



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: April 17, 2024

TO: Hearing Officer

SUBJECT: Conditional Use Permit #7205

LOCATION: 2165 East Colorado Blvd and 27 North Grand Oaks Ave

APPLICANT: Genesis of Pasadena

ZONING DESIGNATION: EC-MU-G (East Colorado Specific Plan, Mixed-Use General)

GENERAL PLAN DESIGNATION: Low Mixed Use

CASE PLANNER: Katherine Moran

STAFF RECOMMENDATION: Adopt the Environmental Determination and the Specific Findings in Attachment A to **approve** Conditional Use Permit #7205 with the conditions in Attachment B.

PROJECT PROPOSAL: Conditional Use Permit: To allow the operation of a new 24,772 square-foot auto dealership, auto service structure, and surface parking lot to establish a Vehicle Services, Sales/Leasing land use (Genesis of Pasadena). A Conditional Use Permit is required to allow a Vehicle Services, Sales/Leasing land use within the EC-MU-G zone.

Private Tree Removal Permit: To allow the removal of a 48.3" DBH Avocado tree (*Persea americana*), a mature 21.5" DBH Tipu tree (*Tipuana tipu*), and a 38.9" DBH Chinese elm specimen tree (*Ulmus parviflora*) on private property.

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, §15332,

Class 32, In-Fill Development Projects) and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15332 specifically exempts from environmental review in-fill development where: 1) the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations; 2) the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; 3) the project site has no value as habitat for endangered, rare or threatened species; 4) approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and 5) the site can be adequately served by all required utilities and public services.

BACKGROUND:

Site characteristics:

The project site is approximately 62,917 square feet (1.44 acres) in size and is located on the north side of East Colorado Boulevard between North Craig Avenue and North Grand Oaks Avenue. The site is presently organized into two separate parcels. The parcel addressed 2165 East Colorado Boulevard contains two auto service buildings with an aggregate of 12,792 square feet that are currently operational. The parcel addressed 27 North Grand Oaks Avenue contains several vacant auto repair buildings and a vacant 1,360 square-foot single-family residence.

Adjacent Uses:

North – Multi-Family Residential
South – Hotel, Religious Facility
East – Religious Facility and School
West – Auto Service

Adjacent Zoning:

North – RM-32 (Residential Multi-Family, 0-32 Dwelling Units Per Acre)
South – EC-MU-G (East Colorado Specific Plan, Mixed-Use General)
East – EC-MU-N (East Colorado Specific Plan, Mixed-Use Neighborhood)
West – EC-MU-G (East Colorado Specific Plan, Mixed-Use General)

Previous zoning cases on this property:

Variance #27234 - Variance to allow the construction of a 5'-6" tall wall across the front of the property. Approved November 28, 1933.

Exception #9841 - Petition for Permission to have a chain link fence enclosing a car and truck rental parking lot located at the northwest corner of Grand Oaks Avenue and East Colorado Boulevard. Approved February 4, 1981.

Conditional Use Permit #4279 - Conditional Use Permit to allow a new carwash. Approved with conditions April 7, 2004.

Conditional Use Permit #4619 - 1) Conditional Use Permit to allow the construction of a new commercial building that exceeds 25,000 square feet; 2) Minor Conditional Use Permit to allow tandem parking; 3) Variance to reduce the required parking by 10 parking spaces; 4) Variance to provide two loading spaces instead of the required three; and 5) Private Tree Removal application for two protected trees. Approved with conditions November 9, 2006.

Time Extension for Conditional Use Permit #4619 - Time extension is granted for a period of one year, effective from November 11, 2008, to November 11, 2009.

Time Extension for Conditional Use Permit #4619 - Time extension is granted for a period of one year, effective from November 11, 2009, to November 11, 2010.

PROJECT DESCRIPTION:

The applicant, Genesis of Pasadena, has filed a Conditional Use Permit application to allow the construction of a new 24,772 square-foot auto dealership, auto service structure, and surface parking lot to establish a Vehicle Services, Sales/Leasing land use (Genesis of Pasadena). The project proposes to demolish the two existing vehicle repair buildings and surface parking lot at 2165 East Colorado Boulevard in addition to the existing vehicle repair buildings and single-family residence at 27 North Grand Oaks Avenue. A new 24,772 square-foot vehicle showroom and repair building would be constructed on the eastern side of the project site. Additional improvements consist of a new surface parking lot and landscaping. A Conditional Use Permit is required to establish a Vehicle Sales/Leasing land use.

Private Tree Removal Permit applications are also requested to allow the removal of one protected Chinese elm specimen tree (*Ulmus parviflora*), one mature avocado tree (*Persea americana*), and one mature tipu tree (*Tipuana tipu*) on private property.

ANALYSIS:

Conditional Use Permit: To allow a Vehicle Services, Sales/Leasing land use

The project site is located within the EC-MU-G (East Colorado Specific Plan, Mixed-Use General). Zoning Code Section 17.31.040, Table ECSP-2: Allowable Land Uses states that a Vehicle Services, Sales/Leasing use may not be established unless a Conditional Use Permit is first obtained, in compliance with Zoning Code Section 17.61.050 (Conditional Use Permits and Master Plans).

The Conditional Use Permit (CUP) application allows the City to review the project and determine if the proposed establishment would be compatible with the surrounding area. The Hearing Officer may grant a CUP only after making six findings identified in the Zoning Code. The general purpose is to evaluate compliance with the Zoning Code and General Plan, whether the use would be detrimental or injurious to the neighborhood, and compatibility of the operation with the

surrounding uses. The following analysis focuses on whether the request to allow a conditionally permitted use would create negative impacts to the surrounding uses, as it relates to conformance with the provisions of the Zoning Code and consistency with the General Plan.

A purpose of the EC-MU-G zoning district is to implement the East Colorado Specific Plan by allowing for a wide variety of commercial uses that support citywide needs, as well as goods and services for local residents. Specifically, it aims to support projects that are entirely commercial, entirely residential, or a mix of the two, integrated either horizontally or vertically consistent with ground floor use requirements. The existing site is located along a commercial corridor, which is generally concentrated with a mix of commercial uses such as other vehicle services, sales/leasing uses, vehicle/equipment repair uses, hotels, office uses, and religious facilities. There are both a used car dealership and a separate vehicle repair uses in close proximity to the west of the project site in addition to vehicle repair uses southwest of the subject site. Other uses south of the site include a Ramada by Wyndam hotel, a Travelodge, among other commercial businesses.

As described above, the existing site contains a vehicle equipment repair use consisting of two separate buildings with repair bays located perpendicularly to East Colorado Boulevard. The applicant proposes a similar operation in that the proposed use would be vehicle showroom with a vehicle/equipment repair component. The proposal's intent of improving the environment would include providing enclosed repair bays in order to comply with the current Zoning Code development standards for vehicle repair uses. The new building frontage would house the showroom component of the proposed auto dealership and have a front entry facing East Colorado Boulevard and opening to the street. The proposal would comply with building entry and ground floor minimum height requirements. In addition, transparency requirements would be conditioned to comply with applicable standards during the building permit plan check process.

An existing driveway along North Craig Avenue would remain and the existing parking lot along North Craig Avenue would be restriped and enhanced with new landscaping. Site access from East Colorado Boulevard would remain and new surface parking and vehicle inventory areas would be located to the west of the proposed building. The new parking and vehicle inventory areas would provide new landscaping and canopy trees visible from East Colorado Boulevard. The proposed building, parking lot, and landscaping improvements would update the appearance and ambiance along East Colorado Boulevard and enhance circulation and access within parking areas.

The proposed vehicle/equipment repair operations would be attached to the north of the showroom in an enclosed building, closer to the rear of the site, which would allow for a more cohesive site layout. Access to the vehicle repair portion of the building would be from existing driveways along North Craig Avenue and East Colorado Boulevard to the west of the proposed building. Therefore, the proposed project is consistent with the intent and purpose of the EC-MU-G zoning district. In addition to the Conditional Use Permit, the proposed project is also subject to a separate process, Design Review, ensuring the project is consistent with the aesthetic values, character, and scale.

The proposed Vehicle Services, Sales/Leasing land use would not be detrimental to the surrounding neighborhood. The location of the repair activities would be within an enclosure while presently the repair bays are open and visible to adjacent properties and the public right of way.

Circulation of the site would be improved, and new driving aisles and parking space dimensions would be code compliant. Approval of the application would allow a conditionally permitted use

within a commercial zoning district on property bounded by public streets on three sides. Furthermore, the project is subject to compliance with all the conditions of approval and would be required to comply with all zoning, building, and fire codes, which would be reviewed through the building permit plan check process. Additionally, the proposed project is designed to comply with all applicable development standards.

General Development Standards

Vehicle Services, Sales/ Leasing land uses are required to comply with the Zoning Code Sections 17.31.060 (Summary of Development Standards) and 17.50.360 (Vehicle Sales and Repair Services). Table A below summarizes the project’s compliance with the development standards for the EC-MU-G zoning district and Vehicle Services-Vehicle/Equipment Repair use:

Table A: EC-MU-G and Vehicle Services – Vehicle/Equipment Repair Development Standards

Development Feature	Required	Proposed	Analysis
EC-MU-G – Nonresidential Development Standards			
<i>Setbacks</i>			
E. Colorado Blvd. (Front)	3'-0"-8'-0", for a minimum of 50% of the frontage.	3'-0"-8'-0", for a minimum of 50 % of the frontage	Complies
N. Grand Oaks Ave. (Corner-side)	5'-0"-10'-0", for a minimum 50% of the frontage.	5'-0"-10'-0", for a minimum of 50 % of the frontage	Complies
Interior (North & Adjacent to RM-32)	15'	15'-0"	Complies
<i>Height</i>			
Maximum Overall Height	39'	25'-0"	Complies
Minimum Streetwall Height	25'	25'-0"	Complies
Minimum Ground Floor Height	15'	25'-0"	Complies
<i>Building Entries</i>			
Primary Frontage: Building Entry Orientation	Facing E. Colorado Blvd.	Facing E. Colorado Blvd.	Complies
Minimum Ground Floor Transparency (South Elevation - E. Colorado Blvd.)	70%	96% Transparent	Complies
Minimum Ground Floor Transparency (East Elevation - N. Grand Oaks Ave.)	70%	Conditioned to Comply	Conditioned to Comply
Minimum Overall Transparency (South	30%	Conditioned to Comply	

Elevation - E. Colorado Blvd.)			Conditioned to Comply
Minimum Overall Transparency (East Elevation - N. Grand Oaks Ave.)	30%	Conditioned to Comply	Conditioned to Comply
Vehicle Services – Vehicle/Equipment Repair Development Standards			
Maximum Vehicle Repair Area	40% (25,166 SF)	15% (9,575 SF)	Complies

The minimum transparency requirements and parking lot landscaping requirements would be conditioned to comply with all applicable Zoning Code requirements through the Design Review and building permit plan check process.

Vehicle Sales and Repair Services

Pursuant to Section 17.50.360 (Vehicle Sales and Repair Services) of the Zoning Code, the vehicle/equipment repair activities of the business are subject to specific operational standards in order to limit potential impacts to surrounding properties. All repair activities and related repair equipment such as hydraulic hoists and pits, equipment for greasing, and lubrication equipment are required to be located within and entirely enclosed structure. Furthermore, the service bays are prohibited from facing abutting residential parcels or the public rights-of-way.

There is a RM-32 residential zone with multi-family residential uses adjacent to the property to the north. The project’s proposed design would concentrate all repair activities and equipment within a new enclosed service shop located toward the rear of the site, with ingress located at the west of the building and egress located at the east of the building. Although the service shop will be located toward the rear closer to the RM-32 residential zone, with the proposed design the entrances to the individual workstation/service bays are located within the enclosed service building. Therefore, no service activity would not be visible from the adjacent multi-family residential uses and from the public rights of way.

All areas or structures used for vehicle repair are required to be located or soundproofed to prevent annoyance or detriment to surrounding properties. The property to the north would be buffered from the service shop by the proposed 15-foot setback, landscaping, and the required minimum seven-foot block wall required between a new nonresidential project abutting a residential zoning district. These improvements between the building wall and the residential zoning district to the north would limit potential impacts to the north.

East of the proposed project, across North Grand Oaks Avenue is the Saint Gregory Armenian Apostolic Church of Pasadena. No access to the repair portion of the building would be located on the east side of the site, thus, potential impacts to properties to the east would be limited.

The adjacent property to the west is a vehicle equipment repair use. Due to the similarity of the adjacent and proposed uses’ similar operations, the property to the west would be minimally impacted. The repair building would be buffered by the proposed parking lot and inventory area which would buffer potential impacts to the north and west of the site.

In addition, the Zoning Code has several requirements regarding vehicle repair activities in order to limit impacts to surrounding properties. These requirements relate to soundproofing, storage

limitations of discarded vehicle parts and equipment, wrecked vehicles, old tires, and size of vehicles to be serviced. According to the applicant, the proposed business would comply with the operational standards and additional conditions of approval are proposed to address these applicable requirements.

Parking and Loading

Pursuant to Zoning Code Section 17.46.040 (Number of Off-Street Parking Spaces Required), a Vehicle Services – Sales and Leasing land use is required to provide one parking space per 1,000 square feet of floor area. Of the proposed 24,772 gross square feet, the proposed building includes 12,348 square feet of floor area dedicated to the Vehicle Services, Sales/Leasing operation which consists of the “sales/showroom”, “customer”, and “administration” areas, and would require a minimum of 12 parking spaces.

Pursuant to Zoning Code Section 17.31.100.A (Minimum Parking), A ‘Services’ land use, including a Vehicle Services – Vehicle/Equipment Repair land use is required to provide three parking spaces per 1,000 square feet of floor area, with no parking required for the first 5,000 square feet of a project. The floor area dedicated to the Vehicle Services – Vehicle/Equipment Repair operation consists of the “parts department” and “service department” areas with an aggregate square footage of 12,424 square feet. After subtracting the first 5,000 square feet, parking ratios would be applied to the remaining 7,424 square feet. With a parking rate of 3 parking spaces per 1,000 square feet, 22 parking spaces would be required for the Vehicle Services, Vehicle/Equipment Repair square footage.

The project requires a total of 34 parking spaces and proposes 34 parking spaces, which complies with the minimum required.

In addition to parking, the project is required to provide a minimum of one 12-foot by 30-foot loading space on site. As proposed, the loading space will be behind the vehicle/equipment repair check-in area and would not be visible from the public right-of-way. Onsite loading, unloading, and trash pick-up will be allowed only between the hours of 7:00 a.m. to 9:00 p.m., Monday through Friday, and between 9:00 a.m. to 5:00 p.m. on Saturdays. Loading, unloading, and/or trash pick-up is not allowed on Sundays. This shall include maintenance/service vehicles, delivery trucks, and trash trucks.

The project is required to provide bicycle parking spaces based on the number of required parking spaces with five percent of the required motor vehicle parking; but not less than four parking spaces. Based on the required 36 parking spaces, the project requires a minimum of four bicycle parking spaces. The plans propose a bicycle rack on the southeast corner of the site.

As proposed, the project is in compliance with off-street parking, bicycle parking, and loading requirements. The applicant proposes to restripe existing parking spaces on the northwest portion of the site and would add new parking, vehicle display, and inventory spaces to the west of the building. To maintain circulation through the parking areas, all parking stalls, drive aisles, and bicycle parking would be designed to comply with minimum dimensional requirements of the Zoning Code.

Hours of Operation

Pursuant to Zoning Code Section 17.40.070.A.2 (Limited Hours of Operation) limited hours of operation are required for businesses located within 150 feet of a residential zoning district. The

subject site is located directly adjacent to an RM-32 (Multi-Family Residential) zoning district to the north, therefore within 150 feet of a residential zone. In this case, the proposed Vehicle Services, Sales/Leasing use may only operate between the hours of 7:00 a.m. and 10:00 p.m. by right. The proposed showroom would be open between 8:00 a.m. to 8:00 p.m. Monday-Friday, between 9:00 a.m. and 7:00 p.m. on Saturday, and between 10:00 a.m. and 6:00 p.m. on Sunday, which complies with the limited hours of operation.

Separately from the showroom operation, per Section 17.50.360 (Vehicle Sales and Repair Services) all vehicle/equipment repair uses and related activities shall be further limited to between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday. The business is planning to have limited vehicle equipment/repair service hours on the weekend and comply with the limited days and hours of operation for the vehicle/equipment repair component. Therefore, the proposed business would comply with both the limited hours of operation for the auto showroom and the limited days and hours for the vehicle/equipment repair use allowed by the Zoning Code. The limited hours of operation for both the auto showroom and the separate vehicle/equipment repair components of the operation have been included in Attachment B of this report as a conditions of approval.

