

ATTACHMENT A
RECOMMENDED FINDINGS FOR HILLSIDE DEVELOPMENT PERMIT #6347

Hillside Development Permit – Construction of a 1,339 square-foot, two-story single-family residence with a 367 square-foot attached two-car garage:

1. *The proposed use is allowed with a Hillside Development Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code. A single-family residential use is allowed in the RS-6-HDSR (Residential Single-Family, Hillside Overlay District) zoning district. With the exception of the requested variance, the proposed additions will be in compliance with all applicable development standards, including maximum allowable floor area, lot coverage, setbacks, building height, and off-street parking requirements of the zoning district.*
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district. The subject property is zoned RS-6-HD-SR, which is designated primarily for single-family residential purposes. The use of the site will be a single-family residence. The properties in the neighborhood are currently developed with single-family residences, and the project will be consistent with existing development in the vicinity. As such, the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.*
3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan. The subject site is designated as Low Density Residential in the General Plan Land Use Element. The use of the site will be a single-family residence; therefore, the character of the single-family neighborhood will be maintained. Objective 7.0 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. The proposed livable area of the project is 1,339 square feet and within the Neighborhood Compatibility threshold. As designed, the project will not block any protected views, and is in compliance with the ridgeline protection standard. Furthermore, as designed, the proposed project will be compatible with the surrounding neighborhood.*
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 use of the site will be a single-family residence. The project will be constructed in such a manner as to minimize impacts to surrounding property owners. The proposed project meets all adopted code requirements, with the exception of the requested variances, and will be subject to all current code provisions. Conditions of approval will ensure that the project is compatible with the surrounding neighborhood. Therefore, the proposed project will not be detrimental to the public health, safety, or welfare of persons or properties within the surrounding neighborhood.*
5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City. The use of the site will be a single-family residence. The proposed residence will be constructed in compliance with the current Building Code and Zoning standards, with the exception of the requested variance. Furthermore, the City’s plan check process will ensure that the proposed project will meet all of the applicable building and safety and fire requirements.*

The project must also comply with the conditions of approval required by the Department of Public Works. A Geologic and Soils Engineering Exploration report has been submitted which reported that the site is considered feasible for construction of the proposed additions. Furthermore, as part of their review, the Fire Department and Department of Transportation reviewed the project subject to Section 17.29.050.F.3, of the Zoning Code, and considered the location and design of the existing driveway as it relates to on- and off-street safety of vehicles, vehicle passengers and pedestrians, and access for emergency vehicles; no additional comments were provided.

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 use of the site will be a single-family residence. The project is not located on the top of any prominent ridgelines and will not block protected views from neighboring properties. The proposed project will be below the maximum allowable floor area requirements and will meet the Neighborhood Compatibility requirements. The existing residences in the neighborhood were built in a variety of architectural styles with no dominating architectural style for the neighborhood. As designed, the proposed project will be compatible with the surrounding neighborhood. Thus, the project is consistent with development in the neighborhood.
7. *The design, location, and size of the proposed structures and/or additions or alterations to existing structures will be compatible with existing and anticipated future development on adjacent lots as described in Section 17.29.060.D of this ordinance and in terms of aesthetics, character, scale, and view protection.* The Neighborhood Compatibility guidelines are established to ensure that a project is compatible with the character and scale of existing development in the vicinity. The size of the proposed project (not including the garage) is 1,339 square feet, and within the maximum allowable Neighborhood Compatibility floor area of 2,036 square feet. Although the proposed house is visible from surrounding properties, the placement of the new residence would not impede the protected view of an adjoining property. Section 17.29.060.E (View Protection) of the Zoning Code states that a proposed structure shall be designed and located so that it avoids blocking views from surrounding properties to the maximum extent feasible.
8. *The placement of the proposed additions avoids the most steeply sloping portions of the site to the maximum extent feasible and minimizes alteration of hillside topography, drainage patterns, and vegetation.* The subject property is characterized by a steep descending slope, with no flat pad, resulting in site constraints not commonly found on other sites; where the elevation difference between the front of the lot and the rear is approximately 40 feet. The site slopes downward to the northwest away from Kaweah Drive, with an average slope of 38.6 percent. In an effort to minimize alteration to the topography of the site, the massing of the structure is proposed adjacent to the right-of-way towards the front of the site. The final grading and drainage plans for building permits will be based upon the hydrology study and recommended on-site improvements. Any grading activities shall comply with the City's Grading and Building Codes. The project shall meet all applicable SUSMP (Standard Urban Water Mitigation Plan) requirements of the Building Division.

Minor Variance: To allow a reduced front yard setback of zero feet, where the minimum required is 12 feet.

9. *There are exceptional or extraordinary circumstances or conditions applicable to the project site that does not apply generally to sites in the same zoning district.* Staff finds that there are exceptional or extraordinary circumstances or conditions applicable to the subject site that does not apply generally to sites in the same zoning district. The subject property is characterized by a steep descending slope; where the elevation difference between the front of the lot and the rear is approximately 40 feet. Furthermore, there is an existing adjacent residence with an extensive window system that is oriented towards the subject site. The subject property is located in an RS zoning district within the Hillside Overlay District and is subject to the view protection requirements of the Zoning Code; whereas RS properties outside of the Hillside Overlay District are not subject to such a standard.
10. *Granting the application is necessary for the preservation and enjoyment of a substantial property right of the applicant, and to prevent unreasonable property loss or unnecessary hardship.* Staff finds that granting the request for a reduced front yard setback is necessary for the preservation and enjoyment of a substantial property right of the applicant, and to prevent unreasonable property loss. The reduced setback would allow the applicant to proceed with a development project while providing a site design that complies with the view protection requirements of the Zoning Code by reducing the encroachment into the field of view of the adjacent property located. In addition, the reduced front yard setback would reduce grading impacts to the slope as the residence would be sited further up the slope.
11. *Granting the application will not be detrimental or injurious to property or improvements in the vicinity of the development site, or to the public health, safety, or general welfare.* The reduced front yard setback would not be harmful or detrimental to surrounding properties and to other residences in the immediate neighborhood. The reduced setback would reduce the encroachment into the field of view of the adjacent property located at 1827 Kaweah Drive. In addition, the reduced front yard setback would reduce grading impacts to the slope as the residence would be sited further up the slope.
12. *Granting the application is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan and the purposes of this Zoning Code, and would not constitute a grant of special privilege inconsistent with limitations on other properties in the vicinity and in the same zone district.* The General Plan has identified the subject area as appropriate for residential development. The General Plan policies are intended to promote development to serve community needs, to preserve Pasadena's character and environment and to promote a healthy family community. The reduced front yard setback will not compromise the character and quality of the existing residential neighborhood. Furthermore, the reduced front setback would not result in the granting of a special privilege to the applicant as there are residences along Kaweah Drive with minimal front setbacks due to the topography of the area.
13. *Cost to the applicant of strictly complying with the regulation in question is not the primary reason for the granting of the variance.* The cost to the applicant has not been considered a factor at any time throughout the review of this application.

ATTACHMENT B
CONDITIONS OF APPROVAL FOR HILLSIDE DEVELOPMENT PERMIT #6347

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

General

1. The site plan, floor plan, elevations, and building sections submitted for building permits shall substantially conform to plans stamped "Received at Hearing, March 16, 2016," except as modified herein.
2. The right granted under this application must be enacted within 24 months from the effective date of approval. It shall expire and become void, unless an extension of time is approved in compliance with Section 17.64.040.C of the Zoning Code.
3. This approval will allow the applicant to construct a 1,339 square-foot, three-story single-family residence with an attached 367 square-foot two-car garage and a 666 square-foot basement that is not included in the floor area, because it does not exceed a height of three feet above existing grade at any point and does not have an exposed wall that is more than six feet above finished grade.
4. This approval will allow the following deviation to the Zoning Code:
 - a. Minor Variance: To allow a reduced front yard setback of zero feet, where the minimum required is 12 feet.
5. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
6. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
7. The proposed project, Activity Number **PLN2015-00370** is subject to the Inspection Program by the City. A Final Zoning Inspection is required for your project prior to the issuance of a Certificate of Occupancy or approval of the Final Building Inspection. Contact Luis Rocha, Current Planning Section, at (626) 744-6747 to schedule an inspection appointment time.

