



**CITY OF SOUTH PASADENA  
DESIGN REVIEW BOARD**

**AGENDA**  
**REGULAR MEETING**  
**THURSDAY, APRIL 6, 2023**  
**6:30 P.M.**

**CITY COUNCIL CHAMBERS**  
**1424 MISSION STREET, SOUTH PASADENA, CA 91030**

*South Pasadena Design Review Board Statement of Civility*

*As your appointed governing board we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

The South Pasadena Design Review Board Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030.

The Meeting will be available:

- In Person – City Council Chambers, 1424 Mission Street, South Pasadena
- Via Zoom: <https://us02web.zoom.us/j/89814060953> **Meeting ID: 898 1406 0953**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the two methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link: <https://us02web.zoom.us/j/89814060953>

**CALL TO ORDER:** Chair Samantha Hill

**ROLL CALL:** Chair Samantha Hill  
Vice-Chair Melissa Hon Tsai  
Board Member Joe Carlson  
Board Member Brian Nichols  
Board Member Kay Younger

**COUNCIL LIAISON:** Councilmember Janet Braun

**APPROVAL OF AGENDA**

Majority vote of the Board to proceed with Board business.

**DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS**

Disclosure by Board of site visits and ex-parte contact for items on the agenda.

**PUBLIC COMMENT AND SUGGESTIONS** ([Public Comments are limited to 3 minutes](#))

The Design Review Board welcomes public input. If you would like to comment on an agenda item, members of the public may participate by means of one of the following options:

Option 1:

Participate in-person at the City Council Chambers, 1424 Mission Street, South Pasadena, CA 91030.

Option 2:

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 3:

Email public comment(s) to [PlanningComments@southpasadenaca.gov](mailto:PlanningComments@southpasadenaca.gov).

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on, and
- 3) Submit by no later than 12:00 p.m., on the day of the Design Review Board meeting.

NOTE: Pursuant to State law, the Design Review Board may not discuss or take action on issues not on the meeting agenda, except that members of the Design Review Board or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

**PUBLIC COMMENT**

**1. Public Comment – General (Non-Agenda Items)**

**BUSINESS ITEM**

**2. Design Review Board Reorganization**

Recommendation

Select a Chair and Vice-Chair.

**PUBLIC HEARING**

- 3. 915 Adelaine Avenue (APN: 5313-007-036), Project No. 2544-DRX:** A request for a Design Review Permit for a new 505-square-foot second floor addition to an existing one-story, 2,126-square-foot single-family residence. In accordance with the California Environmental Quality Act (CEQA), this project qualifies for a Categorical Exemption under Section 15301, Class 1 (Existing Facilities).

**Recommendation:**

Find the project exempt from CEQA pursuant to Section 15301. Approve the project, subject to the recommended conditions of approval.

**ADMINISTRATION**

- 4. Comments from City Council Liaison**
- 5. Comments from Board Members**
- 6. Comments from Subcommittees**
- 7. Comments from Staff**

**ADJOURNMENT**

- 8. Adjourn to the Regular Design Review Board meeting scheduled for May 4, 2023 at 6:30 p.m.**

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Design Review Board meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/design-review-board/design-review-board-agendas-and-minutes>

Agenda related documents provided to the Design Review Board are available for public review on the City’s website. Additional documents, when presented to Design Review Board, will also be uploaded and available on the City’s website.

**AGENDA NOTIFICATION SUBSCRIPTION**

Individuals can be placed on an email notification list to receive forthcoming agendas by emailing [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or calling the City Clerk’s Division at (626) 403-7230.

**ACCOMMODATIONS**



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City’s website as required by law.*

3/30/2023  
Date

  
\_\_\_\_\_  
Sandra Robles, Associate Planner



# Design Review Board Agenda Report

ITEM NO. 3

**DATE:** April 6, 2023

**FROM:** Angelica Frausto-Lupo, Community Development Director  
Matt Chang, Planning Manager

**PREPARED BY:** Mackenzie Goldberg, Assistant Planner

**SUBJECT:** **Project No. 2544-DRX – A request for a Design Review Permit for a new, 505 square foot, second floor addition to an existing one-story, 2,126 square foot single-family residence at 915 Adelaine Avenue (APN: 5313-007-036); finding project exempt under California Environmental Quality Act (CEQA) Guidelines, Section 15301.**

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## RECOMMENDATION

Staff recommends that the Design Review Board (DRB):

1. Find the project exempt under California Environmental Quality Act (CEQA) Guidelines, Section 15301.
2. Approve Project No. 2544-DRX, subject to conditions of approval (**Attachment 1**).

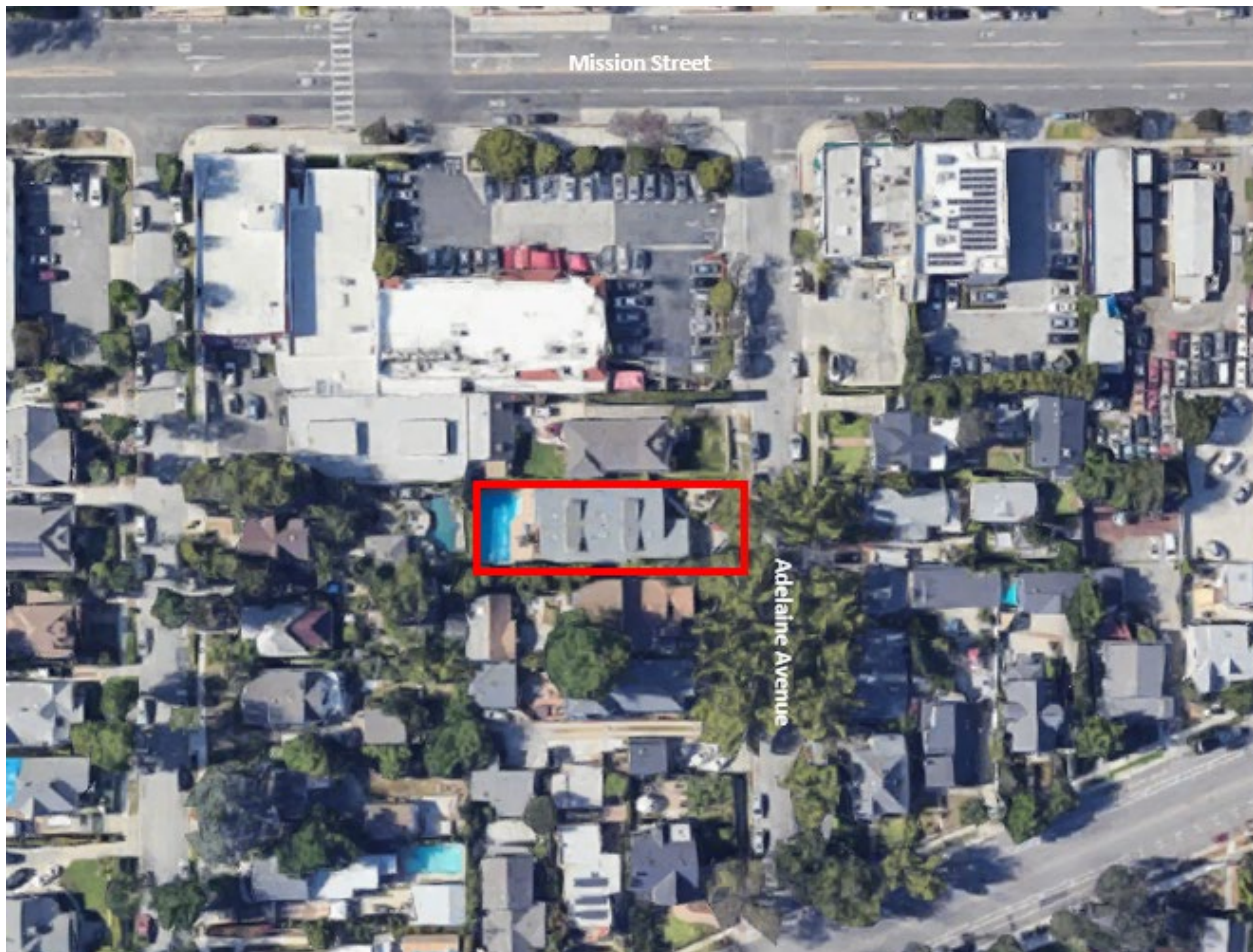
## BACKGROUND

The subject site at 915 Adelaine Avenue is a rectangular lot measuring approximately 7,505 square feet. The property is located on the westerly side of Adelaine Avenue, and is bounded by Mission Street to the north, and El Centro Street to the south. It is located within the Residential Single Family (RS) Zoning District, and is surrounded by one- to two-story residences as well as commercial uses to the north along Mission Street. **Figure 1**, on the following page, is an aerial of the subject property and the surrounding neighborhood, with the project site outlined in red.

The subject site is currently developed with a 2,126 square foot, one-story single-family residence, consisting of four bedrooms and three baths, and a 436 square foot, attached two-car garage. Originally constructed in 1961, the subject property has undergone multiple alterations including the construction of a swimming pool and cabana in 1963, and the addition of a patio to the rear in 1964. In 1984, a permit was

issued for a re-roof with asphalt shingles. In 2011, a permit was issued for window and drywall replacement. Most recently, in 2014, the Design Review Board approved a 929 square foot, first floor addition and a 206 square foot covered porch at the rear of the original residence.

**Figure 1: Aerial**



## **PROJECT DESCRIPTION**

The applicant is requesting the approval of a Design Review Permit (DRX) for a new, second story addition to the existing one story, single-family dwelling that totals 499 square feet. The project was noticed for 505 square feet on March 24, 2023, but the City has since received revised plans showing the addition to be 499 square feet.

## **PROJECT ANALYSIS**

### ***General Plan Consistency***



The General Plan land use designation of the site is Low Density Residential, which allows for detached single-family units at a density of 3.51 to 6 units per acre. The proposed project does not involve the addition of another dwelling unit; therefore, the project is consistent with the General Plan.

With implementation of the project as proposed and in compliance with the conditions of approval, the project will support the Goals and Policies of the General Plan as follows:

#### Neighborhood Protection

Goal 10: To preserve the scale, architectural character, infrastructure and landscape assets of South Pasadena’s established residential neighborhoods.

Policy 10.1: Prevent mansionization. Ensure that the remodeling of infill development in established residential neighborhoods is harmonious in scale and building form with its context and that “mansionization” is both avoided and prevented.

The proposed second-story addition is setback from the front façade, thereby minimizing mass and bulk, which are both attributes of mansionization. Therefore, the project is consistent with the General Plan.

#### **Zoning Code Compliance & Development Standards**

The subject property is located within the Residential Single Family (RS) Zoning District, which is intended for areas appropriate for the development of detached, single-family homes. The purpose of Residential Zoning District General Development Standards (South Pasadena Municipal Code, Section 36.220.040) is to ensure that alterations to existing structures are suitable and compatible with the applicable development standards. The subject property is a legal non-conforming parcel, with a lot size of less than 10,000 square feet; as such, **Table 1** below includes standards outlined pursuant to SPMC, Section 36.220.050 – Development of Small Nonconforming Residential Parcels.

**Table 1: RS Zone and Small Nonconforming Parcel Standards**

<b>Standard</b>	<b>Requirement</b>	<b>Existing</b>	<b>Proposed</b>
Lot Coverage	50% (3,752.5 SF max allowed)	38% 2,867 SF	No Change
Floor Area Ratio (FAR)	35% (2,626.75SF max allowed)	28% 2,126 SF	34.9% (2,625 SF)
Building Height	35'	15'-9¼ "	21'-4"

Off-Street Parking	2-Car Garage	2-Car Garage	No Change
Front Setback	20' or 15' for houses with front porch	27'-10"	1 <sup>st</sup> Floor: No Change 2 <sup>nd</sup> Floor: 57'- 4 <sup>5</sup> / <sub>8</sub> "
Side (North) Setback	10% of lot width, 4 ft. minimum	5'	1 <sup>st</sup> Floor: No Change 2 <sup>nd</sup> Floor: 16'- 5 <sup>1</sup> / <sub>4</sub> "
Side (South) Setback	10% of lot width, 4 ft. minimum	5'	1 <sup>st</sup> Floor: No Change 2 <sup>nd</sup> Floor: 15'- 2"
Rear Setback	20'	39'-3"	1 <sup>st</sup> Floor: No Change 2 <sup>nd</sup> Floor: 63'- 1 <sup>7</sup> / <sub>16</sub> "

***Design Review Permit (DRX)***

The Design Review Board is the Review Authority of this project since the property is not subject to the provisions of Chapter 2.65 (Cultural Heritage Ordinance) of the Municipal Code. The property is not a historic resource as it is not listed in the City’s Inventory of Cultural Resources. Pursuant to SPMC, Section 36.410.040, a Design Review Permit is required as the proposed project is for an addition above the first floor that is more than 25% of the square footage of the existing residence.

The purpose of the Residential Design Review process is to ensure that the proposed site layout and building design are suitable and compatible with the City’s adopted design standards and guidelines. The Design Guidelines for *Enhancing Existing Non-Historic Residences* list various guidelines that a project should consider when proposing enhancement to older properties.

The applicant is proposing a design that is compatible with the surrounding structures by incorporating a gabled roof and Craftsman details that blend in with the existing structure and the neighboring properties. The second-story addition has a similar mass to the adjacent properties and will blend in with the existing one- and two-story single-family residential structures of varying architectural styles that are typical of the neighborhood.

**FINDINGS**

***Required Design Review Permit (DRX) Findings***

In order to approve a Design Review application, the Design Review Board shall first find that the design and layout of the proposed development:



- 1. Is consistent with the General Plan, any adopted design guidelines and any applicable design criteria for specialized areas (e.g., designated historic or other special districts, plan developments, or specific plans);**

The project site has a General Plan land use designation of Low Density Residential. General Plan policies for this land use designation specify this land use category for single-family dwelling uses. There are no additional dwelling units proposed and as such, it remains consistent with the General Plan. The proposed project meets design guidelines adopted by the City, in that it places a second-story addition to the rear of the property, thereby, reducing mass and scale. The incorporation of Craftsman details is also compatible with the surrounding properties.

- 2. Will adequately accommodate the functions and activities proposed for the site, will not unreasonably interfere with the use and enjoyment of neighboring, existing, or future developments, and will not create adverse pedestrian or traffic hazards;**

The project involves a 499-square-foot second-story addition. The residence will continue to be utilized as a single-family dwelling and is designed to accommodate the functions and activities related to typical single-family residential properties. Therefore, the use and density are consistent with the surrounding neighborhood and would not unreasonably interfere with the use and enjoyment of the neighboring, existing, or future developments, and will not create adverse pedestrian or traffic hazards.

- 3. Is compatible with the existing character of the surrounding neighborhood and that all reasonable design efforts have been made to maintain the attractive, harmonious, and orderly development contemplated by this Section, and the General Plan; and,**

The site arrangement and improvements will be compatible to the existing and intended character of the neighborhood since the proposed addition is in compliance with the General Plan and Zoning Code. The project site is surrounded by one- and two-story single-family residential structures of varying architectural styles. The proposed addition will incorporate architectural elements that are compatible and match the exiting architectural design. All building materials, colors and finishes will match the existing house, as conditioned.

- 4. Would provide a desirable environment for its occupants and neighbors, and is aesthetically of good comparison, materials, and texture that would remain aesthetically appealing with a reasonable level of maintenance and upkeep.**

The proposed project has been designed with the consideration to its residents of the home and provides adequate indoor and outdoor space. The proposed project uses materials and colors to enhance the architecture style and will remain appealing with a reasonable level of maintenance.

## **ENVIRONMENTAL ANALYSIS**

This item is exempt from California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section 15301, Class 1 – Existing Facilities. Class 1 exemption includes additions to existing structures provided that the addition will not result in an increase of more than 10,000 square feet, in which the project site is in an area where all public facilities are available and is not located in an environmentally sensitive area.

## **ALTERNATIVES TO CONSIDER**

If the Design Review Board does not agree with Staff's recommendation, the following options are available:

1. The Design Review Board may Approve the project with modified/added conditions; or
2. The Design Review Board may Continue the project to address comments discussed; or
3. The Design Review Board may Deny the project if it finds that the project does not meet the City's requirements.

## **PUBLIC NOTICING**

A Public Hearing Notice was published on March 24, 2023 in the South Pasadena Review. Hearing notices were sent to all properties within a 300-foot radius on March 23, 2023. In addition, the public was made aware that this item was to be considered at a public hearing by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

## **PUBLIC COMMENTS**

On March 25, 2023, the City received a letter of support for the project from the neighboring owners at 912 Adelaine Avenue.

## **NEXT STEPS**

If the Design Review Board approves the project, a 15-day appeal period will commence in which any person affected by the decision may appeal the decision for a public hearing by the Planning Commission. Should there be no appeals during this 15-day period, the applicant may proceed through the plan check process with the Building Division and staff will review the construction plans to ensure that all conditions are satisfied.

## **ATTACHMENTS**

1. Conditions of Approval
2. Project Plans
3. Public Comment(s)

# **ATTACHMENT 1**

## **Conditions of Approval**

## CONDITIONS OF APPROVAL Design Review Permit

PROJECT NO. 2544 – DRX  
915 Adelaine Avenue (APN: 5313-007-036)

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The following approvals are granted as described below and as shown on the development plans submitted to and approved by the Design Review Board on April 6, 2023:

**Design Review** for the construction of a new, 499 square foot, second floor addition to an existing one-story, 2,126 square foot single-family residence at 915 Adelaine Avenue.

*Note: As a convenience to the applicant, the development requirements from applicable Departments/Agencies are listed herein. These requirements list what the applicant will be required to comply with in order to receive a Building Permit, a Certificate of Occupancy, or other Department-issued entitlement.*

### **PLANNING DIVISION:**

- P1. Approval by the Design Review Board does not constitute a building permit or authorization to begin any construction. An appropriate permit issued by the South Pasadena Building Division must be obtained prior to construction, enlargement, relocation, conversion or demolition of any building or structure on any of the properties involved with the Design Review.
- P2. All other requirements of any law, ordinance, or regulation of the State of California, City of South Pasadena, and any other government entity shall be complied with.
- P3. Compliance with and execution of all conditions listed herein shall be necessary prior to obtaining any occupancy inspection clearance and/or prior to obtaining any occupancy clearance.
- P4. The applicant and each successor in interest to the property which is the subject of this project approval, shall defend, indemnify and hold harmless the City of South Pasadena and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void or annul any approval of the City, City Council or Commission/Board concerning this approval. In the event of any claim or lawsuit, the applicant and/or successor shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.
- P5. The construction site and the surrounding area shall be kept free of all loose materials resembling trash and debris in excess of that material used for immediate construction purposes. Such excess may include, but is not limited to: the accumulation of debris, garbage, lumber, scrap metal, concrete, asphalt, piles of earth, salvage materials, abandoned or discarded furniture, appliances or other household fixtures.
- P6. The hours of construction shall be limited to the following: 8:00 am and 7:00 pm Monday through Friday, 9:00 am and 7:00 pm Saturday, and construction on Sundays limited to 10:00

am to 6:00 pm.

- P7. A construction sign with contact information for the contractor shall be posted on-site during construction.

**BUILDING DIVISION:**

- B1. The second sheet of building and grading plans is to list all conditions of approval and to include a copy of the Design Review Board Decision letter. This information shall be incorporated into the plans prior to the first submittal for plan check.
- B2. Plans prepared in compliance with the code in effect shall be submitted to Building Division for review prior to permit issuance.
- B3. School Development Fees shall be paid to the School District prior to the issuance of the building permit.
- B4. Park Impact Fee to be paid at the time of permit issuance.
- B5. Per Chapter 16A of the City of South Pasadena Municipal Code, Growth fee to be paid at the time of permit issuance.
- B6. Plans shall be prepared under the supervision of an architect licensed in the State of California or a civil or structural engineer registered in the State of California. Each sheet of the plans and the cover sheet of the calculations is to be stamped and signed by the person preparing the plans. 5353 and 6730 of the State Business and Professions Code.
- B7. In accordance with paragraph 5538(b) of the California Business and Professions Code, plans are to be prepared and stamped by a licensed architect.
- B8. Structural calculations prepared under the direction of an architect, civil engineer, or structural engineer shall be provided.
- B9. Project shall comply with the CalGreen Residential mandatory requirements.

**PUBLIC WORKS DEPARTMENT:**

- PW1 The applicant shall pay all applicable City and LA County fees, including Public Works Department plan review fee and permit fees per the current adopted Master Fee Schedule which can be found on the City's website. This includes all costs incurred by the City and the Public Works Department for the use of professional services or consultants in the review, investigation, and/or plan check of the public improvement plans. The applicant shall provide receipts of all applicable fees paid prior to submitting plans for review.
- PW2 The applicant shall obtain City approval for any modifications or revisions to the approval of this project.
- PW3 The applicant shall provide a copy of a current Title Report (effective date shall be within the last 60 days). The applicant shall show all easements (if any) per the Title Report to the satisfaction of the Public Works Department. The applicant shall identify all on-site existing City easements. Any conflict with and/or presence of existing easements must be addressed.

- PW4 All sheets shall be stamped, if necessary, and signed by the appropriate persons in responsible control of plans, specifications, and instruments of service per Business and Professions Code Section 5536.2.
- PW5 If applicable, the applicant shall obtain an encroachment permit from the Public Works Department for any work proposed within the public right-of-way.
- PW6 If applicable, the applicant shall provide a covenant for unconditional and indefinite maintenance of any private improvements within the public right-of-way. This covenant shall be reviewed and approved by the Public Works Department and the City Attorney and a fully executed covenant, in recordable form, shall be provided to the City prior to obtaining a permit.
- PW7 Adelaine Avenue shall be videotaped before the start of construction and after construction for assessing the damage caused to the street by construction related traffic. The applicant will be responsible to restore the road to its original condition before the start of construction. These video tapes shall be submitted to the City before the start of the project and immediately upon completion of the project.
- PW8 The applicant shall be responsible for posting project signs at the entrance to the project site displaying the City's construction hours per SPMC Section 19A.13. The project sign shall be 24" x 36" and made of weather-resistant durable material. The applicant shall provide a 24-hour emergency contact number for a designated person who will be responsible for maintaining the public right-of-way during all stages of construction until the project is complete.
- PW9 The applicant shall provide a Construction Management Plan to the Public Works Department for review and approval prior to issuance of permits. The Construction Management Plan shall include, but not be limited to, types of proposed construction activities, an on-site staging plan, haul route, construction schedule, and shall indicate a contractor parking location. All vehicles including workers' vehicles shall not be parked on the streets or public right-of-way. An offsite parking with a shuttle service should be provided if necessary.
- PW10 The applicant shall provide a construction schedule for each stage of any major activities (i.e. demolition, grading, material delivery, etc.) and the timing of special access if necessary, as it relates to site staging, traffic, and access. If there are any changes to the construction schedule, the applicant shall submit a revised schedule to the Public Works Department.
- PW11 Any construction activity that may require roadway closures will require a traffic control plan prepared by a CA licensed civil or traffic engineer or a C-31 licensed contractor to be submitted for review. Safe pedestrian access, including ADA and bicycle, must be maintained at all times. At least 48 hours advance notice shall be given to all impacted businesses and residents for street and lane closures. All street closures will require an encroachment permit from the Public Works Department. Street closures are only allowed within the time limits specified in SPMC Chapter 19A. Approved street closures require Portable Changeable Message Signs (PCMS) to be placed in advance of the project site.
- PW12 The applicant shall obtain oversize/overload permits from the Public Works Department for any oversized equipment used during the stages of construction, including, but not limited to: demolition; clearing and grubbing; grading; material disposal; drilling for piles and/or caissons; trenching for footings; excavation for retaining walls; core sampling of soils; etc.



- PW13 The applicant shall post temporary "No Parking " signs along the entire perimeter of the property prior to the start of any construction. The temporary "No Parking" signs shall be covered at the end of each working day and uncovered at the start of the following working day prior to any construction activity.
- PW14 Prior to issuance of a grading permit, the applicant shall provide an erosion control plan for dust control techniques to be implemented during project construction which shall include, but not be limited to, use of appropriate BMPs, plans for daily watering of the construction site, limitations on construction hours, and adherence to standard construction practices such as watering of inactive and perimeter areas.
- PW15 The applicant shall provide a detailed drainage plan signed and stamped by a CA licensed civil engineer. Cross lot drainage is not permitted. Provide a copy of the approved plan from the Building & Safety Department.
- PW16 Temporary bins (low boy), if used, shall be "roll off" style to be provided by Athens Services. Athens Services has an exclusive agreement with the City for the provision of trash removal services: only Athens dumpsters can be used. Any dumpsters placed on the roadway shall require a protective barrier underneath (such as plywood) to protect the pavement. The applicant shall obtain a dumpster permit from the Public Works Department.
- PW17 No overnight storage of materials or equipment within the public right-of-way shall be permitted.
- PW18 The applicant shall show all existing and proposed trees, including size and species, and indicate their disposition. If any trees are to be removed, the applicant shall apply for a tree removal permit with the Public Works Department per City Ordinance No. 2328 amending Section 34.10 of SPMC. See SPMC Section 34.12 for the required information and process for the trees that are proposed to be removed and/or impacted during construction. Replacement trees shall be planted per SPMC Section 34.12-5. If existing trees are to remain on the site, the applicant shall note on the plans "no trees to be removed" and provide methods of protecting existing trees during construction.
- PW19 The applicant shall show the existing grade, location, and dimensions of all existing and proposed conditions within the public-right-of-way including, but not limited to: curb and gutter, sidewalk, driveway, traffic striping, signage, utilities, storm drain facilities, trees, and other features.
- PW20 The applicant shall replace all broken, damaged, or out-of-grade curb and gutter, sidewalk, and driveway and repaint all curb markings along the perimeter of the property to the satisfaction of the City Engineer. In addition, existing sidewalk and driveway approaches that are below current City standards shall be replaced regardless of when or how such condition originally occurred per SPMC Section 31.54. All improvements within the public right-of-way shall conform to the current Standard Specifications for Public Works Construction (SSPWC) and Standard Plans for Public Works Construction (SPPWC).
- PW21 If applicable, the applicant shall remove and replace the existing driveway approach with/install a new driveway approach conforming to the current Standard Plans for Public Works Construction (SPPWC) Std Plan 110-2, Type B. Concrete shall be class 520-C-2500 and shall

conform to the current Standard Specifications for Public Works Construction (SSPWC). The applicant shall verify the width with the Planning Department and the actual limits of concrete removal with the Public Works Department depending on the condition of the existing concrete pavement adjacent to the property.

- PW22 The applicant shall provide a 24-hour emergency contact number for the applicant and contact information of all utility agencies involved/impacted/potentially impacted by this project on the title sheet of the plans.
- PW23 The applicant shall show all utility poles adjacent to the properties and note to protect-in-place.
- PW24 The applicant shall show the location of all existing utilities (i.e. sewer lateral and water utility service lines) on adjacent street(s), as well as location and size of all existing or proposed utility service lines serving the property. Show all utility points of connection\_(POC).

**FIRE DEPARTMENT:**

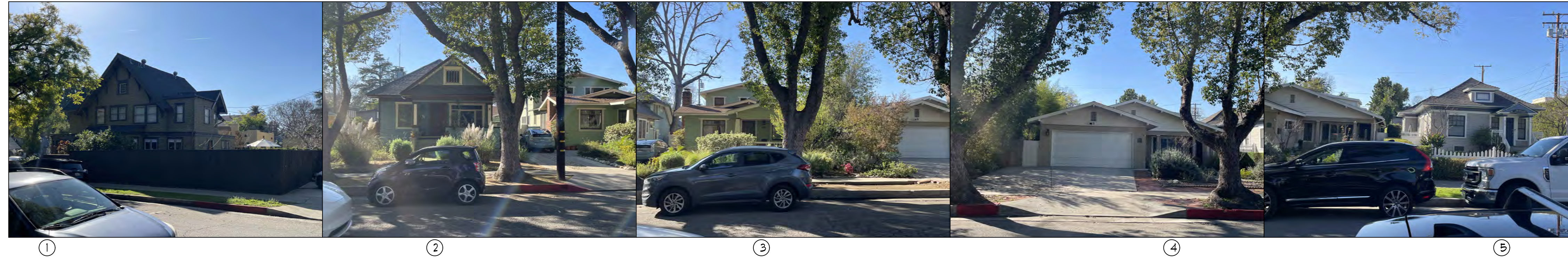
- F1. Required Code References: Current South Pasadena Municipal Code (SPMC); 2022 California Fire Code (CFC); 2022 California Building Code; Title 19 and NFPA fire standards.
- F2. New and existing buildings shall have *approved* address numbers, building numbers or *approved* building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Where required by the fire code official, address numbers shall be provided in additional approved locations to facilitate emergency response. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of 0.5 inch (12.7 mm). Where access is by means of a private road and the building can not be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address numbers shall be maintained.
- F3. Notwithstanding anything else in this code, or any other code incorporated, herein, by reference any new roof shall be of Class "A" roof material.
- F4. Groups R-2, R-2.1, R-3, R-3.1, and R-4. Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-2.1, R-3, R-3.1 and R-4 regardless of occupant load at all of the following locations:
  - 1) On the Ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms;
  - 2) In each room used for sleeping purposes.
  - 3) In each story within a dwelling unit, including basements but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

- F5. Where more than one smoke alarm is required to be installed within an individual dwelling unit or sleeping unit in Group R-1, R-2, R-3, R-3.1, or R-4, the smoke alarms shall be interconnected in such a manner that the activation of one alarm will activate all of the alarms in the individual unit. The alarm shall be clearly audible in all bedrooms over background noise levels with all intervening doors closed (CFC 907.2.1(CFC 903.2.18)).
- F6. For new construction, required carbon monoxide alarms shall receive their primary power from the building wiring where such wiring is served from a commercial source and shall be equipped with a battery back-up. Alarm wiring shall be directly connected to the permanent building wiring without a disconnecting switch other than as required for overcurrent protection (CBC 420.4.1.1).
- F7. (CFC 903.2.18) Group U private garages and carports accessory to Group R-3 occupancies. Carports with habitable space above and attached garages, accessory to Group R-3 occupancies, shall be protected by residential fire sprinklers in accordance with this section. Residential fire sprinklers shall be connected to, and installed in accordance with, and automatic residential fire sprinkler system that complies with Section R313 of the California Residential Code or with NFPA 13D. Fire sprinklers shall be residential sprinklers or quick-response sprinklers, designed to provide a minimum density of 0.05/ft<sup>2</sup> (2.04 mm/min) over the area of the garage and/or carport, but not to exceed two sprinklers for hydraulic calculation purposes. Garage doors shall not be considered obstructions with respect to sprinkler placement.
- F8. Buildings under construction shall meet the condition of “Chapter 33 Fire Safety During Construction and Demolition” of the 2022 California Fire Code. Structures under construction, alteration or demolition, shall be provided with no less than one 2A10BC fire extinguisher as follows:
- 1) At each stairway on all floor levels where combustibles materials have accumulated.
  - 2) In every storage and construction shed.
  - 3) Where special hazards exist included, but not limited to, the storage and use of combustible and flammable liquids.
- F9. A set of plans must remain on the job site at all times. Appointments for inspections should be made at least two days in advance of required inspection by calling the Fire Department at (626) 403-7304.
- F10. The City of South Pasadena Fire Department reserves the right to change or otherwise modify requirements based upon receiving additional project information or other unforeseen circumstances.

## **ATTACHMENT 2**

### **Project Plans**

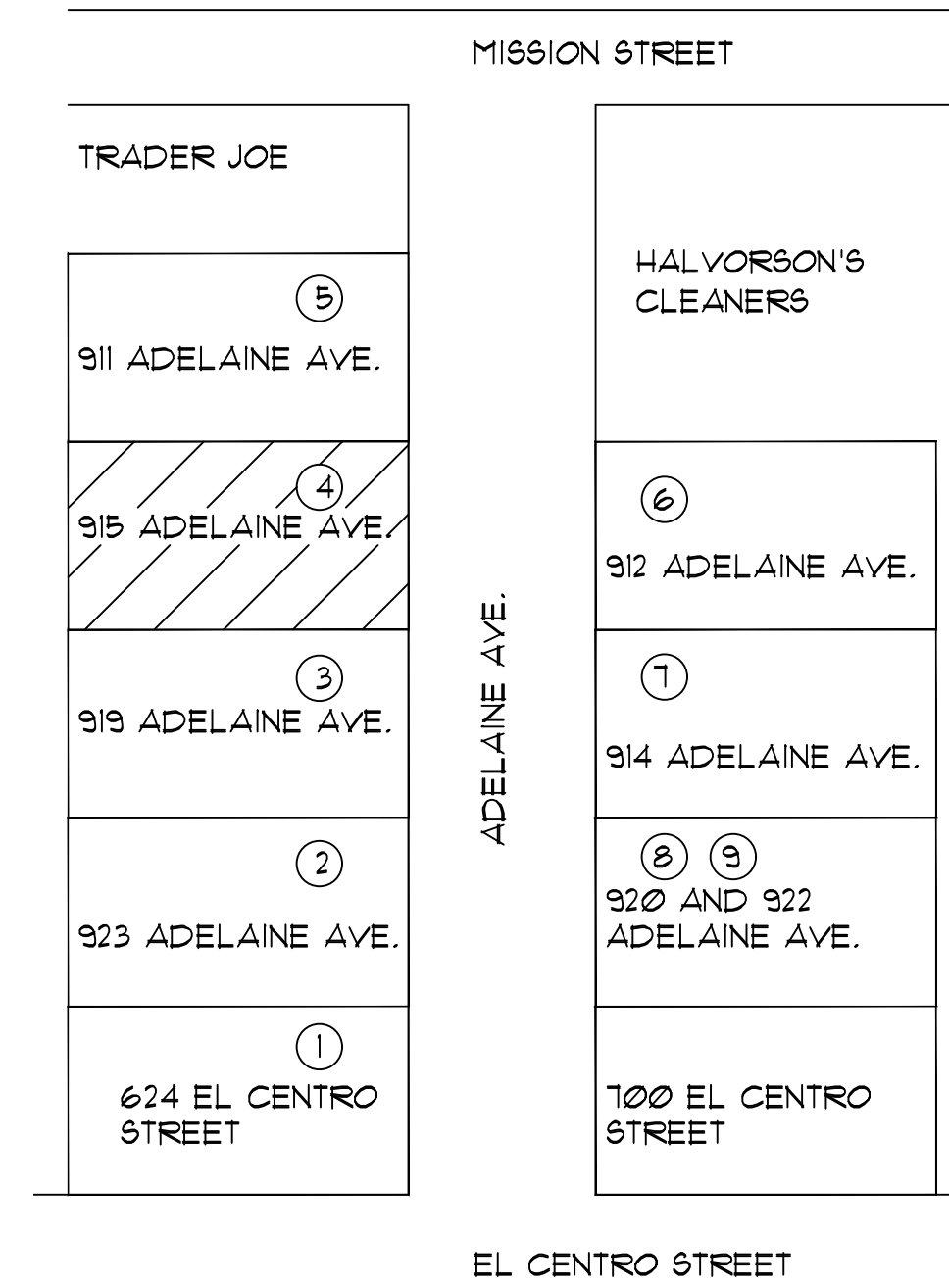




ASPHALT SHINGLE ROOF

HARDIE SHINGLE

NEW VINYL WINDOW TO MATCH WINDOWS

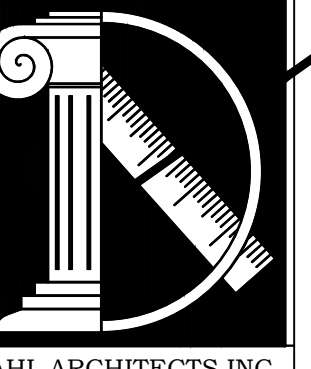


**SHEET INDEX**  
**DAHL ARCHITECTS INC.**  
 S, RENDERING AND SAMPLE BOARD  
 A-1, SITE PLAN  
 A-2, EXISTING FIRST FLOOR PLAN  
 A-3, NEW FIRST FLOOR PLAN  
 A-4, NEW SECOND FLOOR PLAN  
 AND DOORS / WINDOWS SCHEDULE  
 A-5, EXISTING ROOF PLAN  
 A-6, NEW ROOF PLAN  
 A-7, NEW EXTERIOR ELEVATIONS  
 A-8, NEW EXTERIOR ELEVATIONS  
 A-9, NEW EXTERIOR ELEVATIONS  
 A-10, BUILDING SECTIONS

**NEIGHBORS ADDRESSES**

REV DATE


**DAHL ARCHITECTS INC.**  
 1134 EL CENTRO STREET  
 S. PASADENA, CA 91030  
 PHONE (626) 564-0011 FAX (626) 564-1591



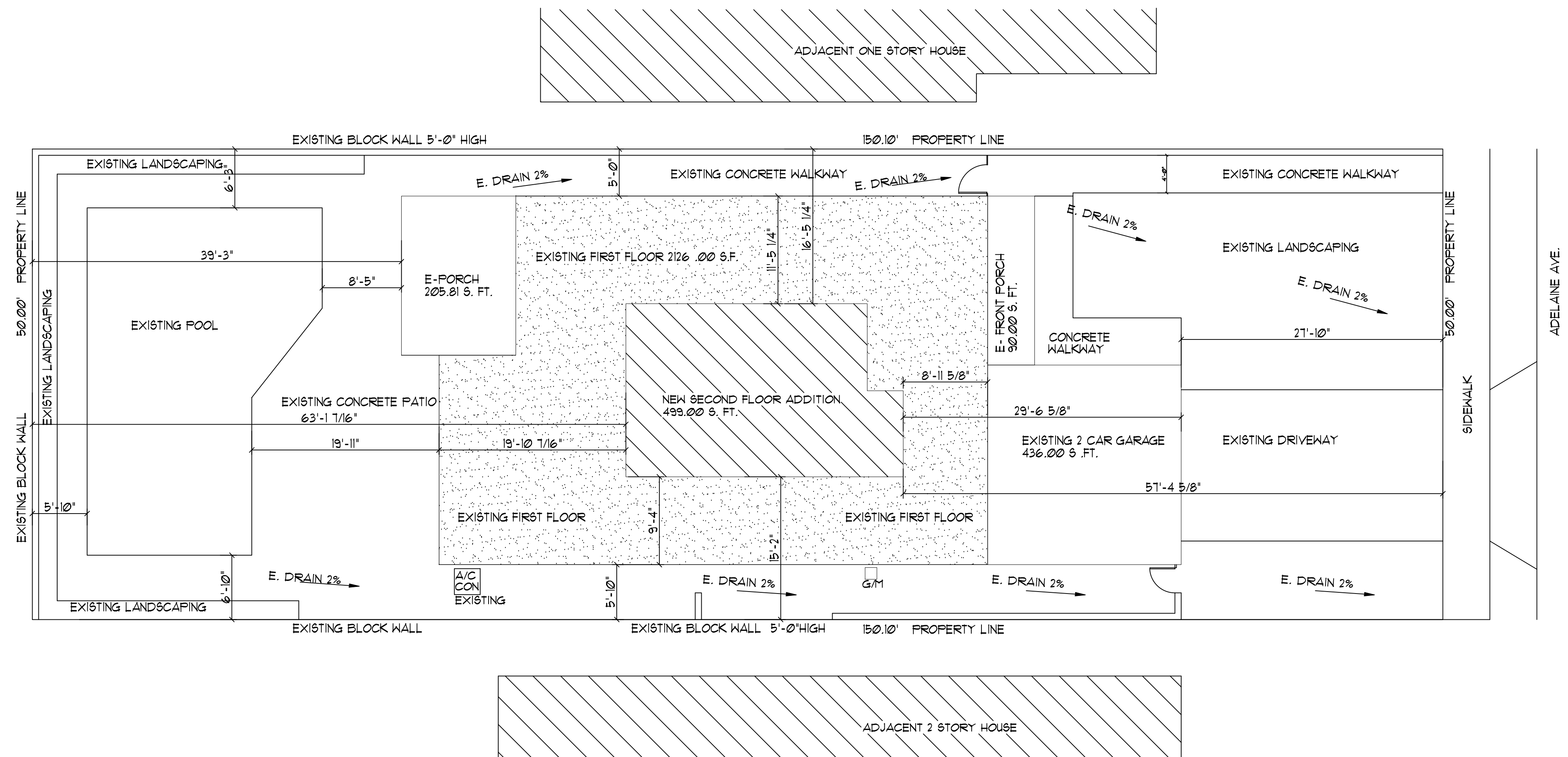
DAHL ARCHITECTS INC.

**IWANE RESIDENCE**  
 915 ADELAINE AVE.  
 SOUTH PASADENA, CA 91030

**SAMPLE BOARD SHEET**

Date	9-09-22
Scale	AS NOTED
Drawn	
Job	
sheet	5
of	
sheets	





1 SITE PLAN  
A-1 1/8" = 1'-0"

**LOT COVERAGE:**

LOT SIZE 50 X 150.20 =	7,505.00 SQ.FT.
EXISTING ONE STORY HOUSE	2,126.00 SQ.FT.
EXISTING BACK PORCH ADDITION	206.00 SQ.FT.
EXISTING FRONT PORCH ADDITION	90.00 SQ.FT.
EXISTING 2 CAR GARAGE	445.00 SQ.FT.
<b>EXISTING LOT COVERAGE</b>	<b>2,867.00 SQ.FT.</b>

**FAR CALCULATION**

EXISTING ONE STORY HOUSE	2,126.00 SQ.FT.
NEW SECOND FLOOR ADDITION	499.00 SQ.FT.
<b>TOTAL NEW ARE INCLUDING GARAGE</b>	<b>2,625.00 SQ.FT.</b>

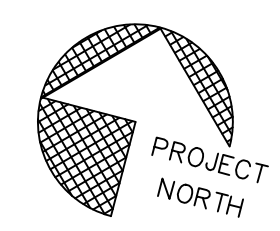
ALLOWABLE LOT COVERAGE 50% = 3,750 SQ. FT.  
 EXISTING LOT COVERAGE 2,867 / 7,505 = 38%  
 ALLOWABLE FAR 2621 / 7505 = 35 %  
 NEW FAR PROVIDED 2,625.00 S.F.

ZONE RS  
 TYPE OF CONSTRUCTION V-B

**LEGAL DESCRIPTION:**  
 ASSESSOR'S ID # 5313-001-036

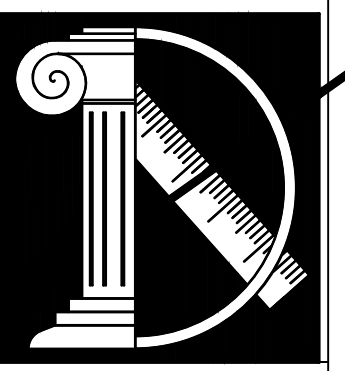
**SCOPE OF WORK:**  
 NEW SECOND FLOOR 505 SQUARE FEET ADDITION, BEDROOM, BATHROOM AND DEN/SITTING AREA (SEE PLANS). AT SECOND FLOOR HARDIE SHINGLES AND AT FRONT ELEVATION TO PROVIDE HARDIE SIDING OVER EXISTING STUCCO

**ATTIC VENTILATION CALCULATION FOR SECOND FLOOR**  
 SECOND FLOOR ATTIC SPACE 500 S.F. / 150 = 3.33 S.F.  
 REQUIRED VENTILATION AREA 3.33 S.F.  
 PROVIDE VENTILATION AREA 3.54 S.F.



REV DATE


**DAHL ARCHITECTS INC.**  
 1134 EL CENTRO STREET  
 S. PASADENA, CA 91030  
 PHONE (626) 564-0011 FAX (626) 564-1591



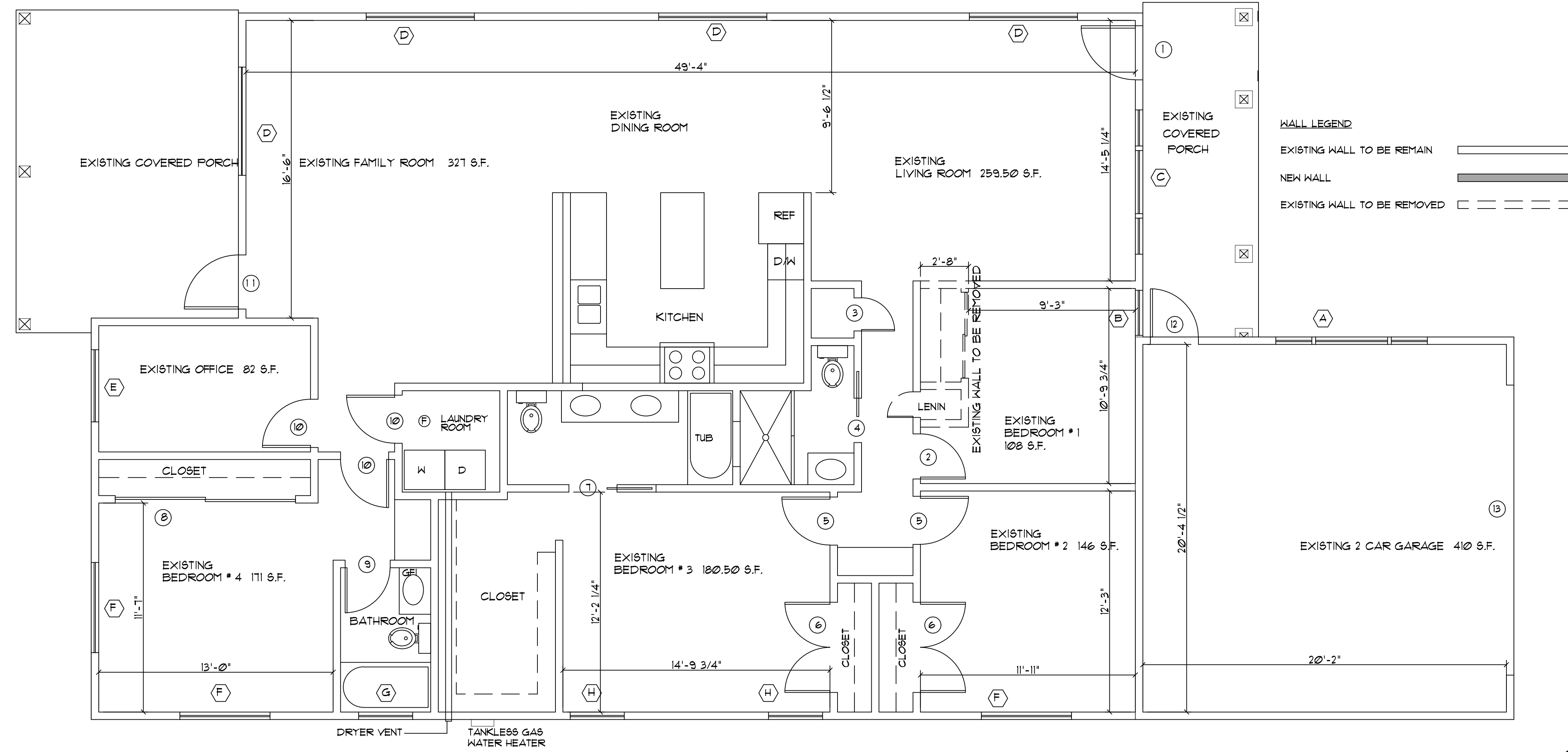
DAHL ARCHITECTS INC.

**LINDA AND MICHAEL**  
**RESIDENCE**  
 915 ADELAINE AVE.  
 SOUTH PASADENA, CA 91030

**SITE PLAN**

Date	9/09-22
Scale	AS NOTED
Drawn	
Job	
sheet	

**A-1**  
 of sheets



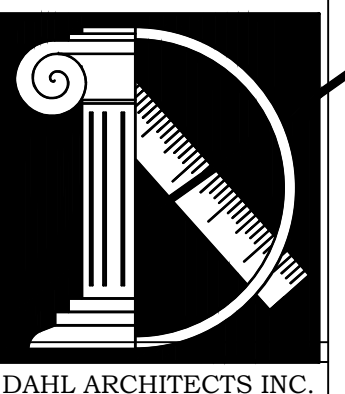
**WALL LEGEND**  
 EXISTING WALL TO BE REMAIN   
 NEW WALL   
 EXISTING WALL TO BE REMOVED



**1** EXISTING FLOOR PLAN  
 A-2 1/4" = 1'-0"

REV DATE


**DAHL ARCHITECTS INC.**  
 1134 EL CENTRO STREET  
 S. PASADENA, CA 91030  
 PHONE (626) 564-0011 FAX (626) 564-1591

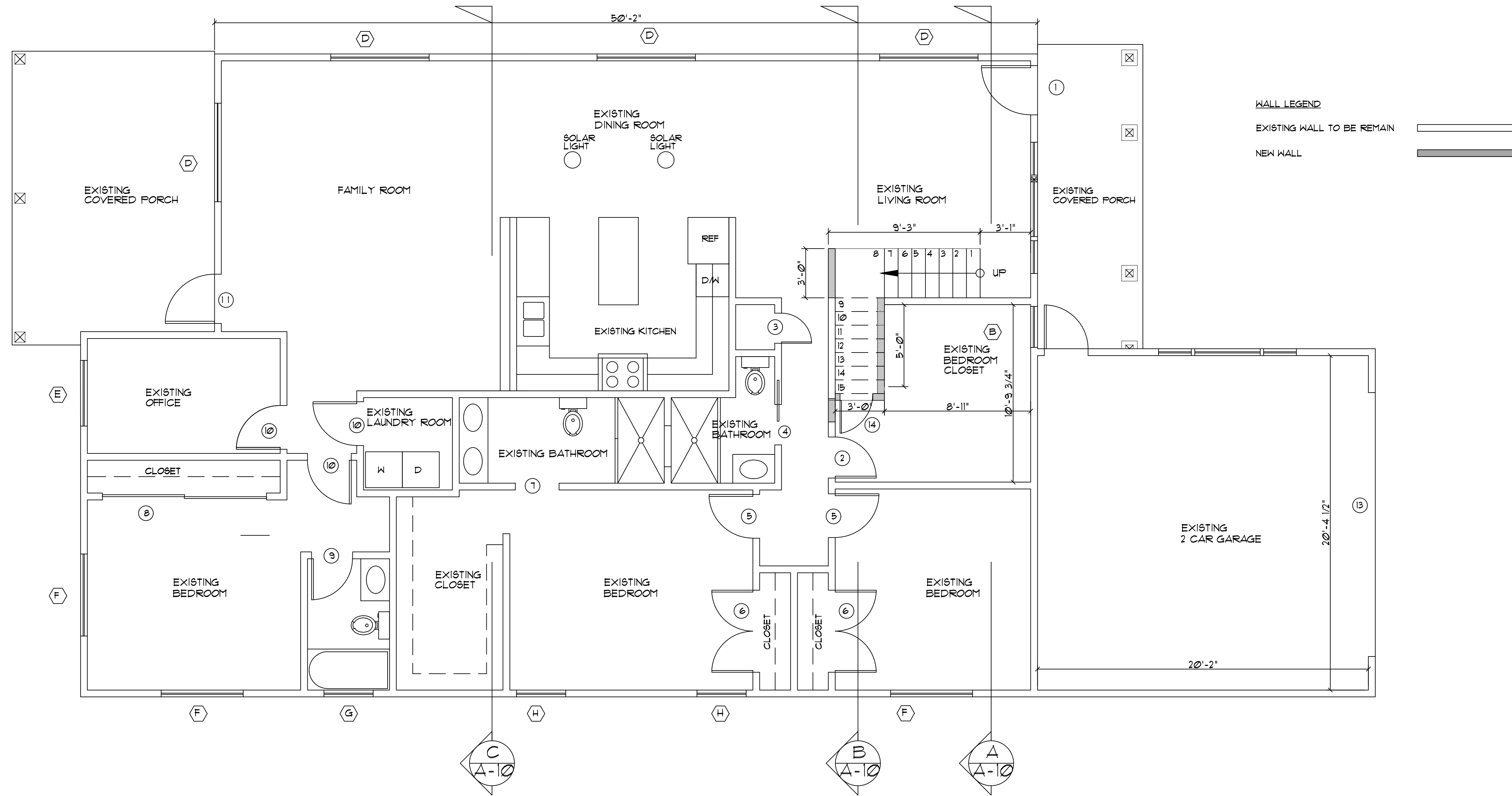


**LINDA AND MICHAEL**  
 RESIDENCE  
 915 ADELAINE AVE.  
 SOUTH PASADENA, CA 91030

**EXISTING FIRST  
 FLOOR PLAN**

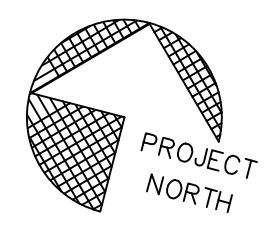
Date	9-09-22
Scale	AS NOTED
Drawn	
Job	
sheet	A-2
of	
sheets	

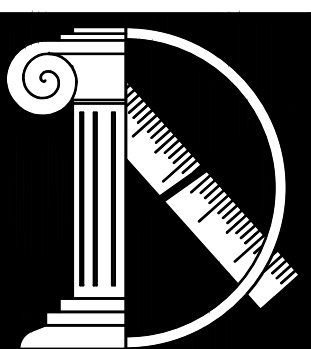


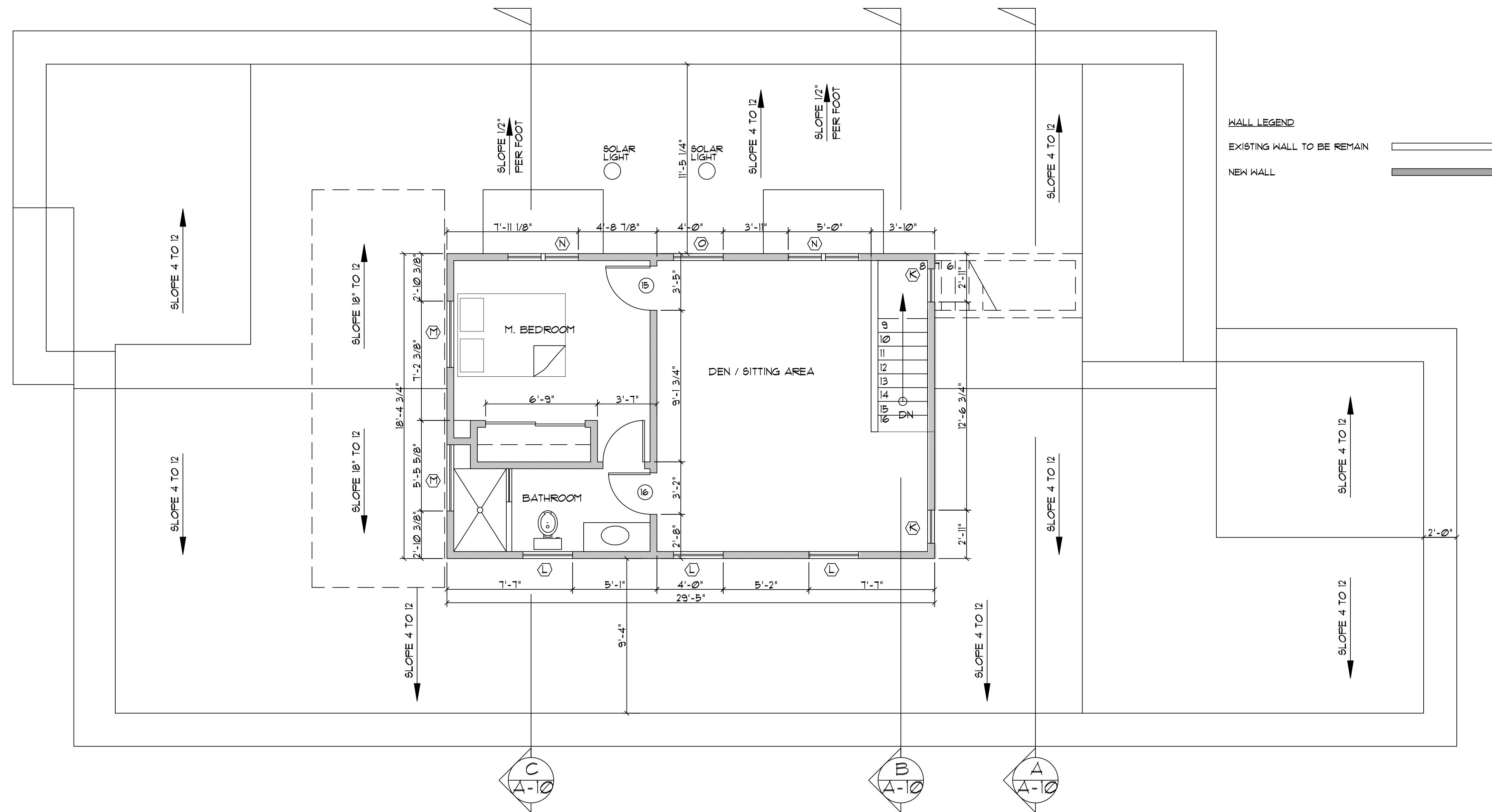


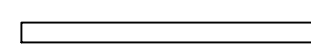

HALL LEGEND  
 EXISTING WALL TO BE REMAIN   
 NEW WALL 

**2** NEW FIRST FLOOR PLAN  
 A-3 1/4" = 1'-0"

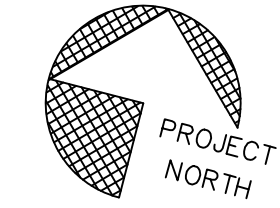


REV	DATE
<b>DAHL ARCHITECTS INC.</b> 1134 EL CENTRO STREET S. PASADENA, CA 91030 PHONE (626) 564-0011 FAX (626) 564-1591	
 DAHL ARCHITECTS INC.	
<b>LINDA AND MICHAEL</b> <b>RESIDENCE</b> 915 ADELAINE AVE. SOUTH PASADENA, CA 91030	
<b>NEW FIRST FLOOR</b> <b>PLAN</b>	
Date	9-09-22
Scale	AS NOTED
Drawn	
Job	
sheet	
<b>A-3</b>	
of	sheets



**WALL LEGEND**  
 EXISTING WALL TO BE REMAIN   
 NEW WALL 

1 NEW SECOND FLOOR PLAN  
 A-4 1/4" = 1'-0"



**DOOR SCHEDULE**

NO.	DOOR SIZE	THICKNESS	DOOR FACE	MATERIAL	TYPE	DOOR FINISH	REMARKS
①	3'-0" X 6'-8"	1 3/4"	PANEL	WOOD	SWING	PAINTED	EXISTING DOOR TO BE REPLACE WITH A NEW DOOR
②	2'-6" X 6'-8"	1 3/8"		WOOD	SWING		EXISTING DOOR
③	2'-0" X 6'-8"	1 3/8"		WOOD	SWING	PAINTED	EXISTING DOOR
④	2'-6" X 6'-8"	1 3/8"		WOOD	POCKET	PAINTED	EXISTING DOOR
⑤	2'-8" X 6'-8"	1 3/8"		WOOD	SWING	PAINTED	EXISTING DOOR
⑥	2'-2'-6" X 6'-8"	1 3/8"		WOOD	SWING	PAINTED	EXISTING DOOR
⑦	2'-8" X 6'-8"	1 3/8"	PANEL	WOOD	POCKET	PAINTED	
⑧	10'-0" X 6'-8"					PAINTED	EXISTING CLOSET DOOR
⑨	2'-6" X 6'-8"	1 3/8"	PANEL	WOOD	SWING	PAINTED	
⑩	2'-8" X 6'-8"	1 3/4"	FRENCH	WOOD	SWING	PAINTED	
⑪	3'-0" X 6'-8"	1 3/4"	FRENCH	WOOD	SWING	PAINTED	
⑫	2'-8" X 6'-8"	1 3/4"	SOLID		SWING	PAINTED	
⑬	16'-0" X 7'-0"					PAINTED	EXISTING GARAGE DOOR TO BE REPLACE WITH A NEW DOOR
⑭	2'-0" X 6'-8"	1 3/8"		WOOD	SWING	PAINTED	NEW DOOR
⑮	2'-8" X 6'-8"	1 3/8"		WOOD	SWING	PAINTED	NEW DOOR
⑯	2'-6" X 6'-8"	1 3/8"		WOOD	SWING	PAINTED	NEW DOOR

**WINDOW SCHEDULE**

NO.	WINDOW SIZE	THICKNESS	WINDOW FACE	MATERIAL	TYPE	WINDOW FINISH	REMARKS
A	8'-4" X 2'-0"	1 3/4"	FRENCH	VINYL	FIXED / SLIDING	PRE FINISH WHITE	EXISTING WINDOW
B	2'-6" X 5'-0"	1 3/4"	FRENCH	VINYL	CASEMENT	PRE FINISH WHITE	EXISTING WINDOW W/TEMPERED GLASS
C	8'-0" X 5'-0"	1 3/4"	FRENCH	VINYL	FIXED / SLIDING	PRE FINISH WHITE	EXISTING WINDOW
D	6'-0" X 4'-0"	1 3/4"	FRENCH	VINYL	SLIDING	PRE FINISH WHITE	EXISTING WINDOW
E	4'-0" X 4'-0"	1 3/4"	FRENCH	VINYL	SLIDING	PRE FINISH WHITE	EXISTING WINDOW
F	5'-0" X 4'-0"	1 3/4"	FRENCH	VINYL	SLIDING	PRE FINISH WHITE	EXISTING WINDOW
G	3'-0" X 1'-6"	1 3/4"	FRENCH	VINYL	SLIDING	PRE FINISH WHITE	EXISTING WINDOW
H	3'-0" X 4'-0"	1 3/4"	FRENCH	VINYL	CASEMENT	PRE FINISH WHITE	EXISTING WINDOW
J	5'-0" X 1'-0"	1 3/4"	FRENCH	VINYL	SLIDING	PRE FINISH WHITE	EXISTING WINDOW AT DORMER
K	2'-0" X 3'-0"	1 3/4"	FRENCH	VINYL	CASEMENT	PRE FINISH WHITE	NEW WINDOW
L	3'-0" X 3'-6"	1 3/4"	FRENCH	VINYL	CASEMENT	PRE FINISH WHITE	NEW WINDOW
M	4'-0" X 1'-3"	1 3/4"	FRENCH	VINYL	CASEMENT	PRE FINISH WHITE	NEW WINDOW
N	4'-3" X 4'-0"	1 3/4"	FRENCH	VINYL	SLIDING	PRE FINISH WHITE	NEW WINDOW
O	3'-0" X 3'-6"	1 3/4"	FRENCH	VINYL	CASEMENT	PRE FINISH WHITE	NEW WINDOW

REV DATE

DAHL ARCHITECTS INC.  
 1134 EL CENTRO STREET  
 S. PASADENA, CA 91030  
 PHONE (626) 564-0011 FAX (626) 564-1591



LINDA AND MICHAEL  
 RESIDENCE  
 915 ADELAINE AVE.  
 SOUTH PASADENA, CA 91030

**NEW SECOND FLOOR  
 PLAN**

Date 9-09-22

Scale AS NOTED

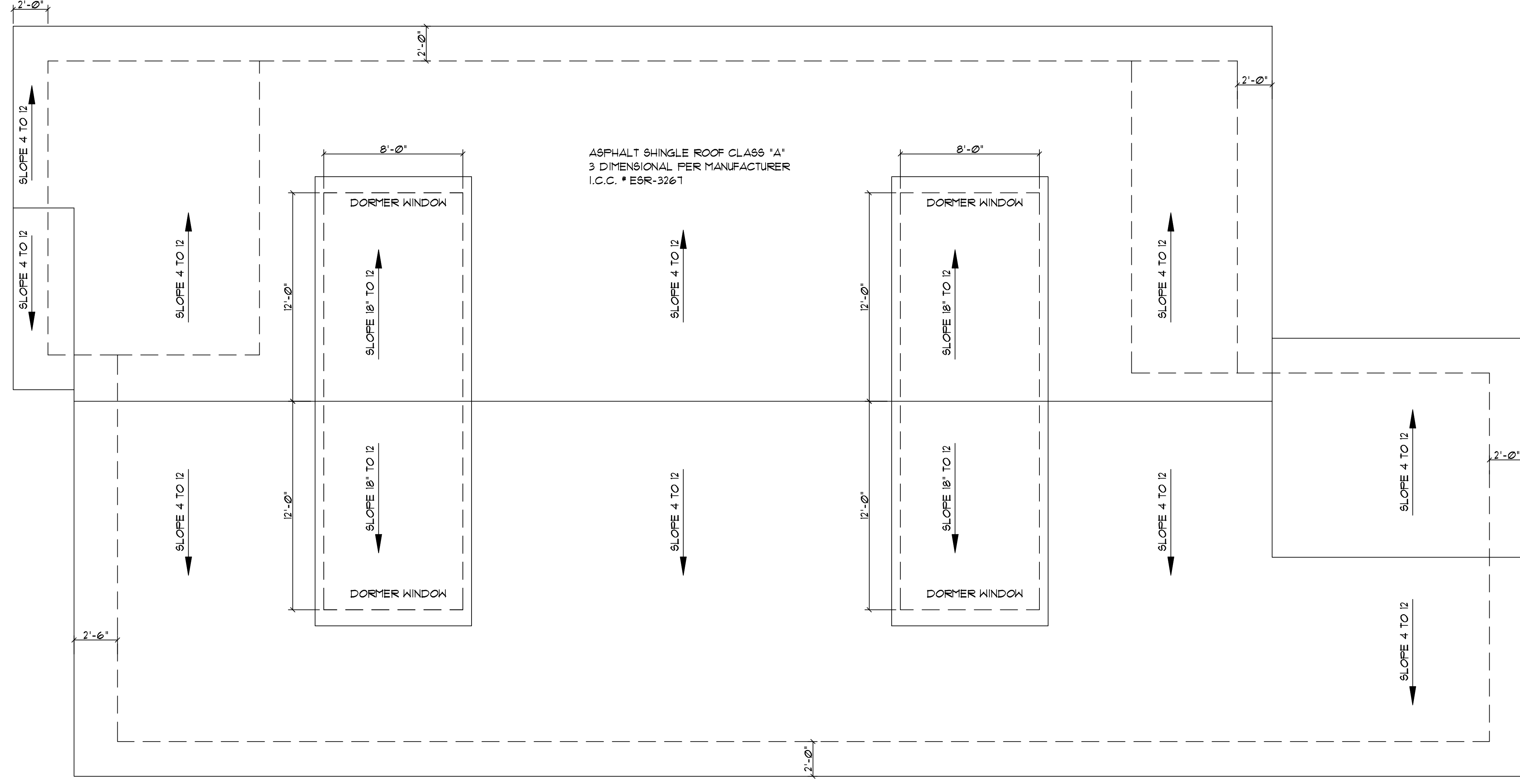
Drawn

Job

sheet

A-4

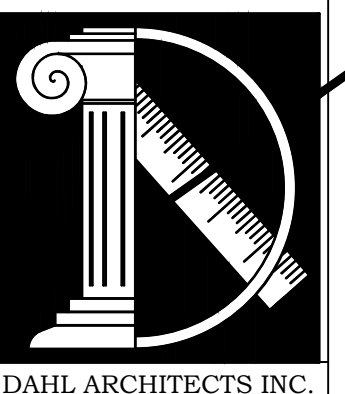
of sheets



1 EXISTING ROOF PLAN  
 A-5 1/4" = 1'-0"

REV DATE


DAHL ARCHITECTS INC.  
 1134 EL CENTRO STREET  
 S. PASADENA, CA 91030  
 PHONE (626) 564-0011 FAX (626) 564-1591



DAHL ARCHITECTS INC.

LINDA AND MICHAEL  
 RESIDENCE  
 915 ADELAINE AVE.  
 SOUTH PASADENA, CA 91030

EXISTING ROOF  
 PLAN

Date 9-09-22

Scale AS NOTED

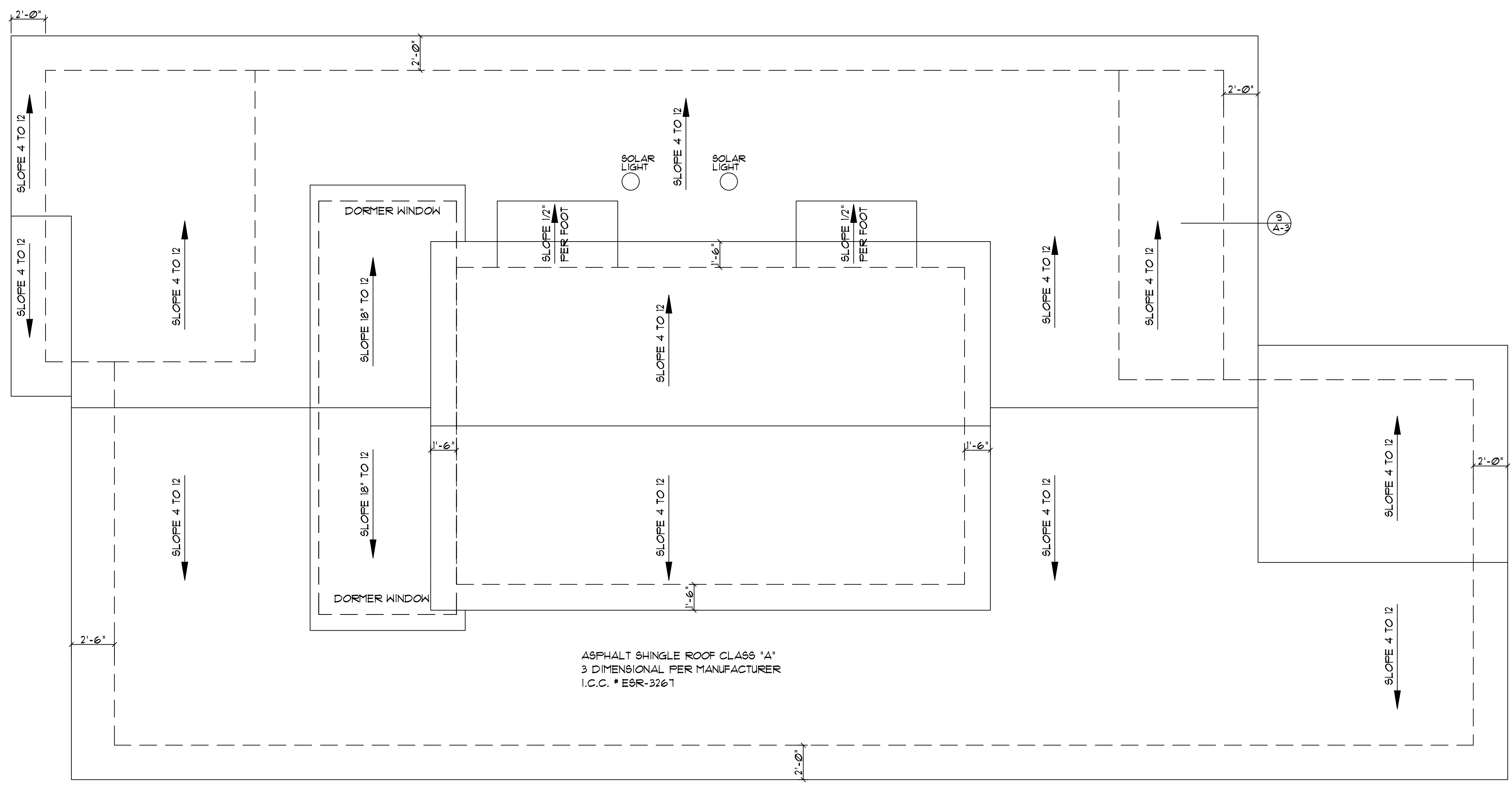
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Job

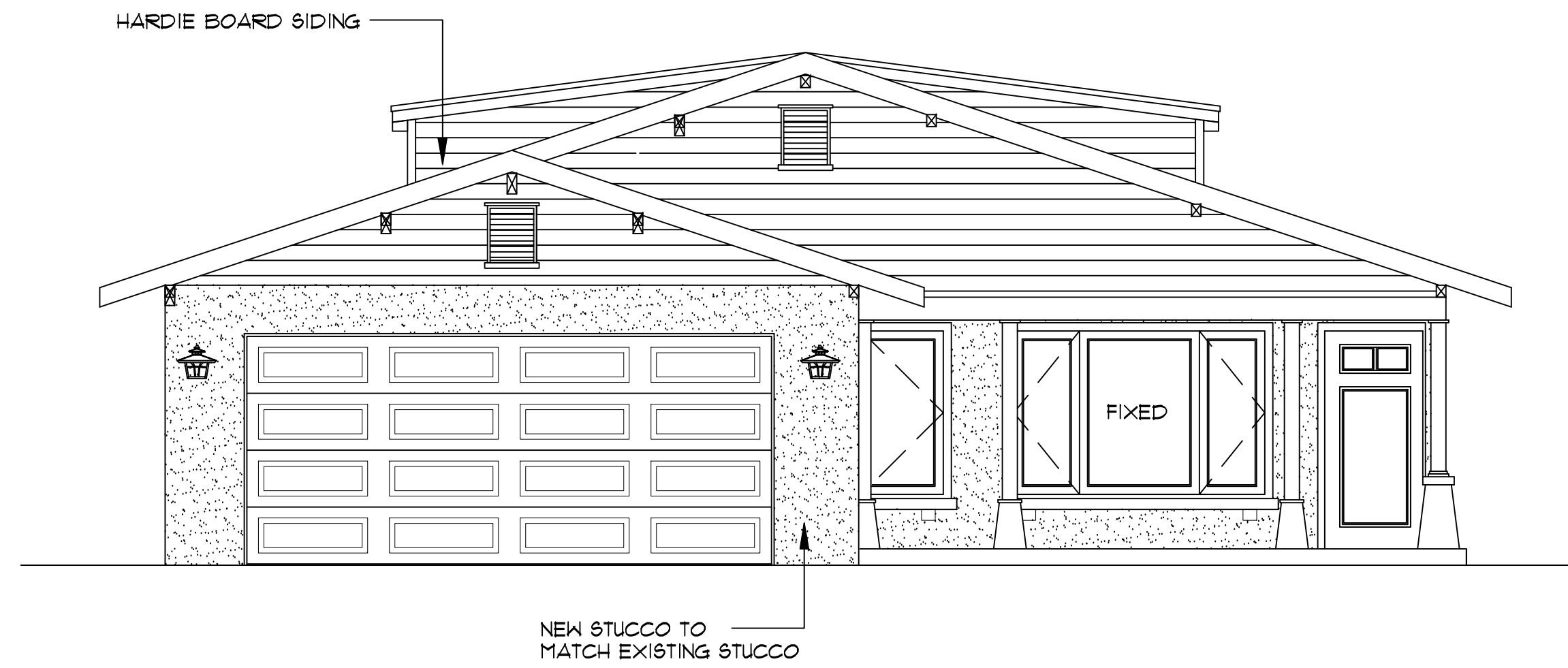
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A-5

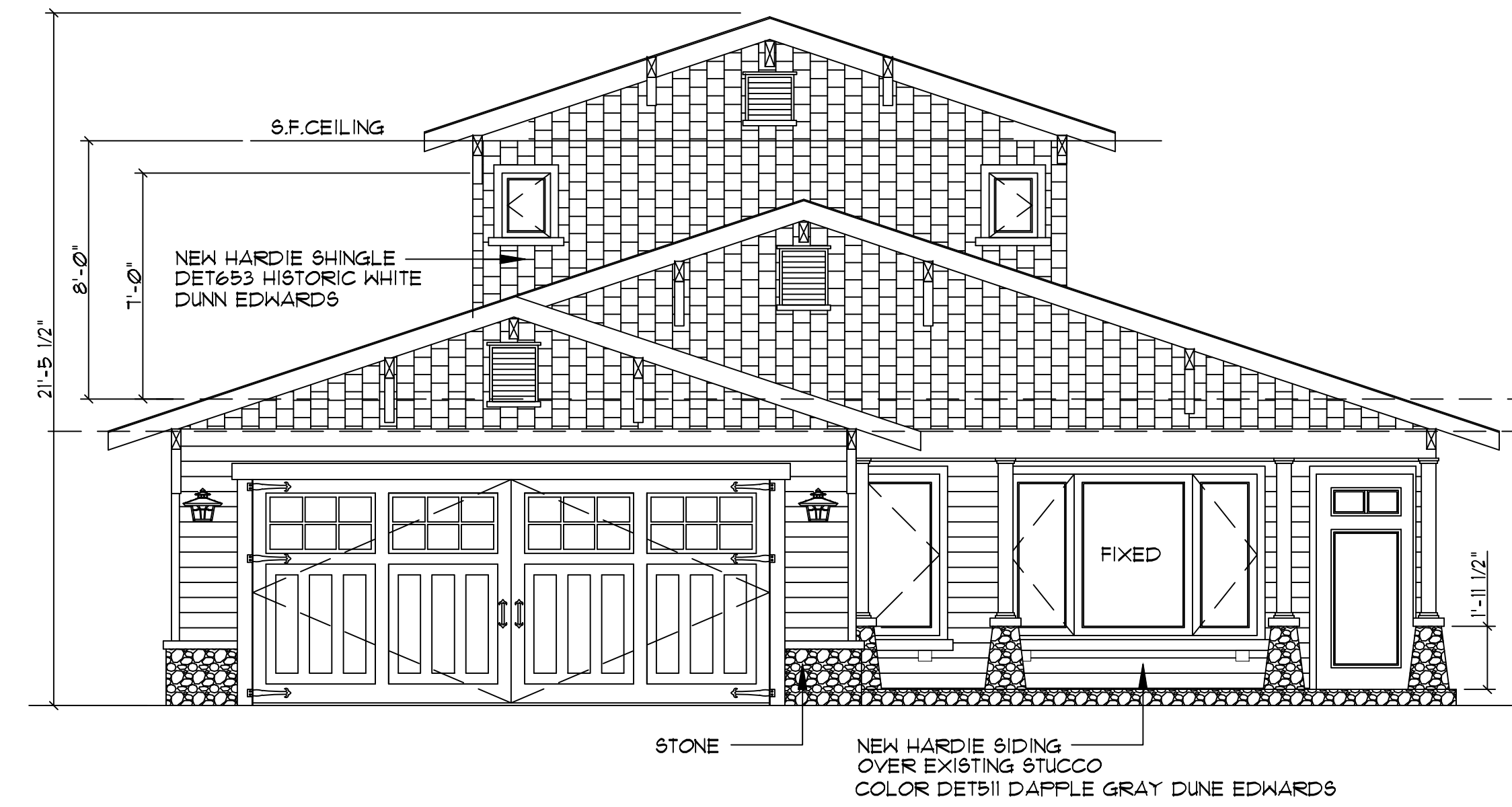
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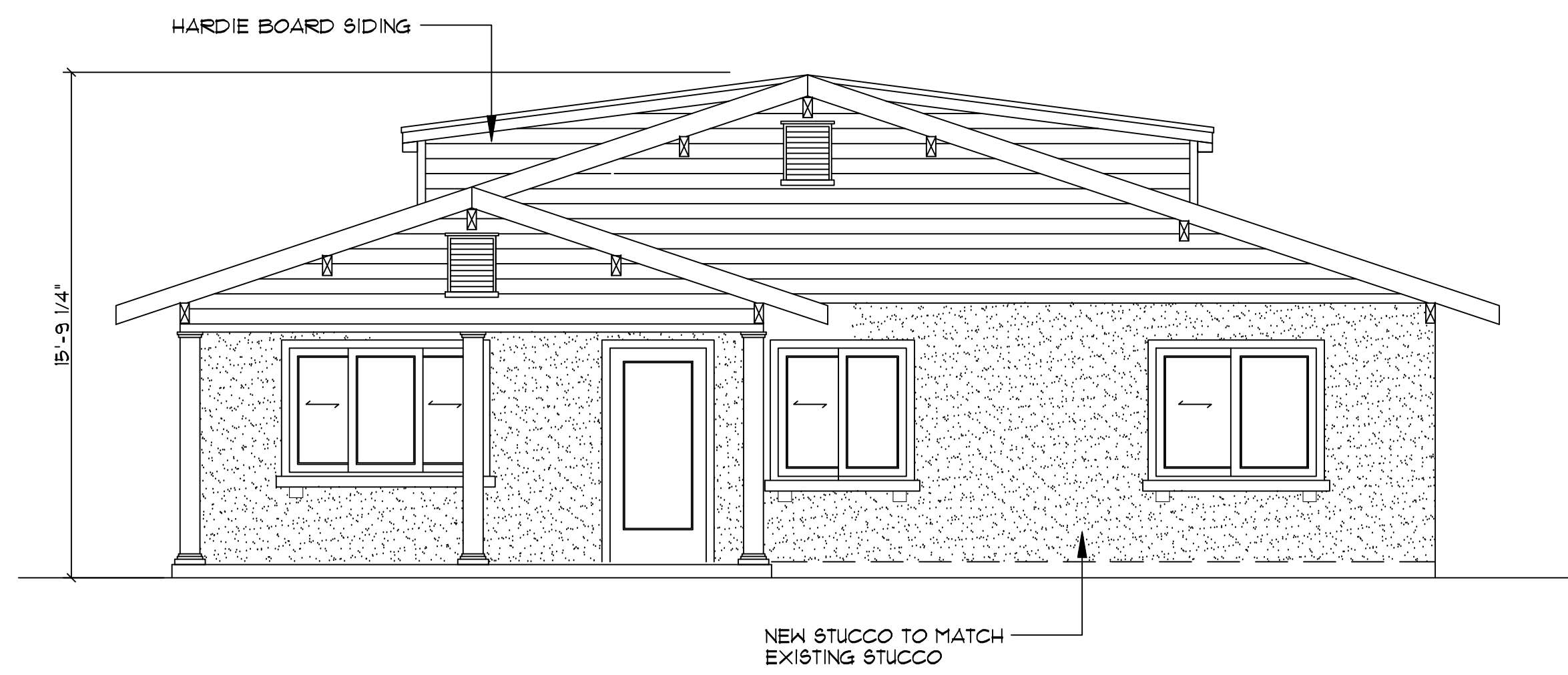
1 NEW ROOF PLAN  
 A-6 1/4" = 1'-0"



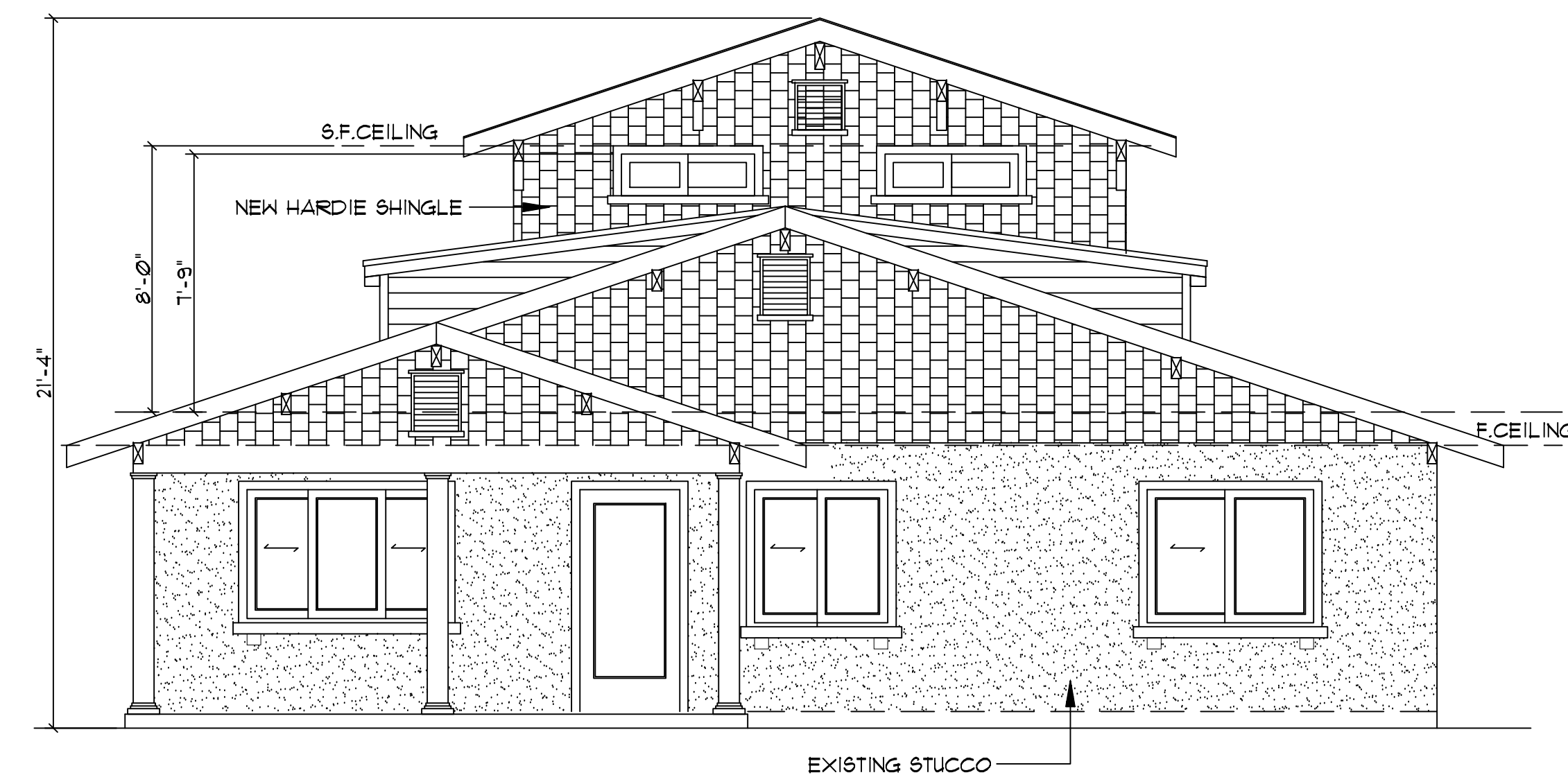
1 EXISTING EAST ELEVATION (FRONT)  
A-7 1/4" = 1'-0"



2 NEW EAST ELEVATION (FRONT)  
A-7 1/4" = 1'-0"



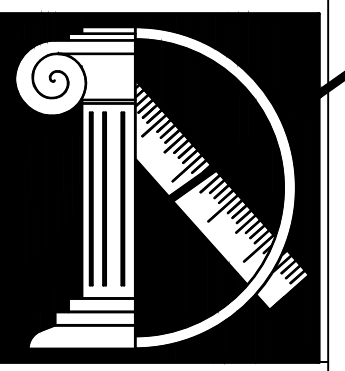
3 EXISTING WEST ELEVATION (REAR)  
A-7 3 1/4" = 1'-0"



4 NEW WEST ELEVATION (REAR)  
A-7 1/4" = 1'-0"

REV DATE


DAHL ARCHITECTS INC.  
1134 EL CENTRO STREET  
S. PASADENA, CA 91030  
PHONE (626) 564-0011 FAX (626) 564-1591



DAHL ARCHITECTS INC.

LINDA AND MICHAEL  
RESIDENCE  
915 ADELAINE AVE.  
SOUTH PASADENA, CA 91030

EXTERIOR  
ELEVATIONS

Date 9-09-22

Scale AS NOTED

Drawn

Job

sheet

A-7

of sheets


DAHL ARCHITECTS INC.  
 1134 EL CENTRO STREET  
 S. PASADENA, CA 91030  
 PHONE (626) 564-0011 FAX (626) 564-1591

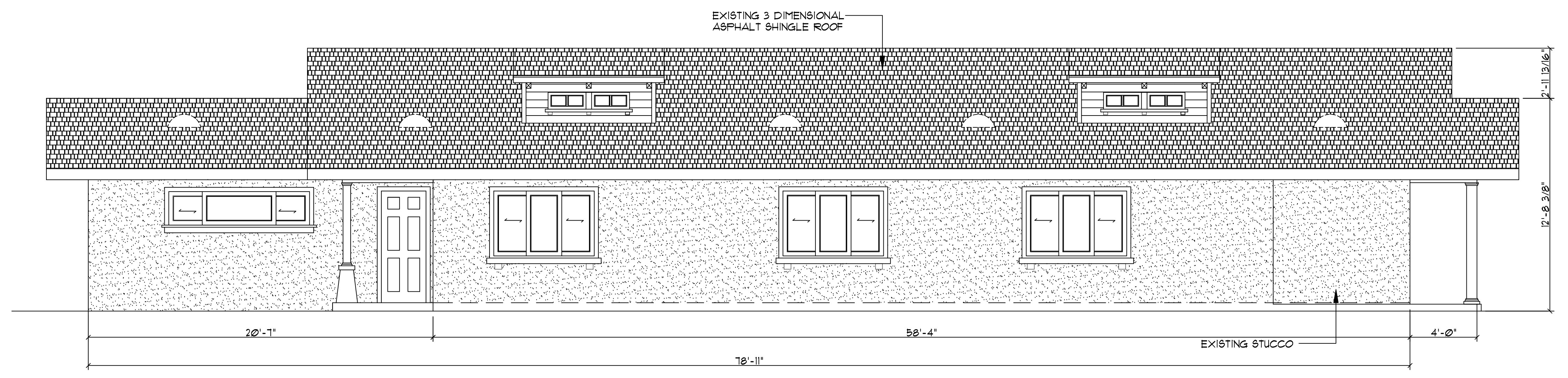


DAHL ARCHITECTS INC.

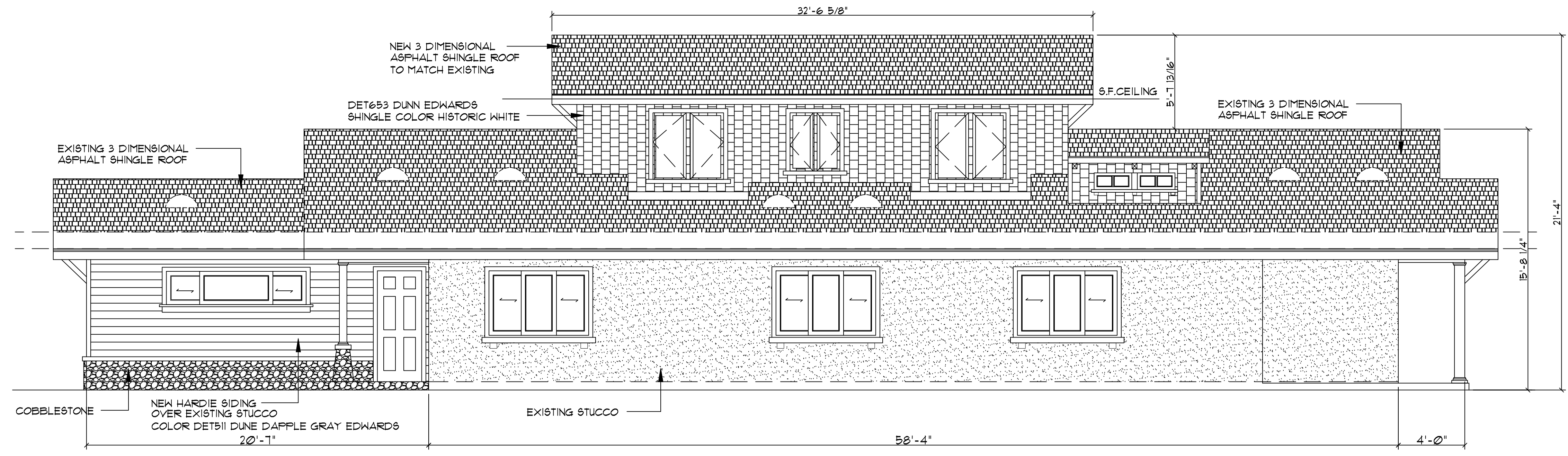
LINDA AND MICHAEL  
 RESIDENCE  
 915 ADELAINE AVE.  
 SOUTH PASADENA, CA 91030

EXTERIOR  
 ELEVATIONS

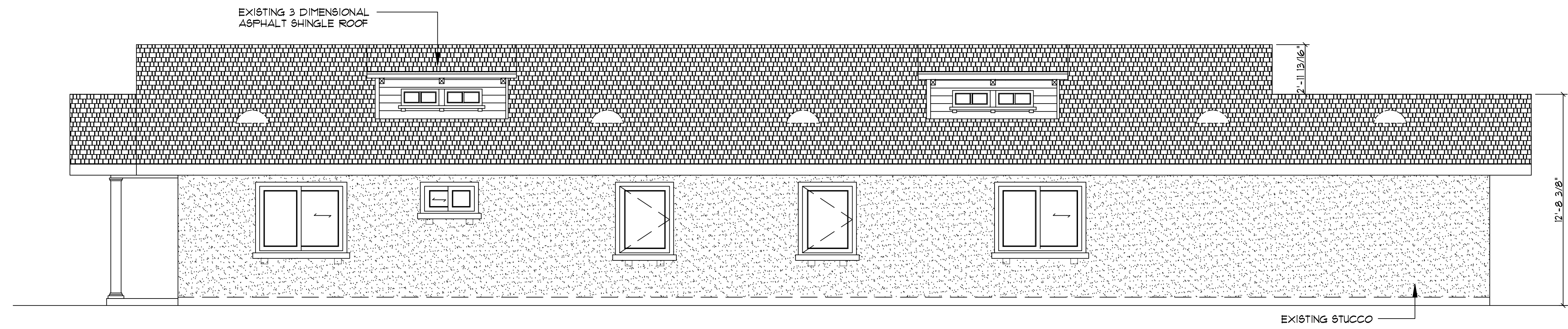
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Scale	AS NOTED
Drawn	
Job	
sheet	A-8
of	
sheets	



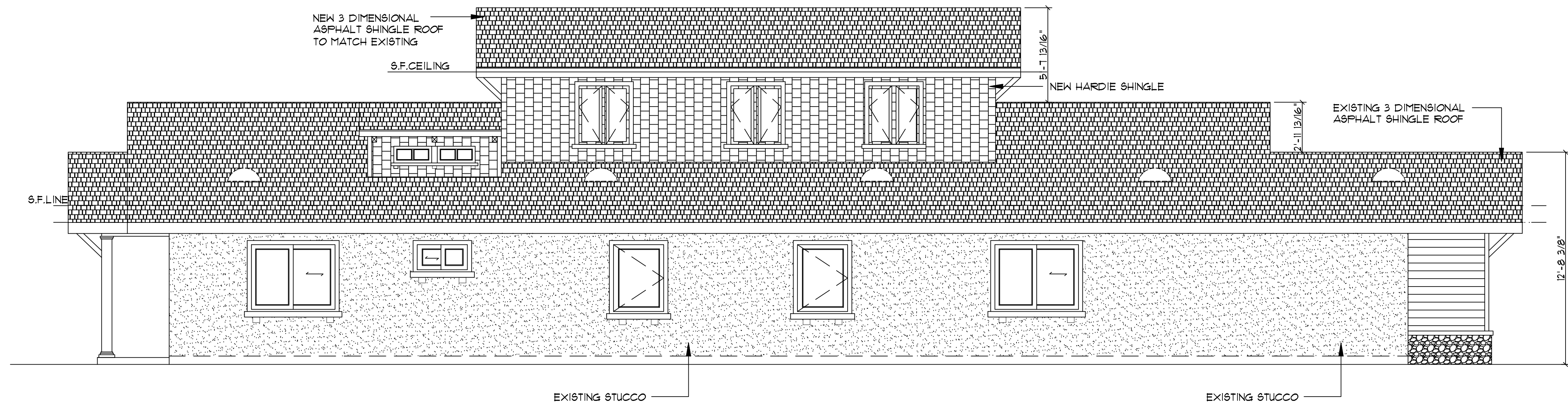
1 EXISTING NORTH ELEVATION (RIGHT SIDE)  
 A-8 1/4" = 1'-0"



2 NEW NORTH ELEVATION (RIGHT SIDE)  
 A-8 1/4" = 1'-0"



1  
A-9 EXISTING SOUTH ELEVATION (LEFT SIDE)  
1/4" = 1'-0"

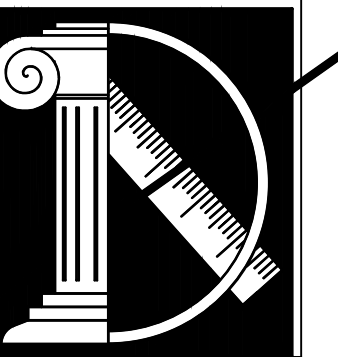


2  
A-9 NEW SOUTH ELEVATION (LEFT SIDE)  
1/4" = 1'-0"

REV DATE



DAHL ARCHITECTS INC.  
1134 EL CENTRO STREET  
S. PASADENA, CA 91030  
PHONE (626) 564-0011 FAX (626) 564-1591



DAHL ARCHITECTS INC.

LINDA AND MICHAEL  
RESIDENCE  
915 ADELAINE AVE.  
SOUTH PASADENA, CA 91030

EXTERIOR  
ELEVATIONS

Date 9-09-22

Scale AS NOTED

Drawn

Job

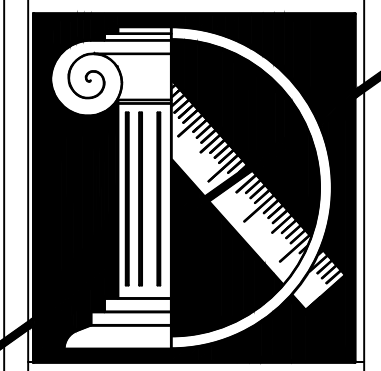
sheet

A-9

of sheets




DAHL ARCHITECTS INC.  
 1134 EL CENTRO STREET  
 S. PASADENA, CA 91030  
 PHONE (626) 564-0011 FAX (626) 564-1591

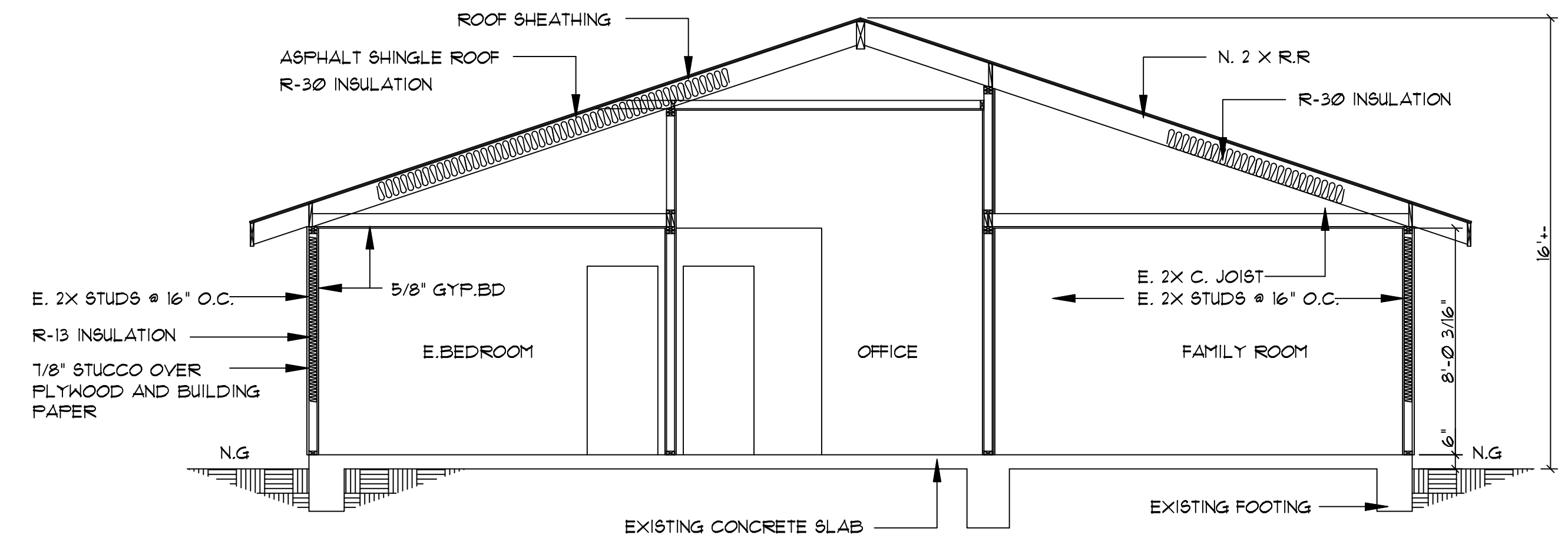


DAHL ARCHITECTS INC.

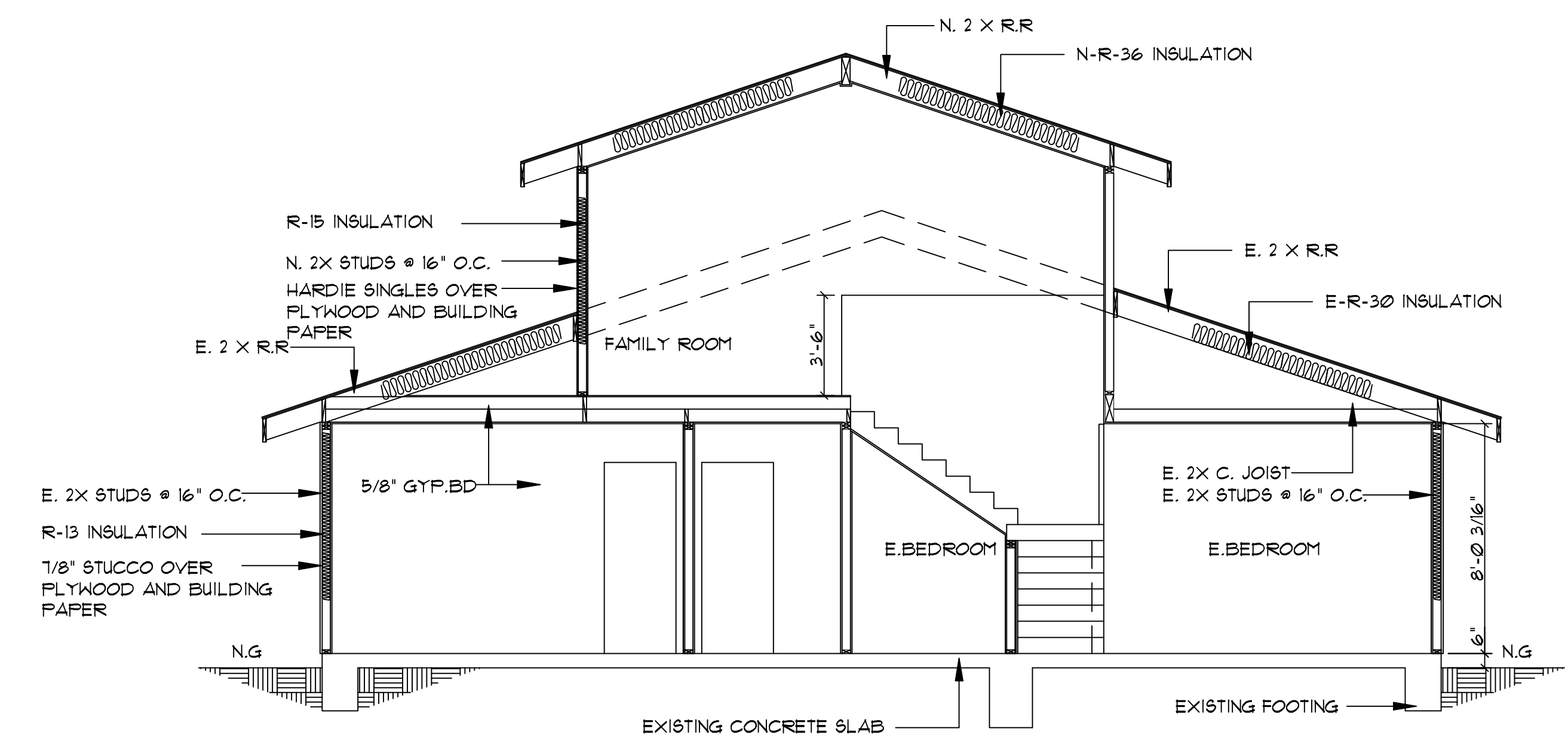
LINDA AND MICHAEL  
 RESIDENCE  
 915 ADELAINE AVE.  
 SOUTH PASADENA, CA 91030

NEW BUILDING  
 SECTIONS

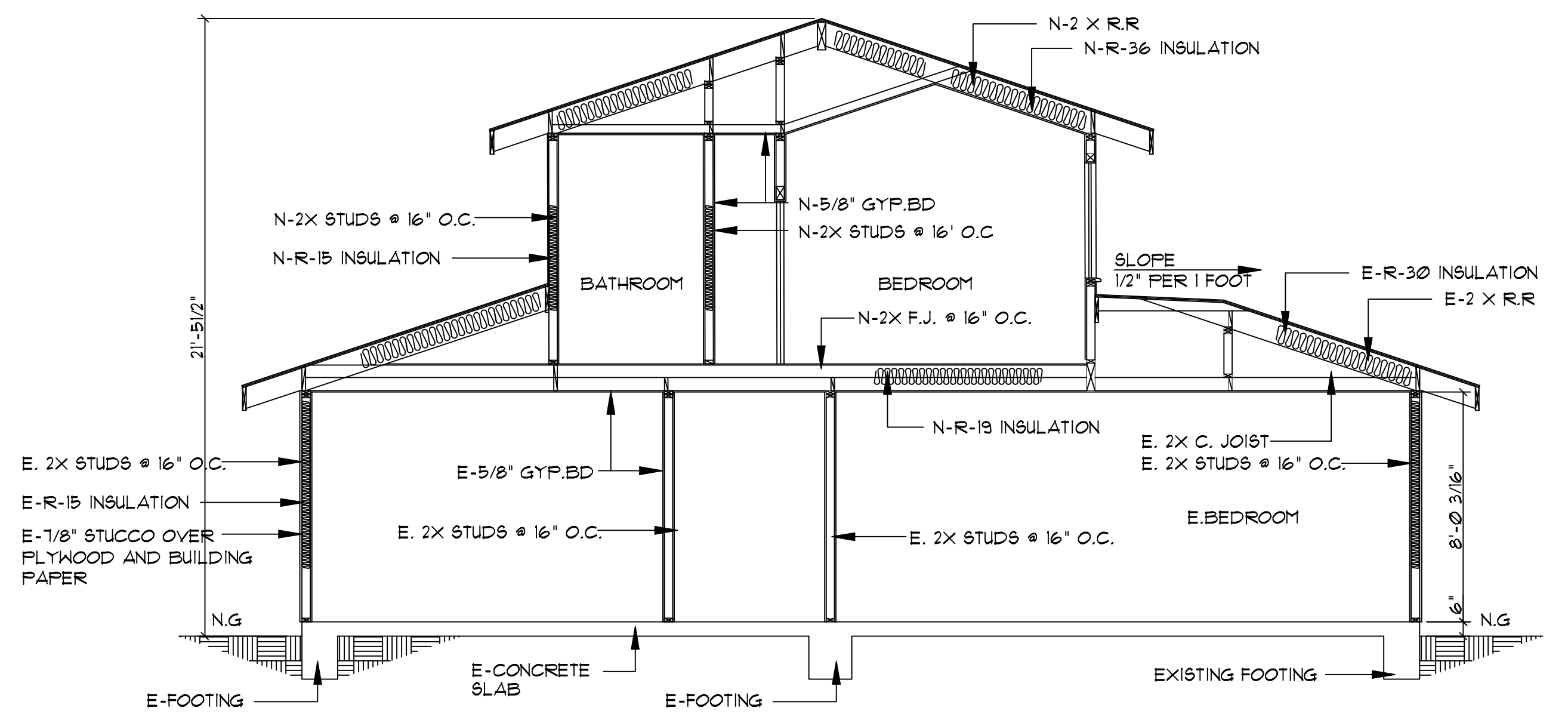
Date	9-09-22
Scale	AS NOTED
Drawn	
Job	
sheet	A-10
of	sheets



A SECTION "A"  
 A-10 1/4" = 1'-0"



B SECTION "B"  
 A-10 1/4" = 1'-0"



C SECTION "C"  
 A-10 1/4" = 1'-0"

## **ATTACHMENT 3**

Public Comment(s)

March 25, 2023

To Whom It May Concern:

My husband and I own the home across the street from 915 Adelaine Ave, and we support their proposed 2nd story addition. We have seen their plans for the proposed remodel and we believe their design improves the neighborhood by bringing the style of the home more in line with the style of the rest of the homes on the block.

Regards,

Cindy Kang and Ted Chi  
912 Adelaine Avenue