



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: April 17, 2024

TO: Hearing Officer

SUBJECT: Hillside Development Permit #7113

LOCATION: 1080 Riviera Drive

APPLICANT: Luz Davis, Davis Property Development

ZONING DESIGNATION: RS-6-HD-1 (Single-Family Residential, 0-6 units per acre, Hillside Development Overlay District, Upper Hastings Ranch Area)

GENERAL PLAN DESIGNATION: Low Density Residential (0-6 dwelling units per acre)

CASE PLANNER: Alison Walker

STAFF RECOMMENDATION: Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Hillside Development Permit #7113 with the conditions in Attachment B.

PROJECT PROPOSAL: Hillside Development Permit: To allow a 125 square-foot first-story addition and a 770 square-foot second-story addition to an existing 1,591 square-foot single-story, single-family residence with an existing 411 square-foot attached garage. The project would result in a 2,486 square-foot residence and 411 square-foot garage.

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.

BACKGROUND:

Site characteristics: The subject property is a corner lot bounded by Riviera Drive to the west and Cartwright Street to the south. The 8,200 square-foot rectangular-shaped lot is currently developed with an existing 1,591 square-foot, one-story, single-family dwelling with an attached 411 square-foot two-car garage. The site topography is relatively flat with a gradual slope downwards towards the southwest corner. The average slope across the site is approximately 5.6 percent. There are no existing trees on the property.

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

Adjacent Zoning: North – RS-6-HD-1 (Single-Family Residential, 0-6 units per acre, Hillside Development Overlay District, Upper Hastings Ranch Area)
South – RS-6-HD-1 (Single-Family Residential, 0-6 units per acre, Hillside Development Overlay District, Upper Hastings Ranch Area)
East – RS-6-HD-1 (Single-Family Residential, 0-6 units per acre, Hillside Development Overlay District, Upper Hastings Ranch Area)
West – RS-6-HD-1 (Single-Family Residential, 0-6 units per acre, Hillside Development Overlay District, Upper Hastings Ranch Area)

Previous zoning cases on this Property: None

PROJECT DESCRIPTION:

The applicant, Luz Davis of Davis Property Development, has submitted a Hillside Development Permit application to allow a 125 square-foot first-story addition and a 770 square-foot second-story addition to an existing 1,591 square-foot single-story, single-family residence with an existing 411 square-foot attached garage. The project would result in a 2,486 square-foot residence and 411 square-foot garage. The first story addition would enlarge the existing kitchen and add a laundry and pantry room. A covered patio would also be added to the first floor adjacent to the addition. The second-story addition would add two bedrooms and two bathrooms, along with two 30 square-foot balconies. The project is located within the RS-6-HD-1 (Single-Family Residential, 0-6 dwelling units per acre, Hillside Overlay, Upper Hastings Ranch Area) zoning district. A Hillside Development Permit is required to authorize a second-floor addition to an existing dwelling in the Upper Hastings Ranch Area. There are no trees on the subject property.

ANALYSIS:

Hillside Development Permit

The general purpose of the HD-1 (Upper Hastings Ranch Area) overlay district is to preserve and protect views to and from hillside areas, to maintain the visual quality of the City, to protect environmental resources, to avoid hazards to development, and to minimize infrastructure costs. In the HD-1, a Hillside Development Permit is required to authorize a second-floor addition to an existing dwelling. The Hillside Development Permit provides a review process for the City to consider the appropriateness of proposed development on hillside lots to ensure that a proposed project minimizes its visual and environmental impact. The reviewing authority (Hearing Officer) may approve a Hillside Development Permit in the Upper Hastings Ranch Area for a second-floor addition only after making seven findings pursuant to Zoning Code Section 17.61.050 (Conditional Use Permits and Master Plans) and 17.29.080.F.2 (Hillside Development Permit).

The subject property is located within the RS-6-HD-1 (Single-Family Residential, 0-6 units per acre, Hillside Development Overlay District, Upper Hastings Ranch Area) zoning district. Properties located in the Hillside Development Overlay and Upper Hastings Ranch Area are required to comply with the standards of the applicable base zoning district (RS-6), except as modified by Zoning Code Section 17.29.090 (Upper Hastings Ranch Area). In addition to the following discussion, a summary is provided in Table 1.

Setbacks

The minimum required front yard setback for a property in the RS-6 HD-1 zoning district is the average of the front yard setbacks of the developed lots on the blockface in the same zoning district, but not less than 25 feet, pursuant to Zoning Code Section 17.22.050.A.1 (Front-yard Setback Measurement). In calculating the blockface average, measurement shall be from the front property line to the primary structure. Building projections and unenclosed porches shall not be used as the reference point for this measurement. In this case, the blockface average of the nine properties (including the subject site) is 24 feet. As a result, the minimum required front setback for the property is 25 feet. The existing structure has a 25-foot front yard setback on the first floor. The first-floor addition is located behind the existing garage, approximately 45 feet from the front property line (Riviera Drive), and therefore complies with the 25-foot setback.

Additionally, within the Upper Hastings Ranch Area, the second story front yard setback shall be an additional five feet beyond the required setback of the first floor, as required by Zoning Code Section 17.29.090(D)(1)(b), and thus a 30-foot front yard setback at the second story is required. The proposed second story addition is setback 30 feet from the front property line and therefore complies with this requirement.

The minimum interior side setback for the first floor is equal to 10 percent of the lot width, with a minimum requirement of five feet and a maximum requirement of 10 feet. Lot width is measured across the lot at the required 25-foot front setback. The lot is 81'-6" wide at the front setback, resulting in a minimum required side yard setback of 8'-1". The existing dwelling is setback approximately six feet from the northern interior side property line and is nonconforming. The proposed first floor addition would be 9'-8" from the northern interior side property line, and therefore complies with the interior side yard setback.

In addition, as required by Zoning Code Section 17.29.090(D)(1)(b), the second story shall be set back an additional five feet from the required side setback, which results in a 13'-1" required interior side setback for the second floor. The second story addition would be 25'-8" from the northern interior side property line and therefore complies with this requirement.

The minimum corner side setback for the first floor is equal to 10 percent of the lot width, with a minimum requirement of ten feet and a maximum requirement of 15 feet. Due to the lot width of 81'-6", the minimum corner side setback requirement is 10 feet. The first story would not be changed and maintain the existing 10'-10" corner side yard setback.

In addition, as required by Zoning Code Section 17.29.090(D)(1)(b), the second story shall be set back an additional five feet from the required side setback, which results in a 15-foot required corner side setback for the second floor. The project proposes a 15-foot second story corner side setback and complies.

The minimum rear setback for the main structure for this site is 25 feet. The first story addition would maintain the existing 35'-3" rear setback. The proposed second story rear setback would be 32'-1" and therefore complies with this requirement.

Encroachment Plane

Main structures may not 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 interior 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 additions comply with the requirement.

Within the HD-1 overlay district in addition to meeting the minimum front setback requirements, the main structure shall not be located within a front setback encroachment plane sloping inwards at a 40-degree angle from the horizontal, commencing at the front property line. The proposed plans provided by the applicant depict the front yard encroachment plane and demonstrates that the proposed additions comply with this requirement.

Height

Primary residences in the HD-1 overlay district are required to comply with the maximum height requirement of 25 feet or two stories. According to the plan, the height of the two-story addition from the lowest and adjacent existing grade is 24'-4", which complies with the 25-foot requirement.

Floor Area

In the RS-6 HD-1 zoning district, floor area is limited to the maximum permitted by the underlying RS-6 zoning district. As such, pursuant to Table 2-3 (RS and RM-12 Residential District Development Standards), Zoning Code Section 17.22.040, the maximum gross floor area allowed is equal to 30 percent of the lot size plus 500 square feet. Gross floor area includes the floor area between the floor and roof above it, as measured from the outside edge of the exterior walls of the main structure and all accessory structures, including required parking (either garage or carport).

For the subject 8,200 square-foot lot, a maximum floor area of 2,960 square feet is permitted. The project results in a total of 2,897 square feet of gross floor area, which complies. The proposed

gross floor area includes the existing single-family dwelling with attached garage and the proposed first and second story additions.

In addition, within the Upper Hastings Ranch Area, the second story is limited to a maximum floor area of 50 percent of the first floor. The proposed modifications and additions to the first-floor result in a 2,127 square-foot first floor; therefore, the maximum second floor area is 1,063.5 square feet. The proposed second floor total area is 770 square feet and complies with this requirement.

Lot Coverage

In the Upper Hastings Ranch area, 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. The proposed project has a lot coverage of 2,844 square feet or 34.6 percent, which complies. This calculation includes the existing building footprint, existing attached garage, footprint of the proposed additions, and the new covered patio.

Parking

Single-family dwellings are required to provide two covered parking spaces. The property has an existing detached two-car garage, which would be maintained and therefore, complies with the parking requirement for single-family dwellings.

Table 1 – Residential RS-6 and HD-1 Development Standards

Development Standard	Required	Proposed	Analysis
Setback			
Front (Riviera Drive) 1 st story	25'	25'	Complies
Front (Riviera Drive) 2 nd Story	30'	30'	Complies
Side (North) 1 st Story	8'-1"	9'-8"	Complies
Side (North) 2 nd Story	13'-1"	19'-5"	Complies
Corner Side (South – Cartwright St) 1 st story	10'	10'-10"	Complies
Corner Side (South – Cartwright St) 2 nd Story	15'	15'	Complies
Rear	25'	32'-1"	Complies
Encroachment Plane			
Front	40-degree angle from the horizontal, commencing at the front property line	40-degree angle from the horizontal, commencing at the front property line	Complies
Side	30 degrees at 6' high	30 degrees at 6' high	Complies
Maximum Height	25'	24'-4"	Complies
Maximum Gross Floor Area			
Overall	2,960 sf.	2,897 sf	Complies
2 nd Story	1,063.5 sf	770 sf	
Maximum Lot Coverage	2,870 sf	2,844 sf	Complies
Minimum Roof Slope	Six Percent (0.75/12)	Fifty Percent (6/12)	Complies
Minimum Parking	Two Covered Parking Spaces	Two Car Garage	Complies

Temporary Silhouette and Notice of Application

In March 2024, a temporary silhouette (i.e., '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. During the Notice of Application period, no public comments were received.

Although the silhouette would be visible from the adjacent properties, there is no protected view obstruction. The site is a corner lot located at the lowest grade along the blockface. Existing views across the site are of existing residences and not of ridgelines or culturally significant structures. The silhouette represents the location of the second story above the existing first story and setback five feet further from the front and corner side property lines than the existing first story. With this tiered design, the proposed two-story addition would be compliant with the HD-1 second story requirements and would be in scale with other two-story structures in the neighborhood. Therefore, staff has determined the project minimizes view impacts and is consistent with the Zoning Code development standards for setbacks and massing on the second story.

Preliminary Geotechnical Report

A preliminary geotechnical report that identifies and proposes mitigation measures for any soils or geological problems that may affect site stability or structural integrity is required for projects subject to a Hillside Development Permit. NorCal Engineering conducted a preliminary geotechnical investigation of the site and prepared a report. The report includes a description of site conditions, as well as the results of field exploration and laboratory testing. The purpose of the exploration was to evaluate the geotechnical conditions of the site and provide recommendations for the proposed project. The report identified that the proposed construction is feasible from a geotechnical standpoint, provided the recommendations contained in the report are incorporated in the design and construction. Therefore, the proposed development would 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.

Tree Protection Ordinance

The applicant's survey, plans, as well as site visits, and aerial images indicate that there are no existing trees on the property. Therefore, no trees are impacted or proposed to be removed with this project.

GENERAL PLAN CONSISTENCY:

The subject site is designated as Low Density Residential in the General Plan Land Use Element. General Plan Land Use Element Policy 21.5 (Housing Character and Design) encourages the renovation of existing housing stock in single-family 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 add on to the rear of the existing first story and would create a new second story. The second story would be setback an additional five feet from the required first story setbacks, minimizing massing as viewed from the public right-of-way. The design of the house is architecturally compatible with the varied scale and styles in the neighborhood, particularly regarding building form and massing. 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 first and second story additions to the existing residence complies with applicable development standards in the Zoning Code. The proposed smooth stucco exterior finish would be an off white and Spanish clay roof tiles would be earth-toned colors (brown). The residence proposes colors and materials that are consistent with existing colors within the Hillside Development Overlay, Upper Hastings Ranch Area. Additionally, the scale and massing of the proposed additions are consistent with the scale and setting of the surrounding residences which include several two-story or double height single-story buildings. 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 additions 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 additions do 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 Building and Safety Division, Fire Department, Public Works Department, Water Division, and Design and Historic Preservation Section have reviewed the project. The Building and Safety Division, Fire Department and Public Works Department have provided conditions, which are included in Attachment B. The Design and Historic Preservation Division has determined that the subject property is not historically significant and not subject to additional Design Review. 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 approving the Hillside Development Permit to allow the construction of a 125 square-foot first-story addition and 770 square-foot second-story addition to an existing 1,591 square-foot single-story, single-family residence with an existing 411 square-foot attached garage can be made (Attachment A). The proposed project meets applicable development standards required by the Zoning Code for the RS-6 HD-1 zoning district. The proposed first and second-story additions to the existing one-story dwelling would not create a view impact and would maintain the existing character of the neighborhood. In addition, the project would be required to comply with all Building and Fire Code requirements, and therefore, 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: Specific Findings for Hillside Development Permit #7113

Attachment B: Conditions of Approval for Hillside Development Permit #7113

ATTACHMENT A
SPECIFIC FINDINGS FOR HILLSIDE DEVELOPMENT PERMIT #7113

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.* The subject property is located in the RS-6 HD-1 (Single-Family Residential, 0-6 dwelling units per acre of site area, Hillside Development Overlay District, Upper Hastings Ranch Area) zoning district, which permits single-family residential uses by-right. The proposed first and second story additions to the existing one-story dwelling are permitted with the approval of a Hillside Development Permit, and will comply with applicable development standards, including maximum allowable floor area, lot coverage, setbacks, building heights, and off-street parking requirements.

2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.* The purpose of the RS-6 HD-1 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 requirements of the HD-1 (Hillside Development) overlay district are intended to preserve and protect views to and from hillside areas to maintain the visual quality of the City, protect environmental resources, avoid hazards to development, and minimize infrastructure costs. The existing single-family residential use of the property is located in a neighborhood that is developed with single-family residential uses. The location of the proposed additions will preserve and protect views, preserve existing topographic features and existing natural resources, consistent with the purpose of the Zoning Code and applicable zoning district. The additions 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 Element 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 will add on to the existing first story and propose a new second story. There are existing two-story dwellings in the neighborhood, including the property immediately adjacent to the rear, and the design of the house is architecturally compatible with other structures in the neighborhood, which also feature Mediterranean features and several two-story massing. The use of the site will remain a single-family residence; therefore, the character of the single-family neighborhood will be maintained.

General Plan Land Use Element Policy 21.9 (Hillside Housing) requires residences to maintain appropriate scale, massing and access to residential structures located in hillside areas. The proposed first and second story additions to the existing residence complies with applicable development standards in the Zoning Code. The proposed smooth stucco exterior finish would be an off white and Spanish clay roof tiles would be earth-toned colors (brown). The residence proposes colors and materials that comply with the existing colors within the neighborhood and within the Hillside Development Overlay District, Upper Hastings Ranch

Area. Additionally, the scale and massing of the proposed additions are consistent with the scale and setting of the surrounding residences. Therefore, staff finds that the project will be consistent with General Plan Land Use Element 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 additions will not change the existing single-family residential use of the property that has functioned adequately on-site. The additions will be located in a geologically stable portion of the site, do not affect ingress and egress, consistent with the general site standards of the Hillside Development Overlay. The proposed additions will be located on the flat portion of the lot in the center of the property, thereby limiting effects on neighboring properties. 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. NorCal Engineering conducted a preliminary geotechnical investigation of the site and prepared a report. The report includes a description of site conditions, as well as the results of field exploration and laboratory testing. The purpose of the exploration was to evaluate the geotechnical conditions of the site and provide recommendations for the proposed project. The report identified that the proposed construction is feasible from a geotechnical standpoint, provided the recommendations contained in the report are incorporated in the design and construction. Therefore, the proposed development would 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.

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.

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 first story kitchen and laundry room addition of 125 square feet to the residence will be located on the rear of the building, not visible from the public right-of-way. The second story addition of two bedrooms with two bathrooms will be 770 square feet in area and will be located above the existing first story. The second story will be setback five addition feet from the first story side and front yard required setbacks to push the massing to the center of the structure. The second story will also be less than 50 percent in area than the first story to minimize the massing on the second floor. The residence will be remodeled and have an exterior smooth stucco finish with Spanish clay roof tiles, similar to other properties in the neighborhood. The proposed second story addition is visible on both the primary and secondary frontages and will have similar stylistic elements as other residences in the neighborhood. Though the majority of residences in the neighborhood are

single-story ranch-style design, there are at least nine examples of two-story structures with varied architecture, including four with Spanish-style elements. The design elements, intended to match the existing condition, are in keeping with architectural elements in the neighborhood, and will not alter the existing character.

The proposed size, design, materials, and color palette are consistent with the applicable design criteria (architectural features) of the RS-6 HD-1 (Single-Family Residential, 0-6 units per acre, Hillside Development Overlay District, Upper Hastings Ranch Area), and with properties in the neighborhood and therefore the project will not alter the existing character.

7. *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 flat where the existing single-family dwelling is sited, with slopes between the building pad and the southwest corner of the site; the average slope across the site is approximately 5.69 percent. The proposed first and second story additions do not require substantial changes to grading, drainage, and landscaping. Any grading that will occur will comply with the City's Grading and Building Codes.

ATTACHMENT B
CONDITIONS OF APPROVAL FOR HILLSIDE DEVELOPMENT PERMIT #7113

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 17, 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 125 square-foot first-story addition and a 770 square-foot second-story addition to an existing 1,591 square-foot single-story, single-family residence with an existing 411 square-foot attached 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 **ZENT2023-00031** 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 Ivan Galeazzi, Current Planning Section, at (626) 744-6742 or awalker@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 project shall comply with the Municipal Code Chapter 8.52 (City Trees and Tree Protection Ordinance).
11. 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.

12. 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.
13. 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.
14. 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

15. Governing Codes: Plumbing Code, California Mechanical Code, California Energy Code, California Green Building Standard Code and the City of Pasadena Municipal Code. The governing edition is based on the date in which the project is submitted to the City of Pasadena for review. Important: New 2022 Codes will be in effect starting on January 1st, 2023.
16. 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.
17. Best Management Practices: Photocopy to plans and complete the BEST MANAGEMENT PRACTICE page 1(form must be signed). Photocopy any other applicable pages and cross reference the location at the site plan, i.e., the material storage, the concrete waste management, etc. These forms can be found at <https://www.cityofpasadena.net/planning/building-and-safety/bs-applications-forms/#informational-handouts>
18. Green Code: Photocopy to plans and complete the 2019 California Green Building Standards Code with City of Pasadena Amendments Forms. These forms are being provided attach and can be found at <https://www.cityofpasadena.net/planning/building-and-safety/bs-applications-forms/#informational-handouts>.
19. 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 (2nd) story addition to existing one-story building.
 - d. Hillside construction, i.e., decks, retaining walls, and swimming pools.
20. Means of Egress (Exiting): 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.
21. 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.
22. 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.

Fire Department

23. Governing Codes:
- a. Comply with the current edition of the California Fire Code, California Residential Code, referenced NFPA standards and the Pasadena Municipal Code the California Fire Code.
24. Fire And Life Safety Protection Systems:
- a. Fire sprinkler system required for are required for existing occupancies where one of the following conditions exist as per Pasadena Municipal Code Section 14.28.210:
 - i. Whenever additions result in an additional level above or below grade, or a total increase of more than 1000 square feet (92.9 m²) or an increase of more than fifty percent (50%) in the total floor area including mezzanines and additional stories, whichever is less, regardless of ownership. Additions shall be cumulative with each application for a building permit from January 1, 2008. R-3 occupancies shall not be required to comply with this condition solely due to the addition of an additional level, unless one of the criteria for an increase of total floor area is also exceeded.
 - ii. Whenever the value of alterations exceed fifty percent (50%) of the replacement value of the structure, excluding the value of property and contents, as determined by the Building Official. Alteration values shall be cumulative with each application for a building permit from January 1, 2008. Expenditures for maintenance and repairs such as interior and exterior painting, carpeting, interior window coverings, drapes, movable partitions, surface re-roofing or plumbing, mechanical and electrical repairs shall not be considered when calculating the percentage of alterations.
 - iii. Whenever there is a change of occupancy to a more hazardous use, as determined by the fire code official.
 - b. Smoke alarms. Provide approved interconnected hardwired smoke alarms, with battery backup, in each sleeping room, areas serving the sleeping rooms and at the top of stairways.

25. Fire Access

- a. A 5-foot unobstructed firefighter access path is required to all exterior portions of the structure.
- b. Provide emergency escape and rescue openings in accordance with the California Residential Code. Provide area around the building for laddering locations (to access all emergency escape and rescue openings to bedrooms) so that the climbing angle does not exceed 75%.

26. Fire Hydrants And Fire Flow

- a. Fire Hydrant spacing and fire flow shall be provided in accordance with the California Fire Code and Pasadena Municipal Code.

27. Fire Hazard Area: This project is in a Very High Fire Hazard Area, therefore, the following is required:

- a. Compliance with California Residential Code and California Fire Code fire resistive construction requirements.
- b. As per Pasadena Municipal Code Section 14.28.320, Additions or alterations shall be permitted to be made to any building or structure without requiring the existing building or structure to comply with the requirements of Section 4905.2, provided that the addition or alteration conforms to that required for a new building or structure as per Section 4905.2, including the following:
 - i. California Building Code, Chapter 7A,
 - ii. California Residential Code, Section R337
 - iii. California Referenced Standards Code, Chapter 12-7A

Exception: Reasonably equivalent alternatives as approved by the fire code official and building official when dealing with qualified historical buildings and districts, in accordance with the California Historical Building Code.

Public Works Department

28. 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.

29. 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.

30. 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.

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.

31. 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.
32. 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