Planning Division

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.
9. No grading permit shall be issued until the building permit for the residential project is ready to be issued.
10. The applicant or successor in interest shall use darker tones, including earth tones, for the exterior walls and roofs on the house to blend in with the natural terrain. Color and material samples shall be reviewed and approved by the Zoning Administrator prior to the issuance of any building permits.

11. The project shall comply with the Tree Protection Ordinance (Chapter 8.52 of the Pasadena Municipal Code). A tree protection and retention plan shall be submitted to the Zoning Administrator for approval prior to the issuance 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.
12. As part of its analysis, the final tree protection plan shall take into account the trees on adjoining properties along the east property line that might be impacted by the proposed construction. The plan shall provide mitigation measures, if necessary, and analyses potential damage to trees by mechanical injuries to roots, trunks or branches; the compaction of soil; and changes to existing grade which may expose or suffocate roots.
13. A final landscape and irrigation plan, in compliance with Chapter 17.44 (Landscaping) of the Zoning Code, identifying all remaining and proposed vegetation and trees shall be submitted along with plans for building permit. The plan shall include a mix of plant size and materials. Plant materials shall emphasize drought-tolerant and/or native species.
14. A construction staging and traffic management plan shall be submitted to and approved by the Zoning Administrator, Department of Public Works, and Department of Transportation prior to issuance of any permits. The plan shall include information on the removal of demolished materials as well as the on-site storage of new construction materials. A copy of the approved construction parking and staging plan shall be furnished to the Current Planning Division for inclusion into the case file on this project. The plan shall be available for review by surrounding property owners.
15. Any new parking areas, circulation aisles, and access ways shall be paved with Portland cement concrete. Other paving materials, including brick, asphalt, decomposed granite, or gravel may be substituted with the approval of the Zoning Administrator, and in compliance with the City's adopted standards for privately owned and maintained parking areas.
16. 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.
17. Any new construction shall meet all applicable SUSMP (Standard Urban Water Mitigation Plan) requirements of the Building Division.
18. All landscape and walkway lighting shall be directed downward to minimize glare from the property.
19. 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.

20. At no time shall construction activities, including, but not limited to, construction materials, vehicles and equipment, obstruct access to vehicular driveways of adjacent properties.

Public Works Department

21. No private improvements may be placed within the public right-of-way, including, but not limited to, steps and any private improvements in public right-of-way. 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 two (2) 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.
22. The proposed development shall connect to the public sewer with a new six-inch diameter house sewer 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 sewer 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.
23. An 8-inch cast iron public sewer main, with clean out, shall be constructed per Dwg. 5754 by the applicant of Hillside Development Permit No. 6250 for lot 4 (470 Sycamore Glen). There is a public sewer easement along the northerly property line of 1835 Kaweah Drive (APN 5481-017-023). The applicant shall construct and extend the 8-inch cast iron public sewer main for the entire length of the easement with a cleanout at the westerly end. The proposed house sewer connection and the easement shall be shown on the construction drawings. Attached are aerial photo, LA Co. Assessor Map and Dwg. 5754, which show the sewer main and easement, for your reference.
24. All sewer mainline and lateral sewer connections shall meet City Standards as determined by the Department of Public Works. Any connection to the City's sewer main must consist of a six-inch diameter vitrified clay or cast iron pipe laid at a minimum slope of two percent. All design, construction, and permit costs are the responsibilities of the applicant.
25. No structures or improvements shall encroach into the existing 5-foot sewer easement, per the attached Dwg. 5729 for your reference, along the north property line of the subject property. The development construction plans shall clearly show the easement and indicate that all sewer facilities to be protected in place.
26. 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.

27. The existing pavement width is approximately 16 feet fronting the subject property. The applicant shall be responsible for widening the asphalt concrete pavement to the property line, along the frontage of the subject property. The resulting pavement width shall be 20 feet.
28. The applicant is responsible for design, preparation of plans and specifications, and construction of all required public improvements. Plans and sections for the above improvements shall be prepared by an engineer, registered in the State of California. Upon submission of improvement plans to the Public Works and Transportation Department for checking, the applicant will be required to place a deposit with the department to cover the cost of plan checking and construction inspection of the improvements. The amount of deposit will be determined when the plans are submitted and will be based upon the estimated cost to the department for the work. Civil engineering plans must be submitted to the Department of Public Works for approval of the public right-of-way improvements. Plans submitted to the Building Department do not satisfy this requirement.
29. The proposed drive approach shall be constructed in accordance with Standard Drawing No. S-403 or as approved by the City Engineer. The crest of the driveway shall be 5' from the edge of pavement and 8" higher than the pavement elevation.
30. If drainage patterns are altered, the applicant shall provide an approved method of controlling storm water runoff. Approval shall be obtained from the Planning Department and the Department of Public Works prior to issuance of a grading or building permit for this site.
31. On-site water shall not be pumped up to Kaweah Drive and may not be concentrated and disposed onto the downstream properties.
32. 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 \$10,000 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.
33. Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging and Traffic Management Plan to the Department of Public Works for review and approval. The template for the Construction Staging and Traffic Management Plan can be obtained from the Department of Public Works webpage at:

http://www.ci.pasadena.ca.us/PublicWorks/Engineering_Division/ . A deposit, based on the General Fee Schedule, is required for plan review and on-going monitoring during construction. This plan shall show the impact of the various construction stages on the public right-of-way including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. An occupancy permit shall be 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.

34. No construction staging, material storage, or trailer are allowed in the public right-of-way. Construction vehicles should only maneuver/turn-around within the project site private property. Construction vehicles shall not be driven over any private street or private driveways. Parking of construction vehicles and construction worker vehicles shall be within the project site private property.
35. 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.
36. In preparation for the New Year Rose Parade and Rose Bowl Game, the Department of Public Works will suspend all works within the public right-of-way during the holiday season in accordance to PMC 12.24.100 and City Policy.

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

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

37. All costs associated with these conditions shall be the applicant's responsibility.
38. 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.
39. In addition to the above conditions, the requirements of the following ordinances will apply to the proposed project:

a) Residential Impact Fee Ordinance - Chapter 4.17 of the PM (PMC)

The ordinance was established to provide funds to mitigate the impact of new residential development on City parks and park and recreational facilities. A copy of the Residential Impact Fee Information Packet is available at the city webpage at: http://www.ci.pasadena.ca.us/PublicWorks/Engineering_Division/

The Residential Impact Fee is based on the current Taxes, Fees and Charges Schedule (http://www.ci.pasadena.ca.us/Finance/Fees_and_Tax_Schedules/) and will be calculated and collected at the time of Building Permit Issuance.

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

The estimated Residential Impact Fee based on the current tax schedule and the submitted information in the application, dated July 27, 2015, for this project is: \$20,583.34. This amount is a rough estimate and for informational purposes only. The exact amount will be calculated at the time of Building Permit issuance.

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

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

c) Sewer Facility Charge - Chapter 4.53 of the Pasadena Municipal Code (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.

d) 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.

e) Storm Management and Discharge Control Ordinance - Chapter 8.70 of the PMC

This project is subject to the requirements of the City's Storm Water and Urban Runoff Control Regulation Ordinance which implements the requirements of the Regional Water Quality Control Board's Standard Urban Storm Water Mitigation Plan (SUSMP). Prior to the issuance of any demolition, grading or construction permits for this project, the

developer shall submit a detailed plan indicating the method of SUSMP compliance. Information on the SUSMP requirements can be obtained from the Permit Center's webpage at http://cityofpasadena.net/PermitCenter/Plans_Submittal_Checklists/

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

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

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

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