

**ATTACHMENT D**  
**BOARD OF ZONING APPEALS DECISION LETTER DATED SEPTEMBER 12, 2017**



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT  
PLANNING DIVISION

September 12, 2017

James V. Coane  
30 N. Raymond Ave., #611  
Pasadena, CA 91103

RE: **Modification to Hillside Development Permit #6303**  
**800 Fairfield Circle**  
**Council District #7**

PLN2017-00112

Dear Mr. Coane:

Your application for a **Modification to Hillside Development Permit** at **800 Fairfield Circle** was considered by the **Board of Zoning Appeals** on **September 6, 2017**.

**MODIFICATION TO HILLSIDE DEVELOPMENT PERMIT:** To allow the conversion of 483 square feet of unimproved basement area into habitable space and a 12-foot increase to a pool bathroom. The original approved project consisted of a 4,492 square-foot residence, 280 square-foot basement, 620 square-foot garage and a 45 square-foot accessory structure (pool bathroom) for an approved gross floor area of 5,437 square feet. The requested modification would increase the floor area to 5,932 square feet; and

**VARIANCE:** To allow 5,932 square feet of floor area, where the maximum permitted is 5,469 square feet.

At the conclusion of the public hearing, the Board of Zoning Appeals decided to adopt the environmental determination that the proposed project is exempt from environmental review. A motion was made to overturn the Hearing Officer's decision and approve the **Modification to Hillside Development Permit #6303**, subject to the conditions in Attachment B that resulted in a 3-1 vote by the four members present. As a result, action was taken to approve the Modification to Hillside Development Permit #6303 along with the findings in Attachment A and the conditions in Attachment B and in accordance with submitted plans stamped **September 6, 2017**.

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.

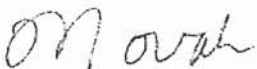
You are hereby notified that the decision made by the Board of Zoning Appeals is final and is not subject to further appeal. If you have reason to believe the Environmental Determination is incorrect, this determination is appealable to the City Council. If the Environmental Determination is appealed, the Council will hold a new hearing on the entire application. In addition, a member of the City Council may stay the decision and request that it be called for review to the City Council. An appeal or a request for a call for review of this decision shall be within ten days, the last day to file an appeal or a request for a call for review is **Monday, September 18, 2017**. Appeal applications must cite a reason for objecting to a decision and should be filed with the City Clerk. Without any call-up or appeal, the effective date will be **Tuesday, September 19, 2017**. The regular Appeal fee is \$1,504.32. The Appeal fee for Non-profit Community-based organizations pre-registered with Neighborhood Connections is \$752.16.

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 call up deadline has expired with the understanding that should this decision be called up or 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) shall be incorporated into the plans submitted for building permits.

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, §15301, Class 1, Existing Facilities). This section applies to small additions, expansions or alterations to existing structures where there is negligible or no expansion of the use. Section 15301 specifically exempts from environmental review the interior alteration of an existing structure. The use of the site would remain as a single-family residence.

For further information regarding this case please contact Luis Rocha at (626) 744-6747.

Sincerely,



Paul Novak  
Hearing Officer

Enclosures: Attachment A, Attachment B, Attachment C (Plans)

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

**ATTACHMENT A**  
**ZONING ADMINISTRATOR RECOMMENDED**  
**FINDINGS FOR MODIFICATION TO HILLSIDE DEVELOPMENT PERMIT #6303**

Modification to Hillside Development Permit: To allow an increase in floor area

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-2-HD (Residential Single-Family, Hillside Overlay District) zoning district with a Hillside Development Permit. With the exception of the requested variance, the proposed modifications will be in compliance with all applicable development standards, including maximum allowable 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-2-HD, which is designated primarily for single-family residential purposes. The properties in the neighborhood are currently developed with single-family residences, and the proposed modifications 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 remain a single-family residence; therefore, the character of the single-family neighborhood will be maintained. The project is consistent with Policy 21.9 of the General Plan Land Use Element that requires hillside housing to "maintain appropriate scale, massing and access to residential structures located in hillside areas." The requested improvements will occur within an area of the lower level that is currently integrated into the structure through foundation walls. The massing, bulk, and building envelope will not change. From a visual perspective, the only exterior alterations that will occur because of the requested improvements will be the installation of windows and doors on the rear elevation facing the backyard. As a result, the overall appearance of the residence will not change nor change the overall character of the neighborhood. Approved access to the site will remain unchanged.*
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 variance, 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. 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 existing residences in the neighborhood were built in a variety of architectural styles with no dominating architectural style for the neighborhood. The additional floor area will be gained within an area of the lower level that is currently integrated into the structure through foundation walls. The massing, bulk, and building envelope will not change. From a visual perspective, the only exterior alterations that will occur as a result of the requested improvements will be the installation of windows and doors on the rear elevation facing the backyard. As a result, the overall appearance of the residence will not change nor change the overall character of the neighborhood. As designed, the proposed project will be compatible with the surrounding 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 existing structure, including the lower levels, will be utilized as 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 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 existing surrounding structures that, have lower basement levels that are habitable. Thus, the project is consistent with development in the neighborhood and anticipated future development on adjacent lots.
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 additional floor area will be gained within an area of the lower level that is currently integrated into the structure through foundation walls. The massing, bulk, and building envelope will not change. Therefore, the project will not be placed on sloping portions of the site and will not alter the undisturbed topography of the site.

Variance: To allow 5,932 square feet of gross floor area, where the maximum permitted is 5,469 square feet:

9. *There are exceptional or extraordinary circumstances or conditions applicable to the project site that do not apply generally to sites in the same zoning district.* The subject property is characterized by a sloped topography where the difference in elevation between the front property line and the rear of the property is approximately 26 feet. Due to this topographical condition, the residence was designed to step down and follow the downward slope of the site. This results in a design where the residence has a two-story elevation from Fairfield Circle and a three-story elevation on the rear façade. Due to the topography of the site, the lower level of the residence (basement), had areas that were not fully excavated or improved

for habitation. These areas were integrated into the structure through the use of foundation walls along the rear façade and partially on the side elevations.

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.* The purpose of the application is to allow the utilization of former unimproved lower level space as habitable space. During the construction process, portions of the basement were graded, at the recommendation of the applicant's engineer, to stabilize the foundation of the residence. This resulted in areas in the lower level (basement) of the residence that contribute as additional floor area. The request will allow this lower level area to be retained as it is already integrated into the structure through foundation walls and will not result in additional modifications outside of the existing building footprint.
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 granting of the application to convert a portion of the lower level from unimproved lower level area into habitable floor area will not be detrimental or injurious to property or improvements in the vicinity of the development site, and to the public health, safety, and general welfare. The requested improvements will occur within an area of the lower level that is currently integrated into the structure through foundation walls. The massing, bulk, and building envelope will not change. From a visual perspective, the only exterior alterations that will occur because of the requested improvements will be the installation of windows and doors on the rear elevation facing the backyard. As a result, the overall appearance of the residence will not change nor change the overall character of the neighborhood.
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 will not constitute a grant of special privilege inconsistent with limitations on other properties in the vicinity and in the same zone district.* The subject site is designated as Low Density Residential in the General Plan Land Use Element. The use of the site will remain a single-family residence; therefore, the character of the single-family neighborhood will be maintained. The project is consistent with Policy 21.9 of the General Plan Land Use Element that requires hillside housing to "maintain appropriate scale, massing and access to residential structures located in hillside areas." The requested improvements will occur within an area of the lower level that is currently integrated into the structure through foundation walls. The massing, bulk, and building envelope will not change. From a visual perspective, the only exterior alterations that will occur because of the requested improvements will be the installation of windows and doors on the rear elevation facing the backyard. As a result, the overall appearance of the residence will not change nor change the overall character of the neighborhood. Approved access to the site will remain unchanged. Approval of the application will not constitute a grant of special privilege as there are other properties in the vicinity and in the same zone district with a floor area that exceeds the permitted and, because of site topography, have lower basement levels that are habitable.
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 MODIFICATION TO  
HILLSIDE DEVELOPMENT PERMIT #6303**

