



# 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:** PPR2020-10000  
**Date:** September 30, 2020  
**Project Address:** Lincoln Avenue/Canada Avenue

### Project Description:

Review of preliminary plans for the construction of a new three-story, eight-unit multifamily residential development with 16 parking spaces. The subject property currently has no address, Assessor Parcel Number, zoning designation, or General Plan Designation.

**Applicant:** Paykan Corporation  
**Case Manager:** Martin Potter, Planner  
**Phone #:** (626) 744-6710  
**E-mail:** [mpotter@cityofpasadena.net](mailto: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"/>
<b>Presentation to the City Council required:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> , not applicable.	

DEPARTMENT / DIVISION	CONTACT	EMAIL @cityofpasadena.net	PHONE (626) 744-	PAGE
Building Division, Addressing	Angie Jackson	<a href="mailto:ajackson@cityofpasadena.net">ajackson</a>	6903	2
Building & Safety Division	Alex Haddad	<a href="mailto:ahaddad@cityofpasadena.net">ahaddad</a>	6793	2
Community Planning	Martin Potter	<a href="mailto:mpotter@cityofpasadena.net">mpotter</a>	6754	4
Cultural Affairs Division	Wendy Miller	<a href="mailto:wmilller@cityofpasadena.net">wmiller</a>	7547	7
Current Planning	Katherine Moran	<a href="mailto:kmoran@cityofpasadena.net">kmoran</a>	6747	8
Design & Historic Preservation	Edwar Sissi	<a href="mailto:esissi@cityofpasadena.net">esissi</a>	7806	17
Development/NW Programs	Lola Osborne	<a href="mailto:losborne@cityofpasadena.net">losborne</a>	4791	21



Fire Department	Pari Bagayee	<a href="#">pbagayee</a>	7596	22
Local Development Area	Eric Duyshart	<a href="#">eduyshart</a>	7353	23
First Source Local Hiring	Antonio Watson	<a href="#">awatson</a>	8382	23
Health Department	Carmina Chavez	<a href="#">cachavez</a>	6811	23
Housing Department	Caroline Nelson	<a href="#">cnelson</a>	8316	23
Public Works Department	Yannie Wu-Bowman	<a href="#">YWu-Bowman</a>	3762	23
Transportation Department	Armin Kheirmand	<a href="#">akheirmand</a>	7224	29
Water & Power, Power Division	Eduard Avakyan	<a href="#">eavakyan</a>	7826	29
Water & Power, Water Division	Natalie Ouwersloot	<a href="#">nowersloot</a>	4189	31

**BUILDING DIVISION, ADDRESSING:**

**General Comments:** Addressing is based on the main front door entry into the building/s, based on the plans provided the main front door entries are not clearly identified on the buildings. I'm unable to determine addresses for the proposed project at this time. Please provide a site map of the entire site showing main front door entry into the building/buildings, north direction and streets labeled. A floor plan for each level will also be required to assign unit numbers to each unit, if all main front door entries are accessed from the 1<sup>st</sup> floor all unit numbers will be assigned 100 series numbers. 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 residence, the streets, 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:**

**1. 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.

**Currently the City of Pasadena is under the 2019 California Building Code.**

**To include and not limited to CMC, CPC, CEC, CGC, Disabled access code Chapters 11A, and 11B. California Energy Codes.**

**2. BUILDING CODE ANALYSIS:**

- Document on the plans the Allowable Height & Area, Occupancy Group(s), Type of Construction, and Height & Area Increases.



**3. MEANS OF EGRESS (EXITING):**

- Provide Occupant Load Calculations for all areas, and provide an “Exit Plan”. Identify exit separation and travel distance.

**4. CALIFORNIA DISABLED ACCESS REQUIREMENTS:**

- Project to be accessible to the disabled in accordance with Chapter 11B of the CBC.
- In order to provide a complaint disabled access site. It requires precise grading plans, to include access from public roads, public transit as relevant in the immediate area. Site common areas, walkways. Passageways leading doors of the identified ground level units.
- In addition a minimum of 5% of the units and no less than one shall be access adaptable, and a minimum disabled access parking (Van accessible).
- Where visitors parking is provided, 5% and no less than one disabled access parking required.

**5. GRADING:**

- Where earth moving, cut, fill, import, or export over 50 cubic yards, grading plans required.
- Precise grading plans required to show compliance with accessibility, and Site directional drainage for the natural runoff. Runoff cannot drain towards adjacent lots.

**6. SITE PLAN:**

- Please show all utilizes on site. To include electrical switch gear, gas meters, main water supply, condensing units. And other relevant features.

**7. LOW IMPACT DEVELOPMENT (LID):**

- Based on the limited information provided, LID treatment is applicable to this site. Please see out website for the callout of redevelopments in excess of 10,000 Square feet, of disturbed surfaces. Please see link provided for LID <https://www.cityofpasadena.net/wp-content/uploads/sites/30/Form-PC.pdf?v=1598482377758>.

**8. PLAN SUBMITTAL:**

- Please note that we accept complete submittals. To include a minimum of 3 hard copies+ one electronic.
- This is a preliminary review and not a complete review. A complete review will be provided upon the submittal of a complete construction document per Section 107 of the California Building Code.



## 9. PERMIT(S):

- Separate permits are required for demolition, new building structure, fire sprinkler (if required), mechanical, electrical, and plumbing.

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### COMMUNITY PLANNING:

#### General Plan Consistency:

The existing site was not a legal parcel at the time of the General Plan's adoption in 2015. Therefore, there is no current General Plan Land Use designation applicable to the property. The applicant has proposed to designate the site as Medium Density Residential (0-16 du/ac), which would be consistent with adjacent properties to the north. The Medium Density Residential land use designation is characterized by lower density multi-family complexes in neighborhoods with densities of up to 16 du/ac and one to three story buildings. Though not exclusively, many of these buildings are characterized as "City of Gardens" projects. Their main feature is a centrally located and usable courtyard or garden court. Units are encouraged to have an entrance toward the street. Parking is not visible from the street and driveways are minimized. There are minimal setbacks at the rear of the property.

The project site is approximately 23,000 square feet (0.53 acres) in size and is currently vacant. Surrounding lots are developed with one and two-story residential buildings. Directly south of the subject site is an onramp to the 210 Freeway West. To the southeast is a two-story office building that serves as offices for First Student buses.

Based on the submitted plans, the project proposes the development of a new eight-unit multi-family residential project and 16 parking spaces. The project height would reach a maximum height of 34 feet (30 feet for the first three stories, with a 4-foot parapet at the top of the roof).

Based on the approximate size of the site, the subject property would allow up to eight units, based on the proposed General Plan density of 16 dwelling units per acre. The proposed project includes eight units, which would be consistent with the applicant's proposed land use designation. The project plans show an 8,050 square-foot apartment building centrally located within the site, flanked by a 26' wide driveway on the north side and surrounded by common space at the front, south side, and rear. An eight-unit multi-family residential project in the Medium Density Residential land use designation should include a centrally located and usable courtyard or garden court, with unit entrances oriented toward the street.

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

*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 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.*

*Policy 21.5 Housing Character and Design. Encourage the renovation of existing housing stock in single- and multi-family neighborhoods. When additions or replacement housing is proposed, these should reflect the unique neighborhood character and qualities, including lot sizes; building form, scale, massing, and relationship to street frontages; architectural design and landscaped setbacks.*

*Policy 23.1 Character and Design. Design and modulate buildings to avoid the sense of “blocky” and undifferentiated building mass, incorporate well-defined entries, and use building materials, colors, and architectural details complementing the neighborhood, while allowing flexibility for distinguished design solutions.*

*Policy 23.2 Parking Areas and Garages. Minimize the visibility of parking areas and garages.*

*Policy 23.3 Landscaped Setbacks and Walkways. Provide appropriate setbacks, consistent with the surrounding neighborhood, along the street frontage and where there are setbacks, ensure adequate landscaping is provided.*

*Policy 23.4 Development Transitions. Ensure sensitive transitions in building scale between buildings in multi-family residential areas and lower-scale buildings in adjoining residential areas.*

*Policy 23.6 Open Space Amenities. Require that open space is provided on-site, is accessible, and of sufficient size to be usable by residents, in common areas and/or with individual units pursuant to the Zoning Code.*

The proposed project incorporates design characteristics that are consistent with General Plan policies relating to compatibility and transitions in building scale. Specifically, the project is limited to three stories in height, and serves as a transition between the 210 freeway and surrounding one and two-story residential structures. A wide driveway to the north also serves to buffer the project from adjacent structures and provide access to parking, which is oriented in such a way as to be minimally visible from Lincoln Avenue.

However, the applicant is encouraged to work with both Zoning and Design & Historic Preservation staff to find ways to incorporate appropriate private open space, central courtyard, and soften the building mass to reduce a “blocky” appearance.

*Policy 2.1 Housing Choices. Provide opportunities for a full range of housing types, densities, locations, and affordability levels to address the community’s fair share of regional, senior, and workforce housing needs and provide a strong customer base sustaining the economic vitality of Pasadena’s commercial land uses. The types, densities, and location of housing shall be determined by the Land Use Diagram and reflect the projected needs specified in the Housing Element.*



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*Housing Element Policy HE-2.1 – Housing Diversity. Facilitate and encourage diversity in types, prices, ownership, and size of single-family homes, apartments, town homes, mixed-uses, transit-oriented developments, and work/live housing, among others.*

*Housing Element Policy HE 2.4 – Affordable Housing. Facilitate a mix of household income and affordability levels in residential projects and the appropriate dispersal of such units to achieve greater integration of affordable housing throughout the City.*

The proposed density and unit sizes could help expand the availability of housing choices. No affordable units are currently proposed as part of this project; the applicant is encouraged to consider Housing Element Policies HE 2.1 and 2.4 above in order to achieve greater accessibility to affordable housing in Pasadena.

*Vision statement for the Northwest area – The vision for this area is primarily for low- and low-medium residential land uses, including small lot single family developments, and duplexes supported by adequate parks and institutional uses.*

Although the proposed project is located within the Northwest area of the City, it is located on a site near the onramp for the 210 freeway. Construction of a new multi-family residential project would contribute to the available housing supply for residents in North Pasadena, however the applicant is strongly encouraged to identify and provide high-quality landscaping, building materials such as windows and air filters, and other features to help buffer the proposed residential units from freeway noise and pollution. The General Plan contains several policies related to sustainable building practices and landscaping that should be taken into consideration:

*Policy 10.4 Sustainable Building Practices. Foster sustainable building practices and processes specified by the City's Green Building Code by incorporating energy and water savings, toxic and solid waste reduction strategies into the building of new structures and remodeling of existing structures.*

*Policy 10.7 Landscape. Encourage sustainable practices for landscape materials, landscape design, and land development.*

### **Specific Plan:**

The subject property is not located within any Specific Plan area, but is adjacent to the Lincoln Avenue Specific Plan. As such, consideration should be given to General Plan goals and policies pertaining to the Lincoln Avenue Specific Plan:

*GOAL 35. Lincoln Avenue. A vibrant neighborhood-oriented district, with new housing options and a complement of local-serving retail and service businesses, office spaces, and community uses, all tied together with public improvements that create a vibrant and enjoyable pedestrian environment.*

*Policy 35.3 New Housing. Provide new opportunities for all types of housing along the corridor including multi-family housing and mixed-use residential-commercial developments in its core that are located, scaled, and designed to assure compatibility with and preserve neighboring single-family residential uses.*



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*Policy 35.6 Quality Design. Support design that contributes to the enhanced character of the City and Northwest Pasadena in particular.*

*Policy 35.7 Pedestrian Environment. Enrich the pedestrian environment along Lincoln Avenue through well designed and appropriately scaled projects and pleasing streetscapes with wide sidewalks, street trees and signage that helps to establish the Lincoln Avenue identity.*

### **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 1  
Councilmember Tyron Hampton  
City Council Liaison: Cushon Bell
- Pasadena Neighborhood Coalition

### **Estimated Fees:**

General Plan Map Amendment with additional Zoning Map Amendment fees are estimated at \$19,184 (base fee) plus 3% records management fee. Fees for environmental review would be determined at the time of application.

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## **CULTURAL AFFAIRS DIVISION:**

### **Public Art Requirement:**

Based on the information provided in the Planning Division Master Application, PPR2020-10000 is subject to Pasadena's Public Art Ordinance No. 6420 as it is a multi-family development in the Northwest Program Area with new construction that will exceed \$500,000 in total building valuation.

