

Attachment A:

**Predevelopment Plan Review
Comments to Applicant**



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

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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: PPR2018-00001
Date: June 12, 2018
Project Address: 83 N. Lake, Pasadena, CA 91101
Project Zoning: CD-5 (Central District, Lake Avenue Sub-district)
Project Description: Review of preliminary plans for construction of a new development project inclusive of a 127,821 square-foot, commercial office building and a 54-unit, multi-family residential building at 83 North Lake Avenue in the CD-5 zoning district.
Applicant: Singpoli BD Development, LLC
 Attn: Glenn P. De Veer
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
Addressing Division	Angie Jackson	ajackson	6903	2
Building & Safety Division	Arnold Barreda	abarreda	6793	2
Community Planning	Andre Sahakian	asahakian	6916	3
Cultural Affairs Division	Rochelle Branch	rbranch	7062	7
Current Planning	Talyn Mirzakhian	tmirzakhian	7101	7
Design & Historic Preservation	Kevin Johnson	kevinjohnson	7137	16
Development/NW Programs	Lola Osborne	losborne	4791	19
Fire Department	Pari Bagayee	pbagayee	7596	19
Local Development Area	Eric Duyshart	eduyshart	7353	21



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First Source Local Hiring	Antonio Watson	<u>awatson</u>	8382	21
Health Department	Carmina Chavez	<u>cachavez</u>	6811	21
Housing Department	Jim Wong	<u>jwong</u>	8316	21
Public Works Department	Yannie Wu	<u>ywu</u>	3762	22
Transportation Department	Conrad Viana	<u>cviana</u>	7424	31
Water & Power, Power Division	Said Bernal	<u>sbernal</u>	7857	33
Water & Power, Water Division & Utilities	Natalie Ouwersloot	<u>nouwersloot</u>	7011	35

BUILDING DIVISION, ADDRESSING:

No comments.

BUILDING & SAFETY DIVISION:

GOVERNING CODES:

Current Edition of the California Building, Mechanical, Electrical, Plumbing, Energy, and Green Building Standards Codes. The governing edition is based on the date in which the project is submitted to the City for review.

FYI – The current edition is the 2016 series effective January 1, 2017 until December 31, 2019.

SOILS REPORT:

A soils report is required for the project.

GRADING:

If greater than 50 cubic yard (excluding excavation for foundation), Grading/Drainage Plans shall be prepared by a registered engineer. Grading shall conform to the provisions of Chapter 14.05 of City's Municipal Code.

LOW IMPACT DESIGN (LID):

This project will require the preparation of a LID/SWPPP Plan to demonstrate stormwater management during and post-construction.

PERMIT(S):

Separate permits are required for grading (if applicable), fire sprinkler, mechanical, electrical, and plumbing.

CALIFORNIA DISABLED ACCESS REQUIREMENTS:

Project to be accessible to the disabled in accordance with Chapter 11B of the CBC.

BUILDING CODE ANALYSIS:

Document on the plans the Allowable Height & Area, Occupancy Group(s), Type of Construction, and occupant load.



MEANS OF EGRESS (EXITING):

Provide Occupant Load Calculations for all areas, and provide an "Exit Plan". Identify exit separation and travel distance.

COMMUNITY PLANNING:

General Plan Consistency:

According to the General Plan Land Use Diagram, the subject property is designated as High Commercial (0.0-3.0 FAR) which is characterized by a wide range of regional commercial uses fostering regional office and incidental retail uses. The project site is approximately 70,093 square feet in size and is currently developed with three low density commercial buildings making up a total of approximately 15,330 square feet (SF) of existing development.

Based on the submitted plans, the project proposes demolition of the existing buildings and development of a new mixed-use project consisting of 54 multi-family residential units (75,882 SF) on the western portion of the site facing Hudson Avenue and Union Street, and a new creative office building with ground floor retail (127,821 SF) on the eastern portion of the site facing North Lake Avenue and Union Street. The two buildings would include subterranean and podium level parking that would be structurally connected, but separated by use, and would have separate access. Open space is proposed located on the second floor above the podium level in the area separating the two buildings.

The Land Use Element of the General Plan provides the following policies that are relevant to the proposed project:

Policy 1.1 Basic Growth Policy. Accommodate growth that is consistent with community values and that complements the scale and character of Pasadena's unique residential neighborhoods, business districts, and open spaces.

Policy 1.2 Targeted Growth. Target growth and new construction in infill areas and away from Pasadena's residential neighborhoods and open spaces by redeveloping underutilized commercial and industrial properties, especially within the Central District, Transit Villages, Neighborhood Villages, and along selected corridors.

The proposed project is generally consistent with the aforementioned policies of the General Plan. The proposal replaces smaller retail/restaurant uses and surface parking with higher density creative office uses with ground floor retail along the North Lake Avenue frontage. The site is also in close proximity to the 210 freeway and Metro Gold Line Lake Station, and the proposed use of creative office and ground floor retail is an appropriate use for this area. The distribution and location of the commercial and residential components of the project also serve to protect nearby residential neighborhoods by locating the residential use to the west, which is closer to other residential-type uses, while maintaining the commercial feel of the eastern portion of the site along North Lake Avenue.

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 housing needs and provide a strong customer base sustaining the economic vitality of Pasadena's commercial land uses.



The proposed project will provide additional housing units located within walking distance of nearby commercial land uses. Commercial uses, including retail that will serve on-site residents, will be located conveniently within the proposed project itself.

Policy 2.3 – Commercial Businesses. Designate sufficient land to enable a broad range of viable commercial uses in Pasadena’s Central District, Transit and Neighborhood Villages, and commercial corridors. These uses will serve both local and regional needs, reducing the need for residents to travel to adjoining communities, capturing a greater share of local spending, and offering a diversity of employment opportunities.

Policy 2.6 - Transit-Related Land Uses. Promote the development of uses that support and capture the economic value induced by the presence of transit corridors and stations.

Policy 4.4 – Transit Villages. Accommodate and intensify a mix of local and regional commercial, residential, and public uses close to the Metro Gold Line stations. Design these areas to accommodate safe and convenient walking, bicycling, and transit use. Include gathering places and amenities to enhance their quality and livability.

Policy 4.5 – Transit Villages in Context. Differentiate the mix and development intensities of the Transit Villages to reflect their setting, with the highest intensities at Fillmore, Del Mar, Memorial Park and Lake Metro Gold Line stations, moderate intensities at Sierra Madre Villa station and lowest intensities at the Allen Avenue station.

The proposed project’s proportion of commercial office and retail is appropriate for the site and its surrounding context, and will serve both local and regional creative office needs. The proposed project is also of relatively high intensity, including nearly 130,000 SF of creative office and retail, as well as 54 multi-family units. The site is located in close proximity to the Lake Metro Gold Line Station and the 210 freeway, making the proposed residential and commercial intensity consistent with the Transit Villages in Context concept set forth in the General Plan.

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, landscape quality, infrastructure, and aesthetics.

Policy 5.2 – Pedestrian-Oriented Development. Require buildings in the Central District, Transit Villages, Neighborhood Villages, and along corridors specified by the adopted specific plans to be located along the street/sidewalk and designed to promote pedestrian activity. This can be accomplished by incorporating transparent facades, small plazas, and dining areas; while locating parking to the rear or underground and placing primary entries on the street.

