



PREDEVELOPMENT PLAN REVIEW COMMENTS

Predevelopment Plan Review (PPR) is a preliminary evaluation of a project by staff from various City departments and divisions. The information derived from a PPR does not constitute any approval of a project. PPR meetings are not public hearings.

Project Number: PPR2017-00011

Date: December 20, 2017

Project Address: 1307-1309 & 1355 Lincoln Avenue, Pasadena, CA 91103

Project Zoning: Lincoln Avenue Specific Plan (LASP) – Commercial Limited (CL) and Single-Family Residential (RS-6)

Project Description: Review of preliminary plans for demolition of existing buildings and construction of 64 new detached townhomes on a 106,025 square-foot site in the LASP – CL and RS-6 zoning districts.

Applicant: The Lincoln Bedroom Project, LLC
Attn: Katie Vila, Development Manager

Case Manager: Talyn Mirzakhian, Senior Planner

Phone #: (626) 744-7101

E-mail: tmirzakhian@cityofpasadena.net

DETERMINATION OF COMMUNITYWIDE SIGNIFICANCE REQUIRING PRESENTATION TO THE CITY COUNCIL:	
1. Greater than 50,000 square feet of gross floor area with at least one discretionary permit.	<input checked="" type="checkbox"/>
2. Fifty or more housing units.	<input checked="" type="checkbox"/>
3. Other:	<input type="checkbox"/>
Presentation to the City Council required:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO , not applicable.

DEPARTMENT / DIVISION	CONTACT	EMAIL @cityofpasadena.net	PHONE (626) 744-	PAGE
Building Division, Addressing	Angie Jackson	ajackson	6903	2
Building & Safety Division	Humberto Contreras	hcontreras	6877	2
Community Planning	Arlene Granadosin-Jones	agranadosin-jones	6743	3
Cultural Affairs Division	Rochelle Branch	rbranch	7062	9
Current Planning	Talyn Mirzakhian	tmirzakhian	7101	9
Design & Historic Preservation	Amanda Landry	alandry	7137	17
Development/NW Programs	Lola Osborne	losborne	4791	22
Fire Department	Pari Bagayee	pbagayee	7596	22



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

www.cityofpasadena.net

Local Development Area	Eric Duyshart	eduyshart	7353	23
First Source Local Hiring	Antonio Watson	awatson	8382	23
Health Department	Carmina Chavez	cachavez	6811	23
Housing Department	Jim Wong	jwong	8316	23
Public Works Department	Yannie Wu	ywu	3762	24
Transportation Department	Conrad Viana	cviana	7424	32
Water & Power, Power Division	Said Bernal	sbernal	7857	34
Water & Power, Water Division & Utilities	Natalie Ouwersloot	nouwersloot	7011	36

BUILDING DIVISION, ADDRESSING:

General Comments: Unable to assign addressing at this time due to lack of information, a complete site map indicating main front door entrance into the buildings and main front door entry into each unit will be required to determine addressing. Streets and driveway access also needs to be identified on the site map.

The letter that authorizes you to use this address will be sent to you after the requirements listed below are met and after the building permit is issued. Copies of the letter will be sent to the relevant agencies within and outside the City.

Governing Codes: Pasadena Municipal Code Chapter 12.20 Building Numbering.

Estimated Fees: The address fee will be calculated after receiving the following: An address application, a current half size or 8 1/2" x 11" site plan and a floor plan for each above ground level. The site plan needs to show the main front door entrance into the buildings, the streets, indicate the N/S direction as well as the orientation of the buildings to the street. The floor plans need to show path of travel, lobbies, elevators, stairwells and main front door entry into each unit.

BUILDING & SAFETY DIVISION:

GOVERNING CODES:

Current Edition of 2016 California Residential Code, 2016 California Building Code, 2016 California Electrical Code, 2016 California Plumbing Code, 2016 California Mechanical Code, 2016 California Energy Code, California Green Building Standard Code.& the City of Pasadena Municipal Code.

The governing edition is based on the date in which the project is submitted to the City of Pasadena for review.

BUILDING CODE ANALYSIS:

Provide a Building Code Analysis on the title sheet. Include the code(s) information for each building proposed: Description of use, Occupancy, whether separated or un-separated, number of stories, type of construction, sprinklers, floor area, height, and allowable floor area.

REQUIRED PLANS:



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

www.cityofpasadena.net

In addition to architectural and structural plans, provide Plumbing, Mechanical, Electrical plans and compliance with Green Code, include commissioning.

LOW IMPACT DESIGN (LID):

LID is applicable for this development.

PERMIT(S):

Separate permits are required for the following:

- Mechanical
- Electrical
- Plumbing
- Fire Sprinkler
- Demolition
- Others

COMMUNITY PLANNING:

Project Description: It is not clear from the application and plans whether the project site is 86,596 square feet, 105,922 square feet, or 106,025 square feet in total area. The application and plans should also clarify and confirm total number of existing buildings, types of existing uses, and existing total square feet of the existing buildings. The proposed project consists of demolition of the existing buildings and a construction of for-sale multi-family residential development consisting of 64 new attached units, which are divided into eight separate buildings (four 7-plex buildings, two 8-plex buildings, one 9-plex building, and one 11-plex building).

General Plan Consistency: The project consists of the following parcels: APN 5727-008-038; 5727-009-007; 5727-009-008; and 5727-009-010. According to the General Plan Land Use Diagram, parcels 5727-009-007, 5727-009-008, and 5727-009-010 are designated as Medium Mixed Use and parcel 5727-008-038 is designated as Low Density Residential. The General Plan specifies that when a single use is proposed within any mixed-use designation, FAR is used as the standard for a commercial use and the units per net acre is used as the standard for a residential use. As such, the residential density allowed by the General Plan is 0-87 dwelling units per acre. For parcels designated Low Density Residential the General Plan allows a residential density of 0-6 dwelling units per acre. An amendment to the General Plan Land Use Diagram will be required for parcel 5727-008-038 to be consistent with the rest of the proposed project.

Since the project proposes a density of 26 dwelling units per acre, it is consistent with the density allowed by the General Plan for the Medium Mixed Use land use designation.

However, please also refer to the section "Specific Plan" below for additional comments regarding the maximum development density established by the Lincoln Avenue Specific Plan.

Goals and Policies



The General Plan provides the following policies and objectives that are relevant to the proposed project:

- *Policy 1.3 – Development Capacities: Regulate building intensity and population density consistently with the designations established by the Land Use Diagram. Within these, cumulative new development within the specific plan areas shall not exceed the number of housing units and commercial square feet specified in the table.*

The 2015 General Plan established caps for residential and non-residential development in each of the specific plan areas. Below is a table that demonstrates the caps for the Lincoln Avenue Specific Plan:

	<i>Original Allocation in Existing General Plan</i>	<i>Balance of Allocation in Existing General Plan*</i>
<i>Residential Units</i>	180	180
<i>Commercial Square Feet</i>	300,000	300,000

**As of August 2017*

Parcels 5727-009-007, 5727-009-008, and 5727-009-010 are within the boundaries of the Lincoln Avenue Specific Plan, however, parcel 5727-008-038 is not within the Specific Plan boundaries. The proposed project consists of 64 residential units including eight units located outside of the Lincoln Avenue Specific Plan. Therefore, the remaining 56 units located within the Specific Plan area will be deducted from the remaining development intensity.

- *Policy 2.1 – Housing Choices: Provide opportunities for a full range of housing types, densities, locations, and affordability levels to address the community’s fair share of regional, senior, and workforce housing needs and provide a strong customer base sustaining the economic vitality of Pasadena’s commercial land uses. The types, densities, and location of housing shall be determined by the Land Use Diagram and reflect the projected needs specified in the Housing Element.*

The proposed project provides new housing units for the City, as it consists of a for-sale multi-family residential development that consists of 64 dwelling units (attached single-family residential units), inclusive of nine affordable units.

- *Policy 4.10 – Architecture that Enhances: Locate and design buildings to relate to and frame major public streets, open spaces, and cityscape. New development at intersections should consider any number of corner treatments, and should balance safety and accessibility concerns with the vision of the area and the need for buildings to engage the street and create a distinct urban edge.*

As the proposed project is located at the intersection of Lincoln Avenue and Washington Boulevard, the applicant is encouraged to consider a variety of corner treatment options that relate to the neighborhood and engages the street. Please continue to work with the Design and Historic Preservation Section to refine the project’s design.



- *Policy 4.11 – Development that is Compatible: Require that development demonstrates a contextual relationship with neighboring structures and sites addressing such elements as building scale, massing, orientation, setbacks, buffering, the arrangement of shared and private open spaces, visibility, privacy, automobile and truck access, impacts of noise and lighting, landscaping quality, infrastructure, and aesthetics.*

Further consideration must be given to the compatibility of the proposed project (e.g. scale, design quality, height, setbacks, etc.) to the scale and character of the surrounding neighborhood, especially since the project site is located at a major intersection and adjacent to a single-family district. Please continue to work with the Design and Historic Preservation Section to refine the project's design so that it further encourages architectural and design excellence and is reflective of the Lincoln Avenue Specific Plan standards and the City's design guidelines.

- *Policy 4.12 – Transitions in Scale: Require that the scale and massing of new development in higher-density centers and corridors provide appropriate transitions in building height and bulk and are sensitive to the physical and visual character of adjoining lower-density neighborhoods.*

The project site is located directly adjacent to a lower-density single-family residential neighborhood. Further consideration must be given to building height and massing so there is an appropriate transition from the adjacent neighborhoods.

- *Policy 7.1 – Architectural Quality: Design each building as a high-quality, long term addition to the City's urban fabric; exterior design and buildings material shall exhibit permanence and quality, minimize maintenance concerns, and extend the life of the building.*

The exterior design and building material should be of high-quality to ensure longevity of the development. Please continue to work with the Design and Historic Preservation Section to refine the project's design so the proposed project becomes a long-term, quality addition to the neighborhood.

- *Policy 7.3 – Compatibility: Require that new and adaptively re-used buildings are designed to respect and complement the defining built form, massing, scale, modulation, and architectural detailing of their contextual setting; and*

Further consideration must be given to the compatibility of the proposed project (e.g. scale, design quality, height, setbacks, etc.) to the scale and character of the surrounding neighborhood. Please continue to work with the Design and Historic Preservation Section to refine the project's design so that it further encourages architectural and design excellence and is reflective of the Lincoln Avenue Specific Plan standards and the City's design guidelines.

- *Policy 20.1 – Neighborhood Meetings: Encourage broad representation and community participation at all steps of the planning process.*



The applicant is highly encouraged to meet with the surrounding residents and the groups listed under the heading “Neighborhoods” below to address potential issues regarding design, traffic, noise, use of the site, and other impacts specifically related to the project.