The Public Art Ordinance requires that at least one percent (1%) of the building valuation be allocated to public art, in order to enhance the project in a meaningful way that positively impacts the community.

Prior to being issued a building permit, it is required that twenty-five percent (25%) of the total one percent building valuation be paid to the Cultural Trust Fund. It is the property owner's responsibility to allocate a minimum of the remaining seventy-five percent (75%) of the total one percent building valuation toward an onsite public art project, developed in accordance with the Guidelines for New Private Development. The property owner may also opt to pay the full 1% to the Cultural Trust Fund as an in-lieu fee, instead of developing an onsite public art project. Fulfillment of the Public Art Requirement must occur in order for the development to receive Final Signoff/Certificate of Occupancy.



Please note > For those property owners who choose to pursue the onsite public art project option, the timing of the distinct Design Commission and Arts & Culture Commission reviews are linked. The following steps are 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 Review 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.

It's never too early to begin the process of developing an on-site public art project. The sooner that one or more artists joins your design team, the greater the opportunities will be to integrate meaningful artwork of impact into your development. Please contact me so we may discuss the Public Art Requirement for this project, address any questions you may have, and clarify next steps.

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**CURRENT PLANNING:**

Plan Reviewer: Katherine Moran

Phone: (626) 744-6740

Email: [kmoran@cityofpasadena.net](mailto:kmoran@cityofpasadena.net)

Date: [September 30, 2020](#)

**Project Description:**

The project site consists of remnant CalTrans 210 Freeway right-of-way land for the construction of an eight-unit multi-family housing development and ancillary parking and landscape improvements within a 23,000-square-foot (0.53 acre) project site.

The proposed project is subject to, including but not limited to, the following Zoning Code Sections and/or Chapters:

- Chapter 17.22 - Residential Zoning Districts
- Chapter 17.37 - Lincoln Avenue Specific plan
- Chapter 17.40 - General Property Development and Use Standards
- Chapter 17.44 - Landscaping
- Chapter 17.46 - Parking and Loading
- Chapter 17.48 - Signs





All of these sections can be found online at:

[https://library.municode.com/ca/pasadena/codes/code\\_of\\_ordinances?nodeId=TIT17\\_ZONING\\_CODE](https://library.municode.com/ca/pasadena/codes/code_of_ordinances?nodeId=TIT17_ZONING_CODE)

**General Comments:** The information provided herein is general due to the general content of the information submitted. 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. The subject property is not a legal lot within the City of Pasadena and will require a tentative parcel map in order to be developed. As proposed, the project site is requesting to be added to the RM-16 (Residential Multi-family -16 dwelling units per acre) zoning district. At the minimum, the proposed RM-16 zoning designation would be subject to all applicable standards of Zoning Code Section 17.22.060 – RM District Development Standards, Section 17.22.070 – RM District Additional Development Standards, and Section 17.22.080 – RM District Garden Requirements. The project site is also requesting to be added to the Lincoln Avenue Specific Plan area (LASP). If zoned as LASP-RM-16, the project would be subject to all applicable sections of Chapter 17.37 – Lincoln Avenue Specific Plan. Please note the current LASP requirements may be subject to change through the Zoning Map Amendment process as existing requirements may be superseded at a later date. Along with the provided requirements listed below, additional Sections and standards may be applicable to the project for future submittals.

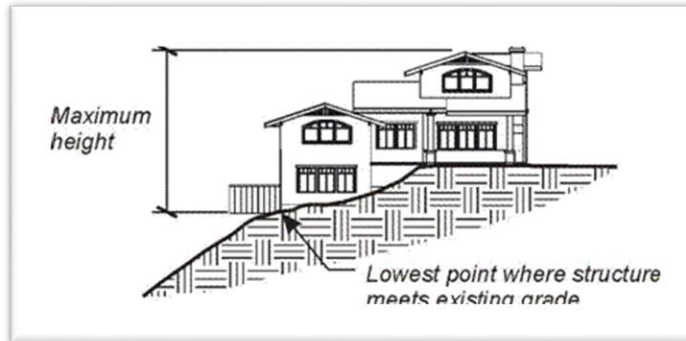
- 1. Project Site and Zoning District ([PMC §17.22](#), [PMC §17.37](#)):** The subject site is proposing to be located within the LASP-RM-16 (Lincoln Avenue Specific Plan Area/Residential Multi-family -16 dwelling units per acre) zoning district. The project will require a Zoning Map Amendment.
- 2. Overlay Zoning Districts ([PMC §17.22](#), [PMC §17.37](#)):** Within the proposed LASP-RM-16 zoning district, multi-family housing is permitted by right. Please refer to Section 17.22 and Chapter 17.37 for development standards, and additional applicable requirements.
- 3. General Plan ([Land Use Element](#), [Land Use Diagram](#)):** The project is proposing to be located within the Medium Density Residential General Plan area. The Medium Density Residential designation is characterized by lower density multi-family complexes in neighborhoods with densities of up to 16 dwelling units per acre and one to three story buildings. Though not exclusively, many of these buildings are characterized as “City of Gardens” projects. Their main feature is a centrally located and usable courtyard or garden court. Units are encouraged to have an entrance toward the street. Parking is not visible from the street and driveways are minimized. There are minimal setbacks at the rear of the property. As proposed the project will require a General Plan Amendment.
- 4. Land Use ([Table 2-2](#), [PMC §17.22.040](#)):** Applications involving discretionary review require demonstration that the project and its components are consistent with the General Plan. Refer to additional comments from Community Planning.
- 5. Density ([Table 2-4](#), [PMC §17.22.060](#)):** The project site is approximately 23,000 square feet in area. Maximum density within RM-16 is equal to the lot area divided by 2,750 square feet. Using this figure, the maximum allowed density is 8 units. The project complies with the density requirements.



6. **Density Bonus ([PMC §17.43](#))**: This Chapter establishes procedures to implement the State's Density Bonus law as set forth in Government Code Section 65915. The provisions apply to multi-family residential projects consisting of five or more dwelling units not including units granted as a density bonus. The applicant has not included a request for density bonus allowances. Should the applicant implement density bonus provisions for future submittals, the section above would be applicable.
  
