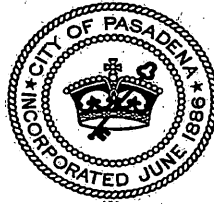


**ATTACHMENT F
HEARING OFFICER'S STAFF REPORT
DECEMBER 2, 2015**



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: December 2, 2015

TO: Hearing Officer

SUBJECT: Hillside Development Permit #6315

LOCATION: 518 Glen Holly Drive

APPLICANT: Stacie Mayoras and Paul Watson

ZONING DESIGNATION: RS-6-HD-SR (Single-Family Residential, 0-6 lots per acre, Hillside Overlay District, San Rafael Area)

GENERAL PLAN DESIGNATION: Low Density Residential

CASE PLANNER: Beilin Yu

STAFF RECOMMENDATION: Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Hillside Development Permit #6315 with the conditions in Attachment B.

PROJECT PROPOSAL: Hillside Development Permit: To allow the construction of a 577 square-foot two-story addition to an existing 1,547 square-foot, single-story, single-family residence with a 329 square-foot detached garage in the RS-6-HD-SR zoning district.

ENVIRONMENTAL DETERMINATION: This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, Existing Facilities). Section 15301 exempts the construction of additions to existing single-family residences from environmental review. The use of the site would remain as a single-family residence.

BACKGROUND:

Site characteristics: The site is a 7,230 square-foot rectangular shaped lot, currently developed with a one-story 1,547 square-foot single-story residence, a detached 329 square-foot two-car garage, and a swimming pool. The site slopes upwards from Glen Holly Drive to a previously graded flat area where the existing residence, the garage, the rear yard and swimming pool are all located. A driveway located along the south portion of the lot provides access from the street to the detached garage located toward the rear of the property. The driveway slopes upwards from Glen Holly Drive to the rear of the property, and the flat portion of the property gently slopes up from south to north, yielding an average slope of 17.2% for the entire site.

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

Adjacent Zoning: North – RS-6-HD-SR (Single-Family Residential, 0-6 lots per acre, Hillside Overlay District, San Rafael Area)
South – RS-6-HD-SR (Single-Family Residential, 0-6 lots per acre, Hillside Overlay District, San Rafael Area)
East – RS-6-HD-SR (Single-Family Residential, 0-6 lots per acre, Hillside Overlay District, San Rafael Area)
West – RS-6-HD-SR (Single-Family Residential, 0-6 lots per acre, Hillside Overlay District, San Rafael Area)

Previous zoning cases on this property: HDP #5021 – Hillside Development Permit to allow the construction of a new garage and storage. Withdrawn on July 21, 2008.

PROJECT DESCRIPTION:

The applicants, Stacie Mayoras and Paul Watson, have submitted a Hillside Development Permit application to allow the construction of a 577 square-foot second-story addition to an existing 1,547 square-foot single-story single-family residence. The addition is proposed above the middle portion of the existing residence, and would accommodate a new master bedroom and master bathroom. A second-story balcony is also proposed to the front of the addition facing the street. The addition would measure 26'-1" in height, when measured from the lowest adjacent existing grade to the proposed highest ridgeline of the addition.

No protected trees would be removed or impacted with the proposed addition. The addition will be located entirely above the footprint of the existing residence. A 50" DBH (diameter at breast height) Quercus agrifolia exists in the front yard of the subject site however the second-story addition is proposed above the middle portion of the existing residence and would not impact this existing tree.

ANALYSIS:

Gross Floor Area:

In the RS-6-HD-SR zoning district, the maximum allowable gross floor area, which includes all covered parking spaces, accessory structures and enclosed space, is 27.5 percent of the lot area plus 500 square feet. For a lot of 10,000 square feet or more in the Hillside Overlay District, any portions of the lot that exceed a 50 percent slope or any access easement on the lot must be deducted from the lot area for calculating the maximum allowable gross floor area. If the average slope of the lot area exceeds 15 percent, the maximum allowable gross floor area shall be further reduced in compliance with the slope reduction formula as described in Section 17.29.060.A.4 of the City's Zoning Code.

According to the information provided as part of the application package, the subject site is 7,230 square feet with an average slope of approximately 17.2 percent. Based on the floor area calculation as discussed above, the maximum allowable gross floor area for the site is 2,461 square feet. The total gross floor area, including the existing attached garage, would be 2,453 square feet within the allowable floor area for the site. As proposed, the project is in compliance with the maximum permitted gross floor area requirement.

Lot Coverage:

In addition to the maximum allowable gross floor area requirements discussed above, the site is also subject to a maximum lot coverage requirement. The maximum allowable lot coverage sets limits on the footprint of all covered structures (enclosed or unenclosed) of up to 35 percent of the lot area. The maximum allowable lot coverage for this 7,230 square-foot lot is 2,531 square feet. The proposed lot coverage for this site, including the 235 square-foot front covered porch, would be 2,111 square feet or approximately 29 percent of the lot area. As proposed, the project is in compliance with the lot coverage requirements of the Zoning Code.

Setbacks:

Within the San Rafael Area of the Hillside Overlay District, the front setbacks are governed by Table 2-9 of the City's Zoning Code. Pursuant to Table 2-9, the minimum front yard setback for the subject site is 25 feet. The existing residence is setback approximately 25'-8" from the front property line. The addition is proposed over the middle portion of the existing residence, approximately 25'-10" behind the front façade of the existing residence, therefore, in compliance with the minimum 25 feet front yard setback.

