

**Attachment A:  
Predevelopment Plan Review  
Comments to Applicant**



PASADENA PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

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PREDEVELOPMENT PLAN REVIEW COMMENTS

Predevelopment Plan Review (PPR) is a preliminary evaluation of a project by staff from various City departments and divisions. The information derived from a PPR does not constitute any approval of a project. PPR meetings are not public hearings.

Project Number: PPR2019-00008
Date: October 3, 2019
Project Address: 491-577 South Arroyo Parkway
Project Description:

Review of preliminary plans the demolition of six existing on-site commercial buildings totaling approximately 51,000 square feet, the retention of three existing buildings and the establishment of a new Planned Development (PD) zoning district and a new PD Plan. The PD Plan would facilitate the construction of a 150,000 square-foot, seven-story, medical office building and a 180,000 square-foot, eight-story, assisted living facility. The PD Plan would incorporate an existing 91,145 square-foot Food Sales use (Whole Foods) as part of the project. 604 new parking spaces would be provided. The project site would measure 143,748 sq. ft. (3.3 acre).

Applicant: The Arroyo Parkway, LLC
Case Manager: Luis Rocha, Senior Planner
Phone #: (626) 744-6747
E-mail: lrocha@cityofpasadena.net

DETERMINATION OF COMMUNITYWIDE SIGNIFICANCE REQUIRING PRESENTATION TO THE CITY COUNCIL:
1. Greater than 50,000 square feet of gross floor area with at least one discretionary permit. [X]
2. Fifty or more housing units. [ ]
3. Other: [ ]
Presentation to the City Council required: [X] YES [ ] NO, not applicable.

Table with 5 columns: DEPARTMENT / DIVISION, CONTACT, EMAIL @cityofpasadena.net, PHONE (626) 744-, PAGE. Rows include Building Division, Community Planning, Current Planning, etc.



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Local Development Area	Eric Duyshart	<u>eduyshart</u>	7353	30
First Source Local Hiring	Antonio Watson	<u>awatson</u>	8382	30
Health Department	Carmina Chavez	<u>cachavez</u>	6811	30
Housing Department	Jim Wong	<u>jwong</u>	8316	30
Public Works Department	Yannie Wu	<u>ywu</u>	3762	30
Transportation Department	Conrad Viana	<u>cviana</u>	7424	39
Water & Power, Power Division	Eduard Avakyan	<u>eavakyan</u>	7857	42
Water & Power, Water Division	Sandra Andrade-Hernandez	<u>sandrade-hernandez</u>	4189	43

**BUILDING DIVISION, ADDRESSING:**

**General Comments:** Addressing is based on the main front door entry into the building, based on the site map provided the main front door entries into the buildings are not clearly identified on the site map. I'm unable to determine addresses for the proposed buildings at this time. Please provide a site map of the entire site showing main front door entry into the building/buildings, north direction, driveway and streets labeled. Once an address has been assigned the letter that authorizes you to use the address will be sent to you after the requirements listed below are met and after the building permit is issued. Copies of the letter will be sent to the relevant agencies within and outside of the City.

**Governing Codes:** Pasadena Municipal Code Chapter 12.20 Building Numbering.

**Estimated Fees:** The address fee will be calculated after receiving the following: An address application and a current half size or 8 1/2" x 11" site plan showing the main front door entrance into the buildings, the streets and driveway labeled, indicate the N/S direction as well as the orientation of the building to the streets before submittal into plan check.

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**BUILDING & SAFETY DIVISION:**

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

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

**Soils Report:** *Soils report is required for the project.*

**Property Land Survey**

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

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



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**Means of Egress (Exiting):** *Provide Occupant Load Calculations for all areas, and provide an "Exit Plan". Identify exit separation and travel distance.*

**California Disabled Access Requirements:** *Project to be accessible to the disabled in accordance with Chapter 11B of the CBC. Stage and seating must be accessible.*

**LID may be required.**

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

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### COMMUNITY PLANNING:

#### General Plan Consistency:

According to the General Plan Land Use Diagram, the subject properties are designated as High Mixed-Use (0.0-3.0 FAR; 0-87 du/ac) which is intended to support multi-story mixed-use buildings with a variety of compatible commercial and residential uses. Development within this designation is characterized by shared open spaces, extensive landscaping, minimal building separations, and shared driveways with parking located below or to the rear of the street. Sites may be exclusively commercial but not exclusively residential. Mixed-use development projects containing housing shall incorporate amenities contributing to a quality living environment for residents, including courtyards, recreation facilities, and similar elements. Where buildings face the street frontage, they shall be designed to enhance pedestrian activity with transparent facades for retail uses and distinctive entries for housing. Projects constructed at High Mixed-Use densities may be required to develop pedestrian-oriented streetscape amenities along their primary street frontages, consistent with the improvement concepts and plans defined by the City.

The project proposes the creation of a new Planned Development (PD) that consists of five parcels totaling to approximately 3.3 acres and occupies the entire South Arroyo Parkway frontage on the west side of the street between Bellevue Avenue and California Boulevard. The project site is currently developed with four existing one-story commercial buildings, one two-story commercial building, and another two-story building containing a grocery store with subterranean parking (Whole Foods). Based on the submitted plans, the project proposes the retention of three buildings including the Whole Foods building and its subterranean parking, and two eligible historic resources. The remaining buildings are proposed to be demolished and developed with two new medical facilities. The first building at the corner of Arroyo Parkway and California Boulevard would be seven stories tall with a maximum height of 90 feet, approximately 150,000 square feet of medical office, and approximately 14,000 square feet of ground floor commercial uses. The second building, situated in between the proposed medical office and existing grocery store, would be eight stories tall with a maximum height of 90 feet and approximately 180,000 square feet of assisted living facilities. The application discusses potentially including senior housing, multifamily residential, or other commercial uses as part of an equivalency program. However, it is unclear in the application materials and submitted plans where these potential uses would be located. The submitted site plan shows two driveway curb cuts along South Arroyo Parkway leading into the western portion of the lot into an area labeled "parking access." It appears the parking is subterranean but more detailed information, including ground floor plans with striping and floor plans of subterranean levels, is necessary to be certain.



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The High Mixed-Use General Plan land use category allows maximum densities of 3.0 FAR and 87 dwelling units per acre. Based on the lot size, the subject property would allow up to 431,244 square feet of floor area and up to 287 dwelling units. The total proposed floor area of 330,000 square feet is within the allowed FAR maximum set forth in the General Plan. The General Plan also established Development Capacities for each Specific Plan area. The subject property is located in the Central District Specific Plan, which currently has adequate capacity remaining to accommodate the proposed project. If the project decides to include dwelling units, more information is needed to determine compliance with the maximum densities set forth in the General Plan.

**Central District Specific Plan  
Non-Residential Square Feet Development Cap**

2015 General Plan Adopted Cap	2,112,000 SF
Remaining Cap as of September 2019	1,265,663 SF
<b>Proposed Project- Net New Construction</b>	<b>281,020 SF</b>
Proposed Project- New Construction	330,000 SF
Proposed Project- Demolition	(48,980) SF
<b>Remaining Cap After Project</b>	<b>984,643 SF</b>

**Residential Unit Development Cap**

2015 General Plan Adopted Cap	<b>4,272</b>
Remaining Cap as of September 2019	<b>2,834</b>
<b>Proposed Number of Residential Units</b>	<b>0</b>
<b>Remaining Cap After Project</b>	<b>2,834</b>



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

**Policies that fulfill the City's goal for sustainable growth:**

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

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

The proposed project is generally consistent with the policies listed above. The project would redevelop four underutilized commercial properties and retain a grocery store that serves nearby neighborhoods and the larger City. However, more information such as detailed elevations and renderings are needed to determine if the proposed height and scale of the building would complement the surrounding neighborhood character.

**Policies that fulfill the City's goal for land use diversity and compatible land uses:**

*Policy 2.2 – Senior Housing. Encourage the development of senior housing that has access to commercial services, health care facilities, community facilities, and public transit.*

*Policy 2.5 – Mixed Use. Create opportunities for development projects that mix housing with commercial uses to enable Pasadena's residents to live close to businesses and employment, increasing non-auto travel, and interact socially.*

*Policy 2.11 – Health Facilities. Accommodate a wide range of healthcare and mental health facilities that are transit-accessible and pedestrian friendly.*

*Policy 3.1 – High Impact Uses. Avoid the concentration of uses and facilities in any neighborhood or district where their intensities, operations, and/or traffic could adversely impact the character, safety, health, and quality of life.*

The project proposes a new medical office and assisted living facility in close proximity to the both the Fillmore and Del Mar Gold Line stations. The project's proposed land uses are consistent with Policy 2.11 and the High Mixed Use land use designation, which allows for sites to be exclusively commercial. However, if feasible, the applicant is encouraged to consider the integration of dwelling units to optimize the site's proximity to public transit and health care facilities. This portion of the city, primarily south of California Boulevard, accommodates several medical facilities. While it may be advantageous to locate the proposed project near similar types of uses, more information is needed to understand the project's operations and the potential impacts on the neighborhood such as traffic, character, safety, and quality of life.



**Policies that fulfill the City's goal of elements that contribute to urban form:**

*Policy 4.3 – An Active Central District. Continue and reinforce the Central District as a vital, pedestrian-oriented place, linked to local and regional transit designed for all ages and serving as the focal point of community identity, business activity, employment, living, governance, and culture.*

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

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

*Policy 4.11 – Development that is Compatible. Requires that new development demonstrates a contextual relationship with neighboring structures and sites addressing such elements as building scale, massing, orientation, setbacks, buffering, the arrangement of share and private open spaces, visibility, privacy, automobile and truck access, impacts of noise and lighting, landscape quality, infrastructure, and aesthetics.*

*Policy 4.13 – Planned Developments. Incentivize high quality, contextual, architectural design in Planned Developments through a discretionary process by allowing for an increase in the allowable Floor Area Ratio for a project, not to exceed a total of 3.0.*

The proposed project is consistent with the FAR maximum set forth under Policy 4.13 for Planned Developments. However, more information is needed to address the project's scale, massing, character, and design. For example, based on the submitted floor plan, the first building located at the corner of Arroyo Parkway and California Boulevard is shown with zero setbacks and corner relief but additional information is needed to review the massing of the proposed seven-story building. The second building, proposed as an eight-story building, is depicted with a podium deck that appears to be attached to two existing structures that are eligible historic resources. However, it is unclear whether this eight-story building is set back and how the building's massing interacts with adjacent properties. In addition, more detailed information, such as elevations and renderings, are needed to assess the pedestrian environment, the design of ground floor uses, incorporation of landscaping, and any inclusion of gathering places. The applicant is encouraged to work with staff from Zoning and Design & Historic Preservation regarding height requirements and consistency with the Central District Specific Plan design guidelines.



**Policies that fulfill the City's goal for architectural design and quality:**

*Policy 7.3 – Compatibility. Require that new and adaptively re-used buildings are designed to respect and complement the defining built form, massing, scale, modulation, and architectural detailing of their contextual setting.*

Additional materials are needed to depict the project's built form, massing, scale, modulation, and overall architectural design. The applicant is encouraged to work with staff from Design & Historic Preservation to discuss the design of the project and the design review process.

**Policies that fulfill the City's goal for a sustainable environment:**

*Policy 10.2 – Land Uses Supporting Sustainability. Encourage land uses and improvements that reduce energy and water consumption, waste and noise generation, air quality impacts and support comparable resource strategies for a sustainable Pasadena; including alternative energy generation, electric vehicle parking and charging, recycling, and similar facilities.*

The project may need to demonstrate consistency with the City's Climate Action Plan (CAP). The CAP Consistency Checklist is applicable to projects subject to the California Environmental Quality Act or utilizing the Class 32 Exemption for infill projects. The applicant is encouraged to work with Zoning Staff to determine if the checklist is applicable to the proposed project. You can view more information on the CAP Consistency Checklist here: <https://ww5.cityofpasadena.net/planning/wp-content/uploads/sites/56/2017/12/D-CAP-Consistency-Checklist.pdf>.

