

8/15/05

Received  
August 15, 2005  
5:25 p.m.  
City Clerk



DO NOT WISH TO CALL  
THIS PERMIT UP FOR  
REVIEW - ACTION AND ANY  
OTHER ACTION  
(SUSPENSION?)  
DO NOT DISCUSS  
ACTION THAT  
IS REVIEWABLE  
THANKS,  
STREET MANAGER

August 5, 2005

Dennis G. Smith  
Buff, Smith, & Hensman Architects  
1450 W. Colorado Blvd., Suite 200  
Pasadena, CA 91105

RE: TENTATIVE PARCEL MAP #061676  
PLN2004-00303  
HILLSIDE DEVELOPMENT PERMIT #4395  
PLN2004-00304  
725 Hillside Terrace

Dear Mr. Smith:

Your application for a **HILLSIDE DEVELOPMENT PERMIT** and a **TENTATIVE PARCEL MAP** at **725 Hillside Terrace**, was considered by the **Zoning Hearing Officer** on **August 3, 2005**.

**TENTATIVE PARCEL MAP:** To allow the subdivision of one 110,642 square foot lot into two lots of 86,172 square feet (Parcel A) and 24,514 square feet (Parcel B). ✓

**HILLSIDE DEVELOPMENT PERMIT:** To allow the construction of a **75,328 square foot** single-family house on Parcel B. ✓

**TREE REMOVAL:** To allow the removal of one Toyon (*Heteromeles Arbutifolia*) tree.

After careful consideration of this application, and with full knowledge of the property and vicinity, the Zoning Hearing Officer made the findings as shown on Attachment A to this letter.

Based upon these findings, it was decided by the Zoning Hearing Officer that the **HILLSIDE DEVELOPMENT PERMIT, TENTATIVE PARCEL MAP**, and application for **TREE REMOVAL** be **approved** in accordance with submitted plans stamped **August 3, 2005**. The conditions listed in Attachment B, C, D, E, F, G and H were made a part of the approval.

In accordance with Section 17.64.040 of the Pasadena Municipal Code, the exercise of the right granted under this application must be commenced within two years of the effective date of the approval, unless otherwise specified in the conditions of approval. The Zoning Administrator can grant a one-year extension of your approval. Such a request and the appropriate fee must be received before the expiration date. The right granted by this approval may be revoked if the

8/22/2005  
7.B.1.

entitlement is exercised contrary to the conditions of approval or if it is exercised in violation of the Zoning Code.

You are advised that an application for a building permit is not sufficient to vest the rights granted by this approval. The building permit must be issued and construction diligently pursued prior to the expiration of this approval. It should be noted that the time frame within which judicial review of the decision must be sought is governed by California Code of Civil Procedures, Section 1094.6.

You are hereby notified that, pursuant to Pasadena Municipal Code Chapter 17.72, any person affected or aggrieved by the decision of the Zoning Hearing Officer has the right to appeal this decision within **ten days (August 15, 2005)**. The effective date of this case will be **August 16, 2005**. Prior to such effective date, a member of the City Council or Planning Commission may stay the decision and request that it be called for review to the City Council. However, if the tenth day falls on a day when City offices are closed, the appeal deadline shall be extended through the next day when offices are open. The decision becomes effective on the eleventh day from the date of the decision. The regular Appeal fee is \$2,960.75. The Appeal fee for Non-profit Community-based Organizations pre-registered with Neighborhood Connections is \$1,480.38

Any permits necessary may be issued to you by the Building Division on or after the effective date stated above. A building permit application may be submitted before the appeal deadline has expired with the understanding that should an appeal be filed, your application may, at your expense, be required to be revised to comply with the decision on the appeal. **You should call the Current Planning office at 626-744-6777 to find out if any appeal or call for review has been filed before you submit your building permit application.** A copy of this letter must be attached to all plans submitted for building permits.

An Initial Environmental Study recommending a Negative Declaration has been prepared and posted. The comment period for the Initial Study is from July 13, 2005 through August 3, 2005. You may present comments to staff in writing or orally at the public hearing.

For further information regarding this case please contact **David Sinclair** at **(626) 744-6766**.