The minimum required interior side yard setback is 10 percent of the lot width, with a minimum of 5 feet, and a maximum of 10 feet. The lot width is approximately 55'-6" therefore the minimum side yard setback is 5'-6". The addition would be located along the northern portion of the property and set back 6'-4" from the north side property line and 17'-9" from the south side property line.

The minimum rear yard setback required is 25 feet. The existing residence is set back 37'-8" from the rear property line, the addition would be set back an additional 14'-6" from the rear property line for a total rear setback of 52'-2", therefore in compliance with the minimum rear yard setback. As demonstrated above, the addition would be in compliance with the setback requirements for the property.

Encroachment Plane:

Per Section 17.40.160.D.1 (Encroachment plane requirements) of the City's Zoning Code, structures are required to be located outside of the encroachment plane. The Code requires structures not to be located within a side setback encroachment plane sloping upward and inward to the site at a 30-degree angle measured from the vertical, commencing six feet above the existing grade along the interior side property line. As demonstrated in the elevation plan, the second-story addition is both located outside of the encroachment plane, in compliance with this requirement.

Height:

The maximum allowable height for properties in the Hillside Overlay District is 28 feet at any point with a maximum overall height of 35 feet, measured from the lowest point to the highest point of the structure. The property slopes upwards from Glen Holly Drive to the rear of the property. However, as described earlier, the property has been previously graded and the existing single-family residence is constructed on a building pad. The maximum overall height of the project is 26'-1" when measured from the lowest existing grade at an exterior wall of the structure to the highest proposed ridge. The highest at-any-point height of the new building is also 26'-1", therefore, as proposed, the project is in compliance with both height requirements.

Parking:

The Zoning Code requires two covered parking spaces for a single-family residence. The property is currently developed with a detached two car-garage, which would remain as part of the project. Because the property is located within the San Rafael Area of the Hillside Overlay District, the required uncovered off-street guest parking spaces as required per Section 17.29.050.G do not apply. As proposed, the project meets the parking requirements of the Zoning Code.

Neighborhood Compatibility:

The Hillside Overlay District requires that all projects subject to a Hillside Development Permit comply with the Neighborhood Compatibility guidelines. These guidelines are intended to ensure that the proposed project is designed to be in-scale and compatible with existing single-family residential development within the vicinity. Generally, the "neighborhood" is defined as the area within a 500-foot radius of the project site. In addition to the floor area ratio requirements of the Zoning Code, the total livable area of the project shall not exceed the Neighborhood Compatibility threshold, which is established by calculating 35 percent above the median floor area of the existing houses within a 500-foot radius of the site. This square footage excludes garages and accessory structures.

There are 133 parcels within a 500-foot radius of the site, 129 of which are developed with single-family residences. According to records from the Los Angeles County Assessor, the median floor area of these residences is 1,622 square feet (excluding garages and other accessory structures). Thirty-five percent above this median is 2,190 square feet. The proposed livable area of the project is 2,124 square feet, and within the Neighborhood Compatibility threshold. The neighborhood compatibility analysis is incorporated in this report as Attachment C. The project complies with the Neighborhood Compatibility requirement.

Architecture, Setting and Views:

The existing residences in this neighborhood were built with varying architectural styles over different time periods, which resulted in no dominating architectural style for the neighborhood. The existing single-story residence on the site was built in 1931 and was designed in the Spanish style. The addition to the home would be designed to architecturally match the existing home. The existing colors of the residence include white stucco paint and red clay roof tiles. The applicant is proposing to match the colors and materials of the existing residence as such staff finds that the proposed addition is designed to be consistent with the Spanish style of the existing residence.

Glen Holly Drive slopes down from north to south, with the properties to the north developed at a higher elevation than the properties immediately to the south. The finished floor of the property located to the north of the subject site, 1460 Cheviotdale Drive, is approximately 6 feet higher than the subject site. The property at 1460 Cheviotdale Drive is a corner lot with frontages along Cheviotdale Drive and Glen Holly Drive, and the single-family residence located at 1460 Cheviotdale Drive was constructed with a large front and corner side yard setback, and small rear and interior yards. Along the south side yard, a patio area exists, which can be accessed from the inside of the residence. The proposed addition will be located adjacent to the interior south side yard and to this patio area. From the patio area, which is considered a primary living area, a view of the hillside to the south is afforded beyond the existing roof of the residence at the subject site.

Section 17.29.060.E (View protection) of the City's Zoning Code states that a proposed structure shall be designed and located so that it avoids blocking views from surrounding properties to the maximum extent feasible. Specifically, new structures shall not be placed directly in the view of the primary living areas on a neighboring parcel. "Primary" living area refers to living rooms, family rooms, patios, but not a kitchen, bedroom, or bathroom.

The proposed project has been redesigned from its original submittal to mitigate its view impact from the patio area at 1460 Cheviotdale Drive. In order to assist staff with the analysis of the proposed addition, the applicants constructed temporary silhouettes delineating the original design and the redesign of the proposed addition. Based on a site visit, staff found that the original design encroached into the view from the patio area at 1460 Cheviotdale Drive, and that the addition was placed directly in the view of the patio area. In order to address staff's original concern, the applicant redesigned the addition by reducing the length of the addition by 7'-0" and by removing a previously proposed balcony to the rear of the addition. The existing roofline of the northeast portion of the residence would remain unchanged.

Based on a site visit with a silhouette depicting the redesign, staff is of the opinion that the redesign of the proposed second-story addition has been designed to the maximum extent feasible to not obstruct the view of the hillside to the south when viewed from the patio area at 1460 Cheviotdale Drive. The rear of the addition encroaches less than one-foot into the patio area however the view of the hillside from the patio at 1460 Cheviotdale Drive remains mostly unobstructed.

