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CITY CLERK



CITY COUNCIL  
JOHN J. KENNEDY  
COUNCILMEMBER  
DISTRICT 3

30 September 2013

Mark Jomsky  
City Clerk  
City of Pasadena  
100 North Garfield Avenue  
Pasadena, California 91109

Re: Conditional Use Permit #6032 – 645 East Walnut Avenue –  
Council District #3 (PLN2013-00138)

Dear Mr. Jomsky:

I request that the decision of the hearing officer on the matter referenced above be placed on the next City Council agenda for consideration of a call for review to the Board of Zoning Appeals.

Thank you.

Respectfully,

John J. Kennedy

10/07/2013

Item 8



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

PLANNING DIVISION

September 23, 2013

Cliffhaven Companies, Inc.  
Ralph W. Deppisch  
4340 Von Karman Avenue #110  
Newport Beach, CA 92660

**Subject: Conditional Use Permit #6032  
645 East Walnut Avenue  
Council District #3**

**PLN2013-00138**

Dear Mr. Deppisch:

Your application for a **Conditional Use Permit** at **645 East Walnut Avenue** was considered by the **Hearing Officer** on **September 18, 2013**.

**CONDITIONAL USE PERMIT:** To allow the demolition of a one-story 1,400 square foot commercial building and the construction of a new one-story 2,700 square foot convenience store (7-Eleven) and 10 surface parking spaces. Establishment of a convenience store use within the CD-3 (Central District Specific Plan, Walnut Housing subdistrict) zoning district requires the approval of a Conditional Use Permit.

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, it was decided by the Hearing Officer that the **Conditional Use Permit** be **approved** with the conditions in Attachment B and in accordance with submitted plans stamped **September 19, 2013**.

In accordance with Section 17.64.040 of the Pasadena Municipal Code, the exercise of the right granted under this application must be commenced within three years of the effective date of the approval. This approval is eligible for two one-year extensions. Each one year extension is required to be reviewed and approved by the Hearing Officer at a noticed public hearing. 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.

You are advised that an application for a building permit is not sufficient to vest the rights granted by this approval. The building permit must be issued and construction diligently pursued to completion prior to the expiration of this approval. It should be noted that the time

frame within which judicial review of the decision must be sought is governed by California Code of Civil Procedures, Section 1094.6.

You are hereby notified that, pursuant to Pasadena Municipal Code Chapter 17.72, any person affected or aggrieved by the decision of the Hearing Officer has the right to appeal this decision within **ten days (September 30, 2013)**. The effective date of this case will be **October 1, 2013**. Prior to such 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. 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 decision becomes effective on the eleventh day from the date of the decision. The regular Appeal fee is \$3,159.37. The Appeal fee for Non-profit Community-based Organizations pre-registered with Neighborhood Connections is \$1,579.69.

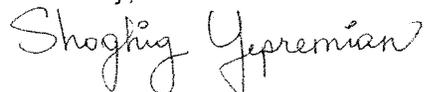
Any permits necessary may be issued to you by the Building Division on or after the effective date stated above. A building permit application may be submitted before the appeal deadline has expired with the understanding that should an appeal be filed, your application may, at your expense, be required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

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15332, Class 32, In-Fill Development Projects.

Class 32 specifically exempts from environmental review in-fill development where: 1) the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations; 2) the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; 3) the project site has no value as habitat for endangered, rare or threatened species; 4) approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and 5) the site can be adequately served by all required utilities and public services.

For further information regarding this case please contact **Beilin Yu** at **(626) 744-6726**.

Sincerely,



Shoghig Yepremian  
Hearing Officer

Enclosures: Attachment A, Attachment B, Attachment C (site map)

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

**ATTACHMENT A**  
**SPECIFIC FINDINGS FOR CONDITIONAL USE PERMIT #6032**

Conditional Use Permit – To establish a convenience store use

1. *The proposed use is allowed with a Conditional Use Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code* in that the proposed convenience store is allowed with the approval of a Conditional Use Permit in the CD-3 (Central District Specific Plan, Walnut Housing Subdistrict) District.
2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district* in that the subject site is located in the CD-3 (Central District Specific Plan, Walnut Housing Subdistrict) District. Chapter 17.30 – Central District Specific Plan – provides that “the primary purpose of CD zoning district is to implement the objectives and policies of the Central District Specific Plan by providing for a diverse mix of land uses designed to create the primary business, financial, retailing, and government center of the City. It emphasizes the concept of higher density, mixed-use environment that will support transit- and pedestrian-oriented mobility strategies”. The proposed convenience store is classified as a pedestrian-oriented use under the City’s Zoning Code. The new building is proposed along the street property with an outdoor patio and a large entrance, features which engage the street and encourage pedestrian activity. The proposed convenience store also supports the existing nearby residents, students from the Fuller Seminary, as well as the employees of the surrounding office commercial uses.
3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan* in that “Objective 10 – Diverse Economy” of the City’s General Plan encourages the City to promote a diverse economic base that serves local residents by providing jobs, by providing city revenues, by enhancing the dynamic social and cultural life, and by meeting the needs of international competition. Specifically, “Policy 10.6 – New Business” encourages new business to provide retail and other services, and employment and other opportunities for Pasadena residents and visitors. The proposed convenience store will provide retail and other services to the residents of the Central District, as well as the students of the nearby Fuller Seminary. Walnut Street is a major thoroughfare, and the establishment of a convenience store at the subject site will also provide retail and other services to visitors traveling to and from Pasadena.
4. *The establishment, maintenance, or operation of the use would not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use* in that the convenience store is located within the Central District Specific Plan, which in itself is an urban area with a mixture of commercial and residential uses located in close proximity, where the noise levels may be higher than in a typical residential area. The convenience store is proposed to operate 24 hours per day, which businesses within the Central District are allowed by right to operate 24 hours per day. With recommended conditions to provide a uniformed security guard during all hours of operation as well as a condition limiting the hours of loading, unloading, and trash pick-up, the operation of a 24-hour convenience store will not differ from the operation of other nearby uses to the point of resulting in a detriment to the health, safety and general welfare of persons residing or working in the surrounding area.

5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City in that the site will be improved as part of the project to provide the required number of parking spaces, therefore the parking will not spill over to the surrounding streets. Additionally, the proposed ingress and egress driveway locations have been reviewed by the Department of Transportation and Public Works to ensure a safe circulation pattern. A Traffic Impact Study was conducted which determined that there will be no project-related traffic impacts with the condition that the egress driveway along El Molino Avenue allows for a right-turn only.*
  
6. *The design location, operating characteristics, and size of the proposed use would be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, scale, and view protection in that the proposal does not convey an overdeveloped appearance in this area in that the new commercial building complies with all applicable Central District development standards in terms of height, setback, floor area ratio, and parking. Furthermore, the placement of the proposed building at the southeast corner of the property close to the street property lines engages the street and encourages pedestrian activity, which is consistent with the Transit Oriented Development standards. Convenience store use is also classified as a pedestrian oriented use in the City's Zoning Code.*

**ATTACHMENT B**  
**CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMIT #6032**

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

1. The proposed project shall substantially conform to the site plan submitted with this application and dated "Received at Hearing September 18, 2013", except as modified herein. This approval is for the construction of a new 2,700 square foot one-story commercial building to allow the establishment of a convenience store use (7-Eleven).
2. The Zoning Administrator, at any time, can call for a review of the approved conditions at a duly noticed public hearing before the Hearing Officer. These conditions may be modified or new conditions added to reduce any impacts of the use.
3. Any change to these conditions of approval or expansion of the use shall require the modification of this Conditional Use Permit or approval of a new Conditional Use Permit.
4. There will be no sale or consumption of alcohol unless a new Conditional Use Permit application is reviewed and approved by the Hearing Officer.
5. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
6. A copy of the decision letter and conditions of approval shall be attached to any building plan check associated with this approval.
7. The proposed project, Activity Number PLN2013-00138, is subject to Final Zoning Inspection. A Final Zoning Inspection is required for the project prior to the issuance of a Certificate of Occupancy or its equivalent. In addition, the project requires Condition Monitoring to determine compliance with the conditions of approval. The Condition Monitoring inspection will occur during the term of the project. Contact the Planning Case Manager, Beilin Yu at (626) 744-6726 to schedule an inspection appointment time and set up monitoring fees. Required monitoring fees for inspections shall be paid on or after the effective date of this permit. All fees are to be paid to the cashier at the Permit Center located at 175 N. Garfield Avenue. The cashier will ask for the activity number provided above. Failure to pay the required monitoring fees prior to initiating your approved land use entitlement may result in revocation proceedings of this entitlement.

Planning Division

8. The proposed project shall obtain Design Review approval by the Design and Historic Preservation Section of the Planning Division prior to the issuance of a building/grading permit.
9. A total of 10 parking spaces shall be provided for the proposed 2,700 square foot convenience store. In the event that the building size or the use changes, parking shall be provided accordingly.
10. The proposed building shall be located a maximum of 5'-0" from any property line fronting a street (Walnut Street and El Molino Avenue).

11. A minimum of 1,323 square foot of landscaping shall be provided within the proposed surface parking lot.
12. A final landscape plan must be submitted for the Zoning Administrator's review and approval prior to the issuance of any grading and/or building permit for this project. The final landscape plan shall specify the species of the tree, the size, and the location. The landscaping shall be installed prior to the issuance of the Certificate of Occupancy.
13. A 24-hour "hot line" phone number shall be provided for the receipt of complaints from the community regarding the subject facility and shall be:
  - a. Posted at the entry;
  - b. Posted at the Customer Service desk; and
  - c. Provided to the immediate neighbors, schools, and the Neighborhood Association.
14. The property owner/operator shall keep a log of complaints received, the date and time received, and the disposition of the response. This shall be available for inspection by the Zoning Administrator and/or the Police Department.
15. Loitering is prohibited at all times on or around these premises or the area under control of the applicant.
16. The site and surrounding area shall be maintained in a litter-free and graffiti-free manner. Any graffiti that should appear on the site shall be removed within 48 hours.
17. The proposed refuse storage area shall comply with Section 17.40.120 of the City's Zoning Code. The plans for the building plan check associated with this approval shall indicate size of the refuse storage area, the height and material of the enclosure and gate.
18. Trash/recycling containers shall be locked when not being used.
19. Trash/recycling containers shall not be placed in or block access to required parking.
20. Trash/recycling items shall not be emptied or disposed into outside containers earlier than 9:00 a.m. or later than 9:00 p.m.
21. Truck loading, unloading, and trash pick-up is allowed only between the hours of 7:00 a.m. and 9:00 p.m., Monday through Friday, and between 9:00 a.m. and 5:00 p.m. on Saturdays. No truck loading, unloading, or trash pick-up is allowed on Sundays.
22. Signage, subject to the review and approval of the Zoning Administrator, shall be posted inside the tenant space advising patrons to be respectful of the nearby residents during the early or late hours of operation.
23. A directional sign, subject to the review and approval of the Zoning Administrator, shall be posted that indicates that left turns are not permitted from the parking lot onto El Molino Avenue.
24. New signage shall comply with Chapter 17.48-Signs of the Zoning Code.

25. Both the front and rear entrances to the convenience store shall remain open during all hours of business.
26. No video games shall be permitted.
27. These conditions of approval must be posted in a conspicuous location for public viewing within the convenience store on a continuous basis for the life of this Conditional Use Permit beginning on the date the use commences.
28. The project shall comply with Chapter 9.36 (Noise Restrictions) of the City's Municipal Code.
29. No mechanical equipment shall be permitted on any roof unless property screened, or in an enclosure designed to be architecturally compatible with the building. All screening must be reviewed and approved by the Zoning Administrator.
30. Prior to the issuance of the building permit, an outdoor lighting plan shall be submitted to provide proper outdoor lighting of the building and parking lot in compliance of Section 17.40.080 of the Zoning Code. Any proposed outdoor lights shall be downcast as to avoid undue glare onto the adjacent residential properties.
31. Prior to the issuance of any building/grading permit, the applicant shall submit a security plan for the Zoning Administrator and Police Department's review and approval. The security plan shall include but not be limited to: the installation security video surveillance system for the interior and exterior of the building, and an outdoor lighting plan. In the event that a pattern of security problems relating to and including but not limited to crimes, loitering, and noise violations of Chapter 9.36 (Noise Restrictions) of the City's Municipal Code should occur with the proposed convenience store as reported by the Police Department, the applicant shall meet with the Police Department and the Planning and Community Development Department to establish additional security measures.
32. Prior to the issuance of a certificate of occupancy, the measures outlined in the approved security plan shall be installed and operational.
33. A construction traffic, staging, and management plan shall be submitted to and approved by the Public Works Department and Transportation Department prior to issuance of any permits. The construction traffic, staging, and management plan shall include information on the removal of demolished materials as well as the on-site storage of new construction materials. A copy of the approved construction traffic, staging, and management plan shall be furnished to the Current Planning Section for inclusion into the case file for this project. The plan shall be available for public review.

#### Building and Safety Division

34. The project shall comply with all relevant accessibility codes at time of the building permit application submittal. This will be verified during the plan check process.

#### Department of Public Works

35. The proposed outdoor patio shall not encroach into the public right-of-way on the El Molino frontage. The applicant shall relocate all structures onto the private property.

36. The proposed site plan indicates an 8-ft wide sidewalk on Walnut Street. The existing sidewalk is 10 feet wide and shall remain the same.
37. There is an existing storm drain culvert with two curb inlet openings fronting the subject property in accordance with the attached Pasadena Drawing No. K-117. A closed circuit television (CCTV) inspection of the drain shall be performed and a CCTV inspection tape submitted to the Department of Public Works for review. The inspection shall include footage from the outlet at the curb to approximately 37 feet north, with no flow in the pipe during the televising. The property address, date of inspection, and a continuous read-out of the camera distance from the starting point shall be constantly displayed on the video. The applicant shall correct any defects revealed by the inspection. Defects may include soft, loose, cracked, delaminated, honeycombed, unsound concrete; exposed, oxidized or corroded reinforcing bars; or other defects as determined by the City Engineer. The method of correction of the defects shall be subject to the approval of the City Engineer, and may include but not limited to partial or total replacement of the culvert and/or access structure, or installation of a structural or non-structural pipe liner. The applicant shall be responsible for all costs required to obtain the CCTV inspection of the existing culvert, and if required, to correct the defects.
38. The proposed development shall connect to the public sewer with a 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.
39. All new drive approaches shall be constructed in accordance with Pasadena Standard Plan S-403.
40. The applicant shall close any unused drive approach with standard concrete curb, gutter and sidewalk and shall repair any existing or newly damaged curb, gutter and sidewalk, without cutting the asphalt pavement along the subject frontage prior to the issuance of a Certificate of Occupancy. Sawcutting shall be done along the flowline. Existing street trees shall be protected using the City's Tree Protection Standards available from the Parks and Natural Resources Division. The existing storm drain catch basin on the Walnut Street frontage shall be reconstructed to the satisfaction in accordance with APWA standard plan 300-2.
41. If the proposed improvement drains to the driveway, the applicant shall construct a non-sump grate drain in the driveway at the back of the sidewalk. This drain shall discharge to the street at an approved angle in a cast iron curb drain or an approved curb outlet. The construction of the grate drain shall be completed prior to the issuance of Certificate of Occupancy.
42. If the existing street lighting system along the project frontages is in conflict with the proposed development/driveway, it is the responsibility of the applicant to relocate the affected street lights, including conduit(s), conductors, electrical services, pull boxes and

miscellaneous appurtenant work in a manner that complies with the requirements and receives the approval of the Department of Public Works.

43. The applicant shall plant and maintain, for a period of three years, a maximum of three officially designated street trees per the City approved master street tree plan (*Pistacia chinensis*, Chinese pistache) on Walnut Street frontage and install and maintain an irrigation system for the trees. Location(s) will be finalized in the field by the Department of Public Works. Plans for the irrigation system shall be submitted to the Department for review and approval.

Tree(s) must meet the City's tree stock standards, be inspected by the City, and be planted according to the details provided by the Parks and Natural Resources (PNR) Division. PNR can be reached at (626) 744-3846. The tree(s) shall be approved by the Forestry Supervisor prior to the issuance of a Certificate of Occupancy. All new tree(s) shall be maintained by either an existing or a new irrigation system constructed by the applicant.

The applicant shall also submit a tree establishment deposit to guarantee the new tree(s) for a minimum of 90 calendar days. The maintenance within the establishment period shall consist of watering the new tree(s); the removal of weeds; the adjustment to grade of any trees that settle; and any other operations needed to assure normal tree growth. The applicant shall replace any tree(s) which, for any reason, die or are damaged under its care. The 90-day tree establishment period shall commence on the day that the Certificate of Occupancy is issued. Said deposit may be included as part of the construction guarantee if applicable, and is subject to partial refund or additional billing.

44. 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. 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. A processing fee will be charged against the deposit.
45. Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging and Traffic Management Plan to the Department of Public Works for review and approval. The template for the Construction Staging and Traffic Management Plan can be obtained from the Department of Public Works webpage at: [http://cityofpasadena.net/PermitCenter/Plans\\_Submittal\\_Checklists/](http://cityofpasadena.net/PermitCenter/Plans_Submittal_Checklists/). A deposit, based on the General Fee Schedule, is required for plan review and on-going monitoring during construction. This plan shall show the impact of the various construction stages on the public right-of-way including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. An occupancy permit shall be obtained from the department for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be done in accordance with the WATCH Manual, current Edition. If the public right-of-way

occupation requires a diagram that is not a part of the WATCH Manual, 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.

In addition, prior to the start of construction or the issuance of any permits, the applicant shall conduct a field meeting with an inspector from 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.

46. 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.

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

a) Sewer Facility Charge - Chapter 4.53 of the Pasadena Municipal Code (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.

b) Sidewalk Ordinance - Chapter 12.04 of the 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 sidewalk along the subject frontage prior to the issuance of a Certificate of Occupancy or any building permit for work in excess of \$5,000 pertaining to occupancy or construction on the property in accordance with Section 12.04.031, entitled "Inspection required for Permit Clearance" of the PMC.

c) City Trees and Tree Protection Ordinance - Chapter 8.52 of the PMC  
The ordinance provides for the protection of specific types of trees on private property as well as all trees on public property. No street trees in the public right-of-way shall be removed without the approval of the Urban Forestry Advisory Committee.

d) Stormwater Management and Discharge Control Ordinance – Chapter 8.70 of the PMC  
This project is subject to the requirements of the City's Storm Water and Urban Runoff Control Regulation Ordinance which implements the requirements of the Regional Water Quality Control Board's Standard Urban Storm Water Mitigation Plan (SUSMP). Prior to the issuance of any demolition, grading or construction permits for this project, the developer shall submit a detailed plan indicating the method of SUSMP compliance. Information on the SUSMP requirements can be obtained from the Permit Center's webpage at [http://cityofpasadena.net/PermitCenter/Plans\\_Submittal\\_Checklists/](http://cityofpasadena.net/PermitCenter/Plans_Submittal_Checklists/)

e) Construction and Demolition Waste Ordinance, Chapter 8.62 of the PMC  
The applicant shall submit the following plan and form which can be obtained from the Permit Center's webpage at [http://cityofpasadena.net/PermitCenter/Plans\\_Submittal\\_Checklists/](http://cityofpasadena.net/PermitCenter/Plans_Submittal_Checklists/) and the Recycling Coordinator, (626) 744-7175, for approval prior to the request for a permit:

- i. C & D Recycling & Waste Assessment Plan – Submit plan prior to issuance of the permit. A list of Construction and Demolition Recyclers can be obtained from the Recycling Coordinator.
- ii. Monthly reports must be submitted throughout the duration of the project.
- iii. Summary Report with documentation must be submitted prior to final inspection.

48. 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. 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.

#### Department of Transportation

49. The unused drive approaches at the property frontages shall be closed with standard concrete curb, gutter and sidewalk; and any existing or newly damaged curb, gutter and sidewalk shall be repaired per the requirements of the Department of Public Works.
50. Any proposed driveways shall be constructed per City of Pasadena Standard Plan S-403.
51. Pavement striping on private property shall indicate right-turn only arrows at the exit driveways.
52. The Walnut Street driveway shall operate as a right-in, right-out driveway.
53. The El Molino Avenue driveway shall operate as an exit-only, right-turn only driveway.
54. Appropriate signage shall be placed at the Walnut Street and El Molino Avenue driveway locations to indicate no left turn at the driveway entrance and exit.
55. The project shall pay the corresponding Traffic Reduction and Transportation Improvement Fee (TR-TIF) for the project at the time of building permit issuance. The current fee for residential use is \$9.28 per square feet of retail with credit given to the previous Greyhound Bus Terminal at this project address. The TR-TIF is subject to change based on the current General Fee Schedule and total payment would be based on the final scope at the time of project approval. This payment shall be made at Window #8 in the Permit Center located at 175 N Garfield Ave, Pasadena CA 91109.
56. The applicant shall contribute funds to the Neighborhood Traffic Management Capital Improvement Program (Fund Number 75903). The funds will be used to implement traffic management measures to protect neighborhoods potentially influenced by the project's traffic.  
Fee: \$5,000

\*\* The applicant shall make this payment payable to the City of Pasadena and delivered to the Department of Transportation office, Attention: Steve Augustyn at 221 E. Walnut Street, Suite 210, Pasadena, CA 91101.

57. The project shall provide the Code required number of vehicle and bicycle parking spaces per the Zoning Code.
58. Existing on-street parking conditions fronting this project should be maintained.
59. Pursuant to Zoning Code 17.46.260, all loading shall be designed and maintained so that the maneuvering, loading, or unloading of vehicles does not interfere with the orderly movement of traffic and pedestrians on any street.
60. A circulation plan for the parking lot shall be reviewed and approved by the Department of Transportation prior to the issuance of the first permit for construction (i.e. demolition, foundation, grading, or building). The loading zone area and loading hours shall be included on the plan. The plan shall be drawn to a 1"=20' or 1"=40' scale.

#### Fire Department

61. This project shall comply with requirements of California Fire Code (CFC), California Building Code (CBC), and Pasadena Municipal Code (PMC). All new projects shall be protected with fire sprinkler system.

