

ATTACHMENT A



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: PPR2021-00001

Date: June 7, 2021

Project Address: 3333 E. Foothill Blvd.

Project Description:

Review of preliminary plans for the construction of a new 2,380 square foot Starbucks with drive-thru. The parcel is currently developed with an 8,037 square foot restaurant with 102 surface parking spaces. The subject property is zoned EPSP-d2-CG-C with a Medium Commercial General Plan Land Use Designation.

Applicant: The ARBA Group, Inc.

Case Manager: Martin Potter, Planner

Phone #: (626) 744-6710

E-mail: mpotter@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.	<input type="checkbox"/>
2. Fifty or more housing units.	<input type="checkbox"/>
3. Other: Any other project determined by the Planning Director to be of major importance to the City. Factors that might lead to this determination include adverse impact on historic structures, non-conformity with the General Plan, non-conformity with Specific Plans, adverse impact on the City's financial resources, traffic, trees, open space, and other similar determinations.	<input checked="" type="checkbox"/>
Presentation to the City Council required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO, not applicable.	

DEPARTMENT / DIVISION	CONTACT	EMAIL @cityofpasadena.net	PHONE (626) 744-	PAGE
Building Division, Addressing	Angie Jackson	ajackson	6903	2
Building & Safety Division	Maher Almasri	malmasri	6793	2
Community Planning	Martin Potter	mpotter	6754	3
Cultural Affairs Division	Jayne Filippini	jfil-contractor	7547	8
Current Planning	Beilin Yu	byu	6747	8
Design & Historic Preservation	Edwar Sissi	esissi	7806	9
Development/NW Programs	Lola Osborne	losborne	4791	9



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Fire Department	Pari Bagayee	pbagayee	7596	9
Local Development Area	Eric Duyshart	eduyshart	7353	10
First Source Local Hiring	Antonio Watson	awatson	8382	10
Health Department	Carly Williams	cwilliams	6811	10
Housing Department	Jim Wong	jwong	8316	10
Public Works Department	Yannie Wu-Bowman	YWu-Bowman	3762	10
Transportation Department	Conrad Viana	cviana	7224	16
Water & Power, Power Division	Eduard Avakyan	eavakyan	7826	17
Water & Power, Water Division	Natalie Ouwersloot	nowersloot	4189	19

BUILDING DIVISION, ADDRESSING:

General Comments: The address is assigned based on main front door pedestrian entry into the building. Based on the site map provided the available addresses for the proposed construction of a new Starbucks building with drive-thru on an existing parcel with an existing restaurant are: 3311, 3315, 3317 and 3319 E. Foothill Boulevard.

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, an 8 1/2" x 11" site plan of the entire site. The site plan needs to clearly identify the main pedestrian front door entrance into the proposed Starbucks building as well as all other doors, all other structures on the site needs to be shown and clearly identified, the streets need to be labeled in bold and slightly larger print, indicate the N/S direction as well as the orientation of the building to the streets before submittal into plan check

BUILDING & SAFETY DIVISION:

1. GOVERNING CODES: Current Edition of 2019 California Residential Code, 2019 California Building Code, 2019 California Electrical Code, 2019 California Plumbing Code, 2019 California Mechanical Code, 2019 California Energy Code, California Green Building Standard Code.& the City of Pasadena Municipal Code

The governing edition is based on the date in which the project is submitted to the City of Pasadena for review.

2. BUILDING CODE ANALYSIS: Provide a Building Code Analysis on the title sheet.

Include the code(s) information the proposed building: Description of use, Occupancy, whether separated or un-separated, number of stories, type of construction, sprinklers, floor area, height, and allowable floor area.



