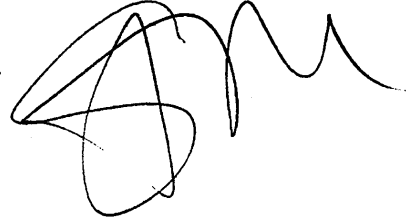


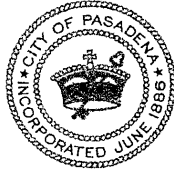
**Vanessa Velez**

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**From:** Madison, Steve [smadison@cityofpasadena.net]  
**Sent:** Thursday, November 10, 2011 12:50 PM  
**To:** Jomsky, Mark  
**Subject:** Call for Review for HDP 5651

Please agendize for Council consideration a call for review of HDP 5651.

A handwritten signature in black ink, appearing to be 'SM', located to the right of the main text.



PLANNING DEPARTMENT  
PLANNING DIVISION

November 7, 2011

David G. Snider  
21900 Martin Street, #D-13  
Carson, CA 90745

**Subject: Hillside Development Permit #5651  
1245 Wabash Street  
Council District #6**

**PLN2011-000239**

Dear Mr. Snider:

Your application for a **Hillside Development Permit at 1245 Wabash Street** was considered by the **Hearing Officer on November 2, 2011.**

**HILLSIDE DEVELOPMENT PERMIT: To allow a 204 square foot first floor addition, a new 173 square foot covered patio, and a new 1,002 square foot second floor addition to an existing 1,623 square foot single-family house. The total floor area of the project is 3,229 square feet, which includes the existing 400 square foot detached garage. The lot size of the subject property is 9,100 square feet and is located in the Hillside Overlay district. The proposed project meets the threshold for a Hillside Development Permit. No Variances are need for the project.**

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

Based upon these findings, it was decided by the Hearing Officer that the **Hillside Development Permit** be **approved** with conditions listed in Attachment B and in accordance with submitted plans stamped **November 2, 2011.**

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 Planning Director 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 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 to completion 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.

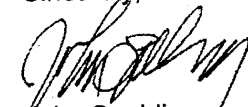
You are hereby notified that, pursuant to Pasadena Municipal Code Chapter 17.72, any person affected or aggrieved by the decision of the Hearing Officer has the right to appeal this decision within **ten days (November 14, 2011)**. The effective date of this case will be **November 15, 2011**. Prior to such effective date, a member of the City Council or Planning Commission may request that it be called for review to the Board of Zoning Appeals. However, if there is a request for a call for review, the appeal period will continue to run. 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 \$1,822.38. The Appeal fee for Non-profit Community-based Organizations pre-registered with Neighborhood Connections is \$911.19.

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. A copy of this decision letter (including conditions of approval and any mitigation monitoring program) shall be incorporated into the plans submitted for building permits.

The Hearing Officer adopted the environmental determination that this project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, Class 1, §15301, Existing Facilities). This exemption applies to additions, expansions, or alterations to existing structures where there is negligible or no expansion of the use. The use will remain a single-family residence.

For further information regarding this case please contact **Kent Lin** at **(626)744-6817**.

Sincerely,



John Spalding  
Hearing Officer

Enclosures: Attachment A, Attachment B, Attachment C (site map)

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

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR HILLSIDE DEVELOPMENT PERMIT #5651**

Hillside Development Permit – To allow the first and second floor additions to an existing single-family residence in the Hillside Overlay District.

1. *The proposed use is allowed with a Hillside Development Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code. A single-family residential use is allowed in the RS-4-HD (Residential Single-Family, Hillside Overlay District) Zoning District. The proposed additions to the existing single-family residence comply with all applicable development standards, including maximum allowable floor area, lot coverage, setbacks, height, off-street parking, encroachment plane, and the Neighborhood Compatibility Guideline requirements of the RS-4-HD Zoning District.*
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district. The use of the site will remain as a single-family residence; thus, the project will not increase traffic or overburden existing public infrastructure. The average slope of the property is less than 15 percent and the project will not result in any topographic changes to the property. The proposed additions are in compliance with the Hillside Development Overlay provisions 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 subject site is designated as Low Density Residential (LDR) by the General Plan. The site will continue to be used as a single-family residence; therefore, the character of the single-family neighborhood will be maintained. Objective 7.0 of the General Plan states 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. The proposed project has a floor to area ratio of 11 percent, which is less than the neighboring houses, which have an average floor to area ratio of 17 percent. With the conditions of approval, the project 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 existing single-family residence was built in 1949 and the proposed project will remain a single family residential use. The height of the house is below the maximum allowable height. The project complies with setback and encroachment plane requirements. There are 15 developed properties along the entire Wabash Street. Of the 15 houses, there are five properties developed with two stories. The proposed addition to the subject site will result in six houses out of 15 houses or 40 percent of the neighborhood along Wabash Street having two story additions. The proposed project will not be detrimental to the public health, safety, or welfare of persons or properties within the surrounding neighborhood, since it will be required to comply with all city codes.*
5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City. The proposed addition will be constructed in compliance with the current building standards. Furthermore, the City’s plan check process will ensure that the proposed project will meet all of the applicable building, safety and fire code requirements. The project must also*

comply with the conditions of approval required by the Fire Department and Department of Public Works. In addition, a construction traffic, staging, and management plan along with the geotechnical report prepared for the project will be included with the plans submitted for a building permit and will be verified through the plan check process to ensure that the project will comply with all applicable codes requirements and will not be detrimental or injurious to neighboring houses in the surrounding area.