In analyzing the aesthetics of the proposed second-story addition, staff finds that, as proposed, the apparent mass and bulk of the proposed second-story addition is compatible with surrounding area. When viewed from Glen Holly, the addition is proposed in the center of the existing residence's footprint and setback 25'-10" from the front façade of the existing residence.

The addition has been designed to be integrated into the existing residence by incorporating a second-story balcony on the front façade, and by providing articulation on the side elevations.

When viewed from the adjacent property to the north (1460 Cheviotdale Drive), the addition's north façade is 25'-9" in length, while the existing residence's north façade is approximately 66 feet in length. The current design's north façade is approximately 40% of the length of the existing residence's north façade. The original design's north façade was 39'-9" in length, or approximately 60% of the existing residence's north façade's length. Based on the review of aerial photographs, the length of the residence located at 1460 Cheviotdale Drive, when not including the garage, is slightly longer than the subject residence's. The second story addition will be set back 6'-4" from the north property line, and approximately 12'-0" from the residence at 1460 Cheviotdale Drive. The top plate of the existing residence is approximately 8'-0", and the height of the existing residence is 17'-6", when measured from the lowest adjacent existing grade to the top of the existing roof ridge. The height of the proposed second story addition's top plate is also approximately 8'-0", and the top of the addition's ridge would be approximately 8.37' higher than the residence's existing ridge.

When viewed from the adjacent property to the south (524 Glen Holly Drive), the second story addition's south façade would be 16'-8" wide with a 5'-6" wide deck located to the front of the addition. The addition would be set back 17'-9" from the south property line and approximately 24'-0" from the residence at 524 Glen Holly Drive, since the driveway for both properties are located between the two residences.

When viewed from the adjacent property to the rear (493 Avon Avenue), the addition has been designed to be integrated into the existing residence by providing step backs from the existing side walls are proposed and the addition is setback from the existing first story rear façade.

In regards to the addition's privacy impact on the surrounding properties, windows are proposed on all four elevations of the proposed second story addition. The original design incorporated two large windows on the north façade, and a balcony to the rear of the addition. In order to mitigate privacy concerns, the rear balcony has been eliminated and a front balcony facing the street has been incorporated. The windows on the north façade have also been modified to be above eye level only.

The current design incorporates four small windows located above eye level on the north elevation, therefore the addition would not result in a privacy impact to the property located to the north. On the south elevation, two windows are proposed, which face the side yard of 524 Glen Holly Drive, where a driveway is located. These two windows are located approximately 24'-0" from the residence located at 524 Glen Holly Drive, and therefore provide sufficient separation to the windows located along the north façade of 524 Glen Holly Drive. Three windows and one Juliet balcony are proposed on the eastern façade of the second-story addition facing the property to the rear. Two windows are above eye level, while one regular window is proposed. The second-story addition and the fenestration along the rear façade are located more than 50-feet from the rear property line, therefore not result in a significant privacy impact to the property to the rear.

Based on the characteristics of the proposed addition, it is staff's opinion that the addition has been designed to minimize its aesthetics, views, and privacy impacts on the adjacent properties. The proposed second-story addition has been designed to be integrated and compatible with the architecture of the existing residence, and therefore staff finds that the second-story addition

would also be compatible with the scale and setting of the existing development on the immediate surrounding neighborhood.

Preliminary Geotechnical Report:

A Geotechnical Engineering Report for the proposed addition was prepared by Vineyard Engineering Inc on May 29, 2015. The site was explored on May 18, 2015 when two test pits to the depths of three to ten feet were excavated. These samples were delivered to a laboratory for testing and analysis.

Based upon visual classification and continuous logging of substrata encountered in the test pits, laboratory testing of selected soil samples, assessment of geotechnical factors affecting the design of the proposed development, assessment of geologic and engineering seismology of the project area including liquefaction potential, it is found that the existing bedrock is suitable for support of the existing residence and the proposed second floor.

Tree Protection Ordinance:

Based on the submitted Tree Inventory, three trees exist on the subject property, two of which are protected under the City's Tree Protection Ordinance: a 50" DBH (diameter at breast height) Quercus agrifolia located in the front yard, and a 32" DBH Pinus canariensis located in the northeast corner of the rear yard. Neither protected tree will be impacted by the proposed second-story addition due to the large separation between the trees and the addition.

GENERAL PLAN CONSISTENCY:

The subject site is designated as Low Density Residential in the General Plan Land Use Element. The use of the site would remain a single-family residence; therefore, the character of the single-family neighborhood would be maintained. General Plan Land Use Policy 21.9 (Hillside Housing) requires additions to maintain appropriate scale, massing and access to residential structures located in hillside areas. The proposed addition complies with all the development standards set forth in the City's Zoning Code, the habitable area of the proposed residence is compatible with the habitable area of the residences in the immediate neighborhood, and the project has been designed to match the architectural style of the existing residence. Additionally, the addition's scale and massing is in keeping with the scale and setting of the surrounding residences. Therefore staff finds that the project would be consistent with General Plan objectives and policies.

ENVIRONMENTAL REVIEW:

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, Existing Facilities). Section 15301 exempts the construction of additions to existing single-family residences from environmental review. The use of the site would remain as a single-family residence.