Tree Removal Permit: To allow the removal of three protected trees

The applicant also requests a Private Tree Removal Permit to allow removal of three protected trees including one mature 48.3” DBH Avocado tree (*Persea americana*), one mature 21.5” DBH Tipu tree (*Tipuana tipu*), and one 38.9” DBH Chinese elm specimen tree (*Ulmus parviflora*) on private property.

Tree #	Tree Species (Common Name)	Type	DBH	Height	Location
11	Avocado tree (<i>Persea americana</i>)	Mature	48.3”	30 feet	Rear of site
12	Tipu tree (<i>Tipuana tipu</i>)	Mature	21.5”	40 feet	Rear of site
13	Chinese elm tree (<i>Ulmus parviflora</i>)	Specimen Tree	38.9”	30 feet	Rear of site

Pursuant to Section 8.52.075 of the City’s Municipal Code (City Trees and Tree Protection – Private property tree removal and landmark tree pruning permits—Issuance), one of six findings shall be made in order to approve private tree removal. The applicant proposes the following finding:

- 6) The project, as defined in Section 17.80.020, includes a landscape design plan, which will result in a tree canopy coverage of greater significance than the tree canopy coverage being removed, within a reasonable time after completion of the project.

The three trees proposed for removal are currently located where the proposed building footprint would be located. Per Finding No. 6, the proposed tree removals are a component of the redevelopment of the project site. The adopted tree replacement matrix requires replacement tree sizes and quantities based on the sizes and types of trees proposed to be removed.

Diameter at Breast Height of Removed Tree	Number and Size of Replacement Trees
8 – 12 inches	4 – 15 gallons, or 2 – 24 inch box
13 – 18 inches	8 – 15 gallon, or 4 – 24 inch box, or 2 – 36 inch box
19 – 36 inches	8 – 24 inch box, or 4 – 36 inch box
37+ inches	12 – 24 inch box, or 8 – 36 inch box
*Non-protected trees with a DBH of 19 inches or greater must be replaced at ½ the corresponding ratio (the species is not restricted).	

The replacement requirement for the removal of the three trees is shown in the table below:

Tree #	Tree to be removed	Replacement Trees	Tree Species
11	48.3" DBH Avocado Tree	Six 24-inch box or Four 36-inch box	No species requirement
12	21.5" DBH Tipu tree	Four 24-inch box or Two 36-inch box	No species requirement
13	38.9" DBH Chinese Elm tree	Twelve 24-inch box or Eight 36-inch box	Specimen or native trees
Total required replacement:		Ten 24-inch box or Six 36-inch box and Twelve 24-inch box or Eight 36-inch box	No species requirement Specimen or native trees

The proposed project includes a landscape plan that will include a variety of 15 proposed trees throughout the project site, including one 36-inch box of native tree, three 24-inch box of specimen tree, and eleven 24"-box of non-native non-specimen tree. The proposed 15 replacement trees does not comply with the replacement matrix, and a condition of approval has been included that the final landscape plan incorporate the required replacement tree. The final landscape plan will be reviewed as part of the Design Review and building plan check process.

GENERAL PLAN CONSISTENCY:

The subject site is designated as Low Mixed-Use in the General Plan Land Use Element (0.0-1.0 FAR) and is located in the EC-MU-G (East Colorado Specific Plan, Mixed-Use General) zoning district. A purpose of the EC-MU-G zoning district is to implement the East Colorado Specific Plan by allowing for a wide variety of commercial uses that support citywide needs, as well as goods and services for local residents. Specifically, it aims to support projects that are entirely commercial, entirely residential, or a mix of the two, integrated either horizontally or vertically consistent with ground floor use requirements. The existing site consists of a vehicle repair land use and is located along a commercial corridor, which is generally concentrated with a mix of commercial uses such as other vehicle services, sales/leasing uses, vehicle equipment repair uses, hotels, office uses, and religious facilities. The general appearance, function and urban ambiance of the site would be improved for the proposed use and would add additional landscaping along the parking lot and vehicle display area facing East Colorado Boulevard. The proposed building would be located close to the front of the property and would provide a new pedestrian entry located along East Colorado Boulevard which would improve the character along East Colorado Boulevard and comply with the pedestrian oriented entrance requirements, design standards, and scale, of the East Colorado Specific Plan.

The proposed construction of the Vehicle services – Sales/Leasing use is consistent with multiple General Plan Land Use Element Goals and Policies including the following: Policy 2.3 (Commercial Businesses), Policy 4.11 (Development that is Compatible), and Policy 12.4 (Revitalization of Commercial Areas). The proposed project includes a new auto showroom and vehicle/equipment repair business along a major commercial corridor in the City. The proposed auto dealership will serve both local and regional needs. The proposed building frontage would be located close to East Colorado Boulevard with a pedestrian entry opening onto East Colorado Boulevard which complies with the building entry requirements. Window glazing and facade material improvements along the street-facing facade. The site's circulation and parking lot would be improved. The vehicle repair building would be attached to the showroom and fully enclosed, closer to the rear of the site, with individual repair bays not visible from the public right of way or adjacent to the residential zoning district. The proposed location and design of the repair bays will reduce potential impacts to neighboring properties.

In addition, the proposed design will allow for a more cohesive site layout and for adding landscaping within the existing non-landscaped parking. Additional landscaping throughout the site will create an improved street environment which will complement existing vehicle-related uses within the vicinity. Lastly, the proposed project along results in a total floor area ratio (FAR) of 0.39, which is within the maximum range allowed for the Low Mixed Use designation in the General Plan. Therefore, the proposed project is consistent with the adopted policies.

ENVIRONMENTAL REVIEW:

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15332, Class 32, In-Fill Development Projects) and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15332 specifically exempts from environmental review in-fill development where: 1) the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations; 2) the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; 3) the project site has no value as habitat for endangered, rare or threatened species; 4) approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and 5) the site can be adequately served by all required utilities and public services.

The project meets the minimum requirements to qualify as an in-fill project under CEQA. The project is consistent with the General Plan designation and policies as discussed above; the project is a use that is conditionally permitted within the EC-MU-G zoning district; and the project complies with the applicable development standards. The project site is approximately 62,917 square feet (less than five acres) and surrounded by other commercial and residential uses. The project site has been previously developed and graded, and currently contains multiple commercial buildings, a residential building, and a surface parking lot; therefore, it does not contain habitat for endangered, rare or threatened species. A CEQA-focused noise analysis and an air quality analysis were prepared for the project, which determined that there would be no project-related impacts. Due to the project proposing less than 10,000 square feet of new net nonresidential square feet, a traffic impact analysis is not required by the Department of Transportation. The project site is located in an urban area where utilities and public services can be adequately served. Furthermore, there are no unusual circumstances that distinguish this project from others in the exempt class.

COMMENTS FROM OTHER DEPARTMENTS:

The Design and Historic Preservation Section, Building and Safety Division, Department of Public Works, Department of Transportation, Department of Water and Power, and Fire Department had the opportunity to review the proposal. The Design & Historic Preservation Section conducted a Historic Resource Evaluation of the project under the provisions of Section 17.62.040 (Criteria for Designation of Historic Resources) of the Zoning Code. Based on the information available to staff, the property has been determined ineligible for landmark designation. Based on their review of the project, the Department of Public Works, Department of Transportation, Department of Water and Power (Water), and Fire Department provided comments and recommended conditions of approval, which are included in Attachment B.

CONCLUSION:

It is staff's assessment that the findings necessary for approving the Conditional Use Permit can be made. All proposed gross floor area, setbacks, height, and parking improvements meet applicable development standards. The project is in conformance with the purpose of the Zoning Code and is consistent with the goals and objectives of the General Plan. Based on staff's analysis of the requested demolition, and addition, the auto dealership would be compatible with the adjacent land uses and would not result in any adverse impacts to the surrounding area. As such, staff recommends that the Hearing Officer adopt the environmental determination and the specific findings in Attachment A to approve the application with the conditions in Attachment B.

ATTACHMENTS:

Attachment A: Specific Findings for Conditional Use Permit

Attachment B: Recommended Conditions of Approval

ATTACHMENT A
SPECIFIC FINDINGS FOR CONDITIONAL USE PERMIT #7205

Conditional Use Permit – To allow a Vehicle Services, Sales/Leasing land use

1. *The proposed use is allowed with a Conditional Use Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code.* The subject property is located within the EC-MU-G (East Colorado Specific Plan, Mixed-Use General) zoning district. Table ECSP-2 of Zoning Code Section 17.31.040 (Allowable Land Uses) permits the Vehicle Services, Sales/Leasing land use subject to the approval of a Conditional Use Permit. The proposed project will comply with all applicable provisions of this Zoning Code.

2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.* The subject property is located in the EC-MU-G (East Colorado Specific Plan, Mixed-Use General). A purpose of the EC-MU-G zoning district is to implement the East Colorado Specific Plan by allowing for a wide variety of commercial uses that support citywide needs, as well as goods and services for local residents. Specifically, it aims to support projects that are entirely commercial, entirely residential, or a mix of the two, integrated either horizontally or vertically consistent with ground floor use requirements. The existing site consists of a vehicle repair land use and is located along a commercial corridor, which is generally concentrated with a mix of commercial uses such as other vehicle services, sales/leasing uses, vehicle/equipment repair uses, hotels, office uses, and religious facilities. There are both a used car dealership and separate vehicle repair uses in close proximity to the west of the project site in addition to vehicle repair uses southwest of the subject site. Other uses south of the site include a Ramada by Wyndam hotel, a Travelodge, among other commercial businesses.

As described above, the existing site contains a vehicle equipment repair use consisting of two separate buildings with repair bays located perpendicularly to East Colorado Boulevard. The applicant proposes a similar operation in that the proposed use would be vehicle showroom with a vehicle/equipment repair component. The proposal's intent of improving the environment would include providing enclosed repair bays in order to comply with the current Zoning Code development standards for vehicle repair uses. The new building frontage would house the showroom component of the proposed auto dealership and have a front entry facing East Colorado Boulevard and opening to the street. The proposal would comply with building entry and ground floor minimum height requirements. In addition, transparency requirements would be conditioned to comply with applicable standards during the building permit plan check process. An existing driveway along North Craig Avenue would remain and the existing parking lot along North Craig Avenue would be restriped and enhanced with new landscaping. Site access from East Colorado Boulevard would remain and new surface parking and vehicle inventory areas would be located to the west of the proposed building. The new parking and vehicle inventory areas would provide new landscaping and canopy trees visible from East Colorado Boulevard. The proposed building, parking lot, and landscaping improvements would update the appearance and ambiance along East Colorado Boulevard and enhance circulation and access within parking areas.

The proposed vehicle/equipment repair operations would be attached to the north of the showroom in an enclosed building, closer to the rear of the site, which would allow for a more cohesive site layout. Access to the vehicle repair portion of the building would be from existing driveways along North Craig Avenue and East Colorado Boulevard to the west of the proposed building. Therefore, the proposed project is consistent with the intent and purpose

of the EC-MU-G zoning district. In addition to the Conditional Use Permit, the proposed project is also subject to a separate process, Design Review, ensuring the project is consistent with the aesthetic values, character, and scale.

3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan.* The subject site is designated as Low Mixed-Use in the General Plan Land Use Element (0.0-1.0 FAR) and is located in the EC-MU-G (East Colorado Specific Plan, Mixed-Use General) zoning district. A purpose of the EC-MU-G zoning district is to implement the East Colorado Specific Plan by allowing for a wide variety of commercial uses that support citywide needs, as well as goods and services for local residents. Specifically, it aims to support projects that are entirely commercial, entirely residential, or a mix of the two, integrated either horizontally or vertically consistent with ground floor use requirements. The proposed construction of the Vehicle services - Sales /Leasing use is consistent with multiple General Plan Land Use Element Goals and Policies including the following: Policy 2.3 (Commercial Businesses), Policy 4.11 (Development that is Compatible), and Policy 12.4 (Revitalization of Commercial Areas). The proposed project includes a new auto showroom and vehicle/equipment repair business along a major commercial corridor in the City, which will serve both local and regional needs. The proposed building frontage will be located close to East Colorado Boulevard with a pedestrian entry opening onto East Colorado Boulevard which complies with the building entry requirements. The site's circulation and parking lot will be improved. The vehicle repair building will be attached to the showroom and fully enclosed, closer to the center of the site, with individual repair bays not visible from the public right of way or adjacent to the residential zoning district. In addition, the proposed design will allow for a more cohesive site layout and for adding landscaping within the existing non-landscaped parking. Additional landscaping throughout the site will create an improved street environment which will complement existing vehicle-related uses within the vicinity. The proposed project along results in a total floor area ratio (FAR) of 0.39, which is within the maximum range allowed for the Low Mixed-Use designation in the General Plan. Therefore, the proposed project is consistent with the adopted policies.
4. *The establishment, maintenance, or operation of the use would not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use.* The proposed Vehicle Services, Sales/Leasing land use will not be detrimental to the surrounding neighborhood. The circulation of the site will improve and new driving aisles and parking dimensions will be code compliant. Access will continue to be provided from the same street frontages that have functioned without detriment. All proposed repair activities, servicing of vehicles, and vehicle parts storage will be contained within enclosed buildings and comply with applicable standards. The number and design of the proposed parking spaces will comply with applicable requirements for the zone. As proposed, the auto showroom will comply with the limited hours of operation for businesses located within 150 feet of a residential zoning district as required by the Zoning Code. In addition, all vehicle/equipment repair uses and related activities will occur between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, which complies with the required limited hours of operation allowed by the Zoning Code. All hours of operation are required as conditions of approval. Therefore, as conditioned, the proposed project will not detrimentally affect the surrounding area.
5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.* The proposed Vehicle Services, Sales/Leasing land use would not be detrimental to the surrounding neighborhood. The location of the repair activities would enclose repair bays,

which are presently open and visible to adjacent properties and the public right of way. Circulation of the site would be improved, and new driving aisles and parking dimensions would be code compliant. Approval of the application would allow a conditionally permitted use within a commercial zoning district on property bounded by public streets on three sides. Furthermore, the project is subject to compliance with all the conditions of approval and would be required to comply with all zoning, building, and fire codes, which would be reviewed through the building permit plan check process. Additionally, the proposed project is designed to comply with all applicable development standards. The Zoning Code has several requirements regarding vehicle repair activities in order to limit impacts to surrounding properties. These requirements relate to operations as soundproofing, storage limitations of discarded vehicle parts and equipment, wrecked vehicles, old tires, and size of vehicles to be serviced. According to the applicant, the proposed business model will comply with the operational standards and additional conditions of approval are proposed to address these applicable requirements. Regular activities of the existing auto dealer will continue. As conditioned, it is not expected that the project will be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.

6. *The design location, operating characteristics, and size of the proposed use would be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection.* The proposed Vehicle Services, Sales/Leasing land use is consistent with the surrounding land uses. The proposal will replace an existing vehicle/equipment repair land use that currently operates with several repair bays facing the public right-of-way and visible from the adjacent residential properties. A number of large automobile dealerships are present in this sub area. A district filled with many auto dealers, easy freeway access and large retailers, makes this a destination location for neighboring communities and Pasadena residents. The granting of this Conditional Use Permit will allow a new auto dealership building and the continuation of the existing vehicle/equipment repair use. The proposed construction will comply with all applicable development standards including setbacks, heights, gross floor area, percentage of site dedicated to vehicle/equipment repair, and parking requirements. New landscaping is proposed throughout the project and will enhance the aesthetics of the parking area. The proposed project is subject to Design Review, ensuring the project is consistent with the aesthetic values, character, and scale.

Tree Removal Permit: To allow the removal of a protected mature Avocado tree (#11)

7. *The project, as defined in Section 17.80.020, includes a landscape design plan, which will result in a tree canopy coverage of greater significance than the tree canopy coverage being removed, within a reasonable time after completion of the project.* Tree #11 is located in the rear of the site within the proposed footprint of the proposed project. The landscape plan for the proposed project will be required to include at least six 24-inch box or four 36-inch box to replace the removal of Tree #11. The replacement of the trees in accordance with the tree replacement matrix is permitted and would compensate for the removal of the trees by providing a tree canopy that is sustainable over the long term.

Tree Removal Permit: To allow the removal of a protected mature Tipu tree (#12)

8. *The project, as defined in Section 17.80.020, includes a landscape design plan, which will result in a tree canopy coverage of greater significance than the tree canopy coverage being removed, within a reasonable time after completion of the project.* Tree #12 is located in the rear of the site within the proposed footprint of the proposed project. The landscape plan for

the proposed project will be required to include at least four 24-inch box or two 36-inch box to replace the removal of Tree #12. The replacement of the trees in accordance with the tree replacement matrix is permitted and would compensate for the removal of the trees by providing a tree canopy that is sustainable over the long term.

Tree Removal Permit: To allow the removal of a protected specimen Chinese elm tree (Ulmus parviflora) (#13)

9. *The project, as defined in Section 17.80.020, includes a landscape design plan, which will result in a tree canopy coverage of greater significance than the tree canopy coverage being removed, within a reasonable time after completion of the project.* Tree #13 is located the rear of the site within the proposed footprint of the proposed project. The landscape plan for the proposed project will be required to include at least twelve 24-inch box or eight 36-inch box of native or specimen tree to replace the removal of Tree #13. The replacement of the trees in accordance with the tree replacement matrix is permitted and would compensate for the removal of the trees by providing a tree canopy that is sustainable over the long term. Therefore, the proposed removal satisfies the finding.

ATTACHMENT B
CONDITIONS FOR CONDITIONAL USE PERMIT #7205

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

General

1. The site plan and elevations submitted for building permits shall substantially conform to plans submitted with this application stamped "Approved at Hearing, April 17, 2024" except as modified herein.
2. The right granted under this application must be enacted within 36 months from the effective date of approval. It shall expire and become void, 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. The Zoning Administrator, at any time, can call for a review of the approved conditions at a duly noticed public hearing. These conditions may be modified or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Conditional Use Permit if sufficient cause is given.
4. Any change to these conditions of approval or expansion of the use shall require the modification of this Conditional Use Permit or a new Conditional Use Permit.
5. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
6. The final decision letter and conditions of approval shall be incorporated in the building plans as part of the building plan check process.
7. The proposed project, Activity Number **ZENT2024-00008**, 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 the case planner, Katherine Moran, Current Planning Section, at kmoran@cityofpasadena.net or (626) 744-6740 to schedule an inspection appointment time.

Planning Division

8. The auto showroom shall be limited to between the hours of 7:00 a.m. and 10:00 p.m., daily.
9. All vehicle/equipment repair uses and related activities shall be limited to between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday.
10. All areas or structures used for vehicle repair shall be located or soundproofed.
11. All vehicles that are repaired and are waiting to be picked up by the owner of the vehicle shall be parked on-site and not in adjoining streets or alleys.
12. All discarded vehicle parts or equipment, or permanently disabled, dismantled, or junked vehicles shall be removed from the premises within 30 days of arrival.

13. No servicing of trucks in excess of one and one-half ton capacity or industrial equipment of any type or character shall be allowed.
14. All street facing facades shall provide a minimum ground floor transparency of 70 percent and an overall transparency of 30 percent.
15. Required setbacks abutting residential zoning districts shall be enclosed by a solid concrete or masonry wall a minimum of seven feet in height. The proposed wall shall comply with all applicable requirements of Zoning Code Section 17.40.180 (Walls and Fences).
16. The project shall provide a minimum landscaping area of five percent of the parking lot, not including required perimeter landscaping.
17. The parking lot landscaping shall comply with all applicable parking lot landscaping requirements of Zoning Code Section 17.46.230.
18. The removal of the protected Chinese elm specimen tree (*Ulmus parviflora*), mature avocado tree (*Persea americana*), and mature tipu tree (*Tipuana tipu*) shall require replacement trees in compliance with the replacement tree matrix requirements of PMC 8.52.
 - a. The tree replacement requirement for the removal of the 43.8" DBH Avocado tree is either six 24-inch box sized trees or four 36-inch box sized trees, no species limitation.
 - b. The tree replacement requirement for the removal of the 21.5" DBH tipu tree is either four 24-inch box sized trees or two 36-inch box sized trees, no species limitation.
 - c. The tree replacement requirement for the removal of the 38.9" DBH Chinese elm tree is either 12 24-inch box sized trees or eight 36-inch box sized specimen or native trees.
19. The replacement trees shall be planted in a manner that will ensure the trees can survive and thrive on the site.
20. All replacement trees shall be connected to a permanent irrigation system, if required by the licensed landscape architect.
21. Where this project meets the threshold for state-mandated water-efficient landscaping, the final landscape plans (inclusive of planting and hardscape plans, the planting pallet, drainage plan, and irrigation system plan(s) and specifications), shall be reviewed by Planning and Community Development Department staff for conformance with the standards and requirements specified within the 2015 California Model Water Efficient Landscape Ordinance (MWELo) prior to the issuance of a building permit. No certificate of occupancy shall be issued until such plans have been deemed compliant with the MWELo and the landscaping has been installed per such approved MWELo-compliant plans to the satisfaction of the Director of Planning and Community Development or his/her designee.
22. The two parcels (APN 5746-008-078 and APN 5746-008-044) shall be legally consolidated into one lot through either of the following lot consolidation processes: 1.) a lot tie covenant filed with the Building Official or; 2.) Certificate of Exception and Certificate of Compliance filed with the Current Planning Division.
23. 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).

Public Works Department

24. No private improvements may be placed within the public right-of-way, including, but not limited to, soldier beams, tie-backs, utility conduits, backflow preventers, transformers, fire sprinkler valve, decorative sidewalk and applicable parade post holes on Colorado Boulevard per Standard Drawing S-419. Private improvements may only be placed in the public right-of-way by submitting a license agreement, which must be approved by the City. The license agreement application for any private improvement within the public right-of-way shall be submitted to the Department of Public Works for review and shall be approved by the City before any permits are granted. The applicant shall submit the application, plan and processing fee/deposit, associated with processing the license agreement, at least three to four (3-4) months prior to the issuance of any building or demolition permits. An approved license agreement will allow the applicant to install and maintain the private improvements within the public right-of-way with conditions.
- a. A license agreement for shoring requires an indemnity bond in order to guarantee that shoring and tie-backs are free from defect due to faulty material, workmanship and failure. Upon review of the license agreement exhibits, an indemnity bond estimate will be prepared and forwarded to the applicant. The estimated amount is equivalent to the cost of reconstructing the public right of way, including all affected utilities, public facilities, and infrastructures, based on the plane of failure at a 45-degree angle from the lowest point of excavation. The indemnity bond shall be submitted to the City prior to the execution of the agreement and the issuance of any building or demolition permits.
 - b. All steel rods in every tie-back unit shall be relieved of all tension and stresses, and any portion of soldier beams and any portion of the tie-backs located be removed entirely from the public right-of-way. A monthly monitoring report stamped and certified by a licensed surveyor shall be submitted to indicate that the deflection from any piles or soldier beams does not exceed one inch. Upon completion of construction, the developer or his contractor shall remove all tie-back rods within the public right-of-way. The removal shall be documented by a report certified by a licensed deputy inspector. The report shall be submitted to the City for review and approval. The applicant will be charged a penalty of \$7,000 for each tie-back rod not removed from the public right-of-way. For temporary tie-backs or shoring, the maximum width of the license area fronting the development frontage(s) shall only extend to the centerline of the public right-of-way.
25. The development shall avoid using Colorado Boulevard as construction access to the job site, and for new utility connections. If Colorado Boulevard is used and the road condition is determined to deteriorate due to construction, its restoration, fronting the subject development shall be a quarter-width (from gutter to the edge of second travel lane) cold milling and resurfacing of asphalt concrete roadway per Standard Plan S-415. The street restoration shall be completed prior to the issuance of Certificate of Occupancy.
26. Grand Oaks Avenue restoration, fronting the subject development, shall be a full-width (from gutter to gutter) cold milling and resurfacing of asphalt concrete roadway per Standard Plan S-415. The street restoration shall be completed prior to the issuance of Certificate of Occupancy.

27. The applicant shall demolish existing and construct the following public improvements along the subject development frontages of Colorado Boulevard and Grand Oaks Avenue. The improvements shall include concrete drive approach per Standard S-403 (if any); concrete sidewalk per Standard Plan S-421; concrete curb and gutter per Standard Plan S-406. All public improvements shall be completed prior to the issuance of Certificate of Occupancy.
28. Each building of the proposed development shall connect to the public sewer with a new six-inch diameter house sewer laid at a minimum slope of two percent. In accordance with PMC Chapter 13.24.010, house sewer “means that part of the horizontal piping beginning 24 inches from the exterior wall of the building or structure and extending to its connection with the public sewer.” The section of house sewer within the public right-of-way - from the property line to the public sewer, or within easement, shall be vitrified clay or cast iron pipe. The house sewer shall meet City Standards as determined by the Department of Public Works, and a permit issued by the Department of Public Works is required for work within the public right-of-way. The construction of all new house sewers shall be completed prior to the issuance of Certificate of Occupancy.
29. The applicant is responsible for the design, preparation of plans and specifications, and construction of all required public improvements. Plans for the above improvements shall be prepared by a Civil Engineer, registered in the State of California. Upon submittal of improvement plans to the Departments of Public Works for review, the applicant will be required to submit fees, per the current General Fee Schedule, to cover the cost of plan checking and construction inspection of the improvements. Note that building plans approved by the City’s Planning (Building) Department do not constitute approvals for work in the public right-of-way. Separate plans shall be submitted to the Department of Public Works – Engineering Division – at 175 North Garfield Avenue Window 6. The applicant shall submit public improvements plans and the plan check fees at least two (2) months prior to the issuance of any building or demolition permits.
30. In order to accommodate an Americans with Disabilities Act (ADA) compliant curb ramp, the applicant shall verify, and reconstruct if necessary, a standard curb ramp at both northerly corners of the intersection at Colorado Boulevard and Grand Oaks Avenue, if possible, per Caltrans Standard A88A or City of Pasadena Standard No. S-414. The curb ramp construction shall be completed prior to the issuance of Certificate of Occupancy. A separate permit from the Department of Public Works is required for all construction in the public right-of-way. Please contact pw-permits@cityofpasadena.net for the general process.
 - a. The applicant shall submit to the City for review any proposed designs that will comply with the ADA requirements. The applicant is responsible for the design, preparation of plans and specifications, and construction of the new curb ramp. Plans for the curb return improvements shall be prepared by a civil engineer, registered in the State of California. Upon submittal of improvement plans to the Departments of Public Works for review, the applicant will be required to submit fees, per the current General Fee Schedule, to cover the cost of plan checking and construction inspection of the improvements. Note that the building plans approved by the City’s Planning (Building) Department do not constitute approvals for work in the public right-of-way. Separate plans shall be submitted to the Department of Public Works – Engineering Division – at 175 North Garfield Avenue Window 6. The applicant shall submit the curb return improvement plans and the plan check fees at least two (2) months prior to the issuance of any building or demolition permits.

- b. Upon review of the curb ramp improvement plans, the applicant may need to dedicate to the City for street purposes the land necessary at the property line corner rounding per Standard Plan S-423 to provide for the minimum clearance required by the Americans with Disabilities Act standards. If so, the applicant shall remove and reconstruct the sidewalk for the dedicated area, per Standard Plan No. S-421. The applicant shall be responsible for all the cost required to complete the dedication, if it is required. The dedication document and processing fee shall be submitted to this office, at least three to four (3-4) months, prior to issuance of any permits. The dedication documents shall be executed and recorded prior to the issuance of a Certificate of Occupancy.
 - c. The applicant is responsible for the design, preparation of plans and specifications, and construction of the new curb ramp. Plans for the curb return improvements shall be prepared by a civil engineer, registered in the State of California. Upon submittal of improvement plans to the Departments of Public Works for review, the applicant will be required to submit fees, per the General Fee Schedule, to cover the cost of plan checking and construction inspection of the improvements. Note that the building plans approved by the City's Planning (Building) Department do not constitute approvals for work in the public right-of-way. Separate plans shall be submitted to the Department of Public Works – Engineering Division – at 175 North Garfield Avenue Window 6. The applicant shall submit the curb return improvement plans and the plan check fees at least two (2) months prior to the issuance of any building or demolition permits.
31. In order to improve pedestrian and traffic safety, the applicant shall install one (1) new street light(s) on the Grand Oaks Avenue frontage, including LED light(s), conduits, conductors, electrical service (if necessary), pull boxes, and miscellaneous appurtenant work. The type and hardware shall conform to current policies approved by the City Council, and the location(s) shall be as approved by the Department of Public Works.
- a. The existing street lighting along the Colorado Boulevard frontage is substandard. In order to improve pedestrian and traffic safety, the applicant shall replace/renovate two (2) existing street lighting, on the frontage of the subject property per the City requirements and current standards, and paint two existing light poles and arms. The renovation shall include but not limited to new LED light(s), conductors, lamp socket, fuse, globe/lantern, globe holder, photo cell, and miscellaneous related parts. The street light work shall be completed prior to the issuance of a Certificate of Occupancy.
 - b. If the existing street lighting system along the project frontage is in conflict with the proposed development/driveway, it is the responsibility of the applicant to relocate the affected street lights, including new LED lights, conduit(s), conductors, electrical services, pull boxes and miscellaneous appurtenant work in a manner that complies with the requirements and receives the approval of the Department of Public Works.
 - c. In the event where the existing street light pole determined, by the City, to be deteriorated and/or damaged, the applicant shall replace the existing street light pole with a new street light pole in kind. The replacement shall include but not limited to new pole, new footing, new LED light(s), conduit, conductors, lamp socket, fuse, globe/lantern, globe holder, photo cell, and other miscellaneous related parts. The applicant shall schedule a street lighting pre-inspection with the Public Works inspector to determine the details/scope of the replacement/renovation of the existing street lighting. Please contact pw-

permits@cityofpasadena.net to schedule a street lighting pre-inspection, prior to the issuance of any permits.

32. The applicant is responsible for the design, preparation of plans and specifications, and the construction of all required street light(s) modifications. Plans for the improvements shall be prepared by a civil engineer, registered in the State of California. Upon submission of improvement plans to the Departments of Public Works for checking, the applicant will be required to submit fees, per the current General Fee Schedule, to cover the cost of plan checking and construction inspection of the improvements. In addition, there is possibly considerable lead-time for the materials required for the construction and modification. In order to avoid delays in the development schedule, the applicant shall coordinate with this office at pw-permits@cityofpasadena.net regarding this street light/traffic signal condition at least six (6) months in advance of the anticipated issuance of Certificates of Occupancy. As an alternative, the applicant may choose to pay the City an in-lieu fee of \$28,000. Upon receipt of payment, the applicant will be relieved of all the aforementioned streetlight-only related conditions.
33. Any existing street tree(s) proposed to be removed are subject to the approval of the Urban Forestry Advisory Committee (UFAC).
34. 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.
 - a. 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.
 - b. The applicant shall at minimum provide the following within a designated TPZ: mulching, irrigation, and protective fencing.
35. Prior to the issuance of any permit, the applicant shall submit a Preliminary Tree Protection Plan, 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 sundry deposit may be required for staff time to review the preliminary plans.
36. 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 4' 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 inspected and approved by Public Works prior to the commencement of any construction.

37. 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.
38. Prior to issuance of any permit, a bond in the amount of the applicant's total liabilities based on the aforementioned approved report shall be submitted to the City. The bond is fully refundable, less administrative fees, upon the satisfaction of Public Works prior to the issuance of a Certificate of Occupancy.
39. The applicant shall plant the officially designated street tree per the City's approved Master Street Tree Plan along the boundary of the subject property:

Frontage	Common Name	Botanical	QTY (Max)	Spacing (Center-to-Center)
Colorado Boulevard	Pink Trumpet	<i>Handroanthus heptaphyllus</i>	4	25'

- a. Trees planted by the applicant must meet the City's tree stock standards, be inspected by the City, and be planted according to the details provided by the Parks and Natural Resources (PNR) Division. Planting shall include the installation of the following per tree: no less than two tree stakes; one arbor guard; and the use of slow-release fertilizer tablets. The applicant shall contact PNR (626-744-3880) for tree planting approval, a minimum of two (2) months, prior to the issuance of a Certificate of Occupancy.
- b. Trees planted by the applicant must be irrigated by either an existing or a new irrigation system constructed by the applicant. Plans for the irrigation system shall be prepared by a landscape architect registered in the State of California and submitted to PNR for review and approval. Irrigation facilities (main line, valve, pull box, timer, etc.) must be constructed within private property with the exception of the laterals and bubblers. The lateral shall be a minimum of 18" deep, and no above-ground structures are allowed.
- c. Prior to issuance of the Certificate of Occupancy, the applicant shall submit a Tree Guarantee Deposit equal to the cost of all new trees planted to guarantee that newly planted trees are maintained by the applicant for a minimum of three calendar years. Tree maintenance during this period shall include the following: watering no less than once a week; weed removal; reconstruction of tree wells as needed; re-staking as needed; adjustment to grade of any trees that settle; and any other operations needed to assure normal tree growth. The applicant shall replace any newly planted trees which, for any reason, die or whose health is compromised, within the applicant's three-year establishment period. The three-year tree establishment period shall commence on the day that the Certificate of Occupancy is issued. PNR shall inspect all trees planted by the applicant at the end of the three-year establishment period, and if the trees are found to be in good health, the applicant's deposit will be released. If the trees are found to be in

poor health, the establishment period may be extended by PNR and the applicant's deposit shall be held accordingly. Said deposit may be included as part of the construction guarantee if applicable, and is subject to partial refund or additional billing.

40. The applicant is responsible for the design, preparation of plans and specifications, and construction of all required public improvements. Plans for the above improvements shall be prepared by a civil engineer, registered in the State of California. Upon submittal of improvement plans to the Departments of Public Works for review, the applicant will be required to place a deposit with the department to cover the cost of plan checking and construction inspection of the improvements. The amount of deposit will be determined when the plans are submitted and will be based upon the estimated cost to the department for the work. Note that building plans approved by the City's Planning (Building) Department do not constitute approvals for work in the public right-of-way. Independent plans shall be submitted to the Department of Public Works – Engineering Division – at 175 North Garfield Avenue. The applicant is encouraged to submit these plans as early as possible to avoid delays in the issuance of Certificates of Occupancy.
41. In order to ensure that the developer maintains a clean and safe site during the construction phase of development, the applicant shall place a \$20,000 refundable deposit with the Department of Public Works prior to the issuance of any permit. This deposit is a guarantee that the applicant will keep the site clean and safe, and will make permanent repairs to the abutting street improvements that are damaged, including striping, slurry seal/ resurfacing, street trees, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. This deposit may also be used for charges due to damage to existing street trees and for City personnel to review traffic control plans and maintain traffic control.
42. 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 trailer in the public right-of-way.
43. 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:

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

If you have questions regarding the above conditions and requirements of the ordinances, please contact me at (626) 744-3762 or email YWu-Bowman@cityofpasadena.net.

Fire Department

44. Governing Codes: a. Comply with the current edition of the California Fire Code and referenced NFPA standards and the Pasadena Municipal Code.

45. Fire And Life Safety Protection Systems:

- a. The installation of a fire sprinkler system complying with the currently adopted California Fire Code, Pasadena Municipal Code, and applicable NFPA standard is required.
- b. Provide emergency and standby power in accordance with the California Building Code and California Fire Code.
- c. An Emergency Responder Radio Coverage System shall be provided in accordance with CFC Chapter 5 and as per the City of Pasadena requirements.

46. Fire Safety During Construction:

- a. Include plan for compliance with Chapter 33, Fire Safety During Construction, in the building plan set.

47. Fire Access:

- a. A fire road shall extend into the property so that no portion of the exterior of the structure is more than 150' from the fire road.
- b. A 5-foot unobstructed firefighter access path is required to all exterior portions of the structure.
- c. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet, approved aerial fire apparatus access roads shall be provided.
 - i) Aerial apparatus access roads are required to be a minimum of 26' of unobstructed width and clear to the sky, and the proximity to the building shall be not less than 15' and not greater than 30' from the building, and shall be positioned parallel to the entire side of the longest side of the building. Note: Where approved by the fire code official, buildings of Type IA, IB, or Type IIA construction equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1 and having fire fighter access through an enclosed stairway with a Class I standpipe from the lowest level of fire department vehicle access to all roof surfaces.

- ii) Obstructions. Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Any other obstructions must be shown for Fire Department review and consideration for approval.

48. 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.

49. Egress:

- a. Egress shall comply with Chapter 10 of the California Building Code and the California Fire code for exit path and means of egress. If delayed egress is provided on an exit door, the building shall be provided with fire sprinklers and a fire alarm system and meet all criteria for delayed egress.
- b. A minimum of two means of egress are required from each floor. Additional exits may be required as per the California Building Code.

50. Fire Master Plan:

- a. A Fire Master Plan shall be included in the building plan as part of the architectural plan submittal and shall show compliance with Fire Department access (fire road access, access to roof where required, entry points into building) and laddering location requirements as well as key fire protection system features (i.e. proposed Fire Control room location, FDC location, summary of fire protection systems to be installed under deferred submittals) and other items as required by the Pasadena Fire Department.

51. Note: Alternative materials and methods of construction proposed by the applicant can be reviewed for consideration. Contact nberry@cityofpasadena.net if additional information is needed.

Department of Transportation:

52. Ingress/Egress: Driveways shall be located a minimum distance of fifty feet (50') from any intersection and approved by the Department of Transportation prior to the issuance of the first permit for construction (demolition, grading, or building).

53. Visibility Triangle: Views adjoining both sides of the driveway at the property line shall not be obstructed with landscaping, block wall, or non-porous fencing greater than 2.5' in height.

54. Operations Plan: Site Plan and Operations Plan for vehicle access shall be reviewed and approved by the Department of Transportation prior to the issuance of the first permit for construction.

55. Driveway Cuts: No new driveway cuts shall be installed along Colorado Boulevard.

56. Loading: Any project loading/unloading spaces shall be on-site. DOT will not install a loading zone for project use along the project frontage.

57. Traffic Impact Fee: The Traffic Reduction and Transportation Improvement Fee (Ordinance No. 7076) will apply to all net new residential, retail, industrial, and office developments. For FY 2024 the fees are:

Land Use	Fee (FY 2024)
Industrial use per square foot	\$1.34
Office use per square foot	\$9.82
Retail use per square foot	\$13.05

58. Construction Staging & Traffic Management: Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging & Traffic Management Plan to the Department of Public Works for review and approval. This plan shall show the impact of the various construction stages on the public right-of-way including street occupations, parking space relocation agreements, closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. Permitted hours for construction vehicles (delivery, haul) may be limited to the hours between 9:00 AM and 3:00 PM.

59. Street Design Guidelines: Pursuant to the adopted East Colorado Specific Plan (ECSP), the applicant shall comply with the following:

- a. East Colorado Boulevard requires a 15' minimum sidewalk width with a 5' minimum clear walk zone. The existing sidewalk along the project frontage currently meets these requirements and these minimum widths shall be maintained with the project.
- b. North Grand Oaks Avenue is a connector street in the ECSP and requires a 12' minimum sidewalk width with a 6' minimum clear walk zone. The existing sidewalk along the project frontage is a 12' sidewalk with a 5' clear walk zone. The clear zone shall be increased to 6' to meet the clear walk zone requirement for the segment fronting the subject development. The existing trees shall be accommodated and protected in place pursuant to Public Works standards.
- c. North Craig Avenue is a connector street in the ECSP and requires a 12' minimum sidewalk width with a 6' minimum clear walk zone. The existing sidewalk along the project frontage is a 10' sidewalk with a 4' clear walk zone. The clear walk zone shall be increased to 6' and the amenity zone shall be increased to 6' to meet the minimum 12' sidewalk width requirement for the segment fronting the subject development.
- d. Remove standard crosswalks and install continental crosswalks on all four legs of the intersection of North Craig Avenue and East Colorado Boulevard, per Public Works and Transportation standards.

60. Traffic Operations: To reduce project vehicular trip impact and improve circulation and pedestrian safety in the project vicinity, the project shall fund the following improvements to the existing traffic signals:

- a. At the intersection of Craig Avenue and Colorado Boulevard, the project shall:
 - i) Installation of a CCTV camera for traffic performance monitoring.

- ii) Installation of a Vector/Vantage Next System (VDS) system for fully actuated traffic management.
- iii) Installation of a new 332 cabinet complete (2070LX controller with Omni software, fiber ethernet switch).
- iv) Installation of an Opticom system Phase Selector 764 for emergency vehicle preemption.

Amount: \$71,448.38

With the funds collected, the City will be responsible for the purchase and installation of the improvements. For more information, please contact Pasadena Traffic Division at (626) 744-8723.

61. Transit Bus Zones: Any existing adjacent or nearby existing bus zone(s) shall be maintained and operational during construction. Any existing transit amenities in the bus zone(s) shall remain in place, as well as protected during construction. Tree wells, street lights, fire hydrants and other items may not be placed in the public right of way within bus zone(s) without prior approval from the Department of Transportation. Adjacent property environment shall not interfere with bus operations (this includes, but is not limited to, building overhangs, awnings, landscaping, etc.).

62. Transit Facility Improvements: Per the Street Design Guide, key transit facility improvements have been identified to support this project:

63. The development shall fund the purchase and installation of a bus stop amenity that facilitate comfort and accessibility while waiting at a bus stop along the north side of Colorado Boulevard and Craig Avenue within the existing bus zone at the East Colorado Boulevard and North Craig Avenue intersection. Amount: \$4,000**

64. With the funds collected, the City will be responsible for the purchase and installation of the transit amenities. For more information, please contact the Transit Division at (626) 744-4055.

65. Traffic Circulation: A circulation plan for the property must be reviewed and approved by the Department of Transportation prior to the issuance of the first permit for construction (demolition, grading, or building). The plan shall be drawn to a 1"=20' or 1"=40' scale. The plan shall include turning radius of proposed striping/configuration of parking spaces to ensure that vehicles can safely enter and exit the parking and maintenance area. In addition, the plan shall identify any traffic control signs along or on the property.

Department of Water and Power (Water):

66. Water Mains: Pasadena Water and Power (PWP), Water Division can serve water to this project. The following water mains can serve the property:

- a. 6-inch cast iron water main on Colorado Blvd, installed under Work Order 2754 in 1932. This water main is located approximately 17.5 feet south of the north property line of Colorado Blvd.

- b. 8-inch ductile iron water main on Grand Oaks Ave, installed under Work Order 53844 in 2022. This water main is located approximately 21.5 feet west of the east property line of Grand Oaks Ave.
67. Moratoriums: Verify with Public Works Department regarding any street construction moratorium affecting this project.
68. Water Pressure: The water pressure at this site is approximately 70 psi.
69. Water Service: PWP records reflect there are three (3) water services providing water to project properties:
- a. 1 ½ -inch copper domestic service (#47313) installed in 1985 from 6-inch water main in Colorado Blvd.
 - b. 1-inch copper domestic service (#35944) installed in 2022 from 8-inch water main in Grand Oaks Ave.
70. Water Main Charge: If it is determined that a water main must be upgraded due to size, age, pressure deficiencies, and/or the integrity of the existing water main; the upgrade will be paid for by the owner/developer. A deposit will be requested for the water main design and a cost estimate will be provided to the owner/developer for the new water service installations, main design, and main construction. The owner/developer must be aware that the design of a new water main will take 3 to 4 months after the initial deposit is made by the owner/developer. Also, an additional 4 to 6 months will be needed for the construction of the water main after the balance of the estimate is paid in full by the owner/developer. The design and construction estimated time depends on the size and length of the water main and other mains in the queue. For this reason, it is imperative that the initial deposit be submitted promptly. Also, the owner/developer will pay in full any street restoration that is required by PWD. PWD determines the limits of the street restoration.
71. Water Division Requirements:
- a. Water lines are not permitted to cross lot lines to serve adjoining lots without a utility easement; the Pasadena Water Division shall approve all proposed easements.
 - b. The Water Division will install the service tap, lateral, water meter and designate the distribution main and service tap.
 - c. All services not in use must be abandoned at the distribution main at the applicable rate.
 - d. For subdivided lots with one unit behind the existing, show easement documentation and assessor parcel map showing the subdivision.
 - e. Pursuant to the PWP Water Regulation Section XI 'A water service and meter may be evaluated for its continuing integrity. Should PWP find a service, meter, vault or other appurtenance to be substandard and no longer suitable for continued use, replacement and/or construction of new facilities may be required. PWP may require that a portion or all of the costs of such replacement and/or construction be paid or contracted for by the

Applicant or Customer prior to construction.’ The property owner is responsible for the replacement cost.

72. Cross Connection Control Requirements for Domestic Services:

- a. All city cross-connection prevention policies must be adhered to. The developer is required to provide back-flow protection at all connections whereby the plan arrangement or configuration could potentially contaminate the domestic water system.
- b. There shall be no taps between the meter and the backflow assembly.
- c. The owner/developer shall provide and install an approved double check valve backflow prevention assembly at each water service if more than one water service serves property. The location of the back-flow prevention assembly shall be above ground within 20-feet of the property line.
- d. The owner/developer shall contact the Water Utility Services Section to verify assembly approval or contact the University of Southern California foundation for Cross Connection Control and Hydraulic Research for an approve list of assemblies.
- e. The property owner is responsible for the back-flow prevention assembly. The assembly will be registered and require an annual test certification. All manufacturer warranties shall be transferred upon installation and certification to the property owner.
- f. The owner/developer is responsible for certifying and testing the assembly after installation by a person that possesses a current and valid license, and must be certified by the County of Los Angeles Department of Health Services.
- g. The owner/developer shall submit the results of the test to the Water Utility Service Section for approval. Upon approval, the City will maintain domestic water to the property and will automatically register the assembly.
- h. All water services shall be protected from cross connections by means of approved backflow prevention techniques and assemblies.
- i. An administrative fee of \$180.94 will be charged for each backflow prevention assembly installed.

73. Cross Connection Control Requirements for Fire Service (if required):

- a. The fire service requires a detector meter and back-flow prevention assembly.
- b. The assembly shall be located in a readily accessible location for meter reading, test and maintenance.
- c. All fire sprinkler systems require installation of an approved double check valve backflow prevention assembly at the sprinkler lateral off the domestic system.
- d. Contract service other than PWP, providing the backflow prevention assembly shall contact the Water Utility Services Section to verify assembly approval or contact the

University of Southern California foundation for Cross Connection Control and Hydraulic Research for an approve list of assemblies.

- e. All manufacturer warranties shall be transferred upon installation and certification to the property owner. The property owner shall assume ownership of the back-flow prevention assembly. The assembly will be registered and require an annual test certification.
 - f. If PWP is to provide DCDA for fire service, PWP will install Wilkins, model 450 DA.
 - g. Choose from one of the below listed options and incorporate into the fire sprinkler plans.
74. Option 1: Detector meter located on double check detector check assembly (DCDA) outside the structure on private property.
- a. The Water Division will install the service tap, lateral, DCDA (optional Wilkins, models 350 DA or 450 DA) and designate the distribution main and service tap.
 - b. The location of the back-flow prevention assembly shall be a minimum of 12-inches above grade within 10-feet of the property line, on private property. Reference Water Division Plan Check for certification and registration.
75. Option 2: Detector meter located in a vault within the public right of way with a double check valve backflow prevention assembly (DCA) provided and installed inside or outside the building by the owner/developer.
- a. The Water Division will install the service tap, lateral, detector water meter and designate the distribution main and service tap.
 - b. The location of the back-flow prevention assembly shall be a minimum of 12-inches above grade within 20-feet of the property line on private property. Reference Water Division Plan Check for certification and registration.
76. All Other Cross Connection Requirements: The owner/developer is also responsible for additional cross connection requirements for irrigation system, swimming pool and/or spa, boiler / chilled water / cooling tower (using chemical additives), domestic water line at makeup to carbonation system, sewage ejector, decorative water fountain, and makeup water to reverse osmosis filtration equipment.
77. Fire Flow and Fire Hydrants: The Pasadena Fire Department (PFD) has jurisdiction and establishes the requirements for fire protection within the City of Pasadena. PFD must be consulted in this regard. Any cost incidental to providing adequate fire protection for the project must be paid for by the owner/developer. A Fire Plan approved by the Pasadena Fire Department is required prior to water service installations.

There are two fire hydrants in close proximity to the project site.

- a. Fire hydrant 1017-22 is located on the north curb of Colorado Blvd, approximately 30 feet east of the east property line of Craig Ave.
- b. Fire hydrant 1017-18 is located on the north curb of Colorado Blvd, approximately 20 feet east of the east property line of Grand Oaks Ave.

There is no current fire flow test available for this hydrant. If you would like to request a fire flow test, please contact Water Utility Service Planning at (626) 744-4495.

78. Fire Hydrant Details:

