



## PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

### STAFF REPORT

**DATE:** April 3, 2024

**TO:** Hearing Officer

**SUBJECT:** Hillside Development Permit #6998

**LOCATION:** 1413 South Marengo Avenue

**APPLICANT:** Scott Brown

**ZONING DESIGNATION:** RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre of site area, Hillside Development Overlay District)

**GENERAL PLAN DESIGNATION:** Low Density Residential

**CASE PLANNER:** Katherine Moran

**STAFF RECOMMENDATION:** Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Hillside Development Permit #6998 with the conditions in Attachment B.

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**PROJECT PROPOSAL:** Hillside Development Permit: To allow the construction of a 1,164 square-foot two-story addition to an existing 1,901 square-foot single-story, single-family residence. The residence currently has an attached 220 square-foot one-car garage. The project also includes a 170 square-foot conversion of existing first-floor living area into garage area. The project would result in a 2,895 square-foot residence and 390 square foot garage. A Hillside Development Permit is required for any new square footage above the first story. No protected trees are proposed to be removed as part of the project.

**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. Section 15301 exempts additions to existing structures, provided the addition will not result in an increase of more than 10,000 square feet when 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. The proposed 1,164 square-foot addition to an existing single-story dwelling does not exceed the threshold. 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 project location is not environmentally sensitive. Therefore, the proposal is exempt from environmental review.

**BACKGROUND:**

**Site characteristics:** The subject property is a triangular shaped lot located on the western side of South Marengo Avenue. The 18,027 square-foot property is developed with an existing one-story single-family dwelling and attached one-car garage originally constructed in 1949. Additional improvements to the property include two basement areas and a deck. The lot descends in elevation to the east and the average slope across the site (areas less than 50 percent slope) is 6.5 percent. The site topography is generally flat at the location of the existing improvements.

**Adjacent Uses:** North – Open Space/Blair High School Recreation Fields  
South – Single-Family Residential  
East – Single-Family Residential  
West – Open Space/Blair High School Recreation Fields and Single-Family Residential

**Adjacent Zoning:** North – PS (Public and Semi Public)  
South – RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre of site area, Hillside Development Overlay District)  
East – RS-4 (Single-Family Residential, 0-4 dwelling units per acre of site area)  
West – PS (Public and Semi Public)

**Previous Zoning Cases on this Property:** Exception #9060: Petition for a carport conversion to living area to remain as it was constructed 10 years prior, to let two uncovered parking spaces remain. Approved December 16, 1976.

**PROJECT DESCRIPTION:**

The applicant, Scott Brown, on behalf of the property owner, has submitted a Hillside Development Permit application to allow the construction of a 1,164 square-foot two-story addition to an existing 1,901 square-foot single-story, single-family residence. The residence currently has an attached 220 square-foot one-car garage. The project also includes a 170

square-foot conversion of existing first-floor living area into garage area. The project would result in a 2,895 square-foot residence and 390 square foot garage. A Hillside Development Permit is required for any new square footage above the first story. No protected trees are proposed to be removed as part of the project. The property is zoned RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre of site area, Hillside Development Overlay District).

### **ANALYSIS:**

The existing 1,901 square-foot residence is a one-story dwelling consisting of the kitchen, living room, dining room, family room, three bedrooms, and two bathrooms along with a deck and pergola. The property also includes 477 square feet of basement area and an existing one-car attached garage. The project consists of a 307 square-foot first floor addition to expand the family room and an 817 square-foot second story addition with 40 square feet of vaulted ceiling area to add an additional bedroom, bathroom, and exercise room. The project also includes an and the conversion of 220 square feet of existing living area to expand the existing one-car garage into a 390 square-foot two-car garage. Additional proposed improvements include an expanded patio deck and a new second-story balcony.

### Hillside Development Permit

The subject property is located within the RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre of site area, Hillside Development Overlay District) zoning district. Properties located in the Hillside Development Overlay are required to comply with additional standards beyond those applicable to the base single-family residential zoning district (RS). These additional standards are intended in part, to preserve and protect views to and from hillside areas, maintain an environmental equilibrium by preserving and protecting existing natural resources, prohibit features that would create or increase fire, flood, landslide or other safety hazards to public health and safety, and preserve significant natural topographic features.

The reviewing authority (Hearing Officer) may approve a Hillside Development Permit only after making eight findings pursuant to Zoning Code Section 17.61.050 (Conditional Use Permits and Master Plans) and 17.29.080 (Hillside Development Permit). The general purpose of the Hillside Development Permit is to ensure that the proposed project minimizes its visual and environmental impact. Findings are necessary for the purpose of evaluating 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 following analysis discusses the proposal's compliance with development standards of the Hillside Development Overlay. An outline of development standards is provided in Table A (page 5) to show compliance with all of the applicable development standards.

### *Floor Area*

In the RS-4-HD zoning district, the maximum allowable gross floor area is equal to 25 percent of the lot area, plus 500 square feet. Gross floor area generally includes all covered parking (garage and carport areas), habitable attic space, and accessory structures, among other enclosed space. For lots 10,000 square feet or more in the Hillside Overlay District, any portion equal to or greater than 50 percent slope, or any access easement on the lot must be deducted from the lot area when calculating the maximum allowable gross floor area. In cases where the average slope (excluding areas sloping equal to or greater than 50 percent and the pole portion) across the lot exceeds 15 percent, the maximum allowable gross floor area is further reduced

using a formula specified in Zoning Code Section 17.29.060.A.4 (Building Design Standards – Maximum Floor Area).

Based on the slope analysis provided by the applicant, the lot area measures 18,027 square feet. A 667 square-foot portion of the property slopes equal to or greater than 50 percent. There are no access easements on the lot. Furthermore, using the contour information taken from a topographic survey of the site, the applicant calculated an average slope of approximately 6.5 percent. Based on the calculation applicable to the RS-4-HD zoning district, the maximum allowed floor area is 5,007 square feet. The project proposes a 2,895 square-foot residence with an attached 390 square-foot garage resulting in a total gross floor area of 3,285 square feet. Given the existing basement would not have any exposed walls, it is not counted toward the gross floor area. Therefore, the proposal is in compliance with the maximum allowable floor area.

### *Lot Coverage*

The maximum allowed lot coverage is equal to 35 percent of the lot area. Lot coverage is the percentage of the site covered by roofs, soffits or overhangs extending more than three feet from a wall, and by decks more than four feet in height. This standard generally evaluates the percentage of land area covered by development. In this case, 35 percent of the 18,027 square-foot lot is 6,309 square feet. The proposed lot coverage is approximately 14 percent, or 2,536 square feet, which complies. This calculation includes the building footprint and second floor balcony.

### *Setbacks*

The minimum front setback requirement for the main structure in the Hillside Overlay District is 25 feet, measured from the front property line. The proposed addition is setback approximately 64 feet from the front property line and complies with the minimum 25-foot front setback requirement.

The minimum side setback is equal to 10 percent of the lot width, with a minimum requirement of five feet and a maximum requirement of ten feet. Lot width is measured across the lot at the required front setback line, in this case, 25 feet from the front property line. According to the plans submitted, the lot width at the front setback line is 186 feet, resulting in a minimum required side setback of 10 feet. The proposed setback for the addition is 16 feet from the northwest side property line and 23 feet from the southeast side property line, which exceeds the minimum side setback requirement. As such, the proposed setbacks comply with the minimum side setback requirement.

The minimum required rear setback is 25 feet. The setback measured from the proposed addition to the rear property line is approximately 59 feet, which complies with the minimum rear setback requirement.

### *Encroachment Plane*

Main structures may not to be located within an encroachment plane that slopes upward and inward at a 30-degree angle, commencing at a point six feet above existing grade along the side property lines. The intent of the encroachment plane standard is to moderate the mass and scale of structures and maintain desired neighborhood character. Plans provided by the

applicant depict the encroachment plane and demonstrate the proposed addition complies with the requirement.

*Height*

Properties in the Hillside Overlay District are required to comply with two separate standards for building height. No structure may exceed a height of 28 feet at any point on the site, measured as the vertical distance from the existing grade to an imaginary plane parallel to the existing grade; nor can the overall height, as measured from the lowest elevation on the site where the structure touches the grade, to the highest point of the roof (ridge or parapet), exceed a height of 35 feet.

The project proposes a building height of 26 feet, measured from the lowest elevation of the existing grade to the highest ridge. The structure does not exceed a height of 28 feet at any point on the site and 35 feet overall. Therefore, the proposed residence complies with both standards for building height.

*Parking*

Single-family dwellings are required to provide two covered parking spaces in the Hillside Development Overlay. Additionally, properties within the Hillside Overlay District are required to provide a minimum of four guest parking spaces on a site fronting a street where parking is prohibited on both sides of the street at the site, or a minimum of two guest parking spaces on a site fronting a street where on-street parking is allowed. Guest parking spaces may be located in the driveway, in side-by-side and/or tandem configurations.

The project proposes conversion of 170 square feet of existing living area to expand the existing 220 square-foot one-car garage into a 390 square-foot two-car garage which complies with the two-car covered parking requirement. The garage will continue to be accessible from South Marengo Avenue. The portion of South Marengo Avenue fronting the property allows street parking, therefore two guest parking spaces are required for the project. The existing circular driveway will continue to provide the required two guest parking spaces. Therefore, the project complies with the parking requirement.

*Table A: RS-4 and Hillside Overlay Development Standards*

<b>Development Feature</b>	<b>Required</b>	<b>Proposed</b>	<b>Analysis</b>
<b>RS-4 – Single-family Residential and Hillside Overlay Development Standards</b>			
<b>Setbacks</b>			
Front (Northwest):	25'	54' (Proposed)	Complies
Interior Side (Northwest & Southeast)	10'	16' (Northwest) 23' (Southeast)	Complies
Rear (Southwest)	25'	59'	Complies
Maximum Site Coverage	6,309 square feet (35 percent)	2,536 square feet (14 percent)	Complies
Floor Area Ratio	5,007 square feet	3,285 square feet	Complies
Minimum Parking	2 covered spaces	2 car garage	Complies
Maximum Height	28' / 35'	26'	Complies
Guest Parking	2 on-site guest spaces	2 guest spaces	Complies
Neighborhood Compatibility	3,241 square feet	2,895 square feet	Complies

## *Architecture and Setting*

The neighborhood generally includes single-family residential properties along South Marengo Avenue. Within this residential area, the existing buildings consist of varying architectural styles including traditional, cottage and ranch style architecture. These residences consist of a mix of one- and two-story structures. Residences share similar elements, materials, and colors that include but are not limited to horizontal wood siding and shingle roofs. Original construction of the existing one-story dwelling occurred in 1949.

In the Hillside Development Overlay, all additions subject to a Building Permit are required to use a mixture of materials and color to blend structures with the natural appearance of the hillside. Specifically, darker tones, including earth tones shall be used for building walls and roofs on highly visible sites; and exterior finish materials shall be appropriate for the architectural style of the structure and compatible with the hillside environment.

The existing structure is one story with a singular gable roof design. The proposed two-story addition is visible from South Marengo Avenue. The proposed two-story addition is oriented and designed in a manner that would be located toward the rear of the existing structure, away from South Marengo Avenue. The existing single-story roof gable would remain, with the two-story addition proposed behind the existing structure's massing. The subject site's building pad is located more than five feet below street level. Due to the existing topography descending from South Marengo Avenue toward the property's building pad, and the slope ascending northwest from the property to Blair High School's recreation fields, the project's proposed massing would be limited in visibility from both the streetscape and from surrounding properties. Several of the surrounding properties have tall landscaping, which tends to obscure buildings from street view. The addition would be visible to the neighboring property to the southeast at 1415 South Marengo Avenue. However, the provided 43-foot setback from the southeast interior property line, combined with the diagonal orientation of the addition, would limit potential massing impacts to the maximum extent feasible and maintain the existing massing at the front of the structure. The design, along with the existing topography and extensive mature landscaping help diminish the appearance of the proposed improvements.

The houses in the vicinity reflect various architectural styles. The existing dwelling is of a Minimal Traditional architectural style contributing to the neighborhood's overall eclectic architectural character. The property is not considered a highly visible site and the proposed design and materials would match that of the existing residence. In addition, the applicant has designed the proposed addition with style, forms, massing, and materials that are consistent with the existing Minimal Traditional architecture including matching the existing singular gable roof design, roof shingles, horizontal Hardie board siding, casement windows, and paint color to match the existing paint color.

In addition, the darker materials would minimize the appearance of massing. Furthermore, the new second-story would have asphalt shingle tile roof consistent with the material and style of the existing roof. The design elements, with some components intended to match the existing condition, are in keeping with some of the architectural elements in the neighborhood and would not alter the existing character. Therefore, it is the staff position that the proposed size, design, materials, and color palette are consistent with the applicable design criteria (architectural features) of the Hillside Development Overlay and with properties in the neighborhood.

*View Protection, Story Poles, Notice of Application Requirements*

The Zoning Code requires applicants to design and locate improvements so that they avoid blocking views from surrounding properties. Specifically, new structures shall not be centered directly in the view of any room of a primary structure on a neighboring parcel. Views shall be considered from windows of any room in the primary structure. The standard specifies that improvements are to avoid blocking culturally significant structures such as the Rose Bowl, Colorado Street Bridge, City Hall, downslope views of the valley floor, prominent ridgelines, and/or the horizon line. Views of the open sky, existing foliage, private yards, and existing structures on surrounding properties shall not be taken into consideration by the review authority.

In this case, the subject property is located toward the southern border of Pasadena’s jurisdiction, and any potential view would be towards the San Gabriel Mountains, to the north of the subject site. However, because of the elevation of the area and extensive mature landscaping along the northwestern side property line, prominent ridgelines of the San Gabriel Mountains are not visible. Other culturally significant structures such as the Rose Bowl, Colorado Street Bridge, City Hall are not visible from this area of the City. As such, the proposed addition would not impact views protected by the Zoning Code. Due to the site and neighborhood’s general location and topography, existing views from the adjacent properties are of the open sky, existing foliage, and the existing structure, which are not to be taken into consideration by the review authority. Although the proposed height would increase from 15 feet to 26 feet, there are no potential views in this neighborhood of culturally significant structures, the valley floor, prominent ridgelines, or the horizon line. While the addition may be in view from adjacent single-family residential structures at 1415 South Marengo Avenue (southeast), and the properties across South Marengo Avenue to the northeast at 1390, 1410, and 1420 South Marengo Avenue, there are no protected views from adjacent properties that could be impacted.

In February 2024, a temporary silhouette (story poles) was installed on the subject property. Staff conducted a visual inspection, photographing the project site in relation to abutting properties. A Notice of Application, providing a minimum 14-day notification period, was also mailed in accordance with the requirements of the Zoning Code. Based on the site visit, it is the staff’s position that the proposed improvements would not impact any protected views from adjacent properties. Although portions of the silhouette are visible from various vantage points, there is no protected view obstruction. Therefore, staff has determined the project minimizes view impacts and is consistent with the view protection standards of the Zoning Code.

*Ridgeline Protection*

The proposed addition complies with the ridgeline protection standards of the Zoning Code. There are no ridgelines near the subject property. Therefore, no part of the proposal would appear silhouetted against the sky above a ridge when viewed from a public street or park.

