

Agenda Report

TO: CITY COUNCIL

DATE: JULY 24, 2006

FROM: CITY MANAGER

SUBJECT: 220 N. SAN RAFAEL AVENUE—PROPOSED GENERAL PLAN AMENDMENT FROM INSTITUTIONAL TO LOW DENSITY RESIDENTIAL; ZONE CHANGE FROM PS (PUBLIC AND SEMI-PUBLIC) TO RS-2-HD (RESIDENTIAL SINGLE-FAMILY 2 DWELLING UNITS PER NET ACRE—HILLSIDE DISTRICT OVERLAY); TWO PARCEL SUBDIVISION AND VARIANCE FOR LOT WIDTH

RECOMMENDATION:

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

1. Adopt the Initial Environmental Study and Negative Declaration (ATTACHMENT E);
2. Adopt the De Minimis Impact Finding on the State Fish and Wildlife Habitat (ATTACHMENT F);
3. Adopt the findings that the proposed General Plan Amendment is consistent with the General Plan and approve a Land Use Diagram Map Amendment from Institutional to Low-Density Residential (0-6 dwelling units/net acre) (ATTACHMENT A);
4. Adopt the findings that the proposed Zone Change is consistent with the Zoning Code and approve a Zoning Map Amendment from PS (Public And Semi-Public) to RS-2-HD (Single-Family Residential/2 du/net acre-Hillside District Overlay) (ATTACHMENT A);
5. Adopt findings that the variance for lot width submitted with the revised parcel map application, that there are exceptional circumstances and conditions applicable to the subject site that do not apply generally to sites in the same zoning district; and approve the variance for lot width (ATTACHMENT A).

6. Find that the proposed two-parcel subdivision is consistent with the goals, objectives, policies, and land uses of the general plan and the Pasadena Municipal Code Titles 16 and 17 and approve the proposed subdivision and conditions, and
7. Direct the City Attorney to prepare a resolution amending the official Land Use Diagram established by Section 2.105.110 of the Municipal Charter for the General Plan amendment from Institutional to Low-Density Residential (0-6 du/acre).
8. Direct the City Attorney to prepare an ordinance to change the existing zoning from PS (Public/Semi-Public District) to RS-2-HD (Single-family Residential (2 du/net acre/Hillside District Overlay) within 60 days.

PLANNING COMMISSION RECOMMENDATION:

On January 25, 2006, the Planning Commission recommended that the City Council 1) adopt the staff recommendations on the environmental analysis and the General Plan, Zoning Map Amendments; and deny the variance for lot width, and 2) deny both proposals to subdivide the property. The applicant was not asked to return to the Planning Commission with additional information. However, since the public hearing, the applicant has developed a potential development concept, including footprints, to facilitate discussion of the proposed subdivision.

HISTORIC PRESERVATION COMMISSION RECOMMENDATION:

On November 7, 2005, the Historic Preservation Commission 1) acknowledged that the proposed project would maintain the Charles Richter Laboratory and garage; and 2) found that the proposed General Plan, Zoning Map Amendments and two-parcel subdivision would not result in an adverse impact to the historic resources on site; and 3) recommended approval of the proposed General Plan and Zoning Map Amendments.

EXECUTIVE SUMMARY

A proposal has been submitted to covert the Charles Richter Laboratory site, a seismology lab with garage, to single-family residential use. The site is currently zoned Public/Semi-Public (PS). In addition, to a zone change, the proposal requires a variances and subdivision approval to split the parcel into two single-family lots.

The applicant has presented two development lot split scenarios. The first scenario (Map 1) proposed a new driveway approach on a newly created lot located at the north end of the existing parcel, while the second (Map 2) would provide shared access through the existing monumental driveway for two parcels. Both scenarios were rejected by the Planning Commission. They rejected both alternatives stating that they could not make a determination without more information regarding proposed development of the site. Further development information is not required, however, until the property owner submits an application for a Hillside Development Permit. The

applicant has since developed a potential development concept, including footprints, to facilitate discussion of the proposed subdivision but has not filed for formal analysis.