Policy 31.10 – Building Orientation. Require businesses to be oriented primarily to pedestrian streets and urban spaces and secondarily to parking lots and to provide visibility and accessibility to customer arriving on foot, by bicycle, and by automobile.



The proposed project includes a large shared courtyard/open space. While these types of spaces/plazas are desirable amenities for users of the building and the general public, they work best when easily accessible from the street. While the proposed project maintains a consistent building wall with no driveways along the North Lake Avenue frontage, there is a large driveway proposed on the Union Street frontage, which is directly adjacent to the main access to the shared open space/courtyard separating the commercial and residential uses. Furthermore, due to the parking being located in the podium level above grade, the open space is raised above the street level, requiring pedestrians to climb a large set of stairs to access it. The raised nature of the open space, combined with its close proximity to the main commercial parking entrance, results in a less inviting pedestrian experience for the Union Street frontage, and reduces visibility to the street for pedestrians, and users of the open space. The applicant is encouraged to explore the possibility of providing all parking in the subterranean levels, thereby bringing the courtyard/plaza to the ground floor, where pedestrian access and visibility will be greatly improved. Additional treatments or alternatives are also encouraged to reduce the impact of the commercial driveway on the Union Street frontage to further enhance the pedestrian experience.

Policy 31.1 Focus Growth. Focus growth in the Central District into key sub-areas including the Pasadena Playhouse, Civic Center/Midtown, Lake, Northwest Gateway, and Walnut Districts, and in proximity to the three Metro Gold Line stations, to support economic vitality while preserving and complementing the historic core.

Policy 31.3 Del Mar, Memorial Park and Lake Transit Villages. Concentrate higher intensity development with a mix of retail, office, and multi-family housing uses that are compatible with one another expanding the customer base for local retail uses and supporting Metro Gold Line ridership.

Policy 31.7 Expanded Economic Opportunities. Strengthen the Central District's economic vitality by supporting existing businesses and providing opportunities for new commercial development in underutilized areas with higher development capacity.

Policy 31.8 Street Vitality During Evenings and On Weekends. Sustain a vibrant pedestrian atmosphere in traditionally civic and office dominant sub-areas on evenings and weekends by encouraging additional residential and mixed-use development.

The proposed project represents infill growth with higher intensity focused in the Lake district and in close proximity to the Lake Metro Gold Line Station. The mix of uses, which includes creative office, retail and residential, are compatible with one another and located appropriately on the site for compatibility with nearby uses. The addition of residents in the project will expand the customer base for local retail uses, and will contribute to street vitality during traditional non-business hours. Finally, residents and office tenants/visitors alike will support Metro Gold Line ridership.

Specific Plan:

The subject property is located within the Central District Specific Plan (CDSP) area. The CDSP includes urban design concepts that cover various site planning and development components such as height, setbacks, residential and commercial density. The proposed project appears to be consistent with the prescribed standards for these components, however more detailed



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drawings and dimensions need to be submitted for verification, and design guidelines are subject to review and further comment by the Design & Historic Preservation section of the Planning Division.

The CDSP also identifies sub-districts, and within the sub-districts, precincts that include more specific goals, policies, and standards targeted toward the vision for each neighborhood. The subject property is located in the Colorado/Lake Node precinct within the Lake Avenue sub-district. The emphasis of the Lake Avenue sub-district is to offer the image of a high-end commercial street with uses ranging from regional office space to local shopping. The objective of this sub-district is to encourage a pedestrian-oriented character along the entire length of the street, while accommodating a range of commercial activities, emphasizing regional office space north of Green Street and shopping south of Green Street. The emphasis of the Colorado/Lake Node precinct is high quality office and mixed-use projects with ground floor retail, support service, and walk-in commercial oriented to the street to generate abundant activity.

The proposed project is generally consistent with the overall visions of the Lake Avenue sub-district and more particularly the Colorado/Lake Node precinct. The mix of uses will generate daytime activity from tenants and visitors of the creative office space and ground floor retail, and the new residents will contribute to a more vibrant evening atmosphere and increase pedestrian activity along the entire Lake corridor.

The CDSP provides the following policies that are relevant to the proposed project:

SP 1.1 – Provide for the functional and visual integration of building, services, vehicular access and parking, and “outdoor rooms” such as plazas, fore-courts, interior courtyards, and passages.

SP 1.2 – Site parking and services so as to allow desired uses and activities; for instance, locate parking behind buildings or interior to a block to support pedestrian-oriented streets.

SP 1.4 – Establish clear pedestrian connections on-site that are well-marked and gracious; direct pedestrians from surface or structured parking to buildings, streets, and public spaces.

Similar to analysis relating to General Plan policies, although the proposed project provides a large plaza/courtyard to separate the commercial and residential portions of the project, the elevation difference and proximity to a major driveway detract from the pedestrian experience and do not provide clear pedestrian connections. Additional consideration should be given to locating all parking in subterranean levels and reducing the impacts of driveways on pedestrian activity.

Please note that the City is currently undergoing a comprehensive update of all existing Specific Plans, including the Central District Specific Plan, as well as the Zoning Code provisions that relate to the Specific Plan areas. This effort could potentially result in changes to the existing goals, policies, and development standards that are applicable to the subject property. For more information and to learn how to get involved in this process, visit www.ourpasadena.org.



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Master Development Plan:

The subject property is not located in a Master Development Plan area.

Planned Development:

The subject property is not located in a Planned Development area.

Neighborhoods:

The proposed project is located within the following neighborhood associations:

- Council District 3
Councilmember John J. Kennedy
City Council Liaison: Jana West
Contact Email: jwest@cityofpasadena.org
Contact Phone: (626) 744-4738
- The proposed project is also located in close proximity to Council Districts 5 and 7
- Downtown Pasadena Neighborhood Association
Contact: Jonathan Edwards
Contact Email: dpnalist@gmail.com

Estimated Fees:

No fees are anticipated from Community Planning.

CULTURAL AFFAIRS DIVISION:

Based on the information provided in the "83 N Lake, Creative Offices & Housing Proposal," this project IS SUBJECT to the 1% Public Art Requirement (PAR), as it is a mixed-use development outside the DT/OP/NW areas that is over 25K s/f.

The PAR is calculated as 1% of the total building valuation. Should the valuation change as the project develops, the PAR will also change to reflect 1% of the total building valuation.

Prior to a building permit being issued, 20% of 1% must be paid to the Cultural Trust Fund. The remaining 80% of the 1% is intended for development of an on-site public art project--working closely with the Cultural Affairs Division and in accordance with the Public Art in Private Development Guidelines--however, that remainder may also be paid to the Cultural Trust Fund as an in-lieu fee. Only after the PAR has been met to the satisfaction of the City may the Certificate of Occupancy be issued.

If they have not done so already, the applicant is encouraged to follow-up with Cultural Affairs staff (626.744.7547) as soon as possible to clarify the terms and guidelines of the Public Art Requirement, and confirm the applicant's intended option for compliance.