- *Policy 21.1 – Adequate and Affordable Housing: Provide a variety of housing types (i.e. small subdivisions, row housing, and condominiums), styles, densities, and affordability levels that are accessible to and meet preferences for different neighborhood types (e.g., mixed use pedestrian environments and traditional suburban neighborhoods), physical abilities and income levels, pursuant to the Housing Element.*

The proposed project provides new housing units for the City, which is inclusive of nine affordable, ownership units.

- *Policy 23.1 – Character and Design: Design and modulate buildings to avoid the sense of “blocky” and undifferentiated building mass, incorporate well-defined entries, and use building materials, colors, and architectural details complementing the neighborhood, while allowing flexibility for distinguished design solutions;*

Further consideration must be given to the design of the proposed project to avoid undifferentiated repetition in the proposed building blocks. Please continue to work with the Design and Historic Preservation Section to refine the project’s design so that it is reflective of the Lincoln Avenue Specific Plan standards and the City’s design guidelines.

- *Policy 23.4 – Development Transitions: Ensure sensitive transitions in building scale between buildings in multi-family residential areas and lower-scale buildings in adjoining residential areas.*

The project site is located directly adjacent to a single-family residential neighborhood that is comprised of one- and two-story buildings. Further consideration must be given to the difference in scale of the proposed project and the surrounding neighborhood to ensure appropriate transition from the adjacent neighborhoods.

- *Policy 35.3 – New Housing: Provide new opportunities for all types of housing along the [Lincoln Avenue] corridor including multi-family housing and mixed-use residential-commercial developments in its core that are located, scaled, and designed to assure compatibility with and preserve neighboring single-family residential uses.*

Continue to refine the proposed project so the scale and design of the project is compatible with the adjacent single-family residential neighborhood. In addition, further consideration must be given so there is an appropriate transition in scale and massing from the neighboring single-family residential neighborhood.

Specific Plan: A majority of the project site is located within the Lincoln Avenue Specific Plan (LASP). The primary purpose of the LASP is to repurpose the Lincoln Avenue corridor from an industrial and limited commercial area into a vibrant neighborhood-oriented district, with new housing options and a complement of local-serving retail and service businesses, office spaces, and community uses, all tied together with public improvements that create a vibrant and enjoyable pedestrian environment. The LASP designates the subject properties in the



Lincoln Avenue Specific Plan Limited Commercial (LASP-CL) district. The objective of this sub-district is to promote innovation and creativity in the development of pedestrian-scale commercial and residential uses that complement and serve the needs of surrounding neighborhoods.

The LASP specifies that residential uses are to be built at densities consistent with the LASP-RM-16 zone, and units are to be oriented toward Lincoln Avenue with parking to the rear of lots.

As such, the maximum residential density allowed is 16 dwelling units per acre for the project site. Since the proposed project proposes a density of 26 dwelling units per acre, the proposed project would exceed the maximum allowed density of the LASP.

However, a project may exceed the maximum residential density established by the underlying specific plan if a project is processed as a Planned Development. The minimum lot size required for a project to be processed as a Planned Development is two-acres (87,120 square feet), and the requested residential density cannot exceed the residential density allowed by the Land Use Diagram for the project site. Based on the project description, the proposed project qualifies to be processed as a Planned Development since the project site is more than two acres and the requested residential density does not exceed the residential density allowed by the Land Use Diagram. Please refer to the Current Planning (Zoning) Section comments regarding Planned Development review.

Specific Plan Objectives

The LASP provides the following objectives that are relevant to the proposed project:

- *Provide new opportunities for all types of housing along the corridor.*

The proposed project provides new housing units for the City, as it consists of a for-sale multi-family residential development that consists of 64 dwelling units (attached single-family residential units), inclusive of nine affordable units.

- *Support design that contributes to the enhanced character of the City and Northwest Pasadena in particular; and*

Please continue to work with the Design and Historic Preservation Section to ensure that the design of the proposed buildings are of a quality that enhances the character of the surrounding neighborhood.

- *Enrich the pedestrian environment along Lincoln Avenue through well-designed and appropriately scaled projects and pleasing streetscapes.*

Further consideration must be given to the compatibility of the proposed project (e.g. scale, design quality, height, setbacks, etc.) to the scale and character of the surrounding neighborhood, especially since the project site is located at a major intersection and adjacent to a single-family district. Please continue to work with the Design and Historic Preservation



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

www.cityofpasadena.net

Section to refine the project's design so that it further encourages architectural and design excellence and is reflective of the LASP standards and the City's design guidelines.

In addition to the objective, the LASP provides specific design goals to shape the building design and streetscape standards, which includes: 1) maintain and build upon the positive design elements of the existing Lincoln Avenue setting; 2) protect the scale and character of existing residential neighborhoods; 3) design streetscapes and building settings that enhance the pedestrian experience; 4) introduce texture and intricacy into every design; and 5) incorporate sustainable landscape and greenscape into each improvement and project. Please continue to work with the Design and Historic Preservation Section to further refine the project's design so that it is compatible with the existing design elements of the Lincoln Avenue Specific Plan while providing appropriate transition from the adjacent lower-scale residential neighborhoods.

Master Development Plan: The proposed project is not located within a Master Development Plan area.

Planned Development: The proposed project is not located within a Planned Development area.

Neighborhoods:

Council Districts

Council District 1

Councilman: Tyron Hampton

City Council District Liaison: Cushon Bell and Cheyenne Chong

100 N. Garfield Avenue Room S228

P.O. Box 7115

Pasadena CA 91109-7215

Phone: (626) 744-4444

Email: cbell@cityofpasadena.net

cchong@cityofpasadena.net

Neighborhood Associations

Neighborhood Strengthening Project

Renee Evans

524 Palisade Street

Pasadena CA 91103

Arroyo Terrace Association

Nate Lewis

1224 Solita Road

Pasadena CA 91103

The Front Porch Coalition

Terrie Boettcher

1064 N. Marengo Avenue



Pasadena CA 91103

East Arroyo Resident's Association
John Dean
P.O. Box 93828
Pasadena CA 91109

Estimated Fees: Community Planning Section anticipates a fee of \$19,310 (Planned Development Plan with Additional General Plan Amendment).

CULTURAL AFFAIRS DIVISION:

Public Art Requirement: This project IS SUBJECT to the Public Art Requirement as it is a multi-family development in the NW area with a valuation of more than \$500K.

Based on the UPDATED valuation of \$11,057,207, 1% = \$110,057.20. Prior to receiving a building permit, 25% of the 1% must be paid (\$27,514.30) into the Cultural Trust Fund. Prior to a Certificate of Occupancy being issued, the remaining 75% of the 1% (\$82,542.90) must be invested in an on-site public art project, or paid as an in-lieu of fee to the Cultural Trust Fund. Developer should contact Cultural Affairs staff ASAP to clarify compliance with the Public Art Guidelines if they are not already in communication. If the project valuation continues to change, the Public Art Requirement based on that valuation will as well.

CURRENT PLANNING:

Project Description: The proposed project consists of demolition of existing on-site commercial and residential buildings and construction of 64, for-sale, detached townhomes (including nine units designating for moderate-income households). The project site is currently dual-zoned LASP-CL and RS-6. The applicant is proposing to establish a Planned Development zone for this project site. The following review includes an analysis of the proposed project's compliance with PD requirements as well as LASP-CL and RS-6 requirements (provided as a reference).

Applicable Zoning Sections: The proposed project is subject to development standards of the Zoning Code Chapters or Sections that include but are not limited to the following:

- Section 17.26.020(C) – PD (Planned Development) District
- Section 17.22.040 – RS and RM-12 Residential Districts General Development Standards
- Sections 17.22.060 - 17.22.080 – Multi-Family Residential Standards
- Chapter 17.37 – Lincoln Avenue Specific Plan
- Chapter 17.40 – General Property Development and Use Standards
- Chapter 17.42 – Inclusionary Housing
- Chapter 17.44 – Landscaping
- Chapter 17.46 – Parking and Loading

All of these sections can be found online at www.cityofpasadena.net/zoning.



General Comments: The information provided herein is general due to the general content of the information submitted. It is recommended that in addition to the comments below on the project, the developer team thoroughly read each of the Zoning Code sections noted above.

1. **Project Site:** The project site consists of four (4) legal lots (APNs: 5727-009-008, 5727-009-007, 5727-009-010, and 5727-008-038). The total lot size is identified as 106,025 square-feet on the plans. However, Assessor's records indicate a total lot size of 105,922 square-feet. The accurate total lot size must be confirmed and consistently referenced throughout the plans and application in the future.
2. **Zoning District (PMC 17.37 and 17.22):** The property is within the Lincoln Avenue Specific Plan (LASP) – Commercial Limited (CL) and Single-Family Residential (RS-6) zoning district and shall therefore meet the requirements in PMC 17.37 and 17.22, unless a PD plan is approved. The submitted plans inaccurately identify the zoning for this site as LASP-CG.
3. **General Plan Designation (Land Use Element):** The portion of the subject site zoned LASP-CL is designated as Medium Mixed Use in the General Plan; and the portion of the site zoned RS-6 is designated as Low Density Residential in the General Plan.

The Medium Mixed Use designation intended to support the development of multi-story buildings with a variety of compatible commercial (retail and office) and residential uses. Development is characterized by shared open spaces, extensive landscaping, small to medium separations between buildings, and shared driveways and parking. Projects constructed at Medium Mixed Use densities may be required to develop pedestrian-oriented streetscape amenities along their primary street frontages, consistent with the improvement concepts and plans defined by the City.

The Low Density Residential designation is characterized by single-family residential development with lot sizes ranging from 7,200 square feet to 40,000 square feet and one to two story buildings. These lots are characterized by a variety of single-family dwellings, ample open space, extensive landscaping, and separations between single-family dwellings and/or accessory buildings. Single-family dwellings are typically some distance from the street, with large front, side, and rear yard setbacks. Per the comments provided by Community Planning, the project, as proposed, would require an amendment to the General Plan Land Use Diagram for the portion of the site designated as Low Density Residential.

4. **Land Use (PMC 17.37.040, 17.22.030.B, and 17.26.020.C.3.b):** The proposed project is classified as a multi-family residential project, defined in PMC 17.80.020 of the Code as two or more dwelling units on a lot. Multi-family housing is a permitted use in the LASP-CL zoning district, provided the project complies with the provisions set forth in PMC 17.37.080 (LASP Additional Multi-Family Development Standards). However, multi-family housing is prohibited in the RS-6 zoning district. Furthermore, the proposed project is not in compliance with the land use regulations for the PD zoning district because the proposed multi-family use on the RS-6 portion of the site is not consistent with the General Plan's Low Density Residential designation; and Section **17.26.020.C.3.b** specifically states "Any allowed or conditionally allowed use authorized by this subsection may be included in an approved PD plan, but only when it is deemed consistent with the General Plan".