REVIEW BY OTHER CITY DEPARTMENTS:

The project has been reviewed by the Fire Department, Department of Transportation, Department of Public Works, and Design and Historic Preservation Section. The Department of Transportation and Design and Historic Preservation Section had no comments at this time and

would review the plans through the building permit plan check process. The Department of Public Works and Fire Department provided comments and recommended conditions of approval, which have been incorporated to this report under Attachment B "Recommended Conditions of Approval."

CONCLUSION:

Staff concludes that the findings necessary for approving the Hillside Development Permit can be made (Attachment A). The proposed project meets all applicable development standards required by the Zoning Code, including the Neighborhood Compatibility guidelines of the Hillside Ordinance. No variances are required for the project. Conditions of approval would ensure that the project is compatible with the surrounding neighborhood. Therefore, staff recommends approval of the Hillside Development Permit, subject to the findings in Attachment A and recommended conditions of approval in Attachment B.

ATTACHMENTS:

Attachment A: Hillside Development Permit Findings
Attachment B: Recommended Conditions of Approval
Attachment C: Neighborhood Compatibility Analysis

ATTACHMENT A
SPECIFIC FINDINGS FOR HILLSIDE DEVELOPMENT PERMIT #6315

Hillside Development Permit – Construction of a second-story addition in the Hillside Overlay District:

1. *The proposed use is allowed with a Hillside Development Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code.* A single-family residential use is allowed in the RS-6-HD-SR (Residential Single-Family, Hillside Overlay District, San Rafael Area) Zoning District. In addition, the proposed addition will be in compliance with all applicable development standards, including maximum allowable floor area, lot coverage, setbacks, building height, and off-street parking requirements of the RS-6-HD-SR Zoning District.
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.* The subject property is zoned RS-6-HD-SR, which is designated primarily for single-family residential purposes. The properties in the neighborhood are currently developed with single-family residences, and the project, as conditioned, will be consistent with existing development in the vicinity. As analyzed, the project will meet all applicable development standards of the Zoning Code and no variances are required in conjunction with the proposal.
3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan.* The subject site is designated as Low Density Residential in the General Plan Land Use Element. The use of the site will remain a single-family residence; therefore, the character of the single-family neighborhood will be maintained. General Plan Land Use Policy 21.9 (Hillside Housing) requires additions to maintain appropriate scale, massing and access to residential structures located in hillside areas. The proposed addition complies with all the development standards set forth in the City's Zoning Code, the habitable area of the proposed residence is compatible with the habitable area of the residences in the immediate neighborhood, and the project has been designed to match the architectural style of the existing residence. Additionally, the addition's scale and massing is in keeping with the scale and setting of the surrounding residences. Therefore staff finds that the project would be consistent with General Plan objectives and policies.
4. *The establishment, maintenance, or operation of the use would not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use.* The second-story addition has been designed to avoid blocking the views to the maximum extent feasible as it has not been placed directly in the view from the patio at 1460 Cheviotdale Drive. The fenestration on the proposed addition has been designed to avoid impacting the privacy of the adjacent residences. Additionally, the proposed project meets all adopted Code requirements and will be subject to all current Code provisions. As proposed, the height of the new building will be below the maximum allowable height, and the floor area will be within the maximum floor area permitted for the site. The project meets all Code requirements and no variances are required. Therefore, the proposed project will not be detrimental to the public health, safety, or welfare of persons or properties within the surrounding neighborhood. The addition will also be compatible with the character and scale of the existing development on the adjacent properties. Thus, the project is consistent with development in the neighborhood.

5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.* The proposed addition will be constructed in compliance with the current Building and Zoning Code. Furthermore, the City's plan check process will ensure that the proposed project will meet all of the applicable building and safety and fire requirements. The project must also comply with the conditions of approval required by the Department of Public Works. A Soils Engineering Report has been submitted which reported that the site is considered feasible for construction of the proposed additions.
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 project complies with all the development standards of the Zoning Code. The project is not located on the top of any prominent ridgelines, and has been designed to avoid blocking the views to the maximum extent feasible as it has not been placed directly in the view from the patio at 1460 Cheviotdale Drive. The proposed project complies with the maximum allowable floor area requirements and is within the Neighborhood Compatibility guidelines; and will be compatible with the architectural character of the existing residence, as the addition will maintain the same Spanish architectural style as the existing residence. The addition will also be compatible with the character and scale of the existing development on the adjacent properties. Thus, the project is consistent with development in the neighborhood.
7. *The design, location, and size of the proposed structures and/or additions or alterations to existing structures will be compatible with existing and anticipated future development on adjacent lots as described in Section 17.29.060.D of this ordinance and in terms of aesthetics, character, scale, and view protection.* The Neighborhood Compatibility guidelines are established to ensure that a project is compatible with the character and scale of existing development in the vicinity. The size of the proposed project (not including the proposed garage) is 2,124 square feet, and within the Neighborhood Compatibility threshold of 2,190 square feet. Furthermore, the addition has been designed to avoid blocking the views to the maximum extent feasible as it has not been placed directly in the view from the patio at 1460 Cheviotdale Drive. Thus, the project is in scale with the context and character of existing and future development in the neighborhood.
8. *The placement of the proposed additions avoids the most steeply sloping portions of the site to the maximum extent feasible and minimizes alteration of hillside topography, drainage patterns, and vegetation.* The subject property has an average slope of 17.2 percent as it slopes upwards from Glen Holly Drive to a previously graded portion of the lot, which gradually slopes upwards from south to north, and the driveway slopes from Glen Holly Drive to the rear of the lot. The existing residence is located on the flat portion of the lot, and the proposed addition will be constructed entirely above the footprint of the existing residence, therefore avoid any sloping portion of the site. No grading is proposed as part of the project, and drainage plans for building permits will be based upon the hydrology study and recommended on-site improvements. The project shall meet all applicable Standard Urban Stormwater Mitigation Plan requirements of the Building Division.

**ATTACHMENT B
CONDITIONS OF APPROVAL FOR HILLSIDE DEVELOPMENT PERMIT #6315**

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

General

1. The site plan, floor plan, elevations, and building sections submitted for building permits shall substantially conform to plans stamped "Received at Hearing, December 2, 2015," except as modified herein.
2. The right granted under this application must be enacted within 24 months from the effective date of approval. It shall expire and become void, unless an extension of time is approved in compliance with Section 17.64.040.C of the Zoning Code.
3. This approval allows for a 577 square-foot one-story addition to an existing single-story 1,547 square-foot, single-family residence, with a 329 square-foot detached two-car garage. The gross floor area of the residence shall not exceed 2,124 square feet.
4. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
5. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
6. The proposed project, Activity Number **PLN2015-00162** 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 Beilin Yu, Current Planning Section, at (626) 744-6726 to schedule an inspection appointment time.

Planning Division

7. No more than fifty percent of the existing exterior walls shall be removed in conjunction with this project. In the instance fifty percent or more of the existing exterior walls are removed, the project must be considered a new single-family residence.
8. All rooms of the proposed single-family residence must be accessible from the interior of the dwelling unit, except for the attached garage.
9. The applicant shall comply with all requirements of Chapters 17.22 and 17.29 that relate to residential development in the Hillside Development Overlay District.
10. A construction staging and traffic management plan shall be submitted to and approved by the Zoning Administrator, Department of Public Works, and Department of Transportation prior to issuance of any permits. The plan shall include information on the removal of demolished materials as well as the on-site storage of new construction materials. A copy of the approved construction parking and staging plan shall be furnished to the Current Planning Division for inclusion into the case file on this project. The plan shall be available for review by surrounding property owners.

11. In the event the paving in the front yard area is modified, no more than 30 percent of the front yard area shall be paved.
12. Any above-ground mechanical equipment shall be located at least five feet from all property lines and shall comply with the screening requirements of Section 17.40.150 (Screening) of the Zoning Code.
13. Any new construction shall meet all applicable SUSMP (Standard Urban Stormwater Mitigation Plan) requirements of the Building Division.
14. All landscape and walkway lighting shall be directed downward to minimize glare from the property.
15. For projects subject to a building permit, all construction vehicles or trucks including trailers with length over 30 feet or widths over 102 inches shall require a lead pilot vehicle and flag person to enter the streets within the Hillside District. The flag person will stop opposing traffic as necessary when trucks are negotiating tight curves. Operation of construction vehicles or trucks with lengths over 35 feet shall require approval from the Department of Transportation and Department of Public Works, subject to demonstration that such vehicles can maneuver around specific tight curves in the Hillside District. Operation of construction trucks with lengths over 30 feet shall be prohibited before 9:00 a.m. and after 3:00 p.m., Monday through Friday and all day during weekends and holidays. On refuse collection days, the operation of construction trucks with lengths over 30 feet shall be prohibited before 10:00 a.m. and after 3:00 p.m.

Fire Department

16. All construction shall comply with California building Code (CBC) Chapter 7A, California Fire Code (CFC), and PMC.
17. Provide a Fire Flow Analysis (contact the Pasadena Water Department 626-744-7064). The available fire flow in the street shall not be less than 1000 GPM at 20 PSI, as required by CFC Appendix III-B, and shall be located within 600 feet of exterior wall of the building in compliance with CFC Section 507.5.1.
18. A complete automatic fire sprinkler system designed in compliance with NFPA 13D is required throughout all structures Per Pasadena Municipal Code Section 14.28 due to new addition is greater than 50% of existing square footage and new addition is greater than 1000 square feet.
19. Fuel Modification Landscape Plans: Provide separate fuel modification landscape plans complying with the Urban Wild land Interface Code for all structures located within the Fire Interface Zone (FIZ). Plans shall indicate all plant and tree species compliant with the FIZ in addition to planting distance, canopy sizes, irrigation systems, and landscape management within defensible spaces in proximity of all structures. Compliance is required prior to certificate of occupancy being issued
20. Smoke alarms shall be installed in each sleeping room, area(s) serving as a sleeping area, areas accessing all sleeping areas, and at the top of stairways. All smoke alarms are to be photoelectric or combination photoelectric/ionization. All smoke alarms throughout the dwelling unit shall be interconnected. All sounders are to produce a coded temporal pattern.

All smoke alarms shall be UL 217 and California State Fire Marshal (CSFM) Listed, manufactured by the same company, and listed by the manufacture as compatible with each other. Smoke alarms shall not be installed within 3-feet of return or supply air registers or 3-feet of bathroom openings. (CFC 907)

21. Provide approved spark arrestor(s) on all chimney(s).
22. Provide eave and projection details on drawings. All eaves and other projections are required to be "boxed" with one-hour fire resistive or noncombustible material, per CBC Section 707A.5
23. Exterior walls: the exterior wall covering or wall assembly shall comply with one of the following requirements:
 - a. Noncombustible material.
 - b. Ignition-resistant material
 - c. Heavy timber exterior wall assembly
 - d. Log wall construction assembly
24. No wood roof covering material shall be installed on any structure located in the fire zone. Per Pasadena Municipal Code. Section 1404
25. All new proposed gutters/downspouts shall be constructed of noncombustible material per UWIC Sec. 504.4.
26. Appendages and projections (ie: decks, balconies & etc.) shall be constructed with one of the following material:
 - a. Noncombustible material
 - b. Ignition-resistant material
 - c. Exterior fire retardant treated wood
27. All new exterior windows, skylights, etc. are required to be multi-layered glazing with a minimum of one tempered pane .CBC Section 708A.2.1
28. All new exterior doors are required to be 1³/₄" solid core per CBC Section 708A.3
29. Attic and foundation ventilation in vertical exterior walls and vents through roof shall not comply with requirements of CBC Section 706A.
30. The vents shall be covered with noncombustible corrosion resistant mesh not exceeding 1/16 " and shall not exceed 1/8" openings.
31. Attic ventilation openings shall NOT be located in soffits, eave overhangs, between rafters at eaves or in other overhang areas. Gable and dormer vents shall be located at least 10 feet from property lines.

Public Works Department

32. A closed circuit television (CCTV) inspection of the house sewer serving the property shall be performed and a CCTV inspection tape submitted to the Department of Public Works for review. The house sewer inspection shall include footage from the private cleanout to the connection at public sewer main, with no or minimum flow in the pipe during the televising. The property address, date of inspection, and a continuous read-out of the camera distance from the starting point shall be constantly displayed on the video. The applicant shall correct any defects revealed by the inspection. Defects may include, excessive tuberculation, offset joints, excessive root intrusion, pipe joints that can allow water infiltration, cracks, and corrosion or deterioration of the pipe or joint material, damaged or cracked connection to the sewer main, or other defects as determined by the City Engineer. The method of correction of the defects shall be subject to the approval of the City Engineer, and may include partial or total replacement of the house sewer, or installation of a structural or non-structural pipe liner. The applicant shall be responsible for all costs required to obtain the CCTV inspection of the existing sewer connection, and if required, to correct the defects.
33. Past experience has indicated that projects such as this tend to damage the existing public and private 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 \$1,000 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 existing public and private street improvements that are damaged, including striping, slurry seal/resurfacing, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. The deposit may be used for any charges resulting from damage to street trees and for City personnel to review traffic control plans and maintain traffic control. A processing fee will be charged against the deposit.
34. 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: http://cityofpasadena.net/PublicWorks/Engineering_Division/ A deposit, based on the 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 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 staging, material storage, or trailer in the public right-of-way.
35. 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.

In addition to the above conditions, the requirements of the following ordinances will apply to the proposed project:

a) Sewer Facility Charge - Chapter 4.53 of the PMC

The ordinance provides for the sewer facility charge to ensure that new development within the city limits pays its estimated cost for capacity upgrades to the city sewer system, and to ensure financial solvency as the city implements the operational and maintenance practices set forth in the city's master sewer plan generated by additional demand on the system. Based on sewer deficiencies identified in the City's Master Sewer Plan, the applicant may be subject to a Sewer Facility Charge to the City for the project's fair share of the deficiencies. The Sewer Facility Charge is based on the Taxes, Fees and Charges Schedule and will be calculated and collected at the time of Building Permit Issuance.

b) Sidewalk Ordinance - Chapter 12.04 of the Pasadena Municipal Code (PMC)

In accordance with Section 12.04.035, entitled "Abandoned Driveways" of the PMC, the applicant shall close any unused drive approach with standard concrete curb, gutter and sidewalk. In addition, the applicant shall repair any existing or newly damaged curb, gutter and sidewalk along the subject frontage prior to the issuance of a Certificate of Occupancy in accordance with Section 12.04.031, entitled "Inspection required for Permit Clearance" of the PMC.

c) City Trees and Tree Protection Ordinance - Chapter 8.52 of the PMC

The ordinance provides for the protection of specific types of trees on private property as well as all trees on public property. No street trees in the public right-of-way shall be removed without the support of the Urban Forestry Advisory Committee.

d) Construction and Demolition Waste Ordinance, Chapter 8.62 of the PMC

The applicant shall submit the following plan and form which can be obtained from the Permit Center's webpage at http://cityofpasadena.net/PublicWorks/Engineering_Division/ and the Recycling Coordinator, (626) 744-7175, for approval prior to the request for a permit:

- a. C & D Recycling & Waste Assessment Plan – Submit plan prior to issuance of the permit. A list of Construction and Demolition Recyclers is included on the waste management application plan form and it can also be obtained from the Recycling Coordinator.
- b. Summary Report with documentation must be submitted prior to final inspection.

A security performance deposit of three percent of the total valuation of the project or \$30,000, whichever is less, is due prior to permit issuance. For Demolition Only projects, the security deposit is \$1 per square foot or \$30,000, whichever is less. This deposit is fully refundable upon compliance with Chapter 8.62 of the PMC. A non-refundable Administrative Review fee is also due prior to permit issuance and the amount is based upon the type of project.

**ATTACHMENT C
NEIGHBORHOOD COMPATIBILITY ANALYSIS**

PARCEL NO	ADDRESS	ZONING	HILLSIDE	LOT SQ FT	BLDG SQ FT
5709-027-002	471 AVENUE 64	RS6	HDSR	4642	888
5482-014-007	626 GLEN HOLLY DR	RS6	HDSR	9156	950
5709-028-020	1525 LA LOMA RD	RS6	HDSR	5508	953
5709-029-013	485 GLEN HOLLY DR	RS6	HDSR	6919	980
5709-029-010	1501 CHEVIOTDALE DR	RS6	HDSR	5083	997
5709-028-007	540 GLEN HOLLY DR	RS6	HDSR	5867	1091
5482-014-027	595 GLEN HOLLY DR	RS6	HDSR	13332	1104
5709-027-001	451 AVENUE 64	RS6	HDSR	9488	1104
5709-028-018	1509 LA LOMA RD	RS6	HDSR	5508	1109
5709-025-010	1433 CAPINERO DR	RS6	HDSR	7187	1114
5709-028-017	1499 LA LOMA RD	RS6	HDSR	5225	1128
5709-028-003	535 AVON AVE	RS6	HDSR	8396	1129
5709-028-004	539 AVON AVE	RS6	HDSR	7717	1153
5709-029-007	480 JUNIPER DR	RS6	HDSR	5408	1175
5709-028-008	534 GLEN HOLLY DR	RS6	HDSR	6319	1175
5709-029-009	1511 CHEVIOTDALE DR	RS6	HDSR	5132	1176
5709-029-011	1491 CHEVIOTDALE DR	RS6	HDSR	5552	1180
5482-014-006	600 GLEN HOLLY DR	RS6	HDSR	9163	1189
5709-026-004	1399 CHEVIOTDALE DR	RS6	HDSR	5603	1221
5709-027-004	491 AVENUE 64	RS6	HDSR	5999	1238
5482-014-001	1445 POPPY PEAK DR	RS6	HDSR	7138	1248
5709-026-005	1413 CHEVIOTDALE DR	RS6	HDSR	5996	1260
5709-029-014	475 GLEN HOLLY DR	RS6	HDSR	5696	1265
5709-026-011	480 GLEN HOLLY DR	RS6	HDSR	7204	1283
5709-026-002	1387 CHEVIOTDALE DR	RS6	HDSR	5994	1298
5709-027-003	481 AVENUE 64	RS6	HDSR	4977	1300
5709-026-019	1434 CAPINERO DR	RS6	HDSR	7535	1301
5709-028-019	1517 LA LOMA RD	RS6	HDSR	5454	1302
5709-026-010	1469 CHEVIOTDALE DR	RS6	HDSR	7597	1312
5709-029-008	1519 CHEVIOTDALE DR	RS6	HDSR	5033	1320
5709-026-012	468 GLEN HOLLY DR	RS6	HDSR	6593	1323
5709-028-029	1518 CHEVIOTDALE DR	RS6	HDSR	6137	1336
5709-029-005	460 JUNIPER DR	RS6	HDSR	6174	1353
5709-026-006	1423 CHEVIOTDALE DR	RS6	HDSR	6106	1360
5709-028-002	525 AVON AVE	RS6	HDSR	8429	1383
5709-027-018	528 AVON AVE	RS6	HDSR	8996	1388
5709-034-020	471 CHERRY DR	RS6	HDSR	5859	1408
5709-027-024	1380 CHEVIOTDALE DR	RS6	HDSR	5823	1415
5482-014-024	1525 POPPY PEAK DR	RS6	HDSR	9294	1425
5709-026-014	444 GLEN HOLLY DR	RS6	HDSR	6281	1433
5709-028-006	550 GLEN HOLLY DR	RS6	HDSR	6142	1440
5709-028-009	524 GLEN HOLLY DR	RS6	HDSR	6767	1443
5709-028-030	1506 CHEVIOTDALE DR	RS6	HDSR	5705	1444
5709-027-022	1414 CHEVIOTDALE DR	RS6	HDSR	5238	1447
5709-028-021	1533 LA LOMA RD	RS6	HDSR	5495	1455
5482-017-005	1404 LA LOMA RD	RS6	HDSR	6609	1462

PARCEL NO	ADDRESS	ZONING	HILLSIDE	LOT SQ FT	BLDG SQ FT
5709-026-001	1381 CHEVIOTDALE DR	RS6	HDSR	6026	1480
5709-028-031	1496 CHEVIOTDALE DR	RS6	HDSR	5370	1480
5482-014-003	1450 LA LOMA RD	RS6	HDSR	11151	1485
5482-012-009	1544 LA LOMA RD	RS6	HDSR	5411	1488
5709-026-023	1418 CAPINERO DR	RS6	HDSR	7596	1498
5709-034-018	495 JUNIPER DR	RS6	HDSR	6577	1505
5709-028-022	1541 LA LOMA RD	RS6	HDSR	5501	1507
5709-026-024	1414 CAPINERO DR	RS6	HDSR	6832	1527
5709-027-005	495 AVENUE 64	RS6	HDSR	6984	1534
5482-017-026	1517 POPPY PEAK DR	RS6	HDSR	10717	1552
5709-028-014	535 GLEN HOLLY DR	RS6	HDSR	5866	1552
5709-028-023	1549 LA LOMA RD	RS6	HDSR	6072	1560
5709-027-023	1402 CHEVIOTDALE DR	RS6	HDSR	5220	1567
5482-017-009	1444 POPPY PEAK DR	RS6	HDSR	6608	1590
5709-028-005	541 AVON AVE	RS6	HDSR	7663	1597
5709-026-003	1393 CHEVIOTDALE DR	RS6	HDSR	5993	1602
5709-028-010	518 GLEN HOLLY DR	RS6	HDSR	7217	1606
5709-028-016	1491 LA LOMA RD	RS6	HDSR	5463	1607
5709-027-016	546 AVON AVE	RS6	HDSR	9006	1622
5709-028-013	525 GLEN HOLLY DR	RS6	HDSR	6023	1629
5709-028-012	515 GLEN HOLLY DR	RS6	HDSR	6604	1635
5709-026-020	1430 CAPINERO DR	RS6	HDSR	7861	1664
5709-028-026	508 JUNIPER DR	RS6	HDSR	5606	1686
5709-027-012	555 AVENUE 64	RS6	HDSR	4997	1708
5709-027-007	515 AVENUE 64	RS6	HDSR	7513	1714
5709-029-006	470 JUNIPER DR	RS6	HDSR	7053	1717
5709-028-024	1559 LA LOMA RD	RS6	HDSR	5325	1729
5482-017-004	1396 LA LOMA RD	RS6	HDSR	6620	1741
5709-027-011	545 AVENUE 64	RS6	HDSR	7475	1752
5709-027-019	518 AVON AVE	RS6	HDSR	9003	1754
5482-014-023	1535 POPPY PEAK DR	RS6	HDSR	9528	1770
5709-027-006	505 AVENUE 64	RS6	HDSR	7516	1772
5709-025-011	446 ANITA DR	RS6	HDSR	7060	1786
5709-027-017	540 AVON AVE	RS6	HDSR	9003	1787
5482-014-013	1611 PLEASANT WAY	RS6	HDSR	7398	1792
5709-029-002	435 GLEN HOLLY DR	RS6	HDSR	6457	1793
5482-017-010	1454 POPPY PEAK DR	RS6	HDSR	6845	1800
5709-030-019	470 CHERRY DR	RS6	HDSR	7322	1812
5482-014-029	1599 PLEASANT WAY	RS6	HDSR	10736	1846
5482-014-030	1605 PLEASANT WAY	RS6	HDSR	14503	1846
5709-026-018	1438 CAPINERO DR	RS6	HDSR	6787	1853
5709-027-015	1421 LA LOMA RD	RS6	HDSR	9447	1854
5709-027-010	539 AVENUE 64	RS6	HDSR	7509	1860
5709-025-008	1415 CAPINERO DR	RS6	HDSR	6323	1864
5709-027-014	1395 LA LOMA RD	RS6	HDSR	6785	1865
5709-030-020	459 JUNIPER DR	RS6	HDSR	9399	1906
5709-026-025	1400 CAPINERO DR	RS6	HDSR	8437	1925
5709-028-015	1483 LA LOMA RD	RS6	HDSR	6407	1934
5709-034-021	463 CHERRY DR	RS6	HDSR	7002	1955

PARCEL NO	ADDRESS	ZONING	HILLSIDE	LOT SQ FT	BLDG SQ FT
5709-027-013	1379 LA LOMA RD	RS6	HDSR	5272	1971
5709-027-009	531 AVENUE 64	RS6	HDSR	7506	1976
5709-028-011	1460 CHEVIOTDALE DR	RS6	HDSR	8736	1992
5709-027-020	508 AVON AVE	RS6	HDSR	8987	1992
5709-026-021	1428 CAPINERO DR	RS6	HDSR	7246	2000
5709-026-013	456 GLEN HOLLY DR	RS6	HDSR	6833	2032
5482-017-008	1440 POPPY PEAK DR	RS6	HDSR	8866	2065
5709-025-009	1425 CAPINERO DR	RS6	HDSR	6220	2066
5709-030-004	1453 CAPINERO DR	RS6	HDSR	6319	2084
5709-026-015	1450 CAPINERO DR	RS6	HDSR	6051	2152
5482-014-005	588 GLEN HOLLY DR	RS6	HDSR	8718	2154
5709-026-017	1442 CAPINERO DR	RS6	HDSR	5554	2218
5709-027-008	521 AVENUE 64	RS6	HDSR	7490	2254
5709-025-012	430 ANITA DR	RS6	HDSR	8640	2280
5482-014-004	1470 LA LOMA RD	RS6	HDSR	12727	2328
5709-026-008	1445 CHEVIOTDALE DR	RS6	HDSR	7251	2363
5482-014-002	1438 LA LOMA RD	RS6	HDSR	8905	2389
5709-030-003	1441 CAPINERO DR	RS6	HDSR	8330	2435
5709-026-022	1426 CAPINERO DR	RS6	HDSR	7380	2457
5709-029-017	465 GLEN HOLLY DR	RS6	HDSR	6015	2458
5709-029-003	440 JUNIPER DR	RS6	HDSR	5283	2484
5482-014-008	575 GLEN HOLLY DR	RS6	HDSR	6956	2490
5709-026-007	1437 CHEVIOTDALE DR	RS6	HDSR	5992	2492
5709-034-022	455 CHERRY DR	RS6	HDSR	5430	2522
5709-029-012	1479 CHEVIOTDALE DR	RS6	HDSR	6330	2572
5709-034-019	487 JUNIPER DR	RS6	HDSR	5505	2579
5709-028-028	1530 CHEVIOTDALE DR	RS6	HDSR	14068	2583
5482-014-021	1549 POPPY PEAK DR	RS6	HDSR	10411	2852
5482-017-007	1422 LA LOMA RD	RS6	HDSR	6002	2970
5482-017-006	1414 LA LOMA RD	RS6	HDSR	6298	3465
5709-028-001	493 AVON AVE	RS6	HDSR	17295	3591
5709-027-021	1426 CHEVIOTDALE DR	RS6	HDSR	8972	3663
5482-014-022	1547 POPPY PEAK DR	RS6	HDSR	9560	3822
5482-014-010	1510 LA LOMA RD	RS6	HDSR	11906	4300

median:	1622
35% of median:	2190