CURRENT PLANNING:

Project Description: The proposed project consists of demolition of existing on-site buildings and construction of a new development project inclusive of a 127,821 square-foot, commercial office building and a 54-unit, multi-family residential building at 83 North Lake Avenue in the CD-



5 zoning district. The following review includes an analysis of the proposed project's compliance with applicable Zoning Code requirements.

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:

- Chapter 17.30 – Central District Specific Plan
- Section 17.50.350 – Urban Housing
- Section 17.50.340 – Transit-Oriented Development
- 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:

https://library.municode.com/ca/pasadena/codes/code_of_ordinances?nodet=TIT17_ZONING_CODE

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 one (1) legal lot (AIN: 5723-030-050). The total lot size is identified as 70,093 square feet in the application.
2. **Zoning District (PMC 17.30):** The property is within the Central District Specific Plan – Lake Avenue Subdistrict (CD-5) zoning district and shall therefore meet the requirements in PMC 17.30.
3. **Overlay Zoning Districts / TOD (PMC 17.50.340):** The property is not located in an overlay zoning district. However, the property is located in the Central District Transit-Oriented Area (Figure 3-5, 17.30.040) and is subject to the requirements of Zoning Code Section 17.50.340 (Transit-Oriented Development [TOD]).
4. **General Plan Designation (Land Use Element):** The site is designated as High Commercial (0.0-3.0 FAR) in the General Plan, which is characterized by a wide range of regional commercial uses fostering regional office and incidental retail uses.
5. **Land Use (PMC 17.30.030):** The applicant has identified the project as a 'mixed-use' project in the application materials. However, the definition of 'mixed-use' in Section 17.80 of the Code refers to a combination of commercial and residential uses in the same structure. Given that the residential and commercial components included in the proposed plans are not in one, unified structure, the project does not qualify as a 'mixed-use' project. Therefore, the individual components of the project are analyzed independently for compliance with use requirements.



The residential component of the project qualifies as Multi-family Housing, which is a permitted use in the CD-5 zoning district, provided the project complies with the provisions set forth in PMC 17.50.350 (Urban Housing).

"Office" and "Retail" uses are also permitted uses in the CD-5 zoning district. However, it is unclear, based on the plans and application submitted, whether or not the project includes a "retail" component. Please see the comments regarding pedestrian-oriented uses below.

- 6. Pedestrian-Oriented Areas (Figure 3-3, PMC 17.30.030):** The ground floor along Lake Avenue shall be limited to pedestrian-oriented uses for at least 50 percent of a building's street frontage; the remaining 50 percent may contain uses otherwise permitted and/or accommodate pedestrian and vehicular access. Pedestrian-oriented uses shall include uses classified under "Retail Sales" and "Services" that are identified in Table 3-11 17.30.030 as pedestrian oriented. Retail sales, restaurants, restaurants fast food land uses qualify as pedestrian-oriented uses. Office uses do not qualify as pedestrian-oriented uses.

According to the application submitted, the commercial structure is an office building; however, office does not qualify as a pedestrian-oriented use. Furthermore, the plans reference "offices," but do not indicate that there will be "retail" uses on the ground floor. Be advised, any proposed mix of uses shall demonstrate compliance with this requirement. Plans shall provide a level of detail that demonstrates a minimum of 50 percent of the building's street frontage consists of pedestrian-oriented uses. Parking requirements will be calculated according to the proposed mix.

- 7. Residential Density (PMC 17.30):** Per Figure 3-6 of Section 17.30.040, the maximum allowed density for the western portion of the site is 87 dwelling units per acre; with no residential density allowed on the eastern portion of the site. According to the plans, the western portion of the site, where residential uses are permitted, is 27,486 square feet in size, allowing a maximum density of 54 units. With 54 total residential units proposed, the project complies with the density requirement. Please note that while the plans indicate the project consists of 54 units, the application indicates 73 units, which would exceed the maximum allowable density.
- 8. Floor Area Ratio (FAR) (PMC 17.30.040):** Gross floor area is defined as the total enclosed area of all floors of a building measured to the inside face of the exterior walls including halls, stairways, elevator shafts at each floor level, service and mechanical equipment rooms and basement or attic areas having a height of more than seven feet, but excluding area used exclusively for vehicle parking or loading. Based on PMC Figure 3-9, the maximum FAR allowed for this site is 3.0. According to the plans submitted, the proposed total FAR is 2.91, which is in compliance with the FAR requirement.

In addition, to achieve correlation between the development caps identified in the Land Use Element of the General Plan and the FAR's assigned by this Chapter, floor area devoted to parking facilities shall not apply in the calculation of permissible building floor area provided that parking shall comply with the following requirements: 1) each parking structure shall



comply with all applicable design guidelines of the Central District Specific Plan (see CDSP Section 9: Private Realm Design Guidelines); and 2) meet the requirements of 17.46.250.

- 9. **Setbacks (PMC 17.30.040).** The project is subject to the following setbacks:
 - a. **Lake Avenue:** Non-residential buildings along the Lake Avenue frontage are required to build to the property line. The applicant may request an exception to the setback requirement per PMC 17.30.050.A (Setback exceptions). Compliance with this requirement cannot be determined based on the provided plans.
 - b. **Hudson Avenue:** Along the Hudson Avenue frontage, a setback is not required for a residential building, but it may be set back up to a maximum of five (5) feet. Compliance with this requirement cannot be determined based on the provided plans.
 - c. **Union Street:** Along Union Street, setbacks from nonresidential structures are not required, but structures may be set back a maximum of five (5) feet. For residential structures, a minimum setback of five (5) feet is required; and structures may be set back up to a maximum of ten (10) feet. The applicant may request an exception to the setback requirement per PMC 17.30.050.A (Setback exceptions). Compliance with this requirement cannot be determined based on the provided plans.
 - d. **Interior/Rear:** An interior/rear setback is not required for nonresidential structures, although not prohibited. An interior/rear setback of ten (10) feet is required for residential structures. With no dimensions provided on the plans, compliance with these setbacks cannot be determined.
- 10. **Sidewalk Width (Figure 3-10, PMC 17.30.050):** Minimum sidewalk widths within the Central District are referenced below. In areas where the existing sidewalk does not meet the minimum width, development projects are required to be set back as necessary to adhere to the minimum sidewalk width standard.

CD Minimum Sidewalk Width Requirements

Lake Avenue	15' minimum width; tree grates are recommended for new street trees, except where there is an existing tree lawn.
Union Street	10' minimum width; tree grates are recommended for new street trees except where there is an existing tree lawn.
Hudson Avenue	10' minimum width; existing sidewalk widths in excess of the specified minimum should not be reduced. Existing landscaped parkways shall be retained and not paved.

Compliance with this standard cannot be determined as plans do not reference existing and/or proposed sidewalk widths. Plans should provide a level of detail that demonstrates compliance with these standards. Please refer to Public Works/Transportation comments regarding street dedication and sidewalk width. Be advised, any City/departmental



requirements mandating wider sidewalks and/or specific requirements shall supersede this standard.