- 5. Residential Density (PMC 17.26.020.3.c, 17.37.060, and 17.22.040):** Per the PD standards, the residential density of a Planned Development shall not exceed the residential density allowed on the Land Use Diagram for the project site unless approved by the City Council, but only as high as 87 dwelling units per acre, and only when it can be shown that the architectural design of the Planned Development is contextual and of a high quality. The residential density may also exceed that of the Land Use Diagram if the project is complying with the Density Bonus provisions of [Chapter 17.42](#). The proposed residential density would have to be approved by the City Council because the number of units proposed on the RS-6 portion of the site exceeds the number of units allowed in the General Plan Land Use Diagram.

In the absence of an approved PD plan, the project would have to meet density requirements for the LASP-CL and RS-6 zoning districts. Per Table 3-19, the maximum allowable density for the LASP-CL portion of the project site is 16 dwelling units per acre. Based on the LASP-CL area of 86,283 square-feet (per Assessor), the maximum allowed density, is 32 units for that portion of the site (*Note* if the developer opts not to seek a density bonus, the maximum density per Code is 31 units*). Per the density bonus provisions in PMC 17.43, the developer could be eligible for a density bonus of up to 35%, increasing the maximum allowed density to 44 units for this portion of the site. The density requirement for the RS-6 zoned portion of the site is a maximum of one dwelling unit per lot, allowing only one unit by-right. The project proposes 64 units (26.3 units/ acre) and, therefore, does not comply with the LASP-CL and RS-6 density provisions.

- 6. Floor Area Ratio (FAR) (PMC 17.26.020, 17.37.060, 17.22.040):** The FAR of a PD shall not exceed the FAR allowed on the Land Use Diagram for the project site unless approved by City Council, but only as high as 3.0, and only when it can be shown the architectural design of the PD is contextual and of a high-quality. The FAR indicated by the Land Use Diagram for the portion of the site zoned LASP-CL is 0 - 2.25. There is no FAR requirement for the RS-6 zoned portion of the site. The proposed total FAR is 1.02, which is in compliance with the FAR requirement for a PD.

In the absence of an approved PD plan, the project would have to meet the FAR requirements for the underlying zoning districts of LASP-CL and RS-6. The maximum allowed FAR for the LASP-CL portion of the site is 0.7 (per Table 3-19). According to the plans, the proposed FAR for this portion of the site is approximately 2.8, which does not comply with the maximum allowed FAR of 0.7. While the RS-6 portion of the site is not subject to a FAR requirement, it is subject to a maximum floor area of 5,267.8 square-feet (20% of lot size plus 1,700 square-feet). With approximately 13,808 square-feet proposed on this portion of the site, the project is not in conformance with the maximum floor area requirement for the RS-6 zoning district.

- 7. Minimum Site Area (PMC 17.26.020.2.a):** The PD district shall be applied only to sites of two acres or larger. The indicated lot size of 2.43 acres is in compliance with this requirement. The site may thereafter be subdivided in compliance with an approved PD Plan.
- 8. Minimum Lot Area (PMC 17.37.060 and 17.22.040):** In the absence of an approved PD plan, the minimum required lot area per unit for a multi-family project in the LASP-CL zoning district is 2,750 square-feet. Although the plans do not indicate the range of lot sizes, many of the lots in the LASP-CL portion of the site appear to be significantly smaller than 2,750 square-feet and are not in compliance with the minimum lot size requirement. The minimum lot area



for lots in the RS-6 zoning district is 7,200 square-feet, and the proposed project is also not in compliance with this requirement. Upon official submittal, lot sizes shall be indicated on the plans.

9. **Setbacks (PMC 17.26.020, 17.37.060 and 17.22.040).** Setbacks for a PD are prescribed by the PD plan. In the absence of a PD plan, the project would be subject to the following setbacks:
 - a. **Lincoln Avenue:** Per Figure 3-15, the required setback along the Lincoln Avenue frontage is a minimum of eighteen (18) inches, up to a maximum of five (5) feet. With a proposed setback of eighteen (18) inches from Lincoln Avenue, the project is in compliance with this setback requirement.
 - b. **Washington Boulevard:** Per Figure 3-15, the required setback along the Washington Boulevard frontage is a minimum of eighteen (18) inches, up to a maximum of five (5) feet. The proposed project exceeds the maximum 5-foot setback from Washington Boulevard (setback ranges from 18-inches to 25-feet), and is therefore not in compliance with this setback requirement.
 - c. **Pepper Street:** Per Figure 3-15, the required setback along the Pepper Street frontage is a minimum of ten (10) feet. The proposed project is not in compliance with this requirement, as they are proposing a 5-foot setback.
 - d. **LASP-CL Rear:** The rear setback for this site is pre-determined by Figure 3-16, which requires a minimum of 5-feet and does not allow projection within the encroachment plane (see PMC 17.40.160.D.2) when adjacent to an RS zoning district. The project is in compliance with this setback requirement.
 - e. **RS-6 Front:** Where 40 percent or more of the lots on a blockface in the same zoning district (excluding corner yards of reversed corner lots) are developed with primary structures, the minimum front setback shall be the average of the front setbacks of the developed lots, but not less than 25 feet. The prevailing setback here is approximately 28.5 feet (based on staff's preliminary calculations). With a proposed setback of 25 feet, the project does not comply with this requirement.
 - f. **RS-6 Side:** The required side setback is 10% of lot width, with a minimum of 5 feet, and a maximum requirement of 10 feet, and consistent with Section 17.40.160 (Encroachment Plane). With a proposed side setback of 10.5 feet, the project is in compliance with this requirement.
 - g. **RS-6 Rear:** The minimum required rear setback is 25 feet. With a proposed rear setback of 22 feet, the project is not in compliance with this requirement.
10. **LASP Additional Development Standards (PMC 17.37.070):** The requirements of this section, including provisions set forth for Building Placement, Building Design, Ground Floor Design, and Parking Standards and Driveways, are applicable to the proposed project in the absence of an approved PD plan. Although the plans do not include enough detail to determine compliance with each provision, the project as proposed appears not to be in



compliance with provisions specific to incorporation of windows, façade plane modulation, and ground floor design.

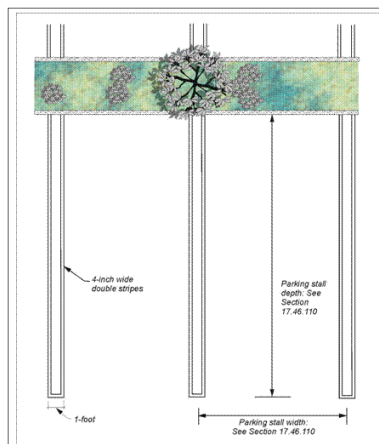
11. Parking (PMC 17.37.070.F and 17.46):

- a. **Number of Parking Spaces Required**– Per PMC 17.46.040, multi-family projects are required to provide two (2) covered spaces per each unit 650 sq. ft. or larger, and one (1) covered space per each unit less than 650 sq. ft. of net floor area. With 64 units, all over 650 square-feet in size, the project is required to provide 128 covered spaces. While the parking table on Sheet A-1.0 indicates that 128 spaces are provided within garages, the plans show only 126 spaces within garages (one unit does not appear to have a garage). Therefore, as proposed, the project is not in compliance with this requirement.

Per PMC 17.37.070.F.8, multi-family residential developments with 20 or more units shall provide one guest parking space for the first 20 units and one-half space for each increment of five units that are more than 20 units. Per this requirement, the project is required to provide five (5) guest spaces. As proposed, the project is in compliance with the guest parking requirement, although the number indicated on Sheet A-1.0 does not match the number of spaces shown on the site plan. Note that the guest spaces shall be clearly marked for "Guest Parking Only".

Per PMC 17.37.070.F.7.a, for multi-family projects and the residential component of mixed-use projects, tandem parking greater than 30 percent may be allowed through the Design Review process. As proposed, 33% of the spaces are tandem and will need to be approved via the Design Review process.

- b. **Parking Location**– In the absence of an approved PD plan, the project is required to comply with PMC 17.37.070.F.1, which prohibits above-ground parking (including garages) within the first 30-feet of this property (measured from Lincoln Avenue). By including garages within the first 30-feet of the property, the proposed project does not comply with this requirement.
- c. **Stall Size and Striping**– Per Figure 4-12 in PMC 17.46.120.C, the proposed guest parking spaces shall be double striped as indicated in the figure below:





- d. **Aisle Widths**– Aisle widths adjoining garage doors shall comply with the requirements in Table 4-9 (Minimum Garage Door Widths) of PMC 17.46.130.B. The proposed eight-foot wide garage doors and associated aisles do not appear to meet this requirement.
- e. **Paving and Slope**– Parking areas, driveways, and paths accessing parking shall be paved in compliance with the guidelines issued by the Department of Public Works. The slope of all parking areas, excluding ramps, shall not exceed five percent.
- f. **Bicycle Parking**–Bicycle parking standards are addressed in PMC 17.46.320. Per Tables 4-16 and 4-17, the bicycle parking requirement for a multi-family project is one (1) space for every six (6) dwelling units in a Class 1 facility (garage or accessible indoor areas count). Compliance with this requirement cannot be determined at this time. Future plans would have to demonstrate compliance.

12. **LASP Additional Multi-family Development Standards (PMC 17.37.080)**: This section of the Code provides additional standards for multi-family projects in the LASP zoning district and requires multi-family residential projects to comply with the RM-16 standards in Sections 17.22.060 through 17.22.080 of the PMC. These standards specifically address building separation (light and air separation), building design (massing, wall modulation, frontage, street orientation, building entrances), wall/fence design, main garden requirements, total garden space requirements, and front yard garden features. These requirements are applicable to the proposed project in the absence of an approved PD plan. The project as proposed is generally not in compliance with these requirements.

13. **Height (PMC 17.26.020, 17.37.080.C and 17.22.040)**: Maximum height requirements for a PD are prescribed by the PD plan. In the absence of a PD plan, the project would be subject to the height requirements of the LASP-CL and RS-6 zoning districts.

The maximum height of multi-family structures in the LASP zoning district shall be two stories and 36-feet to the highest ridgeline, regardless of the lot width. Three stories in the front 60 percent of the site, measured from the Lincoln Avenue property line, may be permitted through the Design Review process. Furthermore, new developments and uses shall meet the encroachment plane requirements of Section 17.40.160.D.4. The project as proposed is not in compliance with the LASP-CL height requirements.