6. *The design, location, operating characteristics, and size of the proposed use would be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection.* The project complies with all the development standards of the Zoning Code. The project site is not located on a ridgeline. The proposed project complies with Neighborhood Compatibility requirement. The design will be compatible with the architectural character of the residential properties in the vicinity. The mountain views to the west of the site will be preserved for the neighboring residences directly to the north, south, east and west of the subject site. The project is consistent with the existing houses in the neighborhood. The installation of a story pole on the roof top of the existing structure was required to provide a visual reference of how tall the proposed second floor addition will be and to provide a visual representation of the scale and massing as a result of the project. Based upon the story pole analysis conducted for the site along with the project's compliance with the height limit, setbacks, and encroachment plane requirements, the project will not have a significant visual impact to the neighborhood and that mountain views to the west of the site will not be significantly impacted as a result of the new second floor addition.
7. *The design, location, and size of the proposed structures and/or additions or alterations to existing structures will be compatible with existing and anticipated future development on adjacent lots as described in Section 17.29.060.D of this ordinance and in terms of aesthetics, character, scale, and view protection.* The Neighborhood Compatibility guidelines are established to ensure that a project is compatible with the character and scale of existing development in the vicinity. There are 15 developed properties along Wabash Street. Of the 15 houses, there are five properties developed with two story additions. The proposed addition to the subject site will result in six houses out of 15 houses or 40 percent of the neighborhood along Wabash Street having two story additions. Thus, the project is in scale with the context and character of existing development in the neighborhood. The subject site is located in a neighborhood that has a variety of architectural styles. The proposed project will not conflict with the architectural character of the surrounding neighborhood, and has been designed to minimize grading and follow the topography of the site.
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 addition to the existing single-family residence is within the existing buildable area for the site. The average slope of the property is less than 15 percent with no portion of the lot 50 percent slope or greater. The addition will occur within existing building footprint area in center flat buildable area of the lot. The site is not located on a ridgeline and the project will not alter any existing drainage patterns and vegetation. As part of the building permit review, the Building Division will review the grading and drainage plans to ensure that the drainage conditions after construction comply with the applicable regulations.

**ATTACHMENT B**  
**CONDITIONS OF APPROVAL FOR HILLSIDE DEVELOPMENT PERMIT #5651**

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

General

1. The (site plan, floor plan, elevations, and building sections submitted for building permits shall substantially conform to plans submitted and stamped "Received at Hearing, November 2, 2011," except as modified herein.
2. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
3. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
4. The proposed project, Activity Number **PLN2011-00239** was approved subject to the Inspection Program by the City. A Final Zoning Inspection is required for your project prior to the issuance of a Certificate of Occupancy. Contact the Planning Case Manager, Kent Lin at 626-744-6817 to schedule an inspection appointment time.

Planning Division

5. This approval is to allow a 204 square foot first floor addition, a new 1,002 square foot second floor addition, and 173 square foot rear covered patio to an existing 1,623 square foot single-family house. The total floor area of the project is 3,229 square feet, which includes the existing 400 square foot two-car detached garage.
6. One eucalyptus tree at 24" dBH located in front of the garage is permitted to be removed for the tree is not located in the designated tree protection zone.
7. One 15 gallon replacement tree shall be planted on site. The exact specimen and location shall be determined by the Zoning Administrator during the plan check process.
8. The applicant shall comply with all requirements of Chapters 17.22 and 17.29 that relate to residential development in the Hillside Overlay district, except as modified herein.
9. No grading permit shall be issued until the building permit for the residential project is ready to be issued.
10. No more than 50 percent of the existing exterior walls shall be demolished.
11. Darker tones, including earth tones, shall be used for exterior walls and roofs so that the structure blends in with the natural terrain. The color pallet shall be approved by the Zoning Administrator prior to issuance of any building permits.
12. A construction parking and staging plan shall be submitted to and approved by the Building Division, Department of Public Works, and Department of 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.

13. Any above-ground mechanical equipment shall be located at least five feet from all property lines and shall comply with the screening requirements of Section 17.40.150 (Screening) of the Zoning Code.
14. All new construction shall meet all applicable SUSMP (Standard Urban Water Mitigation Plan) requirements of the Building Division.
15. All landscape and walkway lighting shall be directed downward to minimize glare from the property.
16. For projects subject to a building permit, all construction vehicles or trucks including trailers with length over 30 feet or widths over 102 inches shall require a lead pilot vehicle and flag person to enter the streets within the Hillside District. The flag person will stop opposing traffic as necessary when trucks are negotiating tight curves. Operation of construction vehicles or trucks with lengths over 35 feet shall require approval from the Department of Transportation and Department of Public Works, subject to demonstration that such vehicles can maneuver around specific tight curves in the Hillside District. Operation of construction trucks with lengths over 30 feet shall be prohibited before 9:00 a.m. and after 3:00 p.m., Monday through Friday and all day during weekends and holidays. On refuse collection days, the operation of construction trucks with lengths over 30 feet shall be prohibited before 10:00 a.m. and after 3:00 p.m.

#### Fire Department

17. The project shall comply with CBC, CFC, and PMC for fire sprinkler system.

#### Building Division

18. Drainage plans, topographical plans and soils reports are required to be submitted for building permit plan check process.

#### Public Works Department

19. A closed circuit television (CCTV) inspection of the house sewer serving the property shall be performed and a CCTV inspection tape submitted to the Department of Public Works for review. The house sewer inspection shall include footage from the private cleanout to the connection at public sewer main, with no or minimum flow in the pipe during the televising. The property address, date of inspection, and a continuous read-out of the camera distance from the starting point shall be constantly displayed on the video. The applicant shall correct any defects revealed by the inspection. Defects may include, excessive tuberculation, offset joints, excessive root intrusion, pipe joints that can allow water infiltration, cracks, and corrosion or deterioration of the pipe or joint material, damaged or cracked connection to the sewer main, or other defects as determined by the City Engineer. The method of correction of the defects shall be subject to the approval of the City Engineer, and may include partial or total replacement of the house sewer, or installation of a structural or non-structural pipe liner. The applicant shall be responsible for all costs required to obtain the CCTV inspection of the existing sewer connection, and if required, to correct the defects.

20. If drainage patterns are altered, the applicant shall provide an approved method of controlling storm water runoff. Approval shall be made by the Planning Department and the Department of Public Works prior to issuance of a grading or building permit for this site.
21. The applicant shall either remove the existing private improvements - retaining wall and concrete pavers - within the public right-of-way, or construct improvements in the public right-of-way to the satisfaction of the City Engineer.
22. The applicant shall plant and maintain, for a period of three years, a maximum of two (2) officially designated street trees per the City approved master street tree plan (*Olea europaea*, Olive) on the subject frontage and install and maintain an irrigation system for the trees. Location(s) will be finalized in the field by the Department of Public Works. Plans for the irrigation system shall be submitted to the Department for review and approval.

Tree(s) 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. PNR can be reached at (626) 744-3846. The tree(s) shall be approved by the Forestry Supervisor prior to the issuance of a Certificate of Occupancy. All new tree(s) shall be maintained by either an existing or a new irrigation system constructed by the applicant.

The applicant shall also submit a tree establishment deposit to guarantee the new tree(s) for a minimum of 90 calendar days. The maintenance within the establishment period shall consist of watering the new tree(s); the removal of weeds; the adjustment to grade of any trees that settle; and any other operations needed to assure normal tree growth. The applicant shall replace any tree(s) which, for any reason, die or are damaged under its care. The 90-day tree establishment period shall commence on the day that the Certificate of Occupancy is issued. Said deposit may be included as part of the construction guarantee if applicable, and is subject to partial refund or additional billing.

23. 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 \$1,000 deposit (said deposit shall include the tree establishment deposit as stated previously) with the Department of Public Works prior to the issuance of a building or grading permit. This 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.
24. 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 Departments of Public Works and Transportation for review and approval. The template for the Construction Staging and Traffic Management Plan may be obtained from the Department of Public Works webpage at: [http://cityofpasadena.net/PublicWorks/Engineering\\_Division/](http://cityofpasadena.net/PublicWorks/Engineering_Division/). A deposit, based on the General Fee Schedule, is required for plan review and on-going monitoring during construction. This plan shall show the impact of the various construction stages on the public right-of-way including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. An occupancy permit shall be obtained from the Department of Public Works for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be 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 two departments for review and approval.

25. All costs associated with these conditions shall be the applicant's responsibility. Unless otherwise noted in this memo, all costs are based on the General Fee Schedule that is in effect at the time these conditions are met. A processing fee will be charged against all deposits.

In addition to the above conditions, the requirements of the following ordinances 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.
- 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 approval of the Urban Forestry Advisory Committee.
- 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 sidewalk along the subject frontage prior to the issuance of a Certificate of Occupancy or any building permit for work in excess of \$20,000 pertaining to occupancy or construction on the property in accordance with Section 12.04.031, entitled "Inspection required for Permit Clearance" of the PMC.

Conditions added by Hearing Officer

26. The proposed second story bedroom window along the west elevation shall be redesign and relocated further south along the western elevation of the proposed addition. The location and window type shall be reviewed and approved by the Zoning Administrator.
27. The existing landscape vines along the western side property line are permitted to be removed provided that the stability of the slope is not impacted. Slope stability along the western property line shall be verified during the Building Permit Plan Check process.
28. The existing hedges along the eastern property line shall be maintained and protected during construction.
29. The landscape hedge along the eastern side property line shall be extended towards the front property line.

30. Vertical landscaping shall be planted along the both the eastern and western side property lines to minimize visual impacts associated with the second floor addition. The type and location of landscaping shall be subject to the review and approval of the Zoning Administrator during the Building Permit Plan Check process.