7. **Setbacks and Exceptions ([Table 2-4](#), [PMC §17.22.060](#), [PMC §17.40.160](#), [PMC §17.37](#))**: The project shall maintain each required setback open and unobstructed from the *ground upward*, except for trees and other plant materials. Setbacks shall be measured at right angles from the property line to the nearest portion of the structure. Where any dedication or easement for sidewalk and/or street purposes is proposed, the setback shall be measured after. For utility easements, measure setbacks to the property line. Allowed projections into setbacks are provided in Table 4-1 (Allowed Projections into Setbacks), Section 17.40.160. Setbacks shall comply with the Zoning Code.

Plans shall reference lot lines, easements, dedications and setbacks at each level. The plans shall comply with both the RM-16 zoning district's general and City of Gardens setback requirements in addition to the applicable requirements of the LASP. The plans will require a higher level of detail in order to comply with all applicable requirements. Specific details regarding setback requirements will be determined through the Zoning Map Amendment process.

8. **Height ([Table 2-4](#), [PMC §17.22.060](#), [Table 3-19](#), [PMC §17.37.040](#), [PMC §17.40.160](#))**: The maximum allowable height of a structure shall be measured from the lowest elevation of the existing grade at an exterior wall of the structure to the highest point of the structure. The highest point of the structure shall be considered its highest ridge or parapet. Refer to Zoning Code Section 17.40.160.D for height limit exceptions (i.e. chimneys, roof mounted appurtenances). An appurtenance is a tower, spire, cupola, chimney, penthouse, water tank, flagpole, theater scenery loft, radio or television antenna, transmission tower, fire equipment, or other similar structure attached to a structure and not intended for human occupancy. The plans shall comply with both the RM-16 zoning district's general and City of Gardens height requirements in addition to the applicable requirements of the LASP. The plans will require a higher level of detail in order to comply with all applicable requirements. Specific details regarding height requirements will be determined through the Zoning Map Amendment process.



9. **RM District Development Standards and Garden Requirements ([PMC §17.22.060](#), [PMC §17.22.070](#), [PMC §17.22.080](#))**: The requirements establish provisions pertaining to building separation (side separation, light and air separation), building design (massing, wall modulation, frontage, orientation, entrances), and height limits. Also included are mandatory requirements regulating the size and configuration of yards and garden areas (main garden, front yard garden). Refer to the sections above for specific information regarding the standards below:

- a. **Building Separation:** The following minimum standards for building separation apply in addition to the setback requirements of the proposed RM-16 zoning district. In the event that the two requirements conflict, the more restrictive shall control. These requirements specify distances of separation required from building, doors, and windows on adjacent lots. Proposed structures shall be set back from buildings on adjacent lots along the side property line by a minimum of 15 feet, from the sidewalk across the property frontage to a minimum of 40 feet behind the front setback line. In addition, when new construction faces major or minor windows or doors in existing structures (principal or accessory) on an adjacent lot, or a new wall is proposed to contain major or minor windows or doors, the minimum building separation shall be 15 feet or 10 feet, respectively, for a minimum of three feet beyond each side of the width of the window or door at all stories. When a windowless wall of new construction faces an existing windowless wall on an adjacent lot, there is no minimum building separation. A major window is a window or aggregate of windows 16 square feet in size or more. A minor window is a window or aggregate of windows less than 16 square feet in size. The required separation shall be maintained between the doors and windows, as long as any portion of the doors or windows faces a building. No encroachment that consists of habitable space is permitted into the building separation requirement. Uninhabitable encroachments, including chimneys and projecting eaves, may project up to three feet into the building separation requirement.

The proposed project does not provide separation dimensions from adjacent buildings. There is not enough information to determine whether the proposed project complies with building separation requirements. Plans shall reference the required front setback and dimension 40 feet behind the front setback line. A window and door schedule shall also be provided referencing sizes within the proposed project and the existing sizes within the adjacent building, where applicable. This information is necessary to determine the side



separation requirement. Additional information may also be necessary to show that building separation requirements are met throughout all portions.

- b. Building Design:** These standards address requirements pertaining to massing, wall modulation, building frontage, street orientation, and building entrances. On sites with 60 feet or more of street frontage, at least 50 percent of the site width shall be occupied by building volume at the front setback. At least 70 percent of the width of a site must be occupied by building volume, other architectural elements such as low walls and trellises, or linear landscape elements such as hedges or rows of trees. According to the plan, there is not enough information to determine compliance with applicable provisions. Plans should provide a level of detail that demonstrates compliance with these standards where applicable.
- c. Main Garden/Total Garden Requirements:** The presence of gardens and landscaped areas creates the ambiance of Pasadena more than any other factor. Neighborhood character and quality depend on the coherence, embellishment, and visibility of courts and gardens, on the size and consistency of front yards, and on the frequency and uniformity of street trees. Mandatory requirements regulating the size and configuration of yards and gardens are therefore a central feature of these provisions. Refer to the provisions for the main garden/total garden location and area requirements. According to the plan, there is not enough information to determine whether the project complies with the main garden or total garden requirements. Plans should provide a level of detail that demonstrates compliance with these standards where applicable. This may include a dimensioned garden exhibit that indicates how calculations and garden landscape requirements are being met.
- d. Craftsmanship and Building Elements:** Each project shall incorporate into the design at least one feature such as iron grates, tile fountains, cast terra cotta, wood work, stenciled ornament or other elements as approved by the Design Review authority. In addition to the above requirements, each new project shall incorporate at least two building elements. Building elements include: upper floor loggias, roofed balconies supported by brackets or by columns at the ground floor, exterior wooden or masonry stairs with closed risers, or tile or masonry fountain. According to the plan, there is not enough information to determine compliance with applicable provisions. Plans should provide a level of detail that demonstrates compliance with these standards where applicable. This may include keynotes that notate the proposed craftsmanship and building elements.

#### **Chapter 17.40 – General Property Development and Use Standards**

**10. Outdoor Lighting (PMC §17.40.080):** Exterior lighting on private property shall comply with the provisions of this Section. Applicability or compliance with this standard is unknown because a lighting plan was not provided. Plans should provide a level of detail that demonstrates compliance with these standards, where applicable. This includes the provision of a photometric survey.

**11. Public Art Requirement (PMC §17.40.100):** Refer to comments from the Cultural Affairs Division and Zoning Code Section referenced for additional information, where applicable.