Staff initially recommended to the Planning Commission approval of the project with a second driveway access at the north end of the site (Map 1). Since the presentation to Planning Commission, staff is recommending the scenario that shares the existing driveway (Map 2). The proposed project furthers the General Plan policies and objectives by ensuring that the character of the existing single-family neighborhood would be protected by implementing zoning standards designed to ensure compatibility. In addition, all proposed new development would be reviewed under the Hillside Development Permit (HDP) process as required for new residential development in the Hillside Overlay Zone.

BACKGROUND:

The project site is located on San Rafael Avenue between Los Altos Drive and Chateau Road, across from the Annandale Country Club. Located on the property are the reinforced concrete research facility and garage built and operated by Caltech for Drs. Charles Richter and Beno Gutenberg. The two scientists used the site as the primary laboratory to study seismology. The Council designated the laboratory and accessory garage as an historic monument on April 3, 2006. The site is characterized by a narrow canyon with steep, heavily wooded hillside terrain. The project site is surrounded by single-family development on large parcels in excess of 20,000 square feet.

There are four concurrent discretionary actions associated with the proposed project. The first action is a General Plan Amendment to change the existing Institutional general plan designation to Low Density Residential (0-6 du/net acre). The second action is a Zoning Map Amendment to change the existing zoning from PS (Public/Semi-Public District) to RS-2-HD (Single-family Residential/ 2 du/net acre, Hillside District Overlay). The third action is a proposed subdivision to split the existing 129,718 square-foot parcel into two lots—Lot A would measure approximately 104,108 square feet; Lot B would measure approximately 25,610 square feet. The final action is a variance to create Lot A and B with less than the minimum required lot width of 100 feet.

No new structures are included in this current proposal, although the impact of single-family residential development on two parcels was analyzed in the Initial Study. The existing laboratory and garage would remain on-site in their current state until proposed reuse is reviewed under a Hillside Development Permit.

ANALYSIS:

General Plan Amendment

The current proposal would change the land use designation from Institutional to Low-Density Residential (0-6 dwelling units/net acre). The proposed designation would be consistent with the General Plan designation with most of the properties in the vicinity. Objective 7 of the General Plan (Residential Neighborhoods) states the goal of preserving the character and scale of Pasadena's established residential neighborhoods. The existing development pattern in the neighborhood is one of low-density, single-family residential development on lots in excess of 20,000 square feet. The proposed General Plan Amendment would provide consistency as the property transitions to new uses in that the same set of zoning requirements will be applied to the project site as to adjacent properties. For these reasons, staff recommends approval of the General Plan Amendment to Low-Density Residential based on the findings contained herein.

Zoning Map Amendment

The current proposal would change the zoning designation from PS (Public/Semi-Public) to RS-2-HD [Single-Family Residential (2 du/net acre)/Hillside Overlay District]. The existing development pattern in the neighborhood is one of low-density, single-family residential development on lots in excess of 20,000 square feet. The proposed designation would be consistent with the Zoning Map designation with most of the properties in the vicinity. The nearest other parcel zoned open space is the Annandale Country Club.

As with the General Plan Amendment, the proposed Zoning Map Amendment would apply the same set of zoning requirements to the project site as to adjacent properties. For these reasons, staff recommends approval of the Zoning Map Amendment to Single-Family Residential/Hillside Overlay District based on the findings presented in this report.

Variance Application

The current proposal (Map 2) would create two parcels with direct access from San Rafael Avenue via one access point—a shared driveway incorporating the existing monumental entry pilasters and decorative wrought iron gate. The resulting lot split would create two lots, with the width of the street frontage shared between the two parcels and each less than the required 100-foot width. This lot configuration results in the need for a variance for the lot width of both lots. The RS-2-HD development standards require a minimum 100-foot width measured at a line 25 feet into the lot and perpendicular to the public right-of-way. The proposed width of Lot A and B is approximately 65 feet each. However, both lots would still exceed the minimum required lot size of 20,000 square feet.

The parcel map before the Council is a revision to the application filed in November 2005. The original subdivision proposal (Map 1), filed in July 2005, depicted the second lot at the northwest corner of the project site with frontage along San Rafael Avenue north of Chateau Road. The original map was designed around a flat ridge top adjacent to San Rafael Avenue that could serve as the location of development. During the review process, staff received comments from adjacent property owners who expressed concern with regard to adding an additional driveway access to San Rafael above Chateau Road. Adjacent property owners expressed the opinion that one additional driveway access would create dangerous road conditions. In response, the applicant modified the proposed parcel map to address these concerns and these changes resulted in the need for a variance.

In the presentation to the Planning Commission on January 25, 2006, staff did not support Map 2 because it potentially required more tree removal (18 protected trees) than Map 1 (five protected trees) and there appeared to be additional lot division options that would not require a variance to development standards. However, further analysis has revealed that the alternatives, including Map 1, would require significant grading and/or tree removal making them less desirable alternatives.

The potential building pad in Map 2 is in a location that would require minimal grading as the potential pad site is relatively flat. Furthermore, the granting of the variance for lot width does not change the other underlying zoning requirements—the RS-2-HD standards will still be applicable to new development. In addition, the current design of the proposed subdivision balances the concerns of the property owners immediately adjacent to the subject property with the interests of the applicant. In consideration of these facts, staff is now recommending approval of the variance for lot width based on the findings presented with this report.

Subdivision Application

The RS-2-HD zoning standards allow for the creation of as many as four lots. However, only two are proposed. The proposed subdivision would split the existing 129,718 square-foot parcel into two lots—Parcel A would measure approximately 104,108 square feet; Parcel B would measure approximately 25,610 square feet. Both parcels would exceed most of the minimum development standards of the RS-2-HD zone district. Furthermore, there exists sewer and water lines available to support the creation of one new parcel. Standard conditions of approval require the applicant of the development to cover the cost of upgrades necessary to support new development. For the reasons discussed above, staff recommends approval of the two parcel subdivision.

Hillside Development Review Required

In addition to the single-family residential development standards, the project site would be subject to the provisions of the Hillside Overlay District. The purpose of the overlay district is to provide development standards that promote orderly development consistent with the traditional scale and character of the community in hillside areas,

and that preserve privacy and views. New homes subject to a Hillside Development Permit (HDP) must be designed with consideration of the character and scale of the existing development in the vicinity. Through the Hillside Development Permit process, compatibility will be determined following a review of existing site conditions, visibility of the site, and the size, scale, and character of existing development within 500 feet of the site. The HDP standards and process will ensure that the design, location, and size of proposed structures at the time development is applied for will be compatible with existing and anticipated future development on adjacent lots and in terms of aesthetics, character, scale, and view protection.

ENVIRONMENTAL DETERMINATION

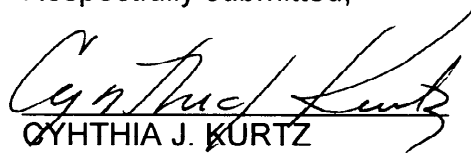
Staff prepared an Initial Environmental Study (IS) pursuant to the California Environmental Quality Act (CEQA) and the CEQA Guidelines, (see Attachment E.) The draft Initial Study evaluates potential environmental effects that may result from rezoning and development of the project site. Included with the Initial Study is a biological constraints analysis and soils report as required under the Hillside Development Permit application for new development in the hillside areas of the City. Based on this analysis, staff proposes adoption of a Negative Declaration. The staff analysis found that reuse of the project site for single-family uses would not exceed the thresholds of significance for any of the study criteria analyzed in the Initial Study. The Initial Study was revised to reflect the proposed changes as submitted by the applicant. The conclusion of the revised IS also recommends a Negative Declaration because the development impacts remain at a level of insignificance and have not intensified under the revised proposal.