Building Code Analysis should include building code required accessible compliance per chapter 11, Building, Plumbing and Mechanical building codes

3. MEANS OF EGRESS (EXITING):

- Show an exit plan that labels and clearly shows compliance with all required egress features such as, but not limited to, common path of travel, required number of exits, occupant load, required width, continuity, travel distance, etc. [CBC 1001.1]
- Clearly label and identify on plans fire-resistive corridors, exit enclosures, exit passageways, horizontal exits, occupancy separation walls and floors, fire resistive shafts, and fire walls, along with their fire-resistive ratings
- Primary accessible path of travel shall include a primary entrance to the building or facility; toilet and bathing facilities serving the area; drinking fountains serving the area; public telephones serving the area, and signs. CBC 2019 chapter 11A

4. PARKING SPACES

Where parking spaces are provided, accessible parking spaces shall be provided in number and kind required per CBC 2019 11A

5. Low Impact Development (LID) Plan and Stormwater Pollution Prevention Plan (SWPPP):

See attached city of Pasadena guideline for LID requirements. For more details, see City link for LID: <http://cityofpasadena.net/Planning/LID/>

6. Rating for the exterior walls assembly needs to comply with 2019 CRC for fire rating per chapter 3 CRC 2019

7. A soil report with grading plans will be required

8. PERMIT(S): Separate permits are required for the following:

- Mechanical
- Electrical
- Plumbing
- Fire Sprinkler
- Demolition
- Others

COMMUNITY PLANNING:

General Plan Consistency:

The General Plan Land Use designation is Medium Commercial (0.0-2.0 FAR), which is characterized by a wide range of neighborhood-serving commercial uses in Neighborhood Villages and along major corridors. These uses are designed to foster pedestrian activity and are compatible with residential uses in the immediate area.



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The existing site is 56,288 square feet; the proposed project would retain an existing 8,037 square foot restaurant building and construct a new 2,380 square foot restaurant with drive-thru, located near the northeast corner of Sierra Madre Villa Avenue and Foothill Boulevard.

To the north and east are existing one-story retail buildings surrounded by surface parking. To the south are the Bell Pasadena Apartments and the Stuart at Sierra Madre Villa Apartments. To the west are one-story retail, restaurant, and service commercial buildings including a gas station, as well as a three-story office building to the southwest.

Based on the submitted plans, the project proposes the development of a new restaurant with drive-thru on an existing surface parking lot. The project would provide 98 parking spaces by utilizing the Transit-Oriented Development standards which allow a 10% reduction in parking spaces. This reduction represents the maximum parking that would be required.

Based on the approximate size of the proposed parcel and the General Plan maximum intensity of 2.0 FAR, the site would support a project of approximately 112,576 square feet in size. The project plans show a total of 10,417 square feet, well within the maximum allowed by the General Plan. Therefore, the proposed project complies with the General Plan maximum. The proposed project would be oriented towards Foothill Boulevard, with drive-thru ingress and egress provided via an existing curb cut along Foothill Boulevard, which is proposed to be widened.

The General Plan included development capacity limits as part of its adoption in 2015. Each Specific Plan Area is assigned a residential unit cap and non-residential square footage cap. Residential units and non-residential square footage is tracked as projects move through entitlement processes and plan check review, and formally deducted from the cap upon issuance of a building permit. The East Pasadena Specific Plan has a non-residential square footage cap of 1,095,000 square feet; as of April 30, 2021, there are 1,092,297 square feet remaining in the available cap. Therefore, the proposed project could be accommodated by the General Plan development capacity specified for East Pasadena.

EAST PASADENA					
2015 Residential Unit Cap:	2015 Non-Res S/F Cap:	Res Cap Remaining (All Projects)	Non-Res Cap Remaining (All Projects)	Res Cap Remaining (Issued Only)	Non-Res Cap Remaining (Issued Only)
750	1,095,000	57	1,279,030	751	1,092,297

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

Policy 2.3 Commercial Businesses. Designate sufficient land to enable a broad range of viable commercial uses in Pasadena's Central District, Transit and Neighborhood Villages, and commercial corridors. These uses will serve both local and regional needs, reducing the need for residents to travel to adjoining communities, capturing a greater share of local spending, and offering a diversity of employment opportunities.

Policy 12.1 Vital Commercial Districts. Enhance commercial districts to create quality shopping and dining experiences.



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Policy 25.2 Compact Infill Development. Encourage commercial uses along major corridors, in Neighborhood Villages, and as infill development adjacent to existing commercial uses and on surface parking lots to improve commercial services, maximize revenue generation, and leverage concentrating commercial uses.

Policy 33.4 Retail Centers. Promote the more efficient use and economic vitality of existing retail centers by the development of new uses on surface parking lots, sharing parking facilities, creating public spaces, increasing landscaping and providing pedestrian amenities thereby creating an enjoyable environment for people to shop at multiple businesses, meet friends, and linger.