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, September 6, 2017" 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 allows the conversion of 483 square feet of unimproved basement area into habitable space, for a total basement area of 763 square feet, and increases a detached pool bathroom by 12 square feet. The resulting gross floor area for the site will be 5,932 square feet.
4. This approval allows 5,932 square feet of gross floor area for the site, where the maximum permitted is 5,469 square feet.
5. The lowest level of the proposed structure, identified in the plan set as the "basement", shall not exceed the 763 square foot area identified on the project plans. Any other areas on this level within the building footprint shall be backfilled with gravel and shall maintain a ceiling height of less than five feet.
6. Prior to the issuance of a building permit to exercise the privileges authorized by this approval, the applicant or successor in interest shall submit a covenant and agreement stating that the lowest level (basement) of the residence will not exceed 763 square feet in size. Said covenant shall be submitted to the Zoning Administrator for review and approval for recordation prior to the issuance of a building permit.
7. Changes to the plans submitted and stamped "Received at Hearing, May 17, 2017" will require a modification to this permit or a new Hillside Development Permit.
8. The conditions of approval identified in this Modification to Hillside Development Permit #6303 shall supersede all prior conditions of approval under Hillside Development Permit #6303.
9. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.
10. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.
11. The proposed project, Activity Number **PLN2017-00112** 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

12. The applicant shall comply with all requirements of Chapters 17.22 and 17.29 that relate to residential development in the Hillside Overlay district.
13. No grading permit shall be issued until the building permit for the residential project is ready to be issued.
14. 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.
15. The project driveway shall be redesigned to provide a three foot buffer from any paved area around the base of the trunk of the 26" DBH Coast Live Oak tree (*Quercus agrifolia*) identified in the tree inventory as Tree #10.
16. The project shall comply with the Tree Protection Ordinance (Chapter 8.52 of the Pasadena Municipal Code). A revised tree protection and retention plan shall be submitted to the Zoning Administrator for approval prior to the issuance of any building or grading permits.
17. 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 for newly landscaped area. Plant materials shall emphasize drought-tolerant and/or native species.
18. The final landscape plan shall provide the location of a minimum of nine 24-inch box or larger replacement trees for the removal of nine mature trees. The replacement trees shall be of a Specimen or Native tree from the City's Protected Tree List.
19. The applicant shall replace the European Olive tree (specimen tree) with specimen trees or native trees on the City of Pasadena's Protected Trees List. The applicant shall adhere to the requirements of the replacement matrix replacing removed tree with eight 24" box trees or four 36" box trees pursuant to Municipal Code Chapter 8.52. The replacement trees shall be identified in the final landscape and irrigation plan.
20. The applicant shall replace the Victorian Box tree (specimen tree) with specimen trees or native trees on the City of Pasadena's Protected Trees List. The applicant shall adhere to the requirements of the replacement matrix replacing the removed tree with eight 15-gallon trees, four 24" box trees or two 36" box trees pursuant to Municipal Code Chapter 8.52. The replacement trees shall be identified in the final landscape and irrigation plan.
21. 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.



22. All new parking areas, circulation aisles, and accessways 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.
23. All proposed 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.
24. Any new construction shall meet all applicable SUSMP (Standard Urban Water Mitigation Plan) requirements of the Building Division.
25. All landscape and walkway lighting shall be directed downward to minimize glare from the property
26. 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

27. All construction shall comply with requirements of California Building Code (CBC Chapter 7A, California Fire Code (CFC), and Pasadena Municipal Code (PMC).
28. All construction shall comply with requirements of California Building Code (CBC) Chapter 7A, California Fire Code (CFC), and PMC.
29. Provide a Fire Flow Report (contact the Pasadena Water Department 626-744-7064). The required fire flow shall not be less than 1000 GPM at 20 PSI, as required by CFC Appendix III-B, Public fire hydrant shall be located the referenced fire flow within 600 feet of the property, as measured from the fire hydrant by an approved route around the exterior of the building compliance with CFC Section 507.5.1.
30. A complete automatic fire sprinkler system designed in compliance with NFPA 13D is required throughout all structures as stated in CFC Section 903.3.1.3. Plans shall be submitted to the Permit Center for Fire Department review after the issuance of the Building Permit.
31. Fuel Modification Landscape Plans: Provide separate fuel modification landscape plans complying with the Urban Wild land Interface Code for all structures located within the Fire Interface Zone. Plans shall indicate all plant and tree species compliant with the FZ in addition to planting distance, canopy sizes, irrigation systems, and landscape management within defensible spaces in proximity of all structures. Compliance is required prior to certificate of occupancy being issued

32. Smoke alarms shall be installed in each sleeping room, area(s) serving as a sleeping area, areas accessing all sleeping areas, and at the top of stairways. All smoke alarms are to be photoelectric or combination photoelectric/ionization. All smoke alarms throughout the dwelling unit shall be interconnected. All sounders are to produce a coded temporal pattern. All smoke alarms shall be UL 217 and California State Fire Marshal (CSFM) Listed, manufactured by the same company, and listed by the manufacture as compatible with each other. Smoke alarms shall not be installed within 3-feet of return or supply air registers or 3-feet of bathroom openings. (CFC 907)
33. Provide approved spark arrestor(s) on all chimney(s).
34. Provide eave and projection details on drawings. All eaves and other projections are required to be "boxed" with one-hour fire resistive or noncombustible material, per CBC Section 707A.5
35. Exterior walls: the exterior wall covering or wall assembly shall comply with one of the following requirements:
  - a) Noncombustible material.
  - b) Ignition-resistant material
  - c) Heavy timber exterior wall assembly
  - d) Log wall construction assembly
36. No wood roofs or wood roof assemblies, Pasadena Municipal Code.
37. All new proposed gutters/downspouts shall be constructed of noncombustible material per UWIC Sec. 504.4.
38. Appendages and projections (IE: decks, balconies & etc.) shall be constructed with one of the following material:
  - a) Noncombustible material
  - b) Ignition-resistant material
  - c) Exterior fire retardant treated wood
39. All new exterior windows, skylights, etc. are required to be multi-layered glazing with a minimum of one tempered pane .CBC Section 708A.2.1
40. All new exterior doors are required to be 1¾" solid core per CBC Section 708A.3
41. Attic and foundation ventilation in vertical exterior walls and vents through roof shall not comply with requirements of CBC Section 706A.
  - a) The vents shall be covered with noncombustible corrosion resistant mesh not exceeding 1/16 " and shall not exceed 1/8" openings.
  - b) Attic ventilation openings shall NOT be located in soffits, eave overhangs, between rafters at eaves or in other overhang areas. Gable and dormer vents shall be located at least 10 feet from property lines.

#### Building Division

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

43. A soils report shall be submitted with the building permit application.
44. If greater than 50 cubic yard, Grading/Drainage Plans shall be prepared by a registered engineer. Grading shall conform to the provisions of Chapter 14.05 of City's Municipal Code.
45. Standard Urban Stormwater Mitigation Plan (SUSMP): This project will require the preparation of a Standard Urban Stormwater Mitigation Plan. First 3/4 site drainage must be retained on site effective January 1, 2014.
46. For 3:1 or steeper slopes, the new structure (including pool/spa) shall be located to comply with the slope setback requirements per Section R403.1.7 of the California Residential Code.
47. A solid roof is required over outdoor sinks if they are connected to sewer.
48. Separate permits are required for demolition, grading (if applicable), fire sprinkler, mechanical, electrical, plumbing, pool/spa, and detached accessory structure greater than 120 square feet in area.

Public Works Department

49. There is an existing sewer easement (E-207) traversing the subject property. The sewer easement and all sewer facilities shall be shown on all of the construction drawings. No structure shall be built within the 10 feet wide sewer easement, projecting five (5) feet on each side from the sewer main alignment. The sewer easement E-207 is attached herein for your reference.
50. The existing house sewer is currently connecting to a sewer manhole in accordance with Sewer Plan and Profile Sheet No. 651, see attached. The proposed development shall connect to the public sewer along the sewer main, not at the manhole, 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.
51. A backwater trap and valve shall be installed in the proposed basement per Section 13.24.300 of Pasadena Municipal Code, if applicable: In every case where a plumbing outlet or plumbing fixture is installed or located below the elevation of the curb or property line, an approved type of backwater trap or an approved type of backwater sewer valve shall be installed between the outlet and the public sewer in such a manner as to prevent sewage from flowing back or backing up into any such outlet or plumbing fixture. Every such trap or valve shall be installed in the basement, or in a box or manhole of concrete, or cast iron, or other material approved by the superintendent so that it will be readily accessible at all times. The trap or valve shall be placed only in the drain line serving the fixtures that are located below the elevation of the above-mentioned curb or property line and no drainage from fixtures located above this elevation shall pass through such trap or valve.