Assuming the proposed project is permitted, new residential development would be further scrutinized under the Hillside Development Permit process. Development impacts related to tree removal would be evaluated through review of a landscape plan that demonstrated equal or greater creation of canopy volume and coverage for each protected tree removed.

FISCAL IMPACT

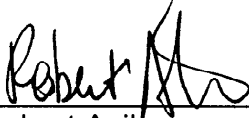
If the project is approved, fiscal impacts will be related to the staff time necessary to process and review plans submitted for building permits. Compensation for staff time will be recovered through planning and building permit fees. There will be no fiscal impact associated with the disapproval of this application.

Respectfully submitted,




CYTHIA J. KURTZ
City Manager

Prepared by:



Robert Avila
Associate Planner

Approved by:



Richard J. Bruckner
Director of Planning and Development

- ATTACHMENT A—Findings of Fact
- ATTACHMENT B—Conditions of Approval
- ATTACHMENT C—Memorandum - City Of Pasadena, Department Of Public Works
- ATTACHMENT D—Memorandum - City Of Pasadena, Department Of Transportation
- ATTACHMENT E—Initial Environmental Study and Negative Declaration
- ATTACHMENT F—De Minimis Impact Finding on the State Fish and Wildlife Habitat
- ATTACHMENT G—Vicinity Zoning Map
- ATTACHMENT H—Proposed Parcel Map
- ATTACHMENT I—Tax Payer Protection Amendment Disclosure

ATTACHMENT A
FINDINGS OF FACT

For General Plan Amendment (per 17.74.070 A)

1. *The proposed amendment is in conformance with the goals, policies, and objectives of the General Plan.*

The proposed amendment is in conformance with the goals, policies, and objectives of the General Plan because the proposed designation would be in conformance with the established low-density, single-family residential land use pattern of the neighborhood. Proposed new development would be subject to residential standards to ensure compatible development with surrounding uses. The proposed amendment is consistent with Objective 5, "Character And Scale Of Pasadena," of the General Plan which states preservation of Pasadena's character and scale, including its traditional urban design form and historic character, shall be given highest priority in the consideration of future development.

2. *The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.*

The general plan amendment will ensure that all future development in the RS-2-HD District is reviewed with a Hillside Development Permit (HDP). The Hillside Development Permit review process will give the City additional opportunity to address development issues to protect the surrounding properties from incompatible development. The proposed amendment would encourage residential development in a residential area.

3. *The site is physically suitable (including absence of physical constraints, access, and compatibility with adjoining land uses, and provision of utilities) for the requested/anticipated land uses/developments.*

The subject property measures in excess of 127,000 square feet and is located fronting San Rafael Avenue which has direct linkage with the 134 Freeway. The hillside location of the parcel is actually a narrow canyon that was formerly a tributary to the Arroyo Seco. It is depressed and screened from view by heavy foliage from most vantage points of the public right-of-way. The proposed density and single-family use is identical to the land use pattern of surrounding development.

For Zoning Map Amendment (17.74.070 B)

1. *The proposed amendment is in conformance with the goals, policies, and objectives of the General Plan.*

The proposed amendment is in conformance with the goals, policies, and objectives of the General Plan because the proposed designation would be in conformance with the established low-density, single-family residential land use pattern of the neighborhood. Proposed new development would be subject to residential standards under the RS-HD provisions that will ensure compatible development with surrounding uses. The proposed amendment is consistent with Objective 5, "Character And Scale Of Pasadena," of the General Plan which states preservation of Pasadena's character and scale, including its traditional urban design form and historic character, shall be given highest priority in the consideration of future development.

2. *The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.*

The general plan amendment will ensure that all future development in the RS-2-HD District is reviewed with a Hillside Development Permit (HDP). The Hillside Development Permit review process will give the City additional opportunity to address development issues to protect the surrounding properties from incompatible development. The proposed amendment would encourage residential development in a residential area.

For Subdivision of Project Site (per 16.20.170)

1. *The proposed subdivision is consistent with the objectives, policies, general land use, and programs specified in the General Plan in that the conditions of approval ensure that the development of the project site is consistent with the purposes of the City's land use regulations for the site.*
2. *The site is physically suitable for the type of development in that the project is consistent with the minimum standards of the RS-2-HD zone district and the proposed parcels will exceed the minimum lot size of 20,000 square feet. Based on these factors, the site is physically suited for the type of development associated with the proposed subdivision.*
3. *The design of the subdivision will not cause substantial environmental damage or substantially endanger fish, wildlife, or their habitat. The project site is located in a well- established urban area and there are no known fish and wildlife habitats within the vicinity of this site.*
4. *The design of the subdivision will not cause serious public health problems. The subdivision of one lot into two lots to accommodate single-family residential development within a well-established urban area is not known to and would not result in serious public health problems. Moreover, both lots will exceed the minimum lot and area required in the RS-2 district. All new construction must comply with the building code, which further ensures the safety of the development.*

5. *The design of the subdivision shall provide, to the extent feasible, for future passive or natural heating or cooling in that future development on the site must comply with the development standards of the Pasadena Municipal Code. This ensures adequate open space which will facilitate natural heating and cooling patterns on the site. The project must comply with all applicable code standards and will provide the natural flow of air to the furthest extent regulated by the Pasadena Municipal Code.*
6. *The discharge of waste from the proposed subdivision into the existing sewer system would not add to or result in violation of existing water quality control standards in that the required sewer connection will be reviewed to ensure compliance with the applicable city regulations.*
7. *The design of the subdivision will not conflict with easements, acquired by the public at large, for access or use of the property within the proposed subdivision. There are no existing easements for public access on the property that would be affected by the proposed development.*

For Variance for Lot Width (per 17.61.180)

1. *There are exceptional or extraordinary circumstances and conditions applicable to the subject site that do not apply generally to sites in the same zoning district in that the subject property is a narrow canyon with steep hillsides with few opportunities to develop building pad sites that would result in minimal grading and tree removal. The variance allows for creation of a second parcel and building pad location what will reduce the need for extensive grading and to the extent possible, potentially reduces tree removal on the project site.*
2. *Granting the application is necessary for the preservation and enjoyment of a substantial property right of the applicant and to prevent unreasonable property loss or unnecessary hardship in that the subject property has two structures, the Charles Richter Laboratory and Garage, which are designated monuments in the City of Pasadena. These structures have large building footprints and take up a large area of the developable area of the subject property. The variance allows for both structures to remain on the same parcel.*
3. *Granting the application would not be detrimental or injurious to property or improvements in the vicinity of the subject site, or to the public health, safety, or general welfare in that the variance will facilitate development of single-family uses on the project site on property lots over 20,000 square feet consistent with the character of the surrounding neighborhood.*
4. *Granting the application is in conformance with the goals, policies, and objectives of the General Plan, and the purpose and intent of any applicable specific plan and the purposes of this Zoning Code, and would not constitute*

a grant of special privilege inconsistent with limitations on other properties in the vicinity and in the same zone district in that the subject property will not be developed at a density greater than allowed under the Zoning Code, nor will the lot sizes that result from the variance be smaller than the neighborhood standard.

5. *Cost to the applicant of strict compliance with a regulation shall not be the primary reason for granting the Variance* in that consideration for the variance for lot width is based on the application of PMC Title 17 to the subject property and the development rights of the applicant.

ATTACHMENT B
CONDITIONS OF APPROVAL FOR TENTATIVE PARCEL MAP #064025

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

1. The final parcel map recorded with the Los Angeles County Recorder shall substantially conform to the original Tentative Parcel Map dated February 23, 2005, submitted with this application and stamped "Received for Hearing June 26, 2006", except as modified herein.
2. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
3. Driveway access onto San Rafael Avenue for Lot B shall be located a minimum of 50 feet and no more than 75 feet from the northwest corner of said parcel.
4. Future residential development on Lots A and B is subject to the Hillside Development Permit (HDP) prior to submitting plans for plan check or building permit.
5. The proposed project (**PLN2005-00213**) is approved with conditions and is subject to a Final Zoning Inspection. The Code Compliance Staff must be contacted at (626) 744-4633 to verify the fee and to schedule an inspection appointment time. The fees are to be paid to the cashier at the permit center located at 175 North Garfield Avenue, and the case number listed above must be provided. Failure to pay the required fees or deposit prior to initiating the approved land use entitlement may result in revocation proceedings of this entitlement.

ATTACHMENT C

<p style="text-align: center;">MEMORANDUM - CITY OF PASADENA DEPARTMENT OF PUBLIC WORKS</p>
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DATE: December 6, 2005

TO: Denver Miller, Zoning Administrator
Planning and Development Department

FROM: City Engineer
Department of Public Works

RE: Tentative Parcel Map No. 064025 - Revised
220 North San Rafael Avenue

The Department of Public Works has reviewed the application for Tentative Parcel Map No. 064025 at 220 North San Rafael Avenue. The applicant is proposing to subdivide a 127,114 square-foot lot into two parcels, 104,108 square feet and 25,610 square feet respectively. The anticipated single-family residential development will be reviewed under Hillside Development Permits as required by the municipal code. The approval of this tentative parcel map should be based upon satisfying all of the following conditions:

1. San Rafael Avenue was resurfaced with rubberized asphalt in November 2001 and is a moratorium street. If the street is excavated prior to November 2006, additional grinding and resurfacing areas beyond the excavated areas will be required. In addition, the street shall be resurfaced with rubberized asphalt. Excavation in the street for utility connections shall be as close as possible to each other and the pavement shall be restored contiguously between extreme excavations.
2. The applicant shall remove and reconstruct any existing or newly damaged "arroyo stone" curb and gutter, without cutting the asphalt pavement along the subject frontage prior to the issuance of a Certificate of Occupancy. The applicant shall also construct any missing curb and gutter. Sawcutting shall be done along the flow line. Existing street trees shall be protected using the City's Tree Protection Standards available from the Parks and Natural Resources Division (744-4514).

3. The applicant shall construct a new drive approach a minimum of 12 feet in width and in accordance with Standard Drawing No. S-403. The existing gutter shall be cut as near the flow line and the paving shall not be disturbed.
4. No walls, fences, gates, or other private improvements shall be allowed in the public right-of-way.
5. The project shall comply with the Tree Protection Ordinance (TPO) that provides protection for specific types of trees on private property as well as all trees on public property.
6. The applicant shall remove all private shrubbery and trees in the public right-of-way that are not designated street trees per the master street tree plan.
7. If drainage patterns are altered, the applicant shall provide an approved method of controlling storm water runoff. Approval shall be made by the Planning and Development Department and the Department of Public Works prior to issuance of a grading or building permit for this site.
8. This project is subject to the requirements of the City's Storm Water and Urban Runoff Control Regulation Ordinance which implements the requirements of the Regional Water Quality Control Board's Standard Urban Storm Water Mitigation Plan (SUSMP). Prior to the issuance of any demolition, grading or construction permits for this project, the developer shall submit a detailed plan indicating the method of SUSMP compliance.
9. There are identified deficiencies in the city sewer system in Laguna Road downstream of the proposed development. In lieu of providing a detailed engineering study of the problem, and correcting any deficiencies by constructing sewer improvements, the developer shall pay the City a sewer study and mitigation contribution of \$3,725. Said payment is based upon the anticipated sewer loading from the proposed development. Payment shall be made prior to the issuance of any grading, or building permit, whichever permit comes first.
10. The proposed development shall be connected to the public sewer by a method approved by the Department of Public Works. The sewer connection shall be six-inch diameter vitrified clay or cast iron pipe with a minimum slope of two percent.

11. The applicant shall submit the following plan and form which can be obtained from the Recycling Coordinator, (626) 744-4721, of the Department of Public Works for approval prior to the issuance of a grading permit:
 - a. C & D Recycling & Waste Assessment Plan – Submit plan prior to issuance of the permit. A list of Construction and Demolition Recyclers can be obtained from the Recycling Coordinator.
 - b. Monthly reports must be submitted throughout the duration of the project.
 - c. Summary Report with documentation must be submitted prior to final inspection.

A security performance deposit of three percent or \$30,000, whichever is less, is due prior to permit issuance. This deposit is fully refundable upon compliance with Chapter 8.62 of the Pasadena Municipal Code. A non-refundable Administrative Review fee is also due prior to permit issuance and the amount is based upon the type of project.

12. Past experience has indicated that projects such as this tend to damage the abutting street improvements with the heavy equipment and truck traffic that is necessary during construction. Additionally, the City has had difficulty in requiring developers to maintain a clean and safe site during the construction phase of development. Accordingly, the applicant shall place a \$5,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is subject to refund or additional billing, and 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, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. A processing fee will be charged against the deposit.
13. Upon submission of the final parcel map to the City for approval by the City Council, the applicant shall supply the City with 24 copies of the final map.
14. The applicant's engineer shall be required to set boundary monuments on the proposed subdivision per Pasadena Municipal Code, Section 16.24.060, and furnish to the City a set of original field notes.

15. Upon submission of the final parcel map to the City for approval, the applicant shall pay a flat fee of \$100 to have appropriate record quality copies of the recorded map made by the City for public record purposes and a deposit (based on the current General Fee Schedule) to cover the cost of processing the final map.
16. Currently, the County of Los Angeles Department of Public Works is utilizing the computer to update and digitize the countywide land use base. If the parcel map is prepared using a computerized drafting system, it is recommended that the applicant's engineer submit a map in digital graphic format with the final Mylar map to the County of Los Angeles Department of Public Works for recordation and to the City of Pasadena Department of Public Works for incorporation into its GIS land use map. The City of Pasadena's GIS Coordinate System must be used for the digital file.
17. 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. A processing fee will be charged against all deposits.

DANIEL A. RIX
City Engineer

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ATTACHMENT D

MEMORANDUM - CITY OF PASADENA

Department Of Transportation

DATE: December 28, 2005

TO: Denver Miller, Zoning Administrator
Planning and Development Department

FROM: Transportation Administrator
Department of Transportation

RE: Tentative Tract Map No. 064025
220 N. San Rafael Avenue (Revised Application)

The Department of Transportation has reviewed the application for Tentative Parcel Map No. 064025 at 220 N. San Rafael Avenue. The applicant is proposing to subdivide a 127,114 square-foot lot into two parcels containing 104,108 square feet and 25,610 square feet. Any proposed single-family residential development will be reviewed under Hillside Development Permits as required by the municipal code. The approval of this hillside development permit should be based upon satisfying all of the following conditions:

1. Any changes to the location of the driveway and/or driveway gate shall be reviewed and approved by the Department of Transportation prior to the issuance of a building permit.
2. If proposed, the location of a new driveway gate shall be setback a minimum of 20 feet from the property line.
3. In accordance with the Pasadena Municipal Code, the applicant is required to store all construction materials and conduct all construction activities on the site unless otherwise authorized by the Department of Public Works.

Should the applicant need to use the public right-of-way for staging and/or storage during construction, an occupancy permit shall be obtained from the Department of Public Works prior to the start of construction. In order to obtain an occupancy permit, the applicant shall submit a Construction Staging and Traffic Management Plan to the Department of Public Works and Department of Transportation for review and approval. A deposit of \$600, subject to refund or additional billing, is required for plan review. This plan shall show the impact of the various construction stages on the public right-of-way, 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 of Public Works for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be conducted in accordance with the 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 shall be submitted as part of the Construction Staging and Traffic Management Plan to the two departments for review and approval.

BAHMAN JANKA
Transportation Administrator

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