- 12. Reflective Surfaces (PMC §17.40.110):** For new structures, mirror or highly reflective glass shall not cover more than 20 percent of a structure's surface visible from a street.
- 13. Refuse Storage (PMC §17.40.120):** A refuse storage area for the collection of trash and recycled goods shall be provided at the time any structure is constructed. Multi-family residential uses with between four and 19 dwelling units shall provide trash storage areas with the minimum size determined by the Director of Public Works based on the type of use, the size of the refuse area proposed, and the frequency of refuse collection. Refer to the Section for specific information regarding design standards. According to the plan, there is not enough information determine whether compliant with design standards of this Section. Plans should provide a level of detail that demonstrates compliance with these standards where applicable.
- 14. Screening (PMC §17.40.150):** All new exterior mechanical equipment, except solar collectors, shall be screened or located out of view from public rights-of-way. Refer to the Section for specific information. Plans should provide a level of detail that demonstrates compliance with these standards where applicable.
- 15. Walls and Fences (PMC §17.40.180, 17.50.350.I):** All proposed walls and fences, shall comply with the requirements of these Sections. Plans should provide a level of detail that demonstrates compliance with these standards where applicable.
- 16. Underground Utilities (PMC §17.40.190):** Proposed development shall provide for the undergrounding of utility facilities (e.g., cable television, data network, electrical, telephone, and similar distribution lines providing direct service to the site) in compliance with the requirements of this Section unless subject to an exemption.

#### **Chapter 17.44 – Landscaping**

- 17. Landscaping (PMC §17.44):** All projects shall provide and maintain landscaping in compliance with the provisions of this Chapter. This Chapter includes landscape standards that are specific to projects using the multi-family RM District (City of Gardens). A preliminary landscape plan shall be submitted as part of an application for a land use entitlement. Landscape plans shall be prepared by a California-registered landscape architect, or the architect that designed the on-site structures and improvements. At a minimum, landscape plans shall include plant names, quantities, sizes, irrigation systems, and plans for tree retention and removal. Irrigation plans shall provide information regarding irrigation system efficiency and equipment. Be advised, new construction projects with 500 square feet or more of landscaped area will be subject to compliance with the State Model Water Efficient Landscape Ordinance (MWELo). Additional information regarding compliance is available on the City's website <https://ww5.cityofpasadena.net/planning/water-efficient-landscape-ordinance/>.

Compliance with this chapter and MWELo applicability is unknown because a landscape plan was not provided. Plans should provide a level of detail that demonstrates compliance with these standards where applicable.



**18. Tree Retention, Removal and Protection (PMC §17.44.090, PMC §17.44.100, PMC §8.52):**

Where healthy trees exist on [site](#), maximum effort shall be given for their retention. All existing trees shall be protected during construction in compliance with the City Tree Protection Ordinance. This includes public/street trees located in the public right-of-way. The City’s Tree Protection Ordinance includes a list of protected native and specimen species. Removal of protected species and/or mature trees on private property are subject to the approval or a tree removal permit. Mature trees are an otherwise non-protected tree with a diameter-at-breast-height (DBH) of 19 inches or greater (≥ 19). A tree removal permit is a discretionary application required of each protected tree planned for removal. Tree removal permits would be reviewed concurrent with any zoning entitlements. In addition, street trees shall not be removed without first obtaining permission from the [Department](#) of Public Works. The City’s Tree Protection Ordinance prohibits the applicant from pruning, injuring or removing a public tree located anywhere in the city unless expressly exempted. Please refer to Public Works comments regarding street tree protection and retention requirements.

No tree inventory was provided. However, there appear to be mature trees on the property. The applicant is required to provide a tree inventory and demonstrate that the proposed project will not result in injury or removal to any protected trees adhering to the [tree protection guidelines](#). Plans should provide a level of detail that demonstrates compliance with these standards where applicable. If applicable, the tree protection plan shall be included as part of any land use entitlement and/or submittal to the City.

**Chapter 17.46 – Parking and Loading**

**19. Parking (PMC §17.46):** Parking shall comply with all applicable standards of the Chapter.

Parking shall be permanently available, marked, and properly maintained for the use they are intended to serve. Parking shall be provided in compliance with Table 4-6 (Off Street Parking Space Requirements), Zoning Code Section 17.46.040 (Number of Off-Street Parking Spaces Required) as follows:

Unit Size	Requirement
≥ 650 sf	2 covered spaces per unit
< 650 sf	1 covered space per unit
Guest	1 guest parking space for each 10 units

Guest parking would not be required as it is only required for developments with 10 units or more.

- a. **Location Requirements for Multi-family Projects (PMC §17.46.020.K):** Parking at grade shall be located in the rear 40 percent of the site. Through the Design Review process, at grade parking may be located beyond the rear 40 percent of the site but shall not be located within the front yard setback. The parking area shall not be visible from the main garden, and it shall be screened from the street or at grade from an adjacent lot by building walls, or freestanding walls, or landscaped elements at least six feet in height. As proposed, the parking location does not comply with the requirements.



- b. **Dimensional Requirements (PMC §17.46.090, PMC §17.46.110):** All nonparallel parking spaces shall measure a minimum of eight and one-half feet wide by 18 feet deep.
- c. **Application of Dimensional Requirements (PMC §17.46.120):** Additional dimensional requirements apply to stalls adjacent to obstructions and/or located at the ends of aisles as follows:

*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.

The vertical clearance for all [parking spaces](#), including entrances, shall be a minimum of seven feet in [height](#). Vertical clearance for access to and including handicapped spaces, shall be a minimum of eight feet, two inches in [height](#). As provided, the parking spaces are noncompliant with the dimensional requirements as the additional foot on each side of the parking space located adjacent to the garage’s wall is not accounted for. Plans shall provide a level of detail indicating that all parking demonstrates compliance with all applicable standards.

- d. **Aisle Dimensions (PMC §17.46.130):**The minimum aisle dimension is based on the size and angle of a parking space pursuant to Table 4-9 (Minimum Garage Door Width), of Zoning Code Section 17.46.130 (Aisle Dimensions). Plans shall provide a level of detail to demonstrate compliance.
- e. **Parking Access from Street and Driveways (PMC §17.46.140):** Access to parking spaces shall not require backing across a property line abutting a street. Driveway approaches for all developments shall be required as determined by the Department of Public Works. All driveway access to a public street or alley is subject to the approval of the Director of Public Works and the Director of Transportation.
- f. **Driveway Design, Widths, and Clearances (PMC §17.46.150):** The width of each driveway shall comply with the minimum requirements of this Section and also provide a minimum of one foot of additional clearance on each side of the driveway to a vertical obstruction exceeding one-half foot in height. [The minimum width of a driveway serving a residential use with less than 26 parking spaces is as follows:](#)

Number of Spaces	Minimum Driveway Width
<26	10' (one way drive)

Plans shall provide a level of detail that demonstrates compliance with these standards where applicable.

- h. **Garage Door and Grille Standards for Multi-Family Projects (PMC §17.46.190):** For projects using the multi-family RM District (City of Gardens) development standards the garage door and grille standards of this Section apply. Plans shall include a level of detail to demonstrate compliance.



- i. **Driveway Paving for Multi-Family Projects (PMC §17.46.280):** Parking areas, driveways, and paths accessing parking shall be paved in compliance with the guidelines issued by the Department of Public Works. The slope of all parking areas, excluding ramps, shall not exceed five percent. Plans shall include a level of detail to demonstrate compliance.
- j. **Bicycle Parking (PMC §17.46.320):** Bicycle parking facilities shall be provided in compliance with Table 4-16 (Minimum Number of Bicycle Spaces Required), Zoning Code Section 17.46.320 (Bicycle Parking Standards) as follows:

Use	Minimum Number Required
Multi-family residential	1 space for every six dwelling units

Fractional requirements for bicycle parking over 0.5 are to be rounded up. Each bicycle parking space shall be no less than six feet long by two feet wide. All bicycle parking facilities (100%) for multi-family residential structures shall be Class 1. A Class 1 bicycle facility includes any of the following: a) a fully enclosed lockable space accessible only to the owner/operator of the bicycle; b) attendant parking with a check-in system in which bicycles are accessible only to the attendant; or c) a locked room or office inside a structure designated for the sole purpose of securing the bicycles. Refer to the Section referenced for location and design requirements applicable to bicycle facilities.

Based on 8 units proposed, a minimum of one bicycle parking space is required. Plans shall provide a level of detail that demonstrates compliance with all other standards where applicable.

- 20. **Signs (PMC §17.48):** Any signs proposed are subject to this Chapter, where applicable. Depending on the number of signs proposed, a Master Sign Plan and Design Review may be required. Plans do not provide any information regarding signs. Plans should provide a level of detail that demonstrates compliance with these standards where applicable.
- 21. **Residential Uses – Accessory Uses and Structures (PMC §17.50.250):** Proposed accessory uses and structures shall comply with the requirements of this Section. Accessory structures shall be limited to uses which are accessory to the main use, including but not limited to, cabanas, gazebos, pergolas, pools, or hot tubs and related equipment. As proposed, the project does not provide any accessory structures. If applicable for future submittals, the plans should provide a level of detail that demonstrates compliance with these standards where applicable.
- 22. **Environmental Review (PMC §17.60.070):** This project will be subject to the California Environmental Quality Act (CEQA). An environmental review will occur after acceptance of a complete application. The environmental review will occur concurrent with the CUP application. Depending on the final design, size, location, nature of the construction of the project, an Initial Study may 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 qualify for a categorical exemption under CEQA if found not to have a significant effect on the environment. Be advised, a categorical exemption





may not be used for any project that requests a Variance (including Minor Variance). The environmental determination may require the preparation of technical studies (eg. 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.

**23. Climate Action Plan (CAP):** 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. 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.

**24. Mitigation/Condition Monitoring:** 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. Fees are associated with both mitigation and condition monitoring for the project.

**25. Estimated Fees (FY2021) (PMC §17.60.050):** At the minimum, the project will require the following applications:

- General Plan Map Amendment with Additional Application Zoning Map Amendment: \$19,184.00
- Tentative Parcel Map: \$5,192.00
- Environmental Study/Reviews: At cost
- Records Management Fee: 3% added to total fees
- Public Hearing Notice Board: \$12 (fee charged per board)

Fees are subject to change and are based on actual rates at the time of formal submittal. Rates referenced run through June 30, 2021.

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## 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 a Certificate of Appropriateness for demolition.

The project site consists of remnant CalTrans 210 Freeway right-of-way land that currently appears to be vacant. The proposed project site does not appear to involve the demolition of any structures, and it is not a part of a designated or eligible landmark or historic district; therefore,



neither a Certificate of Appropriateness nor an environmental study of potential impacts to historic resources shall be required for the proposed project.

### **DESIGN REVIEW**

Because the project consists of new construction of a multi-family residential project under 9 residential units, design review is required with staff of the Design and Historic Preservation Section as the review authority. The applicable design guidelines for the project are the design related goals and policies of the Land Use Element of the General Plan and the Design Guidelines for Neighborhood Commercial and Multi-Family Districts.

If no zoning entitlements are required for the project, environmental review pursuant to the California Environmental Quality Act (CEQA) will be conducted in conjunction with design review. Prior to filing an application for design review, it is recommended that the applicant consult with the Transportation Department to begin preparation of any necessary traffic assessment or study that may be required. An Infill Development Projects Categorical Exemption may be the most appropriate environmental document for this project and, if so, air quality and noise/vibration analyses may also be required. The appropriate environmental document for this project will be determined when a formal application is submitted for review. In addition, due to the project's proximity to the 210 freeway, a Health Risk Assessment may also be required.

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 for this project.

**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 street elevations and indicating the context of adjacent developments. The process yields a formal action by the review authority, which, if approved, is valid for one year and may be extended for one additional year.

**Final Design Review** requires an application with a filing fee and the additional materials indicated in the Final Design Review submittal requirements list. Final Design Review will be conducted by the Design Commission. 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. The process yields a formal action by the review authority, which, if approved, is valid for three years and may be extended for two additional years.

### Appeals/Calls for Review

Any person affected by a staff decision may appeal it to the Design Commission. The Design Commission or City Council may also call a staff 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 main garden, the setbacks along the sidewalks, and screening of mechanical equipment.
- Views from the interior of the site (and elevations facing the interior main garden).

### Specific Comments on Proposed New Construction

#### **Massing and Form:**

The proposed three-story rectangular massing with flat roof is reflective of the linear site situated adjacent to an onramp of the northbound 210 Freeway and an adjacent single-story, single-family residence constructed in 1923. The project is designed on a repetitive parti in plan and elevation providing eight side-by-side residential townhouse-style units. It is suggested that this repetitive cadence of building form be further studied to incorporate additional variation in the building mass, and provide distinctive delineation of each townhouse-style unit. Consider a lateral shifting of the modular massing to incorporate unit autonomy, the creation of outdoor garden areas, and an activated façade plane. In addition, a three-story building would be out of character with the surrounding area; therefore, parking should be placed underground to reduce the height of the building to a more compatible two-story configuration.

#### **Siting:**

As proposed, the project is anticipated to have a base rezoning to the Lincoln Avenue Specific Plan, RM-48 through a zoning map amendment process. As such, the project will be required to comply with the multi-family residential development standards in the Zoning Code and, in particular, will require the establishment of a defined main garden space that meets Zoning Code requirements. The proposed siting configuration of the development should be reconsidered to



reflect the surrounding conditions of the two opposing street frontages, and the immediate adjacency to a freeway onramp. Consider the reconfiguration of the spatial and architectural programming to reflect the site conditions and eliminate potentially excessive exposure to vehicular fumes and noise stemming from the adjacent freeway at the project's southern facade. The proposed project features expansive windows and balconies on the south elevation, immediately adjacent to the freeway onramp, which should be reconsidered. Also, consider having prominent unit entries at both ends of the building's street frontages, especially along Lincoln Avenue. Though the project does provide a buffer between the neighboring single-family structure with its proposed through-driveway, it is recommended that the massing of the building be appropriately scaled as it overlooks the existing adjacent development, which can possibly be achieved through a height reduction.

Additionally, the allocation of parking shall comply with the location requirements for through-lot properties and shall not be located within the front 30 percent of the site at either street frontage, pursuant to PMC Section 17.46.020(K)(1)(c). Locating the parking underground and relocating the driveway to the side yard that is adjacent to the freeway are recommendations to consider.

#### **Compatibility:**

The project site sits within a developed neighborhood of mixed uses and land-use designations. The project site itself is located on CalTrans right-of-way property that is zoned as Public Space. The immediate vicinity reveals existing developments of one-story and two-story single-family residential, and multi-family residential within the Lincoln Avenue Specific Plan. The site also sits approximately 700 feet southeast of John Muir High School. Additionally, directly abutting the project site to the north is a single-story, single-family residence. Given the architectural stylistic variation within the surrounding context, the proposed contemporary architectural style is generally compatible with the existing neighborhood development context. However, it is recommended that the design be further refined to reflect the modularity of the façade design, primarily at the building's two street frontages, and as a measure of distinction between each unit. Furthermore, a respective approach should be considered in the building's relationship to the single-family residence immediately adjacent to the project site through compatible relationships of massing, scale, volumetric proportions, architectural idioms, and general patterning of materials and fenestrations. Consider a reduction in height particularly at the Lincoln Avenue frontage and as the project overlooks the adjacent single-family residence. A height reduction will provide compatibility with the existing development context in the immediate vicinity. Another possible method to consider for reducing the height is by locating the parking underground. Doing so may also address the parking location restrictions as stated prior.

#### **Landscaping and the Main Garden:**

Conceptual and final landscape design will be reviewed during the design review process and should respond to the unique conditions of the site and soften the new development. As presented, the project does not provide a main garden, or any designed garden space that would comply with standard multi-family residential Zoning Code requirements. As the project is further refined and developed, please consider the main garden as an essential component of the overall project design. The main garden should be designed as a communal open space for the residents to actively and passively use. Amenities should be provided to support those uses such as an open recreational lawn, shade, seating, fountains, barbecues, etc. Additionally, the individual residential units should fully engage with the main garden through their primary entries and



exterior circulation, balconies, terraces, and façade openings. In general, the main garden should be considered as a central component of the project design.

Please note that construction projects with an aggregate landscape area equal to or greater than 500 square feet requiring a building or landscape permit, plan check or design review are subject to the 2015 State Model Water Efficient Landscape Ordinance (MWELo) Requirements.

**Materials:**

High quality materials are encouraged and detailed specifications regarding materials will be required as part of the submittal package for the Final Design Review Phase. The selected materials should have a proven durability against deterioration. Materials should also be authentic, and not thin appliques. As presented, the materials are not indicated in the proposed design. However, if wood siding is desired, it should also be authentic in material, and not composed of manufactured materials with a faux wood grain finish to simulate the look of wood. The materials and detailing of the windows and volumetric transitions in the façade modulations of the building will be of particular interest during design review. In general, materials, and their contextual application, will be carefully analyzed for external material transitions, rhythm and composition, assembly/manufacturer specifications, finish, and sectional profile.

**Additional Information:**

Below are links to the design guidelines that apply to the project:

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

General Plan: <https://ww5.cityofpasadena.net/planning/wp-content/uploads/sites/56/2017/07/Land-Use-Element-2016-01-25.pdf>

[Design Guidelines for Neighborhood Commercial and Multi-Family Districts:](https://www.cityofpasadena.net/wp-content/uploads/sites/30/Neighborhood-Commercial-and-Multi-family-Residential-Districts.pdf?v=1599695445240)  
<https://www.cityofpasadena.net/wp-content/uploads/sites/30/Neighborhood-Commercial-and-Multi-family-Residential-Districts.pdf?v=1599695445240>

Design Guidelines of the Lincoln Avenue Specific Plan: <https://www.cityofpasadena.net/wp-content/uploads/sites/30/Lincoln-Avenue-Specific-Plan.pdf?v=1599695615537>

**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 also added to each fee. The current Fiscal Year 2020 application fees for this project are as follows:

- Preliminary Consultation \$750.00
- Concept Design Review \$2,786.00
- Final Design Review \$1,123.00

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



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**FIRE DEPARTMENT:**

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

**Mixed Use and Occupancy** : Where a building contains more than one occupancy group, the building or portion thereof shall comply with applicable provision of CBC Section 508.

**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 Apparatus Access Road**: 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.

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.

**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 150 feet of a fire 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.**



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- 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 to be submitted by contractor for review and approval prior to construction. PMC amended CFC Section 907.

**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 received.

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**FIRST SOURCE LOCAL HIRING:** No comments received.

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### HEALTH DEPARTMENT:

1. This project does not require health plan review.
2. Multi-family units 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 further information:
  - 8.78.071 – Prohibition of smoking in certain outdoor public places

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### HOUSING DEPARTMENT:

#### No Tenant Protection Ordinance

#### No Inclusionary Housing Requirement

The proposed project is a residential development containing fewer than ten (10) residential units; therefore, it is not subject to the City's Inclusionary Housing Requirements.

The proposed project does not involve the demolition of more multifamily rental units; therefore, the City's Tenant Protection Ordinance is not applicable.

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### DEPARTMENT OF PUBLIC WORKS (DPW):

#### General Statement:

The Department of Public Works has reviewed the application for PPR 2020-10000 at Lincoln Avenue and Canada Avenue. The PPR application is to allow the construction of 8-Unit Multifamily development in PS Zoning District near Lincoln Ave. /Canada Ave. intersection. The



project site is within the California Department of Transportation right-of-way. **No Assessor Parcel Number (APN) nor address is assigned to the land.** 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.

**Ownership:**

The subject property appears to be a California Department of Transportation right-of-way. The applicant shall provide proof of full ownership and/or the permission from the agency to build prior to developing the subject property.

**Dedication/Public Utility:**

The applicant shall dedicate any necessary land for the purpose of, but not limited to, street, sidewalk, public utility, and any other purpose, required by the City. 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.

All existing public utility easements shall be shown on all of the construction plans.

**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:**

Canada Avenue restorations fronting the subject development, shall be a full width (from gutter to gutter) cold milling and resurfacing of asphalt concrete roadway per Standard Plan S-415. The 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 frontages of Lincoln Avenue and Canada 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.

Each building of 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.

**Street Lighting:**

The applicant shall upgrade/renovate the existing street lighting system as follow:

- a. One (1) existing street light along the Lincoln Avenue frontage
- b. One (1) existing street light along Canada Avenue frontage

The upgrade/renovation shall include but not limited to new LED light(s), conductors, lamp socket, fuse, globe/lantern, globe holder, photo cell, and miscellaneous related parts.

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 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 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 submit fees, per the current General Fee Schedule, to cover the cost of plan checking and construction inspection of the improvements. Note that 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 public improvements plans and the plan check fees at least two (2) months prior to the issuance of any building or demolition permits.

**New Tree Planting:**

The applicant shall plant the officially designated street tree per the City's approved Master Street Tree Plan along the boundary of the subject property as required by the City.

**Existing City Tree Protection:**

The applicant shall protect the existing City trees along the frontage in accordance 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/>

**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.

**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 \$10,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is subject to refund or additional billing, and is a guarantee that the applicant will keep the site clean and safe, and will make permanent repairs to the abutting street improvements that are damaged, including striping, slurry seal/resurfacing, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. The deposit may be used for any charges resulting from damage to street trees. A processing fee will be charged against the deposit.

**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:

- 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.

- 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.
- Residential Impact Fee Ordinance - Chapter 4.17 of the PMC  
The ordinance was established to provide funds to mitigate the impact of new residential development on City parks and park and recreational facilities. A copy of the Residential Impact Fee Information Packet is available at the city webpage at: <https://www.cityofpasadena.net/public-works/engineering-and-construction/engineering/>. The Residential Impact Fee is based on the current Taxes, Fees and Charges Schedule (<https://www.cityofpasadena.net/finance/general-fund/fees-tax-schedules/>) and will be calculated and collected at the time of Building Permit Issuance.

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

The estimated Residential Impact Fee based on the current tax schedule and the submitted information in the application for this project. This amount is a rough estimate and for informational purposes only. The exact amount will be calculated at the time of Building Permit issuance.

- 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:



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- 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-Bowman at 626-744-3762.

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### **DEPARTMENT OF TRANSPORTATION (DOT):**

No comments provided.

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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 Lincoln Lofts located on Lincoln Ave & Canada Ave on the following basis:

- 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.



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- 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.



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

**Water Mains:**

Pasadena Water and Power (PWP), Water Division can serve water to this project. The proposed project site is served by two water mains:

1. A 12-inch cast iron main in Lincoln Avenue installed under Work Order 5600-350 in 1970. The water main is located approximately 53 feet east of the west property line of Lincoln Avenue.
2. An 8-inch cast iron main in Canada Avenue installed under Work Order 5600-370 in 1970. The water main is located approximately 15 feet north of the south property line of Canada Avenue.

Also note that there is a 20-inch non-potable water main located approximately 5 feet past the southwestern property line. This pipe **must be protected in place** during construction. Any damage to the pipe will be repaired at the cost to the owner/developer. The map below shows the location of pipe.

**Moratoriums:**

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

**Water Pressure:**

The approximate water pressure at this site is 75-80 psi.

**Water Service:**

PWP records reflect one 1-inch domestic service (18248) serving this project. 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. It is recommended to promptly submit an initial deposit for any change of water service to not delay construction of the development. Also, if it is determined by Public Works Department that street restoration is required, it will be paid in full by the owner/developer. The Public Works Department determines the limits of the street restoration.

**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.
- Water 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.
- 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.
- 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 Metering 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. The owner/developer shall install an approved double check valve backflow prevention assembly at each domestic water service. All dedicated irrigation services must have a Reduced Pressure Zone Valve Assembly (“RP”). The location of the backflow prevention assemblies shall be above ground within 20-feet of the property line, and the assemblies require registration and annual test certifications. 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 shall provide and install an approved double check valve backflow prevention assembly after the shut off valve and will install all piping behind the property line. The location of the backflow prevention assembly shall be above ground within 20-feet of the property line, and the assembly requires registration and an annual test certification. The owner/developer will pay for and install all water meters, provided by PWP, to each residential unit. Water meters must be installed horizontally and must be located in an open area or in a garage/parking area and must have a minimum 12-inch above grade in order for meter readers to have unrestricted access to them if needed. All dedicated irrigation services must have a RP. 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. The owner/developer shall install an approved double check valve backflow prevention assembly on each submeter. All dedicated irrigation services must have a RP. The backflow prevention assemblies require registration and annual test certifications. 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 two fire hydrants in close proximity to the project site. Fire hydrant 311B-31 is located on the west curb of Lincoln Avenue approximately 130 feet north of Anderson Place. Fire hydrant 311B-23 is located on the south curb of Canada Avenue approximately 300 feet west of Lincoln Avenue. There are no current fire flow tests available for these hydrants. If you would like to request fire flow information for this hydrant, please contact Linette Vasquez at (626) 744-7064.



**Project Location and Fire Hydrants Detail:**