The maximum height requirement for the RS-6 portion of the subject site is 28 feet and within the encroachment plane requirements of Section 17.40.160. The project as proposed is not in compliance with the RS-6 height requirements.

For future submittals, label and identify the location of the existing grade across **all** elevations and cross-sections to distinguish between existing and finished grades. Per PMC 17.40.060.C, height is measured from the, "...lowest elevation of the **existing grade** at an exterior wall of the structure to the highest point of the structure." Additionally, appurtenances covering not more than 25 percent of the roof area may exceed the height limit established by the applicable zoning district by a maximum of 10 feet. For projects subject to the City of Gardens provisions (17.22.060), enclosed or trellised roof decks may exceed the height limit upon approval of a minor conditional use permit.



14. **Inclusionary Housing (PMC 17.42.040):** The project consists of more than 10 dwelling units and is therefore subject to Inclusionary Housing Requirements. Inclusionary Housing requirements are intended to encourage the development and availability of affordable housing by ensuring that the addition of affordable housing units to the City's housing stock is in proportion to the overall increase in new housing units. The application suggests that nine (9) moderate income units will be provided on-site for compliance with Inclusionary Housing requirements. Please refer to the Housing Department's comments for additional information and compliance of this requirement.
15. **Landscaping (PMC 17.44.030):** A preliminary landscape and irrigation plan shall be submitted as part of an application for a land use entitlement. Where no entitlement is required, the final landscape and irrigation plan shall be submitted to the Zoning Administrator in order to fulfill any landscape requirement identified by this Zoning Code before issuance of a Building Permit. The proposed landscape plan shall be in compliance with PMC 17.44 (Landscape). A final landscape plan shall be submitted and approved prior to the issuance of the building permit.
16. **Trees (PMC 8.52):** The City's Tree Protection Ordinance has a list of protected trees and criteria for protection under this ordinance. The proposed removal of any of the identified trees requires the processing of a Private Tree Removal application, which would be processed in conjunction with entitlements or Design Review. Please be aware that a tree protection plan showing methods for how any existing tree(s) will be protected during construction is required prior to the issuance of any building permits. As several protected trees are noted for removal in the plans submitted, the project will require a Private Tree Removal Application. The City's Tree Protection Ordinance, Chapter 8.52, can be found here: <http://library.municode.com/index.aspx?clientId=16551>.
17. **Outdoor Lighting (PMC 17.40.080):** Exterior lighting on the property shall comply with the provisions in PMC 17.40.080.
18. **Reflective Surfaces (PMC 17.40.110):** For new structures, mirror or highly reflective glass shall not cover more than 20 percent of a structure's surface visible from a street. Project shall comply with reflective glass standard.
19. **Refuse Storage (PMC 17.40.120):** Because the proposed project includes twenty or more multi-family residential units, the Director of Public Works will determine the appropriate size of the refuse storage area based on the type of use, the size of the refuse area proposed, and the frequency of refuse collection.
20. **Screening (PMC 17.40.150):** All exterior mechanical equipment, except solar collectors, shall be screened or located out of view from public rights-of-way (not including freeways). Equipment to be screened includes air conditioning and refrigeration equipment, duct work, heating, plumbing lines, and satellite receiving antennas. Please be cognizant of this requirement as the project evolves through the formal planning and building permit processes.
21. **Subdivision (PMC 16.20):** A Tentative Tract Map application is required for the proposed division of land and to establish the proposed condominium map. The map shall be filed in accordance with Title 16 of the PMC.



22. Entitlements and Process: The applicant has indicated that they intend to pursue entitlement of a Planned Development (PD). In addition to the PD, the project as proposed would require an amendment to the General Plan Land Use Diagram for the portion of the site designated as Low Density Residential. Furthermore, the following design-related reviews are required:

1. **Preliminary Consultation-Design Review:** This project must be reviewed by the Design Commission through the Preliminary Consultation process for preliminary advisory comments. Please see the comments in this document provided by the Design & Historic Preservation section for additional information on this process.
2. **Concept & Final-Design Review:** This project must be reviewed by the Design Commission through the Concept and Final Design Review process. Please see the comments in this document provided by the Design & Historic Preservation section for additional information on this process.

Refer to Pages 16-17 for additional comments regarding Design Review.

23. Environmental Review: This project will be subject to California Environmental Quality Act (CEQA) compliance. Depending on the final design, size, location, nature of the construction of the project, an Initial Study may be required to determine whether a Negative Declaration, Mitigated Negative Declaration, or an Environmental Impact Report (EIR) would be required for the project. Otherwise, the project may be exempt from the CEQA document requirement if the project is determined not to have a significant effect on the environment. Additional environmental studies (e.g. air quality, noise, historic resource assessment) will be required to supplement an exemption from CEQA. (*Environmental review fees: At cost*)

24. Mitigation/Condition Monitoring: Upon completion of the project's CEQA compliance documentation, some form of mitigation monitoring may be required. Condition monitoring may also be required for the Discretionary Permits. There are also fees associated with both mitigation and condition monitoring for the project.

25. Estimated Current Planning Fees (FY 2018): In addition to the Planned Development and General Plan Diagram Amendment Fee required by Community Planning, the following Current Planning fees apply:

- Preliminary Plan Check: \$1,698.00
- Tentative Tract Map Base Fee: \$4,888.00
 - Each Land and/or Air Parcel: \$181.00
- A 3% records management charge is added to each fee.

Fees are subject to change and are based on actual rates at the time of formal submittal.



DESIGN & HISTORIC PRESERVATION:

HISTORIC PRESERVATION REVIEW:

Demolition of designated or eligible historic structures must be reviewed by the City as part of an environmental study or as an application for a Certificate of Appropriateness (permit) for demolition. Because the buildings at 1307-1309 Lincoln Avenue and 460-466 West Washington Boulevard are not designated as historic resources and do not appear to be eligible for such designation, a Certificate of Appropriateness is not required to demolish the buildings.

Demolition without a Building Permit for a Replacement Project:

In addition to the demolition review, the municipal code also prohibits demolition unless the City has already issued a building permit for a replacement project on the site.

The code allows a developer or property owner to apply for an approval to demolish a building prior to issuance of a building permit for a replacement project. Planning staff reviews applications if the building to be demolished is ineligible for a historic designation. Staff may approve the application if it adopts findings that the building does not qualify as a landmark, that the demolition of the building does not result in the loss of habitable dwelling units on a property zoned for residential use, and that the demolition would not disrupt a continuous grouping of significant buildings or create an inappropriate void in the character of the area OR it may adopt the single finding that the demolition serves an overriding public benefit and will not be detrimental to surrounding property. Staff may deny the application if these findings cannot be met. Decisions on these applications may be appealed to or called for review by the City Council.

DESIGN REVIEW

Because the project consists of new construction in excess of 5,000 square feet of floor area on a designated Major Corridor, it is subject to design review, with the Design Commission being the reviewing authority. The applicable design guidelines for the project are the design-related goals and policies in the Land Use Element of the General Plan and the Lincoln Avenue Specific Plan (LASP) Land Use Standards, Development Standards, and Architectural Guidelines. The LASP also recommends compliance with the City of Pasadena Design Guidelines for Neighborhood Commercial & Multi-family Districts.

If no zoning entitlements are required for the project, environmental review pursuant to the California Environmental Quality Act (CEQA) will be conducted in conjunction with design review. Prior to filing an application for design review, it is recommended that the applicant consult with the Transportation Department to begin preparation of any necessary traffic assessment or study that may be required. An air quality and noise analysis may also be required.

Design review is a three-step procedure: 1) **Preliminary Consultation**; 2) **Concept (schematic-level) design review**; and 3) **Final design review**. Concept design review is a noticed public hearing before the Design Commission. Notification for this hearing may be combined with notification for any zoning entitlements, and the zoning and design review hearings may be scheduled concurrently, with the zoning hearing to precede the design hearing.

Preliminary Consultation requires: An application with a filing fee and materials indicated in the Preliminary Consultation submittal requirements list, including conceptual plans and elevations with surrounding context, photographs of the site and surrounding context, a conceptual digital



3D model and a design narrative that answers questions specified in the submittal requirements list. Preliminary Consultation is intended to allow architects to obtain input on their design concept prior to investing in detailed design drawings that would be difficult to modify. The process yields advisory comments which the architect should consider in subsequent phases of design review. Preliminary Consultation will be conducted by the Design Commission.

Concept design review requires: An application with a filing fee and additional materials indicated in the Concept Design Review submittal requirements list. Concept design review addresses basic project design, including massing, modulation, siting, proportions, solid-to-void relationships, compatibility with surroundings, and compliance with design guidelines.

Final Design review requires: an application with a filing fee and the additional materials indicated in the Final Design Review submittal requirements list. Although the staff may conduct final design review, the Commission, during concept design review, is likely to request that it conduct final review in place of the staff. You may file for building plan check (for possible building and fire safety corrections) while awaiting approval for the application for Final Design review. Final Design review focuses on compliance with the conditions of approval (if any) of concept design review and on construction details, paint colors, finishes, doors and windows, landscaping, exterior lighting, location/screening of mechanical equipment, etc.

Appeals/Calls for Review

Any person affected by a decision may appeal it to the City Council. The City Council may also call a Design Commission decision for its review. Appeals or calls for review must be filed during the ten-day appeal period before the decisions become effective (which is on the 11th day following a decision).

Preliminary Design Issues

Based on the information contained in the preliminary plans, the following issues are likely to be analyzed during design review:

- The scale, massing, materials, solid-to-void relationships, the interplay of horizontal and vertical elements of the new construction and the modulation of the exterior walls facing public streets.
- The introduction of design features that are “human scaled” and inviting to pedestrians. The treatment of private entrances and common entrances facing the streets is part of this review.
- The quality of materials and finishes, the proportions of window/door openings, the modulation of building walls, shade and shadow.
- Landscaping—especially in the setbacks along the sidewalks—and screening of mechanical equipment.
- Views from the interior of the site (and elevations facing the interior courtyard).

Specific Comments on Proposed New Construction

(Note: it is recommended that an application for Preliminary Consultation be submitted as early as possible in the review process in order to obtain feedback from the Design Commission on the preliminary design.)

Massing: A basic massing study has been provide with this submittal, which appears to show that the project consists entirely of three story volumes with a regular repeating pattern of pitched rooflines, and very limited sections of flat roofs. The logic of the massing and the articulation of



the buildings is unclear and may not be consistent with the applicable design guidelines. As the project is directly adjacent to lower density residential development, the height of the buildings adjacent to nearby lower density development should be modulated to provide for more gradual transition in height and massing. A well-crafted design concept should also be provided, which could help to give further meaning and depth to the massing presented. As part of its review of an application for Preliminary Consultation, the Design Commission will expect to see a series of design studies that explore alternate design scenarios or architectural studies that have led to the proposed design as presented to the Commission. Additionally, a site-specific approach to design for this development proposal that strategically links the structures to the rich architectural context of the City would help to make the project better engage the site and the city's overall architectural context that exists to, ultimately, create a vibrant and successful contribution to the neighborhood. Explain in future submittals how the three story volumes are linked to the architectural context of the City and the immediate neighborhood. Clarify in future submittals what the proposed architectural style is so that additional guidance can be provided regarding the building massing.

Design Guidelines for Further Study:

LASP 5.6.1.B Building Massing: Building massing should be established through use of simple orthogonal and block-like forms that are aggregated together to form a larger overall composition. As buildings get larger, massing should be broken down or modulated to create intersecting orthogonal volumes, offsets of building planes, and vertical and horizontal accents that create massing variety.

LASP 5.6.1.C Building Modulation

- 1. Building modulation. New buildings and additions should utilize modulation of mass and bulk to reference adjacent building heights and existing legacy massing patterns seen along Lincoln Avenue to create transitions and relationships between new and old and to relate the scale and massing of new structures to the scale and massing of the surrounding neighborhood.*
- 2. Façade modulation. Façades should be modulated with elements including but not limited to vertical and horizontal breaks in the building façade plane, stepbacks at upper levels, changes in material or color, use of ornament, changes in height, and incorporation of other design elements that create differentiation in the architecture to create visual and architectural interest.*
- 3. Façade depth modulation. The design of windows within building facades should emphasize individual windows that are setback into walls to create distinct patterns of shade and shadow.*
- 4. Façade material modulation. Use of high-quality materials like smooth finish stucco, brick, wood, and stone are encouraged.*

LASP 5.6.1.D Roof and Skyline Forms. The design of varied roof and skyline forms such as, but not limited to pitched roofs, variation in roof heights on a single building, high-quality roof materials such as tile and metal, corner towers, and mixing of pitched and flat roofs is encouraged.

Design Guidelines for Neighborhood Commercial & Multi-Family Districts Guideline 12.1 Building masses should be organized as simple and well-scaled volumes. Excessive roof breaks and overly complicated hipped or gabled roofs should be avoided.

Siting: The proposed 7-plex buildings facing Lincoln Avenue are located 18" from the front property line, the minimum setback permitted by the LASP. Consider increasing this setback in some areas to allow for stoops and entryways that provide for a more gradual transition from the



public right of way to the residential units and for more attractive and inviting landscaping. As required in the LASP, at least 50 percent of all dwelling units at the first floor shall be located a minimum of 24 inches above the existing grade. The location of the main vehicular access and parallel to Lincoln Avenue and individual attached parking garages disconnects the units facing Lincoln Avenue from the rest of the project. Explore ways to consolidate some of the massing into several simpler building volumes centered around communal amenities and open space, as well as consolidate the proposed parking within a single structure toward the rear of the site as possible at the ground floor, with residential units lining the streets and set above the parking floor with the addition of upper-level courtyards, in order to provide for additional communal open space opportunities and aide in modulating building sizes and setbacks.

Design Guidelines for Further Study:

LASP 5.5.1.B.4 Building Design: Façade plane modulation. The wall plane of street-facing façades shall be modulated a minimum of 18 inches perpendicular to the plane at least once every 60 feet, as measured along the property line.

LASP 5.5.1.C.b Ground Floor Design: Residential Uses. The first habitable floor of a residential-only building shall be located no more than four feet above existing grade and no more than two feet below existing grade along a street property line. At least 50 percent of all dwelling units at the first floor shall be located a minimum of 24 inches above this existing grade.

Design Guidelines for Neighborhood Commercial & Multi-Family Districts Guideline: 7.1 Buildings should be scaled to respond to their context by sensitively and positively addressing the scale and massing of their adjacent neighbors.

Design Guidelines for Neighborhood Commercial & Multi-Family Districts Guideline: 7.5. The massing of projects on combined lots should be broken down into increments that relate to surrounding buildings. On very large lots, the division of projects into two or more separate buildings of different type, density, height, and massing is encouraged.

Compatibility: The proposed project provides entryways for the three seven-plex volumes along Lincoln Avenue; however, it does not appear that the units behind these volumes have significant or meaningful pedestrian connections to Lincoln Avenue or the surrounding context, this should be studied further to ensure all units have adequate connection to the public realm. Consolidating parking to the interior of the site and developing residential units clustered around the street edges and common open space areas, as suggested previously, would increase opportunities for connections to the public realm. The generous use of architectural elements such as covered porches, stoops, terraces etc. are encouraged. The City of Pasadena's objective is to achieve architectural and design excellence and neighborhood compatibility. Buildings should improve the environment for the public, respond to their context and be compatible to the surroundings. A unique and creative proposal which references its specific site conditions would add interest and vitality to this location. Future submittals should clearly identify and or discuss specific features in the surrounding context and the proposed development that demonstrate compatibility. Further, future submittals should also clarify how this project interacts with or contributes to the public realm, with close attention focused on the street facing elevation and the street access for the ground floor units facing Lincoln Avenue, Washington Boulevard and Pepper Street. The street facing elevations in the preliminary drawings contains large areas of blank walls that do not



contribute to the connection between the project and the public realm. In addition, the scale, massing and roof form of the buildings do not appear to be compatible with the surrounding context.

Design Guidelines for Further Study:

LASP 5.6.1.A Architectural Character Buildings within the Specific Plan area should utilize one of four architectural styles that have traditionally marked the Pasadena design environment: Craftsman, Mediterranean, Monterey, or Main Street Commercial. Additionally, buildings that utilize a contemporary design and style logic are encouraged, but should be designed to be compatible with the scale, proportions, rhythms, and feel of older buildings and streetscapes seen along Lincoln Avenue and within Pasadena, particularly with regard to use of similar street-facing setbacks and orientation of entrances, use of human-scale massing, and provision of details that create visual interest, variety, and modulation. The use of a contemporary architectural style shall not be used to rationalize deviation from the development and design standards and guidelines of this Specific Plan such as but not limited to setbacks, heights, location of parking, orientation of entries, building massing, modulation, and use of arcades and trellises.

LASP 5.6.1.E.2 Architectural Elements: Residential entries. To enhance the sense of connection between ground floor residential units and adjacent right-of-ways, entries to these units should incorporate stoops, front yards separated from sidewalks by low walls and gates, entry alcoves, awnings, canopies, architectural accents, surrounds, and details.

Landscaping: A landscape palette was not provided with the proposed plans. We encourage a landscape architect to prepare landscape plans for the project at an early stage, in consultation with the applicable design guidelines and/or code requirements, as referenced above. We encourage this early discussion of site plantings and configuration in order for the landscape to integrate fully with the building design.

Materials: The proposed plans did not contain details regarding proposed materials. Materials are reviewed at the Final Design review stage. Conceptual materials selections should be provided during Concept Design Review. Early consideration of the building materials should be studied by the design team preliminarily to ensure the design incorporates high quality materials and renderings reflect these specifications.

Below are links to the design guidelines that apply to the project:

http://cityofpasadena.net/Lincoln_Avenue_Specific_Plan.aspx

http://www.ci.pasadena.ca.us/Planning/Design_Guidelines/ (Click on “Neighborhood Commercial & Multi-Family Residential Districts”)

Estimated Fees:

Preliminary Consultation: \$728.21

Concept Design Review: \$8,950.92

Final Design Review: \$2,070.30



DEVELOPMENT/NW PROGRAMS:

The Northwest Commission has requested an information-only presentation when the developer submits for plan check.

FIRE DEPARTMENT:

THESE REQUIREMENTS ARE BASED ON THE 2016 TITLE 24 AND ARE SUBJECT TO CHANGE BASED ON WHEN THE BUILDING AND FIRE PLANS ARE SUBMITTED FOR REVIEW AND PERMITS.

Minimum Fire Flow/Fire Hydrants: All structures shall have the minimum fire flow (GPM) required by Appendix-B and the quantity and spacing of fire hydrants as required by Appendix-C of Title 24, Part 9, California Fire Code.

Automatic Fire Sprinkler System: All structures shall be provided with a fully automatic fire sprinkler. Shop drawings are to be submitted by contractor for review and approval prior to construction. PMC, CFC Chapter 9.

Fire Department Fire Sprinkler Connections: Shall be comprised of:

- FDC shall be located a minimum of 25-feet from the building and within 100-feet of a public fire hydrant.
- (3) 2-1/2" CLAPPERED internal swivel outlet X 2-1/2" CLAPPERED internal swivel outlet X 6" FDC.
- Shall be clearly labeled to indicate FDC for Fire Sprinklers.
- A clear dimension of 3-feet shall be maintained around the perimeter of each fire department appliance.
- Approved protective vehicle bollards are to be installed when fire appliances are subjected to physical damage.
- All fire appliances except for fire hydrants shall be cleaned, primed, and painted fire engine red enamel or Krylon.

Automatic Fire Alarm/Detection System: The commercial structure shall be provided with a fully automatic fire alarm notification system throughout all areas of the building. Shop drawings are to be submitted by the contractor for review and approval prior to construction. All smoke detectors shall be intelligent analog and photoelectric. PMC, CFC Chapter 9.

Dwelling Unit Automatic Smoke Alarms: Provide approved hardwired smoke alarms, with battery backup, in each sleeping room, areas serving the sleeping rooms and at the top of stairways. All smoke alarms are to be photoelectric or a smoke alarm that is listed a photoelectric/ionization. All smoke alarms are to be interconnected for alarm sounders. All



sounders are to produce a coded temporal pattern. All smoke alarms are to be UL 217 and California State Fire Marshal Listed. All smoke alarms are to be manufactured by the same company and compatible with each other. Smoke alarms are not permitted to be installed within 3-feet of any supply or return air register or opening into a bath or shower area.

Fire Dept. Rescue Window Access:

- A minimum of 8-feet clear width (subject to increase in width depending on exterior architectural features) shall be provided in the form of a clear and unobstructed pathway from the public way to all rescue windows serving each sleeping area for those windows located up to and including the third level of the residential units.

Emergency Responder Radio Coverage: Building shall have approved radio coverage for emergency responders within the building based upon the existing coverage level of the public safety communication system per California Fire Code Section 510.

Exterior Glazing: All exterior windows, skylights etc. are required to be tempered glass and multilayered, dual or triple, glazing.

LOCAL DEVELOPMENT AREA:

No comments.

FIRST SOURCE LOCAL HIRING:

The City of Pasadena has a First Source Local Hiring Ordinance (PMC 14.80). If there is no financial assistance being provided to this project from the City of Pasadena, and it is paying a construction tax to the City; then it would qualify for the City's local hiring incentive. This incentive could result in a rebate of up to 75% of the project's construction tax. Please contact Antonio Watson (626-744-8382) to discuss options for the City's First Source Local Hiring Incentive.

HEALTH DEPARTMENT:

No comments

HOUSING DEPARTMENT:

The residential component of the proposed project consists of 64 for-sale units. Per the application, all units are 3-bedroom types.

The project is also subject to the City's Inclusionary Housing Requirements (IHR) at 17.42 of the City zoning code. For a for-sale project, the Inclusionary affordable housing requirement is 15% Moderate Income, which equates to 9.6 Moderate Income units for this project, which rounds up to 10 Moderate Income units. Therefore, the applicant's proposed Residential Units Mix of nine (9) 3-bedroom Inclusionary units should be adjusted to ten (10) 3-bedroom units in order to meet the IHR affordable units requirement.



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

www.cityofpasadena.net

All ten (10) Inclusionary units shall be marketed and sold only to households with income not exceeding the Moderate Income limit at sale prices not exceeding the limits based on IHR affordable housing cost standards. The Inclusionary units will be subject to recorded City affordable housing deed restrictions with a term of 45 years.

The applicant is required to submit an INCLUSIONARY HOUSING PLAN for City approval prior to any discretionary action that may be required for the project (e.g., variance, CUP, concept design review, etc.). Prior to building permit issuance, an INCLUSIONARY HOUSING AGREEMENT between the City and property owner will be required to be recorded against the project. The applicant is requested to contact Jim Wong at the Housing Department regarding preparation of these two documents.

Per discussions with the applicant, the project will entail the demolition/removal of seven (7) multifamily rental units and may cause the displacement of the tenants that currently reside in those units. Hence, the project is subject to the City's Tenant Protections Ordinance (TPO). The City's Housing Department will provide direction to the applicant on compliance with TPO.

The affordable units required to comply with IHR will qualify the project for certain reductions in City' fees paid at the time of building permit issuance. The Housing Department can provide an estimate of these fee reductions after the Inclusionary Housing Plan has been approved.

DEPARTMENT OF PUBLIC WORKS (DPW):

General Statement:

The Department of Public Works has reviewed the application for PPR 2017-00011 at 1307 Lincoln Avenue. Review of preliminary plans for demolition of existing buildings and construction of 54 new detached townhomes on an 86,283 square-foot property in the LASP-CL zoning district. The following conditions are in response to a pre-development plan review and intended to be used only for this purpose. The conditions, as intended, are general in nature and are to be used as points of general discussion. Should this proposed development continue beyond the pre-development plan review process, the Department of Public Works will review the proposed development for specific recommended conditions to be approved, which could also include other conditions.

Department of Transportation Street Design Guidelines:

Pursuant to the adopted Street Design Guide by the City Council on March 20, 2017, the applicant shall comply with the following:

- a. Provide a 14' wide sidewalk with 6' min clear walk zone by additional right-of-way dedication or sidewalk easement along the project's frontage on Lincoln Avenue,
- b. Provide a 15' wide sidewalk with 8' min clear walk zone by additional right-of-way dedication or sidewalk easement along the project's frontage on Washington Boulevard,
- c. Maintain a 5' min clear walk zone free of any obstructions along the project's frontage on Pepper Street.

ADA Compliant Curb ramp:

In order to provide for an Americans with Disabilities Act (ADA) compliant ramp, the applicant shall reconstruct all corners of the following intersections with ADA compliant directional ramps per the Department of Public Works standard:



- Lincoln Avenue and Washington Boulevard
- Lincoln Avenue and Pepper Street

Additional striping, signal work, and/or poles/utility relocations might be necessary. The curb ramps construction shall be completed prior to the issuance of Certificate of Occupancy. A separate permit from the Department of Public Works is required for all construction in the public right-of-way. Please contact 626-744-4195 for the general process.

The applicant may submit to the City for review any proposed designs that will comply with the ADA requirements. The applicant is responsible for the design, preparation of plans and specifications, and construction of the new curb ramp. Plans for the curb return improvements shall be prepared by a civil engineer, registered in the State of California. Upon submittal of improvement plans to the Departments of Public Works for review, the applicant will be required to place a deposit with the Department of Public Works to cover the cost of plan checking. The amount of deposit will be based on the current City's General Fee Schedule. Note that the building plans approved by the City's Planning (Building) Department do not constitute approvals for work in the public right-of-way. Separate plans shall be submitted to the Department of Public Works – Engineering Division – at 175 North Garfield Avenue Window 6. The applicant shall submit the curb return improvement plans and the plan check deposit at least two (2) months prior to the issuance of any building or demolition permits.

Upon review of the curb ramp improvement plans, the applicant may need to dedicate to the City for street purposes the land necessary at the property line corner rounding (up to 15 feet radius) to provide for the minimum clearance required by the Americans with Disabilities Act standards. If so, the applicant shall remove and reconstruct the sidewalk for the dedicated area, per Standard Plan No. S-421. The applicant shall be responsible for all the cost required to complete the dedication, if it is required. The dedication document and processing fee shall be submitted to this office prior to issuance of any permits. The dedication document shall be executed and recorded prior to the issuance of a Certificate of Occupancy.

Dedication/Easement:

The applicant shall be responsible for all the costs required to complete the dedications/easements. The dedication/easement documents and processing fee/deposit shall be submitted to this office, at least three to four (3-4) months prior to the issuance of any permits. The dedication/easement documents shall be executed and recorded prior to the issuance of a Certificate of Occupancy.

Site Access:

Per the Department of Transportation recommendation, the drive approach shall be placed at least 150 feet from the intersections.

The proposed drive approach shall be constructed in accordance with Standard Drawing No. S-403. The existing gutter shall be cut per the requirements of Public Works inspector and the paving shall not be disturbed.

Off-site Improvements/Restoration:

The applicant shall demolish existing and construct all new public improvements along the subject development frontage of Lincoln Avenue, Pepper Street and Washington Boulevard, including



concrete sidewalk per Standard Plan S-421; concrete curb and gutter per Standard Plan S-406. All public improvements shall be completed prior to the issuance of Certificate of Occupancy.

Lincoln Avenue, Pepper Street and Washington Boulevard restoration, fronting the subject development, shall be a full width (from gutter to gutter) cold milling and resurfacing of 1.5 inches depth asphalt concrete roadway. Restoration of asphalt concrete pavement shall be per Standard Plan S-416 and to the satisfaction of the City Engineer. Lincoln Avenue restoration shall be with rubberized asphalt concrete pavement per Standard Plan S-416 and to the satisfaction of the City Engineer.

The applicant is responsible for the design, preparation of plans and specifications, and construction of all required public improvements. Plans for the above improvements shall be prepared by a civil engineer, registered in the State of California. Upon submittal of improvement plans to the Departments of Public Works for review, the applicant will be required to place a deposit with the department to cover the cost of plan checking. The amount of deposit will be based on the current City's General Fee Schedule. Note that building plans approved by the City's Planning (Building) Department do not constitute approvals for work in the public right-of-way. Separate plans shall be submitted to the Department of Public Works – Engineering Division – at 175 North Garfield Avenue Window 6. The applicant shall submit public improvements plans and the plan check deposit at least two (2) months prior to the issuance of any building or demolition permits.

Sewer:

The proposed development shall connect to the public sewer with one or more new six-inch diameter house sewers laid at a minimum slope of two percent. In accordance with PMC Chapter 13.24.010, house sewer “means that part of the horizontal piping beginning 24 inches from the exterior wall of the building or structure and extending to its connection with the public sewer.” The section of house sewers within the public right-of-way - from the property line to the public sewer, or within easement, shall be vitrified clay or cast iron pipe. The house sewer shall meet City Standards as determined by the Department of Public Works, and a permit issued by the Department of Public Works is required for work within the public right-of-way. The construction of all new house sewers shall be completed prior to the issuance of Certificate of Occupancy.

Street Light:

In order to improve pedestrian and traffic safety, the applicant shall install a maximum of two (2) new street lights on or near the frontage of the property on Pepper Street, including conduits, conductors, electrical service (if necessary), pull boxes, and miscellaneous appurtenant work. The type and hardware shall conform to current policies approved by the City Council, and the locations shall be as approved by the Department of Public Works.

Traffic Signal:

With the increase in pedestrian activity drawn by the construction of these townhomes, the existing pedestrian push buttons at the intersection of Washington Boulevard and Lincoln Avenue, shall be upgraded to Accessible Pedestrian System (APS) pedestrian push buttons.

As part of the on-going effort to provide vehicle safety during emergencies at intersections, the intersection of Washington Boulevard and Lincoln Avenue will require the installation of emergency pre-emption equipment utilizing GPS technology.



Street Light/Traffic Signal design:

The applicant is responsible for the design, preparation of plans and specifications, and the construction of all required street lights and traffic signal modification. Plans for the improvements shall be prepared by a civil engineer, registered in the State of California. Upon submission of improvement plans to the Departments of Public Works for checking, the applicant will be required to 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. In addition, there is possibly considerable lead-time for the materials required for construction and modification. In order to avoid delays in the development schedule, the applicant shall coordinate with this office at 626-744-4195 regarding this street light/traffic signal conditions at least five (5) months in advance of the anticipated issuance of Certificates of Occupancy.

As an alternative, the applicant may elect to have City to design, prepare plans and specifications, and perform the required improvements, and pay the City an in-lieu fee for this Condition of Approval. This one-time in-lieu flat fee is non-refundable. The total flat fee of all conditioned streetlight/traffic signal improvements will be determined by City Staff if the applicant elects to pay the in-lieu fee. Upon payment, the required street light/traffic signal improvements will be included as part of the future City's Capital Improvement Project(s).

Street Tree:

New Tree Planting

The applicant shall plant and maintain, for a period of three (3) years, the officially designated street trees per the City approved master street tree plan as follow:

1. Two existing street trees on the Pepper Street frontage are pending removal and should be replanted with Camphor *Cinnamomum camphora* trees
2. If any existing driveways are removed on the Washington Boulevard frontage, Lincoln Avenue frontage, the applicant should plant Pink Dawn, *Chitalpa tashkentensis*, trees in the driveway space

Trees planted by the applicant must meet the City's tree stock standards, be inspected by the City, and be planted according to the details provided by the Parks and Natural Resources (PNR) Division. Planting shall include the installation of the following per tree: no less than two tree stakes; one arbor guard; and the use of slow-release fertilizer tablets. The applicant shall contact PNR (626-744-3880) for tree planting approval, a minimum of two (2) months, prior to the issuance of a Certificate of Occupancy.