11. Parking (PMC 17.46 and 17.50.340): Parking shall comply with all applicable standards of the Chapter. In addition, the project shall adhere to parking standards specified in Zoning Code Sections 17.30.050.E (CD Exceptions to General Development Standards – Parking) and 17.50.340, where applicable. Parking and loading spaces shall be permanently available, marked, and properly maintained for parking or loading purposes for the use they are intended to serve. Parking requirements are based on individual use classifications. The number of off-street parking and loading spaces to be provided shall be equal to the sum of the requirements identified for each individual use. The applicant shall 1) calculate the requirement for each use (round fractional numbers); 2) account for any TOD reductions (round fractional numbers); and total. One space shall be required for a fractional unit of 0.50 or above, and no space shall be required for a fractional unit of less than 0.50.

a. **Number of Parking Spaces Required**– The project site is located within a designated Transit-Oriented Development (TOD) area (Lake Avenue Station). Per PMC 17.50.340.D.3, the residential portion of the project shall provide one (1) parking space (no more or less) for each residential unit less than 650 square-feet and 1.5 parking spaces, to a maximum of 1.75 spaces per unit, for residential units 650 square-feet or more. Per Section 17.46.040, one (1) guest parking space per ten (10) units shall also be provided, and those guest spaces shall clearly be marked as “Guest.” Per the above requirements, the total minimum required parking for the residential component of the proposed project is 86 spaces, with a maximum allowed of 100 spaces.

Absent the proposed mix of commercial uses for the commercial component of the project, the required parking cannot be calculated. Parking for the Commercial component shall be provided per the ratios in Table 4-6 of the PMC and considering the following reduction requirements: (a) For offices, administrative business professional and governmental, the minimum number of required off-street parking shall be reduced by 25 percent, with an optional reduction up to 35 percent. The 25 percent reduction shall be the maximum allowed number of parking spaces; (b) for all other nonresidential uses, the minimum number of required off-street parking spaces shall be reduced by 10 percent, with an optional reduction up to 20 percent. The 10 percent reduction shall be the maximum allowed number of parking spaces.

Compliance with the parking count cannot be determined based on the information submitted. When designing the parking structure for future submittals, be cognizant of the maximum allowed counts per TOD reductions.

b. **Dimensional Requirements** – In general, all parking plans shall be fully dimensioned. At a minimum, this includes stall widths, stall depths, clearance provided when adjacent to an any obstruction, distance columns are setback from aisles, aisle widths, vertical clearances (nonresidential, residential, handicap), driveway widths, etc. Further all parking spaces shall be double striped. Parking plans shall number all stalls and/or identify counts by row. Be advised disabled accessible parking spaces required shall count toward fulfilling off-street parking requirements. Plans shall distinguish residential and guest spaces from nonresidential spaces.



Plans do not provide enough information to determine whether parking areas comply with dimensional requirements. Plans should provide a level of detail that demonstrates compliance with these standards where applicable.

- c. **Ramps**– PMC 17.46.270 regulates the size and slope of ramps in parking facilities. All parking plans involving ramps shall be accompanied by a profile showing the ramp, ramp transitions, and overhead and adjacent wall clearances in order to determine compliance with this Code section. Refer to PMC 17.46.270 (C and D) for maximum grade requirements. Compliance with these requirements cannot be determined at this time.
 - d. **Slope**– Pursuant to PMC 17.46.270, the slope of all parking areas shall not exceed five percent, excluding ramps.
 - e. **Vertical Clearance**– PMC 17.46.120.B requires that vertical clearance for all parking spaces, including entrances, shall be a minimum of seven feet in height. Vertical clearance for the front four feet of a parking space serving a residential use may be reduced to not less than four feet, six inches feet in height. Provide cross-sections of the garage showing compliance with this standard.
 - f. **Paving**– All parking areas, circulation aisles, and access ways shall be paved with Portland cement concrete.
 - g. **Loading**– The project is required to provide loading spaces per PMC Table 4-15. These details should be submitted with application. The applicant would need to include the proposed mix of uses and their corresponding square-footages so that the required loading space can be calculated accurately.
 - h. **Bicycle Parking**–Bicycle parking shall be provided per the requirements set forth in PMC 17.46.320. Compliance cannot be determined at this time.
12. **Height (PMC 17.30)**: Per Figure 3-8 of the PMC, the maximum allowed height on the subject site is 75 feet, with up to 90 feet allowed if utilizing height averaging. While the plans indicate a maximum proposed height of 75 feet, the existing grade is not delineated; therefore, compliance cannot be determined.

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, for commercial structures, 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 15 feet. For multi-family structures, 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.



13. Ground Floor Height (PMC 17.30.040): The minimum height of the ground floor of all non-residential buildings (including mixed use projects) shall be 15 feet. This height shall be measured from the floor of the first story to the floor of the second story. Portions of the ground floor that are devoted exclusively to residential or parking areas are not required to adhere to this requirement, because the height is deemed not necessary for the viability of these uses. The project appears to comply with this requirement.

14. Urban Housing (PMC 17.50.350): Unless the project is revised to meet the definition of a "mixed-use" project, Urban Housing standards are applicable to the residential component of the project. Note that if the project is redesigned as a true "mixed-use" project, the requirements in Section 17.50.160 would apply.

The application should clearly show compliance with all regulations in the Urban Housing section that are pertinent to the proposed project, including those addressing: street entries, open space, courtyard, parking and driveways, landscaping, balconies, fences and walls, overnight parking, noise, and loading.

More specifically, a minimum of 30 percent of the net floor area of the structure shall be provided as open space. The minimum dimension of any open space shall be six feet in any direction. Private balconies, at-grade patios, rooftop gardens (including upper level terraces), and the portion of a front or corner side yard setback that is greater than the minimum requirement may be counted as open space. Not more than 35 percent of the total open space may be met by counting balconies. Compliance with this requirement cannot be determined at this time.

Additionally, there shall be a ground-floor landscaped courtyard that shall be a minimum of 20 feet in any direction. The plans include courtyards on the podium level. The location of the courtyards do not comply with the ground-floor courtyard requirement.

15. 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 indicates that inclusionary units would not be provided on-site; rather, the applicant has selected to pay the in-lieu fee. Please refer to the Housing Department's comments for additional information and compliance of this requirement.

16. Public Art Requirement (PMC 17.40.100): The project exceeds 25,000 square feet of gross floor area and shall incorporate in its design a public art component. For the purpose of this section, the gross floor area calculation shall include parking garages (including below grade and at or above grade garages). Public art shall mean the creation of an original work or service of an artist for a publicly accessible space, which could be, but is not limited to, earthworks, mosaics, murals, and sculpture. Refer to comments from the Cultural Affairs Division and Zoning Code Section referenced for additional information. Plans should provide a level of detail that demonstrates compliance with these standards, where applicable.



- 17. Landscaping (PMC 17.44.030):** A preliminary landscape plan shall be submitted as part of an application for a land use entitlement. Preliminary landscape plans shall be prepared by a California-registered landscape architect, or the architect that designed the on-site structures and improvements. At a minimum, landscape plans shall include plant names, quantities, sizes, irrigation systems, and plans for tree retention and removal. All unused area of the site and areas not devoted to lot coverage and paving (i.e. driveways, walkways, etc.) shall be properly landscaped and maintained in compliance with this chapter. Be advised, new construction projects with 500 square feet or more of landscaped area will be subject to compliance with the State Model Water Efficient Landscape Ordinance (MWEL0). Additional information regarding compliance is available on the City's website, <https://ww5.cityofpasadena.net/planning/water-efficient-landscape-ordinance/>. Compliance with this chapter and MWEL0 applicability is unknown because a landscape plan was not provided. Plans should provide a level of detail that demonstrates compliance with these standards where applicable.
- 18. 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>.
- 19. Outdoor Lighting (PMC 17.40.080):** Lighting shall be energy-efficient, and shielded or recessed so that direct glare and reflections are confined to the maximum extent feasible within the boundaries of the site, and shall be directed downward and away from adjoining properties and public rights-of-way. No permanently installed lighting shall blink, flash, or be of unusually high intensity or brightness, as determined by the Zoning Administrator. All lighting fixtures shall be appropriate in scale, intensity, and height to the use they are serving. Applicability or compliance with this standard is unknown because a lighting plan was not provided. Plans should provide a level of detail that demonstrates compliance with these standards, where applicable. This may include the provision of a photometric survey.
- 20. 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.
- 21. 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.
- 22. Screening (PMC 17.40.150):** All new exterior mechanical equipment, except solar collectors, shall be screened or located out of view from public rights-of-way. At a minimum, screening materials shall have evenly distributed openings or perforations not exceeding 50 percent of surface area and shall effectively screen mechanical equipment. In addition,



aboveground utility meters shall not be located between the building occupancy and a street property line. Applicability or compliance with this standard is unknown as plans do not reference any exterior mechanical equipment or the location of utility meters. Plans should provide a level of detail that demonstrates compliance with these standards, where applicable. This may include the provision of a line of sight exhibit.

23. **Underground Utilities (PMC 17.40.190):** Proposed development shall provide for the undergrounding of utility facilities (e.g., cable television, data network, electrical, telephone, and similar distribution lines providing direct service to the site) in compliance with the requirements outlined in this section. Future submittals should provide enough information to determine compliance.
24. **Signs (PMC 17.48):** Any signs proposed are subject to this Chapter, where applicable. Depending on the number of signs proposed, a Master Sign Plan and Design Review may be required. Plans do not provide any information regarding signs. Plans should provide a level of detail that demonstrates compliance with these standards where applicable.
25. **Entitlements and Process:** Pursuant to PMC Section 17.61.050.J.2 (Conditional Use Permit and Master Plans – Specialized Conditional Use Permits and Minor Conditional Use Permits – Major Construction), a Conditional Use Permit is required for new construction of a nonresidential project or a nonresidential portion of a mixed use project that exceeds 25,000 square feet of gross floor area. Furthermore, because the nonresidential square-footage exceeds 75,000 square feet, the Planning Commission shall be the initial review authority, and the City Council shall be the appeal authority. Also, per 17.50.340.c.b, when a Conditional Use Permit is required per Section 17.61.050.J.2 (Major Construction), a proposed Project located within the TOD area shall be reviewed through a Conditional Use Permit with the additional findings listed in Section 17.50.340.C.4, in lieu of the Minor Conditional Use Permit requirement of this Section. Additionally, any deviation of any zoning code development standards may be subject to a full Variance and/or Minor Variance.

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.

Additional comments regarding Design Review are provided in the Design and Historic Preservation Section of this document.

26. **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*)

27. 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.

28. Climate Action Plan (CAP): The City of Pasadena has an adopted Climate Action Plan (CAP). The overall purpose of the CAP is to present measures that will reduce local greenhouse gas emissions and align the City's reduction goals with statewide targets. In 2006, with the passage of the Global Warming Solutions Act, Assembly Bill (AB) 32, California became the first state in the U.S. to mandate state-wide reductions in GHG emissions as an effort to combat climate change. AB 32 sets a state-wide target to reduce GHG emissions to 1990 levels by 2020. In 2016, the enactment of Senate Bill (SB) 32 extended this commitment by raising the state-wide emissions target to 40 percent below 1990 levels by 2030. Overall, California's state-wide target is to reduce emissions 80 percent below 1990 levels by 2050. Discretionary projects requiring an EIR, MND, ND, SCEA, Addendums, or qualifying under the Class 32 exemption are subject to the CAP.

The City has made available a CAP Consistency Checklist that is intended to be a tool for new development projects to demonstrate consistency with Pasadena's CAP. The applicant will be required to complete/apply one of three options (A, B, or C) to the project.

29. Estimated Current Planning Fees (FY 2018): The following Current Planning fees apply:

- Conditional Use Permit: \$5,103
- Combination Permit (more than one Variance, CUP, etc): \$310
- Private Tree Removal (4-12 trees w/arborist report): \$729
- Environmental Study/Reviews: At cost
- Records Management Fee: 3% added to total fees

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 proposed to be demolished in conjunction with the proposed project at 83 N. Lake Avenue are not designated or eligible historic resources, a Certificate of Appropriateness is not required for the project.

Demolition without a Building Permit for a Replacement Project:



In addition to the demolition review, the municipal code also prohibits demolition of primary structures 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. The 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. The 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 of a mixed-use project with more than 5,000 square feet of floor area, design review is required, with the Design Commission being the reviewing authority. The applicable design guidelines for the project are the Design Guidelines in the Central District Specific Plan (including Lake Avenue Subdistrict design guidelines).

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. If the project will involve substantial grading or excavation, (i.e., more than one level of underground parking or 7,000 cubic yards of grading), an air quality 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. 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



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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 Design Commission 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.
- The inclusion of local references (termed “Pasadena elements” in the code) and an element of “craftsmanship.”
- Views from the interior of the site (and elevations facing the interior courtyard).

Specific Comments on Proposed New Construction

Preliminary Consultation with the Design Commission occurred on January 23, 2018. Please refer to the written comment letter dated January 24, 2018, which documents the Commission's comments on the preliminary design.

Below is a link to the design guidelines that apply to the project:

www.cityofpasadena.net/planning/planning-division/design-and-historic-preservation/design-review/

Estimated Fees: Preliminary Consultation (Commission): \$728.21



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Concept Design Review (Major Projects in excess of 101,000 sf):

\$12,334.40

Final Design Review (Commission): \$2,070.30

NORTHWEST PROGRAMS:

No comments.

FIRE DEPARTMENT:

Plan shall comply with the requirements of 2013 California codes and Pasadena Municipal Code (PMC).

Mixed Use and Occupancy: where a building contains more than one occupancy group, the building or portion thereof shall comply with applicable provision of CBC Section 508.

Emergency escape or rescue window: In dwelling units and every sleeping room below the fourth story shall have at least one operable window or door approved for emergency escape or rescue that shall open directly into public street, public alley, yard or exit court. The emergency door or window shall be operable from the inside to provide a full, clear opening without the use of separate tools. (CBC Sec.1029).

A minimum of 5 feet clearance on the ground shall be provided for rescue windows and doors located in first and second floor and 10 feet if located on third floor.

Accessible means of egress elevator: A building with five stories above grade shall comply with the requirements of Accessible means of egress per CBC Section 1007.

Allowable Building Heights and Area: shall comply with the requirements of CBC Table 503.

Medical Emergency Service Elevator: At least one elevator shall be provided for fire department emergency access to all floors. The medical emergency service elevator shall comply with gurney size per CBC Section 3002.4.