Sincerely,



Paul Beard  
Zoning Hearing Officer

Enclosures: Attachment A, Attachment B, Attachment C, Attachment D, Attachment E, Attachment F, Attachment G, Attachment H

xc: City Clerk, City Council, Building Division, Public Works, Power Division, Water Division, Design and Historic Preservation, Hearing Officer, Code Enforcement-Ellen Clark, Case File, Decision Letter File, Planning Commission (9)

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR TENTATIVE PARCEL MAP #061676**

Tentative Tract Map – Subdivide one land lot into two land lots.

1. *The proposed map is consistent with applicable general and specific plans as specified in Section 65450 in that the two proposed properties are not in conflict with the intent and purpose of the RS-2-HD zoning district or the Low Density Residential General Plan land use designation. The proposed lot sizes and widths comply with the standards established for the RS-2-HD district.*
2. *The site is physically suitable for the type of development in that any future development on either proposed property shall comply with the development standards of the Pasadena Municipal Code, specifically the RS-2-HD single-family zoning district. The proposed parcels meet or exceed the minimum development standards of the RS-2-HD zoning district.*
3. *The design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially and unavoidably injure fish or wildlife or their habitat in that the property is in an urbanized area that is fully developed with single-family dwellings. The wildlife in the vicinity of the property have adapted to the urban environment. The creation of two parcels from one will not significantly change the surrounding area and will not lead to the degradation of the environment.*
4. *The design of the subdivision or type of improvements is not likely to cause serious public health problems in that any future development on either proposed property shall comply with the development standards of the Pasadena Municipal Code. Any future construction will require building permits which will ensure that all code requirements are met.*
5. *The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision in that easements acquired for the public at large do not traverse the site of the proposed subdivision.*
6. *The design of the subdivision shall provide, to the extent feasible, for future passive or natural heating or cooling in that any future development on either proposed property shall comply with the development standards of the Pasadena Municipal Code. Specifically, the RS-2-HD development standards limit the amount of lot coverage and front yard paving, as well as the size of structures. This ensures adequate open space and softscape, as well as building separation, which will facilitate natural heating and cooling patterns on the site.*
7. *The discharge of waste from the proposed subdivision into the existing sewer system would not add to or result in violation of existing water quality control standards in that the required sewer connection will be reviewed to ensure compliance with the applicable city regulations.*

Hillside Development Permit – Subdivision in the Hillside Overlay District

8. *The proposed use is allowed with a Conditional Use Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code. As conditioned, the creation of two lots from one will be compatible with the existing residential properties in the surrounding area. Both properties will exceed the minimum required lot size for properties in the RS-2-HD zoning district and the number of lots, two, is less than what is allowed by the Hillside District Ordinance.*
9. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district. The site will continue to be used for single-family residential purposes in an area which is designated for such use. Furthermore, the new properties will not impact views to and from hillside area and will maintain the identity, image, and environmental quality of the City, which is the intent of the Zoning Code.*
10. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan. The site will continue to be used for single-family residential purposes in an area which is designated for such use. Also, Objective 7 of the General Plan is to "Preserve the character and scale of Pasadena's established residential neighborhoods". Policy 7.1 discourages "mansionization" and policy 7.6 protects the special character of hillsides throughout the City limits. Through conditions, the applicant's proposal will be consistent with the General Plan objectives and policies.*
11. *The establishment, maintenance, or operation of the use would not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use. The proposed two properties will not in of themselves impact the surrounding property owners. Construction on either property will be reviewed for compliance with the Pasadena Municipal Code to ensure any impacts on the surrounding neighborhood are reduced.*
12. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City in that any proposed project will be constructed utilizing current building codes. Furthermore, any construction on either of the two properties would be reviewed for compliance with the Pasadena Municipal Code.*
13. *The design location, operating characteristics, and size of the proposed use would be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection in that the proposed project has met the minimum development standards of the Zoning Code. The new properties provide adequate area for development that can meet or exceed the minimum requirements for setbacks, lot coverage, floor area, and height. There are no unique geologic features on the site that would be impacted by the subdivision.*
14. *The design, location, and size of the proposed structures and/or additions or alterations to existing structures will be compatible with existing and anticipated future development on adjacent lots as described in Section 17.29.060D of this ordinance and in terms of aesthetics, character, scale, and view protection. The proposed lots exceed the minimum lot size required for new lots in the RS-2 zoning district and the number of new lots is less than what is permitted by Section 17.29.040 (Hillside Subdivision Standards) of the Zoning Code. Any proposed development on either property shall meet or exceed the minimum*

development standards and regulations of section 17.29 (Hillside Overlay district) and the Pasadena Municipal Code. These development standards and regulations include floor area, lot coverage, setbacks, height, and neighborhood compatibility.

15. *The placement of the proposed additions avoids the most steeply sloping portions of the site to the maximum extent feasible and minimizes alteration of hillside topography, drainage patterns, and vegetation.* The new lots provide adequate space for development on either lot to meet or exceed the minimum required development standards such as floor area, lot coverage, setbacks, and height without significantly impacting the existing topography of the property.

**ATTACHMENT B**  
**SPECIFIC FINDINGS FOR HILL SIDE DEVELOPMENT PERMIT #4395**

Hillside Development Permit -- Construction of single-family house

1. *The proposed use is allowed with a Conditional Use Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code in that the project will be compatible with the existing residential uses in the surrounding area. The proposed house complies with all the development standards of the Zoning Code (i.e. setbacks, height, lot coverage, floor area, etc.) and will fit with the neighboring structures. Furthermore, the size of the residence is within the limit established as part of the neighborhood compatibility requirement. Finally, the house is not proposed on a ridgeline.*
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district. The site will continue to be used for single-family residential purposes in an area which is designated for such use. Furthermore, the new house will not impact views to and from hillside area and will maintain the identity, image, and environmental quality of the City, which is the intent of the Zoning Code.*
3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan. The site will continue to be used for single-family residential purposes in an area which is designated for such use. Also, Objective 7 of the General Plan is to "Preserve the character and scale of Pasadena's established residential neighborhoods". Policy 7.1 discourages "mansionization" and policy 7.6 protects the special character of hillsides throughout the City limits. Through conditions, the applicant's proposal will be consistent with the General Plan objectives and policies.*
4. *The establishment, maintenance, or operation of the use would not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use. The proposed residence will be constructed in such a manner as to minimize impact to surrounding property owners. The proposed construction would be less than the maximum allowable height limit for the site and will cover approximately 9% of the lot area. There will be no views blocked as a result of the construction.*
5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City in that the proposed project will be constructed utilizing current building codes. Furthermore, the proposed house would be able to meet all of the applicable development standards.*
6. *The design location, operating characteristics, and size of the proposed use would be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection in that the proposed project has met the minimum development standards of the Zoning Code. As proposed, the house will meet the minimum setback requirements, lot coverage, height, and floor area.*
7. *The design, location, and size of the proposed structures and/or additions or alterations to existing structures will be compatible with existing and anticipated future development on adjacent lots as described in Section 17.29.060D of this ordinance and in terms of aesthetics, character, scale, and view protection because the proposed size of the house will be below the Neighborhood Compatibility maximum. The area in which the property is*

located has a variety of older and newer architectural styles and as such the proposed house will not be out of character with the neighborhood.

8. *The placement of the proposed additions avoids the most steeply sloping portions of the site to the maximum extent feasible and minimizes alteration of hillside topography, drainage patterns, and vegetation.* The proposed house would be constructed on an appropriate area on the property. To require that it be set back farther from the street would result in increased grading and excavation of the site. Similarly, to require that there be less grading and excavation would result in the house being situated higher on the site and would result in the house being more visible and prominent to the street and neighborhood.

Private Tree Removal – Removal of one Toyon (Heteromeles Arbutifolia) tree.

9. *The project includes a landscape design plan which will result in tree canopy coverage of greater significance than the tree canopy being removed, within a reasonable time after completion of the project.* The landscape plan submitted with the application includes the planting of 34 new trees: 24-inch box Ginkos (3), 24-inch box Japanese Maples (2), 15-gallon Coast Live Oaks (9), 15-gallon California Rosebud trees (6), and 15-gallon Toyon trees (14). Most of these trees are proposed to be planted at the rear of the property. The Ginkos and Japanese Maples will be planted at the front and sides of the new house, within visibility of the street. Three California Rosebud trees will be planted at the southern end of the front property line, while the remaining three will also be planted at the front property line, on the opposite side of the house.

**ATTACHMENT C**  
**CONDITIONS OF APPROVAL FOR TENTATIVE PARCEL MAP #051640**

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

1. The final map to be recorded with the Los Angeles County Recorder shall substantially conform to the Tentative Parcel Map submitted with this application and stamped, "Received at Hearing, August 3, 2005", except as modified herein.
2. Any future development on the proposed properties shall comply with the development standards of the Pasadena Municipal Code.
3. All utilities shall be provided underground if applicable.
4. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
5. No condition monitoring, mitigation, or final zoning inspections are required for the proposed Tentative Parcel Map.



**ATTACHMENT D**  
**CONDITIONS OF APPROVAL FOR HILLSIDE DEVELOPMENT PERMIT #4335**

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

1. The site plan, floor plan, elevations, and building sections submitted for building permits shall substantially conform to plans submitted and stamped "Received at Hearing, August 3, 2005", except as modified herein.
2. The applicant shall comply with all requirements of Chapter 17.22 and 17.29 that relate to residential development in the Hillside Overlay district.
3. The project shall comply with the Tree Protection Ordinance. A tree protection plan shall be submitted to the Zoning Administrator for approval prior to the approval of any building or grading permits. The approval of a Tree Removal Application shall be obtained prior to the issuance of building permits if any protected trees, as specified in the Tree Ordinance, are removed.
4. A construction parking and staging plan shall be submitted to and approved by the Zoning Administrator and the Department of Public Works and Transportation prior to issuance of any permits. The construction parking and staging plan shall include information on the removal of demolished materials as well as the on-site storage of new construction materials. A copy of the approved construction parking and staging plan shall be furnished to the Current Planning Division for inclusion into the case file on this project. The plan shall be available for review by surrounding property owners.
5. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
6. No mechanical equipment, with the exception of solar collectors, shall be permitted on any roof unless fully enclosed in an enclosure designed to be architecturally compatible with the existing house. Any above ground mechanical equipment shall be screened from the street and shall be more than 5 feet from all property lines.
7. All new construction shall meet all applicable SUSMP (Standard Urban Water Mitigation Plan) requirements of the Building Division.
8. All landscape and walkway lighting shall be directed downwards to minimize glare from the property.
9. For projects subject to a building permit, all construction vehicles or trucks including trailers with length over 30 feet or widths over 102 inches shall require a lead pilot vehicle and flag person to enter the streets within the Hillside District. The flag person will stop opposing traffic as necessary when trucks are negotiating tight curves. Operation of construction vehicles or trucks with lengths over 35 feet shall require approval from the Department of Transportation and Department of Public Works, subject to demonstration that such vehicles can maneuver around specific tight curves in the Hillside District. Operation of construction trucks with lengths over 30 feet shall be prohibited before 9:00 AM, and after 3:00 PM, Monday through Friday and all day during weekends and holidays. On refuse collection days, the operation of construction trucks with lengths over 30 feet shall be prohibited before 10:00 AM and after 3:00 PM.

10. The proposed project, **Case No. PLN2004-00304** , shall comply with all conditions of approval, subject to a Final Zoning Inspection. Contact the Code Compliance Staff at (626) 744-4633 to verify the fee and to schedule an inspection appointment time. All fees are to be paid to the cashier at the permit center located at 175 N. Garfield Avenue. The cashier will ask for the case number provided above. Failure to pay the inspection fee prior to initiating the application may result in revocation proceedings of this entitlement.

**ATTACHMENT E**

**MEMORANDUM - CITY OF PASADENA  
DEPARTMENT OF PUBLIC WORKS**

**DATE:** July 14, 2005

**TO:** Denver Miller, Zoning Administrator  
Planning and Development Department

**FROM:** City Engineer  
Department of Public Works

**RE:** Tentative Parcel Map No. 061676  
725 Hillside Terrace

The Department of Public Works has reviewed the application for Tentative Parcel Map No. 061676 at 725 Hillside Terrace. The applicant is proposing to create two lots with areas of 86,172 square feet (parcel A) and 24,514 square feet (Parcel B). A new house is proposed for Parcel B. The existing house would remain on Parcel A. The approval of this tentative parcel map should be based upon satisfying all of the following conditions:

1. Excavation in the street for utility connections shall be as close as possible to each other and the pavement shall be restored contiguously between extreme excavations.
2. The applicant shall construct a new drive approach with a minimum of 12 feet width and in accordance with Standard Drawing No. S-403. The existing gutter shall be cut as near the flow line and the paving shall not be disturbed.
3. The applicant shall repair any existing or newly damaged curb, gutter and sidewalk, without cutting the asphalt pavement along the subject frontage prior to the issuance of a Certificate of Occupancy. The existing damaged asphalt sidewalk shall be removed and reconstructed with concrete sidewalk. Sawcutting shall be done along the flow line. Existing street trees shall be protected using the City's Tree Protection Standards available from the Parks and Natural Resources Division (744-4514).
4. All vegetation overgrowing into San Rafael Avenue or into Hillside Terrace public right-of-way shall be trimmed back.

5. Retaining wall footings shall not encroach into the public right-of-way.
6. The project shall comply with the Tree Protection Ordinance (TPO) that provides protection for specific types of trees on private property as well as all trees on public property.
7. If drainage patterns are altered, the applicant shall provide an approved method of controlling storm water runoff. Approval shall be made by the Planning and Development Department and the Department of Public Works prior to issuance of a grading or building permit for this site.
8. If the proposed improvement drains to the driveway, the applicant shall construct a non-sump grate drain in the driveway at the back of the sidewalk. The drain shall discharge to the street in a curb outlet approved by the Department of Public Works.
9. 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.
10. If the existing street lighting system along the project frontage is in conflict with the proposed development/driveway, it is the responsibility of the applicant to relocate the affected street lights, including conduits, conductors, electrical services, pull boxes and miscellaneous appurtenant work in a manner that complies with the requirements and receives the approval of the Department of Public Works.
11. The proposed development shall be connected to the public sewer by a method approved by the Department of Public Works. The sewer connections shall be 6-inch diameter vitrified clay or cast iron pipe with a minimum slope of 2 percent.

If the existing house sewer connection is used, a closed circuit television (CCTV) inspection of the sewer connection shall be performed and a CCTV inspection tape submitted to the Department of Public Works for review. If any portion of the sewer connection is in need of repair or there is potential sewer leakage, as determined by the Department, a new six-inch diameter vitrified clay or cast iron pipe with a minimum slope of two percent shall be installed. The applicant shall be responsible for all costs to obtain the CCTV inspection of the existing sewer connection, and if required, to install the new six-inch diameter sewer connection.

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

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

13. Past experience has indicated that projects such as this tend to damage the abutting street improvements with the heavy equipment and truck traffic that is necessary during construction. Additionally, the City has had difficulty in requiring developers to maintain a clean and safe site during the construction phase of development. Accordingly, the applicant shall place a \$5,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is subject to refund or additional billing, and is a guarantee that the applicant will keep the site clean and safe, and will make permanent repairs to the abutting street improvements that are damaged, including striping, slurry seal/resurfacing, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. A processing fee will be charged against the deposit.
14. Upon submission of the final parcel map to the City for approval by the City Council, the applicant shall supply the City with 24 blue-line copies of the final map.
15. The applicant's engineer shall be required to set boundary monuments on the proposed subdivision per Pasadena Municipal Code, Section 16.24.060, and furnish to the City a set of original field notes.
16. Upon submission of the final parcel map to the City for approval, the applicant shall pay a flat fee of \$100 to have appropriate record quality copies of the

recorded map made by the City for public record purposes and a deposit (based on the current General Fee Schedule) to cover the cost of processing the final map.

17. Currently, the County of Los Angeles Department of Public Works is utilizing the computer to update and digitize the countywide land use base. If the parcel map is prepared using a computerized drafting system, it is recommended that the applicant's engineer submit a map in digital graphic format with the final Mylar map to the County of Los Angeles Department of Public Works for recordation and to the City of Pasadena Department of Public Works for incorporation into its GIS land use map. The City of Pasadena's GIS Coordinate System must be used for the digital file.
18. All costs associated with these conditions shall be the applicant's responsibility. Unless otherwise noted in this memo, all costs are based on the General Fee Schedule that is in effect at the time these conditions are met. A processing fee will be charged against all deposits.



DANIEL A. RIX  
City Engineer

DAR:jo

**ATTACHMENT F**

**MEMORANDUM - CITY OF PASADENA  
DEPARTMENT OF PUBLIC WORKS**

**DATE:** July 14, 2005

**TO:** Denver Miller, Zoning Administrator  
Planning and Development Department

**FROM:** City Engineer  
Department of Public Works

**RE:** Hillside Development Permit No. 4395  
725 Hillside Terrace

The Department of Public Works has reviewed the application for Hillside Development Permit No. 4395 at 725 Hillside Terrace. The applicant is proposing to construct a 5,328 square-foot, two and three-story single family house in the Hillside Overlay district. The approval of this hillside development permit should be based upon satisfying all of the following conditions:

1. Excavation in the street for utility connections shall be as close as possible to each other and the pavement shall be restored contiguously between extreme excavations.
2. The applicant shall construct a new drive approach with a minimum of 12 feet width and in accordance with Standard Drawing No. S-403. The existing gutter shall be cut as near the flow line and the paving shall not be disturbed.
3. The applicant shall close any unused drive approach with standard concrete curb, gutter and sidewalk and shall repair any existing or newly damaged curb, gutter and sidewalk, without cutting the asphalt pavement along the subject frontage prior to the issuance of a Certificate of Occupancy. Sawcutting shall be done along the flow line. Existing street trees shall be protected using the City's Tree Protection Standards available from the Parks and Natural Resources Division (744-4514).
4. All vegetation overgrowing into San Rafael Avenue or into Hillside Terrace public right-of-way shall be trimmed back.
5. Retaining wall footings shall not encroach into the public right-of-way.

6. The project shall comply with the Tree Protection Ordinance (TPO) that provides protection for specific types of trees on private property as well as all trees on public property.
7. If drainage patterns are altered, the applicant shall provide an approved method of controlling storm water runoff. Approval shall be made by the Planning and Development Department and the Department of Public Works prior to issuance of a grading or building permit for this site.
8. If the proposed improvement drains to the driveway, the applicant shall construct a non-sump grate drain in the driveway at the back of the sidewalk. The drain shall discharge to the street in a curb outlet approved by the Department of Public Works.
9. 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.
10. If the existing street lighting system along the project frontage is in conflict with the proposed development/driveway, it is the responsibility of the applicant to relocate the affected street lights, including conduits, conductors, electrical services, pull boxes and miscellaneous appurtenant work in a manner that complies with the requirements and receives the approval of the Department of Public Works.
11. The proposed development shall be connected to the public sewer by a method approved by the Department of Public Works. The sewer connections shall be
12. 6-inch diameter vitrified clay or cast iron pipe with a minimum slope of 2 percent.
13. If the existing house sewer connection is used, a closed circuit television (CCTV) inspection of the sewer connection shall be performed and a CCTV inspection tape submitted to the Department of Public Works for review. If any portion of the sewer connection is in need of repair or there is potential sewer leakage, as determined by the Department, a new six-inch diameter vitrified clay or cast iron pipe with a minimum slope of two percent shall be installed. The applicant shall be responsible for all costs to obtain the CCTV inspection of the existing sewer connection, and if required, to install the new six-inch diameter sewer connection.



14. The applicant shall submit the following plan and form which are obtainable from the Recycling Coordinator, (626) 744-4721, of the Department of Public Works for approval:
- a. C & D Recycling & Waste Assessment Plan – Submit plan prior to issuance of the grading permit. A list of Construction and Demolition Recyclers can be obtained from the Recycling Coordinator.
  - b. Monthly reports must be submitted throughout the duration of the project.
  - d. 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. This deposit is fully refundable upon compliance with Chapter 8.62 of the Pasadena Municipal Code. A non-refundable Administrative Review fee is also due prior to permit issuance and the amount is based upon the type of project.

15. Past experience has indicated that projects such as this tend to damage the abutting street improvements with the heavy equipment and truck traffic that is necessary during construction. Additionally, the City has had difficulty in requiring developers to maintain a clean and safe site during the construction phase of development. Accordingly, the applicant shall place a \$5,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is subject to refund or additional billing, and is a guarantee that the applicant will keep the site clean and safe, and will make permanent repairs to the abutting street improvements that are damaged, including striping, slurry seal/resurfacing, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. A processing fee will be charged against the deposit.
16. All costs associated with these conditions shall be the applicant's responsibility. Unless otherwise noted in this memo, all costs are based on the General Fee Schedule that is in effect at the time these conditions are met. A processing fee will be charged against all deposits.

  
DANIEL A. RIX  
City Engineer

# ATTACHMENT G PASADENA WATER DIVISION

## Check Sheet

TENTATIVE PARCEL MAP NO.: 061676  
DATE TENTATIVE MAP RECEIVED: June 27, 2005  
LOCATION: 725 Hillside Terrace Avenue  
DATE CHECK OF TENTATIVE MAP AND ACCOMPANY DATA COMPLETED: July 7, 2005

	YES	NO
Can the City serve the area in accordance with Water Rate Ordinance No. 4583?	X	
Are any easements or rights of way required?		X
Are special contracts required for reservoirs, pumping plants, or other uses?		X

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### REMARKS:

Pasadena Water and Power (PWP), Water Division, can serve water to this project. Currently, there is a 12-inch water main in Hillside Terrace Avenue, 16-feet west of the east property line of Hillside Terrace Avenue, and an 8-inch water main in San Rafael Avenue, 21-feet east of the west property line of San Rafael Avenue.

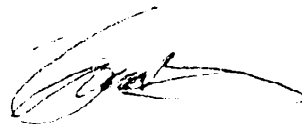
Verify with The Public Works Department regarding any construction moratorium affecting this project.

The approximate water pressure range at the project site is 60-70 psi (pounds per square inch).

There is one (1) 2-inch water service to this project site. This service may not be sufficient for the proposed development. The size of any new service for this development will be determined per the Uniform Plumbing Code when the final building plans are submitted. PWP will install any new service at the Pasadena Water Service Rate Ordinance in effect at the time of application and installation. (NOTE: Pasadena Water Service Rate Ordinance is applied to new services tapped off the main closest to the parcel when installed in the street under normal conditions and standard methods).

There is no current fire flow information available in the vicinity of this project. The Pasadena Fire Department has jurisdiction and establishes the requirements for fire protection within the City of Pasadena. They 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.

All city cross-connection prevention policies must be adhered to. Please note that water lines are not permitted to cross lot lines to serve adjoining lots. Each parcel must have a separate water service.



Peter Tran

Assistant Engineer, Water Division

# ATTACHMENT H PASADENA POWER DIVISION

## Check Sheet

TENTATIVE PARCEL MAP NO.: 61676  
DATE TENTATIVE MAP RECEIVED: JUNE 21, 2005  
LOCATION: 725 HILLSIDE TERRACE  
DATE CHECK OF TENTATIVE MAP AND ACCOMPANYING DATA COMPLETED: JULY 11, 2005

	YES	NO
The Water & Power, Power Delivery Unit can serve the area in accordance with the light & Power Rate Ordinance.	X	
Are underground installations specified?		X
Are easements required?		X

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**REMARKS:**

This proposed lot split for development will be served by the Pasadena Water and Power Department, Power Delivery Unit.

**PARCEL, LOT 1.**

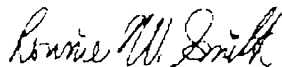
This lot is presently fed electrically, from its own private electric vault facility.

**PARCEL, LOT 2.**

Power department is to install new 2-4" PVC, concrete encased, service conduits west from its electrical system located in Hillside Terrace, stubbing at the property line, as a cost to owner/developer. If future electric load requirements are greater than 200amps., the owner/developer will be required to install a new private property electric vault as per the department's Engineering and Utility Planners recommendations.

No bonds or certificates of deposit will be required for Power Department facilities.

SBC should be contacted for their requirements.



RON SMITH  
Principal Engineer

MINUTES  
ZONING HEARING OFFICER  
AUGUST 3, 2005  
PAUL BEARD

Public Meeting 6:00 PM  
175 North Garfield Avenue  
Permit Center Hearing Room, 1<sup>st</sup> Floor

- 1. CALL TO ORDER
- 2. PUBLIC HEARINGS

MINOR CASES

- A. **MCUP #4497: 825 North Raymond Avenue – Council District #3**  
 Minor Conditional Use Permit: To permit the expansion to one of three residential units in a zoning district where only two residential units are permitted.  
Staff Recommendation: Approval with conditions  
 Case Manager: Jose Jimenez  
**APPROVED WITH CONDITIONS**  
**APPEAL DEADLINE – 08/15/05**  
**EFFECTIVE DATE – 08/16/05**
  
- B. **MCUP #4521: 650 North Sierra Madre Villa Avenue – Council District #4**  
 Minor Conditional Use Permit: To establish an unmanned Wireless Telecommunications Facility on an existing building rooftop.  
Staff Recommendation: Approval with conditions  
 Case Manager: Ariel Socarras  
**APPROVED WITH CONDITIONS**  
**APPEAL DEADLINE – 08/15/05**  
**EFFECTIVE DATE – 08/16/05**
  
- C. **MCUP #4548: 1401 South Oak Knoll Drive – Council District #7**  
 Minor Conditional Use Permit: To establish an unmanned telecommunications facility on the roof of the Ritz Carlton Hotel.  
Staff Recommendation: Approval with conditions  
 Case Manager: Jose Jimenez  
**APPROVED WITH CONDITIONS**  
**APPEAL DEADLINE – 08/15/05**  
**EFFECTIVE DATE – 08/16/05**

REGULAR CASES

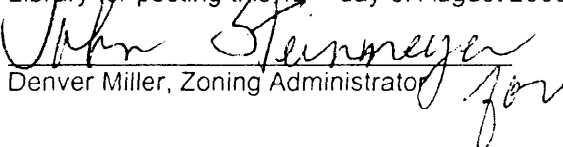
~~MCUP #061676: 720 South San Antonio Avenue~~  
 Tentative Parcel Map: To allow the subdivision of one 110,642 square foot lot into two lots of 86,172 square feet (Parcel A) and 24,514 square feet (Parcel B).  
 Hillside Development Permit: To allow the construction of a 5,328 square foot single-family house on Parcel B.  
 Tree Removal: To allow the removal of one Toyon (Heteromeles Arbutifolia) tree.  
Staff Recommendation: Approval with conditions  
 Case Manager: David Sinclair  
**APPROVED WITH CONDITIONS**  
**APPEAL DEADLINE – 08/15/05**  
**EFFECTIVE DATE – 08/16/05**

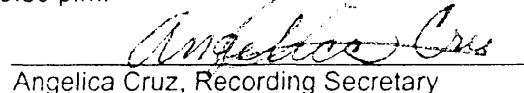
- E. CUP #4500: 3880 East Sierra Madre Boulevard – Council District #4**  
 Conditional Use Permit: Instaliation of outdoor bleacher seating and fencing adjacent to an existing high school athletic field.  
Staff Recommendation: Approval with conditions  
 Case Manager: John Steinmeyer  
**APPROVED WITH CONDITIONS**  
**APPEAL DEADLINE – 08/15/05**  
**EFFECTIVE DATE – 08/16/05**
- F. CUP #4525: 39 South Raymond Avenue – Council District #6**  
 Conditional Use Permit: To allow the expansion of an existing restaurant (La Fornaretta) with on-site sale of alcohol (beer and wine) sales. The applicant is proposing to enlarge the restaurant and upgrade its alcohol license to full alcohol.  
Staff Recommendation: Approval with conditions  
 Case Manager: Ariel Socarras  
**APPROVED WITH CONDITIONS**  
**APPEAL DEADLINE – 08/15/05**  
**EFFECTIVE DATE – 08/16/05**
- G. V #11505 & VTTM #062061: 770 East Walnut Street – Council District #3**  
 Variance: To allow a proposed mixed-use building to have a corner yard setback of 6'-6" where 10 feet is the minimum requirement.  
 Variance: To allow the depth of the commercial businesses to be less than minimum requirement of 50 feet.  
 Vesting Tentative Tract Map: To allow the consolidation of four land lots into one land lot and the creation of 72 air parcels (71 residential condominiums and one commercial space).  
Staff Recommendation: Approval of Vesting Tentative Tract Map and setback Variance applications; and disapproval of Variance to reduce commercial depth.  
 Case Manager: David Sinclair  
**APPROVED THE VESTING TENTATIVE TRACT MAP AND SETBACK VARIANCE APPLICATIONS; AND DISAPPROVED THE VARIANCE TO REDUCE COMMERCIAL DEPTH.**  
**APPEAL DEADLINE – 08/15/05**  
**EFFECTIVE DATE – 08/16/05**
- H. V #11516: 1186 Romney Drive – Council District #6**  
 Variance: To allow the removal and replacement of a non-conforming deck.  
Staff Recommendation: Approval with conditions  
 Case Manager: Jason Kruckeberg  
**APPROVED WITH CONDITIONS**  
**APPEAL DEADLINE – 08/15/05**  
**EFFECTIVE DATE – 08/16/05**

**3. ADJOURNMENT**

**POSTING STATEMENT:**

I HEREBY CERTIFY that this Agenda was posted in its entirety on the City of Pasadena Chamber Building bulletin boards in the lobby area and north outside entrance at 117 E. Colorado Boulevard, and the bulletin board at 175 North Garfield Avenue, Hale Building, and a copy was distributed to Central Library for posting this 12<sup>TH</sup> day of August 2005, by 5:30 p.m.

  
 Denver Miller, Zoning Administrator

  
 Angelica Cruz, Recording Secretary