Trees planted by the applicant must be irrigated by either an existing or a new irrigation system constructed by the applicant. Plans for the irrigation system shall be prepared by a landscape architect registered in the State of California and submitted to PNR for review and approval. Irrigation facilities (main line, valve, pull box, timer, etc.) must be constructed within private property with the exception of the laterals and bubblers. The lateral shall be a minimum of 18" deep, and no above-ground structures are allowed.

Prior to issuance of the Certificate of Occupancy, the applicant shall submit a Tree Guarantee Deposit equal to the cost of all new trees planted to guarantee that newly planted trees are maintained by the applicant for a minimum of three calendar years. Tree maintenance during this period shall include the following: watering no less than once a week; weed removal; reconstruction of tree wells as needed; re-staking as needed; adjustment to grade of any trees



that settle; and any other operations needed to assure normal tree growth. The applicant shall replace any newly planted trees which, for any reason, die or whose health is compromised, within the applicant's three-year establishment period. The three-year tree establishment period shall commence on the day that the Certificate of Occupancy is issued. PNR shall inspect all trees planted by the applicant at the end of the three-year establishment period, and if the trees are found to be in good health, the applicant's deposit will be released. If the trees are found to be in poor health, the establishment period may be extended by PNR and the applicant's deposit shall be held accordingly. Said deposit may be included as part of the construction guarantee if applicable, and is subject to partial refund or additional billing.

Existing City Tree Protection

Any street trees proposed to be removed are subject to the approval of the Urban Forestry Advisory Committee (UFAC).

A Tree Protection Zone (TPZ) shall be established for all existing City trees within the scope of a construction project. The TPZ extends from the base of the tree to four (4) radial feet beyond the dripline of a tree and applies to the entirety of the tree – from the roots to the canopy of the tree.

The applicant is prohibited from the following within a designated TPZ: construction vehicle access, construction vehicle operation, staging of materials, and trenching without the consent of the Department of Public Works.

The applicant shall at minimum provide the following within a designated TPZ: mulching, irrigation, and protective fencing.

Prior to the issuance of any permit, the applicant shall submit a Preliminary Tree Protection Plan, prepared by a Landscape Architect or certified Arborist, showing the TPZ and all structures, footings, and grading that may impact City trees shall be submitted to the Department of Public Works, for review and approval. Given that each construction project poses unique conditions, it is the responsibility of the applicant to develop a Tree Protection Plan based off the TPZ standards to the extent feasible. The Plan shall conform to the Tree Protection Standards which specifically require showing the locations of all existing trees, their diameters, canopies, whether the tree is a public tree or private tree, as well as any trees to be planted with their canopy at mature size. The final conditions of the Tree Protection Plan shall be approved by the Forestry Superintendent. A sundry deposit may be required for staff time to review the preliminary plans.

Prior to any construction, tree protections including the installation of fencing to protect public trees must be in place. The fencing material shall be chain-link attached to posts inserted into the ground at the edge of the dripline and shall be a minimum of 4' in height. See Standard Plan S-642 – Tree Protection Chain Link Fencing. Fencing shall maintain visual lines of sight in order to avoid vehicle and pedestrian hazards. Fencing shall include a minimum 8.5" x 11" warning sign with the following information: 'Tree Protection Zone'; name and contact information of project owner or authorized representative; 'Please contact the City of Pasadena Citizen Service Center to report any concerns (626) 744-7311'. All protective fencing must be inspected and approved by Public Works prior to the commencement of any construction.



All new drive approaches shall be at least seven (7) feet clear of the existing street trees measured from the edge of the trunk closest to the drive approach. All public trees shall be protected and fenced with a posting on the fences advising of the tree protection.

Prior to issuance of any permit, the applicant shall submit a valuation assessment report of the existing public tree(s) along the boundary of their project. The report shall be prepared by a registered Arborist and submitted to PNR for review and approval. If it is determined that the applicant has failed to care for any City tree within their Tree Protection Plan, and the health of the tree(s) was critically compromised requiring its removal, the applicant shall be liable for the following costs: assessed value of tree determined by a PNR Arborist using a current ISA assessment methodology; the removal cost determined by PNR; and any applicable infraction or administrative fines determined by Code Compliance.

Prior to issuance of any permit, a sundry deposit in the amount of the applicant's total liabilities based on the aforementioned approved report shall be submitted to the City. The sundry deposit is fully refundable, less administrative fees, upon the satisfaction of Public Works prior to the issuance of a Certificate of Occupancy.

Drainage:

On-site drainage, such as roof drain and area drain shall be contained on-site per LA County Regional Water Quality Control Board's current permit.

The applicant shall provide storm water drainage plans and obtain approval from the Planning Department and the Department of Public Works prior to issuance of a grading or building permit for this site.

Right-of-Way Guarantee Deposit:

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 \$20,000 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. The deposit may be used for any charges resulting from damage to street trees. A processing fee will be charged against the deposit.

Construction Staging and Traffic management Plan:

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://www.ci.pasadena.ca.us/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



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

www.cityofpasadena.net

obtained from the department for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be done in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and California Supplement. If the public right-of-way occupation requires a diagram that is not a part of the MUTCD or California Supplement, a separate traffic control plan must be submitted as part of the Construction Staging and Traffic Management Plan to the department for review and approval. No construction truck idling or staging, material storage, or construction trailer is allowed in the public right-of-way.

In addition, prior to the start of construction or issuance of any permits, the applicant shall conduct a field meeting with an inspector from the Department of Public Works for review and approval of construction staging, parking, delivery and storage of materials, final sign-off procedure, and any of the specifics that will affect the public right-of-way. An appointment can be arranged by calling 626-744-4195.

Holiday Moratorium (November through January):

In preparation for the New Year Rose Parade and Rose Bowl Game, the Department of Public Works will suspend all works within the public right-of-way during the holiday season in accordance to PMC 12.24.100 and City Policy.

In general, all public streets, sidewalks and parkways shall be free and clear of excavations and other construction related activities during the period of November through January of the following year. Specific dates will vary on an annual basis. Accordingly, contractors will be required to shut down construction operations which would impede traffic and pedestrian movements during these periods unless otherwise authorized by the City Engineer. Any existing excavations shall be backfilled, compacted and temporarily repaved before the beginning of the moratorium period.

The Holiday Moratorium Map, showing the appropriate shutdown period, and corresponding areas in the City, is available at the Department of Public Works Permit Counter (window #6), 175 N. Garfield Avenue, Pasadena, CA 91109, or at the following link: http://cityofpasadena.net/PublicWorks/Engineering_Division/.

Requirements by Ordinance:

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

- 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.
- 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



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

www.cityofpasadena.net

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.

- 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.
- Stormwater Management and Discharge Control Ordinance – Chapter 8.70 of the PMC
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. Information on the SUSMP requirements can be obtained from the Permit Center's webpage at <http://cityofpasadena.net/PermitCenter/>.

The resolution of the City Council of the City of Pasadena approving the amended stormwater and urban runoff pollution control regulations and repealing resolution No. 8151, can be found at the following link: http://ww2.cityofpasadena.net/councilagendas/2015%20Agendas/Aug_17_15/AR%2019%20RESOLUTION%20APPROVING%20AMENDED%20STORMWATER%20&%20URBAN%20RUNOFF%20POLLUTION.pdf

- Residential Impact Fee Ordinance - Chapter 4.17 of the PMC
The ordinance was established to provide funds to mitigate the impact of new residential development on City parks and park and recreational facilities. A copy of the Residential Impact Fee Information Packet is available at the city webpage at: http://www.ci.pasadena.ca.us/PublicWorks/Engineering_Division/
The Residential Impact Fee is based on the current Taxes, Fees and Charges Schedule (http://www.ci.pasadena.ca.us/Finance/Fees_and_Tax_Schedules/) and will be calculated and collected at the time of Building Permit Issuance.

The building plans shall include, preferably on the title sheet, a summary of all living units to capture the number of different units; number of bedrooms in each unit; and types of units (Regular, Workforce housing, Skilled nursing unit, Student housing, Residential care facility for the elderly, Affordable Housing). The definitions on the different types of units are available in the abovementioned Residential Impact Fee Information Packet as well as in the Pasadena Municipal Code.

The estimated Residential Impact Fee based on the current tax schedule and the submitted information in the application, dated July 26, 2017, for this project is: \$809,370.78.

This amount is a rough estimate and for informational purposes only. The exact amount will be calculated at the time of Building Permit issuance.



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

www.cityofpasadena.net

- 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/> 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.

Estimated Fees:

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. A Public Works permit is required for all construction and occupancies in the public right-of-way. If construction vehicles and equipment are parked off-site in the public right of way, the permit fee for street and sidewalk occupancy will be based on the area and duration corresponding to the current City's General Fee Schedule. For more information, please contact Yannie Wu at 626-744-3762.

DEPARTMENT OF TRANSPORTATION (DOT):

General Statement: The following conditions are in response to a pre-development plan application review and intended to be preliminary. The conditions, as intended are general in nature and are to be used as points of general discussion. Should these proposed developments continue beyond the pre-development plan review process, the Department of Transportation will review the proposed developments for specific recommended conditions to be approved, which could also include other conditions.

Transportation Analysis: Based on the preliminary information provided in the Master Application form, a transportation analysis shall be prepared for this project. When the applicant is ready to proceed, they shall contact the Department of Transportation, attention: Conrad Viana to begin the invoice process. A \$10,000 deposit*, subject to partial refund or additional billing, is required.

Appropriate traffic impact measures will be determined in conjunction with the Public Works' street improvements and dedications.

*Based on the current General Fee Schedule.



Street Design Guidelines: Pursuant to the Street Design Guide adopted by City Council on March 20, 2017, the applicant shall comply with the following:

1. Provide a 14' wide sidewalk with 6' min clear walk zone by additional right-of-way dedication or sidewalk easement along the project's frontage on Lincoln Avenue,
2. Provide a 15' wide sidewalk with 8' min clear walk zone by additional right-of-way dedication or sidewalk easement along the project's frontage on Washington Boulevard,
3. Maintain a 5' min clear walk zone free of any obstructions along the project's frontage on Pepper Street,
4. Confirm that the directional ramps at the southwest corner of the Lincoln Avenue at Washington Boulevard intersection is constructed with ADA compliant directional ramps per Public Works standards.

Access: Driveways should be placed at least 150' from the intersections.

It is recommended that the Washington Boulevard driveway be 26' wide to provide adequate passing of two-way traffic.