52. The proposed drive approach shall be constructed in accordance with Standard Drawing No. S-403. The existing gutter shall be cut per the requirements of Public Works inspector and the paving shall not be disturbed. All drive approaches shall be at least seven feet clear of existing trees.
53. Any vegetation, including overhanging brush and tree limbs, that encroaches into the public right-of-way shall be removed.
54. The applicant shall protect all City trees during construction. No trees shall be impacted by the proposed construction, if a City tree is damaged, the applicant may be liable for the assessed value of the tree.
55. 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. The deposit may be used for any charges resulting from damage to street trees. A processing fee will be charged against the deposit.
56. 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/](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. No construction staging, material storage, or trailer is allowed in the public right of way.
57. 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.
58. 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/](http://cityofpasadena.net/PublicWorks/Engineering_Division/).

59. 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.
60. In addition to the above conditions, the requirements of the following ordinances will apply to the proposed project:
  - o 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. No trees shall be damaged by the proposed construction, if a City tree is damaged, the applicant may be liable for the assessed value of the tree.
  - o Stormwater Management and Discharge Control Ordinance – Chapter 8.70 of the PMC  
This project is subject to the requirements of the City's Storm Water and Urban Runoff Control Regulation Ordinance which implements the requirements of the Regional Water Quality Control Board's Standard Urban Storm Water Mitigation Plan (SUSMP). Prior to the issuance of any demolition, grading or construction permits for this project, the developer shall submit a detailed plan indicating the method of SUSMP compliance. Information on the SUSMP requirements can be obtained from the Permit Center's webpage at [http://cityofpasadena.net/PermitCenter/Plans\\_Submittal\\_Checklists/](http://cityofpasadena.net/PermitCenter/Plans_Submittal_Checklists/)
  - o Construction and Demolition Waste Ordinance, Chapter 8.62 of the PMC  
The applicant shall submit the following plan and form which can be obtained from the Permit Center's webpage at [http://cityofpasadena.net/PublicWorks/Engineering\\_Division/](http://cityofpasadena.net/PublicWorks/Engineering_Division/) 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.



Board of Zoning Appeals  
September 6, 2017

14 Modification to Hillside Development Permit #6303  
800 Fairfield Circle

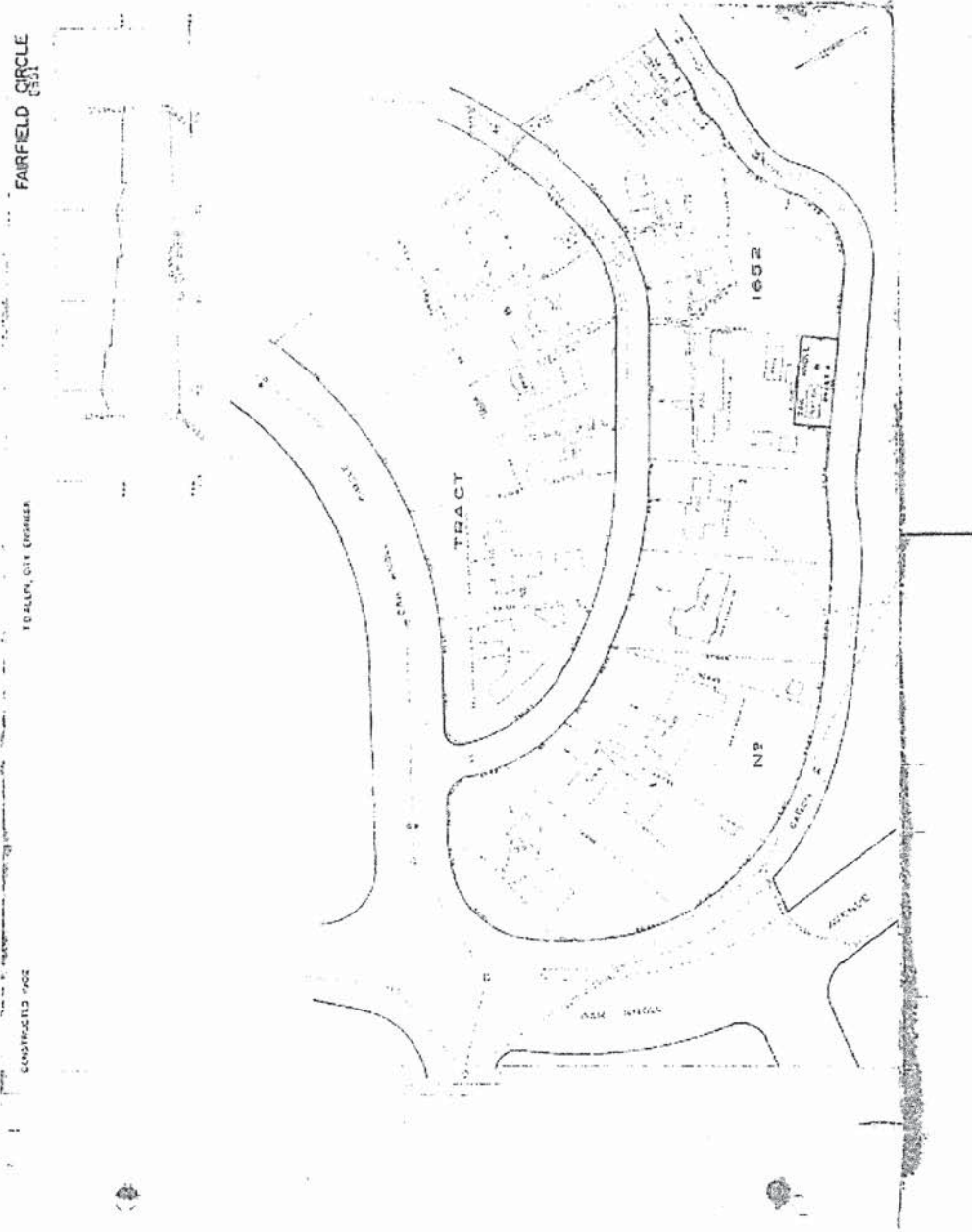
W H E R E A S, it is the desire and intention of the City of Pasadena, a Municipal Corporation, in the County of Los Angeles, State of California, to construct an out-fall sewer to provide for the sewerage of the eastern portion of said City, and

W H E R E A S, it is necessary in order to accomplish said object, to construct said sewer on the premises owned by S. D. Rosenbaum, south of said city:

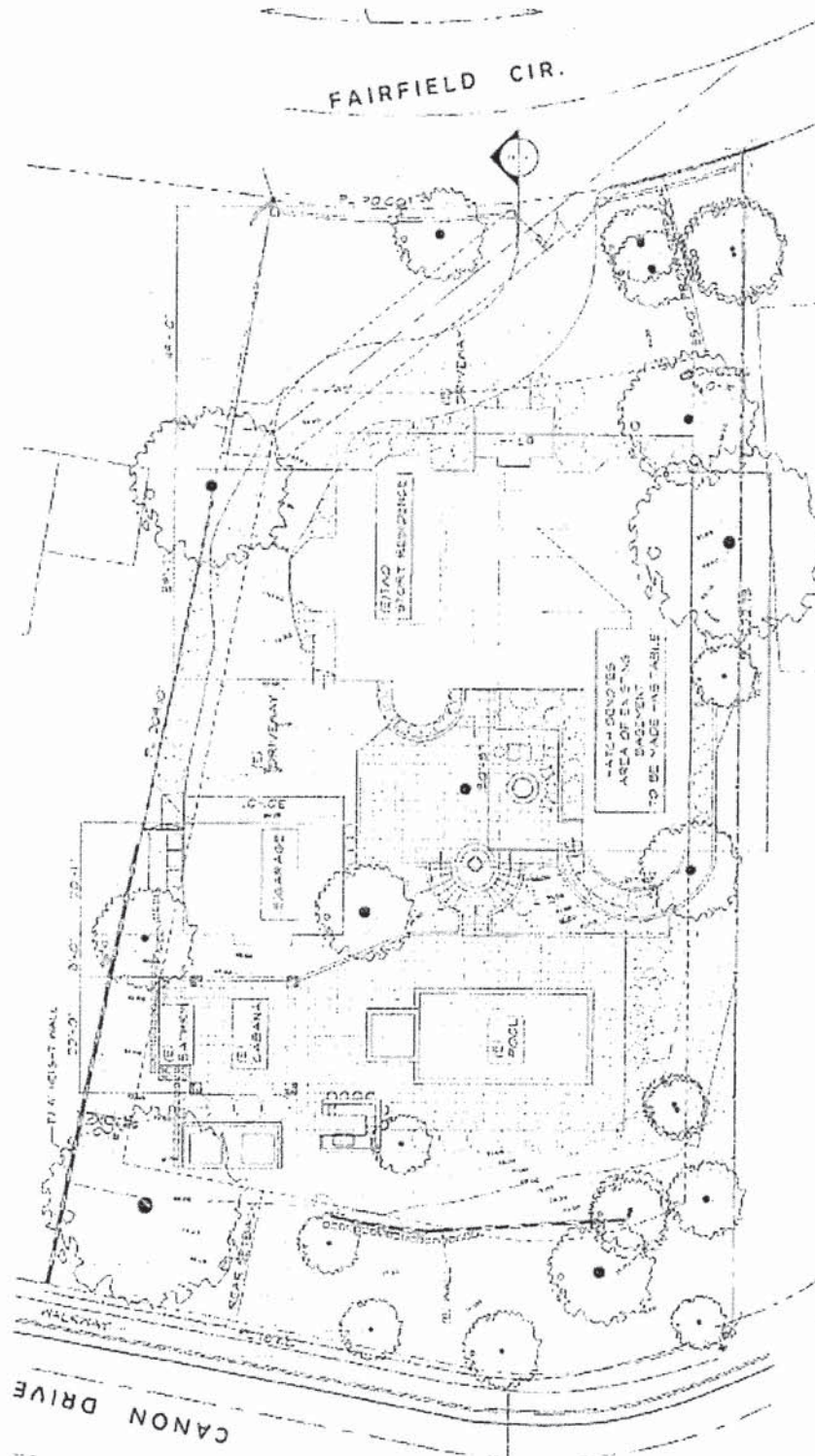
NOW, THEREFORE, in consideration of the payment by said City of the sum of One (\$1.00) Dollar, the receipt whereof is hereby acknowledged, said S. D. Rosenbaum does hereby grant to said City of Pasadena, the right to construct, forever maintain and operate a public sewer, including manholes, as shown upon the accompanying map, and also a sewer described herein as an "auxiliary sewer" through and upon said premises, and between the following points, to-wit:-

Beginning at a point on the south boundary of Oak Knoll Tract, as shown on map recorded in Book 26, Pages 88 to 91, Miscellaneous Records of Los Angeles County. Said point being fifty-five and forty-three hundredths (55.43) feet easterly from the south-west corner of Lot numbered Twelve (12), Block "B" of said Tract; thence north eight (8) degrees five (5) minutes East seventy-nine and six-hundredths (79.06) feet to a point; thence north fifty-four (54) degrees five (5) minutes East four hundred sixty-nine and eighty-five hundredths (469.85) feet to a point; thence north thirty-seven (37) degrees forty-eight (48) minutes East nine hundred fifty-five and seventy-five (955.75) feet to a point; thence north forty-one (41) degrees twenty-five (25) minutes East three hundred sixteen and eight-tenths (316.8) feet to a point on the center line of Madison Avenue; thence north eight (8) degrees twenty-three (23) minutes West along the center line of Madison Avenue and across Oak Knoll Avenue eighteen hundred ninety-three and twenty-hundredths (1893.20) feet to a point; thence north forty-eight (48) degrees eighteen (18) minutes



