity of Uses), and Policy 25.2 (Compact Infill Development) of the General Plan. Policy 12.6 encourages the development of Pasadena-grown and based retail business as an alternative to national chain brands. K-9 Loft has served the local community for many years and would continue to serve the community with the establishment of the proposed use. Policy 25.1 encourages the development of a broad range of commercial uses that reduce the need to travel to adjoining communities, while capturing a greater share of local spending. The proposed use would provide essential animal services to the local community and would be within close proximity to Pasadena residents. Lastly, Policy 25.2 encourages commercial uses along major corridors, in Neighborhood Villages, and as infill development adjacent to existing commercial uses and on surface parking lots to improve commercial services, maximize revenue generation, and leverage concentrating commercial uses. The proposed use would be located within an existing commercial building and is surrounded by other commercial businesses on South Arroyo Parkway. The establishment of the proposed use would contribute to the broad mix of uses in the area, generate employment, and provide a commercial service along a major corridor.

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 animal boarding facility 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 proposal was reviewed by the Building and Safety Division and the Design and Historic Preservation Section, as well as the Departments of Transportation, Fire, Housing, Police, Public Works, and Water and Power. The Department of Water and Power provided standard comments included as conditions of approval. The other reviewers provided no additional comments for this application.

CONCLUSION:

It is staff's conclusion that the findings necessary for approval of the Conditional Use Permit for the establishment of an Animal Sales and Services, Animal Boarding use can be made. The project is in conformance with the purpose of the CD-6 zoning district. The project is also consistent with the goals and objectives of the Central District Specific Plan and the General Plan. The overnight boarding of animals would strictly occur within the building and the outdoor play area would be limited in use. The proposed use would occupy an existing commercial building that has been vacant and would provide essential animal services to the local community. With the recommended conditions of approval, the proposed use would be compatible with the surrounding area. The applicant shall strictly adhere to the conditions recommended so that the use would not deviate from the planned operation as reviewed by staff. 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: Recommended Specific Findings for Conditional Use Permit

Attachment B: Recommended Conditions of Approval for Conditional Use Permit

ATTACHMENT A
SPECIFIC FINDINGS FOR CONDITIONAL USE PERMIT #7188

Conditional Use Permit – To Establish an Animal Sales and Services, Animal Boarding 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 of an Animal Sales and Services, Animal Boarding use is allowed with the approval of a Conditional Use Permit within the applicable CD-6 zoning district. The proposed project will not result in the enlargement of the existing building and will comply with the applicable 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 subject site is located within the CD-6 (Central District Specific Plan, Arroyo Corridor/Fair Oaks subdistrict) zoning district. A purpose of the Central District Specific Plan is to provide for a diverse mix of land uses designed to create the primary business, financial, retailing, and government center of the City. Additionally, the purpose and intent of the Arroyo Corridor/Fair Oaks subdistrict is to provide for a broad mix of uses at the periphery of the urban core, including employment generating uses that are adaptable to changing economic conditions, as well as to establish Arroyo Parkway as a visually important and attractive gateway to Downtown. The proposed use is consistent with the Central District Specific Plan as it provides a new commercial business along South Arroyo Parkway, contributing to the commercial/retail character of the area. The proposed use would provide essential animal services to the local community and would provide jobs as a commercial business. With strict adherence to the conditions of approval, the Animals Sales and Services, Animal Boarding 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.* This site is designated as Medium Mixed-Use in the Land Use Element of the General Plan. The proposed use is consistent with Policy 12.6 (Local Businesses), Policy 25.1 (Diversity of Uses), and Policy 25.2 (Compact Infill Development) of the General Plan. Policy 12.6 encourages the development of Pasadena-grown and based retail business as an alternative to national chain brands. K-9 Loft has served the local community for many years and will continue to serve the community with the establishment of the proposed use. Policy 25.1 encourages the development of a broad range of commercial uses that reduce the need to travel to adjoining communities, while capturing a greater share of local spending. The proposed use will provide essential animal services to the local community and will be within close proximity to Pasadena residents. Lastly, Policy 25.2 encourages commercial uses along major corridors, in Neighborhood Villages, and as infill development adjacent to existing commercial uses and on surface parking lots to improve commercial services, maximize revenue generation, and leverage concentrating commercial uses. The proposed use will be located within an existing commercial building and is surrounded by other commercial businesses on South Arroyo Parkway. The establishment of the proposed use will contribute to the broad mix of uses in the area, generate employment, and provide a commercial service along a major corridor.
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 Animal Sales and Services, Animal Boarding use will offer services such as the retail sale of pet supplies, animal

grooming, and animal boarding. An enclosed 800 square-foot outdoor play space will also be provided. The proposed use will primarily occur within an enclosed building with limited use of the outdoor area. The indoor area will be soundproofed, and the business operation will cease by 9:00 p.m. daily. The outdoor play will be enclosed by a six-foot-tall vinyl fence and covered by a roof in order to limit interactions with people using the parking lot and surrounding uses. Conditions of approval have been included to limit any detriment to the health, safety, or general welfare of persons in the neighborhood. These conditions include restricting the hours of the outdoor play area between 9:00 a.m. to 5:00 p.m., requiring that the outdoor play area be cleaned at least once daily, that the fence surrounding the outdoor play area be maintained in good condition, compliance with the City's Noise Ordinance, and the provision of striping and signage in parking areas. Further, a condition of approval has been included prohibiting kennels or cages within any outdoor areas. The proposed use will comply with hours of operation as allowed in the Zoning Code and will be compatible with the activities of the surrounding commercial/retail uses. Lastly, adequate parking for all uses will be provided onsite. With strict adherence to conditions of approval, the project will not adversely impact the surrounding neighborhood.

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.* With the implementation of the recommended conditions of approval, the Animal Sales and Services, Animal Boarding use will not be detrimental to the general welfare of the City. The proposed use will primarily occur within an enclosed building with limited use of the outdoor area. There will be no expansion of the existing commercial building and all parking will be provided onsite. In addition, conditions will ensure that the use will continue to operate in compliance with what has been reviewed, and in a manner that is compatible with surrounding uses 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 proposed Animal Sales and Services, Boarding use will occupy an existing commercial building and no enlargements or major exterior changes to the building are proposed. The use will operate within the hours allowed in the Zoning Code and complies with other applicable standards. The proposed use will be compatible with the commercial activities of the surrounding businesses in the vicinity along South Arroyo Parkway and will offer a service to nearby residents. To be compatible with adjacent residential uses, the building will be soundproofed, and the outdoor play area will have limited hours of operation and will be enclosed by a six-foot-tall fence. Further, an overnight attendant will be required to supervise all boarded dogs.

ATTACHMENT B
CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMIT #7188

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

General

1. The site/floor plans submitted for building permits and/or future development shall substantially conform to the site/floor plans stamped "Approved at Hearing, February 21, 2024," except as modified herein.
2. The approval of this application authorizes the establishment of an Animal Sales and Services, Animal Boarding use within an existing 5,897 square-foot commercial building.
3. The right granted under this application must be enacted within 36 months from the effective date of approval. It shall expire and become void, unless an extension of time is approved in compliance with Zoning Code Section 17.64.040.C (Time Limits and Extensions – Extensions of Time).
4. The Zoning Administrator, at any time, can call for a review of the approved conditions at a duly noticed public hearing. These conditions may be modified or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Conditional Use Permit if sufficient cause is given.
5. Any change to these conditions of approval or expansion of the use shall require the modification of this Conditional Use Permit or a new Conditional Use Permit.
6. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
7. The final decision letter and conditions of approval shall be incorporated in the building plans as part of the building plan check process.
8. The proposed project, Activity Number **ZENT2023-00128**, is subject to a Final Zoning Inspection. A Final Zoning Inspection is required for the project prior to the issuance of a Certificate of Occupancy. Contact the Planning Case Manager, Joseph Weaver at (626) 744-3813 to schedule an inspection appointment time.

Planning Division

9. The use shall only provide shelter and care for small animals, defined in Zoning Code Section 17.80.020 as, "An animal no larger than the largest breed of dogs. This term includes fish, birds, and mammals customarily kept as domestic pets within a dwelling unit."
10. Ingress into the site shall only be taken from East Bellevue Drive. The driveway off South Arroyo Parkway shall be used as an exit only.
11. Directional signage and/or arrows indicating one way, exit only, etc. shall be provided on the site to assist internal circulation within the parking lot, to the satisfaction of the Zoning Administrator.

12. The outdoor play area shall be limited to no more than 800 square-feet in size as indicated on the approved plans.
13. The outdoor play area shall be covered and bounded by a six-foot-tall solid fence. The fence shall be screened and maintained in good condition.
14. No outdoor kennels or cages shall be permitted.
15. The use of the outdoor play area and any other outdoor activity shall be limited between 9:00 a.m. and 5:00 p.m.
16. The applicant shall stripe the parking lot and provide all parking spaces with wheel stops in compliance with Zoning Code Chapter 17.46 (Parking and Loading).
17. An overnight attendant shall be present onsite to supervise boarded dogs.
18. The outdoor display or storage of merchandise shall not be allowed at any time.
19. The subject site shall be maintained free and clear of trash and debris at all times.
20. The applicant shall be responsible for all cost and expenses of any monitoring and inspection activities by the City.
21. The proposed use shall comply with Section 17.40.090 (Performance Standards) specifically regarding odor. No use, process, or activity shall produce odor that causes discomfort or annoyance to a reasonable person of normal sensitivity or which endangers the comfort, repose, health, or peace of residents whose property abuts the site.
22. The outdoor lighting shall be adequate and consistent with the standards of Section 17.40.080 (Outdoor Lighting) and Section 17.46.220 (Outdoor Parking Lighting) of the Zoning Code. All new lighting shall be properly shielded to avoid glare and spill of light to surrounding properties.
23. The proposed use shall comply with the Noise Restrictions Ordinance, Pasadena Municipal Code Chapter 9.36.

Department of Water and Power

24. PWP records reflect that there is one 2-inch domestic service serving this property, the service was installed in 1997(#22427). The existing water service should be sufficient for the project. If the applicant or the Fire Department requests an upgrade, please reach out to Utility Services Planning at (626) 744-4495. 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.