The proposed project would locate a new drive-through restaurant as an infill development within an existing retail center and transit-oriented area of the City, consistent with Policy 25.2 and 33.4 above. In order to ensure that the proposed project is complementary with surrounding structures, the applicant is encouraged to work with both Zoning and Design & Historic Preservation staff to incorporate appropriate massing, scale, modulation, architectural detailing, open space, and overall compatibility with the surrounding neighborhood.

The General Plan additionally contains several policies related to compatible development and correlation between land uses and mobility that require further consideration:

Policy 4.1 Sustainable Urban Form. Provide an overall pattern of land uses and densities that encourages sustainable development; offers convenient alternatives to auto travel; ensures compatibility among uses; enhances livability and public health; sustains economic vitality; and reduces air pollution, greenhouse gas emissions, and energy consumption.

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 4.6 Neighborhood Villages. Support neighborhoods through the intensification of development at major intersections to serve as centers of neighborhood identity and activity. Encourage the clustering of community-oriented commercial services, housing, and community gathering places with pedestrian-oriented amenities that are accessible and walkable.

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

Policy 5.2 Pedestrian-Oriented Development. Require buildings in the Central District, Transit Villages, Neighborhood Villages, and along corridors specified by the adopted specific plans to be located along the street/sidewalk and designed to promote pedestrian activity. This can be accomplished by incorporating transparent facades, small plazas,



and dining areas; while locating parking to the rear or underground and placing primary entries on the street.

Policy 18.6 Relationship of Buildings to Transit Stops. Require that building entrances or accessways be oriented toward transit stops when located adjacent to these facilities.

Policy 25.8 Pedestrian, Bicycle and Transit Access. Require commercial projects to be designed to promote convenient pedestrian and bicycle access to and from nearby neighborhoods, transit facilities, bikeways, and other amenities.

Policy 29.3 Pedestrian Orientation. Require the inclusion of improvements and amenities to create a safe and comfortable environment for sitting, meeting neighbors and friends, walking and providing easy access to Metro Gold Line station areas and a mix of uses in close proximity to the station.

Policy 33.2 Sierra Madre Villa Transit Village. Provide for the clustering of pedestrian-oriented retail, office, and multi-family housing uses adjoining the transit station. Provide places where nearby residents can eat, shop, and meet friends. Improve access to local and regional transit by providing convenient options to reduce driving, contributing to reductions in vehicle trips, energy consumption, and GHG emissions.

The proposed project places a drive aisle for the drive-thru component facing both Foothill Boulevard and Sierra Madre Villa Avenue and locates the pedestrian entrance towards the interior of the lot, creating a barrier for pedestrian access to the proposed restaurant. This is inconsistent with many of the policies noted above, which seek to encourage safe and convenient pedestrian activity and accessibility in areas near a Gold Line transit station. The applicant is encouraged to promote a more pedestrian-oriented design focusing on outdoor dining and landscaped buffers closer to the street frontages by de-emphasizing the vehicular component of the project and relocating the drive aisle behind the proposed building. In order to ensure that the proposed project is complementary with surrounding structures and provides an appropriate level of pedestrian accessibility, the applicant is encouraged to work with both Zoning and Design & Historic Preservation staff to incorporate appropriate massing, scale, building orientation, open space, and overall compatibility with the surrounding neighborhood.

Specific Plan:

The subject property is located within the East Pasadena Specific Plan area, specifically within the D2 subarea. As such, consideration should be given to General Plan goals and policies pertaining to the East Pasadena Specific Plan:

GOAL 33. East Pasadena. A semi-urban environment with higher-density mixed-use developments incorporating retail, office and housing uses to provide increase opportunities encourage transit use and walking.

Policy 33.2 Sierra Madre Villa Transit Village. Provide for the clustering of pedestrian-oriented retail, office, and multi-family housing uses adjoining the transit station. Provide places where nearby residents can eat, shop, and meet friends. Improve access to local and regional transit by providing convenient options to reduce driving, contributing to reductions in vehicle trips, energy consumption, and GHG emissions.



Policy 33.4 Retail Centers. Promote the more efficient use and economic vitality of existing retail centers by the development of new uses on surface parking lots, sharing parking facilities, creating public spaces, increasing landscaping and providing pedestrian amenities thereby creating an enjoyable environment for people to shop at multiple businesses, meet friends, and linger.

Policy 33.5 Street Grid and Blocks. Require future developers to modify large commercially-developed parcels with a network of internal pedestrian ways and sidewalks along which buildings will be clustered, establishing a smaller, walkable block grid comparable to the Central District.

Policy 33.6 Major Corridors. Redevelop Foothill Boulevard and East Colorado Boulevard as multi-modal corridors that enhance opportunities for walking, bicycling, and transit use.

Policy 33.7 Public Streetscapes and Places. Redevelop street frontages with streetscape amenities (such as trees, plantings, furniture, and wayfinding signs) that enhance connectivity and walkability. Develop new public places providing opportunities for residents to gather, such as parklets and plazas.

Policy 33.8 Open Space and Urban Form. Use public open spaces and sidewalks as the organizing elements around which buildings are located and clustered.

The proposed project would further the goals of the East Pasadena Specific Plan area by promoting the development of new uses on surface parking lots, providing increased landscaping along street frontages, as well as providing a new location for residents to eat, shop, and meet friends. However, the proposed project is inconsistent with policies related to encouraging transit use and walking, reduction of vehicle trips and GHG emissions, as well as the development of public places offering the opportunity for residents to gather, such as parklets and plazas. Additionally, drive-thru uses are not permitted within a Transit-Oriented District (TOD) area. The subject site is located within ¼ mile of the Sierra Madre Villa L (Gold) line station. Goal 33 describes East Pasadena as a semi-urban environment that incorporates uses designed to encourage transit use and walking. Policy 33.2 emphasizes providing convenient options to reduce driving, vehicle trips, energy consumption and GHG emissions by improving access to local and regional transit. The proposed project therefore would conflict with Goal 33 and Policy 33.2 by locating a drive-thru restaurant within a designated TOD area.

Master Development Plan:

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

Planned Development:

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

Neighborhoods:

The proposed project is located within the following neighborhood associations:

- Council District 4
Councilmember Gene Masuda



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City Council Liaison: Noreen Sullivan

- Pasadena Neighborhood Coalition

Estimated Fees:

There are no fees anticipated by Community Planning. Fees for environmental review would be determined at the time of application.

CULTURAL AFFAIRS DIVISION: No comments received

CURRENT PLANNING:

General Comments

The information provided below is general due to the general content of the information submitted. In addition to the comments provided below, staff recommends the applicant thoroughly review each of the Zoning Code sections noted below.

Project Description

The project entails the construction of a new 2,380 square foot Starbucks with drive-through. The parcel is currently developed with an 8,037 square foot restaurant with 102 surface parking spaces.

Project Site

The project site consists of one parcel located at 3333 East Foothill Blvd, APN 5752-025-015. The site maintains frontage along Foothill Boulevard to the south and Sierra Madre Villa Avenue to the west.

Zoning District

The subject site is located within the EPSP-d2-CG-C (East Pasadena Specific Plan subarea d2 general commercial district) zoning district. Therefore, the project shall meet the requirements, including, but not limited to Zoning Code Chapter 17.32 – East Pasadena Specific Plan.

Additionally, the site is located within the Transit Oriented Development Area, therefore shall meet the requirements of Zoning Code Section 17.50.340 – Transit Oriented Development.

General Plan Designation

The site is designated Medium Commercial (0.0-2.0 FAR) in the Land Use Diagram of the General Plan. Refer to the Community Planning comments for additional information and the Land Use Element of the General Plan.

Applicable Zoning Sections

Staff advises that in addition to the comments below, the applicant should thoroughly review the Zoning Code, Municipal Code and each chapter/section specified.

- Title 17 – Zoning Code
- Chapter 17.303 – East Pasadena Specific Plan



- Section 17.50.340 – Transit-Oriented Development
- Chapter 17.80 – Glossary
- Chapter 8.52 – City Trees and Tree Protection Ordinance

Transit-Oriented Development

The site is located within a ¼ mile from the Sierra Madre Villa Station, as such the site is located within the Transit Oriented Development Area and subject to the standards in Zoning Code Section 17.50.340.

Pursuant to Section 17.50.340.B.1.a – Prohibited Land Uses, Drive-Through Businesses are prohibited within the Transit Oriented Area. As such, the proposed new commercial building with drive-through is not a permitted use on this site.

DESIGN & HISTORIC PRESERVATION:

HISTORIC PRESERVATION REVIEW:

The property is currently a surface parking lot and is not identified as historic in the survey of historic resources of the East Pasadena Specific Plan. Therefore, historical review of the project site demolition is not applicable.

DESIGN REVIEW

Pursuant to Pasadena Municipal Code (PMC), Section 17.61.030, Table 6-3, design review is required for new construction of projects in the East Pasadena Specific Plan for structures that are 5,000 square feet and larger. The project plans identify the proposed construction of a new drive-thru commercial food establishment with an overall size of 2,380 square feet. At this size, the project does not meet the criteria under Table 6-3; therefore, design review is not required.

DEVELOPMENT/NW PROGRAMS: No comments received.

FIRE DEPARTMENT:

THESE REQUIREMENTS ARE BASED ON THE 2019 TITLE 24 AND ARE SUBJECT TO CHANGE BASED ON WHEN THE BUILDING AND FIRE PLANS ARE SUBMITTED FOR REVIEW AND PERMITS.

Minimum Fire Flow/Fire Hydrants: All structures shall have the minimum fire flow (GPM) required by Appendix-B and the quantity and spacing of fire hydrants as required by Appendix-C of Title 24, Part 9, California Fire Code.

Automatic Fire Sprinkler System: The structure shall be provided with a fully automatic fire sprinkler. Shop drawings are to be submitted by contractor for review and approval prior to construction. PMC, CFC Chapter 9.

Fire Department Fire Sprinkler Connections: Shall be comprised of:

- FDC shall be located a minimum of 25-feet from the building and within 100-feet of a public fire hydrant.



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- (2) 2-1/2" CLAPPERED internal swivel outlet X 2-1/2" CLAPPERED internal swivel outlet X 4" FDC
- Shall be clearly labeled to indicate FDC for Fire Sprinklers.
- **A CLEAR DIMENSION OF 3-FEET SHALL BE MAINTAINED AROUND THE PERIMETER OF EACH FIRE DEPARTMENT APPLIANCE.**
- **APPROVED PROTECTIVE VEHICLE BOLLARDS ARE TO BE INSTALLED WHEN FIRE APPLIANCES ARE SUBJECTED TO PHYSICAL DAMAGE.**
- All fire appliances except for fire hydrants shall be cleaned, primed, and painted fire engine red enamel or Krylon.

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 Knox Box or Knox Control Key Switch installed. Obtain Knox Box Applications from the Pasadena Fire Department Permit Desk.

LOCAL DEVELOPMENT AREA: No comments received.

FIRST SOURCE LOCAL HIRING: No comments received.

HEALTH DEPARTMENT:

Plan submittal to the Health Department will be required for the construction of a food facility. All food and beverage facilities must comply with PMC 8.12 and the California Retail Food Code. Refer to Plan Check Construction Guidelines. This document provides an overview of the plan check process and an outline of the structural requirements that the California Retail Food Code requires for all retail food facilities.

Food facilities shall adhere to the regulations established in the Tobacco Use Prevention Ordinance (PMC 8.78). Smoking in outdoor public areas is prohibited throughout the City of Pasadena. Refer to the following link for more information: 8.78.071 – [Prohibition of smoking in certain outdoor public places](#)

HOUSING DEPARTMENT:

The project does not include a residential component; therefore, it is not subject to Inclusionary Housing Requirements. The project does not entail the demolition of multifamily dwelling units; therefore, it is not subject to the Tenant Protection Ordinance.

DEPARTMENT OF PUBLIC WORKS (DPW):

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.

Public Improvements

The applicant shall comply with Department of Transportation conditions dated February 5, 2021 in regards to driveway access and bus transits.

The applicant shall demolish existing and construct the following public improvements along the subject development frontages of Foothill Boulevard (up to the modified drive approach) and Sierra Madre Villa Avenue, including concrete drive approach per Standard S-403; concrete sidewalk per Standard Plan S-421; concrete curb and gutter per Standard Plan S-406. The public improvements shall be completed prior to the issuance of Certificate of Occupancy.

The proposed new building 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.

In order to accommodate an Americans with Disabilities Act (ADA) compliant curb ramp, the applicant shall verify, and reconstruct if necessary, a standard curb ramp at the northeast corner of Foothill Boulevard and Sierra Madre Villa Avenue, 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.

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 return 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 submit fees, per the current General Fee Schedule, to cover the cost of plan checking and construction inspection of the improvements. 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 return improvement plans and the plan check fees 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 development property line corners rounding (per Public Works Standard Plan 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.

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



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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.

A closed circuit television (CCTV) inspection, including heavy cleaning to remove debris, of the catch basin and connector pipe on Sierra Madre Villa Avenue frontage of the development shall be performed and a CCTV inspection video submitted to the Department of Public Works for review. At the time of the video submittal, a non-refundable flat fee, per the current General Fee Schedule, shall be placed by the applicant to cover the staff cost of video review. The address, date of inspection, and a continuous read-out of the camera distance from the starting point shall be constantly displayed on the video. The applicant shall correct any defects revealed by the inspection as determined by the City Engineer. The method of correction of the defects shall be subject to the approval of the City Engineer, and may include partial or total replacement of the drainage system. The applicant shall be responsible for all costs required to obtain the CCTV inspection of the existing drainage system connection, and if required, to correct the defects.

Existing City Tree Protection

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.

To protect existing City trees during construction, the applicant shall fully conformed to the Tree Protection Guidelines signed by the City Manager. The full guidelines is available at the following link: <https://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/>

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



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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.

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

In order to ensure that the developer maintains a clean and safe site during the construction phase of development, the applicant shall place a \$10,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is 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, street trees, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. This deposit may also be used for charges due to damage to existing street trees and for City personnel to review traffic control plans and maintain traffic control.

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:



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<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 scheduled online through the City website.

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.

In addition to the above conditions, the requirements of all applicable Pasadena Municipal Code (PMC) will apply and be implemented during the corresponding plan review and permitting. They may include but not limited to:

- Sidewalk Ordinance - Chapter 12.04
- Sewer Facility Charge – Chapter 4.53
- Residential Impact Fee – Chapter 4.17
- City Trees and Tree Protection Ordinance - Chapter 8.52
- Construction and Demolition Waste Ordinance - Chapter 8.62
- Holiday Moratorium of activities within public right-of-way – Chapter 12.24.100

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-Bowman at 626-744-3762.



DEPARTMENT OF TRANSPORTATION (DOT):

The Department of Transportation received an application for the construction of a new 2,380 sf Starbucks building on a parcel with an existing restaurant.

The following conditions are in response to the plan application review and intended to be preliminary. The conditions, as intended 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:

Transportation Analysis: Based on the preliminary information provided in the Master Application form, a Category 1 transportation analysis shall be prepared for this project. When the applicant is ready to proceed, they shall contact the Department of Transportation, attention: Conrad Viana to begin the invoice process.

Parking: The parking areas shall conform to the requirements of the Planning Department.

Driveway width: The driveway width shall be a maximum 26' wide in accordance with the City of Pasadena Department of Public Works Standard Plan S-403.

Driveway access: Appropriate signage at the Sierra Madre Villa Avenue driveway shall be installed to prohibit left-turns out of the property. Installation shall be the responsibility of the applicant.

- One "no-left turn" signage and post shall be installed at the property line
- One "no-left turn" signage and post shall be installed in public right-of-way along Sierra Madre Villa Avenue south of the driveway directly across from the project driveway.

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

- The development shall fund the purchase and installation of a real-time bus arrival device along the northeast side of Foothill Boulevard and Sierra Madre Villa Avenue within the existing bus zone at the Foothill Boulevard and Sierra Madre Villa Avenue intersection.
(BusFinder - \$5,500)
- The development shall fund the purchase and installation of a heavy duty decorative bench along the southeast side of Foothill Boulevard and Sierra Madre Villa Avenue within the existing bus zone at the Foothill Boulevard and Sierra Madre Villa Avenue intersection. This transit stop is heavily used and is a major transfer point. The existing bus stop shelter is not enough to accommodate the passengers waiting.
(Bench \$4,000).
- All existing bus zones and transit amenities shall remain in place and protected during construction. The existing bus zone will not be relocated without written approval from the Transit Division. Construction equipment shall not be placed in the public right of way within bus zone(s) without prior approval.
- In order to maintain the transit route schedule, the proposed project shall not interfere with bus operations (this includes, but is not limited to, building overhangs, awnings, landscaping, drive-thru queue, etc.) including the effective loading and unloading of transit



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passengers at the existing bus zone along the northeast side of Sierra Madre Villa and Foothill Boulevard and the northeast side of Foothill Boulevard and Sierra Madre Villa at the Foothill Boulevard and Sierra Madre Villa Avenue intersection.

- The proposed driveway modification on Foothill Boulevard shall not reduce the length of the bus zone located on the northeast side of Foothill Boulevard and Sierra Madre Villa to under 100 feet.

With the funds collected, the City will be responsible for the purchase and installation of the transit amenities. For more information, please contact the Transit Division at (626) 744-4055.

Traffic Impact Fee: The Traffic Reduction and Transportation Improvement Fee (Ordinance No. 7076) will apply to all net new residential, retail, industrial, and office developments and is based on the Fee Schedule at the time of building permit issuance. For FY 2021 the fee is:

Land Use	Fee (FY 2021)
New retail use per square foot	\$11.46

WATER & POWER DEPARTMENT, POWER DIVISION, POWER ENGINEERING:

The City of Pasadena Water and Power Department (Department) shall provide electric service to the proposed development located at 3333 E Foothill Blvd

- Owner/developer shall provide a private property transformer vault or pad located closest to the street. The size of the transformer vault will vary depending on the size of the electrical service.
- Transformer vault shall have an access hatch from above (open to sky). The hatch shall have drivable PWP truck access for equipment installation purposes.
- A utility easement shall be required if the electrical service crosses/feeds multiple parcels.
- 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.
- 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. Department shall install concrete-encased primary service laterals to the property line at the owner/developer's expense. The number and location of the service laterals varies according to the size of the electrical service.
- Owner/developer shall pick-up new primary service laterals 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. If there are no conduits available in the street, new conduits will be installed at the owner's expense.

- Owner/developer shall install transformer service equipment, and secondary service conduits within the development area.
- Department shall install electrical service transformers, cables, and electric meters.
- All Department installation costs shall be paid by the customer and are included in the cost.
- 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.
- Owner/developer must identify and notify the Department if there is any underground electrical conduit and transformer vault within the proposed development area in conflict with the construction.
- 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.

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.



WATER & POWER DEPARTMENT, WATER DIVISION:

Water Mains:

Pasadena Water and Power (PWP), Water Division can serve water to this project. The following water mains serve the property:

- 8-inch cast iron water main in Foothill Boulevard installed under Work Order 5009 in 1955. This water main is located approximately 15 feet south of the north property line of Foothill Boulevard.
- 12-inch cast iron water main in Sierra Madre Villa Avenue installed under Work Order 4180 in 1948. This water main is located approximately 27 feet east of the west property line of Sierra Madre Villa Avenue.

Moratoriums:

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

Water Pressure:

The approximate water pressure at this site is 95 - 100 psi.

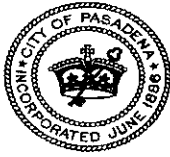
Water Service:

PWP does not have a domestic or fire service serving the southwest corner of the property. Any new water service will be reviewed when the building plans are submitted. The water service will be installed at actual cost and paid for by the owner/developer. 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.

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.



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.
- Water system protection is at the jurisdiction of PWP and internal backflow prevention devices will be monitored by the Pasadena Public Health Department.
- All water services shall be protected from cross connections by means of approved backflow prevention techniques and assemblies.
- An administrative fee of \$180.94 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.



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- 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.

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 four fire hydrants in close proximity to the project site.

- Fire hydrant 1216-6 is located on the northwest corner of Foothill Boulevard and Sierra Madre Villa Avenue.
- Fire hydrant 1316-15 is located on the south curb of Foothill Boulevard, approximately 150 feet east of Sierra Madre Villa Avenue.
- Fire hydrant 1316-7 is located on the south curb of Foothill Boulevard, approximately 400 feet east of Sierra Madre Villa Avenue.
- Fire hydrant 1316-5 is located on the north curb of Foothill Boulevard, approximately 215 feet west of Halstead Street.

There are no current fire flow tests available for these hydrants. If you would like to request a fire flow test, please contact Linette Vasquez at (626) 744-7064.