The Pepper Street driveway shall be limited to entrance only. The width of the driveway shall be 12'.

Parking: City Permits for permanent, on-street, overnight parking on City streets will not be issued to future tenants at this address. The applicant shall advise future tenants of the unavailability of permanent, on-street, overnight parking permits.

Entry Gate(s): Any parking entry gate shall be setback a minimum of 20' from the property line. The gate must be included on the site plan and approved by the Department of Transportation prior to the issuance of the first permit for construction (demolition, grading, or building).

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

Transit: Adjacent property environment shall not interfere with bus operations (this includes, but is not limited to, building overhangs, awnings, landscaping, etc.):

- All bus zones shall be maintained during construction.
- Any existing transit amenities, including the bus shelter and the bus shelter trash receptacle, shall remain in place.



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

www.cityofpasadena.net

- The existing driveway southwest of the intersection to be removed shall be filled-in with standard curb, gutter, and sidewalk per Department of Public Works standards and be considered part of the existing bus zone.
- The red curb shall be extended to the intersection and have a total length of 120’.
- No new trees shall be installed within that zone.
- Street lights, fire hydrants, and other items may not be placed in the public right of way within bus zone(s) without prior approval from the Department of Transportation.

Traffic Impact Fee: The City Council adopted the Traffic Reduction and Transportation Improvement Fee (Ordinance No. 7076). This fee will apply to all net new residential, retail, and office developments. The FY 2018 fee for a residential project is \$2,889.70 per net new unit, \$4.31 per net SF of office, \$10.01 per net new SF of retail, and \$3.60 per net new SF of industrial.

WATER & POWER DEPARTMENT, POWER DIVISION, POWER ENGINEERING:

The City of Pasadena Water and Power Department (Department) shall provide electric service to the proposed development at 1307 Lincoln Ave. (Customer) on the following basis:

Customer shall provide transformer room(s) / vault(s) for each development if the electrical service is over 200 Amps single-phase. The number and size of the transformer room / vault varies according to the size of the electrical service.

- Any required transformer room(s) / vault(s) located within a building structure shall be rated for 4-hour fire separation and meet all local Building & Fire Department requirements related to room ventilation and alarming.
- Customer shall be responsible for the maintenance of the transformer room / vault, provide protection for the equipment in the transformer room / vault, and allow access to the transformer room / vault at all times to Department personnel and vehicles in accordance with the Department Electric Service Requirements Regulation 21. Department shall install concrete-encased primary service laterals to the property line. The number and location of the service laterals varies according to the size of the electrical service.
- Customer shall pick-up new primary service laterals at the property line and install concrete-encased conduits to transformer room / vault within the development area. The number and location of the conduits varies according to the size of the electrical service.
- Customer shall install transformer room / vault, service equipment, and secondary service conduits within the development area.
- Department shall install electrical service transformers, cables, and electric meters.
- All Department installation costs shall be paid by the Customer and are included in the cost estimate below.



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

www.cityofpasadena.net

- Customer must identify and notify the Department of any conflict with existing overhead lines / poles and maintain existing ingress / egress access for overhead lines / poles. Proper clearances between the proposed structure and overhead lines / poles must be maintained.
- Customer must identify and notify the Department if there is any underground electrical conduit and transformer vault within the proposed development area in conflict with the construction.
- Customer installed distributed generation resources that will be interconnected to the Pasadena Electric Distribution System shall be installed in accordance with the Department Distributed Generation Interconnection Requirements Regulation 23. In addition, all Customer installed solar photovoltaic (PV) resources shall meet all of the requirements of both the local Building & Fire Department and the Pasadena Solar Initiative and Rebate Program.
 1. In order to determine the specific requirements of the electrical service for this project, the following items will need to be included in the Submittal Drawing Set (2 sets of electrical plans required): service size & voltage, main service disconnect, scaled site plan, elevation plan, proposed transformer room / vault location, electrical meter / panel location, single-line diagram, load calculation, and proposed construction schedule.
 2. Total estimated fee for providing electric service to this development is \$80,000. This estimate does not include the cost of the Customer electric infrastructure within the development area. In addition, this estimate does not include Department costs related to the modification of existing Department electric infrastructure that may be required in order to provide electric service that shall be paid by the Customer. A firm total cost estimate shall be provided to the Customer after the Submittal Drawing Set has been provided to the Department. The Department estimate and comments are valid for ninety (90) days.
 3. All comments are preliminary and are based on the limited description provided. Please arrange a meeting with Utility Service Planning personnel for further information and detailed requirements at (626) 744-7525 or 4495.



WATER & POWER DEPARTMENT, WATER DIVISION, WATER ENGINEERING:

Water Mains:

Pasadena Water and Power (PWP), Water Division can serve water to this project. There are three water mains surrounding this property. There is a 12-inch cast iron water main in Washington Boulevard that was installed under Work Order 6076 in 1974. This water main is located approximately 15 feet north of the south property line of Washington Boulevard. There is a 12-inch ductile iron water main in Lincoln Avenue that was installed under Work Order 02370 in 2004. This water main is located approximately 19 feet east of the west property line of Lincoln Avenue. There is a 6-inch cast iron water main in Pepper St that was installed under Work Order 6333 in 1982. This water main is located approximately 41 feet south of the north property line of Pepper Street.

Moratoriums:

Verify with Public Works Department regarding any street construction moratorium affecting this project.

Water Pressure:

The approximate water pressure at this site is 100-110 psi.

Water Service:

PWP records reflect several water services serving 1307 Lincoln Avenue.

- Three 2-inch services (28904, 28908, and 42779)
- One 6-inch service (45665)
- One 1-inch service (28909)

Any change in water service will be reviewed when the building plans are submitted. Any change in service will be installed at actual cost and paid for by the owner/developer. Additionally, the owner/developer must pay for the replacement of the water main(s) serving the property if it is determined that it must be replaced.

Water Division Requirements:

- Water lines are not permitted to cross lot lines to serve adjoining lots without a utility easement; the Pasadena Water Division shall approve all proposed easements.
- The Water Division will install the service tap, lateral, water meter and designate the distribution main and service tap.
- All services not in use must be abandoned at the distribution main at the applicable rate.
- For subdivided lots with one unit behind the existing, show easement documentation and assessor parcel map showing the subdivision.
- Pursuant to the PWP Water Regulation Section XI 'A water service and meter may be evaluated for its continuing integrity. Should PWP find a service, meter, vault or other appurtenance to be substandard and no longer suitable for continued use, replacement and/or construction of new facilities may be required. PWP may require that a portion or all of the costs of such replacement and/or construction be paid or contracted for by the Applicant or Customer prior to construction.' The property owner is responsible for the replacement cost. All service pipes shall be of suitable capacity as determined by applicable plumbing and fire codes. The minimum sized service installed by PWP is 1-



inch.

Cross Connection Requirements for Domestic Services:

- All city cross-connection prevention policies must be adhered to. The developer is required to provide back-flow protection at all connections whereby the plan arrangement or configuration could potentially contaminate the domestic water system.
- There shall be no taps between the meter and the backflow assembly.
- The owner/developer shall provide and install an approved double check valve backflow prevention assembly at each water service if more than one water service serves property. The location of the back-flow prevention assembly shall be above ground within 20-feet of the property line.
- The property owner is responsible for the back-flow prevention assembly. The assembly will be registered and require an annual test certification. All manufacturer warranties shall be transferred upon installation and certification to the property owner.
- The owner/developer is responsible for certifying and testing the assembly after installation by a person that possesses a current and valid license, and must be certified by the County of Los Angeles Department of Health Services.
- The owner/developer shall submit the results of the test to the Water Utility Service Section for approval. Upon approval, the City will maintain domestic water to the property and will automatically register the assembly.
- All water services shall be protected from cross connections by means of approved backflow prevention techniques and assemblies.
- An administrative fee of \$194.00 will be charged for each backflow prevention assembly installed.

Cross Connection Requirements for Fire Service:

- The fire service requires a detector meter and back-flow prevention assembly.
- The assembly shall be located in a readily accessible location for meter reading, test and maintenance.
- All fire sprinkler systems require installation of an approved double check valve backflow prevention assembly at the sprinkler lateral off the domestic system.
- Contract service other than PWP, providing the backflow prevention assembly shall contact the Water Utility Services Section to verify assembly approval or contact the University of Southern California foundation for Cross Connection Control and Hydraulic Research for an approve list of assemblies.
- All manufacturer warranties shall be transferred upon installation and certification to the property owner. The property owner shall assume ownership of the back-flow prevention assembly. The assembly will be registered and require an annual test certification.
- If PWP is to provide DCDA for fire service, PWP will install Wilkins, model 450 DA.
- Choose from one of the below listed options and incorporate into the fire sprinkler plans.

Option 1:

Detector meter located on double check detector check assembly (DCDA) outside the structure on private property.

- The Water Division will install the service tap, lateral, DCDA (optional Wilkins, models 350 DA or 450 DA) and designate the distribution main and service tap.



- The location of the back-flow prevention assembly shall be a minimum of 12-inches above grade within 10-feet of the property line, on private property. Reference Water Division Plan Check for certification and registration.

Option 2:

Detector meter located in a vault within the public right of way with a double check valve backflow prevention assembly (DCA) provided and installed inside or outside the building by the owner/developer.

- The Water Division will install the service tap, lateral, detector water meter and designate the distribution main and service tap.
- The location of the back-flow prevention assembly shall be a minimum of 12-inches above grade within 20-feet of the property line on private property. Reference Water Division Plan Check for certification and registration.

All Other Cross Connection Requirements:

The owner/developer is also responsible for additional cross connection requirements for irrigation system, swimming pool and/or spa, boiler / chilled water / cooling tower (using chemical additives), domestic water line at makeup to carbonation system, sewage ejector, decorative water fountain, and makeup water to reverse osmosis filtration equipment.

Fire Flow and Fire Hydrants:

The Pasadena Fire Department (PFD) has jurisdiction and establishes the requirements for fire protection within the City of Pasadena. PFD must be consulted in this regard. Any cost incidental to providing adequate fire protection for the project must be paid for by the owner/developer.

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

- Fire hydrant 312-2 is located on the south curb of Washington Boulevard at the southeast corner of Washington Boulevard and Lincoln Avenue.
- Fire hydrant 312-24 is located on the east curb of Lincoln Avenue at the three-way intersection of Pepper Street and Lincoln Avenue.
- Fire hydrant 313-1 is located on the south curb of Pepper Street at the three-way intersection of Pepper Street and Lincoln Avenue.

There is no current fire flow test information available for this hydrant. If you would like to request fire flow test information for these fire hydrants, please contact Marco Sustaita at (626) 744-4498.



Fire Hydrant Detail:

