PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

June 10, 2026

Moises Barroso
JWDA-MS Architects
8932 East Mission Dr, Unit 101
Rosemead, CA 91770

Re: Single-Family Compatibility Permit #7377 **ZENT2025-00141**
Council District #4

Dear Mr. Barroso:

Your application for a **Single-Family Compatibility Permit** at **3140 East California Boulevard** was considered by the **Hearing Officer** on **June 3, 2026**.

SINGLE-FAMILY COMPATIBILITY PERMIT: To facilitate the construction of a new 4,955 square-foot, two-story single-family dwelling with a 467 square-foot attached garage that exceeds Neighborhood Compatibility. Based on a Neighborhood Compatibility Analysis, the allowable floor area of the house is 3,630 square feet. Applicant may exceed Neighborhood Compatibility subject to approval of a Single-Family Compatibility Permit, up to the maximum allowed gross floor area of all structures on the site (5,799 square feet).

After careful consideration of this application, and with full knowledge of the property and vicinity, the Hearing Officer made the findings as shown on Attachment A to this letter. Based upon these findings, the Hearing Officer:

1) Adopt the Environmental Determination that the project is exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15303, Class 3, New Construction and Conversion of Small Structures); and

2) Approved **Single-Family Compatibility Permit** with the conditions in Attachment B and in accordance with approved plans stamped **June 3, 2026.**

In accordance with Section 17.64.040 (Time Limits and Extensions) of the Pasadena Municipal Code (PMC), the exercise of the right granted under this application must be commenced within three years of the effective date of the approval, unless otherwise specified in the conditions of approval. This approval is eligible for two one-year extensions. Each one-year extension is required to be reviewed and approved by the Planning and Community Development Director. In order for a project to be eligible for a time extension, the applicant is required to submit the required fee and time extension application to the Permit Center prior to the expiration date of the

land use entitlement. The right granted by this approval may be revoked if the entitlement is exercised contrary to the conditions of approval or if it is exercised in violation of the Zoning Code.

Please be advised that pursuant to Section 17.64.040.B (Exercise of permit) of the PMC, the rights granted by this approval is vested when a building permit has been issued and construction diligently pursued to completion; or when a Certificate of Occupancy has been issued by the City; or if no building permit is required, when the use has commenced; or for project that also requires Design Review, when an application for Concept Design Review has been filed and determined complete within 12 months from the effective date of this approval. It should be noted that the time frame within which judicial review of the decision must be sought is governed by California Code of Civil Procedures, Section 1094.6.

You are hereby notified that, pursuant to Chapter 17.72 (Appeals) of the PMC, any person affected or aggrieved by the decision of the Hearing Officer has the right to appeal this decision to the Board of Zoning Appeals within **ten days**, with the decision being effective the following day. If the tenth day falls on a day when City offices are closed, the appeal deadline shall be extended through the next day when offices are open. The last date to appeal this case will be **June 15, 2026**, and the effective date will be **June 16, 2026**. Prior to the effective date, a member of the City Council or Planning Commission may request that it be called for review to the Board of Zoning Appeals. However, if there is a request for a call for review, the appeal period will continue to run. The regular Appeal fee is $1,697.70. The Appeal fee for non-profit community-based organizations is $848.85.

Any permits necessary may be issued to you by the Building Division on or after the effective date stated above. A building permit application may be submitted before the appeal deadline has expired with the understanding that should an appeal be filed, your application may, at your expense, be required to be revised to comply with the decision on the appeal. A copy of this decision letter shall be incorporated into the plans submitted for building permits.

For further information regarding this case, please contact **Alison Walker** at **(626) 744-6742** or **awalker@cityofpasadena.net**.

Sincerely,



Beilin Yu
Zoning Administrator

Enclosure: Attachment A (Specific Findings)
Attachment B (Conditions of Approval)
Attachment C (Site Plan)

xc: City Manager, City Clerk, City Council, City Council District Liaisons, Planning Commission, Hearing Officer, Building Division, Public Works Department, Design and Historic Preservation Section, Department of Transportation, Department of Water and Power, Fire Department, Code Compliance, Director of Planning and Community Development, Deputy Director of Planning and Community Development, Case File

ATTACHMENT A
SPECIFIC FINDINGS FOR SINGLE-FAMILY COMPATIBILITY PERMIT #7377

Single-Family Compatibility Permit – To exceed the Neighborhood Compatibility Analysis

1. *The design, location, and size of proposed structures and/or additions or alterations to existing structures will be compatible with existing and anticipated future development along both sides of the blockface in terms of aesthetics, height, materials, massing, and scale.* The design, location and size of the proposed dwelling is compatible with existing and anticipated future development along both sides of the blockface as it is consistent with the aesthetics, height, materials massing and scale. Within the neighborhood, one- and two-story single-family residences that were built during different development periods and in various architectural styles, including Spanish Revival, Minimal Traditional, and Ranch style houses. The proposed design of the new residence features characteristics of the Spanish Revival style including an articulated form, a hipped roof form clad in clay tiles, exterior walls clad in stucco, rectangular and arched windows and openings, and second-story balconies. The façade is designed with a balanced composition that incorporates a hierarchy of articulated elements including the central main entrance, fenestration pattern consisting of varied but balanced groupings of window openings, and projecting forms along the front elevation. There is an attached garage proposed on the east side of the house.

   The proposed aesthetics and materials are compatible with the proposed architectural style of the house, and of the houses on the blockface designed in the same Spanish Revival architectural style. Additionally, the proposed project height, massing, and scale will not overpower the existing blockface, as the project maintains contextual consistency with the original height of the house, setbacks, and incorporates second-story balconies which further break down the massing and scale of the house. Much of the proposed footprint of the house will sit within the footprint of the original house, reducing visible impacts to the neighborhood.

2. *The proposed project includes contextual front yard setbacks and residence entryways consistent in scale with entries on both sides of the blockface. Blockfaces with 4 or fewer lots may include additional blockfaces within the 500-foot neighborhood to meet this finding.* The proposed dwelling and the new entryway would be in generally the same location as the existing dwelling. The average front yard setback along the blockface is 46’-4”. The existing dwelling provides a 52-foot front yard setback and the proposed second-story dwelling would be located at least 48 feet from the front property line. The existing Spanish Revival architecture will be represented in various elements of the proposed dwelling, such as the arched double door entryway framed by two concrete columns. Therefore, staff finds that the project is consistent with the residential character on both sides of the blockface and would not pose an impact to the contextual front yard setbacks and entryways.

ATTACHMENT B
CONDITIONS OF APPROVAL FOR SINGLE-FAMILY COMPATIBILITY PERMIT #7377

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

General

1. The site plan, floor plan, elevations, and building sections submitted for building permits shall substantially conform to plans stamped “Approved at Hearing, June 3, 2026”, except as modified herein.

2. This approval allows for the construction of a 4,955 square-foot two-story dwelling with an attached 467 square-foot attached two-car garage as depicted in the plans submitted with this application, stamped “Approved at Hearing, June 3, 2026.”

3. The right granted under this application must be enacted within 36 months from the effective date of approval. It shall expire and become void unless an extension of time is approved in compliance with Zoning Code Section 17.64.040.C (Time Limits and Extensions – Extensions of Time).

4. Any change to the proposed project or scope of work may require the modification of this Single-Family Compatibly Permit (SCP) or a new SCP.

5. The applicant or successor in interest shall meet the applicable code requirements of all City Departments.

6. The final decision letter and conditions of approval shall be incorporated in the submitted building plans as part of the building plan check process.

7. The proposed project, Activity Number's **ZENT2025-00141**, is subject to the Inspection Program by the City. A Final Zoning Inspection is required for your project prior to the issuance of a Certificate of Occupancy or approval of the Final Building Inspection. Contact Alison Maldonado-Walker, Current Planning Section, at (626) 744-6742 or awalker@cityofpasadena.net to schedule an inspection appointment time.

Planning Division

8. The applicant shall comply with all other requirements of the Zoning Code, including the applicable development standards provided in Chapter 17.22 (Residential Zoning Districts).

9. No demolition or grading permit shall be issued until the building permit for the residential project is ready to be issued.

10. The project shall comply with Municipal Code Chapter 8.52 (City Trees and Tree Protection Ordinance). A tree protection and retention plan shall be submitted to the Zoning Administrator for approval prior to the issuance of any building or grading permits. Any proposal to remove a protected tree requires approval of a Tree Removal Application prior to the issuance of building permits.

11. The applicant or successor in interest shall comply with all requirements of Municipal Code Chapter 9.36 (Noise Restrictions). Specifically, all construction activities shall adhere to Municipal Code Section 9.36.070 (Construction Projects) and Section 9.36.080 (Construction Equipment).

12. Any above-ground mechanical equipment shall be located at least five feet from all property lines and shall comply with the screening requirements of Zoning Code Section 17.40.150 (Screening). Mechanical equipment shall be placed on a rooftop only if the equipment is not visible from off the site.

13. Prior to Certificate of Occupancy, the applicant shall install additional screening landscape along the eastern property line. The proposed size and species of planting materials shall be indicated on the building plan check submittal and reviewed by the Current Planning section.

14. Treated privacy glass shall be installed at all second story windows on the east and west elevation prior to Certificate of Occupancy. The proposed window treatment and locations shall be indicated on the building plan check submittal and reviewed by the Current Planning section.

15. Prior to Certificate of Occupancy, the rear balcony shall provide screening to reduce visibility into the neighboring properties to the east and west. The proposed screening shall be indicated on the building plan check submittal and reviewed by the Current Planning section.

Public Works Department

16. The applicant shall construct all new concrete sidewalk per Standard Plan S-421 on California Boulevard fronting the property. They shall be completed prior to the issuance of Certificate of Occupancy.

17. 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.

18. Pruning of street trees may be required to facilitate the construction of the project. The work shall be done by the City's crew. The applicant shall be responsible for the cost of pruning the street trees and submit to the Department of Public Works the appropriate fee per General Fee Schedule, for the City crew to prune the street trees.

19. Any proposed removal of public street trees shall be subject to the review and support of the City's Urban Forestry Advisory Committee.

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

21. To protect existing City trees during construction, the applicant shall fully conform 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/

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

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

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

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

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

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

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

29. In order to ensure that the developer maintains a clean and safe site during the construction phase of development, the applicant shall place a $5,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is a guarantee that the applicant will keep the site clean and safe, and will make permanent repairs to the abutting street improvements that are damaged, including striping, slurry seal/ resurfacing, street trees, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site. This deposit may also be used for charges due to damage to existing street trees and for City personnel to review traffic control plans and maintain traffic control.

30. 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.

31. All costs associated with these conditions shall be the applicant's responsibility. Unless otherwise noted in this memo, all costs are based on the General Fee Schedule that is in effect at the time these conditions are met.

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

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

Water & Power – Water

32. PWP records reflect that there is one 3/4-inch domestic service serving the project, the service was installed in 1952 (#30280). The existing water service should be sufficient for the project. If the applicant or the Fire Department requests an upgrade, please reach out to Utility Services Planning at (626) 744-4495. Per Water Regulations Section IV. a., service connection shall not be used to supply water services to any parcel of land other than the parcel for which the service connection is assigned. Should the project request new water service or upgrade water service, the multiple parcels are required to be combined into one parcel as condition of new/upgrade water service. 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. 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 and any services 50 years and older require abandonment.

Water & Power – Power

33. Applicant must contact PWP electrical service planning for proposed electric panel upgrade. Approval will be contingent on adhering to the approved electrical design and installation to PWP electrical installation standards. For questions, call 626-744-4495 or email esp@cityofpasadena.net. Only one main electrical panel is permitted per parcel.

ATTACHMENT C
SITE PLAN

