



## PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

### STAFF REPORT

**DATE:** March 20, 2024

**TO:** Hearing Officer

**SUBJECT:** Single-Family Compatibility Permit #7142 and Certificate of Exception #420

**LOCATION:** 770 South Oak Knoll Avenue

**APPLICANT:** Alfie Reynoso

**ZONING DESIGNATION:** RS-6 (Residential Single-Family, 0-6 dwelling units per acre)

**GENERAL PLAN DESIGNATION:** Low Density Residential

**CASE PLANNER:** Alison Walker

**STAFF RECOMMENDATION:** Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Single-Family Compatibility Permit #7142 and Certificate of Exception #420 with the conditions in Attachment B.

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**PROJECT PROPOSAL:** To facilitate the construction of a 394 square-foot first story and 529 square-foot second story addition to an existing 4,066 square-foot two-story residence with a detached garage, the applicant requests the following applications:

- 1) Single-Family Compatibility Permit: To exceed the Neighborhood Compatibility maximum allowed square footage. The total proposed living area of 4,989 square feet would exceed the Neighborhood Compatibility maximum (3,746 square feet) by 1,243 square feet; and
- 2) Certificate of Exception: To allow a lot line adjustment to consolidate two existing parcels into one (AIN 5721-023-019 and 5721-023-018).

**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(e), Class 1, Existing Facilities, and §15305(a), Class 5, Minor Alterations in Land Use Limitations), and there are no features that distinguish this project from others in the exempt classes; therefore, there are no unusual circumstances. Section 15301 exempts additions to existing structures, provided the size of the addition will not result in an increase of more than 10,000 square feet, 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. Section 15305(a) specifically exempts minor lot line adjustments not resulting in the creation of any new parcel in areas with an average slope of less than 20 percent. The proposed addition does not exceed the size threshold, the site is in an area where all public services and facilities are available, is not environmentally sensitive has an average slope of less than 20 percent, and the project does not result in the creation of a new parcel; therefore, the proposal is exempt from environmental review.

**BACKGROUND:**

**Site characteristics:** The subject property is located on the east side of South Oak Knoll Avenue, north of Arden Road and south of Cornell Road, and consists of two parcels developed as one 21,704 square-foot site; the southern parcel (Parcel 1) has a lot size of 11,400 square feet and the northern parcel (Parcel 2) has a lot size of 10,304 square feet. The site is developed with a 4,066 square-foot, two-story single-family residence originally constructed in 1927 and a detached 719 square-foot garage in the northeast corner of the lot.

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

**Adjacent Zoning:** North – RS-6 (Residential Single-Family, 0-6 dwelling units per acre)  
South – RS-6 (Residential Single-Family, 0-6 dwelling units per acre)  
East – RS-6 LD-13 (Residential Single-Family, 0-6 dwelling units per acre, South Hudson Landmark District)  
West – RS-6 (Residential Single-Family, 0-6 dwelling units per acre)

**Previous zoning cases on this property:** None.

**PROJECT DESCRIPTION:**

The applicant, Alfie Reynoso, has submitted a Single-Family Compatibility Permit to exceed the Neighborhood Compatibility Analysis and allow a residence with a floor area of 4,989 square feet where the maximum permitted is 3,746 square feet. The project entails the construction of a 394

square-foot first-story addition and 529 square-foot second-story addition to an existing 4,066 square-foot, two-story single-family residence. The project would also include a rear second-story deck of 470 square feet with access from the proposed second-story addition. The existing house presently sits on two parcels; therefore, the project also includes a request for a Certificate of Exception for a lot line adjustment to consolidate two parcels into one.

## **ANALYSIS:**

### Single-Family Compatibility Permit – To exceed the Neighborhood Compatibility Analysis

The subject site is zoned RS-6 (Residential Single-Family, 0-6 dwelling units per acre). Pursuant to Section 17.22.090 (Single-Family Compatibility Permit), the allowable floor area of the house may exceed the neighborhood compatibility maximum subject to approval of a Single-Family Compatibility Permit. The purpose of the Single-Family Compatibility Permit is to provide a review process for the City to consider the appropriateness of proposed development on single-family zoned lots to ensure that a proposed project is consistent in size and scale with existing dwellings within a 500-foot radius. The applicable review authority may approve a Single-Family Compatibility Permit application, only after first making the two required findings. The first finding is that the design, location, and size of proposed structures and/or additions or alterations to existing structures would be compatible with existing and anticipated future development along both sides of the blockface in terms of aesthetics, height, materials, massing, and scale. The second finding is that the proposed project includes contextual front yard setbacks and residence entryways consistent in scale with entries on both sides of the blockface.

The “Neighborhood Compatibility” maximum requirement is pursuant to Table 2-3 (RS and RM-12 Residential District Development Standards), Zoning Code Section 17.22.040 (RS and RM-12 Residential Districts General Development Standards). The requirement states that the allowable floor area of a house shall not exceed 35 percent above the median house size of all properties within a 500-foot radius of the subject property. Los Angeles County Assessor information is used to establish the existing floor area and as such, only the house itself is included in the analysis; basements, attics, attached garages, accessory dwelling units, and any detached structures are not included in this calculation.

A radius of 500 feet from 770 South Oak Knoll Avenue encompasses 93 properties within the City limit that are developed with houses. The median size of these 93 houses is 2,775 square feet and 35 percent above the median value is 3,746 square feet. The data obtained for the median calculation is included in Attachment C. With the proposed addition, the residence would be 4,989 square feet in area and would exceed 35 percent above the median value by 1,243 square feet.

In addition to the neighborhood compatibility requirement, the project must comply with the maximum floor area allowed for the Zoning District, which is determined based on lot area. The maximum floor area allowed for the subject property is 20 percent of the lot size plus 1,700 square feet, which equates to 6,041 square feet. As proposed, the total floor area for the subject property is 5,708 square feet, which includes the 4,989 square-foot residence and the existing 719 square-foot garage. As proposed, the project complies with the maximum allowed gross floor area.

Except for the requested Single-Family Compatibility Permit, the proposed project complies with all development standards as required by the City’s Zoning Code, including but not limited to the maximum allowed floor area, site coverage, building height, and setbacks. A summary of development standards is provided in Table 1. The lot size used in the table is based on the proposed CE #420 consolidated lot size of 21,704 square feet.

**Table 1: RS-6 Development Standards**

<b>Development Standard</b>	<b>Required</b>	<b>Proposed</b>	<b>Analysis</b>
<b>Max Lot Coverage</b>	35% of lot size (7,596 sf)	19% (4,205 sf)	Complies
<b>Max Gross Floor Area</b>	6,041 square feet (20% of lot size + 1,700 sf)	5,708 sf	Complies
<b>Setbacks</b>			
Front (west)	Blockface average with a minimum of 25 feet	43'-0" (existing)	Complies
Side (north)	10'-0"	30'-6"	Complies
Side (south)	10'-0"	31'-0" (existing)	Complies
Rear (east)	25'-0"	42'-0"	Complies
<b>Encroachment Plane</b>	30 degrees	30 degrees	Complies
<b>Max Height</b>	20'-0" (top plate) 32' (overall)	20'-0" (top plate) 29'-9" (overall)	Complies
<b>Min Parking</b>	Two covered spaces	Two-car garage	Complies
<b>Neighborhood Compatibility</b>	3,746 sf	4,989 sf	SCP

The project site is located on the east side of South Oak Knoll Avenue. The surrounding vicinity is developed with one- and two-story single-family residences. The proposed project consists of one- and two-story additions at the rear of an existing two-story residence. The additions are set back an additional 40'-5" from the existing front façade of the existing structure and 83'-5" from the front property line. The additions would not extend beyond the existing width of the residence. The proposed second-story addition would be a continuation of the existing roofline and would be minimally visible from the public right-of-way. Therefore, the massing and scale would remain similar with the existing condition. As viewed from South Oak Knoll Avenue, the project would be in scale with and have compatible massing with the existing dwellings in the neighborhood.

The addition is designed to comply with applicable development standards, including required setbacks, encroachment plane, and heights for the RS-6 Zoning District. These standards are intended to provide open areas around structures, access to natural light, ventilation, separation between uses, and to moderate mass and scale. The additions would utilize the same Colonial architectural style and materials as the existing residence such as stucco siding, decorative railing details, and asphalt roof shingles. As a result of these development standard and design considerations, the proposed project would be compatible in terms of design, location, and size with existing and future development on both sides of the blockface and would be compatible with the front yard setbacks and residence entryways on the blockface.

Certificate of Exception – Lot Line Adjustment to consolidate two parcels into one

Applicants may request a Certificate of Exception (CE) application for a lot line adjustment between two or more adjacent parcels, where: 1) the land taken from one parcel is added to the adjacent parcel; and 2) a greater number of parcels than originally existed is not thereby created. The Hearing Officer may approve a CE provided the resulting parcels conform to the General Plan, any applicable Specific Plan, and zoning and building ordinances.

The applicant’s proposal would consolidate two parcels into one. Presently, the two parcels function together with the single-family residence located across both Parcel 1 and Parcel 2. As demonstrated in Table 2, a greater number of parcels would not result, and the total size of the two subject parcels would not change (i.e. no net increase or decrease) after the lot line adjustment.

**Table 2: Existing and Proposed Parcel Size**

Parcel	Zone	Address	Assessor’s Identification Number	Existing Lot Area (sf)	Proposed Lot Area (sf)
1	RS-6	770 South Oak Knoll Avenue	5721-023-019	10,304	0
2	RS-6	770 South Oak Knoll Avenue	5721-023-018	11,400	21,704
			Total	21,704	21,704

In the RS-6 zoning district, and pursuant to Zoning Code Section 17.22.040, the minimum lot width is 55 feet and minimum lot size is 7,200 square feet. The proposed consolidated lot would have a compliant lot width of approximately 134 feet and lot size of 21,704 square feet. After the lot line adjustment, the area from Parcel 1 is proposed to be allocated to Parcel 2, therefore no net gain or loss of land area is proposed.

The mapping action would facilitate the construction of the proposed addition on the single-family residential property. The proposed building would comply the Zoning Code development standards, other than the request to exceed the Neighborhood Compatibility Analysis.

Tree Protection Ordinance

The applicant provided a tree inventory that identified 13 trees on the property. Four trees, one Crepe Myrtle in the front yard, two Victoria Box trees in the rear yard, and one Coast Live Oak in the rear yard, are protected. The applicant proposes to retain all trees in their existing location. The proposed additions and all construction activity would not encroach within the dripline of protected trees. To ensure protected trees are maintained, a condition of approval is recommended requiring a tree protection and retention plan as part of the building permit plan check process.

Project Review, Notice, and Hearing

Projects involving upper-story additions subject to the Single-Family Compatibility Permit are required to provide a Notice of Application to all properties within 500 feet of the subject property upon determination of a complete application and installation of story poles. The Notice of Application shall provide a minimum 14-day notification period to properties within 500 feet of the subject property.

If no request for a hearing is received during the Notice of Application period, the Zoning Administrator may render a decision on the application, which is appealable to the Board of Zoning Appeals. If a request for a hearing is received, a staff report would be submitted for consideration by the Hearing Officer at a publicly noticed hearing. The Hearing Officer shall conduct a public hearing on the application before the approval or disapproval of the permit.

The applicant installed story poles prior to the Notice of Application period that depict the outline and location of the proposed addition. The Notice of Application period for this project was November 22, 2023 through December 6, 2023. During the Notice of Application period, a request for hearing was received; therefore, the review authority for this project is the Hearing Officer. The Certificate of Exception process requires Hearing Officer approval at a publicly noticed hearing, pursuant to Pasadena Municipal Code Section 16.40.040. Therefore, the Single-Family Compatibility Permit and Certificate of Exception are processed concurrently.

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

The site is designated as Low Density Residential in the General Plan Land Use Element. The use of the site would remain a single-family residence; therefore, the character of the single-family neighborhood would be maintained. Goal 6 (Character and Scale of Pasadena) of the Land Use Element includes policies for the evolution of the built environment while maintaining Pasadena's unique sense of place, character, and the urban fabric. Policy 6.2 (Established Neighborhoods) focuses on the preservation, protection, and enhancement of established residential neighborhoods by providing appropriate transitions between these and adjoining areas. It requires new development to complement and respond to the existing physical characteristics that contribute to the overall character and livability of the neighborhood. The addition would be located to the rear of the residence and would maintain the existing architectural style. The location and design of the addition would preserve the front elevation of the existing building thus maintaining the overall character of the neighborhood. Goal 21 (Desirable Neighborhoods) of the Land Use Element includes policies for the conservation and maintenance of Pasadena's residential neighborhoods. Specifically, Policy 21.5 (Housing Character and Design) encourages the renovation of existing housing stock in single- and multi-family neighborhoods to reflect the unique neighborhood character and qualities, including the building form, scale, massing and architectural design. Due to the addition's proposed location toward the rear of the existing residence, it would be minimally visible from South Oak Knoll Avenue and would maintain massing and character of the neighborhood from the public right-of-way. Therefore, the site would continue to be compatible with the adjacent single-family neighborhood.

The proposed lot line adjustment that would consolidate two lots into one would be consistent with General Plan Land Use Element Objectives and Policies, specifically Policy 21.3 (Neighborhood Character). This policy is achieved by maintaining elements of residential streets that unify and enhance the character of the neighborhood, including parkways, street trees, and compatible setbacks. After the lot line adjustment, development on the property would continue to comply with all applicable setback requirements of the RS-6 zoning district. There would be no change to the parkways or street trees as part of this request. The proposed density would be unchanged and would remain within the maximum density allowed for the Low-Density Residential land use designation of the General Plan. Furthermore, the proposed lot configuration would be consistent with the size and character of other residential lots in the vicinity of the site. The proposal would not impact existing access to the site. Additionally, any future development on the site would conform to the development standards of the underlining zoning district and Building Code.

#### **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(e), Class 1, Existing Facilities, and §15305(a), Class 5, Minor Alterations in Land Use Limitations), and there are no features that distinguish this project from others in the exempt classes; therefore, there are no unusual circumstances. Section

15301 exempts additions to existing structures, provided the size of the addition will not result in an increase of more than 10,000 square feet, 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. Section 15305(a) specifically exempts minor lot line adjustments not resulting in the creation of any new parcel in areas with an average slope of less than 20 percent. The proposed addition does not exceed the size threshold, the site is in an area where all public services and facilities are available, is not environmentally sensitive, has an average slope of less than 20 percent, and the project does not result in the creation of a new parcel; therefore, the proposal is exempt from environmental review.

**REVIEW BY OTHER DEPARTMENTS:**

The Design and Historic Preservation Section, Building and Safety Division, Fire Department, Public Works Department, Water and Power Department, and the Department of Transportation had the opportunity to review the proposal. Based on their review of the project, the Building and Safety Division, Public Works Department, and Water Division provided comments and recommended conditions of approval, which are included in Attachment B. In addition to recommend conditions of approval, all departments would review the project for compliance during the building permit plan review process.

**CONCLUSION:**

It is staff's assessment that the findings necessary for approval of the Single-Family Compatibility Permit and Certificate of Exception can be made (Attachment A). There project meets applicable development standards required by the Zoning Code. Staff finds that the project would be compatible with the residential development within the surrounding neighborhood and would not be detrimental to the general welfare of the City. Furthermore, the project is consistent with the goals and policies of the General Plan. As such, staff recommends that the Hearing Officer adopt the environmental determination and the specific findings in Attachment A to approve the application with the conditions in Attachment B.

Attachments:

- Attachment A: Specific Findings for Single-Family Compatibility Permit and Certificate of Exception
- Attachment B: Conditions of Approval for Single-Family Compatibility Permit and Certificate of Exception
- Attachment C: Neighborhood Compatibility Data

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR SINGLE-FAMILY COMPATIBILITY PERMIT #7142 AND**  
**CERTIFICATE OF EXCEPTION #420**

Single-Family Compatibility Permit – To exceed the Neighborhood Compatibility Analysis

1. *The design, location, and size of proposed structures and/or additions or alterations to existing structures will be compatible with existing and anticipated future development along both sides of the blockface in terms of aesthetics, height, materials, massing, and scale.* The project site is located on the east side of South Oak Knoll Avenue. Both the east and west sides of South Oak Knoll Avenue are developed with single-family residences that are one- and two-stories in height. The proposed project includes one- and two-story additions at the rear of an existing two-story residence. The proposed project is set back an additional 40'-5" from the existing front façade and 83'-5" from the front property line. The addition will not extend beyond the existing width of the residence. The proposed addition will not exceed the existing height of the main residence or the height requirement of the zone and will be minimally visible from the public right-of-way. Therefore, the siting of the addition results in scale and massing that is compatible with the scale and massing of the neighboring residences on both sides of the blockface. The addition will utilize the same materials as the existing residence such as stucco siding, decorative railing details, and asphalt shingle roof. Further, the proposed project complies with requirements for height, top plate, encroachment plane, and setbacks. These requirements are intended to moderate mass and scale and maintain desired neighborhood character as viewed from the blockface. Therefore, the project will be compatible in terms of design, location, and size with existing and future development on both sides of the blockface.
2. *The proposed project includes contextual front yard setbacks and residence entryways consistent in scale with entries on both sides of the blockface. Blockfaces with 4 or fewer lots may include additional blockfaces within the 500-foot neighborhood to meet this finding.* The proposed project is located at the rear of the residence and does not extend beyond the existing width of the building. Therefore, the proposal does not affect the existing front yard setback or entryway scale. Therefore, staff finds that the project will maintain compatibility with the front yard setbacks and residence entryways on the blockface.

Certificate of Exception – Lot Line Adjustment to consolidate two parcels into one

3. *The parcel resulting from the lot line adjustment will conform to the local general plan, any applicable specific plan, any applicable coastal plan, and zoning and building ordinances.* The proposed lot line adjustment that would consolidate two lots into one would be consistent with General Plan Land Use Element Objectives and Policies, specifically Policy 21.3 (Neighborhood Character). This policy is achieved by maintaining elements of residential streets that unify and enhance the character of the neighborhood, including parkways, street trees, and compatible setbacks. After the lot line adjustment, the development will continue to comply with all applicable setback requirements of the RS-6 zoning district. There will be no change to the parkways or street trees as part of this request. The proposed density remains unchanged and is within the maximum density allowed for the Low-Density Residential land use designation of the General Plan. Furthermore, the proposed lot line adjustment is consistent with the lot size and character of other residential lots in the vicinity of the site. The proposal does not impact existing access to the site. Any future development on the site will conform to the development standards of the underlining zoning district and Building Code.



**ATTACHMENT B  
CONDITIONS OF APPROVAL FOR  
SINGLE-FAMILY COMPATIBILITY PERMIT #7142 AND CERTIFICATE OF EXCEPTION #420**

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

General

1. The site plan, floor plan, elevations, and building sections submitted for building permits shall substantially conform to plans stamped "Approved at Hearing, March 20, 2024", except as modified herein.
2. This approval allows for a 394 square-foot first story, and a 529 square-foot second story addition to an existing 4,066 square-foot single-family dwelling with detached garage as depicted in the plans submitted with this application, stamped "Approved at Hearing, March 20, 2024."
3. This approval authorizes a lot line adjustment consolidating adjacent parcels, AIN 5721-023-018 (Parcel #1) and 5721-023-019 (Parcel #2) as depicted in the plans submitted with this application and stamped "Approved at Hearing, March 20, 2024."
4. The right granted under this application must be enacted within 24 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) and Pasadena Municipal Code Section 16.18.060 (Period of validity, renewals, and extensions).
5. The applicant or successor in interest shall provide to the Zoning Administrator a legal description of the parcel resulting from the Lot Line Adjustment. The legal description shall be prepared by a licensed civil engineer or land surveyor and shall include the wet stamp and signature of the author. The legal description shall substantially conform to the plans submitted with this application.
6. The applicant or successor in interest shall be responsible for recording with the Los Angeles County Recorder a Certificate of Compliance that has been approved by the Zoning Administrator. This lot line adjustment is not effective unless and until it is recorded with the Los Angeles County Recorder.
7. Any change to the proposed project or scope of work may require the modification of this Single-Family Compatibility Permit (SCP) or a new SCP.
8. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
9. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
10. The proposed project, Activity Number's **ZENT2023-00081** and **ZENT2023-00121**, is subject to the Inspection Program by the City. A Final Zoning Inspection is required for your project prior to the issuance of a Certificate of Occupancy or approval of the Final Building Inspection.

Contact Alison Walker, Current Planning Section, at (626) 744-6742 to schedule an inspection appointment time.

#### Planning Division

11. Any above ground mechanical equipment shall be located at least five feet from all property lines and shall comply with the screening requirements of Zoning Code Section 17.40.150 (Screening).
12. The project shall comply with the Municipal Code Chapter 8.52 (City Trees and Tree Protection Ordinance). A tree protection and retention plan shall be submitted to the Zoning Administrator for approval prior to the issuance of any building or grading permits. Any proposal to remove a protected tree requires approval of a Tree Removal Application prior to the issuance of building permits.
13. The applicant or successor in interest shall comply with all requirements of Municipal Code Chapter 9.36 (Noise Restrictions). Specifically, all construction activities shall adhere to Municipal Code Section 9.36.070 (Construction Projects) and Section 9.36.080 (Construction Equipment).

#### Building and Safety Division

14. 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 are in effect starting on January 1st, 2023.
15. 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 group, assessor's parcel number, number of stories, hillside district, fire hazard level of property, type of construction, fire sprinklers, floor area, height, and allowable floor area.
16. 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 on 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> .
17. GREEN CODE: Complete and attach the 2022 CALIFORNIA GREEN BUILDING RESIDENTIAL STANDARDS CODE WITH CITY OF PASADENA AMENDMENTS FORMS. These forms can be found at <https://www.cityofpasadena.net/planning/building-and-safety/bs-applications-forms/#informational-handouts>.
18. SOILS REPORT REQUIRED. Soils engineer report is required for:
  - a. All new constructed single and multi-family residential, commercial, and industrial buildings.
  - b. An addition to a commercial or industrial building.
  - c. Second (2nd) story addition to existing one-story building.
  - d. Hillside construction, i.e. decks, retaining walls, and swimming pools.

19. MEANS OF EGRESS (EXITING), NATURAL LIGHT & VENTILATION: Provide and specify at least one operable exterior opening in basements, habitable attics, and every sleeping room with the minimum clear opening requirements for an emergency escape and rescue opening on the plans or schedule. Provide a minimum of 8 percent for natural lighting and 4 percent for natural ventilation of the floor area of all habitable rooms/areas.
20. ENERGY: Submit the current, applicable residential energy documentation using either the "Prescriptive Standard" or the "Performance Standard". Photocopy form to plans, include the 2022 mandatory measures.
21. REQUIRED PLANS AND PERMIT(S): In addition to architectural plans, provide Structural, Shoring, Plumbing, Mechanical, Electrical plans, PV systems and grading plans as required. 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/> .

#### Public Works Department

22. A closed circuit television (CCTV) inspection of the house sewer serving the property shall be performed and a CCTV inspection video submitted to the Department of Public Works for review. At the time of the video submittal, a non-refundable flat fee, per the current General Fee Schedule, shall be placed by the applicant to cover the staff cost of video review. The house sewer inspection shall include footage from the private cleanout to the connection at public sewer main, with no or minimum flow in the pipe during the televising. The property address, date of inspection, and a continuous read-out of the camera distance from the starting point shall be constantly displayed on the video. The applicant shall correct any defects revealed by the inspection. Defects may include, excessive tuberculation, offset joints, excessive root intrusion, pipe joints that can allow water infiltration, cracks, and corrosion or deterioration of the pipe or joint material, damaged or cracked connection to the sewer main, or other defects as determined by the City Engineer. The method of correction of the defects shall be subject to the approval of the City Engineer, and may include partial or total replacement of the house sewer, or installation of a structural or non-structural pipe liner. The applicant shall be responsible for all costs required to obtain the CCTV inspection of the existing sewer connection, and if required, to correct the defects.
23. The applicant shall protect all existing public facilities and maintain the right of way in good clean condition during the construction. If any damage is proven to be caused by the subject development, the applicant is responsible for replacing and/or repairing the facilities to the satisfaction of the City, prior to the issuance of Certificate of Occupancy.
24. Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging and Traffic Management Plan to the Department of Public Works for review and approval. The template for the Construction Staging and Traffic Management Plan can be obtained from the Department of Public Works webpage at: <https://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/> . A non-refundable flat fee, based on the current General Fee Schedule, is required for plan review and on-going monitoring during construction. This plan shall show the impact of the various construction stages on the public right-of-way (and the private street) including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. A maximum of two construction workers' vehicles can be parked on the street; all others shall be parked on-site only. An occupancy permit shall

be obtained from the department for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be done in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and California Supplement. If the public right-of-way occupation requires a diagram that is not a part of the MUTCD or California Supplement, a separate traffic control plan must be submitted as part of the Construction Staging and Traffic Management Plan to the department for review and approval. No construction truck idling or staging, material storage, or construction trailer are allowed in the public right-of-way.

25. In addition, prior to the start of construction or issuance of any permits, the applicant shall conduct a field meeting with an inspector from the Department of Public Works for review and approval of construction staging, parking, delivery and storage of materials, final sign-off procedure, and any of the specifics that will affect the public right-of-way. An appointment can be arranged by calling 626-744-4195.
26. All costs associated with these conditions shall be the applicant's responsibility. Unless otherwise noted in this memo, all costs are based on the General Fee Schedule that is in effect at the time these conditions are met.
27. In addition to the above conditions, the requirements of all applicable Pasadena Municipal Code (PMC) will apply and be implemented during the corresponding plan review and permitting. They may include but not limited to:
  - Sidewalk Ordinance - Chapter 12.04
  - Sewer Facility Charge – Chapter 4.53
  - Residential Impact Fee – Chapter 4.17
  - City Trees and Tree Protection Ordinance - Chapter 8.52
  - Construction and Demolition Waste Ordinance - Chapter 8.62
  - Holiday Moratorium of activities within public right-of-way – Chapter 12.24.100

Water and Power Department, Water Division

28. PWP records reflect that there are one 3/4-inch domestic service and one 1-inch irrigation service serving this property. The 3/4-inch service was installed in 1975 (#15694). The 1-inch service was installed in 1975 (#15693). The existing water services 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.

**ATTACHMENT C**  
**NEIGHBORHOOD COMPATIBILITY - PROPERTIES WITHIN 500 FEET**

#	APN	Address	Zoning District	Lot Size (SF)	Building Size (SF)
1	5721-022-027	667 S HUDSON AVE	RS6	6813	1301
2	5721-016-005	689 ARDEN RD	RS6	6954	1358
3	5721-026-011	855 ARDEN RD	RS6	7018	1446
4	5721-019-012	685 S OAK KNOLL AVE	RS6	7496	1476
5	5721-016-003	705 ARDEN RD	RS6	7673	1543
6	5721-026-010	795 S LAKE AVE	RS6	8965	1611
7	5721-023-002	700 S OAK KNOLL AVE	RS6	7565	1617
8	5721-017-013	717 S OAK KNOLL AVE	RS6	13504	1664
9	5721-024-010	838 ARDEN RD	RS4	8551	1664
10	5721-026-009	785 S LAKE AVE	RS6	9209	1718
11	5721-017-010	715 CORNELL RD	RS6	9309	1758
12	5721-022-012	678 S OAK KNOLL AVE	RS6	7526	1811
13	5721-017-005	726 S EL MOLINO AVE	RS6	11010	1816
14	5721-023-001	694 S OAK KNOLL AVE	RS6	7526	1838
15	5721-017-004	716 S EL MOLINO AVE	RS6	11019	1850
16	5721-015-004	825 S OAK KNOLL AVE	RS4	8464	1860
17	5721-015-014	736 ARDEN RD	RS4	5147	1867
18	5721-022-026	685 S HUDSON AVE	RS6	10116	1930
19	5721-026-002	703 LAKEWOOD PL	RS6	9956	2002
20	5721-016-004	699 ARDEN RD	RS6	6975	2089
21	5721-023-023	720 S OAK KNOLL AVE	RS6	9048	2138
22	5721-026-020	730 S HUDSON AVE	RS6	9865	2146
23	5721-015-008	869 S OAK KNOLL AVE	RS4	9881	2164
24	5721-017-008	689 CORNELL RD	RS6	9785	2185
25	5721-017-011	757 S OAK KNOLL AVE	RS6	13958	2192
26	5721-015-002	730 ARDEN RD	RS4	9127	2204
27	5721-023-020	760 S OAK KNOLL AVE	RS6	12437	2220
28	5721-022-011	670 S OAK KNOLL AVE	RS6	7525	2277
29	5721-024-004	812 ARDEN RD	RS4	15581	2345
30	5721-023-022	730 S OAK KNOLL AVE	RS6	10720	2371
31	5721-023-016	800 S OAK KNOLL AVE	RS6	10775	2373
32	5721-027-006	809 OAKWOOD PL	RS6	6696	2381
33	5721-017-014	705 S OAK KNOLL AVE	RS6	11253	2382
34	5721-023-003	710 S OAK KNOLL AVE	RS6	7528	2390
35	5721-026-008	771 LAKEWOOD PL	RS6	9931	2400
36	5721-016-008	784 S EL MOLINO AVE	RS6	9363	2420
37	5721-017-009	699 CORNELL RD	RS6	10855	2495

38	5721-015-006	855 S OAK KNOLL AVE	RS4	13227	2503
39	5721-017-012	725 S OAK KNOLL AVE	RS6	15736	2508
40	5721-017-003	710 S EL MOLINO AVE	RS6	11020	2594
41	5721-016-006	675 ARDEN RD	RS6	10113	2654
42	5721-017-015	695 S OAK KNOLL AVE	RS6	14806	2656
43	5721-023-006	705 S HUDSON AVE	RS6	13805	2693
44	5721-015-007	714 ARDEN RD	RS4	16914	2702
45	5721-014-003	698 ARDEN RD	RS4	9442	2732
46	5721-016-007	794 S EL MOLINO AVE	RS6	8509	2766
47	5721-016-011	700 CORNELL RD	RS6	9884	2775
48	5721-023-017	790 S OAK KNOLL AVE	RS6	11005	2831
49	5721-026-023	694 S HUDSON AVE	RS6	11954	2894
50	5721-026-017	760 S HUDSON AVE	RS6	9872	2921
51	5721-023-007	717 S HUDSON AVE	RS6	14715	2925
52	5721-023-009	741 S HUDSON AVE	RS6	12561	2941
53	5721-016-002	721 ARDEN RD	RS6	8373	2947
54	5721-026-018	752 S HUDSON AVE	RS6	9870	2988
55	5721-022-025	677 S HUDSON AVE	RS6	9923	3003
56	5721-026-015	792 S HUDSON AVE	RS6	9609	3008
57	5721-026-006	749 LAKEWOOD PL	RS6	11312	3024
58	5721-026-016	774 S HUDSON AVE	RS6	9829	3051
59	5721-024-003	800 ARDEN RD	RS4	18405	3080
60	5721-026-019	740 S HUDSON AVE	RS6	9887	3088
61	5721-026-014	800 S HUDSON AVE	RS6	10511	3189
62	5721-023-013	789 S HUDSON AVE	RS6	12086	3220
63	5721-023-010	751 S HUDSON AVE	RS6	11769	3270
64	5721-015-015	841 S OAK KNOLL AVE	RS4	9175	3288
65	5721-026-005	737 LAKEWOOD PL	RS6	11299	3295
66	5721-017-002	700 S EL MOLINO AVE	RS6	11207	3330
67	5721-026-004	725 LAKEWOOD PL	RS6	11345	3336
68	5721-017-006	730 S EL MOLINO AVE	RS6	11242	3356
69	5721-026-022	710 S HUDSON AVE	RS6	10283	3361
70	5721-026-007	761 LAKEWOOD PL	RS6	11446	3394
71	5721-023-012	775 S HUDSON AVE	RS6	11147	3409
72	5721-023-005	695 S HUDSON AVE	RS6	13429	3448
73	5721-015-001	706 ARDEN RD	RS4	7965	3498
74	5721-026-021	720 S HUDSON AVE	RS6	9863	3511
75	5721-023-011	765 S HUDSON AVE	RS6	11204	3616
76	5721-023-008	727 S HUDSON AVE	RS6	13571	3740
77	5721-023-021	740 S OAK KNOLL AVE	RS6	11290	3798
78	5721-014-002	822 S EL MOLINO AVE	RS4	14811	3892

79	5721-016-016	797 S OAK KNOLL AVE	RS6	25610	3963
80	5721-023-019	770 S OAK KNOLL AVE	RS6	10320	4003
81	5721-017-007	748 S EL MOLINO AVE	RS6	12840	4053
82	5721-022-013	684 S OAK KNOLL AVE	RS6	7526	4184
83	5721-026-003	715 LAKEWOOD PL	RS6	11300	4205
84	5721-016-009	770 S EL MOLINO AVE	RS6	18841	4226
85	5721-024-002	770 ARDEN RD	RS4	20135	4278
86	5721-026-001	695 LAKEWOOD PL	RS6	14176	4283
87	5721-023-014	805 S HUDSON AVE	RS6	21792	4386
88	5721-026-013	839 ARDEN RD	RS6	11923	4621
89	5721-023-015	777 ARDEN RD	RS6	16976	4781
90	5721-024-005	820 ARDEN RD	RS4	17482	4811
91	5721-016-018	777 S OAK KNOLL AVE	RS6	31093	5324
92	5721-014-004	685 OAK KNOLL CIR	RS4	37416	6255
93	5721-024-009	868 S OAK KNOLL AVE	RS4	28735	7125
				<b>MEDIAN</b>	<b>2775</b>
				<b>35% OF MEDIAN</b>	<b>971</b>
				<b>35% + MEDIAN</b>	<b>3746</b>