*Arroyo Seco Slope Bank*

Section 17.29.050.D of the City’s Zoning Code states that no structure shall extend over or below the top edge of the Arroyo Seco slope bank on a lot identified on the *Arroyo Seco Slope Bank Map*, dated May 11, 2004. The subject property is not located within the boundary identified on the Map. Therefore, the project complies with the Arroyo Seco slope bank requirements.

### *Neighborhood Compatibility*

Projects subject to a Hillside Development Permit are to consider the character and scale of existing development in the neighborhood. The neighborhood is generally comprised of lots located within a 500-foot radius of the site. The Zoning Code specifies that the allowable floor area of a proposed dwelling (excluding garages, accessory structures, basements, etc.) may not exceed the median floor area of existing dwellings within the 500-foot radius by more than 35 percent. Floor area for this calculation relies on data from the Los Angeles County Assessor.

Within a 500-foot radius, there are 38 parcels within Pasadena, 34 of which are developed with single-family residences. The median floor area of these houses is 2,401 square feet and 35 percent above the median is 3,241 square feet. The proposal includes a dwelling with 2,895 square feet of floor area (excluding the garage and basement) and complies with the Neighborhood Compatibility threshold.

### *Preliminary Geotechnical Report*

Irvine Geotechnical, Inc. conducted a geotechnical investigation of the site and prepared a report. The report includes a description of site conditions, results of field exploration, and laboratory testing. The geotechnical investigation is required for projects subject to a Hillside Development Permit. The purpose of the report is to evaluate the subsurface conditions that may affect site stability or structural integrity. Irvine Geotechnical, Inc. explored the subsurface conditions around the location of the proposed addition by excavating four test pits to a maximum depth of approximately 10 feet. Based on the investigation, Irvine Geotechnical, Inc. concluded that the proposed construction is feasible from a geotechnical standpoint, provided recommendations are followed.

### Tree Protection and Landscaping

The applicant provided a tree inventory, which identified seven trees on private property. Of these seven trees, one is protected by the City's Tree Protection Ordinance based on the species, size, and location on the property. Based on the information provided by the applicant, the existing protected canopy would not overlap with the proposed addition. A tree protection plan would be reviewed during the Building Permit plan check process for consistency with tree protection requirements of the Zoning Code.

### **GENERAL PLAN CONSISTENCY:**

The subject site is designated as Low Density Residential in the General Plan Land Use Element. General Plan Land Use Policy 21.5 (Housing Character and Design) encourages the renovation of existing housing stock in single- and multi-family neighborhoods. When additions or replacement housing is proposed, these should reflect the unique neighborhood character and qualities, including lot sizes, building form, scale, massing, and relationship to street frontages, architectural design, and landscaped setbacks. The proposed project would be a two-story addition to the rear of an existing single-story single-family residence. The residence is setback from the street and is contextually appropriate with the character of the neighborhood, particularly regarding building form, massing, and architectural design. The use of the site would remain a single-family residence; therefore, the character of the single-family neighborhood would be maintained.



General Plan Land Use Policy 21.9 (Hillside Housing) requires residences to maintain appropriate scale, massing and access to residential structures located in hillside areas. The proposed two-story addition to the existing single-story residence complies with all the development standards set forth in the City's Zoning Code. The proposed living area of 2,895 square feet contributes to a gross floor area for the property that is compatible with the floor area of properties containing single-family residences within the immediate neighborhood. The residence proposes to maintain the existing architectural style, color palette, and materials that is compatible with the architectural guidelines of the City's Hillside Development Ordinance. Additionally, the scale and massing of the proposed two-story addition is consistent with the scale and setting of the surrounding residences. Vehicle access to the site will continue to occur from South Marengo Avenue via the existing driveway approaches. Therefore, staff finds that the project would be consistent with General Plan objectives and 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. Section 15301 exempts additions to existing structures, provided the addition will not result in an increase of more than 10,000 square feet when 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. The proposed 1,164 square-foot addition to an existing single-story dwelling does not exceed the threshold. 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 project location is not environmentally sensitive. Therefore, the proposal is exempt from environmental review.

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

The Fire Department, Public Works Department, Department of Transportation, Building and Safety Division, Design and Historic Preservation Section, and Water and Power Division had the opportunity to review the proposal. The Building and Safety Division and Public Works Department provided comments that are included as recommended conditions of approval in Attachment B.

### **CONCLUSION:**

It is staff's assessment that the findings necessary for approving the Hillside Development Permit to allow the construction of a 1,164 square-foot, two-story addition to the existing 1,901 square-foot, single-story single-family residence, resulting in a 2,895 square-foot residence with an attached 390 square-foot garage can be made (Attachment A). The proposed project meets all applicable development standards required by the Zoning Code for the RS-4-HD zoning district and the additional development standards required within the Hillside Overlay District including the Neighborhood Compatibility guidelines of the Hillside Ordinance. The proposed two-story addition to the existing single-story dwelling would not create impacts to protected views and would maintain the existing character of the neighborhood. Given that the proposed project would be required to comply with all Building Code requirements, the proposed project would not be detrimental or injurious to surrounding properties or improvements. Therefore, staff recommends approval of the Hillside Development Permit,

subject to the findings in Attachment A and recommended conditions of approval in Attachment B.

**ATTACHMENTS:**

Attachment A: Findings

Attachment B: Conditions of Approval

Attachment C: Neighborhood Compatibility Analysis

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR HILLSIDE DEVELOPMENT PERMIT #6998**

Hillside Development Permit

1. *The proposed use is allowed with a Hillside Development Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code.* A single-family residential use is a permitted use within the RS-4-HD (Single-Family Residential, 0-4 dwelling units per acre of site area, Hillside Development Overlay District) Zoning District. An addition above the first story is allowed with the approval of a Hillside Development Permit. The proposed two-story addition to an existing single-story dwelling will be in compliance with all applicable development standards, including maximum allowable floor area, lot coverage, setbacks, building height, and off-street parking requirements of the RS-4-HD Zoning District.
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 property is zoned RS-4-HD, which is designated primarily for single-family residential purposes. The purpose of the RS-4 HD district is to provide areas for single-family residential neighborhoods that are consistent with and implement the Single-Family Residential land use designation of the General Plan, and that are consistent with the standards of public health and safety established by this Zoning Code. The Hillside Development Overlay is intended to preserve and maintain hillside areas. The subject site and the surrounding properties within the neighborhood are developed with single-family residences. The proposed project will be consistent with existing development within the vicinity. The location of the proposed addition will not impact any protect views, preserve existing topographic, consistent with the purpose of the Zoning Code and applicable zoning district. The addition will generally be located in geologically stable portions of the site. The improvements will be located in areas that will have minimal impact to drainage patterns.
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 Density Residential in the General Plan Land Use Element. General Plan Land Use Policy 21.5 (Housing Character and Design) encourages the renovation of existing housing stock in single- and multi-family neighborhoods. When additions or replacement housing is proposed, these should reflect the unique neighborhood character and qualities, including lot sizes; building form, scale, massing, and relationship to street frontages, architectural design and landscaped setbacks. The proposed project would be a two-story addition to the rear of an existing single-story single-family residence. The residence is setback from the street and is contextually appropriate with the character of the neighborhood, particularly regarding building form, massing, and architectural design. The use of the site would remain a single-family residence; therefore, the character of the single-family neighborhood would be maintained. General Plan Land Use Policy 21.9 (Hillside Housing) requires residences to maintain appropriate scale, massing and access to residential structures located in hillside areas. The proposed two-story addition to the existing single-story residence complies with all the development standards set forth in the City's Zoning Code. The proposed living area of 2,895 square feet contributes to a floor area ratio for the property that is compatible with the floor area of properties containing single-family residences within the immediate neighborhood. The residence proposes to maintain the existing architectural style, color palette, and materials that is compatible with the architectural guidelines of the City's Hillside Development Ordinance. Additionally, the

scale and massing of the proposed two-story addition is consistent with the scale and setting of the surrounding residences. Vehicle access to the site will continue to occur from South Marengo Avenue via the existing driveway approach. Therefore, staff finds that the project would be consistent with General Plan objectives and 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 addition will not change the existing single-family residential use of the property that has functioned adequately on-site. The addition will be located in a geologically stable portion of the site, within the existing building footprint and will maintain safe means of ingress and egress consistent with the general site standards of the Hillside Development Overlay. The proposed addition will be constructed in such a manner as to minimize impacts to surrounding property owners. The proposed project meets all adopted Code requirements and will be subject to all current Code provisions. As proposed, the height of the proposed two-story addition will be below the maximum allowable height, and the floor area and lot coverage will be within the maximum floor area and lot coverage permitted for the site. Therefore, no variances are needed. Furthermore, the project is required to comply with all applicable conditions of approval. These conditions will prevent detriment to the health, safety, or general welfare of those residing or working in the neighborhood. Conditions of approval and applicable development standards will ensure the proposal minimizes impacts to surrounding property owners. In addition, conditions of approval will ensure that the establishment, maintenance, and operation of the use will be compatible with the surrounding neighborhood. Therefore, the proposed project will not be detrimental to the public health, safety, or welfare of persons or properties within 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.* The proposal will not change the existing single-family residential use of the property. Irvine Geotechnical, Inc. conducted a preliminary geotechnical investigation of the site and prepared a report. The report includes a description of site conditions, results of field exploration, and laboratory testing. The geotechnical investigation is required for projects subject to a Hillside Development Permit. The purpose of the exploration was to evaluate the nature, distribution, engineering properties, and geologic structure of the earth materials underlying the property with respect to the proposed addition. Irvine Geotechnical, Inc. concludes that the proposed construction is feasible from a geotechnical standpoint, provided the recommendations contained in the report are incorporated in the design and construction. In addition, the applicant is required to design all improvements in compliance with current Building and Fire codes and standards established in the Zoning Code. Through the plan check process, the City will review plans for substantial conformance with this Hillside Development Permit, all applicable standards, and compliance with required conditions of approval. Therefore, the proposed grading and development will not have an adverse effect on the geologic stability of the property outside the building site provided that the Building Code and the geotechnical engineer's recommendations are followed during construction. In addition, a Tree Protection Plan is required to ensure that the project will comply with the City's Tree Ordinance.
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 use of the site will remain as a single-family

residential use. The project complies with all the development standards of the Zoning Code. The project is not located on the top of any prominent ridgelines and will not block protected views from neighboring properties. The proposed project will meet the guidelines related to the Neighborhood Compatibility requirements. The project has been designed with the use of natural materials, which are design elements that can be found in the neighborhood. Additionally, the proposed single-family residence's scale and massing is within the scale and setting of the surrounding residences.

Existing views from the adjacent properties are of the open sky, existing foliage, and the existing structure, which are not to be taken into consideration by the review authority. Although the proposed height would increase 26 feet, there are no potential views in this neighborhood of culturally significant structures, the valley floor, prominent ridgelines, or the horizon line due to the location of the neighborhood, existing structures, and minimal slopes in the area. While the addition may be in view from adjacent single-family residential structures at 1415 South Marengo Avenue (southeast), and the properties across South Marengo Avenue to the northeast at 1390, 1410, and 1420 South Marengo Avenue), there are no protected views from adjacent properties that could be impacted.

In addition, the proposed two-story addition would be located on a flat portion of the lot behind the existing structure's footprint, which would maintain the existing singular gable roofline appearance from the streetscape and limit the proposed two-story massing to the rear of the site. The topography, existing landscaping, and location of the proposed addition make visibility from adjacent properties limited. Thus, the project would be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection.

7. *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 on adjacent lots, as described in Section 17.29.060.D, and in terms of aesthetics, character, scale, and view protection.* The Neighborhood Compatibility guidelines are established to ensure that a project is compatible with the character and scale of existing development in the vicinity. The size of the proposed project (not including the existing garage and basement) is 2,895 square feet, which complies with the maximum allowable Neighborhood Compatibility floor area of 3,241 square feet.

The neighborhood generally includes single-family residential properties along South Marengo Avenue. Within this residential area, the existing buildings consist of varying architectural styles including traditional, cottage and ranch style architecture. These residences consist of a mix of one- and two-story structures. Residences share similar elements, materials, and colors that include but are not limited to horizontal wood siding and shingle roofs. The houses in the vicinity reflect various architectural styles. The existing dwelling is of a Minimal Traditional architectural style contributing to the neighborhood's overall eclectic architectural character. The property is not considered a highly visible site and the proposed design and materials would match that of the existing residence. In addition, the applicant has designed the proposed addition with style, forms, massing, and materials that are consistent with the existing Minimal Traditional architecture including matching the existing singular gable roof design, roof shingles, horizontal Hardie board siding, casement windows, and paint color to match the existing paint color.

In addition, the darker materials would minimize the appearance of massing. Furthermore, the new second-story would have asphalt shingle tile roof consistent with the material and

style of the existing roof. The design elements, with some components intended to match the existing condition, are in keeping with some of the architectural elements in the neighborhood and would not alter the existing character. Therefore, it is the staff position that the proposed size, design, materials, and color palette are consistent with the applicable design criteria (architectural features) of the Hillside Development Overlay and with properties in the neighborhood.

The project has been designed with the use of natural materials, which are materials compatible with the surrounding environment. The addition would continue to maintain consistency with the Minimal Traditional character of the existing residence. Additionally, the proposed scale and massing is keeping with the scale and setting of the surrounding residences. Furthermore, as designed, the placement of the proposed additions would not impede the protected view of an adjoining property. Thus, the project is in scale with the context and character of existing and future development in the neighborhood in terms of aesthetics, character, scale, and view protection.

8. *The placement of proposed structures avoids the most steeply sloping portions of the site to the maximum extent feasible and minimizes alteration of hillside topography, drainage patterns, and vegetation.* The site is mostly flat and the average slope across the site is approximately 6.5 percent. The proposed two-story addition to the existing single-story dwelling will be located towards the interior of the lot away from the public right-of-way and the most steeply sloping portions of the site. The addition does not require substantial changes to the slope, drainage, and landscaping. Any grading that will occur will comply with the City's Grading and Building Codes. The applicant is required to submit a Tree Protection Plan as part of the building permit plan review process.

**ATTACHMENT B**  
**CONDITIONS OF APPROVAL FOR HILLSIDE DEVELOPMENT PERMIT #6998**

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, April 3, 2024," except as modified herein.
2. 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).
3. This approval allows for a 1,164 square-foot, two-story addition to an existing one-story dwelling resulting in a 2,895 square-foot, two-story residence with an attached 390 square-foot garage.
4. The applicant or successor in interest shall meet the applicable code requirements of all City Departments and the Pasadena Municipal Code.
5. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
6. The proposed project, Activity Number **ZENT2022-00029** is subject to the Inspection Program by the City. A Final Zoning Inspection is required for your project prior to the issuance of a Certificate of Occupancy or approval of the Final Building Inspection. Contact Katherine Moran, Current Planning Section, at (626) 744-6740 or [kmoran@cityofpasadena.net](mailto:kmoran@cityofpasadena.net) to schedule an inspection appointment time.

Planning Division

7. The applicant shall comply with all requirements of Zoning Code Chapters 17.22 (Residential Zoning Districts) and 17.29 (Hillside Overlay District) that relate to residential development in the Hillside Development Overlay District.
8. 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).
9. No demolition or grading permit shall be issued until the building permit for the residential project is ready to be issued.
10. The applicant or successor in interest shall use darker tones, including earth tones, for the exterior walls and roofs on the house that blend with the natural terrain. Color and material samples shall be reviewed and approved by the Zoning Administrator prior to the issuance of any building permits.

11. 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. As part of its analysis, the tree protection and retention plan shall take into account the trees on adjoining properties along the north property line, adjacent to the proposed project that are within proximity of the proposed construction.
12. A construction staging and traffic management plan shall be submitted to and approved by the Zoning Administrator, Department of Public Works, and Department of Transportation prior to issuance of any permits. The plan shall include information on the removal of demolished materials as well as the on-site storage of new construction materials. A copy of the approved construction parking and staging plan shall be furnished to the Current Planning Division for inclusion into the case file on this project. The plan shall be available for review by surrounding property owners.
13. Any above-ground mechanical equipment shall be located at least five feet from all property lines and shall comply with the screening requirements of Section 17.40.150 (Screening) of the Zoning Code. Mechanical equipment shall be placed on a rooftop only if the equipment is not visible from off the site.
14. All construction vehicles or trucks including trailers with length over 30 feet or widths over 102 inches shall require a lead pilot vehicle and flag person to enter the streets within the Hillside District. The flag person will stop opposing traffic as necessary when trucks are negotiating tight curves. Operation of construction vehicles or trucks with lengths over 35 feet shall require approval from the Department of Transportation and Department of Public Works, subject to demonstration that such vehicles can maneuver around specific tight curves in the Hillside District. Operation of construction trucks with lengths over 30 feet shall be prohibited before 9:00 a.m. and after 3:00 p.m., Monday through Friday and all day during weekends and holidays. On refuse collection days, the operation of construction trucks with lengths over 30 feet shall be prohibited before 10:00 a.m. and after 3:00 p.m.
15. At no time shall construction activities, including, but not limited to, construction materials, vehicles and equipment, obstruct access to vehicular driveways of adjacent properties.

#### Building and Safety Division

16. 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.
17. Building Code Analysis: Provide a Building Code Analysis on the title sheet. Include the code(s) information for each building proposed: Descriptive scope of work, occupancy, assessor's parcel number, number of stories, type of construction, fire sprinklers, floor area, height, and allowable floor area.
18. Soils Report Required: A soils engineer report is required for:



- a. All new constructed single and multi-family residential, commercial, and industrial buildings.
  - b. An addition to a commercial or industrial building.
  - c. Second (2<sup>nd</sup>) story addition to existing one-story building.
  - d. Hillside construction, i.e. decks, retaining walls, and swimming pools.
19. Energy: Submit the current, applicable residential energy documentation using either the “Prescriptive Standard” or the “Performance Standard”. Photocopy form to plans, include the mandatory measures.
20. Fire and Smoke Protection Features:
- a. 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.
  - b. Show one-hour fire resistance rated construction separating the dwelling and the garage. Provide details of listed assembly and specify how openings and penetrations are to be protected. Provide fire separate from floor to the underside of the roof sheathing.
21. Required Plans and Permit(s):
- a. In addition to architectural plans, provide Structural, Shoring, Plumbing, Mechanical, Electrical plans, PV systems and grading plans as required.
  - b. Separate permits are required for the following: Mechanical, Electrical, Plumbing, Fire Sprinkler, Demolition, Block walls, others.

#### 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. To protect existing City trees during construction, the applicant shall fully conformed to the Tree Protection Guidelines signed by the City Manager. The full guidelines is available at

the following link: <https://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/>.

24. Any existing street tree(s) proposed to be removed are subject to the approval of the Urban Forestry Advisory Committee (UFAC).
25. A Tree Protection Zone (TPZ) shall be established for all existing City trees within the scope of a construction project. The TPZ extends from the base of the tree to four (4) radial feet beyond the dripline of a tree and applies to the entirety of the tree – from the roots to the canopy of the tree. The applicant is prohibited from the following within a designated TPZ: construction vehicle access, construction vehicle operation, staging of materials, and trenching without the consent of the Department of Public Works. The applicant shall at minimum provide the following within a designated TPZ: mulching, irrigation, and protective fencing.
26. Prior to the issuance of any permit, the applicant shall submit a Preliminary Tree Protection Plan (PMC Ch. 8.52 – City Trees and Tree Protection Ordinance), prepared by a Landscape Architect or certified Arborist, showing the TPZ and all structures, footings, and grading that may impact City trees shall be submitted to the Department of Public Works, for review and approval. Given that each construction project poses unique conditions, it is the responsibility of the applicant to develop a Tree Protection Plan based off the TPZ standards to the extent feasible. The Plan shall conform to the Tree Protection Standards which specifically require showing the locations of all existing trees, their diameters, canopies, whether the tree is a public tree or private tree, as well as any trees to be planted with their canopy at mature size. The final conditions of the Tree Protection Plan shall be approved by the Forestry Superintendent. A non-refundable flat fee, per the current General Fee Schedule, will be required for staff time to review the Tree Protection Ordinance compliance.
27. Prior to any construction, tree protections including the installation of fencing to protect public trees must be in place. The fencing material shall be chain-link attached to posts inserted into the ground at the edge of the dripline and shall be a minimum of 6' in height. See Standard Plan S-642 – Tree Protection Chain Link Fencing. Fencing shall maintain visual lines of sight in order to avoid vehicle and pedestrian hazards. Fencing shall include a minimum 8.5" x 11" warning sign with the following information: 'Tree Protection Zone'; name and contact information of project owner or authorized representative; 'Please contact the City of Pasadena Citizen Service Center to report any concerns (626) 744-7311'. All protective fencing must be permitted, inspected and approved by Public Works prior to the commencement of any construction.
28. Prior to issuance of any permit, the applicant shall submit a valuation assessment report of the existing public tree(s) along the boundary of their project. The report shall be prepared by a registered Arborist and submitted to PNR for review and approval. If it is determined that the applicant has failed to care for any City tree within their Tree Protection Plan, and the health of the tree(s) was critically compromised requiring its removal, the applicant shall be liable for the following costs: assessed value of tree determined by a PNR Arborist using a current ISA assessment methodology; the removal cost determined by PNR; and any applicable infraction or administrative fines determined by Code Compliance.
29. Prior to issuance of any permit, a deposit in the amount of the applicant's total liabilities based on the aforementioned approved tree assessment report shall be submitted to the

City. The deposit is fully refundable, less administrative fees, upon the satisfaction of Public Works prior to the issuance of a Certificate of Occupancy.

30. 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.
31. 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. 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. No construction truck idling or staging, material storage, or construction trailer are allowed in the public right-of-way. Construction vehicles should only maneuver/turn-around within the project site private property. Parking of construction vehicles and construction worker vehicles shall be within the project site private property.

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.

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:

- a. Sidewalk Ordinance - Chapter 12.04
- b. Sewer Facility Charge – Chapter 4.53
- c. Residential Impact Fee – Chapter 4.17
- d. City Trees and Tree Protection Ordinance - Chapter 8.52
- e. Construction and Demolition Waste Ordinance - Chapter 8.62
- f. Holiday Moratorium of activities within public right-of-way – Chapter 12.24.100

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

#	APN	Address	Zone	Zone 2	Overlay	Lot Size (SF)	House Size (SF)
1	5324-009-018	1445 S LOS ROBLES AVE	RS4		HD	24413	2737
2	5324-009-020	1480 S MARENGO AVE	RS4			12104	1784
3	5324-009-023	1444 S MARENGO AVE	RS4			12632	2971
4	5324-009-024	1430 S MARENGO AVE	RS4			19145	1889
5	5324-009-025	1420 S MARENGO AVE	RS4			12087	1519
6	5324-009-026	1410 S MARENGO AVE	RS4			13539	3623
7	5324-009-027	1385 S LOS ROBLES AVE	RS4		HD	12513	1669
8	5324-009-028	1395 S LOS ROBLES AVE	RS4		HD	14490	2462
9	5324-009-029	1405 S LOS ROBLES AVE	RS4		HD	12452	1338
10	5324-009-031	1450 S MARENGO AVE	RS4			34256	3360
11	5324-009-032	1470 S MARENGO AVE	RS4			22528	2226
12	5324-011-004	1370 S MARENGO AVE	RS4			17764	3644
13	5324-011-007	1365 S LOS ROBLES AVE	RS4		HD	74418	11152
14	5324-011-008	1355 S LOS ROBLES AVE	RS4		HD	18295	2674
15	5324-011-009	1335 S LOS ROBLES AVE	RS4		HD	12470	2340
16	5324-011-010	1329 S LOS ROBLES AVE	RS4		HD	14066	2006
17	5324-011-016	1360 S MARENGO AVE	RS4			17748	1898
18	5324-011-017	1350 S MARENGO AVE	RS4			17783	2168
19	5324-011-018	1344 S MARENGO AVE	RS4			18363	1806
20	5324-011-019	1340 S MARENGO AVE	RS4			19455	1726
21	5324-011-030	1390 S MARENGO AVE	RS4			13737	2186
22	5324-011-033	1380 S MARENGO AVE	RS4			21618	1040
23	5324-011-034	1375 S LOS ROBLES AVE	RS4		HD	38737	3345
24	5324-020-008	1465 S MARENGO AVE	RS4		HD	29593	1519
25	5324-020-012	1413 S MARENGO AVE	RS4		HD	17566	1901
26	5324-020-013	1415 S MARENGO AVE	RS4		HD	11442	3142
27	5324-020-031	1425 S MARENGO AVE	PS	RS4	HD	19790	2268
28	5324-020-039	1445 S MARENGO AVE	RS4		HD	34188	3533
29	5324-020-040	1455 S MARENGO AVE	RS4		HD	38131	3271
30	5324-020-041	1465 S MARENGO AVE	RS4		HD	26483	2520
31	5324-020-044	1501 S MARENGO AVE	RS4		HD	101310	4484
32	5325-001-055	1400 S LOS ROBLES AVE	RS2		HD	22457	4572
33	5325-001-059	1380 S LOS ROBLES AVE	RS2		HD	23868	4368
34	5325-001-061	1360 S LOS ROBLES AVE	RS2		HD	26046	3613
35	5324-018-907	1201 S MARENGO AVE	PS			355720	
36	5324-019-902	1381 S MARENGO AVE	RM16			48	
37	5324-020-015	1425 S MARENGO AVE	PS			293	
38	5325-001-053	1441 S OAKLAND AVE	RS2		HD	12918	

						<b>MEDIAN</b>	<b>2401</b>
						<b>35% OF MEDIAN</b>	<b>840</b>
						<b>MEDIAN+35%</b>	<b>3241</b>