Exit and exit access to public way: Each building shall comply with requirements of CBC chapter 10 for path of egress travel to public way.

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.

Minimum Fire Flow/Fire Hydrants: All structures shall have the minimum fire flow (GPM) required by Appendix B Table B 105.1 and the quantity and spacing of fire hydrants as required by Appendix C Table C105.1 of Title 24, California Fire Code. Plans shall be submitted to the Pasadena Fire Department for review and approval prior the review and approval of the building plans.



NOTE: A current fire flow report (not older than 6-months), performed by the Pasadena Water Department, shall be provided to the Fire Department when applying for building permits to construct or add to any structures.

Fire Dept. Access: Fire Department Access shall be provided to within 150-feet of all exterior portions of any structure. All access roads exceeding 150-feet shall be provided with an approved Fire Department Hammerhead or Turnaround. Fire department access shall be constructed of an all weather surface to support a minimum of 75,000 pounds with a minimum of 20-feet wide and unobstructed height of 13'-6", with No Parking on Either Side. No roadway way shall exceed 10% slope.

Aerial Fire Apparatus Access Roads: Building exceeding 30 feet in height above the lowest level of Fire Department Vehicle Access shall comply with requirements of CFC Section D105.1 through D105.3.

Building shall have approved fire apparatus access roads capable of accommodating fire department aerial apparatus. Overhead utility and power lines shall not be located within the aerial fire apparatus access roadway.

Knox Box: All access gates across roadways or entrances to facilities shall fail unlocked/open in the event of any loss of power. All access gates and main entrance doors shall have a Knox Box or Knox Control Key Switch installed. Obtain Knox Box Applications from the Pasadena Fire Department Permit Desk.

Automatic Fire Sprinkler System or Standpipe: An automatic sprinkler system shall be provided throughout building per CBC Section 903.2.1 and PMC amended CFC section 903.

Stand pipe system shall comply with the requirements of CBC Section 905.

Fire Department Fire Sprinkler Connections: Shall be comprised of:

- FDC shall be located a minimum of 25-feet from the building or surface mounted to 2-hours rated wall with no opening within 10 feet and FDC shall be located within 100 feet of a public hydrant.
- (2) 2-1/2" CLAPPERED internal swivel outlet X 2-1/2" CLAPPERED internal swivel outlet X 4" FDC
- 4" CLAPPERED internal swivel outlet X 4" FDC
- Shall be clearly labeled to indicate FDC for Fire Sprinklers and Standpipes.
- A clear dimension of 3-feet shall be maintained around the perimeter of each fire department appliance.
- All fire appliances except for fire hydrants shall be cleaned, primed, and painted fire engine red enamel or krylon.

Automatic Fire Alarm/Detection System: All structures 10,000 square feet or any structure required by Title 24, California Building or Fire Codes, shall be provided with a fully automatic and manual fire detection and notification system. Shop drawings shall be submitted by contractor for review and approval prior to construction. PMC amended CFC Section 907.



Emergency Vehicle Traffic Signal Preemption Systems: Traffic signaling systems serving this complex are required to have emergency vehicle signal preemption controls installed.

The specific signals requiring this system is to be determined by both Pasadena Fire Department and Pasadena Department of Transportation. The fees for these systems will be determined based on the quantities and types of traffic signals being used and/or being retrofitted for the emergency vehicle controls.

LOCAL DEVELOPMENT AREA:

No comments.

FIRST SOURCE LOCAL HIRING:

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 (Municipal Code 14.80). This incentive could result in a rebate of up to 75% of the project's construction tax. Please contact Antonio Watson in the Office to discuss options for the City's First Source Local Hiring Incentive.

HEALTH DEPARTMENT:

No comments

HOUSING DEPARTMENT:

The proposed Mixed-Use Project includes a 54-unit residential component. The housing will be for-sale units, according to Applicant Mr. Joao Anacleto (Owner's authorized agent). The Project is subject to the City's Inclusionary Housing Requirements. The Project is not seeking a density bonus.

The Applicant intends to satisfy the Inclusionary Housing Requirements by payment to the City of the Inclusionary In-Lieu Fee. The amount of the In-Lieu Fee is currently estimated at \$1,789,722. This amount is based on: a) housing is for-sale; b) Project located at 83. N. Lake Ave, Inclusionary Sub-Area "D" (for-sale housing); c) Total Livable Area of 59,400 sf; d) current applicable In-Lieu Fee rate of \$30.13. The In-Lieu Fee is required to be paid at issuance of building permit. Payment options include: a) two (2) equal installments at building permit and certificate of occupancy; and b) a single, lump-sum payment with 10% discount at building permit issuance.

As the entitlement of the Project moves forward, the Applicant will be required to submit a formal Inclusionary Housing Plan to the Housing Department for City approval prior to the first discretionary action required for the Project.

The development of the Project does not entail the demolition of multifamily dwelling units. Hence, the City's Tenant Protection Ordinance is not applicable to the Project.



DEPARTMENT OF PUBLIC WORKS (DPW):

General Statement:

The Department of Public Works has reviewed the application for PPR 2018-00001 at 83 North Lake Avenue. Review of preliminary plans for the development of 73 residential units and 128,000 sq. ft. of office building over a subterranean parking garage. 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.

Pursuant to the adopted Department of Transportation Street Design Guide:

The applicant shall provide minimum 12-foot wide sidewalks with 5' min clear walk zone by additional right-of-way dedication or sidewalk easement, if necessary. The existing parkway/sidewalk width along Hudson Avenue frontage is 12 feet, Lake Avenue frontage is 12 feet and Union Street frontage is 8 feet.

The applicant shall be responsible for all the costs required to complete the dedications. The dedication 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 documents shall be executed and recorded prior to the issuance of a Certificate of Occupancy.

ADA Curb Ramp:

In order to provide for an American with Disabilities Act (ADA) compliant ramp, the applicant shall reconstruct all four (4) corners, including the north east median island, of Lake Avenue and Union Street intersection with ADA compliant 15-foot radius directional ramps per Caltrans Standard A88A.

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 ramps. 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 ramps improvement plans, the applicant may need to dedicate to the City for street purposes the land necessary at the property line corner rounding (per Standard Plan No. S-423) to provide for the minimum clearance required by the Americans with Disabilities Act standards. If so, the applicant shall remove and reconstruct the sidewalk for the dedicated area, per Standard Plan No. S-421. The applicant shall be responsible for all the cost required to complete the dedication, if it is required. The dedication document and processing fee shall be submitted to this office prior to issuance of any permits. The dedication document shall be executed and recorded prior to the issuance of a Certificate of Occupancy.

License Agreement:

No private improvements may be placed within the public right-of-way, including, but not limited to, soldier beams, tie-backs, utility conduits, backflow preventers, transformers, fire sprinkler valve, decorative sidewalk and applicable parade post holes on Colorado Boulevard per Standard Drawing S-419. Private improvements may only be placed in the public right-of-way by submitting a license agreement, which must be approved by the City. The license agreement application for any private improvement within the public right-of-way shall be submitted to the Department of Public Works for review and shall be approved by the City before any permits are granted.

The applicant shall submit the application, plan and processing fee/deposit, associated with processing the license agreement, at least three to four (3-4) months prior to the issuance of any building or demolition permits. An approved license agreement will allow the applicant to install and maintain the private improvements within the public right-of-way with conditions.

A license agreement for shoring requires an indemnity bond in order to guarantee that shoring and tie-backs are free from defect due to faulty material, workmanship and failure. Upon review of the license agreement exhibits, an indemnity bond estimate will be prepared and forwarded to the applicant. The estimated amount is equivalent to the cost of reconstructing the public right of way, including all affected utilities, public facilities, and infrastructures, based on the plane of failure at a 45-degree angle from the lowest point of excavation. The indemnity bond shall be submitted to the City prior to the execution of the agreement and the issuance of any building or demolition permits.

All steel rods in every tie-back unit shall be relieved of all tension and stresses, and any portion of soldier beams and any portion of the tie-backs located be removed entirely from the public right-of-way. A monthly monitoring report stamped and certified by a licensed surveyor shall be submitted to indicate that the deflection from any piles or soldier beams does not exceed one inch. Upon completion of construction, the developer or his contractor shall remove all tie-back rods within the public right-of-way. The removal shall be documented by a report certified by a licensed deputy inspector. The report shall be submitted to the City for review and approval. The applicant will be charged a penalty of \$7,000 for each tie-back rod not removed from the public right-of-way. For temporary tie-backs or shoring, the maximum width of the license area fronting the development frontage(s) shall only extend to the centerline of the public right-of-way.

Per the Department of Transportation's requirement:

1. Since Union Street is a one-way westbound street, the driveway would introduce conflicting turning movements into and out of the project site. Therefore, it is



recommended that the method of ingress and egress of vehicles from the Union Street driveway be reversed where, if one is facing the development, the inbound vehicles enter to the left of the driveway, and the outbound vehicles exit to the right. This driveway configuration has been standard practice for several projects fronting one-way streets in the City of Pasadena. Examples of this configuration can be seen in the Paseo Colorado project, the 35 South Raymond Avenue project, and the Trio Apartments project located at 621 E Colorado Boulevard. Additional measures (i.e. signage, gate arms, median islands, etc.) to alert drivers of the modified configuration are recommended to be installed.

2. To improve the safety of pedestrians crossing the driveway, the design plans shall indicate a slope of 2 percent or less from the property line to 20-feet into the property to improve vehicular sight distance, or include the installation of an exit arm.

If proposed, any parking entry gate shall be set back a minimum of 20 feet 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).

Driveway Width:

Driveway widths shall be a minimum 20-feet wide, and a maximum 26-feet wide. The proposed drive approach shall be constructed in accordance with Standard Drawing No. S-403.

Street Lighting:

The existing street lighting fronting the subject site is substandard. In order to improve pedestrian and traffic safety, the applicant shall replace/renovate the existing street lighting with LED lights, per the City requirements and current standards:

- a. Two (2) street lights on Lake Avenue
- b. Four (4) street lights on Union Street
- c. Two (2) street lights on Hudson Avenue

The applicant shall restore and re-paint all existing metal street light poles, traffic signal poles and traffic signal controller cabinet(s), along the frontages of the subject property in a manner acceptable to the Department of Public Works. In addition, the painting specification shall be per the Specific Plans and specifications. The cost of the street light pole and traffic signal pole/equipment restoration and painting is the applicant's responsibility.

Existing Street Tree:

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.

New Street Tree Planting:

The applicant shall plant the officially designated street tree per the City's approved Master Street Tree Plan, three (3) London plan trees, *Platanus acerifolia*, along the boundary of the South lake Avenue frontage of the subject property. The Department of Public Works will confirm eligible planting sites, and will provide the applicant the locations.



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.

Sewer:

The proposed development shall connect to the public sewer with one or more 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.

Public Improvements:

The applicant shall demolish existing and construct all new public improvements along the subject development frontage of Lake Avenue, Union Street and Hudson Avenue, 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.

Union Street and Hudson Avenue 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. Traffic channelization shall be restored per the Department of Transportation requirements and approval.

Lake Avenue frontage and Lake Avenue and Union Street intersection restoration, shall be a full width (from gutter to gutter) cold milling and resurfacing of 1.5 inches depth rubberized asphalt concrete roadway. Restoration of rubberized asphalt concrete pavement shall be per Standard Plan S-416 and to the satisfaction of the City Engineer. Traffic channelization shall be restored per the Department of Transportation requirements and approval.

The applicant is responsible for the design, preparation of plans and specifications, and construction of all required public improvements. Plans for the above improvements shall be prepared by a civil engineer, registered in the State of California. Upon submittal of improvement plans to the Departments of Public Works for review, the applicant will be required to place a deposit with the department to cover the cost of plan checking and construction inspection of the improvements. The amount of deposit will be determined when the plans are submitted and will be based upon the estimated cost to the department for the work. Note that building plans approved by the City's Planning (Building) Department do not constitute approvals for work in the public right-of-way. Independent plans shall be submitted to the Department of Public Works – Engineering Division – at 175 North Garfield Avenue. The applicant is encouraged to submit these plans as early as possible to avoid delays in the issuance of Certificates of Occupancy.

Drainage:

On-site drainage, such as roof drain, area drain and subterranean garage discharge, 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



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can be obtained from the Department of Public Works webpage at:

<https://ww5.cityofpasadena.net/public-works/engineering-and-construction/engineering/forms-and-applications/> . 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 (and the private street) including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. An occupancy permit shall be obtained from the department for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be done in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and California Supplement. If the public right-of-way occupation requires a diagram that is not a part of the MUTCD or California Supplement, a separate traffic control plan must be submitted as part of the Construction Staging and Traffic Management Plan to the department for review and approval. No construction truck idling or staging, material storage, or construction trailer are 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:

<https://ww5.cityofpasadena.net/public-works/engineering-and-construction/engineering/forms-and-applications/> .

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 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. No trees shall be damaged by the proposed construction, if a City tree is damaged, the applicant may be liable for the assessed value of the tree. Refer to <https://ww5.cityofpasadena.net/public-works/parks-and-natural-resources/urban-forestry/> for guidelines and requirements for tree protection.
- 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: <https://ww5.cityofpasadena.net/planning/permit-center/apply-for-permit/>.

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: <https://ww5.cityofpasadena.net/public-works/engineering-and-construction/engineering/information-and-reports/>



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The Residential Impact Fee is based on the current Taxes, Fees and Charges Schedule (<https://ww5.cityofpasadena.net/finance/fees-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. This amount is a rough estimate and for informational purposes only. The exact amount will be calculated at the time of Building Permit issuance.

- o 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: <https://ww5.cityofpasadena.net/public-works/street-maintenance-waste-management/recycling-resources/construction-and-demolition-debris-recyclers/> 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.

Traffic Analysis: Based on the preliminary information provided in the Master Application form, a Category 2 traffic analysis shall be prepared for this project. When the applicant is ready to proceed, they shall submit a deposit of \$10,000* (subject to partial refund or additional billing) payable to the City of Pasadena. Please contact Conrad Viana, P.E. at cviana@cityofpasadena.net to initiate the invoice process. Appropriate traffic impact measures will be determined in conjunction with the Public Works' street improvements and dedications.

*Based on the current General Fee Schedule.

The following link provides more information regarding our traffic study process:
<http://ww5.cityofpasadena.net/transportation/wp-content/uploads/sites/6/2015/12/Current-Practice-and-Guidelines.pdf>

Street Design Guidelines: Pursuant to the adopted Street Design Guide, the applicant shall:

- Provide minimum 12-foot wide sidewalks with 5' min clear walk zone by additional right-of-way dedication or sidewalk easement along the project's frontages along Hudson Avenue, Union Street, and Lake Avenue.
- Reconstruct the southwest corner of Lake Avenue at Union Street with a 15' radius curb and ADA compliant directional ramps per Public Works standards. Additional striping, signal work, and/or poles/utility relocations might be necessary.

Driveway Entry: Since Union Street is a one-way westbound street, the driveway would introduce conflicting turning movements into and out of the project site. Therefore, it is recommended that the method of ingress and egress of vehicles from the Union Street driveway be reversed where, if one is facing the development, the inbound vehicles enter to the left of the driveway, and the outbound vehicles exit to the right. This driveway configuration has been standard practice for several projects fronting one-way streets in the City of Pasadena. Examples of this configuration can be seen in the Paseo Colorado project, the 35 South Raymond Avenue project, and the Trio Apartments project located at 621 E Colorado Boulevard. Additional measures (i.e. signage, gate arms, median islands, etc.) to alert drivers of the modified configuration are recommended to be installed.

Driveway Access: To improve the safety of pedestrians crossing the driveway, the design plans shall indicate a slope of 2 percent or less from the property line to 20-feet into the property to improve vehicular sight distance, or include the installation of an exit arm.

Driveway Width: Driveway widths shall be a minimum 20-feet wide, and a maximum 26-feet wide.



Site Access/Protected Bikeway along Union Street: Driveways to a project site should be as few as possible to avoid any potential conflict points among turning vehicles to and from the site, among the adjacent properties, among pedestrian along the sidewalks, and cyclists who will be riding the approved Union Street two-way protected bikeway which will be built along the southern curb line along Union Street. Enhanced safety measures will have to be designed and constructed along the bikeway at the cost of the developer. The estimated cost of the enhancements is \$25,000.

Contact Rich Dilluvio at rdilluvio@cityofpasadena.net for more design information.

Overnight Parking: No permanent on-street overnight parking permits will be issued to future residents of this project. Future tenants shall be advised by the property owner of the unavailability of permanent on-street overnight parking permits.

Access and Operations for Parking/Trash: The parking and trash/recycling areas shall conform to the requirements of the Pasadena Municipal Code and a plan showing all pertinent dimensions for these areas shall be submitted to the Department of Transportation for review and approval prior to the issuance of the first permit for construction (demolition, grading, or building). If a gate will be placed at the parking garage entrance, the gate shall be installed at least 20-feet back from the property line.

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

Bicycle Parking: The location(s) of bicycle parking shall be shown on the plans and approved by the Department of Transportation prior to the issuance of the first permit for construction (demolition, grading, or building).

Transit: All existing bus zones shall be maintained during construction. Project environment shall not interfere with bus operations (this includes, but is not limited to, building overhangs, awnings, landscaping, etc.) Tree wells, street lights, fire hydrants and other items may not be placed in the public right of way within bus zone(s) without prior approval from the Department of Transportation.

Trip Reduction: The project is subject to the City's Transportation Demand Management (TDM)/ Trip Reduction Ordinance (TRO) requirements. The purpose of the trip reduction requirement is to reduce the demand for automobile commute trips by ensuring that the design of major nonresidential developments projects accommodates facilities for alternative modes of transportation. A TDM plan shall be completed to address the project's programs to promote alternative modes of transportation **prior to the issuance of the first permit for construction and shall meet the following requirements:**

- a. **Carpool and Vanpool Parking.** A minimum of 10% of the employee parking spaces shall be reserved for and designated as preferential parking for carpool and vanpool vehicles. Such parking area shall be in a location more convenient to the place of employment than parking spaces for single occupant vehicles, and shall be located as close as practical to the employees' entrances.



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- b. Bicycle Parking. Bicycle parking shall be provided on-site in compliance with Section 17.46.320 (Bicycle Parking Standards). In addition, the bicycle parking shall be located near the employee entrance and shall be conveniently accessible from the external circulation system.
- c. Transportation Demand Management Program Plan. A Transportation Demand Management Program ("TDM") Plan shall be submitted which complies with Chapter 10.64 of the Municipal Code (Transportation Management Program).

The owner/ developer shall place a deposit with the Department of Transportation **prior to the issuance of the first permit for construction.** This deposit is subject to a partial refund or additional billing in the event that the deposit amount is not sufficient to cover the cost of the review. The developer shall pay an annual Transportation Demand Management (TDM) status report review fee* in compliance with the requirements of the Trip Reduction Ordinance.

To minimize and prevent last minute building design changes, it is highly imperative that the applicant, prior to the commencement of building or parking layout design efforts, contact DOT for TRO/ TDM Plan requirements so that trip reduction considerations are designed and incorporated early into the building and parking layout plans to avoid any unnecessary time delays and potential costs associated with late design changes. Please contact Talin Shahbazian, Associate Planner at (626) 744-7464 to arrange a pre-design meeting to finalize the TDM Plan requirements for the project.

** Based on the Current General Fee Schedule. Fees are subject to change.*

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.

WATER & POWER DEPARTMENT, POWER DIVISION:

The City of Pasadena Water and Power Department (Department) shall provide electric service to the proposed development at 83 Lake 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, provide protection for the equipment in the transformer room, and allow access to the transformer room 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.



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- Customer shall pick-up new primary service laterals at the property line and install concrete-encased conduits to transformer room within the development area. The number and location of the conduits varies according to the size of the electrical service.
 - Customer shall install a transformer room 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.
 - 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 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 location, electrical meter / panel location, single-line diagram, load calculation, and proposed construction schedule.
 2. Total estimated "ballpark" fee for providing electric service to this development is \$200,000. 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.

All comments are preliminary and are based on the limited description provided. Please arrange a meeting with Electric Service Planning personnel for further information and detailed requirements at (626) 744-4495.



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 project. There is a 6-inch cast iron water main in Lake Avenue, installed under Work Order 181 in 1913. This water main is located approximately 33 feet east of the west property line of Lake Avenue. There is a 6-inch cast iron water main in Union Street, installed under Work Order 766 in 1920. This water main is located approximately 33 feet north of the south property line of Union Street. There is a 12-inch ductile iron water main in Hudson Avenue, installed under Work Order 02428 in 2004. This water main is located approximately 21 feet west of the east property line of Hudson Avenue.

Moratoriums:

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

Water Pressure:

The approximate water pressure at this site is 45 psi.

Water Service:

PWP records reflect three 2-inch water services (46368, 8021, and 46369) serving this project. 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 two fire hydrants in close proximity to the project site. Fire hydrant 616-2 is located on the northwest corner of Union Street and Lake Avenue. Fire hydrant 616-22 is located on the southeast corner of the three-way intersection of Boston Court and Lake Avenue.

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



Fire Hydrants Details:

