

### Agenda Report

TO: CITY COUNCIL

DATE: NOVEMBER 22, 2004

FROM: CITY MANAGER

SUBJECT: PROPOSED AMENDMENT TO PLANNED DEVELOPMENT DISTRICT 21, MONTGOMERY ENGINEERING (PD-21) ZONING DISTRICT FOR PROPERTIES LOCATED AT 250-286 NORTH MADISON AVENUE

#### RECOMMENDATION:

It is recommended that the City Council, following a public hearing:

- 1. Approve the Environmental Exemption (Attachment 2);
- 2. Approve the De Minimis Impact Finding on the State Fish and Wildlife Habitat (Attachment 3);
- 3. Adopt the findings that the proposed zoning code amendment is consistent with the policies of the General Plan and the purposes of Title 17;
- 4. Approve the zoning code amendment and amended development standards to PD-21 (Planned Development District 21, Montgomery Engineering) zoning district (Attachment 1); and
- 5. Direct the City Clerk to file a Notice of Exemption and a Certificate of Fee Exemption for the California Department of Fish and Game, with the Los Angeles County Recorder (Attachment 4).

#### PLANNING COMMISSION:

The Planning Commission reviewed the proposal at their meeting on November 10, 2004. The applicant requested modification of the recommended development standards to allow for indirect illumination of the proposed wall signs. The Planning Commission voted unanimously to recommend approval of the zoning code amendment with the changes as described. These changes are included in the staff recommendation.

#### BACKGROUND:

An application for a zoning code amendment was submitted by Fuller Theological Seminary to amend the PD-21 (Planned Development District - 21, Montgomery Engineering) zoning district to allow use of the existing office building at 250 North Madison Avenue for administrative and academic purposes in connection with the Seminary.

AGENDA ITEM NO. 6.A. 8:00 P.M.

In 1979, an office building was constructed on the southerly portion of the site (250 North Madison Avenue). Planned Development District 21 was originally approved in 1988 to allow Montgomery Engineering to expand the office use on the two-acre site. Montgomery Engineering did not construct the second office building as provided in the original planned development regulations. The northern portion of the site was sold and a residential complex was constructed in 2003 (274-286 N. Madison Avenue). Fuller Theological Seminary recently purchased and remodeled the office building.

#### **PROPOSED PROJECT:**

The applicant proposes a zoning code amendment to the PD-21 zoning district to: 1) allow for administrative uses with ancillary classroom space in the existing building; 2) adjust the required number of parking spaces allocated for use of the building; and 3) create sign standards specific for the subject building (250 N. Madison Avenue). Only minor exterior alterations are proposed for the existing office building. No changes are proposed for the standards pertaining to the townhouse condominium complex at 274-286 North Madison Avenue.

#### ANALYSIS:

#### Land Use

The PD-21 zoning district is a 2.2-acre site comprised of two lots located at 274 - 286 North Madison Avenue and 250 North Madison Avenue (Attachment 5). The northerly portion is developed with a 48-unit multi-family townhouse condominium complex. The southerly portion is developed with a three-story, 38,468-square foot office building that was used by Montgomery Engineering.

The applicant, Fuller Theological Seminary, intends to use the existing building as a student center with two classrooms (Attachment 7). Currently, the PD-21 zoning district permits only professional office uses in the existing building. Fuller Theological Seminary proposes no expansion of square footage for the existing office and only minor exterior alterations are anticipated. Most of the building will primarily contain office for administrative functions.

The primarily administrative use of the building by Fuller Theological Seminary will be compatible with the surrounding uses. The ancillary academic uses include two classrooms, a career services center, registration services and records storage with hours of operation from 8 a.m. to 6 p.m. which is similar to those of an office use. A variety of uses exist in the vicinity, including commercial and professional services along Walnut Street. The average number of people using the building on a daily basis will be comparable to the previous office use. Based on the Seminary's previous compliance with the City's Transportation Management Program, the proposed use will generate less vehicle trips and require fewer parking spaces than an office use. Staff is recommending that the standards pertaining to the existing office building be amended to allow the proposed administrative and academic uses in connection with Fuller Theological Seminary.

#### Parking

In conjunction with the change of allowable use, the applicant is requesting that the parking required for use of the building be modified to coincide with the parking ratio for the Fuller Theological Seminary campus (CD-13A) that requires one parking space for each three daytime, non-resident students and one parking space for each two employees. The applicant has asserted that the number of employees, staff and students will not be increased as a result of the recent acquisition of the subject building only rearrangement of the existing functions and increasing available parking. Based on the parking ratio used for the Fuller Theological Seminary campus, the minimum number of parking spaces required for this use would be 68 spaces consistent with staff's recommendation. Attachment 1 shows the strikeout version of the development standard with the new text added.

#### <u>Signs</u>

The applicant submitted a signage package for the building. The code section governing signs is silent on the number and size of the signs in planned development districts. Hence, the applicant is seeking to establish sign standards as part of this amendment.

The standards governing signs in the Central District (CD) and Public/Semi-Public District (PS) provide guidance in establishing the sign regulations for this planned development district. The staff recommendation combines elements of the CD and PS standards to allow four (4) wall signs and one monument sign (Attachment 1, development standard #32). The applicant has indicated that the sign proposal would be modified to adhere to the recommended standards.

#### **GENERAL PLAN DESIGNATION:**

The PD-21 site and surrounding properties are located in Sub-Area A3, Urban Housing area of the Central District Specific Plan as designated in the General Plan.

#### ZONING DESIGNATIONS:

The current zoning designation for this site is PD-21. Surrounding zoning designations include CD-13 (Central District-13, Walnut Street) to the north, east and south; and CD-13A (Central District-13A, Oakland Street) to the west of the site. The CD-13 and CD-13A allows for uses such as commercial, retail and multiple-family residential. Commercial uses are allowed on lots that face Walnut Street. Only residential uses are allowed on properties that are 140 feet north of Walnut Street.

#### BOUNDARIES OF THE EXISTING PD-21 ZONING DISTRICT:

The 2.2-acre PD-21 zoning district is contained within a block bounded on the north by Corson Street, on the south by Walnut Street, on the east by El Molino Avenue, and on the west by Madison Avenue. The northerly portion of the PD-21 district fronts Madison Avenue and the southerly portion of the PD-21 occupies an "L"-shaped through lot that extends from Madison Avenue on the west to El Molino Avenue on the east. (Attachment 5).

#### SURROUNDING LAND USES:

To the north of the PD-21 zoning district, the existing land uses are an apartment building, a church and the 210 Freeway. The properties to the west are developed with office buildings and a vacant lot that will be developed with student housing complex for Fuller Theological Seminary. To the east are a church and a single-family residential use. Properties to the south contain commercial uses fronting on Walnut Street.

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

The proposed code amendment would not change the General Plan Land Use Designation for this site (Central District Specific Plan Sub-Area A.3. Urban Housing Area). The General Plan Land Use Element calls for providing long-term opportunities for growth of existing educational institutions. By amending the PD-21 district to allow for college and university uses, the code amendment would be consistent with the General Plan designation for this area in that the Central District Specific Plan envisions a multitude of land uses. The proposal would provide opportunities for provision of student services within walking distance of the Fuller Theological Seminary campus and The proposed changes help accommodate the existing student housing area. operations of Fuller Theological Seminary and provide an opportunity for more efficient use of existing buildings (Policy 23.1). The proposed development standards accommodate the anticipated parking demand of the proposed use and establish design guidelines for signs in balance with the surrounding neighborhood (Policy 23.3). Approval of the proposed zoning code amendment furthers the City objective of supporting the expansion opportunities of Fuller Theological Seminary, a regionally significant educational use.

#### NEIGHBORHOOD MEETING:

A neighborhood meeting was held on September 30, 2004, at the Hale Building Hearing Room. No neighbors or property owners, other than the applicant, attended this meeting.

#### **ENVIRONMENTAL DETERMINATION:**

This Amendment to the Planned Development District 21 (Montgomery Engineering) has been determined to be exempt from the provisions of the California Environmental Quality Act (CEQA). Sections 15301 and 15311 of the Public Resources Code categorically exempt from the application of CEQA those projects involving existing facilities and accessory structures.

#### FINDINGS:

. . . . . . . . . . .

The proposed code amendment to the PD-21 district is consistent with:

 The proposed Central District Specific Plan, CD-3 (Urban Housing). Whereas, in the Walnut Housing sub-district area, the Specific Plan acknowledges that development of Fuller Seminary should be accommodated and envisions a multitude of surrounding land uses including urban-scale housing with pedestrian linkages and transit-oriented development with limited neighborhood serving retail uses;

2) The purpose of the Zoning Code by fostering convenient, harmonious and workable relationships among land uses; and by allowing certain types of development consistent with the General Plan that can be acceptable at a specific location under certain standards more restrictive than those of a base district in which the use is permitted.

#### **CONCLUSION:**

This PD-21 amendment is consistent with the General Plan direction for this area, in that the Central District Specific Plan Sub-Area A.3 Urban Housing area of the General Plan envisions a mixture and intensification of uses. The code amendment would ensure that long-term growth of this existing internationally recognized institution would be in balance with the surrounding community and compatible with adjacent land uses.

Respectfully submitted,

CYNTHIA J. KURTZ CITY MANAGER

Prepared by:

Antonio Gardea · Associate Planner

Approved by:

Richard J. Bruckner, Director Planning and Development

Attachments:

- 1. Amended Development Standards for the PD-21 (Planned Development-21, Montgomery Engineering) Zoning District
- 2. Environmental Exemption
- 3. De Minimis Impact Finding
- 4. Notice of Exemption
- 5. Map of PD-21 Site Area
- 6. Proposed Signage
- 7. Site and Floor Plan of 250 N. Madison Avenue Building

250 North Madison Avenue Zoning Code Amendment for PD-21 Zoning District

#### PLANNED DEVELOPMENT-21, MONTGOMERY ENGINEERING

#### **Amended Development Standards**

New Development Standards for PD-21

#### 2740-2860 North Madison Avenue:

1. The land use allowed in this area is multi-family residential and accessory uses reasonably related to the permitted use as determined by the zoning administrator.

2. The maximum number of dwelling units shall be 48 residential units.

3. The building height of the residential development shall not exceed 60 feet measured from the existing grade to the highest point of roof.

4. The yards shall be in conformance with the attached site plan exhibited at the city council hearing on April 23, 2001.

- A\_\_North side: 15 feet
- B. South side: 15 feet
- C. East side: 15 feet, except at the southeast corner of the building where a 30-foot yard is provided for a length of approximately 47 feet.
- <u>D.</u> West side: 20 feet to the front building face, 10 feet to the patio and 5 feet to the lowest portion of the front stairway.

A landscape planter or strip of 5 feet in depth at the perimeter of the multi-family residential project shall be provided on the north, south and east side within the required yards. Landscape garden walls shall be limited to a maximum height of 2 feet. Any existing trees on the project site shall be maintained.

5. The project shall comply with the RM Urban Standards of the Pasadena Municipal Code, except as specified herein. Further, the project shall comply with the requirements for design review in Chapter 17.26.

6. All mechanical equipment shall be screened in accordance with Section 17.64.230.

7. Affordable housing shall be provided as required by Title 17 of the Pasadena Municipal Code in effect when building permits are issued for this project.

8. A solid masonry or concrete wall shall be provided at the common property line of 250 and 280 286 North Madison Avenue that separates surface parking from the proposed multifamily residential. Perimeter wall heights shall comply with the RM Urban Standards of Pasadena Municipal Code.

9. Parking shall conform to the requirements of Chapter 17.68 of the Pasadena Municipal Code and to the requirements of the Public Works and Transportation Department, except as specified herein. A maximum of 16 standard size tandem parking spaces shall be permitted for the residential project. Tandem parking spaces shall be designated to the same unit. All parking spaces shall be double-striped and with wheel stops.

10. The parking, trash enclosure, and loading areas shall conform to the requirements of the zoning ordinance and a plan showing all pertinent dimensions for these areas shall be submitted to the public works and transportation department for review and approval prior to the issuance of a building permit.

11. If gates are planned for the entrance to the parking area, the gates are required to be set in at least 20 feet from the property line so that vehicles will not block the sidewalk.

12. A landscape plan shall be submitted for review and approval by the zoning administrator and the design review commission prior to the issuance of building permits. This plan shall use a water-saving irrigation system and drought-tolerant plants wherever possible.

13. The developer shall file a tentative map for the creation of 48 air parcels and 1 land parcel within 6 months of a building permit, but prior to receiving a certificate of occupancy.

Planned Development-21, Montgomery Engineering Amended Development Standards 14. The developer is responsible for design, preparation of plans and specifications, and construction of all required public improvements. Plans for the above improvements shall be prepared by an engineer registered in the State of California. Upon submission of the plans to the public works and transportation department for checking, 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.

15. In order to improve pedestrian and traffic safety, the developer shall install a maximum of 1 new street light on or near the frontage of the property at 2740-2860 North Madison Avenue, including conduits, conductors, electrical services, pull boxes and miscellaneous appurtenant work. The type and hardware shall conform to current policies approved by the city council, and the locations shall be approved by the public works and transportation department.

16. The developer shall repair all damaged curb, gutter and sidewalk along the subject frontage. The developer shall close all unused drive approaches with standard curb, gutter and sidewalk. Madison Avenue was resurfaced in 1999, therefore; if any excavation is done on the street, the applicant shall restore a wider pavement area.

17. A deposit of up to \$10,000 will be required to be submitted to the public works and transportation department prior to the start of construction or the issuance of a building permit to protect the abutting street improvements and to assure a clean and safe work site.

18. The developer shall submit a grading and drainage plan for review indicating the quantity of storm water runoff and how it will be handled prior to the issuance of a building permit. If the proposed improvement drains to the driveway, the developer shall construct a grate drain in the driveways at the back of the sidewalk. The drain shall discharge to the street in an approved curb outlet.

19. If the developer removes or damages any existing street trees, the developer shall replace the street trees(s) by placing a deposit in an amount determined by the public works director for the city to plant the new tree(s). The developer shall also pay fair market value for the replacement cost for all existing trees removed. The type and location of the new trees shall be approved by the public works and transportation department. In the event additional space is available for street trees, the developer will be required to place a deposit for the city to plant the street tree(s).

20. Prior to the start of construction or the issuance of any permits, the developer shall submit a construction staging plan or plans to the public works and transportation department for review and approval after the developer meets with the public works and transportation department permit inspector to discuss all construction staging affecting the public right-of-way.

21. The applicant shall remove and dispose of all hazardous materials related to the construction of 2740-2860 North Madison Avenue in conformance with OSHA, EPA, state and municipal requirements.

22. The use of natural gas and electricity shall be reduced by using energy conserving design materials, to the satisfaction of the city's building official

23. Restrict all noise intensive construction activity to daytime working hours in accordance with the city noise ordinance.

24. Provide noise equipment on the construction site to monitor the noise level to ensure compliance with the city noise ordinance. If the noise standards are exceeded, the project shall be brought immediately into compliance. The noise level during the construction phase shall not exceed the level authorized in the noise ordinance for construction sites.

25. The project shall comply with any conditions adopted as part of any required approval as well as the code requirements from other city departments, including the fire department.

#### 250 North Madison Avenue:

26. The permitted land use at 250 North Madison Avenue is the existing office building, its administrative offices with ancillary classroom space related to the college/university use, surface parking and loading area. The maximum gross floor area permitted for 250 North Madison shall not exceed 38,468 square feet with a minimum of 112 parking spaces. There may be structural alterations, which add square feetage to this building in the future provided that the same parking I

ratio is maintained. If the parking ratio is not maintained, an amendment to the ordinance from which these development regulations derive must be processed.

27. A commuter matching service for all employees shall be provided on an annual basis and for all new employees upon hiring.

28. A transportation systems management (TSM) program is required for 250 North Madison Avenue and shall be submitted to the director of public works and transportation department as determined by their requirements and thereafter shall be reviewed and approved annually. The TSM (transportation systems management) program shall include:

- <u>A.</u> A minimum of 10% of the employee parking spaces shall be reserved for and designated as preferential parking for carpool and vanpool vehicles. Such parking area shall be in a location more convenient to the place of employment than parking spaces for single occupant vehicles, and shall be located as close as practical to the employee entrance.
- <u>B.</u> Bicycle parking shall be provided on site. In addition, the bicycle parking shall be located near the employee entrance and shall be conveniently accessible from the external circulation system.
- C. A transportation information display, such as a bulletin board, display case or kiosk, shall be located on the development site, situated so as to be seen by the greatest number of employees. Information displayed shall include without limitation current maps, routes and schedules for public transit routes serving the development; telephone number of referrals for transportation information including the numbers for the regional ridesharing agency and local transit operators; ridesharing promotional materials; bicycle routes and facility information; and listing on facilities available for carpoolers, vanpoolers, bicyclists, transit riders and pedestrians at the development.

29. No construction shall be permitted that results in the injury or removal of a landmark, native, or specimen tree as defined under Chapter 8.52 unless findings are made pursuant to Chapter 8.52. 30. The creation of a flag-lot subdivision shall not be permitted.

31. A minimum of 68 parking spaces shall be provided in accordance with the parking standards in Section 17.46.020 of the zoning ordinance.

32. The following development standards shall apply to signage on the subject property:

- A. One, two-sided monument sign shall be permitted to be placed on El Molino Avenue with a maximum height of five (5) feet and maximum of 40 square feet of sign area.
- B. A maximum of two (2), wall-mounted signs with a maximum total area of 40 square feet shall be permitted on the Madison Avenue façade of the building. One sign with indirect illumination is permitted.
- C. A maximum of two (2), wall-mounted signs with a maximum total area of 40 square feet shall be permitted on the El Molino Avenue façade of the building. One sign with indirect illumination is permitted.

City of Pasadena Planning and Development Department George Ellery Hale Building 175 North Garfield Avenue Pasadena, CA 91109

#### ENVIRONMENTAL EXEMPTION

Project Title:	Amendment to Planned Development District 21 (Montgomery Engineering)
Project Applicant:	Fuller Theological Seminary
Project Contact Person:	H. Lee Merritt
Project City:	Pasadena
Project County:	Los Angeles
Project Location:	250 N. Madison Avenue

**Project Description:** The applicant, Lee Merritt, has filed an Amendment to Planned Development District application for the property located at 250 North Madison Avenue. The purpose of the application is to allow administrative and ancillary academic uses, establish sign criteria, and adjust the parking ratio applicable to the subject property.

#### FINDING

The Environmental Administrator has reviewed the above project in accordance with the City of Pasadena's Environmental Guidelines. The basis for the exempt determination is:

- Ministerial (CEQA §21080(b)(1); CEQA Guidelines §15268)
- Declared Emergency (§21080(b)(3); §15269(a))
- Emergency Project (§21080(b)(4): §105269(b)(c))
- Categorical Exemption, (Title 14, Chapter 3, §15301 and §15311 of the Code of Regulations of the State of California)

**Reason why project is exempt:** Section 15301 and Section 15311 of the Public Resources Code exempt from the application of CEQA those projects those projects involving existing facilities and accessory structures. Class 1 consists of the operation... or minor alteration of existing public or private facilities that involve negligible or no expansion of use beyond that existing at the time of the lead agency's determination. Class 11 consists of construction or placement of minor structures accessory to (appurtenant to) existing institutional facilities, including, but not limited to on-premise signs."

COMPLETED BY: Antonio Gardea TITLE: Associate Planner DATE: November 11, 2004 APPROVED BY:

Denver E. Miller TITLE: Environmental Administrator DATE: November 11, 2004

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#### CERTIFICATE OF FEE EXEMPTION De Minimus Impact Finding

#### Project Title/Location Name and Address of Project Proponent:

Project Title:	Amendment to Planned Development District 21 (Montgomery Engineering)	
Name and Address of Project Proponent:	H. Lee Merritt Fuller Theological Seminary 135 North Oakland Avenue Pasadena, CA 91182 County of Los Angeles	
State Clearinghouse Number:	N/A	
<u>Contact Person:</u>	Antonio Gardea, Associate Planner City of Pasadena Dept. of Planning & Development (626) 744-6725	
Project Location:	The proposed project is located at 250 North Madison Avenue in the City of Pasadena.	
Project Description:	The proposed zoning code amendment to the PD-21 zoning district is to allow for administrative uses with ancillary academic uses at the existing building located at 250 North Madison Avenue. The applicant is requesting that the PD-21 provide for sign standards specific to this building/use. The project includes a total of five wall signs and one monument sign.	
Findings of Exemption:	The City of Pasadena, acting as the lead agency on the above project, has prepared an Environmental Exemption and found that: Considering the whole record, there is no evidence before the agency that the proposed project will have the potential for an adverse effect on wildlife resources or the habitat upon which the wildlife depends. The lead agency hereby declares, that on the basis of substantial evidence it has rebutted the presumption of adverse effect as defined in the California Department of Fish and Game Code, and Categorical Exemption, Class 1, and Class 11 (Title 14, Chapter 3, §15301 and §15311 of the Administrative Code of the State of California) Existing Facilities and Accessory Structures.	
Certification:	I hereby certify that the lead agency has made the above findings of fact and that based on the hearing record, the project will not individually or cumulatively have an adverse effect on wildlife resources, as identified in Section 711 2 of the California Fish and Game Code.	

Signature Printed Name: Denver Miller Title: Zoning Administrator, Planning and Development Department Lead Agency: City of Pasadena Development 11, 2021

Date: November 11, 2004

#### **CITY OF PASADENA**

#### NOTICE OF EXEMPTION

To: Los Angeles County Clerk Business Filing & Registration 12400 E Imperial Hwy Rm 1101 Norwalk CA 90650 From: <u>City of Pasadena</u> <u>Community Planning</u> <u>175 N. Garfield Ave., 2<sup>nd</sup> Floor</u> Pasadena, California 91101

Project Title: Amendment to Planned Development District 21 (Montgomery Engineering)

Project Address: 250 North Madison Avenue

Project City: Pasadena Project County: Los Angeles

Description of Nature, Purpose and Beneficiaries of Project:

The applicant, Lee Merritt, has filed an Amendment to Planned Development District application for the property located at 250 North Madison Avenue. The purpose of the application is to allow administrative and ancillary academic uses, establish sign criteria, and adjust the parking ratio applicable to the subject property.

Name of Public Agency Approving Project: City of Pasadena

Name of Person or Agency Carrying Out Project: Community Planning

Exempt Status (Check one):

- \_\_\_\_\_ Ministerial (CEQA Sec. 21080(b)(1);(CEQA Guidelines Sec. 15268)
- Declared Emergency (Sec. 21080(b)(3); 15269(a))
- Emergency Project (Sec. 21080(b)(4); 15269)(b)(c))
- Categorical Exemption. California Administrative Code Title 14 Chapter 3 sec. 15301 & sec. 15311

#### Reason why project is exempt:

Section 15301 and Section 15311 of the Public Resources Code exempt from the application of CEQA those projects those projects involving existing facilities and accessory structures.

Lead Agency: Contact Person:	City of Pasadena Antoлio Gardea	Phone: (626) 744-6725
••••		If filed by applicant:

- 1. Attach certified document of exemption finding.
- 2. Has a notice of exemption been filed by the public agency approving the project? Yes <u>No</u>

Date received for filing: November 11, 2004

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### PD-21 (Planned Development-21, Montgomery Engineering) Proposed Zoning Code Amendment



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