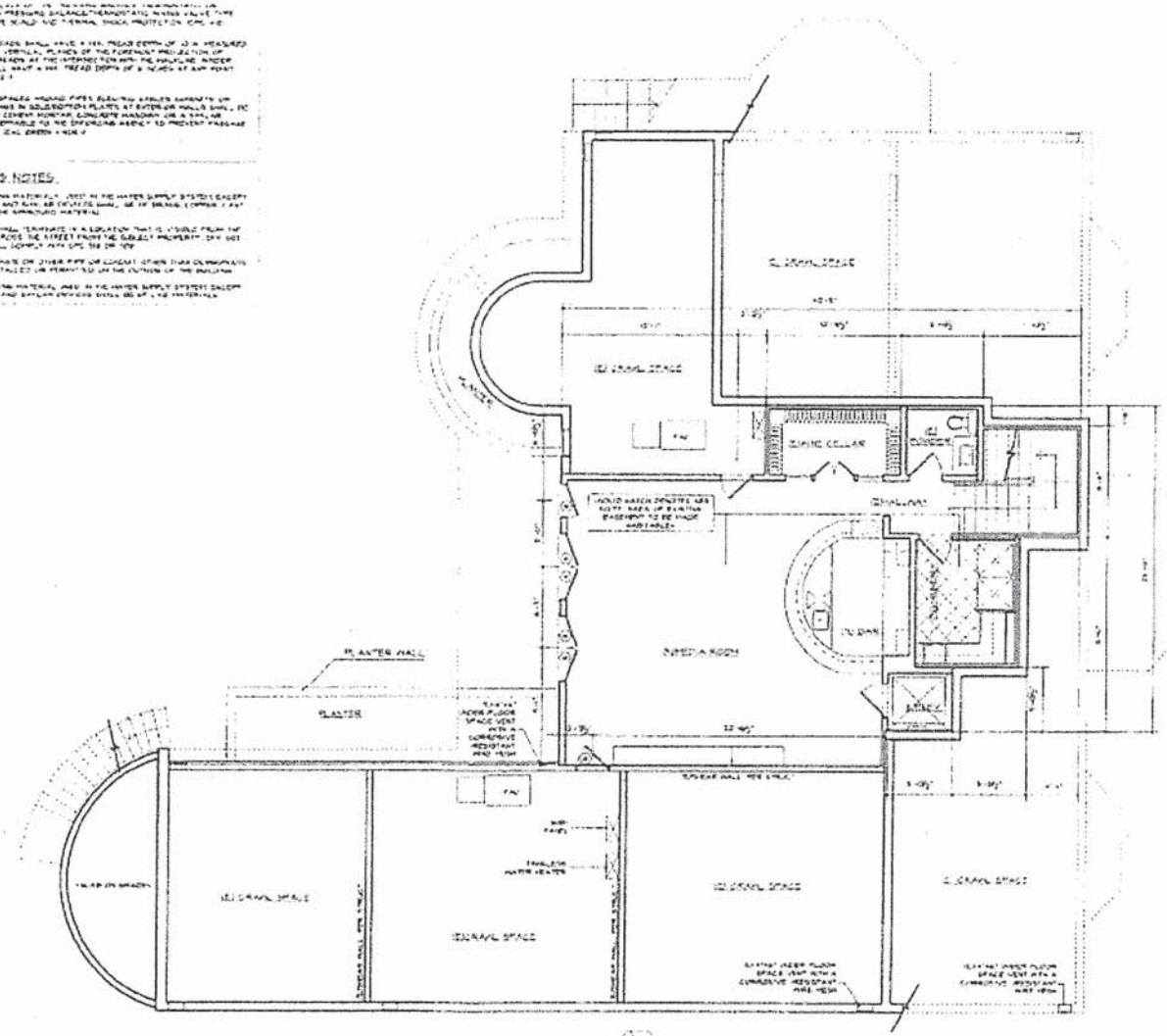


ATTACHMENT C  
PLANS



ALL WALLS OF THE EXISTING BUILDING SHALL BE REINFORCED WITH 4" DIA. STEEL REBAR AT 18" ON CENTER. ALL REBAR SHALL BE TYPICAL B6 REBAR WITH 18" DIA. WELDED WELLS AT 18" ON CENTER. ALL REBAR SHALL BE TYPICAL B6 REBAR WITH 18" DIA. WELDED WELLS AT 18" ON CENTER. ALL REBAR SHALL BE TYPICAL B6 REBAR WITH 18" DIA. WELDED WELLS AT 18" ON CENTER.

**WORKING NOTES:**  
 1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING AND MECHANICAL CODE (IMC).  
 2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING AND MECHANICAL CODE (IMC).  
 3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING AND MECHANICAL CODE (IMC).



**NEW BASEMENT FLOOR PLAN**  
 SCALE: 1/4" = 1'-0"