**Policies that address the community places identified in the General Plan Land Use Element, with a focus on Central District and South Fair Oaks:**

*Policy 31.2 – Sub-District Identity. Enhance the distinctive, yet complementary nature of the Central District's sub-areas by recognizing and building on their unique attributes and features through signage, streetscape designs, design guidelines and encouraging new uses and infill development that fits with the vision of each sub-area.*

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

*Policy 31.4 – Contextual Development in Historic Districts. Require new development within and adjacent to the historic districts to be compatible with the scale, density, and urban design features of existing historic buildings and districts.*

*Policy 31.6 – Connections to Other Community Places. Establish and maintain pedestrian walkways that provide access to the other Community Places and encourage people to move freely between each sub-area within the Central District through a unifying/connected network of public areas.*





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

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

*Policy 37.1 Fillmore Transit Village – Provide for the development of higher density, transit-oriented uses with a mix of retail, office, and multi-family housing uses that expand the customer base for local retail use and support Metro Gold Line ridership; while contributing to reductions in vehicle trips, energy consumption, and GHG emissions.*

*Policy 37.6 – Sustainable Streetscape. Improve sidewalks to enhance connectivity and pedestrian activity through enhanced streetscape amenities, distinctive signage, lighting and paving.*

Due to the limited materials submitted in the application package, it cannot be determined whether the proposed project is consistent with the aforementioned policies of the General Plan. The applicant is encouraged to consider the policies mentioned above as the proposed project is developed. Considering the site's location at a major intersection and its proximity to two Gold Line stations, there are several opportunities to create a vibrant pedestrian environment and reinforce the Fillmore Transit Village with a distinct identity. More information is provided in the Specific Plan section that discusses the vision of each sub-area within the Central District. The applicant is encouraged to work with the Design & Historic Preservation section regarding architectural design, contextual development with historic resources, and overall consistency with the Central District Specific Plan design guidelines.

### **Specific Plan:**

The subject property is located within the Central District Specific Plan (CDSP) area. The CDSP includes urban design concepts that cover various site planning and development components such as height, setbacks, residential and commercial density. More information and detailed drawings are necessary to determine consistency with the prescribed standards for these components. Additionally, the project's proposed design is subject to review and further comment by the Design & Historic Preservation section.

The CDSP also identifies sub-districts, and within the sub-districts, precincts that include more specific goals, policies, and standards targeted toward the vision for each neighborhood. The subject property is located in the Arroyo Corridor Transition precinct within the Arroyo Corridor/ Fair Oaks sub-district. The objective of the Arroyo Corridor/ Fair Oaks sub-district is to establish Arroyo Parkway as a visually appealing entrance corridor, as well as to provide an attractive opportunity for employment-generating uses adaptable to changing economic conditions, such as arts, technology, and knowledge- based enterprise, within a revitalized low-scale, mixed-use setting at the periphery of Downtown. The emphasis of the Arroyo Corridor Transition precinct addresses the transitional character of the area towards more pedestrian and transit-oriented development with a mix of land uses including residential, commercial, and employment.



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The proposed project is consistent with the vision of the Arroyo Corridor/ Fair Oaks sub-district to attract employment-generating uses; the proposal of medical offices, commercial uses, and assisted living facilities can provide job opportunities in the neighborhood. The intersection of Arroyo Parkway and California Boulevard is identified as a key intersection that can serve as a transitional area toward the center of Pasadena's downtown, and is one of the key locations identified as most suitable for housing. Based on the limited submittal package that indicates a list of alternative uses, the applicant is encouraged to prioritize housing in order to align with the precinct's concept as a mixed use area that integrates residential uses. Additional drawings such as detailed elevations and renderings, are needed to address the project's building design, contextual relationship with adjacent properties, and whether the development is pedestrian and/or transit oriented. The proposed height of 90-feet exceeds the maximum building height for the area. The applicant is encouraged to work with staff from Zoning and Design & Historic Preservation regarding height requirements and consistency with the Central District Specific Plan design guidelines.

The CDSP provides numerous guidelines and policies relating to site planning and building design that are relevant to the proposed project. A selection of relevant policies relating to site planning are listed below:

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

*SP 1.5 – Buffer adjacent sensitive land uses from undesirable impacts that may originate from a site; buffers may be landscape and / or architectural in character.*

*SP 2.1 – Locate and orient buildings to positively define public streets and civic spaces, such as public plazas; maintain a continuous building street wall and in general limit spatial gaps to those necessary to accommodate vehicular and pedestrian access.*

*SP 2.5 – Allow large development to pull back from the street edge for places or gracious entry fore-courts, provided street continuity is not unduly interrupted along the majority of the block.*

*SP 3.1 – Encourage the presence of well-defined outdoor space, such as on-site plazas, interior courtyards, patios, terraces and gardens; these are especially encouraged in association with major developments.*

*SP 3.6 – Dimension outdoor spaces to human occupation; they should be proportioned to their surroundings and envisioned use.*

*SP 3.7 – Link adjoining outdoor spaces with comfortable paths and walks to create a network of spaces.*

*SP 4.1 – Make plazas and courtyards comfortable for human activity and social interaction – standing, sitting, talking, eating.*



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*SP 5.3 – Provide year-round greenery; automatic watering systems and drought tolerant species are encouraged to promote water conservation and reduce maintenance concerns.*

*SP 5.5 – Provide opportunities for installation of civic art in the landscape; designer/ artist collaborations are encouraged.*

Based on submitted plans, it is unclear whether the proposed project integrates any type of outdoor spaces, pedestrian walkways, landscaping, and opportunities for civic art. The proposed project will have a prominent impact along the corridor due to its size and occupation of a significant portion of Arroyo Parkway, as well as its corner location at a prominent intersection. The key opportunity for this proposed development will be to establish a successful paseo and interior courtyard that is not internally focused at the expense of the street environment along South Arroyo Parkway and California Boulevard. Additionally, emphasis should be given to the design of retail storefronts and building entrances along the primary street frontages of South Arroyo Parkway and California Boulevard. The applicant is encouraged to work with the Design and Historic Preservation section of the Planning Division regarding building design guidelines.

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

### **Master Development Plan:**

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

### **Planned Development:**

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

### **Neighborhoods:**

The proposed project is located within Council District #6:

- Council District 6  
Councilmember Steve Madison  
City Council Liaison: Takako Suzuki  
Contact Email: [tsuzuki@cityofpasadena.net](mailto:tsuzuki@cityofpasadena.net)  
Contact Phone: (626) 744-4739

The proposed project is located within the following neighborhood association:

- Pasadena Neighborhood Coalition  
Michael O'Brien  
P.O. Box 51022  
Pasadena, CA 91115  
Email: [mikeobrien@corbus.us](mailto:mikeobrien@corbus.us)  
Phone: (626) 798-7087



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The proposed project is in close proximity to the following neighborhood association:

- Bellevue Dr, Waldo, Pleasant & Euclid Residents  
Mary Sands  
264 East Bellevue Drive  
Pasadena, CA 91101  
Phone (626) 796-5836
- Singer Park Neighborhood Association  
Pete Ewing  
320 West Del Mar Boulevard  
Pasadena, CA 91115  
Phone: (626) 700-0319
- Madison Heights Neighborhood Association  
Neil Kleinman  
466 Alpine Street  
Pasadena, CA 91106  
Email: neil@kleinman.com  
Phone: (626) 577-2130

### Estimated Fees:

No fees are anticipated from Community Planning.

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### CULTURAL AFFAIRS DIVISION:

#### Public Art Requirement:

Given the information provided in the Planning Master Application for The Affinity Project (PPR2019-00008), that identifies one "high mixed use" development incorporating multiple buildings, at least one portion of the project IS SUBJECT to the Public Art Requirement. The new building constructed for medical offices on the NW corner of California & Arroyo IS SUBJECT, as it is a commercial development outside DT/OP/NW with new construction that exceeds 25K s/f. The second new building--immediately north of the former, with new construction that will also exceed 25K s/f--is NOT SUBJECT to the Public Art Requirement, as it is deemed public/semi-public use as residential care, with intended use as an assisted living facility.

It is important to note, however >> because the application indicates that "an equivalency program is anticipated to allow alternative uses or variations to the program, which may include senior housing, multifamily residential, or other uses," it must be emphasized that the project's subjectibility to the Public Art Requirement may change in response to those developing factors, as they could impact the land use designations associated with the project.

The Public Art Ordinance requires that at least one percent (1%) of the total building valuation be allocated to public art by developers of commercial, industrial or mixed-used developments outside of the Downtown/Old Pasadena/Northwest Program Areas with new construction that has a gross floor area of 25K square feet or more.



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The Public Art Requirement provides an opportunity to enhance a project with onsite public art and make a positive, long-lasting contribution to the community.

**Prior to being issued a building permit, you will be required to deposit twenty percent (20%) of the total one percent building valuation as the Public Art Deposit for your project. It is your responsibility to allocate the remaining eighty percent (80%) toward an onsite public art project, developed in accordance with the Guidelines for New Private Development.** You may also choose to pay the full 1% to the Cultural Trust Fund in lieu of developing an onsite public art project. Final signoff on either the onsite public art project or full payment of the 1% in lieu fee must occur in order to receive a Certificate of Occupancy.

**Please note: For those developers who choose to pursue the onsite public art project option, the Design Commission and Arts & Culture Commission reviews are linked. The following is required:**

- 1) An art consultant must manage any art project valued at \$25,000 or more. After consulting with Cultural Affairs Staff, an art consultant should be contracted as soon as possible so they may work as an integral part of the design team from the inception of the project.
- 2) No project will receive Concept Design Review by the Design Commission without having first filed a Public Art Application with Cultural Affairs Staff.
- 3) The Concept Art Plan must be submitted to Cultural Affairs Staff within 45 days after Concept Design approval by the Design Commission.
- 4) Application for Final Design Review by the Design Commission is only possible after the Concept Art Plan has been approved by the Arts & Culture Commission.



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**CURRENT PLANNING:**

**Project Description:**

The proposed project consists of the demolition of six existing on-site commercial buildings totaling approximately 51,000 square feet, the retention of three existing buildings and the establishment of a new Planned Development (PD) zoning district and a new PD Plan. The PD Plan would facilitate the construction of a 150,000 square-foot, seven-story, medical office building and a 180,000 square-foot, eight-story, assisted living facility. The PD Plan would incorporate an existing 91,145 square-foot Food Sales use (Whole Foods) as part of the project. 604 new parking spaces would be provided. The project site would measure 143,748 sq. ft. (3.3 acre).

**Applicable Zoning Sections:**

Staff advises that in addition to the comments in this report, the proponent thoroughly review the Zoning Code, Municipal Code and each chapter/section specified. Comments provided herein are intended to alert the applicant of applicable zoning standards. The applicant is required to demonstrate compliance with all applicable standards. Neither the predevelopment plan review nor information or pertinent policies provided by the City Departments shall be construed as a City recommendation for approval or disapproval of the application/project. The proposed project is subject to, including but not limited to, the development standards of the following Zoning Code Chapters or Sections:

- Chapter 17.26.020 –Planned Development
- Chapter 17.30 – Central District Specific Plan
- Chapter 17.50 – Standards for Specific Land Uses
- Chapter 17.40 – General Property Development and Use Standards
- Chapter 17.42 – Inclusionary Housing
- Chapter 17.44 – Landscaping
- Chapter 17.46 – Parking and Loading
- Section 17.50.340 – Transit Oriented Development

All of these sections of the Zoning Code can be found online.

**Disclaimer:** The information provided herein is general due to the general content and information submitted (elevation, floor, parking, roof, cross-sections, or existing condition plans were not provided). It is recommended that in addition to the comments below on the project, the developer team thoroughly read each of the Zoning Code sections noted above.

1. **Project Site:** The project site consists of five legal lots (AINs: 5722-008-019, -002, -012, -017and -016). The total lot size is identified as 143,748 square-feet on the plans. On future application submittals, provide a land survey, stamped by a licensed professional.



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2. **Zoning District (PMC 17.30):** The property is within the CD-6 (Central District, Arroyo Corridor/ Fair Oaks subdistrict) zoning district. This zoning district is intended to provide for a broad mix of uses at the periphery of the urban core, including employment generating uses that are adaptable to changing economic conditions, as well as to establish Arroyo Parkway as a visually important and attractive gateway to Downtown.
  
3. **General Plan Designation (Land Use Element):** The property is designated as High Mixed-Use (0.0-3.0 FAR, 0-87 DU/Acre) in the General Plan. The High Mixed Use designation intended to support the development of multi-story mixed use buildings with a variety of compatible commercial (retail and office) and residential uses. Development is characterized by shared open spaces, landscaping, and small to minimal separations between buildings, and shared driveways and parking. Sites may be exclusively commercial, but not exclusively residential. Mixed-use development projects containing housing shall incorporate amenities contributing to a quality living environment for residents including courtyards, recreation facilities, and similar elements. Where buildings face the street frontage, they shall be designed to enhance pedestrian activity with transparent facades for retail uses and distinctive entries for housing. Parking shall be located below or to the rear of the street. Projects constructed at High Mixed Use densities may be required to develop pedestrian-oriented streetscape amenities along their primary street frontages, consistent with the improvement concepts and plans defined by the City.
  
4. **Planned Development (PD) District:** The PD zoning district is intended for sites where an applicant proposes and the City desires to achieve a particular mix of uses, appearance, land use compatibility, or special sensitivity to neighborhood character. The PD zoning district is to be consistent with all land use classifications of the General Plan.
  - a) **Minimum Site Area (17.26.020.C.2.a):** A PD district shall be applied only to sites of two acres or larger. The project site measures a contiguous 3.3 acres and complies
  
  - b) **PD Plan (17.26.020.C.3.e):** The rezoning of a site to the PD district shall require the simultaneous approval of a PD Plan. A PD Plan shall be submitted in future submittals. The Plan shall prescribe development standards and allowed or conditionally allowed uses in the PD.
  
  - c) **Land Use (17.26.020.C.3.b):** Any allowed or conditionally allowed uses authorized by the PD may be included in an approved PD Plan, but only when it is deemed consistent with the General Plan. The proposed land use includes a Medical Office, with ground floor commercial, and General Residential Care (adult day care); these uses are consistent with the General Plan land use designation of High Mixed-Use. The proposal also includes alternative land uses, in-lieu of the General Residential Care, that would be included in the PD Plan. These uses potentially include multi-family and additional commercial. The allowed or conditionally allowed commercial uses would have to be consistent individually with the General Plan.



**5. Floor Area Ratio (FAR) (PMC 17.26.020.C.3.c(1)):**

- a) The FAR of a PD shall not exceed the FAR allowed on the Land Use Diagram for the project site unless approved by City Council, but only as high as 3.0, and only when it can be shown the architectural design of the PD is contextual and of a high-quality.

*FAR* is the numerical value obtained by dividing the aboveground gross floor area of a building or buildings located on a lot by the total area of the lot. If a street dedication is required, the calculation shall be based on the total area of the lot before the street dedication.

*Gross floor area* applicable to a PD district means the total enclosed area of all floors of a building measured to the inside face of the exterior walls including halls, stairways, elevator shafts at each floor level, service and mechanical equipment rooms and basement or attic areas having a height of more than seven feet, but excluding area used exclusively for vehicle parking or loading.

The applicable FAR for the site, pursuant to PMC 17.30.040, Table 3-2, Figure 3-9 (Central District Maximum Floor Area Ratio), is 1.5. For this site, up to 215,622 square feet of floor would be allowed under the established FAR.

The FAR indicated by the Land Use Diagram for the site is 0-3.0.

The proposed total for the FAR for the PD Plan is 2.98, or 429,145 square feet, and exceeds the FAR standard of the zoning district; however, the FAR is within the range specified in the Land Use Diagram. Although a PD plan allows an applicant to prescribe its own development standards, it is recommended that the PD Plan FAR standards be similar to the existing development standards of the zoning district. The 1.5 FAR requirement for the Arroyo Corridor/ Fair Oaks subdistrict, is reflective of the existing character of the surrounding area.

- b) As defined above, FAR is "the numerical value obtained by dividing the aboveground gross floor area of a building or buildings located on a lot by the total area of the *lot*". In order for the FAR to apply singly to the entire project site, the five lots would have to be consolidated to create one lot through a mapping process (e.g. Tentative Parcel or Tract Map)

**6. Residential Density (PMC 17.26.020.3.c(2))** Per the PD standards, the residential density of a Planned Development shall not exceed the residential density allowed on the Land Use Diagram for the project site unless approved by the City Council, but only as high as 87 dwelling units per acre, and only when it can be shown that the architectural design of the Planned Development is contextual and of a high quality. The residential density may also exceed that of the Land Use Diagram if the project is complying with the Density Bonus provisions of Chapter 17.42.

A dwelling unit is defined as having one or more rooms with no more than one kitchen, designed for occupancy by one family or single housekeeping unit for living and sleeping





purposes, with all rooms (except an attached garage or carport) accessible from the interior of the dwelling unit.

The established residential density for the site, pursuant to PMC 17.30.040, Table 3-2, Figure 3-6 (Central District Maximum Residential Density (Dwelling Units/Acre)), is 48 dwelling units per acre. For this site, up to 140 residential dwelling units would be allowed under the established density.

The residential density indicated by the Land Use Diagram for the site is 0-87 dwelling units per acre.

The proposed project includes General Residential Care as a use. No floor plans were provided to determine if the units for living and sleeping purposes would be considered dwelling units. Therefore, an analysis of density was not conducted. In addition, the project description includes a list of alternative uses, in-lieu of the General Residential Care use, that could be established. Some of these alternative uses are considered residential uses and include senior and multi-family housing. The current zoning district would allow these residential uses as Urban Housing and subject to the provisions of Section 17.50.350. The PD Plan shall provide development standards specifically for these residential uses. It is recommended that the standards be similar to the standards applicable to Urban Housing and that the proposed density be similar to the existing development standard (48 dwelling units per acre).

7. **Height (PMC 17.26.020.3.c(3) and 17.30.030)** Per the PD standards, in the CD district, no PD plan may authorize a greater height than that permitted by Figure 3-8 - Central District Maximum Height. The site is located in the CD district and Figure 3-8 establishes a height restriction of 50' for the site.

The project proposes heights of up to 90' and exceeds the established height standard of the zoning district. Although a PD Plan allows an applicant to prescribe its own development standards, it is recommended that the PD Plan height standards be similar to the existing development standards of the zoning district. The maximum 50' height requirement for the Arroyo Corridor/ Fair Oaks subdistrict, is reflective of the existing character of the surrounding area.

- a) **Variance for Historic Resources (17.61.080.H):** A Variance for Historic Resources is intended to accommodate designated historic resources that are undergoing adaptive use or are being relocated. This unique type of Variance is designed to provide relief from the strict compliance with the development standards of this Zoning Code that may impair the ability of a designated historic resource to be properly used for adaptive reuse or to be relocated onto a new site. Adaptive use is the reuse of a structure with a new use different from that for which the structure was originally constructed.

The project proposes the retention of two the structures (501 and 523 S. Arroyo Parkway). The Design & Historic Preservation Section has determined that these structures are eligible for landmark designation. It has been indicated to staff that a Variance for Historic Resources will be requested, as part of the PD Plan, to allow a greater height than permitted by Figure 3-8 - Central District Maximum Height. The site is located in the CD

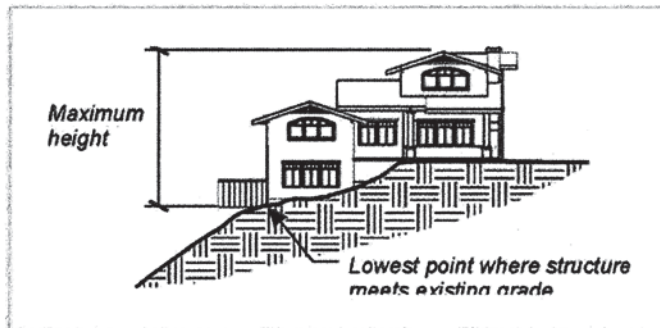


district and Figure 3-8 establishes a height restriction of 50' for the site. The project proposes heights of up to 90'.

In order to qualify for a Variance for Historic Resources, the structures need to be designated as historic resources. This process needs to be initiated through the Design & Historic Preservation Section. Only after the designation, can the Variance for Historic Resources be processed.

As part of the Variance for Historic Resources application, a narrative would need to be submitted that identifies how the project meets the purposes and findings specified in Section 17.61.080.H. A separate analysis would also need to be provided that identifies how the additional height proposed correlates with accommodating the designated historic resources that are undergoing adaptive use. At this time, we are unable to determine whether or not construction would be an adaptive use of the existing historic structures.

- b) The measurement of height is per Section 17.40.060.C of the Zoning Code where height is measured from the, "...lowest elevation of the existing grade at an exterior wall of the structure to the highest point of the structure." Figure 4-3 shows this below and should be taken into account considering that the site has a slight slope:



Future submittals should demonstrate height measurements in accordance with Figure 4-3.

8. **Inclusionary Housing:** Chapter 17.42 of the Zoning Code (Inclusionary Housing Requirements) applies to projects with 10 or more new dwelling units. These standards and procedures are intended to encourage the development and availability of affordable housing by ensuring that the addition of affordable housing units to the City's housing stock is in proportion to the overall increase in new housing units. If the project proposes more than 10 dwelling units, it would be subject to the Inclusionary Housing Requirements and an Inclusionary Housing Plan must be submitted to the City's Housing Department for review and approval.

Zoning Code Section 17.42.040 (Inclusionary Unit Requirements) currently requires a minimum of 15 percent of the total number of dwelling units in a residential project shall be developed, offered to, and sold or rented to households of low and moderate-income, at an affordable housing cost as follows:



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*Units for Sale:* If the project consists of units for sale, a minimum of 15 percent of the total number of units in the project shall be sold to low or moderate-income households.

*Rental Units:* If the residential project consists of rental units, a minimum of 10 percent of the units shall be rented to low-income households and five percent of the units shall be rented to low or moderate-income households.

In calculating the required number of inclusionary units, fractional units of 0.50 or above shall be rounded-up to a whole unit if the project consists of 21 or more units. The Zoning Code Section referenced also includes alternatives to developing required inclusionary units. A housing plan and housing agreement may be required pursuant to Section 17.42.060 (Housing Plan and Housing Agreement Required).

Be advised, on August 19, 2019, the City Council approved amendments to the inclusionary housing requirements. In particular, an increase in the base inclusionary requirement from 15 percent to 20 percent, consisting of 5 percent very low-income, 5 percent low-income, and 10 percent moderate income on rental projects, and 20 percent moderate-income on for-sale projects. In addition, credit or trade-down provisions were eliminated resulting in all affordable units counting the same regardless of income level. As of the date of this PPR, an ordinance to amend applicable sections of the Zoning Code to reflect the new requirements was in process. Though not yet codified, the applicant is advised of these forthcoming changes that would likely apply to this project. Refer to City Council agenda item #11 for additional discussion.

[http://ww2.cityofpasadena.net/councilagendas/2019%20Agendas/Aug\\_19\\_19/agenda.asp](http://ww2.cityofpasadena.net/councilagendas/2019%20Agendas/Aug_19_19/agenda.asp)

9. **Setbacks (PMC 17.26.020, 17.37.060 and 17.30.040):** Setbacks for a PD are prescribed by the PD Plan. The project site is located within the Central District (CD) Specific Plan, the CD has established setback standards that reflect the existing and/or anticipated character of a street, but generally encourage buildings that are focused on the sidewalk. It is recommended that the PD plan provide setback standards that are consistent with the CD setback standards identified below for non-residential and residential buildings:
  - a. **Arroyo Parkway:**
    - Setback Type 2 – Non-Residential:** Setback not required; may set back up to 5' maximum.
    - *Residential:* minimum 5' setback required; may set back up to 10' maximum
  - b. **California Blvd.:**
    - Setback Type 2 – Non-Residential:** Setback not required; may set back up to 5' maximum.
    - *Residential:* minimum 5' setback required; may set back up to 10' maximum
  - c. **Bellevue Dr.:**
    - Setback Type 2 – Non-Residential:** Setback not required; may set back up to 5' maximum.
    - *Residential:* minimum 5' setback required; may set back up to 10' maximum



- d. **Side or Rear Yard:** No setback required. Except for residential projects, subject to Urban Housing (17.50.350).

The setbacks proposed vary and appear to be inconsistent with the current applicable setbacks. The plans submitted are not drawn to a standard scale and proposed setbacks cannot be confirmed.

10. **District Housing/Ground Floor Map:** Residential development is limited in selected areas of the Central District, where a nonresidential character or existing shopping areas are to be emphasized and supported, or where high traffic volumes detract from housing compatibility. The site is located in "Area 2" and housing is permitted as follows and as shown in Figure 3-4 Central District Housing/Ground Floor Map):

- a. **Area 2:** - Housing Permitted, except on ground floor.

Although a PD Plan allows an applicant to prescribe its own development standards, it is recommended that the PD Plan housing location standards be similar to the existing development standards of the zoning district if dwelling units are provided.

#### 11. **Parking:**

Number Required:

- a) Medical Office: Per Section 17.46.040, parking shall be provided in compliance with Table 4-6 (Off-Street Parking Space Requirements). For medical office, the required parking ratio is 4 parking spaces for every 1,000 square feet of gross floor area. Furthermore, per Section 17.50.340.D.1.b(2), for projects located within the Central District Transit Oriented Development Area (Section 17.30.30, Figure 3-5), the parking requirement for a medical office use shall be reduced by 10 percent, with an optional reduction up to 20 percent. The 10 percent reduction shall be the maximum allowed number of parking spaces.

The project proposed 136,000 square feet of gross floor area for Medical Office. Based on the requirements above, the required parking for the Medical Office is a minimum of **435** parking spaces and a maximum of **490** parking spaces.

- b) General Residential Care: Per Section 17.46.040, required parking is specified via a Conditional Use Permit. Through the PD Plan, a parking requirement could be specified. A parking demand analysis, prepared by a licensed professional, should be submitted to substantiate the proposed parking requirement.
- c) Commercial Parking: Per Section 17.46.040, commercial parking shall be provided in compliance with Table 4-6. Per Section 17.50.340.D.1, for administrative business professional offices and governmental offices, the minimum amount of required off-street parking shall be reduced by 25 percent, with an optional reduction up to 35 percent. The 25 percent reduction shall be the maximum allowed number of parking spaces. For all other commercial uses, the minimum amount of required off-street parking shall be reduced by 10 percent, with an optional reduction up to 20 percent. The 10 percent reduction shall be the maximum allowed number of parking spaces.



The project proposes 14,000 square feet of gross floor area for “commercial” uses. At this time, a parking requirement cannot be determined, as there is no information provided that identifies a specific land use such as office, service, restaurant, retail...etc. Parking requirement will be based on the specific land use.

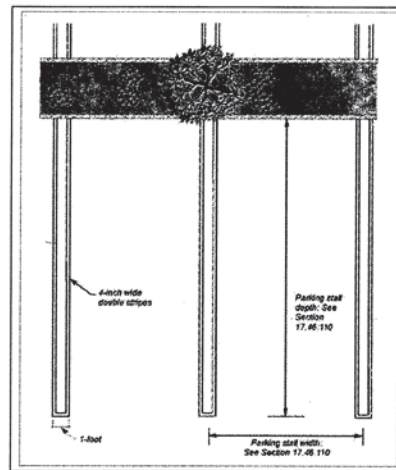
- d) Food Sales (Whole Foods): Per Section 17.46.040, parking shall be provided in compliance with Table 4-6 (Off-Street Parking Space Requirements). For food sales, the required parking ratio is 4 parking spaces for every 1,000 square feet of gross floor area. Furthermore, per Section 17.50.340.D.1.b(2), for projects located within the Central District Transit Oriented Development Area (Section 17.30.30, Figure 3-5), the parking requirement for a food sales use shall be reduced by 10 percent, with an optional reduction up to 20 percent. The 10 percent reduction shall be the maximum allowed number of parking spaces.

The project proposes to maintain an existing 91,145 square-foot food sales use. Based on the requirements above, the required parking for this use is a minimum of **292** parking spaces and a maximum of **328** parking spaces.

- e) Total Parking Required: The total parking required cannot be determined until specific commercial land uses are provided and a parking requirement is specified for the General Residential Care

Stall Size and Striping: Provide “Typical” illustrations to show that the project would be in compliance with the following dimensional standards that have the ability to reduce the amount of parking contemplated if not taken into account during initial design:

- f) All tandem spaces, if provided, shall be a minimum size of 9' by 34'. As designed, tandem spaces do not comply.
- g) For the residential component of a mixed-use project, up to 30 percent of the total off-street parking spaces provided may incorporate tandem parking. Provide a data table showing compliance with this requirement. Furthermore, both tandem spaces shall be assigned to the same unit.
- h) Parking spaces next to a vertical obstruction, or located at the end of an aisle, are subject to further requirements as listed in Section 17.46.120.A of the Zoning Code:
- *If contiguous to an obstruction.* An additional width of one foot shall be provided for each parking space the length of which is contiguous to a fence, structure, wall, or other obstruction. Where there is a column next to a space, the one-foot additional width required may be lessened three inches for each foot the columns are set back from the aisles. As shown, the plans appear to comply.
  - *If located at the end of aisle.* At the end of an aisle providing access to a parking space perpendicular to the aisle, the aisle shall extend two feet beyond the side of the last parking space in the aisle. As shown, the plans appear to comply.
- i) Per Section 17.46.120(C), Figure 4-12 Parking Space Striping, parking spaces shall be double striped as indicated in the identified figure and as shown below:



Wheel Stops and Overhangs:

- j) All parking spaces shall have wheel stops three feet from a fence, wall, or required landscaped area.

Aisle Dimension:

- k) The minimum aisle width is 24 feet, as shown on Table 4.8 of Section 17.46.130 of the Zoning Code. This table also shows how this minimum width can be reduced when the parking stalls are widened.

Vertical Clearance:

- l) Section 17.46.120.B requires that vertical clearance for all parking spaces, including entrances, shall be a minimum of seven feet in height. Vertical clearance for the front four feet of a parking space serving a residential use may be reduced to not less than four feet, six inches feet in height. Provide cross-sections of the garage showing compliance with this standard.

Loading:

- m) Loading spaces shall be provided in compliance with Section 17.46.260, Table 4-15 (Loading Space Requirements). The loading requirements are based on floor area and proposed land use type. At this time, land use type is not provided and compliance cannot be determined. In future submittals provide this information. Keep in mind that if more than one land use is proposed, then the number of loading spaces are calculated for each type of land use separately.
- n) Loading spaces shall be designed and maintained so that vehicles do not back in from, or onto, a public street and any loading spaces or areas visible from a street shall be screened on three sides by a fence, hedge, or wall a minimum of six feet in height.
- o) The first loading space shall be a minimum of 12 feet by 30 feet, with 14 feet of vertical clearance. The second loading space shall be a minimum of 10 feet by 20 feet, with 12



feet of vertical clearance. All additional loading spaces shall be a minimum of 10 feet by 20 feet, with 12 feet of vertical clearance.

- p) The minimum turning radius shall be 25 feet for a loading space of 10 feet or less in width, and 45 feet for a loading space of over 10 feet in width.

**12. Bicycle Parking:**

- a) Bicycle parking standards are addressed in Section 17.46.320 of the Zoning Code. The residential requirement is one bicycle space for every six dwelling units. The bicycle parking requirement for all nonresidential structures, 15,000 square feet or more in size, is five percent of the required motor vehicle parking, but not less than four spaces. Provide a data table to show compliance with the bicycle parking requirement.
- b) Provide the types of bicycles spaces required in compliance with Table 4-17.
- c) Please refer to Section 17.46.320.E for location and design of bicycle facilities. At this time, additional information is needed to determine compliance.

**13. Landscaping:**

- a) All the required setbacks and open space areas must be landscaped, except where a required setback is occupied by a sidewalk or driveway, or where a required setback is screened from public view.
- b) A preliminary landscape and irrigation plan must be submitted when this application is officially submitted to the City for review. Any proposed landscape plan shall be in compliance with Chapter 17.44 (Landscape) of the Zoning Code. A final landscape plan shall be submitted and approved prior to the issuance of the building permit.

**14. Trees:**

- a) The City's Tree Protection Ordinance has a list of protected trees and criteria for protection under this ordinance. The proposed removal of any of the identified trees requires the processing of a Private Tree Removal application which would be processed in conjunction with the requested entitlements. The tree inventory that was submitted is inaccurate and it is unclear if any trees will be removed. For example, several trees on the tree inventory are listed as having a DBH of 5'; there are no trees on the site with that size DBH. A tree inventory, identifying all trees to be removed, with species, height, and trunk diameter labeled, is required as part of the application process.
- b) The City's Tree Protection Ordinance, Chapter 8.52, can be found here:  
<http://library.municode.com/index.aspx?clientId=16551>

**15. Refuse Storage:**

- a) Refuse storage is prescribed per Section 17.40.120 of the Zoning Code. Because this project would have more than 25,000 square feet of non-residential floor area, the Director of Public Works will determine the appropriate size of the refuse storage area based on the type of use, the size of the refuse area proposed, and the frequency of refuse collection.



**16. Signage:**

- a) Signage for the project must be designed and installed in accordance with Chapter 17.48 of the Zoning Code.

**17. Review Process:**

- a) The scope of the proposed project would require the following review process:
  1. **Planned Development – Planning Commission:** The Planning Commission shall consider the application for reclassification to a PD zoning district and shall, at the same time, consider the proposed PD Plan accompanying the application. The Commission shall make a written recommendation to the Council whether to approve, approve in modified form, or disapprove the proposed amendment.
  2. **Planned Development – City Council:** Planned Developments are heard by the City Council. Upon receipt of the Commission's recommendation, the Council shall, approve, approve in modified form, or disapprove the proposed amendment.
  3. **Preliminary Consultation-Design Review:** This project must be reviewed by the Design Commission through the Preliminary Consultation process for preliminary advisory comments. Please see the comments in this document provided by the Design & Historic Preservation section for additional information on this process.
  4. **Concept & Final-Design Review:** This project must be reviewed by the Design Commission through the Concept and Final Design Review process. Please see the comments in this document provided by the Design & Historic Preservation section for additional information on this process.

**18. Environmental Review - Initial Study:** This project will be subject to California Environmental Quality Act (CEQA) compliance. Depending on the final design, size, location, nature of the construction of the project, an Initial Study will be required to determine whether a Negative Declaration, Mitigated Negative Declaration, or an Environmental Impact Report (EIR) would be required for the project. Otherwise, the project may be exempt from the CEQA document requirement if the project is determined not to have a significant effect on the environment. The environmental determination may require the preparation of technical studies (e.g. air quality, noise, cultural resources, biological, greenhouse gas etc.). A traffic study will also be required by the Department of Transportation according to their comments.

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





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Discretionary projects requiring an EIR, MND, ND, SCEA, Addendums, or qualifying under the Class 32 exemption are subject to the CAP.

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

**20. Mitigation/Condition Monitoring:**

- a) Upon completion of the project's CEQA compliance documentation, some form of mitigation monitoring may be required. Condition monitoring may also be required for the Discretionary Permits. There are also fees associated with both mitigation and condition monitoring for the project.

**21. Estimated Current Planning Fees (FY 2020):**

Planned Development	\$20,334.00
Tentative Tract/Parcel Map	\$5,192.00
Each Land and/or Air Parcel	\$191.00
Variance for Historic Resources	\$295.00
Private Tree Removal Application:	\$295.00 (if needed)
Environmental Study:	At Cost
Records Management Fee:	Additional 3 percent of total fees

**Fees are subject to change and are based on actual rates at the time of formal submittal**

**DESIGN & HISTORIC PRESERVATION:**

**HISTORIC PRESERVATION REVIEW:**

Demolition of designated or eligible historic structures must be reviewed by the City as part of an environmental study or as an application for design review for demolition. Because the buildings proposed to be demolished at 491, 495, 499, 503, 541 and 577 S. Arroyo Parkway are not designated as historic resources and do not appear to be eligible for such designation, design review is not required to demolish the building. During the environmental review process for the project, the existing structures on the site will be formally evaluated for potential historical significance and related environmental impacts. If any of the structures to be demolished on the site are found to be historically significant, an Environmental Impact Report may be required for their demolition. The environmental review process will also consider potential impacts of the proposed new construction on the existing buildings proposed to be retained on the site, which have been determined to be eligible for landmark designation (501 & 523 S. Arroyo Parkway).

**Demolition without a Building Permit for a Replacement Project:**

In addition to the demolition review, the municipal code also prohibits demolition of a primary structure unless the City has already issued a building permit for a replacement project on the site.

The code allows a developer or property owner to apply for an approval to demolish a building prior to issuance of a building permit for a replacement project. Planning staff reviews applications if the building to be demolished is ineligible for a historic designation. The Staff may approve the



application if it adopts findings that the building does not qualify as a landmark, that the demolition of the building does not result in the loss of habitable dwelling units on a property zoned for residential use, and that the demolition would not disrupt a continuous grouping of significant buildings or create an inappropriate void in the character of the area OR it may adopt the single finding that the demolition serves an overriding public benefit and will not be detrimental to surrounding property. The Staff may deny the application if these findings cannot be met. Decisions on these applications may be appealed to or called for review by the Historic Preservation Commission or City Council.

### **DESIGN REVIEW**

Because the project consists of new construction of a building larger than 10,000 square feet in of floor area within the Central District Specific Plan area, design review is required, with the Design Commission being the reviewing authority. The applicable design guidelines for the project are the design-related policies in the Land Use Element of the General Plan, the design guidelines in the Central District Specific Plan and the Secretary of the Interior's Standards for Rehabilitation (related to the two historic buildings to be retained).

Design review is a three-step procedure: 1) Preliminary Consultation; 2) **Concept (schematic-level) design review**; and 3) **Final design review**. Concept design review is a noticed public hearing before the Design Commission.

**Preliminary Consultation:** Requires an application with a filing fee and materials indicated in the Preliminary Consultation submittal requirements list, including conceptual plans and elevations with surrounding context, photographs of the site and surrounding context, a conceptual digital 3D model and a design narrative that answers questions specified in the submittal requirements list. Preliminary Consultation is intended to allow architects to obtain input on their design concept prior to investing in detailed design drawings that would be difficult to modify. The process yields advisory comments which the architect should consider in subsequent phases of design review. Preliminary Consultation will be conducted by the Design Commission

**Concept design review requires:** An application with a filing fee and additional materials indicated in the Concept Design Review submittal requirements list.

Concept design review addresses basic project design, including massing, modulation, siting, proportions, solid-to-void relationships, compatibility with surroundings, and compliance with design guidelines.

For a project of this scale, we suggest including some or all of the following visual materials: a) a massing model; b) rendered elevations; and c) an eye-level perspective drawings or computer models, concentrating on all three street elevations.

**Final Design review** requires an application with a filing fee and the additional materials indicated in the Final Design Review submittal requirements list. Although the staff may conduct final design review, the Commission, during concept design review, is likely to request that it conduct final review in place of the staff. You may file for building plan check (for possible building and fire safety corrections) while awaiting approval for the application for Final Design review.



Final Design review focuses on compliance with the conditions of approval (if any) of concept design review and on construction details, paint colors, finishes, doors and windows, landscaping, exterior lighting, location/screening of mechanical equipment, etc.

#### Appeals/Calls for Review

Any person affected by a Design Commission decision may appeal it to the City Council. The City Council may also call a Design Commission decision for its review. Appeals or calls for review must be filed during the ten-day appeal period before the decisions become effective (which is on the 11<sup>th</sup> day following a decision).

#### Preliminary Design Issues

Based on the information contained in the preliminary plans, the following issues are likely to be analyzed during design review:

- The scale, massing, materials, solid-to-void relationships, the interplay of horizontal and vertical elements of the new construction and the modulation of the exterior walls facing public streets.
- The introduction of design features that are “human scaled” and inviting to pedestrians. The treatment of private entrances and common entrances facing the streets is part of this review.
- The quality of materials and finishes, the proportions of window/door openings, the modulation of building walls, shade and shadow.
- Landscaping—especially in the setbacks along the sidewalks—and screening of mechanical equipment.
- Views from the interior of the site (and elevations facing the interior courtyard).

#### Specific Comments on Proposed New Construction

Please note that the comments below are based on an initial review by staff and are not official comments from the Design Commission. It is highly recommended that an application for Preliminary Consultation be filed as soon as possible so that the Design Commission may review the project and provide official design comments, which may or may not be consistent with those provided below. Due to the lack of information provided, the comments provided are very general. Please consult the applicable design guidelines noted above for further design guidance.

**Massing:** No elevations or massing models were provided; therefore, staff is unable to provide substantive comments regarding proposed building massing. The buildings should be designed to ensure they do not overshadow existing surrounding development or the on-site historic resources to be preserved. The building massing should be articulated in a manner that breaks down the proposed new building envelope consistent with the architectural style proposed for the buildings and in a manner that ensures they will be compatible with the on-site historic resources. Although the new buildings are currently not proposed to be directly attached to the historic buildings, Preservation Brief 14 regarding additions to historic structures should be consulted for guidance regarding new construction adjacent to historic resources.

**Siting:** The site plan shows the building at the southern end of the site built at the property lines (after sidewalk dedications), which is consistent with the design guidelines. The footprint of the northerly building is unclear, but should also be built to adjoin its street frontage where possible.



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The second floor plan more clearly shows a building footprint adjoining the street and substantially set back from the historic buildings to be retained. Because the buildings are proposed to be substantially taller than two stories, they should maintain a significant distance from the historic buildings, especially at upper levels.

**Compatibility:** No elevations or massing models were provided; therefore, staff is unable to provide comments regarding compatibility of the proposed buildings with surrounding development. During Preliminary Consultation, the buildings' relationship to their surroundings and the on-site historic resources will be an important consideration and the application will be required to include a narrative and supporting imagery demonstrating compatibility. The massing and siting comments above also address compatibility issues identified in the project design.

**Landscaping:** While specific landscape design is not reviewed until later phases of the design review process, and no information about landscaping or open space has been provided, any proposed project courtyards should be placed in locations that will ensure their usability by the project residents. The courtyards should be designed to include useful amenities and features such as shading devices appropriate to their solar exposure, seating and cooking facilities, water features, etc. The landscape and hardscape design should reflect the local climate and landscape traditions and should also relate to the design of the building.

**Signage:** Signage should be designed to be an integral element of the project design and should be high quality. Specific review of signage design and attachment details is typically conducted after the design review process is concluded and typically requires submittal of an application for a Master Sign Plan, although conceptual signage locations are required to be provided during design review.

**Materials:** The materiality of the building will be an important consideration in the design review process and will be crucial to its compatibility with its surroundings. The applicable design guidelines encourage use of high-quality, durable materials that are consistent with the design of the project. Any proposed masonry or stone should be detailed as bearing walls. Windows should be recessed to create a feeling of depth and solidity and should be arranged in a clear pattern on the facade.

The link below will direct you to the design guidelines that apply to the project:

<https://ww5.cityofpasadena.net/planning/planning-division/design-and-historic-preservation/design-review/>

**Estimated Fees:** Fees are subject to change and are based on actual rates at the time of formal submittal. A 3% records management charge is added to each fee.

Preliminary Consultation (Commission): \$750.00  
Concept Design Review (25,000 – 50,000 sq. ft. new construction): \$4,995.00  
Concept Design Review (50,000 – 100,000 sq. ft. new construction): \$8,456.00  
Concept Design Review (101,000+ sq. ft. new construction): \$12,725.00  
Final Design Review (Commission): \$2,134.00



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**DEVELOPMENT/NW PROGRAMS:** No comments.

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**FIRE DEPARTMENT:**

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

**Multiples Parcel:** Lot tie required for this project.

**Assisted Living:** 24 hour care facilities in a group R2.1 occupancy licensed by a government agency shall comply with the requirements of CBC Section 435.1 through 435.8.2

**High- rise building:** Occupancies having occupied floors more than 75 feet above the lowest level of Fire Department Vehicle Access shall comply with CBC section 403.2 through 403.6.2

**Secondary Water Supply:** A secondary on site water supply shall be provided for high- rise building CFC Section 903.3.5.2.

**Emergency system:** The detection, alarm and emergency voice/alarm communication system for high-rise building shall comply with CBC Section 403.4.1 through 403.4.8.

**Fire Command Center:** A fire command center complying with section 911 of CFC shall be provided in a location approved by the fire department.

**Smoke Control System:** High-rise building shall be provided with a passive or active smoke control system or combination thereof in accordance with CFC Section 909.

**Standby power:** A standby power system shall be provided per requirement of CBC Section 403.4.8

**Means of Egress and Evacuation:** The means of egress in high- rise building shall comply with CBC Section 403.5.1 through 403.5.6.

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

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

**Emergency Responder Radio Coverage:** Building shall have approved radio coverage for emergency responders within the building based upon the existing coverage level of the public safety communication system per California Fire Code Section 510.

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



Pasadena Fire Department for review and approval prior the review and approval of the building plans.

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

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

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

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

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

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

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

**Fire Department Fire Sprinkler Connections:** Shall be comprised of:

- FDC shall be located a minimum of 25-feet from the building or surface mounted to 2-hours rated wall with no opening within 10 feet and FDC shall be located within 100 feet of a public hydrant.
- (2) 2-1/2" CLAPPERED internal swivel outlet X 2-1/2" CLAPPERED internal swivel outlet X 4" FDC
- 4" CLAPPERED internal swivel outlet X 4" FDC
- Shall be clearly labeled to indicate FDC for Fire Sprinklers and Standpipes.
- **A CLEAR DIMENSION OF 3-FEET SHALL BE MAINTAINED AROUND THE PERIMETER OF EACH FIRE DEPARTMENT APPLIANCE.**
- All fire appliances except for fire hydrants shall be cleaned, primed, and painted fire engine red enamel or krylon.

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



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**Emergency Vehicle Traffic Signal Preemption Systems:** Traffic signaling systems serving this complex are required to have emergency vehicle signal preemption controls installed. The specific signals requiring this system is to be determined by both Pasadena Fire Department and Pasadena Department of Transportation. The fees for these systems will be determined based on the quantities and types of traffic signals being used and/or being retrofitted for the emergency vehicle controls.

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**LOCAL DEVELOPMENT AREA:** No comments.

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**FIRST SOURCE LOCAL HIRING:** The City of Pasadena has a First Source Local Hiring ordinance (14.80). This ordinance offers a rebate of 50% of the construction payroll satisfied by Pasadena residents, up to 75% of the construction tax. Based on the "Valuation" (cost of project) submitted in the Master Application Form, if the project voluntarily participated in the City's First Source Local Hiring, this project could be entitled to a maximum rebate of up to \$720,000 from the construction tax paid to the City. Please contact Antonio Watson (626-744-8382) in the Department of Finance to discuss options for the City's First Source Local Hiring incentive.

**Estimated Fees:** This service is available at no charge to the applicant.

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**HEALTH DEPARTMENT:** No comments

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**HOUSING DEPARTMENT:**

This commercial project is not subject to the City's Inclusionary Housing Requirements.

This project does not entail the demolition of any housing units and, therefore, the City's Tenant Protection Ordinance is not applicable to this project.

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**DEPARTMENT OF PUBLIC WORKS (DPW):**

**General Statement**

Predevelopment Plan Review for the establishment of a new Planned Development that would allow for the construction of a new medical office building and an assisted living facility on a 3.3 acre site. The following conditions are in response to a pre-development plan review and intended to be used only for this purpose. The conditions, as intended, are general in nature and are to be used as points of general discussion. Should this proposed development continue beyond the pre-development plan review process, the Department of Public Works will review the proposed development for specific recommended conditions to be approved, which could also include other conditions.

**Department of Transportation**

In reference to the Department of Transportation requirement on sidewalk widening along Arroyo Parkway frontage and California Boulevard frontage, the applicant shall be responsible for all the costs required to complete the dedication. The dedication documents and processing fee shall be submitted to this office, at least three to four (3-4) months prior to the issuance of any permits. The dedication documents shall be executed and recorded prior to the issuance of a Certificate of Occupancy.



### **Metropolitan Transportation Authority (MTA)**

Review and approval from MTA shall be required for any proposed excavation/subterranean parking structure adjacent to the MTA right-of-way.

#### **Metro contact information:**

Aspet Davidian, AIA  
LA Metro  
Senior Director/Architecture  
Major Capital Project Engineering  
213.922.5258 W 213.210.7452 C  
[DAVIDIANA@metro.net](mailto:DAVIDIANA@metro.net)

### **License Agreement**

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

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

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

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

### **ADA Compliant Curb Ramp**





In order to accommodate an Americans with Disabilities Act (ADA) compliant curb ramp, the applicant shall verify, and reconstruct if necessary, standard curb ramps at all four corners of Arroyo Parkway and California Boulevard intersection, if possible, per Caltrans Standard A88A or City of Pasadena Standard No. S-414. The curb ramp construction shall be completed prior to the issuance of Certificate of Occupancy. A separate permit from the Department of Public Works is required for all construction in the public right-of-way. Please contact 626-744-4195 for the general process.

Additional striping, signal work, and/or poles/utility relocations might be necessary. The curb ramps construction shall be completed prior to the issuance of Certificate of Occupancy. A separate permit from the Department of Public Works is required for all construction in the public right-of-way. Please contact 626-744-4195 for the general process.

The applicant shall submit to the City for review any proposed designs that will comply with the ADA requirements. The applicant is responsible for the design, preparation of plans and specifications, and construction of the new curb ramp. Plans for the curb ramp improvements shall be prepared by a civil engineer, registered in the State of California. Upon submittal of improvement plans to the Departments of Public Works for review, the applicant will be required to place a deposit with the Department of Public Works to cover the cost of plan checking. The amount of deposit will be based on the current City's General Fee Schedule. Note that the building plans approved by the City's Planning (Building) Department do not constitute approvals for work in the public right-of-way. Separate plans shall be submitted to the Department of Public Works – Engineering Division – at 175 North Garfield Avenue Window 6. The applicant shall submit the curb ramp improvement plans and the plan check deposit at least two (2) months prior to the issuance of any building or demolition permits.

Upon review of the curb ramp improvement plans, the applicant may need to dedicate to the City for street purposes the land necessary at the property line corner rounding (Per S-423) to provide for the minimum clearance required by the Americans with Disabilities Act standards. If so, the applicant shall remove and reconstruct the sidewalk for the dedicated area, per Standard Plan No. S-421. The applicant shall be responsible for all the cost required to complete the dedication, if it is required. The dedication document and processing fee shall be submitted to this office, at least three to four (3-4) months, prior to issuance of any permits. The dedication documents shall be executed and recorded prior to the issuance of a Certificate of Occupancy.

#### **Street Lighting & Traffic Signal**

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

- a. One (1) street light along the California Boulevard frontage
- b. Five (5) street lights along the Arroyo Parkway frontage

In the event where the existing street light pole determined, by the City, to be deteriorated and/or damaged, the applicant shall replace the existing street light pole with a new street light pole in kind. The replacement shall include but not limited to new pole, new footing, new LED light(s), conduit, conductors, lamp socket, fuse, globe/lantern, globe holder, photo cell, and other miscellaneous related parts. The applicant shall schedule a street lighting pre-inspection with the Public Works inspector to determine the details/scope of the replacement/renovation of the



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existing street lighting. Please contact 626-744-4195 or via email: [pw-permits@cityofpasadena.net](mailto:pw-permits@cityofpasadena.net) to schedule a street lighting pre-inspection, prior to the issuance of any permits.

The intersection of Arroyo Parkway and California Boulevard shall be upgraded as follow:

- a. The intersection safety lighting are HPS luminaires. To continue on more efficient energy and lighting, the existing luminaires should be changed out to LED HBL's to help in energy costs and more efficient lighting. SLATS will provide specifications for model and wattage, when consultant submits the luminaire calculations for SLATS review.
- b. The existing CCTV camera has reached its operating lifespan and needs to be replaced and upgraded. The new CCTV camera shall be a BOSCH MiC camera. SLATS will provide the specifications.

Contact Arnold Dichosa by phone at 626-744-7402 or email [adichosa@cityofpasadena.net](mailto:adichosa@cityofpasadena.net) for details.

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

The applicant is responsible for the design, preparation of plans and specifications, and the construction of all required street lights and traffic signal modification. Plans for the improvements shall be prepared by a civil engineer, registered in the State of California. Upon submission of improvement plans to the Departments of Public Works 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. In addition, there is possibly considerable lead-time for the materials required for the construction and modification. In order to avoid delays in the development schedule, the applicant shall coordinate with this office at 626-744-4195 regarding this street light/traffic signal condition at least five (5) months in advance of the anticipated issuance of Certificates of Occupancy.

### **Public Improvement and Restorations**

A section of Arroyo Parkway, fronting the subject development, is an asphalt concrete roadway. This reach shall be restored with half-width (from gutter to median island) cold milling and resurfacing of asphalt concrete roadway per Standard Plan S-415.

California Boulevard and portion of Arroyo Parkway is a concrete street, restoration of any utility trenches shall be per Standard Plan S-417. All street restoration shall be completed prior to the issuance of Certificate of Occupancy.

The applicant shall demolish existing and construct the following public improvements along the subject development frontage of Arroyo Parkway and California Boulevard, including concrete drive approach per Standard S-403; concrete sidewalk per Standard Plan S-421; concrete curb and gutter per Standard S-406. The public improvements shall be completed prior to the issuance of Certificate of Occupancy.



The proposed development shall connect to the public sewer with one or more new six-inch diameter house sewers laid at a minimum slope of two percent. In accordance with PMC Chapter 13.24.010, house sewer "means that part of the horizontal piping beginning 24 inches from the exterior wall of the building or structure and extending to its connection with the public sewer." The section of house sewers within the public right-of-way - from the property line to the public sewer, or within easement, shall be vitrified clay or cast iron pipe. The house sewer shall meet City Standards as determined by the Department of Public Works, and a permit issued by the Department of Public Works is required for work within the public right-of-way. The construction of all new house sewers shall be completed prior to the issuance of Certificate of Occupancy.

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

#### **Drainage**

On-site drainage, such as roof drain and area drain discharge, shall be contained on-site per LA County Regional Water Quality Control Board's current permit.

#### **New Tree Planting**

The applicant shall plant one (1) Fern pine, *Afrocarpus gracilior*, tree along S. Arroyo Parkway frontage and one (1) Brisbane Box, *Lophostemon confertus*, tree along E. California Boulevard frontage, the officially designated street tree per the City's approved Master Street Tree Plan. The Department of Public Works will confirm eligible planting sites, and will provide the applicant the location, quantity.

Trees planted by the applicant must meet the City's tree stock standards, be inspected by the City, and be planted according to the details provided by the Parks and Natural Resources (PNR) Division. Planting shall include the installation of the following per tree: no less than two tree stakes; one arbor guard; and the use of slow-release fertilizer tablets. The applicant shall contact PNR (626-744-3880) for tree planting approval, a minimum of two (2) months, prior to the issuance of a Certificate of Occupancy.

Trees planted by the applicant must be irrigated by either an existing or a new irrigation system constructed by the applicant. Plans for the irrigation system shall be prepared by a landscape architect registered in the State of California and submitted to PNR for review and approval. Irrigation facilities (main line, valve, pull box, timer, etc.) must be constructed within private property with the exception of the laterals and bubblers. The lateral shall be a minimum of 18" deep, and no above-ground structures are allowed.



Prior to issuance of the Certificate of Occupancy, the applicant shall submit a Tree Guarantee Deposit equal to the cost of all new trees planted to guarantee that newly planted trees are maintained by the applicant for a minimum of three calendar years. Tree maintenance during this period shall include the following: watering no less than once a week; weed removal; reconstruction of tree wells as needed; re-staking as needed; adjustment to grade of any trees that settle; and any other operations needed to assure normal tree growth. The applicant shall replace any newly planted trees which, for any reason, die or whose health is compromised, within the applicant's three-year establishment period. The three-year tree establishment period shall commence on the day that the Certificate of Occupancy is issued. PNR shall inspect all trees planted by the applicant at the end of the three-year establishment period, and if the trees are found to be in good health, the applicant's deposit will be released. If the trees are found to be in poor health, the establishment period may be extended by PNR and the applicant's deposit shall be held accordingly. Said deposit may be included as part of the construction guarantee if applicable, and is subject to partial refund or additional billing.

#### **Existing City Tree Protection**

Any existing street tree(s) proposed to be removed are subject to the approval of the Urban Forestry Advisory Committee (UFAC).

A Tree Protection Zone (TPZ) shall be established for all existing City trees within the scope of a construction project. The TPZ extends from the base of the tree to four (4) radial feet beyond the dripline of a tree and applies to the entirety of the tree – from the roots to the canopy of the tree.

The applicant is prohibited from the following within a designated TPZ: construction vehicle access, construction vehicle operation, staging of materials, and trenching without the consent of the Department of Public Works.

The applicant shall at minimum provide the following within a designated TPZ: mulching, irrigation, and protective fencing.

Prior to the issuance of any permit, the applicant shall submit a Preliminary Tree Protection Plan (PMC Ch. 8.52 – City Trees and Tree Protection Ordinance), prepared by a Landscape Architect or certified Arborist, showing the TPZ and all structures, footings, and grading that may impact City trees shall be submitted to the Department of Public Works, for review and approval. Given that each construction project poses unique conditions, it is the responsibility of the applicant to develop a Tree Protection Plan based off the TPZ standards to the extent feasible. The Plan shall conform to the Tree Protection Standards which specifically require showing the locations of all existing trees, their diameters, canopies, whether the tree is a public tree or private tree, as well as any trees to be planted with their canopy at mature size. The final conditions of the Tree Protection Plan shall be approved by the Forestry Superintendent. A non-refundable flat fee, per the current General Fee Schedule, will be required for staff time to review the Tree Protection Ordinance compliance.



Prior to any construction, tree protections including the installation of fencing to protect public trees must be in place. The fencing material shall be chain-link attached to posts inserted into the ground at the edge of the dripline and shall be a minimum of 6' in height. See Standard Plan S-642 – Tree Protection Chain Link Fencing. Fencing shall maintain visual lines of sight in order to avoid vehicle and pedestrian hazards. Fencing shall include a minimum 8.5" x 11" warning sign with the following information: 'Tree Protection Zone'; name and contact information of project owner or authorized representative; 'Please contact the City of Pasadena Citizen Service Center to report any concerns (626) 744-7311'. All protective fencing must be permitted, inspected and approved by Public Works prior to the commencement of any construction.

All new drive approaches shall be at least seven (7) feet clear of the existing street trees measured from the edge of the trunk closest to the drive approach. All public trees shall be protected and fenced with a posting on the fences advising of the tree protection.

Prior to issuance of any permit, the applicant shall submit a valuation assessment report of the existing public tree(s) along the boundary of their project. The report shall be prepared by a registered Arborist and submitted to PNR for review and approval. If it is determined that the applicant has failed to care for any City tree within their Tree Protection Plan, and the health of the tree(s) was critically compromised requiring its removal, the applicant shall be liable for the following costs: assessed value of tree determined by a PNR Arborist using a current ISA assessment methodology; the removal cost determined by PNR; and any applicable infraction or administrative fines determined by Code Compliance.

Prior to issuance of any permit, a deposit in the amount of the applicant's total liabilities based on the aforementioned approved tree assessment report shall be submitted to the City. The deposit is fully refundable, less administrative fees, upon the satisfaction of Public Works prior to the issuance of a Certificate of Occupancy.

#### **Right-of-Way Guarantee Deposit**

Past experience has indicated that projects such as this tend to damage the abutting street improvements with the heavy equipment and truck traffic that is necessary during construction. Additionally, the City has had difficulty in requiring developers to maintain a clean and safe site during the construction phase of development. Accordingly, the applicant shall place a \$20,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is subject to refund or additional billing, and is a guarantee that the applicant will keep the site clean and safe, and will make permanent repairs to the abutting street improvements that are damaged, including striping, slurry seal/resurfacing, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. The deposit may be used for any charges resulting from damage to street trees. A processing fee will be charged against the deposit.

#### **Construction Staging and Traffic Management Plan:**

Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging and Traffic Management Plan to the Department of Public Works for review and approval. The template for the Construction Staging and Traffic Management Plan can be obtained from the Department of Public Works webpage at: <https://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/>. A non-refundable flat fee, based on the current General Fee Schedule, is required for plan review and on-going monitoring during construction. This plan shall show the impact of the various



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

In addition, prior to the start of construction or issuance of any permits, the applicant shall conduct a field meeting with an inspector from the Department of Public Works for review and approval of construction staging, parking, delivery and storage of materials, final sign-off procedure, and any of the specifics that will affect the public right-of-way. An appointment can be arranged by calling 626-744-4195.

#### **Holiday Moratorium (November through January)**

In preparation for the New Year Rose Parade and Rose Bowl Game, the Department of Public Works will suspend all works within the public right-of-way during the holiday season in accordance to PMC 12.24.100 and City Policy.

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

The Holiday Moratorium Map, showing the appropriate shutdown period, and corresponding areas in the City, is available at the Department of Public Works Permit Counter (window #6), 175 N. Garfield Avenue, Pasadena, CA 91109, or at the following link: <https://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/>.

#### **Requirements by Ordinance:**

In addition to the above conditions, the requirements of the following ordinances may apply to the proposed project:

- o 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.



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- Sidewalk Ordinance - Chapter 12.04 of the Pasadena Municipal Code (PMC)  
In accordance with Section 12.04.035, entitled "Abandoned Driveways" of the PMC, the applicant shall close any unused drive approach with standard concrete curb, gutter and sidewalk. In addition, the applicant shall repair any existing or newly damaged curb, gutter and sidewalk along the subject frontage prior to the issuance of a Certificate of Occupancy in accordance with Section 12.04.031, entitled "Inspection required for Permit Clearance" of the PMC.
  
- City Trees and Tree Protection Ordinance - Chapter 8.52 of the PMC  
The ordinance provides for the protection of specific types of trees on private property as well as all trees on public property. No street trees in the public right-of-way shall be removed without the support of the Urban Forestry Advisory Committee. No trees shall be damaged by the proposed construction, if a City tree is damaged, the applicant may be liable for the assessed value of the tree. Refer to <https://www.cityofpasadena.net/public-works/parks-and-natural-resources/urban-forestry/> for guidelines and requirements for tree protection.
  
- Construction and Demolition Waste Ordinance, Chapter 8.62 of the PMC  
The applicant shall submit the following plan and form which can be obtained from the Permit Center's webpage at: <https://www.cityofpasadena.net/public-works/recycling-resources/construction-demolition-recycling/construction-and-demolition-debris-recycling/> and the Recycling Coordinator, (626) 744-7175, for approval prior to the request for a permit:
  - a. C & D Recycling & Waste Assessment Plan – Submit plan prior to issuance of the permit. A list of Construction and Demolition Recyclers is included on the waste management application plan form and it can also be obtained from the Recycling Coordinator.
  - b. Summary Report with documentation must be submitted prior to final inspection.

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

### **Estimated Fees:**

All costs associated with these conditions shall be the applicant's responsibility. Unless otherwise noted in this memo, all costs are based on the General Fee Schedule that is in effect at the time these conditions are met. A processing fee will be charged against all deposits. A Public Works permit is required for all construction and occupancies in the public right-of-way. If construction vehicles and equipment are parked off-site in the public right of way, the permit fee for street and sidewalk occupancy will be based on the area and duration corresponding to the current City's General Fee Schedule. For more information, please contact Yannie Wu at 626-744-3762.



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**DEPARTMENT OF TRANSPORTATION (DOT):**

The Department of Transportation received an application for a Planned Development bound by Bellevue to the north, Arroyo Parkway to the east, California Boulevard to the south, and the Metro Gold Line ROW to the west. The project will have two buildings: 1) an approximately 150,000 sf medical office with 14,000 sf ground floor commercial uses, and 2) an approximately 180,000 sf assisted living facility.

**The plan application dated 8/15/2019 is not detailed enough to determine the impact the development will have on traffic operations and transit. More information will be required for a more thorough review of the proposed project. Additional conditions may be required.**

The conditions below are intended to be preliminary. These conditions are general in nature and are to be used as points of general discussion. The following preliminary conditions are what will be required, at minimum:

**LA Metro Coordination:** Due to the proximity of the Metro Gold Line tracks to the development, the applicant shall meet to discuss the project with Metro.

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

\*Based on the current General Fee Schedule.

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

**Street Design Guidelines:** Pursuant to the adopted Street Design Guide, the applicant shall comply with the following:

- The existing sidewalk along Arroyo Parkway is 10' wide. The project shall provide a 2' sidewalk easement to allow for a 12' wide concrete sidewalk along the project's frontage.
- The existing sidewalk along California Boulevard is 10' wide. The project shall provide a 2' sidewalk easement to allow for a 12' wide concrete sidewalk along the project's frontage.

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

**Trip Reduction:** The project is subject to the City's Transportation Demand Management (TDM)/ Trip Reduction Ordinance (TRO) requirements. The purpose of the trip reduction requirement is





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to reduce the demand for automobile commute trips by ensuring that the design of major nonresidential developments projects accommodates facilities for alternative modes of transportation.

A TDM plan **shall be completed prior to the issuance of the first permit for construction.**

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

To minimize and prevent last minute building design changes, it is highly imperative that the applicant, prior to the commencement of building or parking layout design efforts, contact DOT for TRO/ TDM Plan requirements so that trip reduction considerations are designed and incorporated early into the building and parking layout plans to avoid any unnecessary time delays and potential costs associated with late design changes. Please contact the Complete Streets Division at (626) 744-7526 to arrange a pre-design meeting to understand the TDM Plan requirements for the project.

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

**Construction Staging & Traffic Management:** Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging & Traffic Management Plan to the Department of Public Works for review and approval. This plan shall show the impact of the various construction stages on the public right-of-way including street occupations, parking space relocation agreements, closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. Permitted hours for construction may be limited due to construction activities bordering the project site.

**Driveway Access:** Driveways should be a minimum 20' wide to provide for adequate passing of two-way traffic.

**California Boulevard Driveway:** There are serious concerns regarding the location of the California Boulevard driveway and its proximity to the Gold Line tracks. Inbound and outbound traffic to/from the driveway will be faced with traffic along California Boulevard and the Gold Line transit operations. Relocation is recommended.

**Parking:** All required parking shall be on-site. No permanent, on-street, overnight parking permits will be issued to future residents of this project. Future tenants shall be advised of the unavailability of permanent, on-street, overnight parking permits.

**Ramp Configuration:** To improve the safety of pedestrians crossing the driveway as well as improve vehicular sight distance, there shall be a slope of 2% or less for a minimum of 20' feet beyond the property line before the start of the ramp.

**Parking garage gate:** If a gate is proposed, it shall be installed at least 40' back from the property line to allow for adequate stacking for cars entering the parking garage.



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**Subterranean Parking:** A circulation plan for the parking structure must be reviewed and approved by the Department of Transportation. The plan shall be drawn to a 1"=20' or 1"=40' scale.

**Ingress/Egress:** Driveways shall be located a minimum distance of 50' from any intersection and approved by the Department of Transportation prior to the issuance of the first permit for construction (demolition, grading, or building).

**Transit:** The site will focus on medical offices and senior housing. Both types of use are served regularly by Pasadena Dial-A-Ride and other accessible type shuttles. The property on site shall accommodate the convenient, safe and accessible pick-up and drop-off of accessible type shuttles that are up to 25' long, 8' wide and 10' tall. The turning radius wall to wall is 60'. This shall be the case even if the senior housing is considering on having their own shuttle.

Please contact the Transit Division at (626) 744-4055 to arrange a pre-design meeting to understand the requirements for the project.

**Transit Amenities:** All existing bus zones and transit amenities shall remain in place and protected during construction. The existing bus zone will not be relocated without prior written approval from the Transit Division. Tree wells, street lights, fire hydrants and other items shall not be placed in the public right of way within bus zone(s) without prior approval. The proposed project shall not interfere with bus operations (this includes, but is not limited to, building overhangs, awnings, landscaping, etc.)

**Traffic Operations:** The following equipment shall be installed at the designated locations:

- CCTV at Arroyo Parkway and Bellevue Drive
- VDS with performance monitoring for at Arroyo Parkway and Bellevue Drive
- Video data collection and performance monitoring system at California Blvd/Arroyo Parkway
- CCTV at California Blvd and Raymond Ave
- Video data collection and performance monitoring system at California Blvd and Raymond Ave

Please contact the Traffic Operations Division at (626) 744-8723 to arrange a pre-design meeting to understand the requirements for the project.

**Traffic Impact Fee:** The Traffic Reduction and Transportation Improvement Fee (Ordinance No. 7076). This fee, subject to change, will apply to all net new residential, retail, industrial, and office developments. For FY 2020 the fees are:

Land Use	Fee (FY 2020)
New industrial use per square foot	\$1.19
New office use per square foot	\$8.63
New retail use per square foot	\$11.46
Single family (per dwelling unit)	\$9,459.09
Multi-family (per dwelling units)	\$3,662.53



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**WATER & POWER DEPARTMENT, POWER DIVISION, POWER ENGINEERING:**

The City of Pasadena Water and Power Department (Department) shall provide electric service to the proposed development at 491-577 S Arroyo Pkwy on the following basis:

- i. Owner/developer shall provide a private property transformer vault(s) / vault room(s) located closest to the street. The size and number of transformer vault rooms will vary depending on the size of the electrical service. Larger electrical services will require a vault room that is adjacent (sharing a wall) with the electrical room.
- ii. A utility easement shall be required if the electrical service crosses or feeds multiple parcels.
- iii. Transformer vault rooms shall have both door access and an access hatch from above (open to sky). The access hatch at ground level shall have drivable PWP truck access for equipment installation and maintenance purposes.
- iv. Any required transformer room(s) located within a building structure shall be rated for 4-hour fire separation and meet all local Building & Fire Department requirements related to room ventilation and alarming.
- v. Owner/developer shall be responsible for the maintenance of the transformer vault, provide protection for the equipment in the transformer room, and allow access to the transformer room at all times to Department personnel and vehicles in accordance with the Department Electric Service Requirements Regulation 21.
- vi. Department shall install concrete-encased primary service conduits to the property line at the owner/developer's expense if there are no existing conduits available. The number and location of the service laterals varies according to the size of the electrical service and location of the vault.
- vii. Owner/developer shall pick-up new primary service conduits at the property line and install concrete-encased conduits to the transformer vault within the development area. The number and location of the conduits varies according to the size of the electrical service.
- viii. Owner/developer shall install transformer service equipment, and secondary service conduits within the development area.
- ix. Department shall install electrical service transformers, primary & secondary cables, and electric meters.
- x. All Department installation costs will be included in the invoice and shall be paid by the owner/developer prior to start of work.
- xi. Owner/developer must identify and notify the Department of any conflict with existing overhead lines / poles and maintain existing ingress / egress access for overhead lines / poles. Proper clearances between the proposed structure and overhead lines / poles must be maintained.
- xii. Owner/developer must identify and notify the Department if there is any underground electrical conduit and existing transformer vaults within the proposed development area in conflict with the construction.



- xiii. Owner/developer installed distributed generation resources that will be interconnected to the Pasadena Electric Distribution System shall be installed in accordance with the Department Distributed Generation Interconnection Requirements Regulation 23. In addition, all customer installed solar photovoltaic (PV) resources shall meet all of the requirements of both the local Building & Fire Department and the Pasadena Solar Initiative Program.
1. In order to determine the specific requirements of the electrical service for this project, the following items will need to be included in the Submittal Drawing Set (2 sets of electrical plans required): service size & voltage, main service disconnect, scaled site plan, elevation plan, proposed transformer room location, electrical meter / panel location, single-line diagram, load calculations, and proposed construction schedule.
2. Total estimated cost for providing electric service to this development will depend on service size and the extent of civil work required in the public right of way. A cost estimate shall be provided to the owner/developer after the Submittal Drawing Set has been provided to the Department. The Department estimate and comments are valid for ninety (90) days.
3. All comments are preliminary and are based on the limited description provided. Please arrange a meeting with Electric Service Planning personnel for further information and detailed requirements at (626) 744-4495.

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**WATER & POWER DEPARTMENT, WATER DIVISION, UTILITIES SERVICES:**

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**Water Mains:**

Pasadena Water and Power (PWP), Water Division can serve water to this project. There are four water mains surrounding this project. There is an 8-inch cast iron water main in Arroyo Parkway, installed under Work Order 1042 in 1923. This water main is located approximately 27 feet east of the west property line of Arroyo Parkway. There is an 8-inch ductile iron water main in Arroyo Parkway, installed under Work Order 6563 in 1991. This water main is located approximately 76 feet east of the west property line of Arroyo Parkway. There is a 12-inch cast iron water main in California Boulevard, installed under Work Order 2043 in 1927. This water main is located approximately 55 feet south of the north property line of California Boulevard. There is a 6-inch cast iron water main in Bellevue Drive, installed under Work Order 1328 in 1924. This water main is located approximately 18 feet north of the south property line of Bellevue Drive.

**Moratoriums:**

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

**Water Pressure:**

The approximate water pressure at this site is 60 – 70 psi.

**Water Service:**

PWP records reflect several water services serving this project.



- 4-inch domestic service (49734)
- 2-inch domestic service (18984)
- 6-inch fire service (49735)
- 2-inch domestic service (22182)
- 1-inch domestic service (22410)
- 1-inch domestic service (18184)
- 6-inch fire service (43791)
- 2-inch domestic service (22407)
- 2-inch domestic service (49357)

Any change in water service will be reviewed when the building plans are submitted. Any change in service will be installed at actual cost and paid for by the owner/developer. Additionally, if it is determined that a water main must be upgraded due to size, age, pressure deficiencies, and/or the integrity of the existing water main; the upgrade will be paid for by the owner/developer. A deposit will be requested for the water main design and a cost estimate will be provided to the owner/developer for the new water service installations, main design, and main construction. The owner/developer must be aware that the design of a new water main will take 3 to 4 months after the initial deposit is made by the owner/developer. Also, an additional 4 to 6 months will be needed for the construction of the water main after the balance of the estimate is paid in full by the owner/developer. The design and construction estimated time depends on the size and length of the water main and other mains in the queue. For this reason, it is imperative that the initial deposit be submitted promptly.

**Water Division Requirements:**

- Water lines are not permitted to cross lot lines to serve adjoining lots without a utility easement; the Pasadena Water Division shall approve all proposed easements.
- The Water Division will install the service tap, lateral, water meter and designate the distribution main and service tap.
- All services not in use must be abandoned at the distribution main at the applicable rate.
- For subdivided lots with one unit behind the existing, show easement documentation and assessor parcel map showing the subdivision.
- Pursuant to the PWP Water Regulation Section XI 'A water service and meter may be evaluated for its continuing integrity. Should PWP find a service, meter, vault or other appurtenance to be substandard and no longer suitable for continued use, replacement and/or construction of new facilities may be required. PWP may require that a portion or all of the costs of such replacement and/or construction be paid or contracted for by the Applicant or Customer prior to construction.' The property owner is responsible for the replacement cost. All service pipes shall be of suitable capacity as determined by applicable plumbing and fire codes. The minimum sized service installed by PWP is 1-inch.

**Cross Connection Requirements for Domestic Services:**

- All city cross-connection prevention policies must be adhered to. The developer is required to provide back-flow protection at all connections whereby the plan arrangement or configuration could potentially contaminate the domestic water system.
- There shall be no taps between the meter and the backflow assembly.
- The owner/developer shall provide and install an approved double check valve backflow prevention assembly at each water service if more than one water service serves property.



The location of the back-flow prevention assembly shall be above ground within 20-feet of the property line.

- The property owner is responsible for the back-flow prevention assembly. The assembly will be registered and require an annual test certification. All manufacturer warranties shall be transferred upon installation and certification to the property owner.
- The owner/developer is responsible for certifying and testing the assembly after installation by a person that possesses a current and valid license, and must be certified by the County of Los Angeles Department of Health Services.
- The owner/developer shall submit the results of the test to the Water Utility Service Section for approval. Upon approval, the City will maintain domestic water to the property and will automatically register the assembly.
- All water services shall be protected from cross connections by means of approved backflow prevention techniques and assemblies.
- An administrative fee of \$194.00 will be charged for each backflow prevention assembly installed.

#### **Cross Connection Requirements for Fire Service:**

- The fire service requires a detector meter and back-flow prevention assembly.
- The assembly shall be located in a readily accessible location for meter reading, test and maintenance.
- All fire sprinkler systems require installation of an approved double check valve backflow prevention assembly at the sprinkler lateral off the domestic system.
- Contract service other than PWP, providing the backflow prevention assembly shall contact the Water Utility Services Section to verify assembly approval or contact the University of Southern California foundation for Cross Connection Control and Hydraulic Research for an approve list of assemblies.
- All manufacturer warranties shall be transferred upon installation and certification to the property owner. The property owner shall assume ownership of the back-flow prevention assembly. The assembly will be registered and require an annual test certification.
- If PWP is to provide DCDA for fire service, PWP will install Wilkins, model 450 DA.
- Choose from one of the below listed options and incorporate into the fire sprinkler plans.

#### **Option 1:**

Detector meter located on double check detector check assembly (DCDA) outside the structure on private property.

- The Water Division will install the service tap, lateral, DCDA (optional Wilkins, models 350 DA or 450 DA) and designate the distribution main and service tap.
- The location of the back-flow prevention assembly shall be a minimum of 12-inches above grade within 10-feet of the property line, on private property. Reference Water Division Plan Check for certification and registration.

#### **Option 2:**

Detector meter located in a vault within the public right of way with a double check valve backflow prevention assembly (DCA) provided and installed inside or outside the building by the owner/developer.

- The Water Division will install the service tap, lateral, detector water meter and designate the distribution main and service tap.



- The location of the back-flow prevention assembly shall be a minimum of 12-inches above grade within 20-feet of the property line on private property. Reference Water Division Plan Check for certification and registration.

**All Other Cross Connection Requirements:**

The owner/developer is also responsible for additional cross connection requirements for irrigation system, swimming pool and/or spa, boiler / chilled water / cooling tower (using chemical additives), domestic water line at makeup to carbonation system, sewage ejector, decorative water fountain, and makeup water to reverse osmosis filtration equipment.

**Residential Water Submetering Requirements:**

Senate Bill No. 7 (Housing: water meter: multiunit structures) approved by the Governor September 25, 2016, requires that individual meters or submeters be installed on all new multifamily residential units. Per Senate Bill No. 7: Each water purveyor that sells, leases, rents, furnishes, or delivers water service to a newly constructed multiunit residential structure or newly constructed mixed-use residential and commercial structure for which an application for a water connection, or more than one connection, is submitted after January 1, 2018, shall require a measurement of the quantity of water supplied to each individual residential dwelling unit as a condition of new water service. The law exempts long-term health care facilities, low-income housing, residential care facilities, housing at a place of education, and time-share properties, as well as, other multiunit residential structures deemed infeasible by the Department of Housing and Community Development.

Per the Water Regulations adopted by City Council on June 4, 2012: "The water service will end at the curb, public right of way or property line at the option of PWP. Where the location of the meter box or vault on the City side of the property line is not practicable, the meter box or vault shall be located on the Customer's premises or such other location that may be agreed upon by PWP at its option. The Customer shall be responsible for the expense of installation and maintenance of the lines on the Customer's side of the property line connecting to PWP's service where construction of the Customer's facilities began."

The following submetering options are available for PWP customers:

**Option 1:**

**Individual metering located on the parkway.**

The Water Division will install individual water meters on the parkway in front of the project site, if permitted by available space as per the General Requirements, for each residential unit. PWP's responsibility of service ends at the meter and PWP will bill each tenant directly.

**Option 2:**

**Individual metering located on private property.**

The Water Division will install a service lateral up to the property line with a shut off valve. The owner/developer will install all piping behind the property line and will install all water meters, provided by PWP to each residential unit. Water meters must be installed outside or in a garage/parking area in order for meter readers to have unrestricted access to them if needed. PWP will inspect the individual meters as a condition of providing service. PWP's responsibility of service ends at the property line and PWP will bill each tenant directly.



**Option 3:**

*Submetering by third party vendor located on private property.*

The Water Division will install master water meter(s) on the parkway, in front of the project site. The owner/developer must submit a statement on letterhead stating that a Contractor licensed by the California State License Board will install submeters, per Senate Bill No. 7, to all residential units. PWP will inspect the submeters as a condition of providing service. PWP's responsibility of service ends at the master meter and the owner/developer is responsible for billing each tenant per Senate Bill No. 7.

**Fire Flow and Fire Hydrants:**

The Pasadena Fire Department (PFD) has jurisdiction and establishes the requirements for fire protection within the City of Pasadena. PFD must be consulted in this regard. Any cost incidental to providing adequate fire protection for the project must be paid for by the owner/developer.

There are three fire hydrants in close proximity to the project site.

- Fire hydrant 418-16 is located on the southwest corner of Bellevue Drive and Arroyo Parkway.
- Fire hydrant 418-14 is located on the west curb of Arroyo Parkway approximately 403 feet south of the south property line of Bellevue Drive.
- Fire hydrant 419-18 is located on the southwest corner of California Boulevard and Arroyo Parkway.

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





Fire Hydrant Detail:

