



**CITY OF SOUTH PASADENA
DESIGN REVIEW BOARD**

**AGENDA
REGULAR MEETING
THURSDAY, NOVEMBER 2, 2023
6:30 P.M.**

**AMEDEE O “DICK” RICHARDS JR. 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 Brian Nichols

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

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)

CONSENT CALENDAR ITEMS

2. Minutes from the Regular Meeting of 5/6/21

3. Minutes from the Regular Meeting of 2/2/23

4. Minutes from the Regular Meeting of 4/6/23

5. Minutes from the Regular Meeting of 5/4/23

PUBLIC HEARING

- 6. PROJECT NO. 2452-DRX** – A request for a Design Review Permit (2452- DRX) to add a 240 square-foot, first floor addition; enclose an existing 174 square-foot, second floor balcony; and legalize three (3) retaining walls in the rear yard at 4968 Harriman Avenue (APN: 5308-029-014). In accordance with the California Environmental Quality Act (CEQA), this project qualifies for Categorical Exemption under Section 15301, Class 1 (Existing Facilities)

Recommendation:

Finding the project exempt from California Environmental Quality Act (CEQA) pursuant to Section 15301, Class 1 (Existing Facilities). Approve the project, subject to the recommended conditions of approval.

- 7. PROJECT NO. 2507-DRX** – A request for a Design Review Permit (2507-DRX) to add a 416 square-foot first floor addition, a 528 square-foot attached garage and a 1,036 square-foot, second-story addition to an existing 2,332 square-foot one-story single-family dwelling at 1824 Hanscom Drive (APN: 5308-018-031). In accordance with the California Environmental Quality Act (CEQA), this project qualifies for Categorical Exemption under Section 15301, Class 1 (Existing Facilities).

Recommendation:

Finding the project exempt from California Environmental Quality Act (CEQA) pursuant to Section 15301, Class 1 (Existing Facilities). Approve the project, subject to the recommended conditions of approval.

- 8. PROJECT NO. 2584-DRX & 2585-DRX/SGN** A request for a Design Review Permit (2584-DRX) for a façade remodel of an existing 61,086-square-foot shopping center located at 1101-1153 Fair Oaks Avenue (Assessor Parcel

Numbers: 5315-004-066; 083; 084; 085). The proposed façade remodel will not include an increase of building square footage. The applicant is also requesting a Design Review Permit (2585-DRX/SGN) for a Master Sign Program at the renovated shopping center. In accordance with the California Environmental Quality Act (CEQA), this project qualifies for Categorical Exemption under Section 15301, Class 1 (Existing Facilities) and Section 15311, Class 11 (Accessory Structures).

Recommendation:

Finding the project exempt from California Environmental Quality Act (CEQA) pursuant to Section 15301, Class 1 (Existing Facilities) and Section 15311, Class 11 (Accessory Structures). Approve the project, subject to the recommended conditions of approval.

ADMINISTRATION

- 9. Comments from City Council Liaison**
- 10. Comments from Board Members**
- 11. Comments from Subcommittees**
- 12. Comments from Staff**

ADJOURNMENT

- 13. Adjourn to the Regular Design Review Board meeting scheduled for December 7, 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 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.

10/26/2023

Date

Braulio Madrid, Associate Planner



**CITY OF SOUTH PASADENA
DESIGN REVIEW BOARD**

REGULAR MEETING MINUTES

THURSDAY, MAY 6, 2021 AT 6:30 P.M.

VIA ZOOM

CALL TO ORDER:

Chair Hill called the Regular Meeting of the South Pasadena Design Review Board on Thursday, May 6, 2021 at 6:30 p.m. The meeting was conducted remotely by video conference pursuant to the Executive Order N-29-20 issued by Governor Newsom. The Council Chambers, located at 1424 Mission Street, South Pasadena, California, were closed. Members of the public attended the meeting via ZOOM.

ROLL CALL

PRESENT:

Joe Carlson, Board Member
Mark Smeaton, Board Member
Melissa Hon Tsai, Vice-Chair
Samantha Hill, Chair

ABSENT:

Kay Younger, Board Member

COUNCIL LIAISON

PRESENT:

Diana Mahmud, Mayor, Council Liaison

STAFF

PRESENT:

Kanika Kith, Planning Manager
Marina Khrustaleva, Interim Associate Planner
Lisa Krause, Contract Planner
Karolina Gorska, Contract Planner

APPROVAL OF AGENDA

Majority vote of the Board to proceed with Board business.

There were no changes requested and the Agenda was approved as submitted.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

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

None.

PUBLIC COMMENT

Public Comment – General (Non-Agenda Items)

None.

PUBLIC HEARING

- 1. Project No. 2343-SGN (Continued) – Sign Permit for an existing grocery store, Pavilions Grocery Store, located at 1213 Fair Oaks Avenue.**

Recommendation:

Approve, subject to conditions of approval.

Presentation:

Board Member Smeaton recused himself since his office was within 1,000 feet of subject property.

Contract Planner Krause presented the staff report.

Board Members did not have any questions for staff.

Public Comments:

With no requests to speak, the public comments portion of the hearing was closed.

Applicant Presentation and Questions:

Chair Hill asked Applicant Paul Herman if he had any concerns about the conditions of approval.

Mr. Herman stated that he did not have any concerns.

Chair Hill closed the Public Hearing and opened up the Board Member Discussion.

Board Member Discussion:

Vice-Chair Tsai stated that the signage proportions to the façade seem appropriate.

Board Member Carlson stated he agreed with Staff’s recommendation to approve the project as it looks.

Chair Hill stated she agreed with the other Board Members and asked for a motion to approve the project.

Motion and Action:

MOTIONED BY VICE-CHAIR TSAI AND SECONDED BY BOARD MEMBER CARLSON, CARRIED 3-0, to approve the project, subject to the recommended conditions of approval.

Board Member Smeaton rejoined the meeting.

2. **Project No. 2379–NID/DRX/TRP (Continued) – Notice of Intent to Demolish a single-story home and detached garage, Design Review for a new 3,467 sq. ft. two-story residence with an attached garage, and Tree Removal Permit for three non-native trees, located at 822 Orange Grove Place.**

Recommendation:

Approve, subject to conditions of approval.

Presentation:

Vice-Chair Tsai recused herself as she lives within 1,000 feet of subject property.

Contract Planner Krause presented the staff report.

There were no Board Member questions for Staff.

Public Comments:

With no requests to speak, the public comment portion of the hearing was closed.

Applicant Presentation and Questions:

Chair Hill asked if the applicant was present and if she had a presentation.

Applicant/Architect Katie Chiu made a presentation.

Chair Hill asked if Ms. Chiu if she would like add anything else.

Board Member Smeaton stated that he wanted to commend Ms. Chiu for doing a good job and making the project more authentic. He added that the windows were better and entry was the correct scale. He stated that he did not have any questions.

Board Member Carlson did not have any questions for the applicant.

Chair Hill did not have any questions but stated she shared Board Member Smeaton’s sentiment and that the project is a huge improvement and the massing looks great. Chair Hill closed the public hearing portion and opened the Board Discussion.

Board Member Discussion:

Board Member Smeaton stated he was very happy with the project especially the changes to the entry which Board Member Carlson had pushed. He added that his only suggestion was to make sure that the contractor follows through with the detail since the detailing is everything. Board Member Smeaton stated he was ready to move forward with the project.

Board Member Carlson stated he concurred with Board Member Smeaton's comments and added that he thought the changes to the front elevation, while not reducing the height by much, felt proportionally better. He added that the increased mass of the entryway and all the other little changes went a long way and the project looks better.

Chair Hill stated she agreed with the other Board Members and felt it was a great improvement. She added that the architectural style seemed consistent now. She asked for a motion to approve the project.

Motion and Action:

MOTIONED BY BOARD MEMBER CARLSON AND SECONDED BY BOARD MEMBER SMEATON, CARRIED 3-0, to approve the project, subject to the recommended conditions of approval.

Vice-Chair Tsai rejoined the meeting.

- 3. Project No. 2389-DRX/HDP – Design Review and Hillside Development Permit for a 3,023.4 square foot addition (a 1,991.8-square foot first-floor addition and a new 1,031.6-square foot basement) to an existing 2,540 single-family home located at 2016 Hanscom Drive (APN: 5308-022-040)**

Recommendation:

Approve, subject to conditions of approval.

Presentation:

Contract Planner Gorska presented the Staff Report.

There were no Board Member questions for staff.

Public Comments:

With no requests to speak, the public comment portion of the hearing was closed.

Applicant Presentation and Questions:

Architect Susan Masterman made a presentation.

Board Member Smeaton commended Ms. Masterman on very complete and exceptionally well-done drawings. He stated that his only question was why she

was using clay S tile and not Barrel tile and he guessed it was due to the weight of the Barrel tile.

Ms. Masterman stated it that there is some S tile on the two out buildings already and in general, the Barrel tile was too heavy.

Board Member Carlson asked Ms. Masterman for clarification about the ceramic tile accents she mentioned since he was not able to find them in the renderings.

Ms. Masterman said that the accents were a bit hidden since she thought of them as only accents.

Chair Hill stated she had no questions but reiterated Board Member Smeaton's sentiment that Ms. Masterman had integrated the new with the existing house. Chair Hill then closed the public hearing portion of the meeting.

Board Member Discussion:

Vice-Chair Tsai stated she loves the house and design.

Board Member Smeaton stated he loved the choice of wood windows that are much harder to maintain. He added that he loved Ms. Masterman's watercolor renderings.

Board Member Carlson commented that in terms of scale, the cantilevered porch and staircase on the south elevation looked out of place. He commented that it looked like it was cantilevered too far off the side.

Vice-Chair Tsai stated she believed it was the existing staircase.

Planning Manager Kith put up the corresponding slide for the Board to view.

Contract Planner Gorska stated that the porch and staircase on that south elevation were original and that they were only making improvements. She added that they were going to do fill there but instead they are just going to do the cantilever for support without any fill.

Board Member Carlson asked the Board to disregard his comment and that he thought it looked great.

Chair Hill then asked for any other comments and when hearing none, stated she felt the project was a slam-dunk and very beautiful and followed up by asking for a motion to approve the project.

Motion and Action:

MOTIONED BY VICE-CHAIR TSAI AND SECONDED BY BOARD MEMBER SMEATON, CARRIED 4-0, to approve the project, subject to the recommended conditions of approval.

CONSENT ITEMS

None.

DISCUSSION ITEMS

None.

ADMINISTRATION

4. Comments from City Council Liaison:

City Council Liaison, Mayor Mahmud, stated she appreciated the education and vocabulary she was receiving by being liaison to this Board. She also stated she was grateful for all of the comments the Board had for the Orange Grove Place project. She commented that the difference between the before and after photos was so great and that the Board was proving to do a valued service to the applicant since the home is now more pleasing to the eye. Mayor Mahmud also added that the new City Manager, Armine Chaparyan, would start soon.

5. Comments from Board Members:

None.

6. Comments from Subcommittees:

None.

7. Comments from Staff:

Planning Manager Kith stated that at last night's City Council Meeting, the City Council adopted the Inclusionary Housing Ordinance, effective immediately, as well as the ADU Ordinance, which will be effective in 30 days. She added that Staff is currently working on Phase 2 of the ADU Ordinance for Historic Properties to develop design standards as well as guidelines and Staff is aiming to have it available for public review sometime in June.

Finally, Planning Manager Kith introduced Marina Khrustaleva who will be substituting for Malinda Lim while she is out on maternity leave.

ADJOURNMENT

8. Adjourn to the regular Design Review Board meeting scheduled for June 3, 2021 at 6:30 p.m.

There being no further matters, Chair Hill adjourned the Design Review Board meeting at 7:36 p.m.

APPROVED,

Samantha Hill, Chair – Design Review Board

Date



**CITY OF SOUTH PASADENA
DESIGN REVIEW BOARD**

REGULAR MEETING MINUTES

THURSDAY, FEBRUARY 2, 2023 AT 6:30 P.M.

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

CALL TO ORDER:

The Regular Meeting of the South Pasadena Design Review Board was called to order by Chair Hill on Thursday, February 2, 2023 at 6:30 p.m. The meeting was conducted in person from the Council Chambers located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL
PRESENT:**

Joe Carlson, Board Member
Brian Nichols, Board Member
Kay Younger, Board Member
Melissa Hon Tsai, Vice-Chair
Samantha Hill, Chair

**STAFF
PRESENT:**

Matt Chang, Planning Manager
Sandra Robles, Associate Planner
Mackenzie Goldberg, Assistant Planner
Lillian Estrada, Administrative Secretary

APPROVAL OF AGENDA

Majority vote of the Board to proceed with Board business.

Chair Hill asked if Board Members or Staff had any changes to the Agenda. There were no changes requested and the Agenda was approved as submitted.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

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

None.

PUBLIC COMMENT

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

None.

CONTINUED ITEM

- 2. 507 Camino Verde (APN: 5310-005-007), Project No. 2511-DRX:** A request for a Design Review Permit for a 1,265-square-foot addition to the second floor of an existing 2,888-square-foot, two-story, 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:

Continue this item to a future Design Review Board meeting to be determined.

Action and Motion:

MOTIONED BY BOARD MEMBER CARLSON AND SECONDED BY VICE-CHAIR TSAI, CARRIED 5-0, to continue this item to a future Design Review Board meeting to be determined.

PUBLIC HEARING

- 3. 626 Garfield Avenue (APN: 5324-019-010), Project No. 2541-DRX/AUP:** A request for a Design Review Permit for a 68-square-foot first floor addition and a new 843-square-foot second floor addition to an existing one-story, 864-square-foot single-family residence. The project also includes a request for an Administrative Use Permit for a tandem parking. In accordance with the California Environmental Quality Act (CEQA), this project qualifies for a Categorical Exemption under Section 15301, Class 1 (Existing Facilities).

Recommendation:

Approve the project, subject to the recommended conditions of approval.

Presentation:

Assistant Planner Goldberg presented the project. The designer and applicant were present but did not have a presentation.

Board Member Nichols asked staff about the siding materials.

Assistant Planner Goldberg stated it was Hardie siding.

Vice-Chair Tsai asked to confirm if one or two parking spaces would be covered.

Assistant Planner Goldberg stated there would be only one covered parking space. She added that the Administrative Use Permit allowed the uncovered parking space to count towards the second parking space.

Public Comments:

There was one public comment submitted via email prior to the meeting. There were no requests to speak at the meeting so the public hearing closed.

Board Member Discussion:

Chair Hill requested that the applicant approach the podium if they had comments or a presentation.

Architect Steve Dahl introduced himself and said the owners, the Williams, were in the audience. He said this was a fun project and that the footprint stays the same and that there is no place else to park or put a garage.

Board Member Nichols asked about the one comment that came in via email regarding the hedges. He wanted to ask if construction would impact the hedges that are there or would they be left alone.

Architect Dahl stated that the hedges would not be impacted.

Board Members Carlson, Nichols, Younger, Vice-Chair Tsai, and Chair Hill all commented on how beautiful the house design is and that it does not even look like an addition.

Action and Motion:

MOTIONED BY BOARD MEMBER YOUNGER, SECONDED BY VICE-CHAIR TSAI, CARRIED 5-0, to approve the project based on Staff recommendation and with conditions of approval.

ADMINISTRATION

4. Comments from Board Members

None.

5. Comments from Subcommittees

None.

6. Comments from Staff

Planning Manager Chang provided updates regarding the Housing Element Update. Last September, Staff presented the Objective Development Standards to the Design Review Board to get feedback. Staff is hoping to bring this item back to the Board in the near future to get feedback of consultant's draft document. Lastly, the Economic Development Division will have a business network event on February 28.

ADJOURNMENT

7. Adjourn to the regular Design Review Board meeting scheduled for March 2, 2023 at 6:30 p.m.

There being no further matters, Chair Hill adjourned the Design Review Board meeting at 6:55 p.m.

APPROVED,

Samantha Hill, Chair – Design Review Board

Date



**CITY OF SOUTH PASADENA
DESIGN REVIEW BOARD**

REGULAR MEETING MINUTES

THURSDAY, APRIL 6, 2023 AT 6:30 P.M.

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

CALL TO ORDER:

The Regular Meeting of the South Pasadena Design Review Board was called to order by Chair Hill on Thursday, April 6, 2023 at 6:30 p.m. The meeting was conducted in person from the Council Chambers located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

PRESENT:

Joe Carlson, Board Member
Brian Nichols, Board Member
Melissa Hon Tsai, Vice-Chair
Samantha Hill, Chair

ABSENT:

Kay Younger, Board Member

COUNCIL LIAISON

PRESENT:

Janet Braun, Councilmember

STAFF

PRESENT:

Alison, Becker, Deputy Director of Community
Development
Matt Chang, Planning Manager
Lillian Estrada, Administrative Secretary

APPROVAL OF AGENDA

Majority vote of the Board to proceed with Board business.

Chair Hill asked if Board Members or Staff had any changes to the Agenda. There were no changes requested and the Agenda was approved as submitted.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

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

None.

PUBLIC COMMENT

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

None.

BUSINESS ITEM

2. Design Review Board Reorganization

Recommendation

Planning Manager Chang explained that it was time to choose a new Chair and Vice-Chair for the coming year. He stated that a Chair can serve a two-year term maximum and that Chair Hill has served two years. Vice-Chair does not have a term limit.

Chair Nomination:

Vice-Chair Tsai nominated Board Member Nichols to be Chair. Chair Hill seconded the nomination of Board Member Nichols.

Action and Motion:

MOTIONED BY CHAIR HILL, CARRIED 4-0, to approve Board Member Nichols as Chair effective immediately.

Vice-Chair Nomination:

Newly appointed Chair Nichols asked for nominations for Vice-Chair. Board Member Hill nominated Vice-Chair Tsai to continue her service as Vice-Chair.

Action and Motion:

MOTIONED BY CHAIR NICHOLS, CARRIED 4-0, to approve Vice-Chair Tsai as Vice-Chair effective immediately.

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).

Vice-Chair Tsai recused herself since she lived within 1,000 feet of the project site.

Recommendation:

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

Presentation:

Planning Manager Chang presented the project for Assistant Planner Mackenzie Goldberg. The designer and applicant were present but did not have a presentation.

There were no questions for staff.

The architect approached podium to answer questions.

Board Member Hill asked if the proposed addition's square footage was an attempt not to maximize the square footage requirement.

The architect confirmed.

There were no further questions for architect.

Public Comments:

There were two public comments from adjacent neighbors supporting the project submitted prior to the meeting. There were no requests to speak at the meeting so the public hearing closed.

Board Member Discussion:

Board Member Carlson stated that second story windows seemed too far from the center in the front elevation and that the horizontal windows in the rear elevation looked less boxy.

Board Member Hill wondered if the windows in the front could match the horizontal windows in the back.

Architect stated that there was a structural issue with window choice and placement.

Board Members stated they understood and it was not a deal breaker.

Action and Motion:

MOTIONED BY BOARD MEMBER HILL, SECONDED BY BOARD MEMBER CARLSON, CARRIED 3-0, to approve the project based on Staff recommendation and with conditions of approval.

ADMINISTRATION

4. Comments from City Council Liaison

City Council Liaison Braun expressed her excitement to be the liaison to the Board.

5. Comments from Board Members

None.

6. Comments from Subcommittees

None.

7. Comments from Staff

Deputy Director Becker delivered updates and announcements. She stated the fifth draft of the Housing Element was recently submitted to the State and she felt confident it would be accepted. She also stated that once they adopted the Housing Element in May there would be summer engagement process around the General Plan and the Downtown Specific Plan.

ADJOURNMENT

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

There being no further matters, Chair Nichols adjourned the Design Review Board meeting at 7:01 p.m.

APPROVED,

Brian Nichols, Chair – Design Review Board

Date



**CITY OF SOUTH PASADENA
DESIGN REVIEW BOARD**

REGULAR MEETING MINUTES

THURSDAY, MAY 4, 2023 AT 6:30 P.M.

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

CALL TO ORDER:

Chair Nichols called the Regular Meeting of the South Pasadena Design Review Board to order on Thursday, May 4, 2023 at 6:30 p.m. The meeting was conducted in person at the Council Chambers located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL
PRESENT:**

Brian Nichols, Chair
Melissa Hon Tsai, Vice-Chair
Joe Carlson, Board Member
Samantha Hill, Board Member

ABSENT:

Kay Younger, Board Member

**STAFF
PRESENT:**

Alison Becker, Deputy Director of Community
Development
Matt Chang, Planning Manager
Sandra Robles, Associate Planner
Braulio Madrid, Associate Planner
Lillian Estrada, Administrative Secretary

APPROVAL OF AGENDA

Majority vote of the Board to proceed with Board business.

Chair Nichols asked if Board Members or Staff had any changes to the Agenda. There were no changes requested and the Agenda was approved as submitted.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

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

Chair Nichols stated that that he lives one street away from the first project on the Agenda, 1222 Brunswick Avenue. He stated he will recuse himself from this item.

PUBLIC COMMENT

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

None.

PRESENTATION

2. **Updates from the City Manager’s Office –** Deputy City Manager Domenica Megerdichian provided an update from the City Manager’s Office. She stated she was visiting all of the Commissions to provide an update and answer questions. Ms. Megerdichian started by saying that the City had been very busy in the last 18 months as staff had been working on department assessments, budget workshops, and the 2021-2026 Strategic Plan. She commented that Public Works Department will roll out the Slow Streets Project, which would bring elements to make our downtown and residential areas more beautiful and pedestrian-friendly with traffic-calming elements and opportunities to maximize our outdoor business space. She mentioned that various Commissions and our City Council have held study sessions recently on priority areas such as streets and infrastructure, library strategic planning and site planning, and housing. She ended by saying she hoped to see everyone at the upcoming Commissioner Congress on June 28.

PUBLIC HEARING

3. 1222 Brunswick Avenue (APN:5311-007-022), Project No. 2451-NID/DRX/TRP:

A request for a Design Review Permit for a new 2,401-square-foot single-family residence with an attached two-car garage and a request for a Tree Removal Permit located at 1222 Brunswick Avenue (Assessor’s Parcel Number: 5311-007-022). In accordance with the California Environmental Quality Act (CEQA), this project qualifies for a Categorical Exemption under Section 15303, Class 3 (New Construction of Small Structures, which includes development of a single-family residence).

Recommendation:

Find the project exempt from CEQA pursuant to Section 15303. Approve the project, subject to the recommended conditions of approval.

Staff Presentation:

Chair Nichols recused himself from this project since he lives within 1,000 feet of the site.

Associate Planner Madrid presented the staff report. Applicant Architect Yu-Ngok Lo and owner Daryl Roberts was present to answer questions but did not have a presentation.

Board Member Hill stated she had one question about the total FAR (Floor Area Ratio) in the basement. She commented that the basement was huge with more 1,000 square feet and asked if that number counted towards the FAR.

Associate Planner Madrid responded that the square footage of the basement was not counted towards the FAR. He stated further that the way the FAR was defined in the Municipal Code was that any floor area that was subterranean and not above the ground level, did not count towards the floor area ratio.

Vice-Chair Tsai asked staff if this property was considered hillside property.

Associate Planner Madrid responded that the property was not considered hillside property. He added that based on the calculations, the property did not exceed the 20% slope requirement to be considered a hillside property.

Vice-Chair Tsai then stated she had a follow-up question. She continued by stating that since the property was not considered hillside property, she believed the maximum width for a single-family residence driveway was 12 feet.

Board Member Carlson asked which material was being proposed for around the garage.

Mr. Lo responded that the material around the garage were 8-inch by 16-inch concrete masonry blocks constructed with stacked bond.

Board Member Carlson finished up by asking why the street address numbers were large like you would find on a retail building.

Mr. Lo responded that they could revisit the size if that is something the Board wanted and that part of the requirement was to have the Fire Department be able to easily identify the address. Mr. Lo reiterated that they could go back and adjust size if necessary.

Vice-Chair Tsai stated she had a couple of questions and the first one was if the fascia material was steel.

Mr. Lo stated it was sheet metal.

Vice-Chair Tsai said her question was about HVAC equipment placement. She noted she saw where the pool equipment was going but not where the HVAC equipment would be.

Associate Planner Madrid brought up the slide of the proposed landscape plan. He stated that underneath the ADU in the back, there were two enclosures outside of the side yard setback, which is to house the mechanical equipment.

Vice-Chair Tsai said she saw the label there for the pool equipment but not she did not see a label for the AC unit.

Mr. Lo stated that there were two enclosures—one for the pool equipment and the other for the mechanical equipment.

Board Member Hill mentioned that she did a quick calculation and the ADU portion of the project was over 800 square feet.

Associate Planner Madrid confirmed an excess of 123 square feet and from his recollection that was included in the total FAR.

Board Member Hill stated she just wanted to clarify that the FAR included that 34% and that it included that extra ADU.

Public Comments:

With no requests to speak, the public comments portion of the hearing was closed.

Board Member Discussion:

Board Member Carlson stated he felt it was an attractive house and he did not have any issues with it. He added that the only thing that puts him off in the rendering was the blue concrete but per the applicant, it is not going to be blue.

Vice-Chair Tsai stated that natural CMU block is usually light gray. She added that it was interesting that Board Member Carlson brought up because on the other side, while she appreciated the style and design and how well it is articulated, her only concern was the south elevation, toward the front. She looked it up on Google Street View but did not drive by it. She said you could see the south elevation when driving down the street and it is a large concrete wall.

Vice-Chair Tsai said she did not have an issue with the concrete per se. She stated that her issue was with the blank concrete wall towards the front

Board Member Carlson asked if maybe it would help if they broke up the concrete with one of the other materials.

Vice-Chair Tsai added to Board Member Carlson's statement by suggesting adding a window to the concrete wall. She added that any added element did not have to be a material change, as she liked the concrete.

Board Member Hill agreed with Vice-Chair Tsai that she liked the concrete and for her it was tough because she agrees with the design guidelines about not wanting large swaths of blank walls.

Board Member Carlson asked if there were any plans for landscaping.

Mr. Lo responded that yes there would be front and back landscaping.

Vice-Chair Tsai asked the applicant if the neighbor's house was single story or two story.

Mr. Roberts responded that it was single story but the house slopes down and there is a basement or a second unit so he didn't know if it was two stories or not.

Board Member Carlson said the proposed wall is more attractive than the existing wall.

Both Vice-Chair Tsai and Board Member Hill agreed that the proposed wall is more attractive than the existing wall.

Board Member Hill stated the overall point is it is a great design, a beautiful house, a huge improvement and she's happy it is going into this location. She stated that these are more just recommendations and that she would be happy to move it forward with a Chair Review but did not know how everyone else felt.

Board Member Carlson stated with the addition, the architect mentioned some possible changes around the window on the wall to give it a little more interest and he would like to see it in a rendering.

Board member Hill stated it could probably be solved in a Chair Review instead of continuing it and asked what they others thought.

Vice-Chair Tsai said she is fine with that unless the Board wants to see it again.

Board Member Carlson suggested a Chair Review but suggested that if the Chair felt it should come back before the whole group that they should bring it back.

Board Member Hill asked if having a Chair Review and then having the Chair bring the project back to the rest of the Board to review was even an option.

Associate Planner Madrid stated that unfortunately that was not an option. He said the options would be to approve the project now with a Chair Review or form a subcommittee, and then have the project returned to the Public Hearing.

Board Member Hill, Board Member Carlson, and Vice-Chair Tsai all stated they are fine with a Chair Review to keep the process moving forward.

Board Member Hill asked if voting for a Chair Review would mean that the project would be technically approved.

Planning Manager Chang stated that it would be technically approved with an added condition for a Chair Review to refine certain elements, for example the elevation plans.

Action and Motion:

MOTIONED BY BOARD MEMBER HILL AND SECONDED BY BOARD MEMBER CARLSON, CARRIED 3-0, to approve the project based on staff recommendation with conditions of approval and an added condition for a Chair Review specifically addressing the south façade, materials and fenestration.

Vice-Chair Tsai invited Chair Nichols back into the meeting.

4. **1411 Oak Street (APN: 5319-006-015), Project No. 2531-DRX:**

A request for a Design Review Permit for a 1,358 sq. ft. two-story additions and exterior remodel of an existing single-family residence located at 1411 Oak Street (Assessor's Parcel Number: 5319-006-015). The residence, after the addition, will measure a total of 4,374 sq. ft. with an attached 500 sq. ft. carport. 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.

Staff Presentation:

Associate Planner Madrid presented the staff report.

Chair Nichols moved to questions for staff.

Vice-Chair Tsai stated she had one question for her own edification only—not about the project. She stated that she noticed that the staff presentation FAR is 800 square feet less than the architect's calculation of FAR. She asked if the ADU get an 800 square foot credit even when it is under the max FAR.

Associate Planner Madrid stated that the credits that were used for the total would be 800 square feet for the ADU.

Vice-Chair Tsai said she knew the 800 SF was exempt when you have gone over the max FAR. She added that she did not realize that you were still exempt even

if you were within the max FAR so that was good to know. She added this project was under the max FAR.

Board Member Hill interjected that the 800 square feet would not count at all towards any FAR.

Chair Nichols asked if anyone had questions for the applicant.

Board Member Hill stated she had a question about size of the house. She stated that she recognized that the house is on a very large lot and that the proposed design is well under the maximum floor-area ratio but the house, especially in comparison to the existing structure that's there and the neighbors seems massive so she wanted to understand the approach behind that.

Architect Patrick Szurpicki introduced himself. He explained that as part of his process, they look at a 500-foot radius, there are actually four houses in the same range, and a couple that are a little larger. He added that this street, if you drove by, has many big apartment buildings across the street, so there is a mass to that street.

Chair Nichols asked if the Board had any more questions and not hearing any, opened the hearing for public comments.

Public Comments:

With no requests to speak, the public comment period was closed.

Board Member Discussion:

Board Member Hill started the discussion by stating that she felt that overall the project was well articulated and very traditional in the neighborhood with the Craftsman style. She added that it was hard for her to accept the massing and that it seemed like a behemoth of a project. She stated that the existing house was just over 2,700 square feet and the new one is almost 4,700 square feet—2,000 square-feet more. She added, however, that looking at the map there was a range of square footages, there were some other properties in the area approaching that size but none of them, besides the multi-family or commercial lots, came close to that size.

Vice-Chair Tsai stated she did not think, in the analysis, that the unpermitted square footage was counted. She said that the house is actually bigger in terms of existing because it has unpermitted square footage that was not counted in the calculation.

Associate Planner Madrid confirmed that to be the case that any unpermitted additions were not included in the square footage.

Vice-Chair Tsai stated that then the addition is not actually that big because they are legalizing some of the existing house.

Board Member Carlson asked if it was possible to bring up the front elevation with the comparison with the existing and the proposed. He stated he is now looking at it and the new structure is not that much bigger than the old one, it is just taller.

Vice-Chair Tsai stated that she did not mind it. She stated she couldn't remember which zone it was in—Estate, or RS—but it is near a lot of RE properties and like on Milan, though this area is on the other side of Fair Oaks, there are a lot of estate properties and a lot of the houses are quite big. She reiterated that she does not mind the massing and the combination of the multi-family homes too—she feels it is appropriate.

Board member Carlson suggested that the original house was just a big box but that with the addition of the carport, it is more cohesive. The Carport makes the whole thing look a little less imposing.

Chair Nichols asked if the piece of the house concealed by trees on the right side of the rendering is approximately the same size as the original. It actually looks smaller to him than the original.

Vice-Chair Tsai said she liked the design, she likes the project and she has no problem with the size of the house because all of the design elements really break it down and scales it down. She added that she really appreciates the change of the style to make it fit in to the neighborhood.

Chair Nichols stated that when reviewing the project initially he did not feel it was too big. He added that he almost felt like there was a little too much going on with the front façade and he added that he is saying that cautiously since he doesn't want to dial it back too much because it breaks the scale down. He stated there are the two bookend pieces, a middle piece, different roof forms, multiple rafter tails, stair stepping beams that support the rafter tail ridge beam on the front portico, etc.

Board Member Carlson added that these elements break it up, there is a lot of house, and the collective elements make it feel less massive.

Chair Nichols stated he appreciated the aesthetic and felt the design was a definite improvement over the house as it stands now. He added that he liked the look and thought it fit in with the neighborhood.

Vice-Chair Tsai commented that it is a very large property and well under the FAR.

Board Member Hill added that it technically complies but it just seems very large even for that site. She added she is very familiar with the street and walks on it almost every day so she has a sense of the scale in the neighborhood. Board Member Hill added that this just looks like it may be very big and it is hard to see without seeing the neighboring properties. She said it would be great if Staff could

start requesting to see elevations with the neighboring properties next to them so we understood the relationship to the grade, to the neighbor and gives a sense of overall scale.

Chair Nichols asked if anyone wanted to make a motion.

Motion and Action:

MOTIONED BY VICE-CHAIR TSAI, SECONDED BY BOARD MEMBER CARLSON, CARRIED 3-1, WITH BOARD MEMBER HILL BEING NO to: approve the project based on staff recommendation with conditions of approval.

DISCUSSION ITEM

5. 2023 Annual Commission Report

Recommendation:

Discuss and approve 2023 Annual Commission Report.

Planning Manager Chang presented the Draft 2023 Annual Commission Report.

Board Member Hill said she had a general comment, not specific to the Design Review Board. She stated that she had heard in the community that the length of time it takes for approvals for additions and renovations. She did not know if there was a way to improve that and streamline different departments. She did not want to name specific departments but community members say there are particular ones that have held up the process.

Planning Manager Chang thanked Board Member Hill and stated the City definitely understands and that the goal is to streamline the process.

ADMINISTRATION

6. Comments from City Council Liaison

None.

7. Comments from Board Members

None.

8. Comments from Subcommittees

None.

9. Comments from Staff

Deputy Director Becker provided update on the Housing Element. She stated that once the Housing Element clears the hurdle they would be jumping into General Plan Update and Downtown Specific Plan. She stated that there would be two charrettes happening, one on June 3 and one on June 17. She concluded that it

would be a busy summer for Staff. She thanked everyone for their commitment to excellent design and properly scaled urbanism in South Pasadena.

ADJOURNMENT

10. Adjourn to the regular Design Review Board meeting scheduled for June 1, 2023 at 6:30 p.m.

There being no further matters, Chair Nichols adjourned the Design Review Board meeting at 9:15 p.m.

APPROVED,

Brian Nichols, Chair – Design Review Board

Date



Design Review Board Agenda Report

ITEM NO. 6

DATE: November 2, 2023

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

PREPARED BY: Mackenzie Goldberg, Assistant Planner

SUBJECT: **Project No. 2452-DRX – A request for a Design Review Permit (DRX) to add a 240 square-foot, first floor addition; enclose an existing 174 square-foot, second floor balcony; and legalize three (3) retaining walls in the rear yard at 4968 Harriman Avenue (APN: 5308-029-014). Finding project exempt under California Environmental Quality Act (CEQA) Guidelines, Section 15301, Class 1 (Existing Facilities).**

RECOMMENDATION

Staff recommends that the Design Review Board (DRB):

1. Finding the project exempt under California Environmental Quality Act (CEQA) Guidelines, Section 15301, Class 1 (Existing Facilities).
2. Approve Project No. 2452-DRX, subject to Conditions of Approval (**Attachment 1**).

BACKGROUND

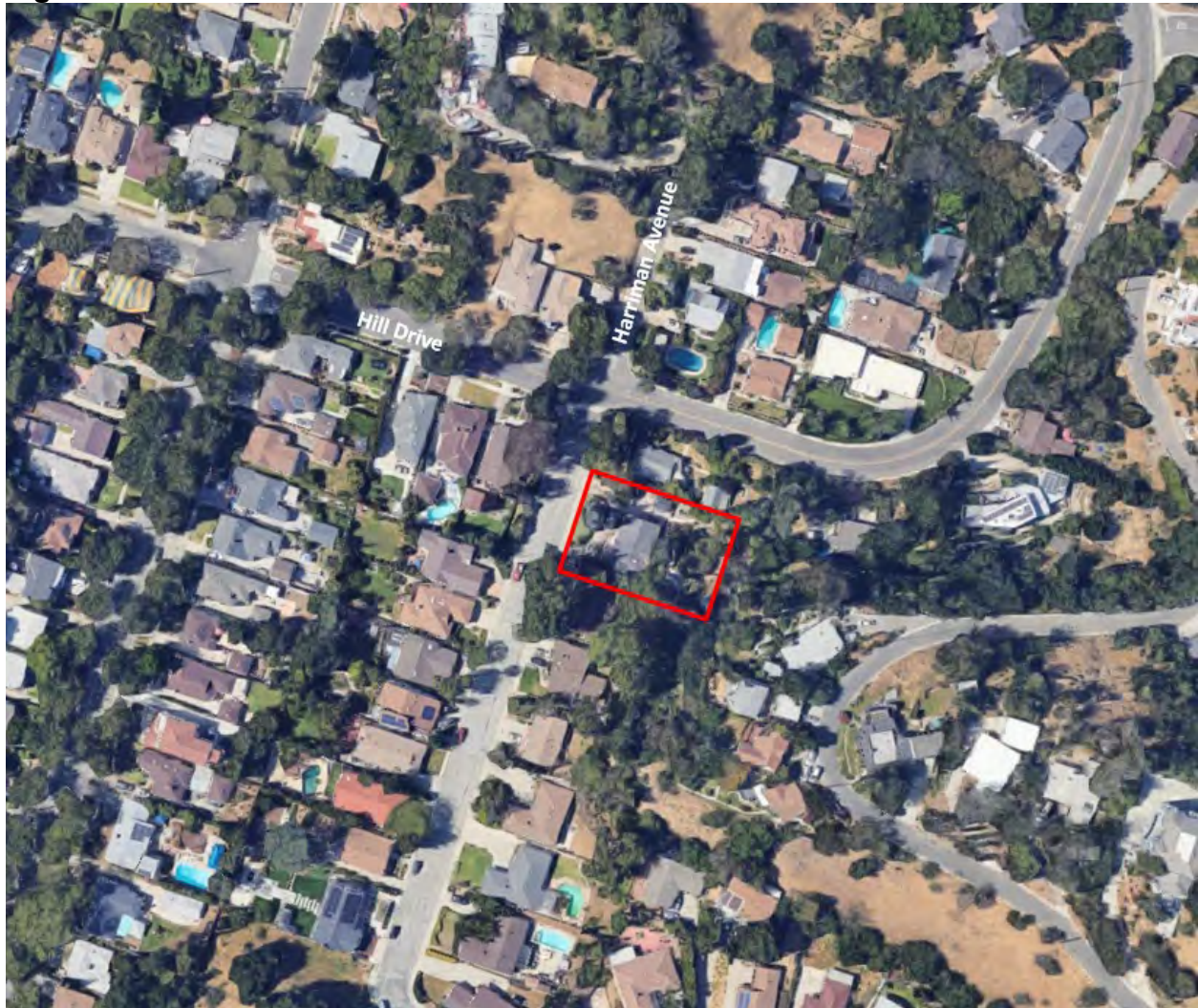
The subject site is a rectangular-shaped 15,056 square-foot lot located on the easterly side of Harriman Avenue, and bounded by Hill Drive to the north. The subject site is within the Residential Single-Family Zoning District, or RS zone, and is surrounded by single-family residential uses to the north, south, east, and west. Site and Neighborhood Images are included in the Project Plans as **Attachment 2. 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 2,593 square-foot, two-story single-family residence consisting of four (4) bedrooms, three (3) bathrooms, and a 760 square-foot, attached three-car garage. Originally constructed in 1995, the subject property has undergone the following exterior modifications:

- 2008 – Replace railing at front balcony
- 2009 – Reroof

2009 – Construction of roof over side deck
2010 – Two new proposed retaining walls

Figure 1: Aerial



PROJECT DESCRIPTION

The applicant is requesting the approval of a Design Review Permit (DRX) to add a 240 square-foot, first floor addition and enclose an existing second floor balcony, adding 174 square-feet of livable space to an existing 2,593 square-foot two-story, single-family dwelling at 4968 Harriman Avenue. The request also includes the legalization of three (3) unpermitted retaining walls located in the rear yard. The architectural drawings are included as **Attachment 2**.

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 South Pasadena Municipal Code (SPMC). 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 visible to the street.

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.

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 development of detached, single-family homes. The purpose of Residential Zoning District General Development Standards (SPMC, Section 36.220.040) is to ensure that alterations to existing structures are suitable and compatible with the applicable development standards.

Table 1: RS Zone

Standard	Requirement	Existing	Proposed
Lot Coverage	40% (6,022 SF max. allowed)	12.77% (1,923 SF)	14.36% (2,163 SF)
Floor Area Ratio (FAR)	35% (5,269 SF max. allowed)	17.2% (2,593 SF)	19.97% (3,007 SF)
Building Height	35'	23'-6"	23'-6"
Off-Street Parking	3-Car Garage	3-Car Garage	Unchanged
Front Setback	35'	20'-10"	28'-4" (addition)
Side Setbacks	10% of lot width, 10 ft. minimum	33'-11" (N) 13'-9" (S)	17'-11" (N) 13'-9" (S)
Rear Setback	25'	86'-9"	Unchanged
Wall Height	6' maximum	6" to 20"	1'-3" (2) 2'-6" (1)

Design Review

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 project can be supported based on adhering to development standards identified on **Table 1**, and by meeting the City's adopted design guidelines. In accordance to SPMC, Section 36.220.050(A), Design Compatibility is defined as:

Proposed construction shall have exterior colors, forms, and materials that are consistent throughout and visually compatible with adjacent structures and the surrounding neighborhood. The size, mass, and scale of new dwellings shall also be visually compatible with adjacent structures and the surrounding neighborhood. New dwellings shall also comply with the City's Residential Design 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 neighborhood and is in keeping with its existing two-story massing. The first-floor addition is moderate in size and the second-floor addition is located under the existing second floor patio. The proposed exterior modifications include a replacement of windows, new railings, and new siding. In addition, the applicant is proposing three (3) new retaining walls in the rear yard to create walk ways (see **Attachment 3** for images). All three walls are well below the six (6) foot maximum allowable height for fences, walls, and gates.

Image 1: Subject Property Front Elevation



The neighborhood is comprised of a variety of one and two-story residential structures that vary in size and architectural styles. The new addition is compatible with the

existing style of the residence and complies with all applicable setbacks and height limitations. As such, the proposed project is in compliance with the City's adopted design standards and guidelines.

GENERAL STANDARDS FOR CONSTRUCTION

The Public Works Department has reviewed this project and recommended Conditions of Approval (**Attachment 1**) to mitigate any potential construction impact during construction. The recommended conditions including, but not limited to, requiring the applicant to submit a construction management plan, advanced notice for any street closures, and prohibiting overnight storage of materials or equipment within the public right-of-way.

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.

FINDINGS

Design Review Required 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 proposed, as such, it remains consistent with the General Plan. The proposed project meets design guidelines adopted by the City, in that the architectural design has been established in the neighborhood.

- 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 is designed to accommodate the functions and activities related to typical single-family residential properties; the use and density are consistent with the neighborhood. As conditioned, the project's mass, scale, bulk, and temporary construction activities 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. Furthermore, the project site is surrounded by one- and two-story single-family residential structures. 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 occupants and provides adequate indoor and outdoor space. The proposed project uses similar materials and colors to enhance the existing architecture within the neighborhood and should remain appealing with a reasonable level of maintenance.

ALTERNATIVES

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 October 20, 2023 in the South Pasadena Review. Hearing notices were sent to all properties within a 300-foot radius and within the Southwest Monterey Hills on October 19, 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.

NEXT STEPS

If the Design Review Board approved 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. Retaining Wall Photos

ATTACHMENT 1

Conditions of Approval

CONDITIONS OF APPROVAL Design Review Permit

PROJECT NO. 2452 – DRX
4968 Harriman Avenue (APN: 5308-029-014)

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 November 2, 2023:

Design Review for the construction of a 240 square-foot, first floor addition; the enclosure of an existing 174 square-foot, second floor balcony; and the legalization of three (3) retaining walls in the rear yard at 4968 Harriman 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 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 current Building Code shall be submitted to Building Division for review prior to permit issuance.
- B3. Park Impact Fee to be paid at the time of permit issuance.
- B4. Per Chapter 16A of the City of South Pasadena Municipal Code, Growth fee to be paid at the time of permit issuance.
- B5. In accordance with paragraph 5538(b) of the California Business and Professions Code, plans are to be prepared and stamped by a licensed architect.
- B6. Structural calculations prepared under the direction of an architect, civil engineer or structural engineer shall be provided.
- B7. Each sheet of the plans shall be stamped and signed by a California licensed architect or engineer per R301.1.3.2 as adopted and amended by the City, for all dwellings of wood frame construction more than one story in height or with a basement located in Seismic Design Category D0, D1, or D2 or E.
- B8. The proposed rear wall retaining surcharge from a slope required a separate building permit. Its structural design shall be prepared by a California licensed civil or structural engineer with supporting calculations. The design lateral soils loads shall be determined by a California licensed geotechnical engineer for retaining conditions not covered by Section 1610 of the Building Code.
- B9. A geotechnical and soils investigation report is required, the duties of the soils engineer of record, as indicated on the first sheet of the approved plans, shall include the following:
- a. Observation of cleared areas and benches prepared to receive fill;
 - b. Observation of the removal of all unsuitable soils and other materials;
 - c. The approval of soils to be used as fill material;
 - d. Inspection of compaction and placement of fill;
 - e. The testing of compacted fills; and
 - f. The inspection of review of drainage devices.
- B10. The owner shall retain the soils engineer preparing the Preliminary Soils and/or Geotechnical Investigation accepted by the City for observation of all grading, site preparation, and compaction testing. Observation and testing shall not be performed by other soils and/or geotechnical engineer unless the subsequent soils and/or geotechnical engineer submits and has accepted by the Building Division, a new Preliminary Soils and/or Geotechnical Investigation.
- B11. A grading and drainage plan shall be approved prior to issuance of the building permit. The grading and drainage plan shall indicate how all storm drainage including contributory drainage

from adjacent lots is carried to the public way or drainage structure approved to receive storm water.

- B12. Preliminary MS4 Project Application (MS4-1 FORM) completed by Engineer of Record shall be copied on the first sheet of Building Plans and on the first sheet of Grading Plans. The form can be found at the following link:
<https://www.dropbox.com/s/4xkjyn5fhggpotk/Accessibility%20Upgrade%20Summary%20Form.pdf?dl=0>
- B13. Foundation inspection will not be made until setback of the addition has been surveyed and the setbacks determined to be in accordance with the approved plans by a land surveyor licensed by the State of California. THIS NOTE IS TO BE PLACED ON THE FOUNDATION PLAN IN A PROMINENT LOCATION.
- B14. Project shall comply with the CalGreen Residential mandatory requirements.

PUBLIC WORKS DEPARTMENT:

- PW1. The applicant shall obtain City approval for any modifications or revisions to the approval of this project. Deviations not identified on the plans may not be approved by the City, potentially resulting for the project to be redesigned/resubmitted.
- PW2. The applicant shall pay all applicable City 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 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.
- PW3. The applicant shall provide a deposit of \$12,000 for a Deputy Inspector for hillside construction. Whenever the balance drops below \$6,000, the applicant shall be required to make an additional deposit of \$6,000. Any unused funds will be refunded to the applicant at the completion of the project.
- PW4. The applicant shall identify all existing on-site easements. Any conflict with and/or presence of existing easements must be addressed. The applicant shall provide a Title Report, with effective date within the last 60 days, to verify the presence of easements.
- PW5. Harriman Avenue shall be photographed and video recorded before the start of construction and after construction for assessing the damage caused to the street by construction related activity. The applicant will be responsible to restore the public right-of-way to its original condition and to the satisfaction of the City Engineer. These video recordings and photographs shall be submitted to the City before the project approval and immediately upon completion of the project.
- PW6. Prior to issuance of a permit, the applicant shall perform a video inspection of the existing sewer lateral for obstructions and remove any obstructions observed. Provide a copy of the inspection video of the cleared pipe for review.
- PW7. The applicant shall contact the City of South Pasadena Water Operations Manager, Victor Magana, VMagana@SouthPasadenaCA.gov for the fire flow test. The applicant shall submit water demand calculations to the City for potable water and fire (if applicable). The

calculations will be used to verify the adequacy of the existing water meter connection for the proposed structure and Fire Department approved fire sprinkler system (if applicable). The applicant shall coordinate with the Water Operations Manager the size, location and the associated fee for the installation of a new water meter connection.

- PW8. Provide an arborist report and clear site plan of what trees are being removed. Submit a design narrative with the arborist report explaining why certain trees are being removed and what alternative options were considered to preserve the existing trees.
- PW9. Show all existing and proposed trees, including size and species, and indicate their disposition. If any trees (12" in diameter or greater and/or native trees) are to be removed, 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 site, the applicant shall note on the plans methods of protecting existing trees during construction.
- PW10. 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 for major activities (i.e. demolition, grading, material delivery, etc.), and shall indicate a contractor parking location. All vehicles including workers' vehicles shall not be parked near the construction site. Provide a shuttle service if necessary.
- PW11. The applicant shall include the following information on the plans:
- a. The 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.
 - b. The location, grade, and dimensions of all existing conditions and proposed improvements within the public right-of-way, including, but not limited to, curb and gutter, sidewalk, driveway, traffic striping, signage, trees, utilities, pavement and other features.
 - c. The location of all existing utilities on adjacent street(s), as well as the location and size of all existing or proposed utilities serving the property. Show all utility points of connection (POC).
 - d. Show the location and area of trench sections for any proposed sewer and water line connections within the public right-of-way. Provide a trench restoration detail per City standards if any new utility connections are proposed.
 - e. A trench restoration detail per City standards for proposed utility connections.
 - f. All utility poles adjacent to the properties and note to "PROTECT-IN-PLACE".
- PW12. The applicant shall add the following notes on the plans:
- a. The applicant shall bring the existing parkway on Harriman Avenue up to current standards per SPMC Section 31.48.
 - b. The applicant shall replace all broken, damaged, or out-of-grade sidewalk and driveway approaches, and repaint all curb markings along the perimeter of the property to the satisfaction of the City Engineer 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).
 - c. The proposed building structure shall not be constructed within critical root zone area of any trees. For native and protected species, use the tree trunk's diameter measured at

- breast height (DBH) (X5) as the minimum critical root mass. For non-native and protected species, use the tree's DBH (X3) as the minimum critical root mass.
- d. Any construction activity that may require roadway or lane closures where two-way traffic cannot be accommodated 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. All street closures will require an encroachment permit from the Public Works Department. Street closures are only allowed between 8:30 am-2 pm for Monterey Hills. Whenever there will be a street closure exceeding thirty minutes in duration, the applicant shall provide written notification about the street closure to all impacted businesses and residents at least 48 hours in advance of the street closure.
 - e. The applicant shall post temporary "No Parking " signs along the entire length 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.
 - f. The applicant shall place a minimum of two Portable Changeable Message Signs (PCMS) are required to be placed in advance of the project site.
 - g. The applicant shall be responsible for posting a project sign 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 durable weather-resistant material. The applicant shall provide a 24-hour emergency contact number for the designated contact who will be responsible for maintaining the public right-of-way during the all stages of construction until the project is complete.
 - h. No overnight storage of materials or equipment within the public right-of-way shall be permitted.
 - i. 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 dumpster permit from the Public Works Department.
 - j. 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.
 - k. The applicant shall obtain an encroachment permit from the Public Works Department for any work proposed within the public right-of-way.

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. Address Identification. 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:
- a. On the Ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms;
 - b. In each room used for sleeping purposes.
 - c. 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. Interconnection. 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 907.2.11.3).
- F6. Interconnection. Where more than one carbon monoxide alarm is required to be installed within the dwelling unit or within a sleeping unit, the alarm shall be interconnected in a manner that activation of one alarm shall activate all of the alarms in the individual unit (CBC 420.4.1.2).
- F7. Alarm Requirements. Single and multiple station carbon monoxide alarms shall be listed as complying with the requirements of UL 2034. Carbon monoxide detectors shall be listed as complying with the requirements of UL 2075. Carbon monoxide alarms and carbon monoxide detectors shall be installed in accordance with this code, the current edition of NFPA 720 “Standard for the Installation of Carbon Monoxide (CO) Detection and Warning Equipment” and the manufacturer’s installation instructions. Other carbon monoxide alarm and detection devices are recognized in NFPA 720 are also acceptable.
- F8. Carbon monoxide alarms combined with smoke alarms shall comply with Section 420.4, all applicable standards, and requirements for listing and approval by the Office of the State Fire Marshal, for smoke alarms. (CBC 420.4.3.1).
- F9. 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:
- a. At each stairway on all floor levels where combustibles materials have accumulated.
 - b. In every storage and construction shed.

- c. Where special hazards exist included, but not limited to, the storage and use of combustible and flammable liquids.
- F10. 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.
- F11. 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

SITE PLAN LEGEND	
EP	ELECTRICAL PANEL
GM	GAS METER
WM	WATER METER

DRAINAGE NOTE:
 1. MINIMUM SURFACE DRAINAGE SLOPE GRADE FOR LANDSCAPE & AC PAVEMENT OF 1.0% AND CONCRETE PAVEMENT OF 0.5%.
 2. PROVISIONS SHALL BE MAE FOR CONTRIBUTORY DRAINAGE AT ALL TIMES.

EXISTING & NEW RETAINING WALL NOTES:
 1. ALL EXISTING RETAINING WALLS ARE FINISHED WITH STUCCO
 2. ALL NEW RETAINING WALLS TO BE FINISHED WITH STUCCO TO MATCH EXISTING.
 3. PLEASE REFER TO SURVEY SHEET T-1 FOR RETAINING WALL HEIGHTS.

LANDSCAPE / HARDSCAPE NOTES:
 1. ALL EXISTING LANDSCAPING TO REMAIN. NO NEW LANDSCAPING PROPOSED.
 2. ALL EXISTING HARDSCAPING TO REMAIN. NO NEW HARDSCAPING IS PROPOSED.

ROOFING NOTE:
 1. ROOFING ASSEMBLIES SHALL BE INSTALLED IN ACCORDANCE TO THE PROVISIONS OF CHAPTER 9 OF THE RESIDENTIAL CODE AND SHALL BE AN ICC-ES OR UL LISTED MINIMUM CLASS "B" FIRE-RESISTIVE ROOF ASSEMBLY COMPLYING WITH ASTM E158 OR UL 790.

PROJECT INFO

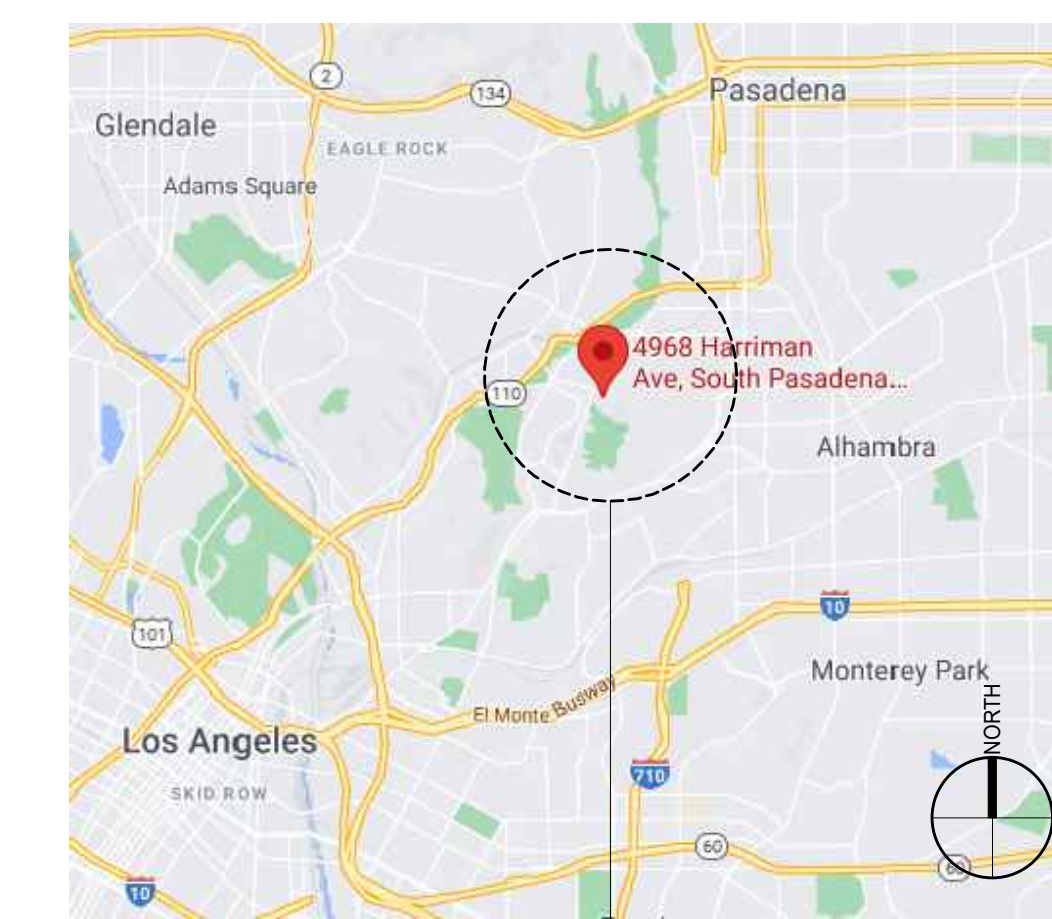
OWNER: BEN YUEN
ADDRESS: 4968 HARRIMAN AVE. SOUTH PASADENA, CA 91030
ASSESSORS PARCEL NO.: 5308-029-014
LEGAL DESCRIPTION: PASADENA VILLA TRACT LOT ON SE LINE OF HARRIMAN AVE COM S 1928' W 60 FT FROM SW LINE OF HILL DR TH S 19428' W 100 FT WITH A UNIFORM DEPTH OF 150 FT S 70432' E PART OF LOT BLK C
LOT SIZE: 15,055 SF
ZONE: RS
OCCUPANCY: R3
CONSTRUCTION: V-B
EXISTING LIVING AREA: 2,593 SF
EXISTING COVERED GARAGE: 760 SF [500 SF EXEMPT FROM FAR]
NUMBER OF STORIES: 2
EXISTING COVERED PATIO: 63 SF
NEW ADDITION: [240+174]= 414 SF
BUILDING HEIGHT: 23'-6" [NO CHANGE]
EXISTING F.A.R. CALCULATION: [2,593] / 15,055 = 17.22%
NEW F.A.R. CALCULATION: [2,593+414] / 15,055 = 19.97%
EXISTING LOT COVERAGE: [1,860+63] / 15,055 = 12.77%
NEW LOT COVERAGE: [1,860+240+63] / 15,055 = 14.36%

SCOPE OF WORK: NEW FIRST FLOOR ADDITION (240 SF) INTERIOR REMODEL REMODEL SECOND FLOOR MASTER BEDROOM & BATHROOM. RELOCATE KITCHEN TO FIRST FLOOR AND RELOCATE WASHER & DRYER TO SECOND FLOOR. NEW SECOND FLOOR ADDITION UNDER EXISTING COVERED PATIO (174 SF). ALL EXISTING WINDOWS TO BE REPLACED WITH BLACK VINYL WINDOWS. REPLACE EXISTING BALCONY RAILING, & REPAIR ENTIRE HOUSE. LEGALIZE UNPERMITTED RETAINING WALL WORK (3) WALLS TOTAL.
BUILDING CODES: LARC 2022
 CALIFORNIA FIRE CODE 2022
 CALIFORNIA PLUMBING CODE 2022
 CALIFORNIA MECHANICAL CODE 2022
 CALIFORNIA ELECTRICAL CODE 2022
 CALIFORNIA GREEN BUILDING CODE 2022
 CALIFORNIA RESIDENTIAL CODE 2022
 T-24 ENERGY STANDARDS 2022

DRAWING LIST CONSULTANTS

ARCHITECTURAL:
 A-1.0 COVER SHEET
 A-1.01 EXISTING SITE PHOTOS
 A-1.1 CAL GREEN SHEET 1
 A-1.2 CAL GREEN SHEET 2
 A-2.0 DEMOLITION PROPOSED FIRST FLOOR PLAN
 A-2.1 DEMOLITION PROPOSED SECOND FLOOR PLAN
 A-2.2 PROPOSED ROOF PLAN
 A-3.0 EXISTING PROPOSED ELEVATIONS
 A-3.1 EXISTING PROPOSED ELEVATIONS
 A-4.0 SECTIONS
 A-5.0 ARCHITECTURAL DETAILS
 A-6.0 SITE CONTEXT PHOTOS
ARCHITECT: STEVE MIZUKI
 contact: (818) 606-1265
ENGINEER: ENGIN EER:
 JKL STRUCTURAL ENGINEERING
 contact: (626) 524-2210
ENGINEERING:
 C-1 TITLE SHEET
 C-2 GRADING AND DRAINAGE PLAN
 C-3 SOIL EROSION AND SEDIMENT CONTROL PLAN
SURVEY: CALLAND ENGINEERING, INC.
 contact: (714) 671-1050
 T-1 576 E. LAMBERT RD. BREA, CA 92821

LOCATION MAP:



SITE:

4968 HARRIMAN AVE.
 SOUTH PASADENA, CA 91030

ArchiBuildz LLC
 2155 VERDUGO BVD. #330
 MONTEREY PARK, CA 91020
 CONTACT:
 JAKE WEBBER
 818.648.8793
 JWEBBER@ARCHIBUILDZ.COM

DWG#	ISSUE / REVISION	DATE	BY
A1.0	X		
A1.01	X		
A1.1	X		
A1.2	X		
A2.0	X		
A2.1	X		
A3.0	X		
A3.1	X		
A4.0	X		
A5.0	X		
A6.0	X		
C-1	X		
C-2	X		
C-3	X		
T-1	X		

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PROJECT NAME: YUEN RESIDENCE
PROJECT INFORMATION: 4968 HARRIMAN AVE. SOUTH PASADENA, CA 91030
APN: 5308-029-014
ZONE: RS
BUILDING TYPE: V-B
OCCUPANCY: R3

DATE: OCTOBER 12 2023
SCALE: AS NOTED

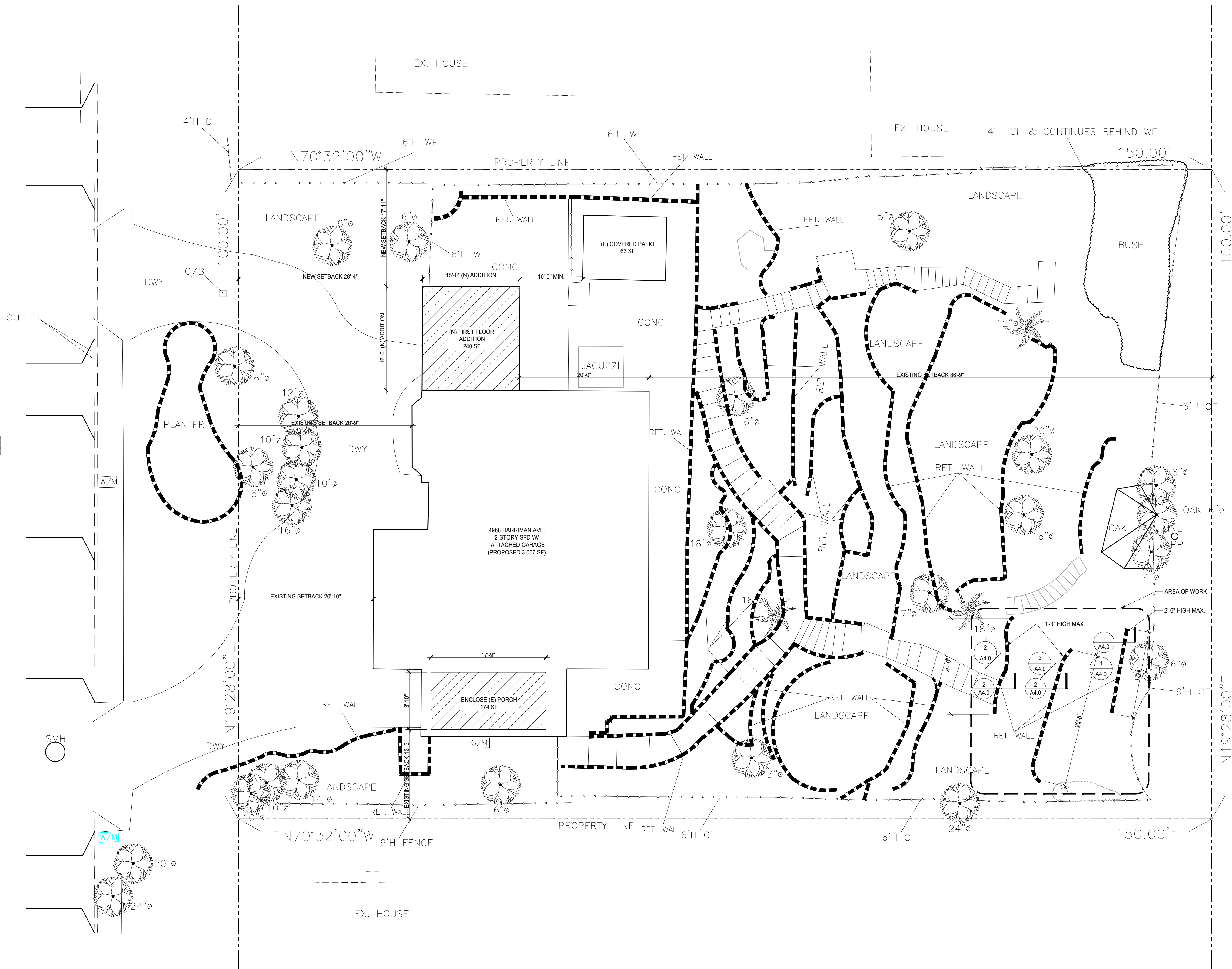
Sheet Title: **COVER SHEET**

Sheet No.:

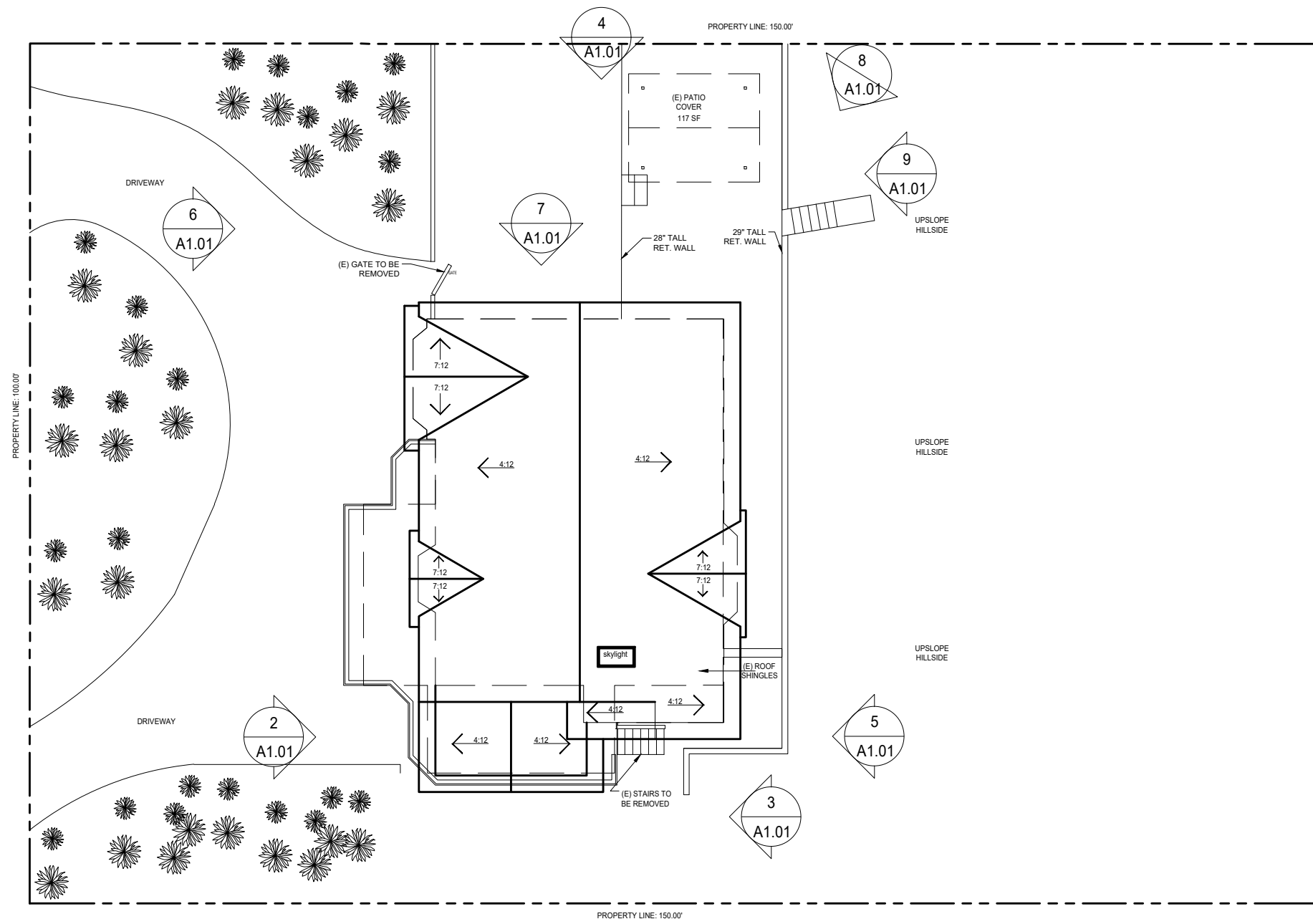
A-1.0

HARRIMAN AVENUE

HARRIMAN AVENUE



1 SITE PLAN
 SCALE: 1/8" = 1'-0"



1 PHOTO LEGEND
SCALE: NTS



6. EXISTING WEST FACADE



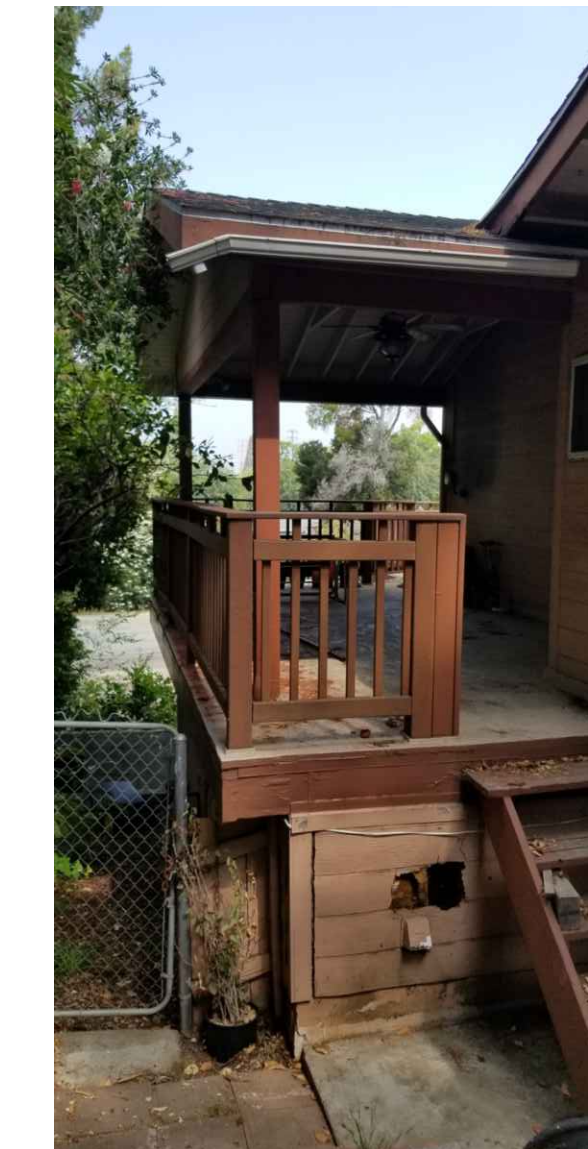
1. EXISTING WEST FACADE



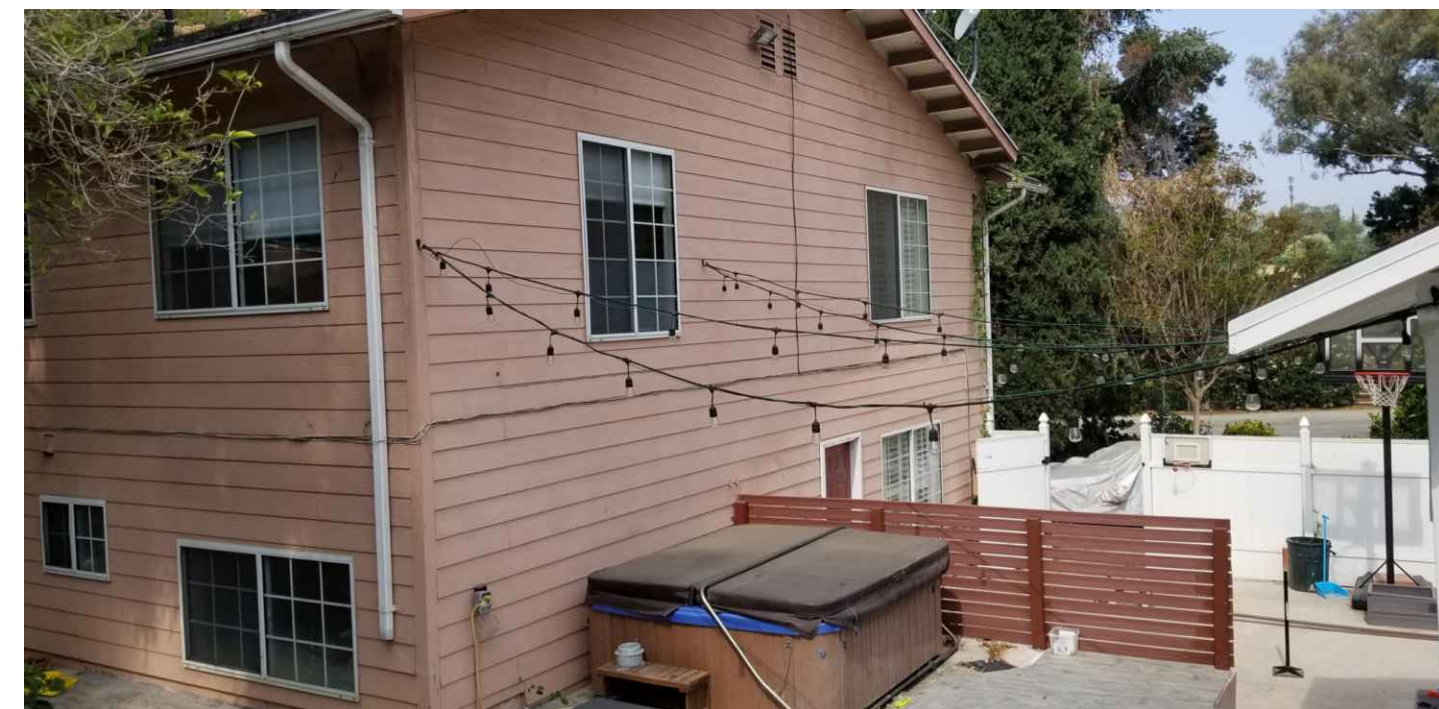
7. EXISTING NORTH FACADE



2. EXISTING UPPER PORCH TO BE ENCLOSED.



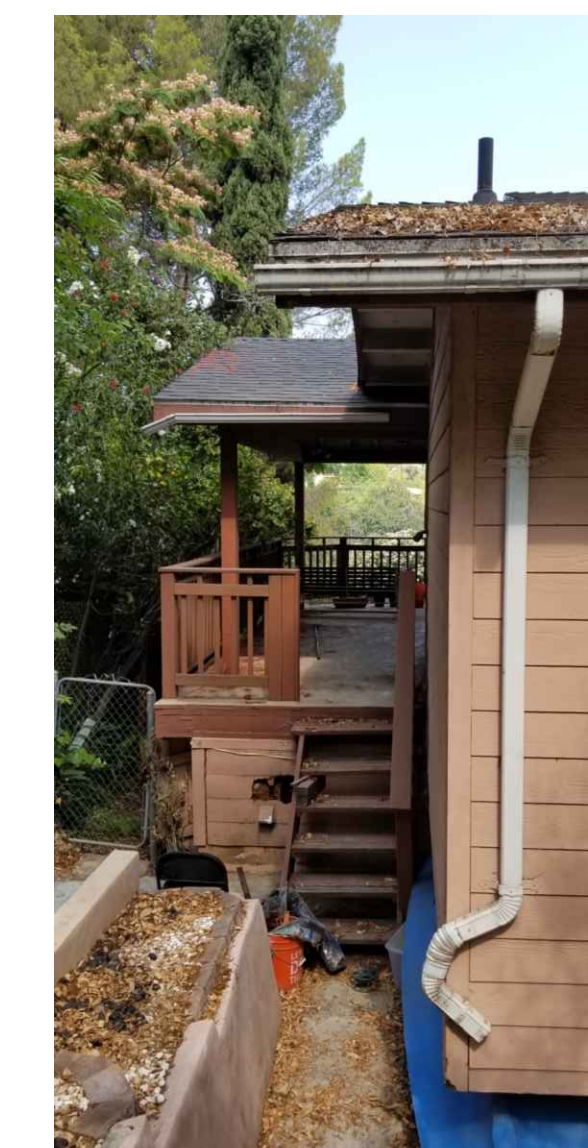
3. EXISTING UPPER PORCH TO BE ENCLOSED.



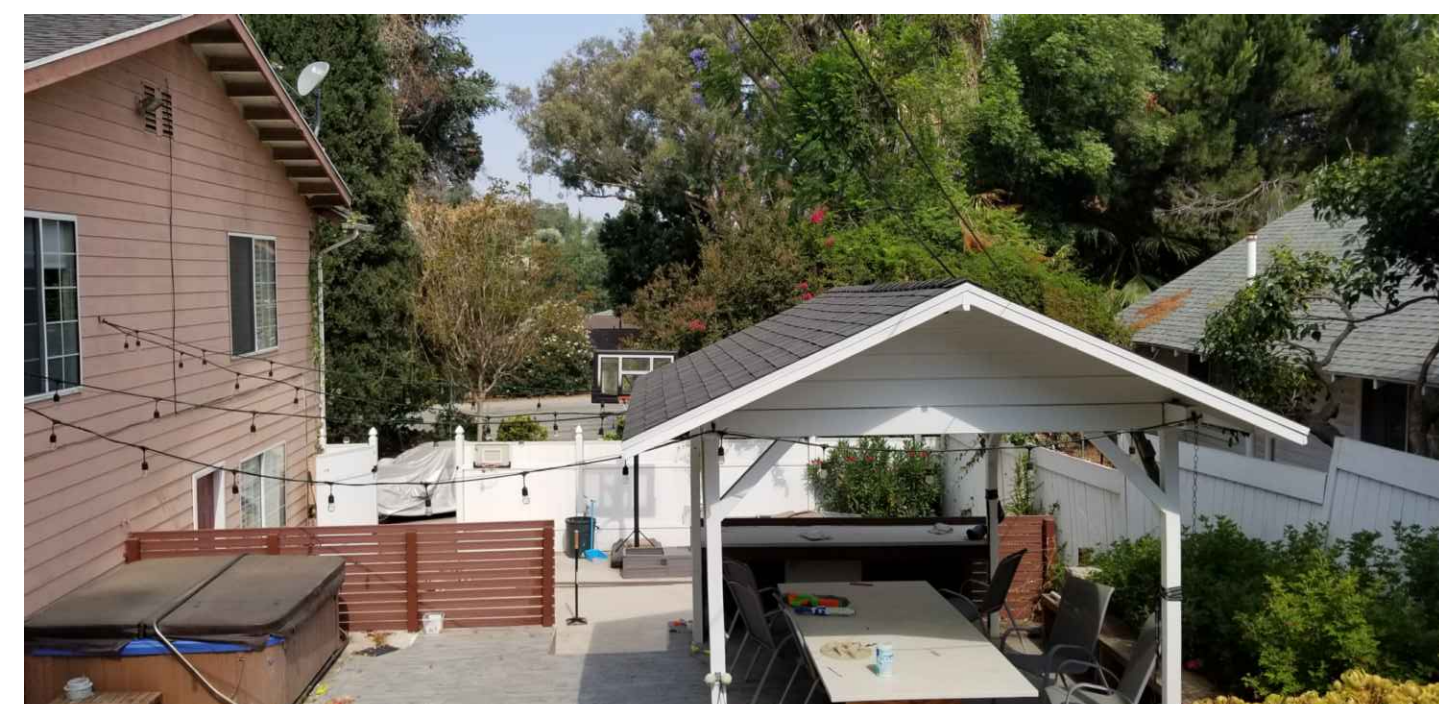
8. EXISTING NORTH-EAST FACADE



4. EXISTING NORTH FACADE



5. EXISTING UPPER PORCH TO BE ENCLOSED.



9. EXISTING NORTH FACADE

DWG#	ISSUE / REVISION	DATE	BY
A1.0	X	10.12.2023	JW
A1.01	X		
A1.1	X		
A1.2	X		
A2.0	X		
A2.1	X		
A3.0	X		
A3.1	X		
A4.0	X		
A5.0	X		
A6.0	X		
C-1	X		
C-2	X		
C-3	X		
T-1	X		

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PROJECT NAME
YUEN RESIDENCE

PROJECT INFORMATION
4968 HARRIMAN AVE.
SOUTH PASADENA, CA 91030

APN 5308-029-014
ZONE RS
BUILDING TYPE V-B
OCCUPANCY R3

DATE: OCTOBER 12 2023
SCALE: NTS

Sheet Title:
EXISTING SITE PHOTOS

Sheet No.:
A-1.01

EXISTING WINDOW SCHEDULE															
NUMBER	FLOOR	WIDTH	HEIGHT	OPERATION	FRAME TYPE	PANE TYPE	LITES	EXTERIOR FINISH	VISIBLE FROM STREET	KEEP EXISTING FRAME	BEDROOM	ENERGY EFFICIENT	TEMPERED GLASS	WINDOW WITHIN 18" OF FLOOR/40" OF DOOR?	COMMENTS
EW01	1	16"	60"	FIXED	VINYL	DOUBLE	YES	WHITE	YES	YES	NO	YES	NO	NO	
EW02	1	90"	60"	XOX SLIDING	VINYL	DOUBLE	YES	WHITE	YES	YES	NO	YES	NO	NO	
EW03	1	16"	60"	FIXED	VINYL	DOUBLE	YES	WHITE	YES	YES	NO	YES	NO	NO	
EW04	1	72"	60"	SLIDING	VINYL	DOUBLE	YES	WHITE	NO	YES	NO	YES	NO	NO	
EW05	1	72"	36"	SLIDING	VINYL	DOUBLE	YES	WHITE	NO	YES	NO	YES	NO	NO	
EW06	1	36"	24"	SLIDING	VINYL	DOUBLE	YES	WHITE	NO	YES	NO	YES	NO	NO	
EW07	1	72"	36"	SLIDING	VINYL	DOUBLE	YES	WHITE	NO	YES	NO	YES	NO	NO	
EW08	1	72"	36"	SLIDING	VINYL	DOUBLE	YES	WHITE	NO	YES	NO	YES	NO	NO	

EXISTING DOOR SCHEDULE															
NUMBER	FLOOR	WIDTH	HEIGHT	OPERATION	FRAME TYPE	PANE TYPE	LITES	EXTERIOR FINISH	VISIBLE FROM STREET	KEEP EXISTING FRAME	BEDROOM	ENERGY EFFICIENT	TEMPERED GLASS	WINDOW WITHIN 18" OF FLOOR/40" OF DOOR?	COMMENTS
ED01	1	36"	80"	SWING SINGLE	VINYL	YES	NO	NO	NO	NO	NO	NO	NO	NO	
ED02	1	24"	80"	SWING SINGLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED03	1	32"	80"	SWING SINGLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED04	1	24"	80"	SWING SINGLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED05	1	32"	80"	SWING SINGLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED06	1	30"	80"	POCKET SINGLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED07	1	28"	80"	SWING SINGLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED08	1	30"	80"	SWING SINGLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED09	1	72"	80"	SLIDING - DOUBLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED10	1	32"	80"	SWING SINGLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED11	1	32"	80"	SWING SINGLE	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED12	1	96"	84"	OVERHEAD-SECTION	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	
ED13	1	192"	84"	OVERHEAD-SECTION	VINYL	NO	NO	NO	NO	NO	NO	NO	NO	NO	

3 EXISTING DOOR & WINDOW SCHEDULES

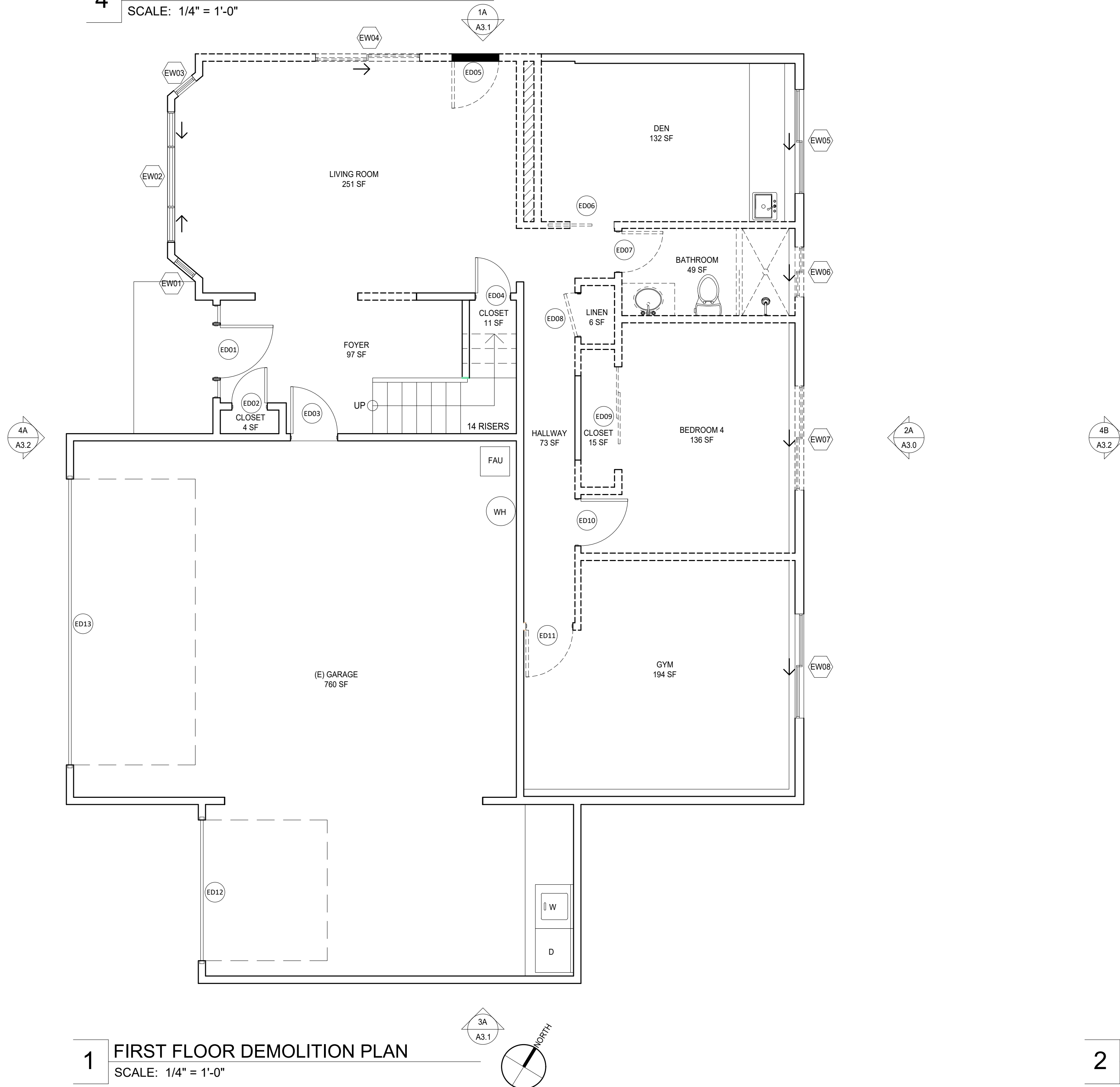
SCALE: 1/4" = 1'-0"

NEW DOOR SCHEDULE																	
NUMBER	QTY	FLOOR	WIDTH	HEIGHT	MATERIAL TYPE	OPERATION	FRAME TYPE	PANE TYPE	LITES	EXTERIOR FINISH	VISIBLE FROM STREET	KEEP EXISTING FRAME	BEDROOM	ENERGY EFFICIENT	TEMPERED GLASS	WINDOW WITHIN 18" OF FLOOR/40" OF DOOR?	COMMENTS
D01	1	1	144"	96"	WOOD	SLIDING - DOUBLE	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	YES	NO	
D03	2	1	30"	80"	WOOD	HINGED	WOOD	N/A	NO	PAINTED	NO	N/A	YES-T	N/A	N/A	NO	
D07	2	1	60"	80"	WOOD	SLIDER	WOOD	N/A	NO	PAINTED	NO	N/A	NO	N/A	N/A	NO	

NEW WINDOW SCHEDULE																	
NUMBER	QTY	FLOOR	WIDTH	HEIGHT	MATERIAL TYPE	OPERATION	FRAME TYPE	PANE TYPE	LITES	EXTERIOR FINISH	VISIBLE FROM STREET	KEEP EXISTING FRAME	BEDROOM	ENERGY EFFICIENT	TEMPERED GLASS	WINDOW WITHIN 18" OF FLOOR/40" OF DOOR?	COMMENTS
W01	4	1	36"	60"	WOOD	SINGLE CASEMENT	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	NO	NO	
W02	1	1	54"	72"	WOOD	FIXED	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	NO	NO	
W08	1	1	72"	36"	WOOD	SLIDING	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	NO	NO	
W09	1	1	36"	24"	WOOD	SLIDING	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	YES	NO	

4 PROPOSED DOOR & WINDOW SCHEDULES

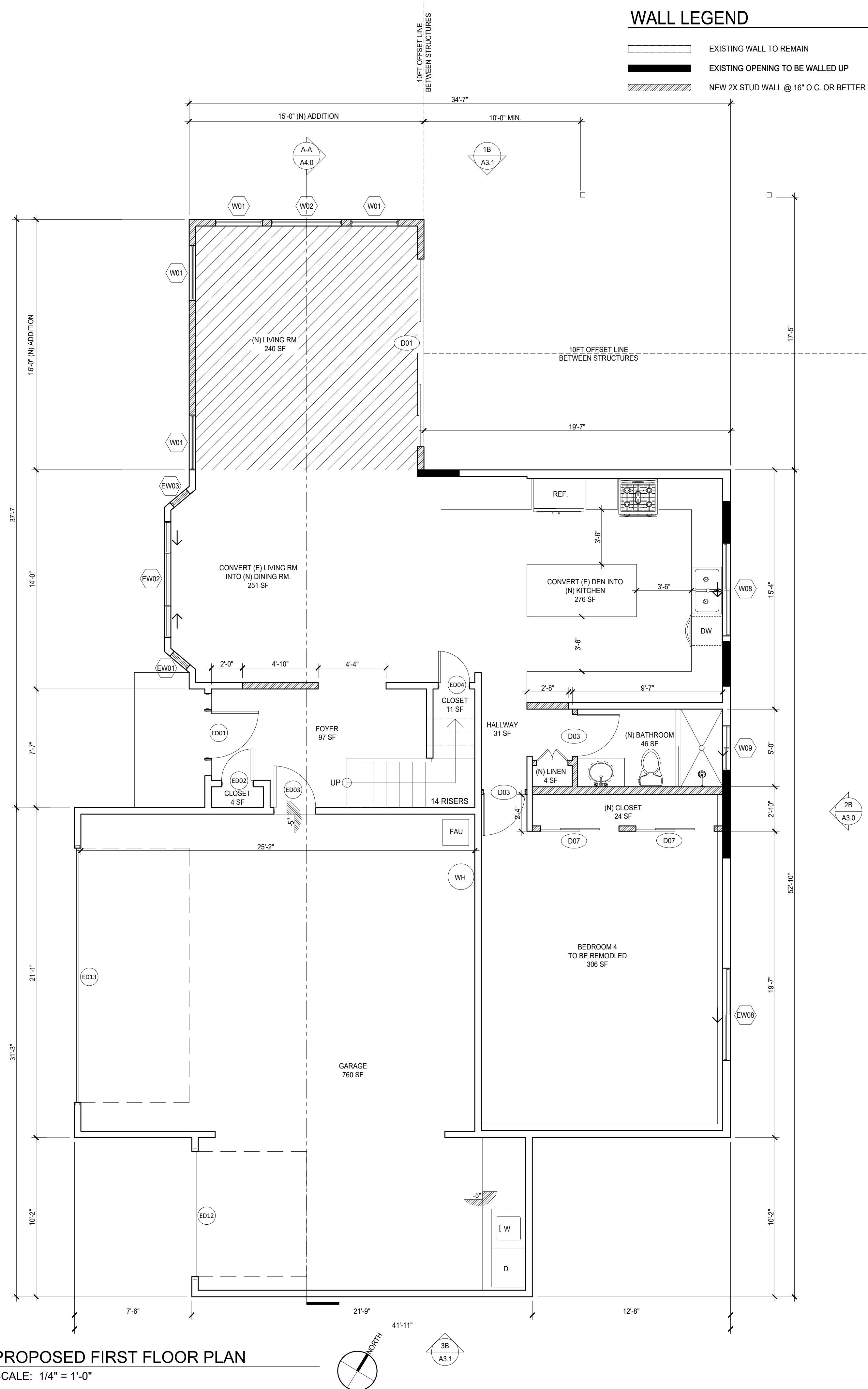
SCALE: 1/4" = 1'-0"



1 FIRST FLOOR DEMOLITION PLAN
SCALE: 1/4" = 1'-0"

WALL LEGEND

- EXISTING WALL TO REMAIN
- EXISTING OPENING TO BE WALLED UP
- NEW 2X STUD WALL @ 16" O.C. OR BETTER



2 PROPOSED FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

ArchiBuildz LLC
 2155 VERDUGO BLVD. #330
 MONTEROSE, CA 91020
 CONTACT:
 JAKE WEBBER
 818.648.8793
 JWEBBER@ARCHIBUILDZ.COM

REGISTERED ARCHITECT
 STATE OF CALIFORNIA
 C-22676
 10-31-24
 RENEWAL DATE

ISSUE / REVISION	DATE	BY	DESCRIPTION
10.12.2023	JW		ISSUE FOR DRB REVIEW

DWG#	DATE	BY	DESCRIPTION
A1.0	X		
A1.01	X		
A1.1	X		
A1.2	X		
A2.0	X		
A2.1	X		
A3.0	X		
A3.1	X		
A4.0	X		
A5.0	X		
A6.0	X		
C-1	X		
C-2	X		
C-3	X		
T-1	X		

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PROJECT NAME
YUEN RESIDENCE

PROJECT INFORMATION
 4968 HARRIMAN AVE.
 SOUTH PASADENA, CA 91030

APN 5308-029-014
 ZONE RS
 BUILDING TYPE V-B
 OCCUPANCY R3

DATE: OCTOBER 12 2023
 SCALE: AS NOTED

Sheet Title:
DEMOLITION/ PROP. FIRST FLOOR PLAN

Sheet No.:
A-2.0

EXISTING DOOR SCHEDULE															
NUMBER	FLOOR	WIDTH	HEIGHT	OPERATION	FRAME TYPE	PANE TYPE	LITES	EXTERIOR FINISH	VISIBLE FROM STREET	KEEP EXISTING FRAME	BEDROOM	ENERGY EFFICIENT	TEMPERED GLASS	WINDOW WITHIN 18" OF FLOOR/40" OF DOOR?	COMMENTS
ED14	2	72"	80"	PATIO DOORS - DOUBLE SLIDING	VINYL	DOUBLE	NO	NO	NO	NO				NO	
ED15	2	72"	80"	SLIDING - DOUBLE	VINYL	DOUBLE	NO	NO	NO	NO				NO	
ED16	2	30"	80"	SWING SINGLE	VINYL	DOUBLE	NO	NO	NO	NO				NO	
ED17	2	72"	80"	SLIDING - DOUBLE	VINYL	DOUBLE	NO	NO	NO	NO				NO	
ED18	2	30"	80"	SWING SINGLE	VINYL	DOUBLE	NO	NO	NO	NO				NO	
ED19	2	32"	80"	SWING SINGLE	VINYL	DOUBLE	NO	NO	NO	NO				NO	
ED20	2	28"	80"	SWING SINGLE	VINYL	DOUBLE	NO	NO	NO	NO				NO	
ED21	2	24"	80"	SWING SINGLE	VINYL	DOUBLE	NO	NO	NO	NO				NO	
ED22	2	18"	80"	SWING SINGLE	VINYL	DOUBLE	NO	NO	NO	NO				NO	
ED23	2	32"	80"	SWING SINGLE	VINYL	DOUBLE	NO	NO	NO	NO				NO	

NEW DOOR SCHEDULE																	
NUMBER	QTY	FLOOR	WIDTH	HEIGHT	MATERIAL TYPE	OPERATION	FRAME TYPE	PANE TYPE	LITES	EXTERIOR FINISH	VISIBLE FROM STREET	KEEP EXISTING FRAME	BEDROOM	ENERGY EFFICIENT	TEMPERED GLASS	WINDOW WITHIN 18" OF FLOOR/40" OF DOOR?	COMMENTS
D02	1	2	72"	80"	WOOD	SLIDING - DOUBLE	VINYL	DOUBLE	YES	BLACK	YES	N/A	NO	YES	NO		
D04	1	2	54"	80"	WOOD	SWING DOUBLE	VINYL	N/A	N/A	WOOD	NO	N/A	NO	N/A	N/A	NO	
D05	1	2	60"	80"	WOOD	SLIDING - DOUBLE	VINYL	N/A	N/A	WOOD	NO	N/A	NO	N/A	N/A	NO	
D06	6	2	32"	80"	WOOD	SWING SINGLE	VINYL	N/A	N/A	WOOD	NO	N/A	YES	N/A	N/A	NO	

NEW WINDOW SCHEDULE																	
NUMBER	QTY	FLOOR	WIDTH	HEIGHT	MATERIAL TYPE	OPERATION	FRAME TYPE	PANE TYPE	LITES	EXTERIOR FINISH	VISIBLE FROM STREET	KEEP EXISTING FRAME	BEDROOM	ENERGY EFFICIENT	TEMPERED GLASS	WINDOW WITHIN 18" OF FLOOR/40" OF DOOR?	COMMENTS
W03	2	2	36"	48"	WOOD	SINGLE HUNG	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	NO		
W04	1	2	54"	48"	WOOD	FIXED	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	NO		
W05	1	2	24"	48"	WOOD	SINGLE HUNG	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	NO		
W06	2	2	48"	18"	WOOD	SLIDER	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	YES	NO	
W07	1	2	72"	36"	WOOD	SLIDER	VINYL	DOUBLE	YES	BLACK	NO	N/A	NO	YES	YES	NO	

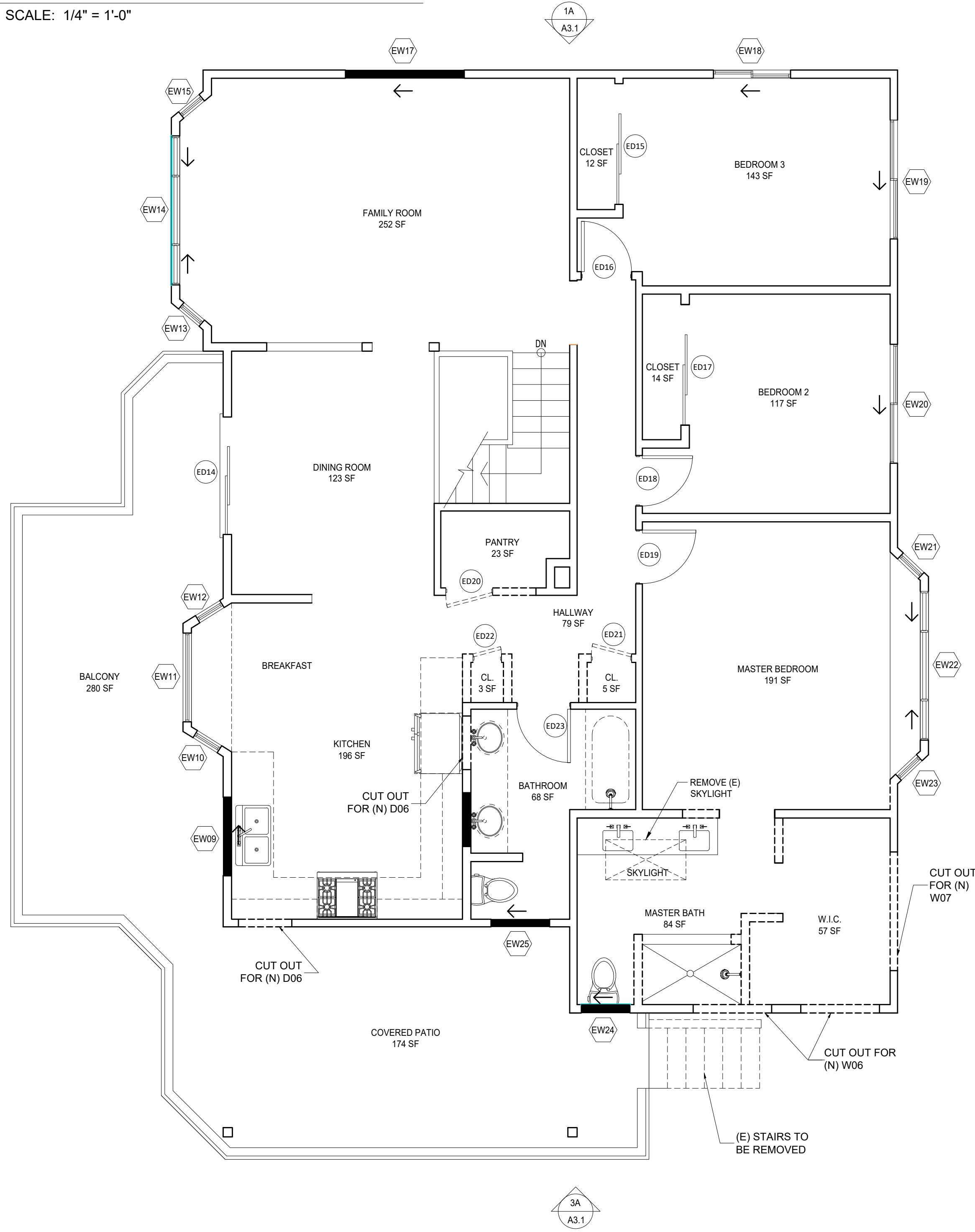
EXISTING WINDOW SCHEDULE															
NUMBER	FLOOR	WIDTH	HEIGHT	OPERATION	FRAME TYPE	PANE TYPE	LITES	EXTERIOR FINISH	VISIBLE FROM STREET	KEEP EXISTING FRAME	BEDROOM	ENERGY EFFICIENT	TEMPERED GLASS	WINDOW WITHIN 18" OF FLOOR/40" OF DOOR?	COMMENTS
EW09	2	48"	36"	SLIDING	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW10	2	16"	60"	FIXED	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW11	2	54"	60"	FIXED	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW12	2	16"	60"	FIXED	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW13	2	16"	60"	FIXED	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW14	2	84"	60"	XXX SLIDING	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW15	2	16"	60"	FIXED	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW17	2	72"	60"	SLIDING	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW18	2	48"	60"	SLIDING	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW19	2	72"	48"	SLIDING	VINYL	DOUBLE	YES	WHITE	YES	YES				NO	
EW20	2	72"	48"	SLIDING	VINYL	DOUBLE	YES	WHITE	NO	YES				NO	
EW21	2	16"	60"	FIXED	VINYL	DOUBLE	YES	WHITE	NO	YES				NO	
EW22	2	90"	60"	XXX SLIDING	VINYL	DOUBLE	YES	WHITE	NO	YES				NO	
EW23	2	16"	60"	FIXED	VINYL	DOUBLE	YES	WHITE	NO	YES				NO	
EW24	2	30"	24"	SLIDING	VINYL	DOUBLE	YES	WHITE	NO	YES				NO	
EW25	2	36"	24"	SLIDING	VINYL	DOUBLE	YES	WHITE	NO	YES				NO	

4 PROPOSED DOOR & WINDOW SCHEDULES
SCALE: 1/4" = 1'-0"

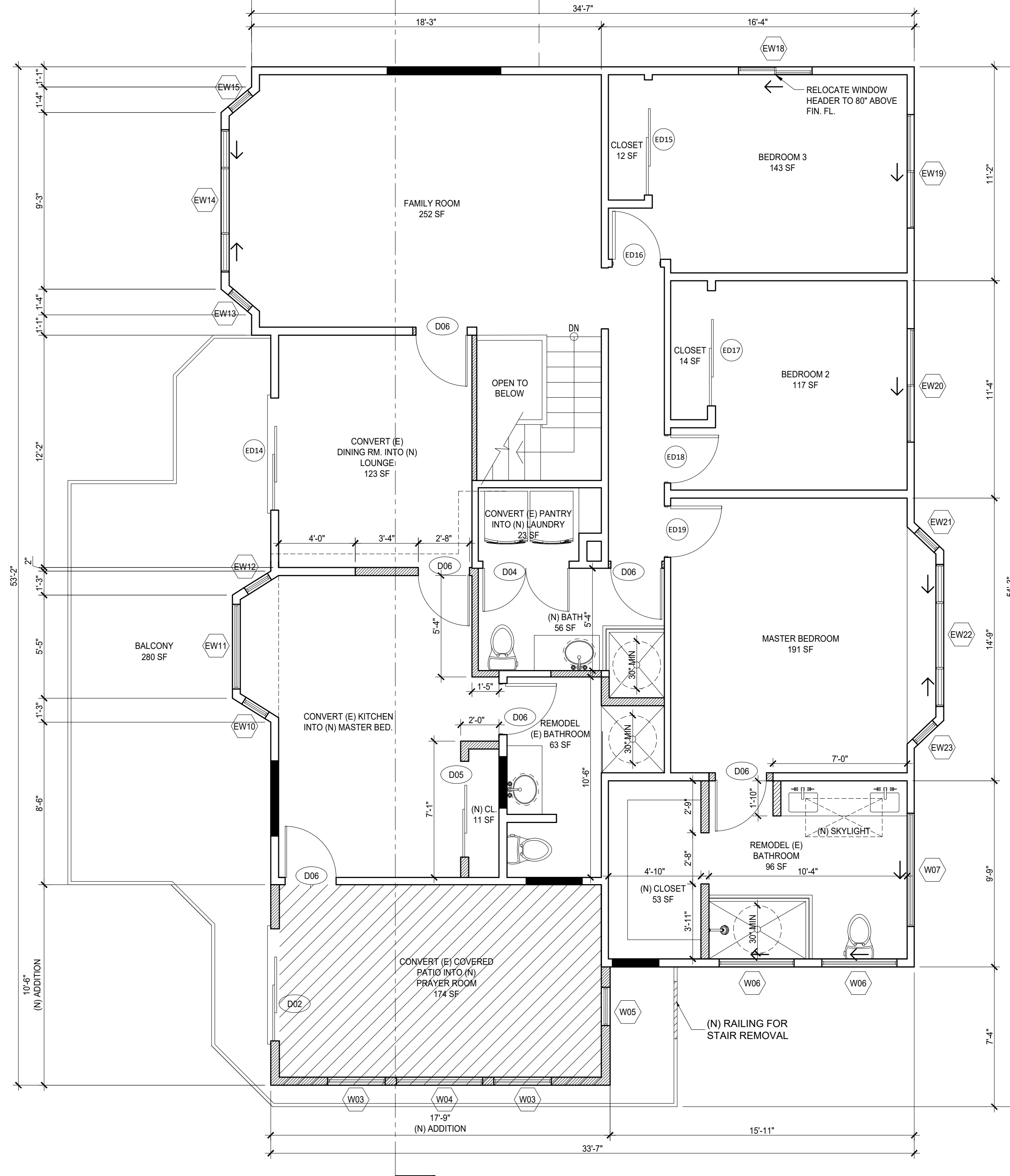
WALL LEGEND

- EXISTING WALL TO REMAIN
- EXISTING OPENING TO BE WALLED UP
- NEW 2X STUD WALL @ 16" O.C. OR BETTER
- 1 HR FIRE RATED WALL W/ 5/8" TYPE 'X' GYPSUM BOARD @ GARAGE SIDE

3 EXISTING DOOR & WINDOW SCHEDULES
SCALE: 1/4" = 1'-0"



1 SECOND FLOOR DEMOLITION PLAN
SCALE: 1/4" = 1'-0"



2 PROPOSED SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

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REGISTERED ARCHITECT
STATE OF CALIFORNIA
C-22676
10-31-24
RENEWAL DATE

DWG#	DATE	REVISION
A1.0	X	
A1.01	X	
A1.1	X	
A1.2	X	
A2.0	X	
A2.1	X	
A3.0	X	
A3.1	X	
A4.0	X	
A5.0	X	
A6.0	X	
C-1	X	
C-2	X	
C-3	X	
T-1	X	

10.12.2023
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JW

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PROJECT NAME
YUEN RESIDENCE

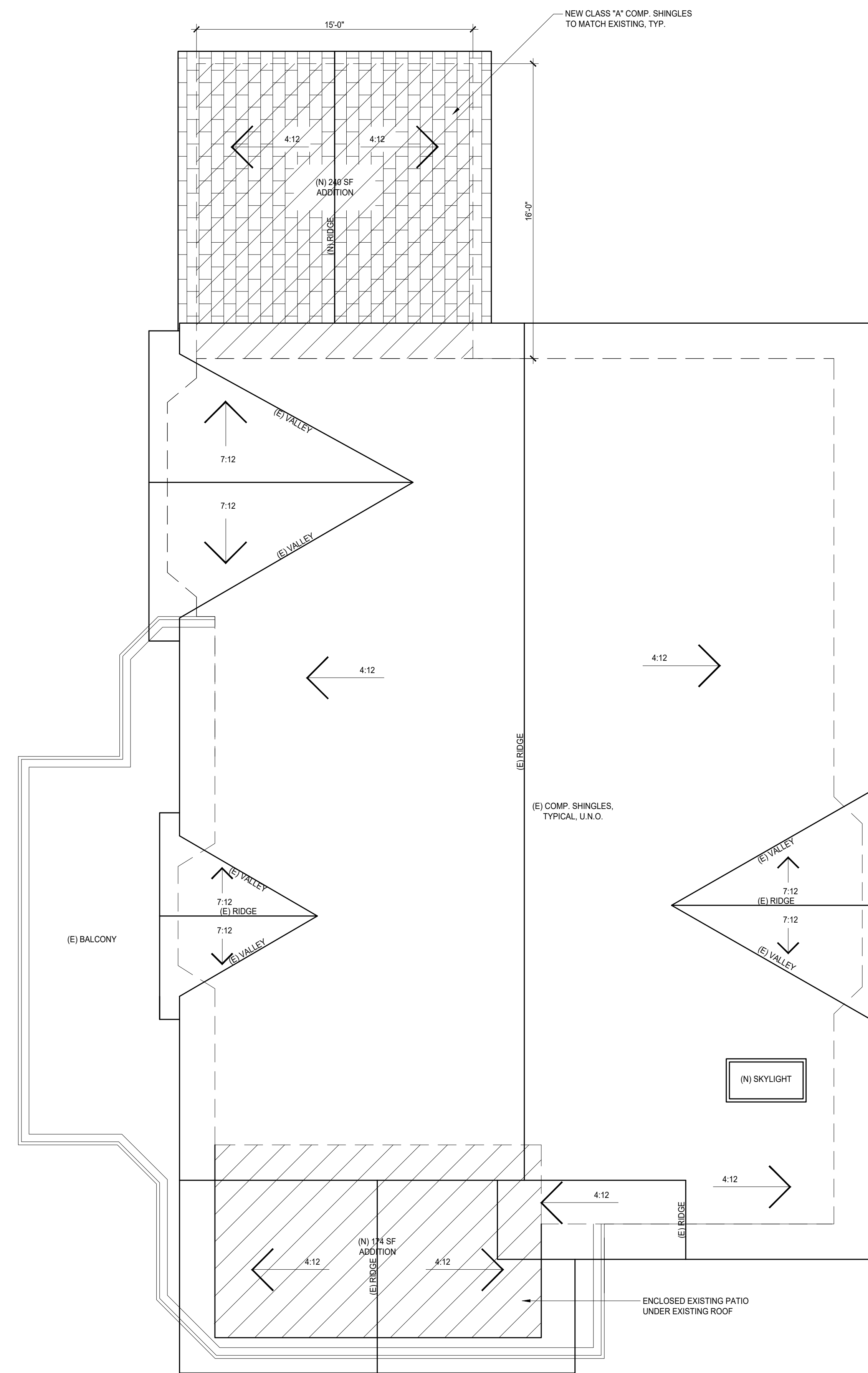
PROJECT INFORMATION
4968 HARRIMAN AVE.
SOUTH PASADENA, CA 91030

APN 5308-029-014
ZONE RS
BUILDING TYPE V-B
OCCUPANCY R3

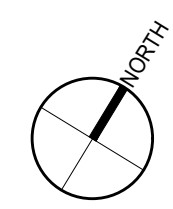
DATE: OCTOBER 12 2023
SCALE: AS NOTED

Sheet Title:
DEMOLITION/ PROP. SECOND FLOOR PLAN

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A-2.1



1 PROPOSED ROOF PLAN
 SCALE: 1/4" = 1'-0"



ISSUE / REVISION	DATE	BY
10.12.2023	JW	ISSUE FOR DRB REVIEW

DWG#	DATE	BY
A1.0	X	
A1.01	X	
A1.1	X	
A1.2	X	
A2.0	X	
A2.1	X	
A3.0	X	
A3.1	X	
A4.0	X	
A5.0	X	
A6.0	X	
C-1	X	
C-2	X	
C-3	X	
T-1	X	

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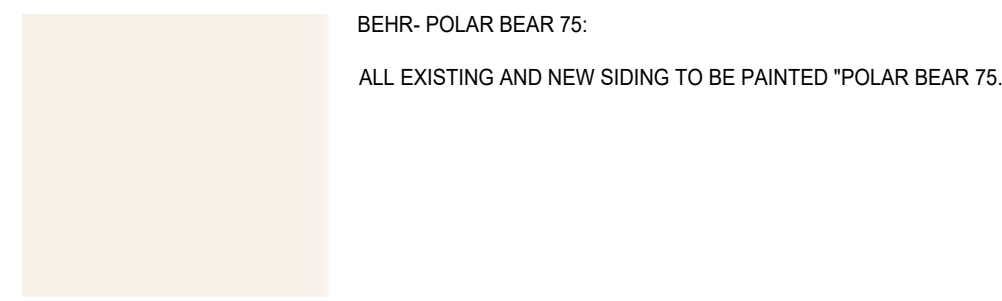
Sheet Title:
ROOF PLAN

Sheet No.:
A-2.2

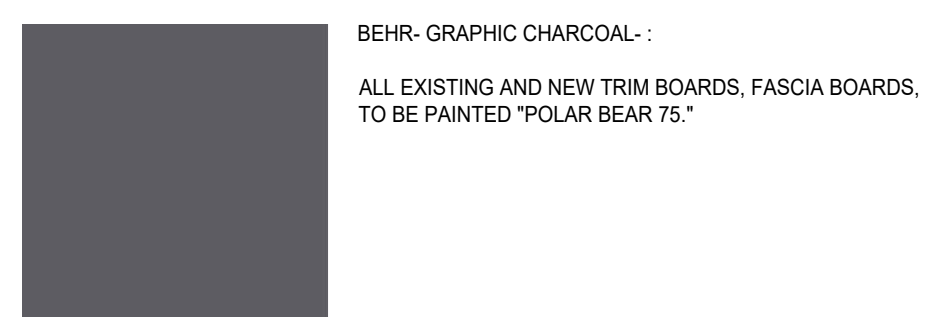
ELEVATIONS LEGEND	
1	EXISTING ROOFING
2	NEW CLASS "A" COMP. SHINGLES ROOFING TO MATCH EXISTING
3	EXISTING SIDING, REPAINTED- BEHR- POLAR BEAR 75
4	NEW HARDIE BOARD SIDING, PAINTED-, BEHR- POLAR BEAR 75
5	EXISTING SKYLIGHT
6	NEW VELUX SKYLIGHT, ESR-4108
7	EXISTING RAILING TO BE REPLACED W/ "TREX SIGNATURE"



"TREX" LEVEL RAIL KIT FOR TREX SIGNATURE ROD RAIL TO REPLACE ALL EXISTING EXTERIOR RAILINGS.



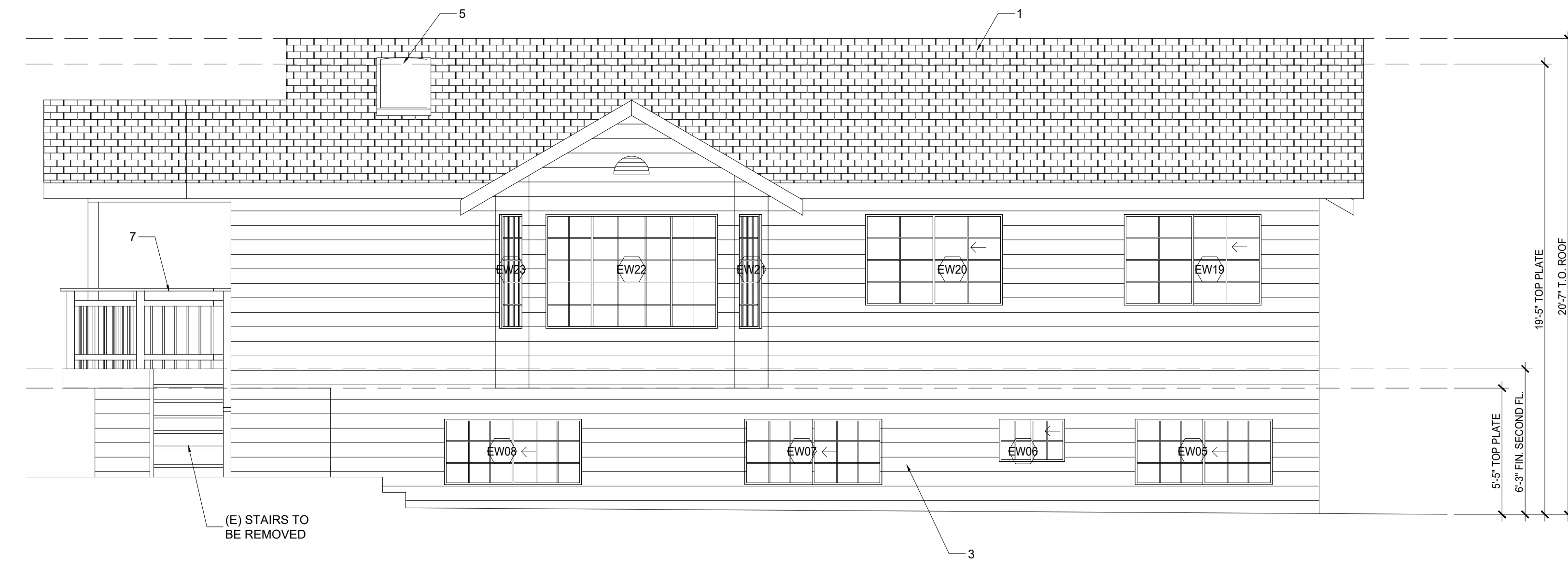
BEHR- POLAR BEAR 75:
ALL EXISTING AND NEW SIDING TO BE PAINTED "POLAR BEAR 75."



BEHR- GRAPHIC CHARCOAL :
ALL EXISTING AND NEW TRIM BOARDS, FASCIA BOARDS, TO BE PAINTED "POLAR BEAR 75."



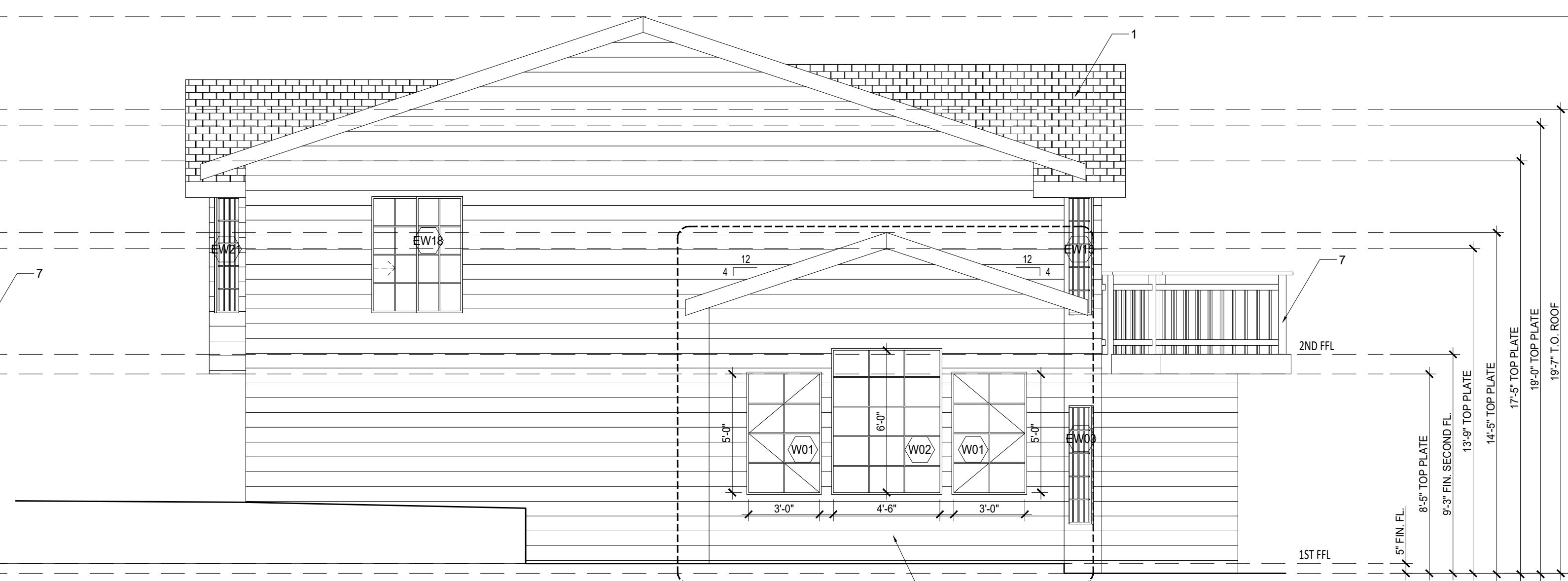
2B PROPOSED EAST ELEVATION
SCALE: 1/4" = 1'-0"



2A EXISTING EAST ELEVATION
SCALE: 1/4" = 1'-0"



1A EXISTING NORTH ELEVATION
SCALE: 1/4" = 1'-0"



1B PROPOSED NORTH ELEVATION
SCALE: 1/4" = 1'-0"

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A1.0	X	
A1.01	X	
A1.1	X	
A1.2	X	
A2.0	X	
A2.1	X	
A3.0	X	
A3.1	X	
A4.0	X	
A5.0	X	
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C-1	X	
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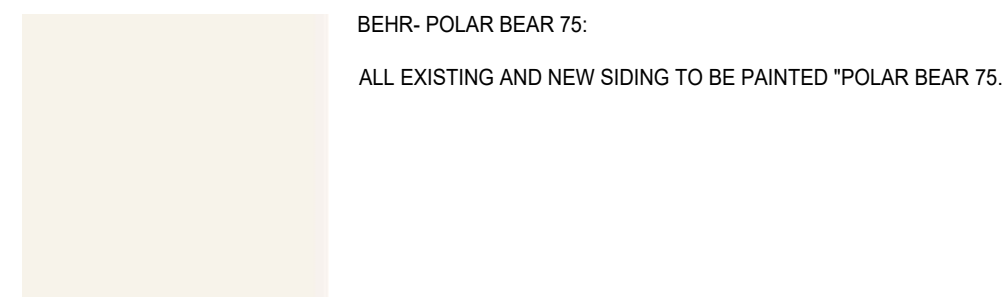
Sheet Title:
EXIST & PROPOSED ELEVATIONS

Sheet No.:
A-3.0

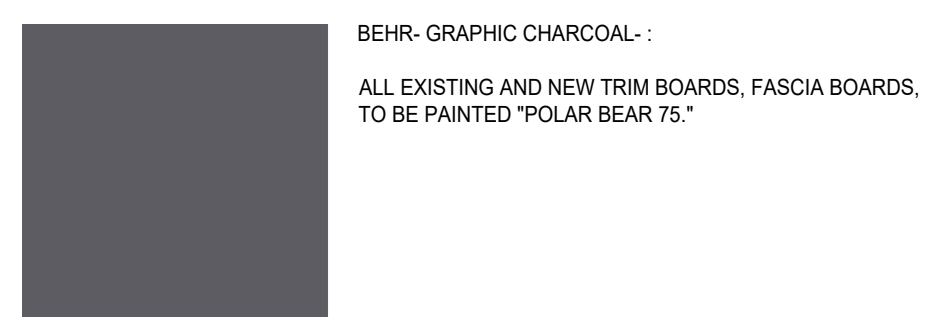
ELEVATIONS LEGEND	
1	EXISTING COMP. SHINGLE ROOFING
2	NEW CLASS "A" COMP. SHINGLES ROOFING TO MATCH EXISTING
3	EXISTING SIDING, REPAINTED- BEHR- POLAR BEAR 75
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"TREX" LEVEL RAIL KIT FOR TREX SIGNATURE ROD RAIL TO REPLACE ALL EXISTING EXTERIOR RAILINGS.



BEHR- POLAR BEAR 75:
ALL EXISTING AND NEW SIDING TO BE PAINTED "POLAR BEAR 75."



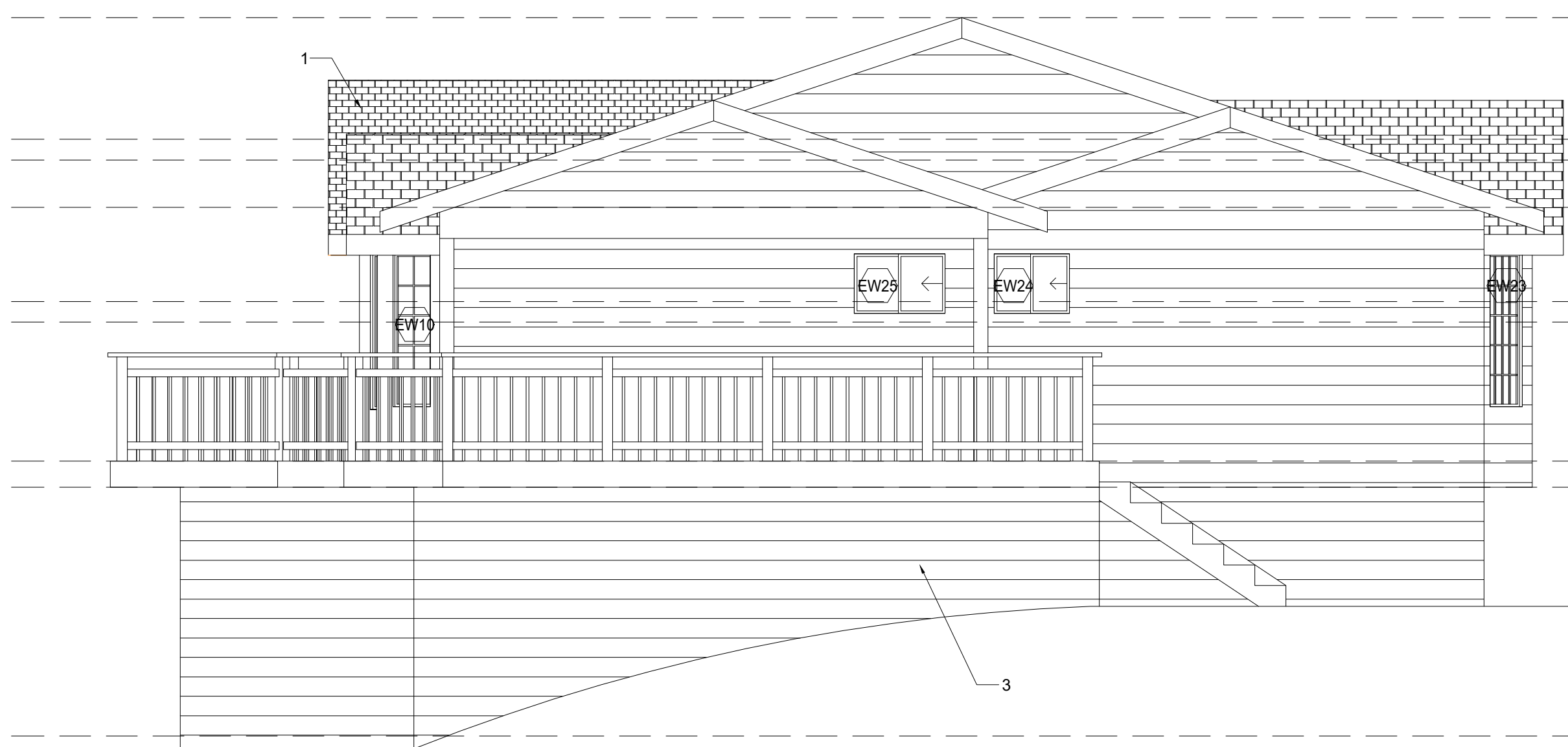
BEHR- GRAPHIC CHARCOAL :
ALL EXISTING AND NEW TRIM BOARDS, FASCIA BOARDS, TO BE PAINTED "POLAR BEAR 75."



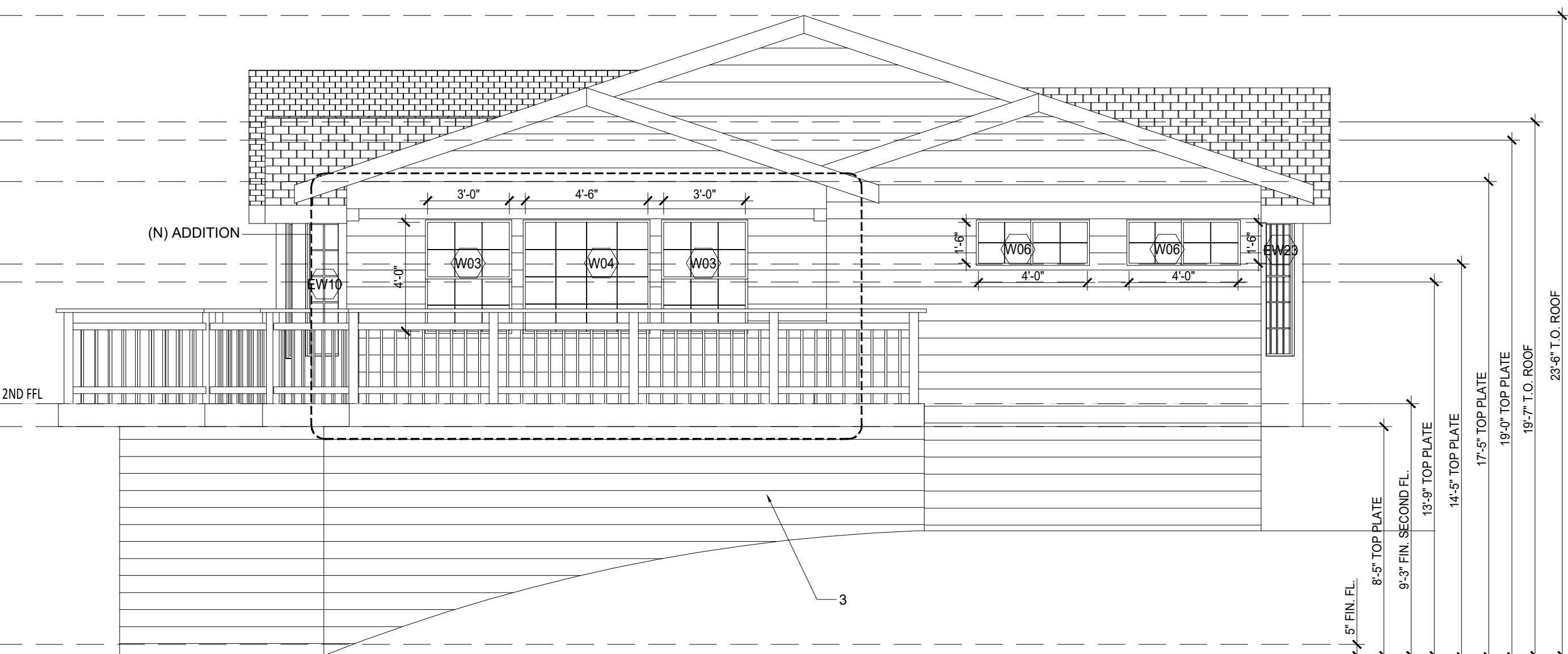
4B PROPOSED SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



4A EXISTING WEST ELEVATION
SCALE: 1/4" = 1'-0"



3A EXISTING SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



3B PROPOSED SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

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A1.0	X
A1.01	X
A1.1	X
A1.2	X
A2.0	X
A2.1	X
A3.0	X
A3.1	X
A4.0	X
A5.0	X
A6.0	X
C-1	X
C-2	X
C-3	X
T-1	X

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SOUTH PASADENA, CA 91030

APN 5308-029-014
ZONE RS
BUILDING TYPE V-B
OCCUPANCY R3

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EXIST & PROPOSED ELEVATIONS

Sheet No.:
A-3.1



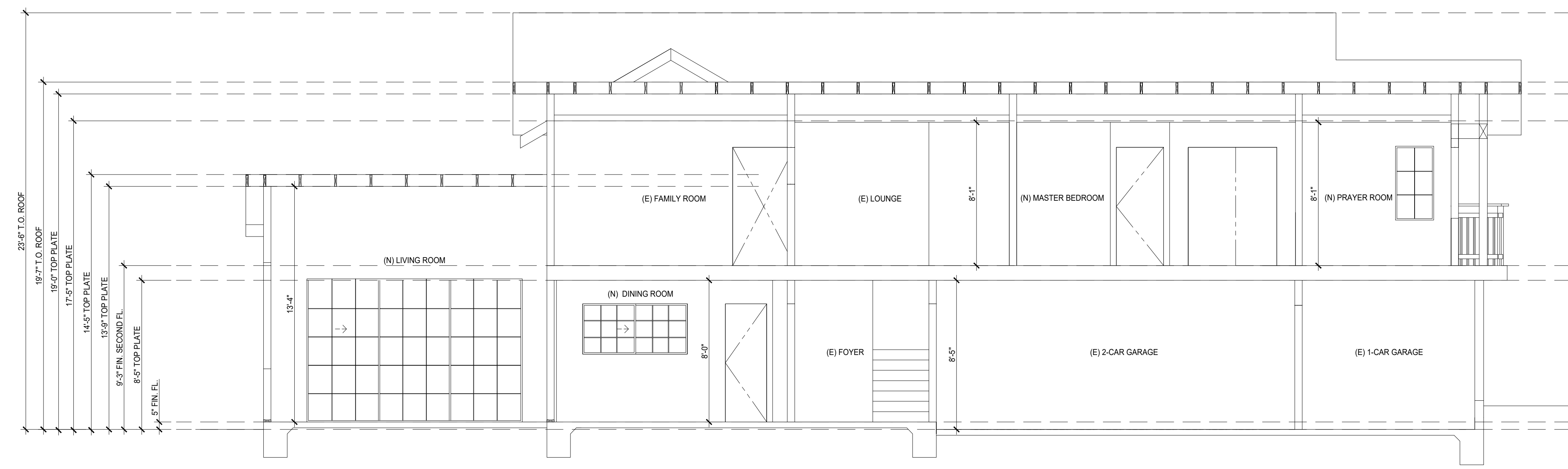
ISSUE / REVISION	DATE	BY	FOR
10.12.2023	JW		ISSUE FOR DRB REVIEW

DWG#	DATE	BY	FOR
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A1.01	X		
A1.1	X		
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A4.0	X		
A5.0	X		
A6.0	X		
C-1	X		
C-2	X		
C-3	X		
T-1	X		



2 SK-2 1'-3" RW ELEVATION
SCALE: 1/4" = 1'-0"

1 SK-1 2'-6" RW ELEVATION
SCALE: 1/4" = 1'-0"



A-A SECTION
SCALE: 1/4" = 1'-0"

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APN	5308-029-014
ZONE	RS
BUILDING TYPE	V-B
OCCUPANCY	R3

DATE:	SCALE:
OCTOBER 12 2023	AS NOTED

Sheet Title:
SECTIONS

Sheet No.:
A-4.0

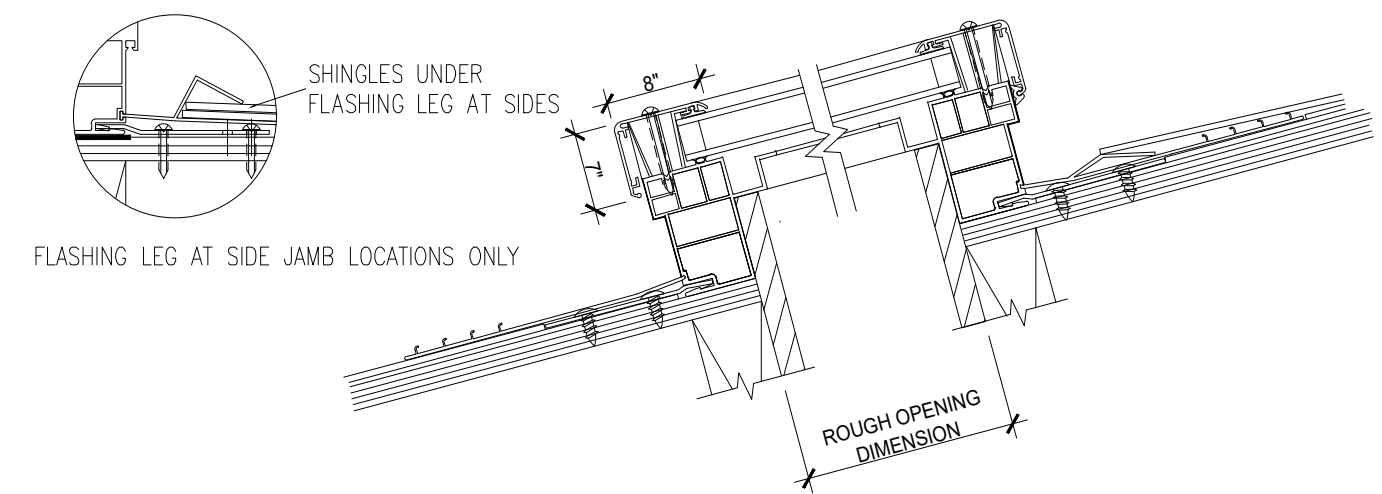
ISSUE / REVISION

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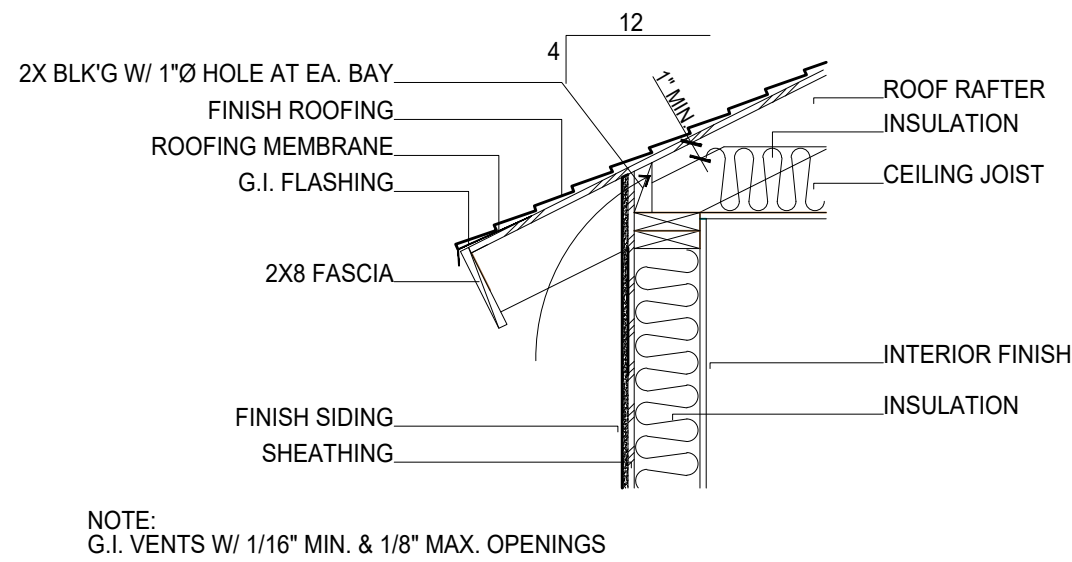
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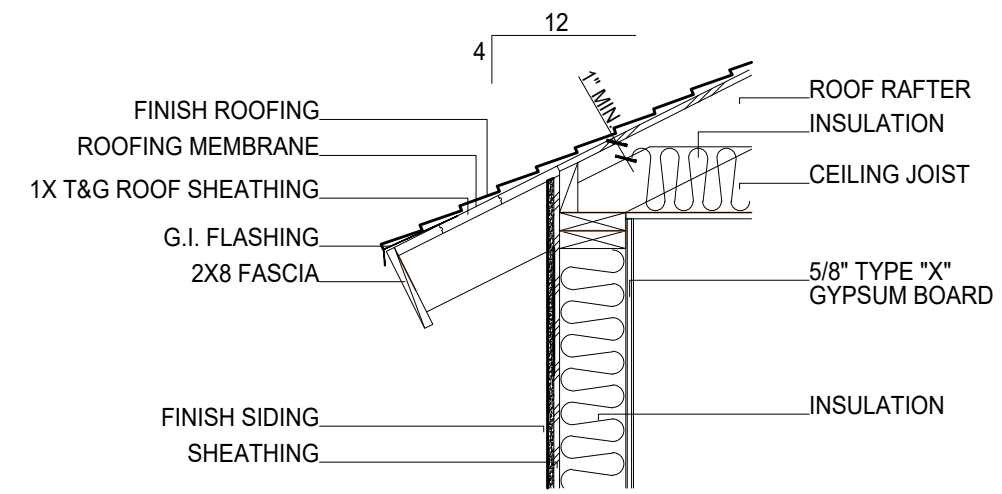
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A3.0	X
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T-1	X



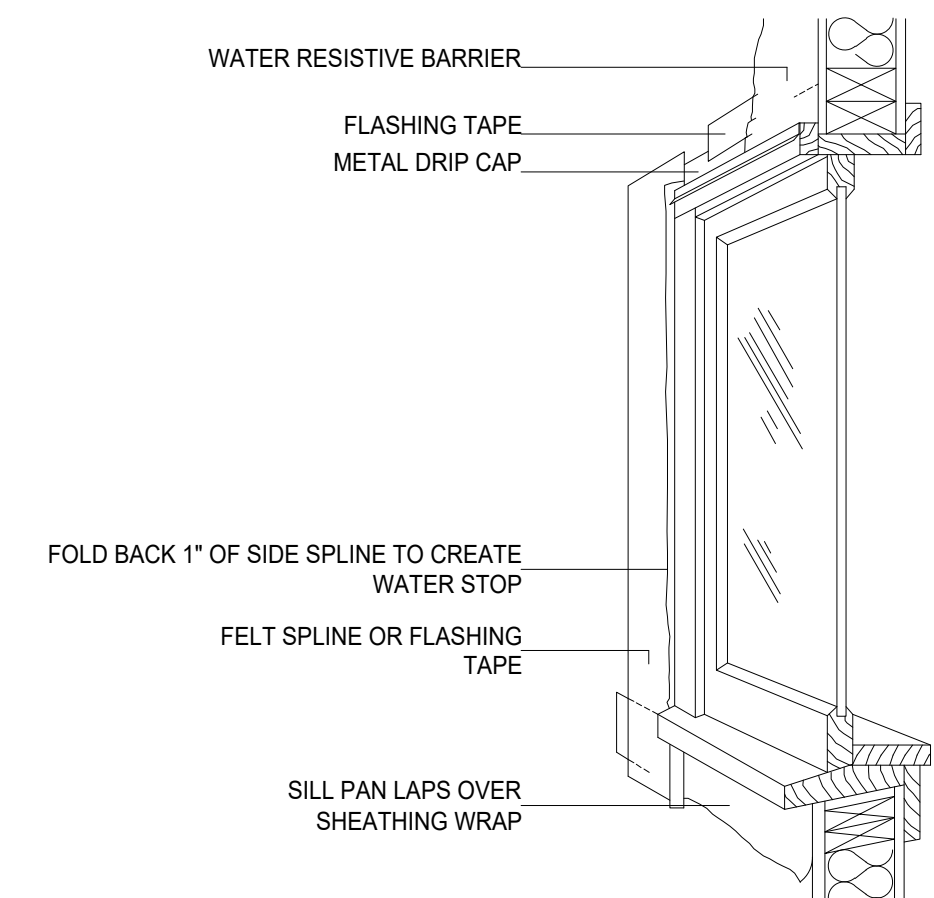
23 SKYLIGHT DETAIL
 SCALE: 3/4" = 1'-0"



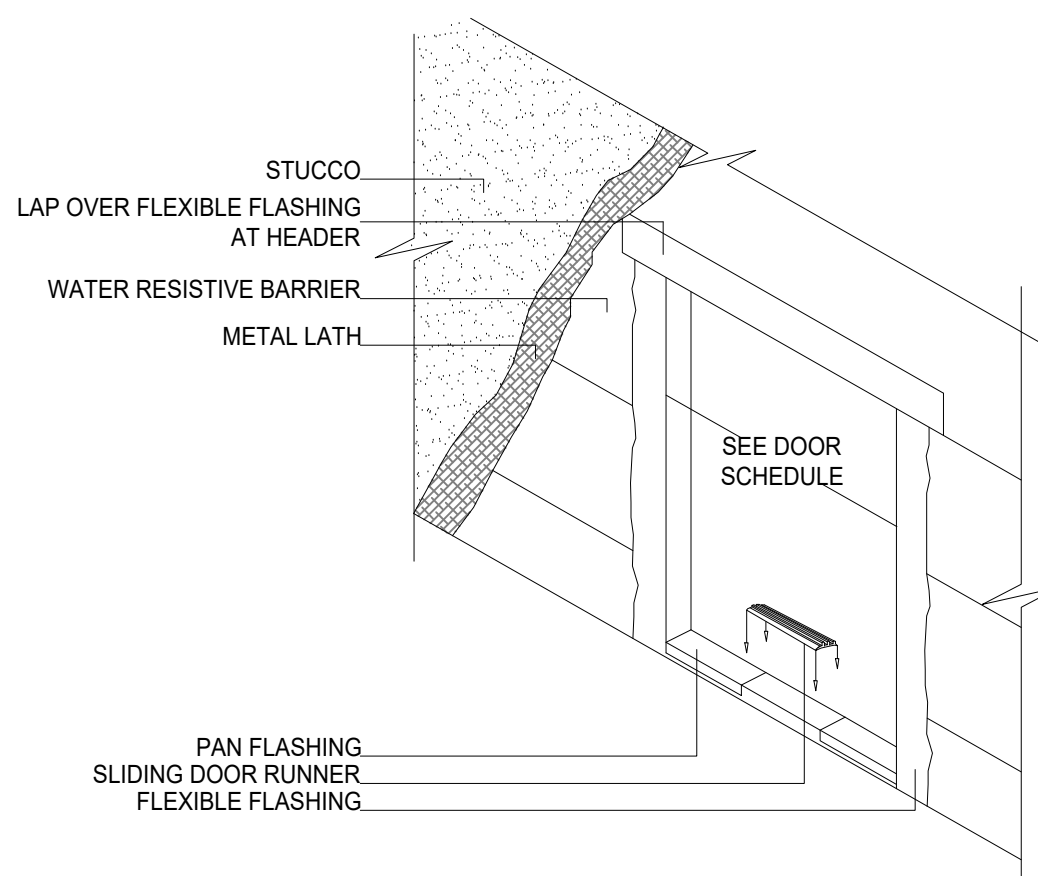
22 RAFTER VENT DETAIL
 SCALE: 3/4" = 1'-0"



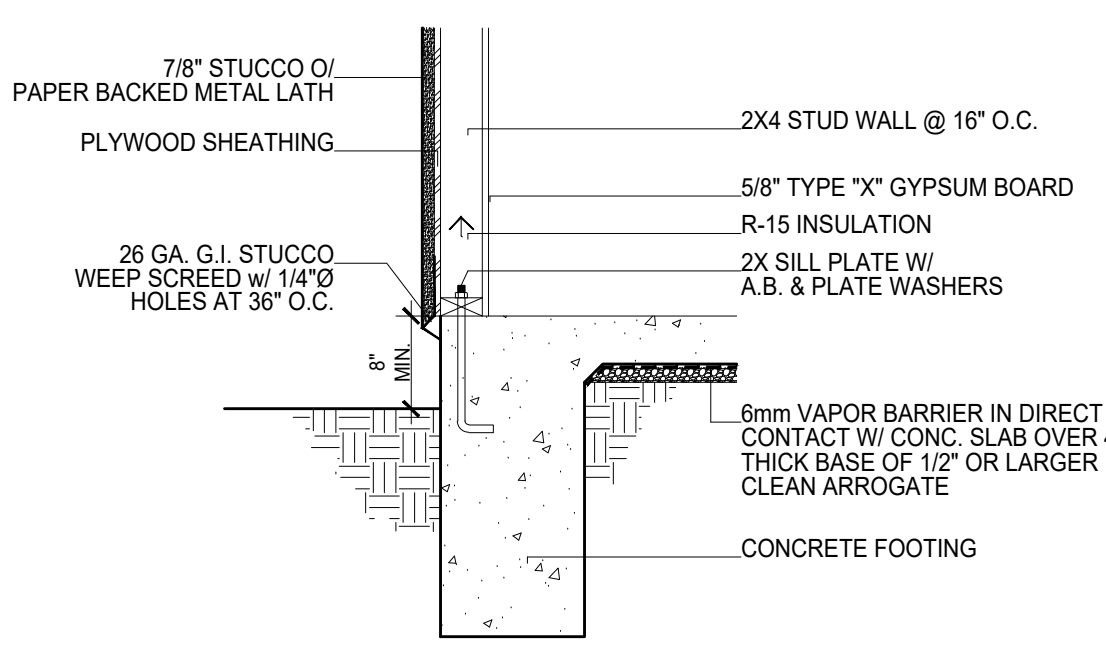
21 RAFTER VENT DETAIL
 SCALE: 3/4" = 1'-0"



12 WINDOW FLASHING DETAIL
 SCALE: 3/4" = 1'-0"



11 DOOR FLASHING DETAIL
 SCALE: 3/4" = 1'-0"



1 STUCCO WEEP SCREED DETAIL
 SCALE: 3/4" = 1'-0"

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Sheet Title:
ARCHITECTURAL DETAILS

Sheet No.:
A-5.0



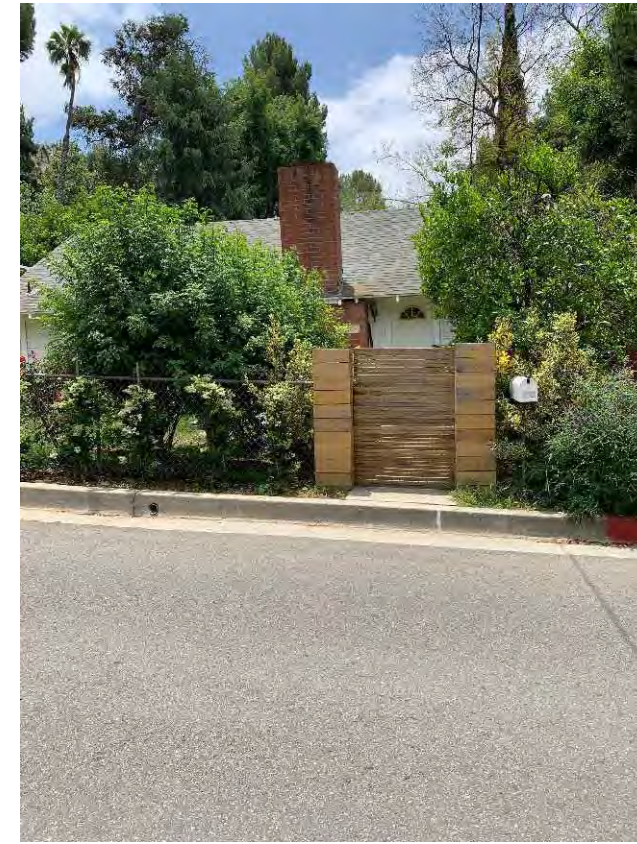
#1. 5016 HARRIMAN AVE.



#2. 5012 HARRIMAN AVE.



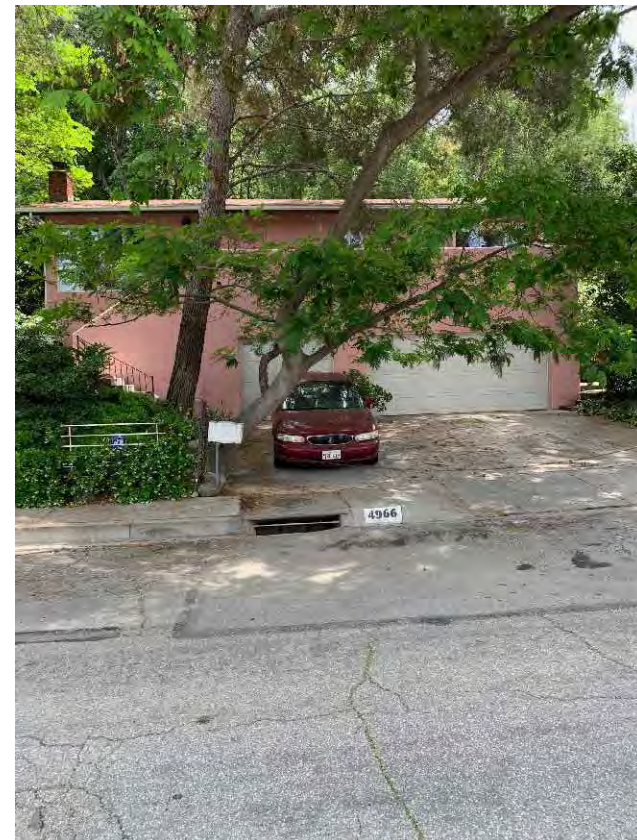
#3. 1899 HILL DR.



#4. 1898 HILL DR.
(NORTH, ADJACENT PROPERTY)



#5. 4968 HARRIMAN AVE.
(SUBJECT PROPERTY)
SEE A1.01 FOR ADDITIONAL PHOTOS



#6. 4966 HARRIMAN AVE.
(SOUTH, ADJACENT PROPERTY)



#7. 4967 HARRIMAN AVE.



#8. 4962-4964 HARRIMAN AVE.



#9. 4963 HARRIMAN AVE.



#10. 4960 HARRIMAN AVE.



#11. 4957 HARRIMAN AVE.



#12. 4950 HARRIMAN AVE.



#13. 4953 HARRIMAN AVE.



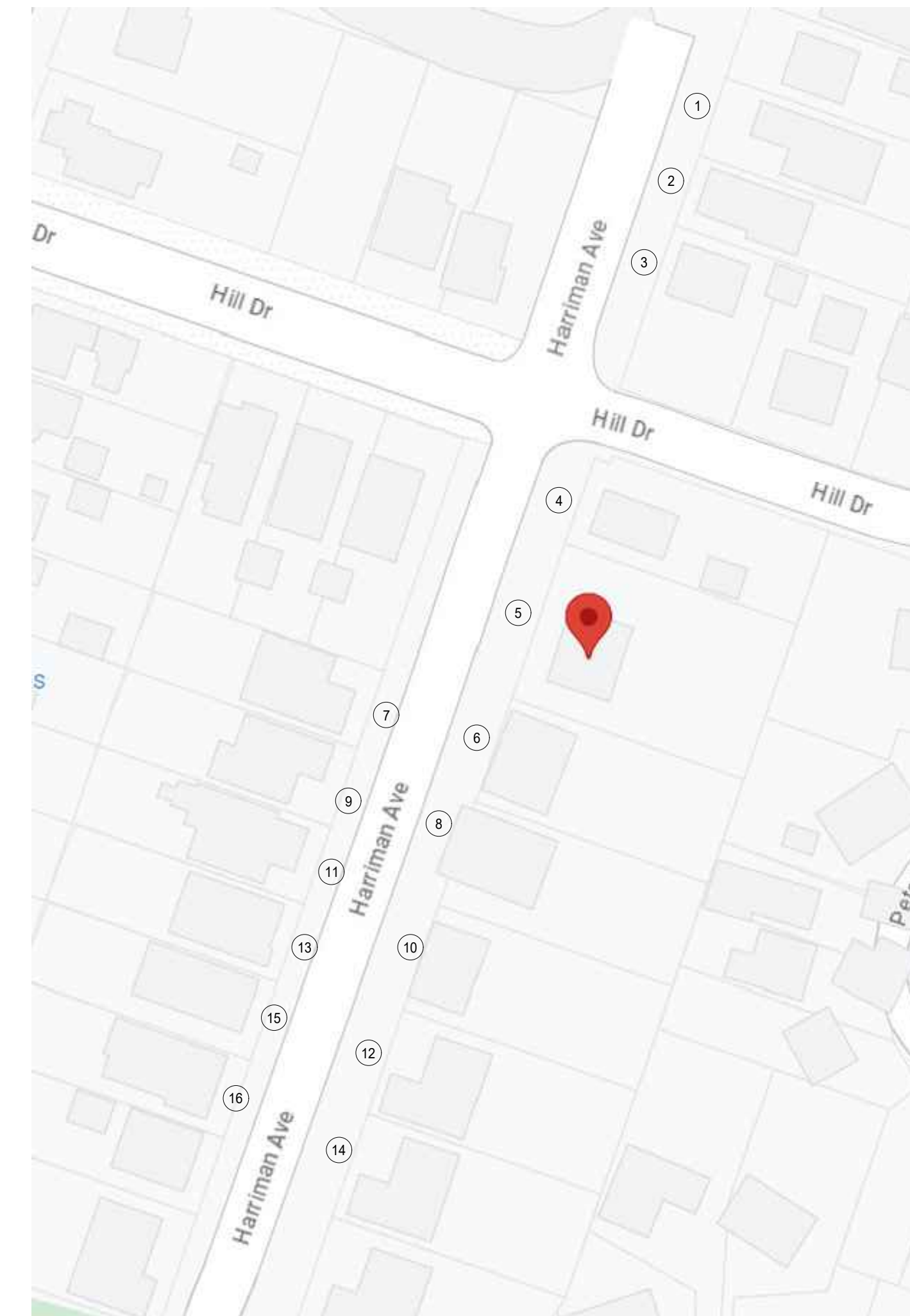
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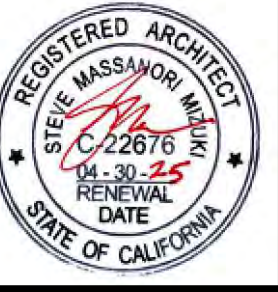
#15. 4949 HARRIMAN AVE.



#16. 4945 HARRIMAN AVE.



SITE PHOTO INDEX MAP



ISSUE / REVISION	
10.12.2023	JW
	ISSUE FOR DBB REVIEW

DWG#	
A1.0	X
A1.01	X
A1.1	X
A1.2	X
A2.0	X
A2.1	X
A3.0	X
A3.1	X
A4.0	X
A5.0	X
A6.0	X
C-1	X
C-2	X
C-3	X
T-1	X

THE DRAWINGS AND SPECIFICATIONS AND DESIGNS REPRESENTED HEREBY ARE AND SHALL REMAIN THE PROPERTY OF THE ARCHITECT, AND NO PART THEREOF SHALL BE USED OR REPRODUCED FOR ANY PURPOSE OTHER THAN THE SPECIFIED PROJECT FOR WHICH THEY HAVE BEEN PREPARED AND DEVELOPED WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT.

WRITTEN DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOBSITE AND REPORT ANY DISCREPANCIES TO ARCHITECT.

THE DRAWINGS AND SPECIFICATIONS INDICATE THE GENERAL SCOPE OF WORK AND REQUIRED TECHNICAL PERFORMANCE OF THE BUILDING SYSTEMS AND DO NOT NECESSARILY INDICATE OR DESCRIBE ALL THE WORK REQUIRED FOR FULL PERFORMANCE AND COMPLETION OF THE CONSTRUCTION CONTRACT. BASED ON THE SCOPE OF WORK INDICATED CONTRACTOR SHALL FURNISH ALL ITEMS REQUIRED FOR THE PROPER EXECUTION OF THE PROJECT.

PROJECT NAME	
YUEN RESIDENCE	
PROJECT INFORMATION	
4968 HARRIMAN AVE. SOUTH PASADENA, CA 91030	
APN	5308-029-014
ZONE	RS
BUILDING TYPE	V-B
OCCUPANCY	R3

DATE:	SCALE:
OCTOBER 12 2023	AS NOTED

Sheet Title: **SITE CONTEXT PHOTOS**

Sheet No.: **A-6.0**

CITY OF SOUTH PASADENA
GENERAL GRADING NOTES:

GENERAL:

- California Title 24 Compliance. All work shall conform to all requirements of State of California Title 24 regardless of the information indicated on these plans. It is the responsibility of the individual supervising the construction to ensure that the work is done in accordance with Code requirements prior to requesting inspection.
Building Official's Authority. The issuance of a permit based on approval of plans by the building official shall not prevent the building official from requiring the correction of any discovered errors or from preventing any violation of any Codes adopted by the City, relevant laws, ordinances, rules and/or other regulations.
Workers' Compensation. At time of permit issuance, contractor shall show their valid workers' compensation insurance certificate.
Separate Permits. Separate approval and permit is required from the City Public Works Department for all work located within the public right-of-way.
Construction Fencing. Construction fencing shall be maintained around the perimeter of the site at all times unless the City Building Division approves the use of 24 hour security patrols.
Permitted Work. The issuance of the grading permit associated with these plans shall constitute an authorization to do only the work which is described on the permit and plans as approved by the building official.
Notification to Adjacent Property Owners. Owners of property adjacent to the work site shall be notified of any proposed excavations in accordance with California Civil Code Section 832.
Additional Authorities. Permits issued under the provisions of the current Building Code shall not relieve the owner of the responsibility for securing permits, approvals, and/or licenses that may be required from other agency having authority to regulate any portion of the work.
Modifications. Any modifications of or changes to the approved grading plans shall be approved by the City. Owner assumes all risk for any changed work performed prior to approval by the City.
Additional Reports. In accordance with Los Angeles County Building Code Sections 111, 113, J104.3, and J105.2, the building official requires the following reports by the contractor prior to approval of grading: geotechnical engineer and/or engineering geologist, and field engineer. Inspection reports shall be provided when requested in writing by the building official.
Change of ownership. Unless otherwise required by the building official, when a grading permit has been issued on a site and the owner sells the property prior to final grading approval, the new property owner shall be required to obtain a new grading permit.
Dust Control. Grading contractor shall exercise extra care to minimize the effects from disturbed earth and/or dust. Dust shall be controlled in accordance with the requirements of the South Coast Air Quality Management District and applicable County and State laws. At a minimum, continuous wetting shall be performed while any earthwork is being performed. If the water is to be obtained from the local municipal water supply system, the grading contractor shall first obtain approval from the appropriate water provider.

INSPECTION:

- Obligation to Inspect. Grading operation for which a permit is required shall be subject to inspection by the City in accordance with Building Code Sections 108 and J105. In addition, professional inspection of grading operations shall be performed by the field engineer, geotechnical engineer and the engineering geologist retained to provide such services in accordance with this section for engineered grading (defined in Section J104.2.3), and as required by the building official for regular grading (defined in Section J104.2.2).
Special Inspection. The special inspection requirements of Building Code Section 1704.7 shall apply to work performed under a grading permit. In addition to the called inspections specified in Section J105.7, the building official may make such other inspections as may be deemed necessary to determine that the work is being performed in conformance with the requirements of this code. The building official may require continuous inspection of drainage devices by the field engineer in accordance with this section when the building official determines that the drainage devices are necessary for the protection of existing structures and/or adjacent property. In addition to the special inspection requirements of 1704.7, special inspection shall be provided for:
Driven deep foundations and connection grade beams in accordance with Section 1704.8;
Cast-in-Place deep foundations and connection grade beams in accordance with Section 1709.9.
Field engineer. The field engineer shall provide professional inspection of those parts of the grading project within such engineer's area of technical specialty, oversee and coordinate all field surveys, set grade stakes and provide site inspections during grading operations to ensure the site is graded in accordance with the approved grading plan and the appropriate requirements of the current Building Code. During site grading, and at the completion of both rough grading and final grading, the field engineer shall submit statements and reports as required by Sections J105.11 and J105.12. If revised grading plans are required during the course of the work, then they shall be prepared by a civil engineer and approved by the building official.
Geotechnical engineer. The geotechnical engineer shall provide professional inspection of those parts of the grading project within such engineer's area of technical specialty, which shall include observation during grading and testing for required compaction. The geotechnical engineer shall provide sufficient observation during the preparation of the natural ground and placement and compaction of the fill to verify that such work is being performed in accordance with the conditions of the approved plan and the appropriate requirements of this chapter. If conditions differing from the approved geotechnical, engineering and engineering geology reports are encountered during grading, the geotechnical engineer shall provide revised recommendations to the permittee, the building official and the field engineer.
Engineering geologist. The engineering geologist shall provide professional inspection of those parts of the grading project within such engineer's area of technical specialty, which shall include professional inspection of the bedrock excavation to determine if conditions encountered are in conformance with the approved report. If conditions differing from the approved engineering geology report are encountered, the engineering geologist shall provide revised recommendations to the geotechnical engineer.
Soils Engineer of Record. The duties of the soils engineer of record shall include the following:
Observation of cleared areas and benches prepared to receive fill;
Observation of the removal of all unsuitable soils and other materials;
The approval of soils to be used as fill material;
The inspection of placement and compaction of fill materials; and
The testing of all completed fills.
Compaction Testing. Compaction test shall not be performed by individuals other than the Soils Engineer of Record unless requested by the soils engineer of record and approved by the City Building Division.
Permittee. The permittee shall be responsible for ensuring that the grading is performed in accordance with the approved plans and specifications and in conformance with the provisions of this code. The permittee shall engage project consultants, if required under the provisions of this code, to provide professional inspections on a timely basis. The permittee shall act as a coordinator between the project consultants, the contractor and the building official. In the event of changed conditions, the permittee shall be responsible for informing the building official of such change and shall provide revised plans for approval.
The permittee shall call for an inspection by the building official at the following various stages of work and shall obtain the approval of the building official prior to proceeding to the next stage of work:
Pre-grade. Before any construction or grading activities occur at the site. Permittee shall schedule a pregrade inspection with the building official. The permittee shall ensure that all project consultants are present at the pre-grade inspection.
Initial. When the site has been cleared of vegetation and the contractor and the building official, in the event of changed conditions, the permittee shall be responsible for informing the building official of such change and shall provide revised plans for approval.
Final. When grading has been completed; all drainage devices necessary to drain the building pad have been installed, slope planting has been established, irrigation systems have been installed, and the as-built plans and required statements and reports have been submitted.
Routine Field Inspections and Reports. Unless otherwise directed by the building official, the field engineer for all engineered grading projects shall prepare routine inspection reports and shall file these reports with the building official as follows:
Bi-weekly during all times when grading of 400 cubic yards or more per week is occurring on the site;
Monthly, at all other times; and
At any time when requested in writing by the building official.

EARTH WORK QUANTITIES:

Table with 2 columns: Material and Quantity. Includes CUT (0.29 CU.YD.), FILL (0.24 CU.YD.), EXPORT (0.05 CU.YD.), and OVER EXCAVATION/RECOMPACTION (N/A CU.YD.).

OWNER:

BEN YUEN
4968 HARRIMAN AVE, SOUTH PASADENA, CA 91030
TEL: (323) 899-8862
EMAIL: PROMAXBROKER@GMAIL.COM

BENCHMARK:

COUNTY B.M. NO. 1G 3043
L&BR IN W CB 12FT N/O BCR @ NW COR BROADWAY & SAN GABRIEL BLVD (IN CTR C. B.)
ELEVATION: 408.850' (NAVD 1988)

LEGAL DESCRIPTION:

A PORTION OF BLOCK "C" OF PASADENA VILLA TRACT, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 3 PAGE 5 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.
APN: 5308-029-014
PROPERTY SIZE: 15,000.00 S.F. (GROSS)

BASIS OF BEARING:

CENTERLINE OF HARRIMAN AVENUE N19°28'00"E
PER TRACT NO. 30554. M.B. 790-90-91

Underground Service Alert



Call: TOLL FREE
8 1 1
TWO WORKING DAYS BEFORE YOU DIG

GRADING AND DRAINAGE, EROSION CONTROL & BMP PLAN

Such reports shall certify to the building official that the field engineer has inspected the grading site and related activities and has found them in compliance with the approved grading plans and specifications, the building code, all grading permit conditions, and all other applicable ordinances and requirements. The reports shall conform to a standard "Report of Grading Activities" form which shall be provided by the building official.

- Rough and Final Grading Certifications. Consultant certifications and/or contractor certifications shall be delivered to the City on forms provided by the City based on the actual project work. No release of any grading security will be given until required rough grading certifications have been provided to and approved by the Building Division.
Notification of Noncompliance. If, in the course of fulfilling their respective duties under this chapter, the field engineer, the geotechnical engineer or the engineering geologist determines that the work is not being done in conformance with this chapter or the approved grading plans, the field engineer, geotechnical engineer or the engineering geologist shall immediately report, in writing, the discrepancies and the recommended corrective measures to the permittee and to the building official.
Transfer of responsibility. If the field engineer, the geotechnical engineer, or the engineering geologist of record is changed at any time after the grading plans required pursuant to Section J104.2.2 or J104.2.3 have been approved by the building official, the permittee shall immediately provide written notice of such change to the building official. The building official may stop the grading from commencing or continuing until the permittee has identified a replacement and the replacement has agreed in writing to assume responsibility for those parts of the grading project that are within the replacement's area of technical competence.

COMPLETION OF WORK:

- Upon completion of the rough grading work and at the final completion of the work, the following reports and drawings and supplements thereto are required for engineered grading or when professional inspection is otherwise required by the building official:
An "As-built" grading plan prepared by the field engineer retained to provide such services in accordance with Section J105.3 showing all plan revisions as approved by the building official. This shall include original ground surface elevations, as-built ground surface elevations, drainage pipe locations and elevations and elevations of surface drainage facilities and the outlets of subsurface drains. As-built locations, elevations and details of subsurface drains shall be shown as reported by the geotechnical engineer. The As-built grading plan shall be accompanied by a certification by the field engineer that to the best of his or her knowledge, the work within the field engineer's area of responsibility was done in accordance with the approved grading plan.
A report prepared by the geotechnical engineer retained to provide such services in accordance with Section J105.4, including locations and elevations of field density tests, summaries of field and laboratory tests, other substantiating data, and comments on any changes made during grading and their effect on the recommendations made in the approved soils engineering investigation report. The report shall include a certification by the geotechnical engineer that, to the best of his or her knowledge, the work within the geotechnical engineer's area of responsibility is in accordance with the approved soils engineering report and applicable provisions of this chapter. The report shall contain a finding regarding the safety of the completed grading and any proposed structures against hazard from landslide, settlement, or slippage.
A report prepared by the engineering geologist retained to provide such services in accordance with Section J105.5, including a final description of the geology of the site and any new information disclosed during the grading and the effect of such new information, if any, on the recommendations incorporated in the approved grading plan. The report shall contain a certification by the engineering geologist that, to the best of his or her knowledge, the work within the engineering geologist's area of responsibility is in accordance with the approved engineering geology report and applicable provisions of this chapter. The report shall contain a finding regarding the safety of the completed grading and any proposed structures against hazard from landslide, settlement, or slippage. The report shall contain a final as-built geologic map and cross-sections depicting all the information collected prior to and during grading.
The grading contractor shall certify, on a form prescribed by the building official, that the grading conforms to said as-built plan and the approved specifications.

- Notification of completion. The permittee shall notify the building official when the grading operation is complete and the final inspection. Final approval shall not be given until all work, including installation of all drainage facilities and their protective devices, and all erosion-control measures have been completed in accordance with the final approved grading plan, and all required reports have been submitted and approved.

EARTHWORK SHORING:

- The permittee shall be solely responsible for the prevention of damage to adjacent property and no person shall excavate on land sufficiently close to the property line to endanger an adjoining public street, sidewalk, alley, or other public or private property without supporting and protecting such property from settling, cracking or other damage which could result.
Shoring supporting adjacent City or other publicly owned property, or supporting any public utility shall be specifically approved by that agency prior to implementation. In the case of property owned by the City, specific approval of any proposed shoring method shall be obtained from the Public Works Department.
Design of shoring supporting private property is the sole responsibility of the permittee.
All shoring shall be done in accordance with the recommendations of the soils report and generally accepted engineering practices.

TEMPORARY EARTH AND STORMWATER PROTECTIVE MEASURES:

- NPDES Compliance. In compliance with the County of Los Angeles National Pollution Discharge Elimination System (NPDES) - Construction General Permit, Title 12.80 - Environmental Protection Code, and the Los Angeles County Building Code, all construction sites are required to implement Best Management Practices (BMPs) to control erosion, debris, and construction-related pollutants.
LACO BMP Requirements. The following Best Management Practices ("BMPs") apply to all permits and represent the minimum standards of good housekeeping that must be implemented on all construction sites regardless of all size:
Eroded sediments and other pollutants must be retained on site and may not be transported from the site via sheet flow, swales, area drains, natural drainage courses or wind.
Stockpiles of earth and other construction related materials must be protected from being transported from the site by the forces of wind or water.
Fuels, oils, solvents and other toxic materials must be stored in accordance with their listing and are not to contaminate the soil and surface waters. All approved storage containers are to be protected from the weather. Spills must be cleaned up immediately and disposed of in a proper manner. Spills may not be washed into the drainage system.
Non-stormwater runoff from equipment and vehicle washing and any other activity shall be contained at the project site.
Excess or waste concrete may not be washed into the public way or any other drainage system. Provisions shall be made to retain concrete wastes on site until they can be disposed of as solid waste.
Trash and construction related solid wastes must be deposited into a covered receptacle to prevent contamination of rainwater and dispersal by wind.
Sediments and other materials may not be tracked from the site by vehicle traffic. The construction entrance roadways must be stabilized so as to inhibit sediments from being deposited into the public way. Accidental depositions must be swept up immediately and may not be washed down by rain or other means.
Any slopes with disturbed soils or denuded of vegetation must be stabilized so as to inhibit erosion by wind and water.
Maintenance of Protective Measures. The owner or any person or agent in control of this property shall maintain in good condition and repair all drainage structures and temporary earth, pollutant and stormwater protective measures including rodent control as shown on the approved grading plans. All measures shall be maintained to the satisfaction of the City until final grading approval has been granted by the building official and all permanent drainage and erosion control systems, if required, are in place. All structural Best Management Practices ("BMPs") shall be accessible for inspection and maintenance.

- Installation. The permittee shall put into effect and maintain all precautionary measures necessary to protect adjacent water courses and public or private property from damage by erosion, flooding and deposition of mud or debris originating from the premises described on these plans prior to the start of any grading operations.
Phased Operations. As grading operations progress, all protective measures shall be updated as necessary to prevent erosion and to control construction related pollutants from discharging from the site. All best management practices shall be maintained in good working order to the satisfaction of the building official. Failure to comply with this Section is subject to "Noncompliance Penalties" pursuant to Section J11 0.8.5. Payment of a penalty shall not relieve any persons from fully complying with the requirements of this Code in the execution of the work.
Failure to Provide Either SWPPP or WVECP. Should the owner fail to submit the SWPPP or the WVECP as required by Section J110.8 or fails to install all required protective measures, it shall be deemed that a default has occurred under the conditions of the grading permit security. The building official may thereafter enter the property for the purpose of installing, by City forces at the owner's expense, the drainage, erosion control and other devices or protective measures shown on the approved plans, or if there are no approved plans, as the building official may deem necessary to protect adjoining property from the effects of erosion, flooding or the deposition of mud, debris or constructed related pollutants.
Fines. The building official shall also have the authority to impose and collect the penalties imposed by Section J110.8.5. Payment of a penalty shall not relieve any persons from fully complying with grading operation requirements of the current Building Code.
No Dumping Stencil. All drainage structures shall bear a "No Dumping - Drains to Ocean" symbol in traffic rated paint.
Other Permits. Prior to commencement of any work and/or discharge of drainage to a watercourse, a permit from both the California Department of Fish and Game and U.S. Army Corps of Engineers may be required.

LOS ANGELES COUNTY STORM WATER POLLUTION PREVENTION ("SWPPP") AND WET WEATHER EROSION CONTROL PLAN ("WVECP") GENERAL NOTES:

- A stand-by crew for emergency work shall be available at all times during the rainy season. Necessary materials shall be available on-site and stockpiled at convenient locations to facilitate rapid construction of emergency devices when rain is imminent. In case of emergency, call _____ at _____ or _____.
Erosion control devices shown on this plan may be removed when approved by the Building Official if the grading operation has progressed to the point where they are no longer required.
Graded areas adjacent to fill slopes located at the site perimeter must drain away from the top of slope at the conclusion of each working day. All loose soils and debris that may create a potential hazard to off-site property shall be stabilized or removed from the site on a daily basis.
All silt and debris shall be removed from all devices within 24 hours after each rainstorm and be disposed of properly.
A guard shall be posted on the site whenever the depth of water in any device exceeds two feet. The device shall be drained or pumped dry within 24 hours after each rainstorm. Pumping and draining of all basins and drainage devices must comply must comply with the appropriate BMP for dewatering operations.
The placement of additional devices to reduce erosion damage and contain pollutants within the site is left to the discretion of the Field Engineer. Additional devices as needed shall be installed to retain sediments and other pollutants on site.
Desilting basins may not be removed or made inoperable between November 1st and April 15th of the following year without the approval of the Building Official.
Storm Water Pollution and Erosion Control devices are to be modified, as needed, as the project progresses, the design and placement of these devices is the responsibility of the field engineer. Plans representing changes must be submitted for approval if requested by the Building Official.
Every effort should be made to eliminate the discharge of non-storm water from the project sites at all times.
Eroded sediments and other pollutants must be retained on-site and may not be transported from the site via sheet flow, swales, area drains, natural drainage courses, or wind.
Stockpiles of earth and other construction-related materials must be protected from being transported from the site by the forces of wind or water.
Fuels, oils, solvents, and other toxic materials must be stored in accordance with their listing and are not to contaminate the soils and surface waters. All approved storage containers are to be protected from the weather. Spills must be cleaned up immediately and disposed of in a proper manner. Spills may not be washed into the drainage system.
Excess or waste concrete may not be washed into the public way or any other drainage system. Provisions shall be made to retain concrete wastes on-site until they can be disposed of as solid waste.
Developers/contractors are responsible to inspect all Erosion Control Devices and BMPs are installed and functioning properly if there is a 50% or greater probability of predicted precipitation, and after actual precipitation. A construction site inspection checklist and inspection log shall be maintained at the project site at all times and available for review by the Building Official (copies of the self-inspection check list and inspection logs are available upon request). A sample Log and Checklist is available as part of the Los Angeles County SWPPP and WVECP Review Sheet dated 03-07-2011 at: <http://dpw.lacounty.gov/bsd/publications/index.cfm>.
Trash and construction-related solid wastes must be deposited into a covered receptacle to prevent contamination of rainwater and dispersal by wind.
Sediments and other materials may not be tracked from the site by vehicle traffic. The construction entrance roadways must be stabilized so as to inhibit sediments from being deposited into the public way. Accidental depositions must be swept up immediately and may not be washed down by rain or other means.
Any slopes with disturbed soils or denuded of vegetation must be stabilized so as to inhibit erosion by wind and water.

PLACEMENT OF FILL MATERIAL:

- Acceptable Material. Fill material shall not include organic, frozen or other deleterious materials. Unless approved by the building official, no rock or similar irreducible material greater than 12 inches in any dimension shall be included in fills.
Fuels, oils, solvents and other toxic materials must be stored in accordance with their listing and are not to contaminate the soil and surface waters. All approved storage containers are to be protected from the weather. Spills must be cleaned up immediately and disposed of in a proper manner. Spills may not be washed into the drainage system.
The reports submitted by the geotechnical engineer shall acknowledge the placement of the oversized material and whether the work was performed in accordance with the engineer's recommendations and the approved plans.
The location of oversized rock dispersal areas shall be shown on the as-built plan.
Compaction. All fill material shall be compacted to a minimum of 90 percent of maximum density as determined by ASTM D 1557, Modified Proctor, in lifts not exceeding 12 inches in depth within 40 feet below finished grade and 93 percent of maximum dry density deeper than 40 feet below finished grade, unless a lower relative compaction (not less than 90 percent of maximum dry density) is justified by the Geotechnical Engineer and approved by the building official. Where ASTM D 1557, Modified Proctor is not applicable, a test acceptable to the building official shall be used.
Use of Sand Cone Method. Field density shall be determined by a method acceptable to the building official. However, not less than ten percent of the required density tests, uniformly distributed, shall be obtained by the Sand Cone Method.

- Inspection of Fill. For engineered grading, the geotechnical engineer shall provide sufficient inspections during the preparation of the natural ground and the placement and compaction of the fill to ensure that the work is performed in accordance with the conditions of plan approval and the appropriate requirements of Los Angeles County Building Code Appendix Chapter J.
Continuous Inspection. The geotechnical engineer shall provide continuous inspection during the entire fill placement and compaction of fills that will exceed a vertical height or depth of 30 feet or result in a slope surface steeper than 2 units horizontal to 1 unit vertical (50% slope).

STATEMENTS 1:

AS THE ARCHITECT OR ENGINEER OF THE PROJECT, I HAVE REVIEWED THE DEVELOPMENT PLANNING FOR STORM WATER MANAGEMENT-A MANUAL FOR THE STANDARD URBAN STORMWATER MITIGATION PLAN (SUSMP), AND HAVE PROPOSED THE IMPLEMENTATION OF THE PERMANENT BEST MANAGEMENT PRACTICES (BMPs) APPLICABLE TO EFFECTIVELY MINIMIZE THE NEGATIVE IMPACTS OF THE PROJECT'S STORMWATER RUNOFF. THE SELECTED BMPs WILL BE INSTALLED PER THE APPROVED PLANS AND AS RECOMMENDED BY THE PRODUCT MANUFACTURER AS APPLICABLE.

AS THE ARCHITECT/ENGINEER OF RECORD, I HAVE SELECTED APPROPRIATE BMPs TO EFFECTIVELY MINIMIZE THE NEGATIVE IMPACTS OF THIS PROJECT'S CONSTRUCTION ACTIVITIES ON STORM WATER QUALITY. THE PROJECT OWNER AND CONTRACTOR ARE AWARE THAT THE SELECTED BMPs MUST BE INSTALLED, MONITORED, AND MAINTAINED TO ENSURE THEIR EFFECTIVENESS. THE BMPs NOT SELECTED FOR IMPLEMENTATION ARE REDUNDANT OR DEEMED NOT APPLICABLE TO THE PROPOSED CONSTRUCTION ACTIVITY.

Table with 3 columns: NAME OF SIGNER, SIGNATURE OF SIGNER, DATE

STATEMENTS 2:

AS THE PROJECT OWNER OR AUTHORIZED AGENT OF THE OWNER, I HAVE READ AND UNDERSTAND THE LOS ANGELES COUNTY BEST MANAGEMENT PRACTICES ("BMPs") THAT ARE STATED IN THE CITY'S GENERAL GRADING NOTES UNDER THE SECTION TITLED TEMPORARY EARTH AND STORMWATER PROTECTIVE MEASURES. I UNDERSTAND THAT THESE REQUIREMENTS ARE NECESSARY TO CONTROL STORM WATER POLLUTION FROM SEDIMENTS, EROSION, AND CONSTRUCTION MATERIALS, AND I CERTIFY THAT I WILL COMPLY WITH THESE REQUIREMENTS.

AS THE PROJECT OWNER OR AUTHORIZED AGENT OF THE OWNER, I HAVE READ AND UNDERSTAND THE REQUIREMENTS TO CONTROL STORM WATER POLLUTION FROM SEDIMENTS, EROSION, AND CONSTRUCTION MATERIALS, AND I CERTIFY THAT I WILL COMPLY WITH THESE REQUIREMENTS. I, OR MY REPRESENTATIVE, CONTRACTOR, DEVELOPER, OR ENGINEER, WILL MAKE CERTAIN THAT ALL BMP SHOWN ON THIS PLAN WILL BE FULLY IMPLEMENTED, AND ALL EROSION DEVICES WILL BE KEPT CLEAN AND FUNCTIONING. PERIODIC INSPECTIONS OF THE BMPs WILL BE CONDUCTED AND A CURRENT LOG, SPECIFYING THE EXACT NATURE OF THE INSPECTION AND ANY REMEDIAL MEASURES WILL BE KEPT AT THE CONSTRUCTION SITE AT ALL TIMES AND WILL BE AVAILABLE FOR THE REVIEW BY THE BUILDING OFFICIAL.

AS THE PROJECT OWNER OR AUTHORIZED AGENT OF THE OWNER, I CERTIFY THAT THIS DOCUMENT AND ALL ATTACHMENTS WERE PREPARED UNDER MY DIRECTION OR SUPERVISION IN ACCORDANCE WITH A SYSTEM DESIGNED TO ASSURE THAT QUALIFIED PERSONNEL PROPERLY GATHER AND EVALUATE THE INFORMATION SUBMITTED. BASED ON MY INQUIRY OF THE PERSON OR PERSONS WHO MANAGE THE SYSTEM OR THOSE PERSONS DIRECTLY RESPONSIBLE FOR GATHERING INFORMATION TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE INFORMATION SUBMITTED IS TRUE, ACCURATE, AND COMPLETE. I AM AWARE THAT SUBMITTING FALSE AND/OR INACCURATE INFORMATION, FAILING TO UPDATE THE LOCAL SWPPP TO REFLECT CURRENT CONDITIONS, OR FAILING TO PROPERLY AND/OR ADEQUATELY IMPLEMENT THE LOCAL SWPPP MAY RESULT IN REVACATION OF GRADING AND/OR OTHER PERMITS OR OTHER SANCTION PROVIDED BY LAW.

Table with 3 columns: NAME OF SIGNER, SIGNATURE OF SIGNER, DATE

PRE DEVELOPMENT

Impervious Area 0.127 Acres, Percent Impervious 37%
Pervious Area 0.217 Acres, Percent Pervious 63%

POST DEVELOPMENT

Impervious Area 0.131 Acres, Percent Impervious 38%
Pervious Area 0.213 Acres, Percent Pervious 62%



LEGEND: (527.63).....EXISTING ELEVATION, 520.00.....PROPOSED ELEVATION, (-530).....EXISTING CONTOUR, etc.

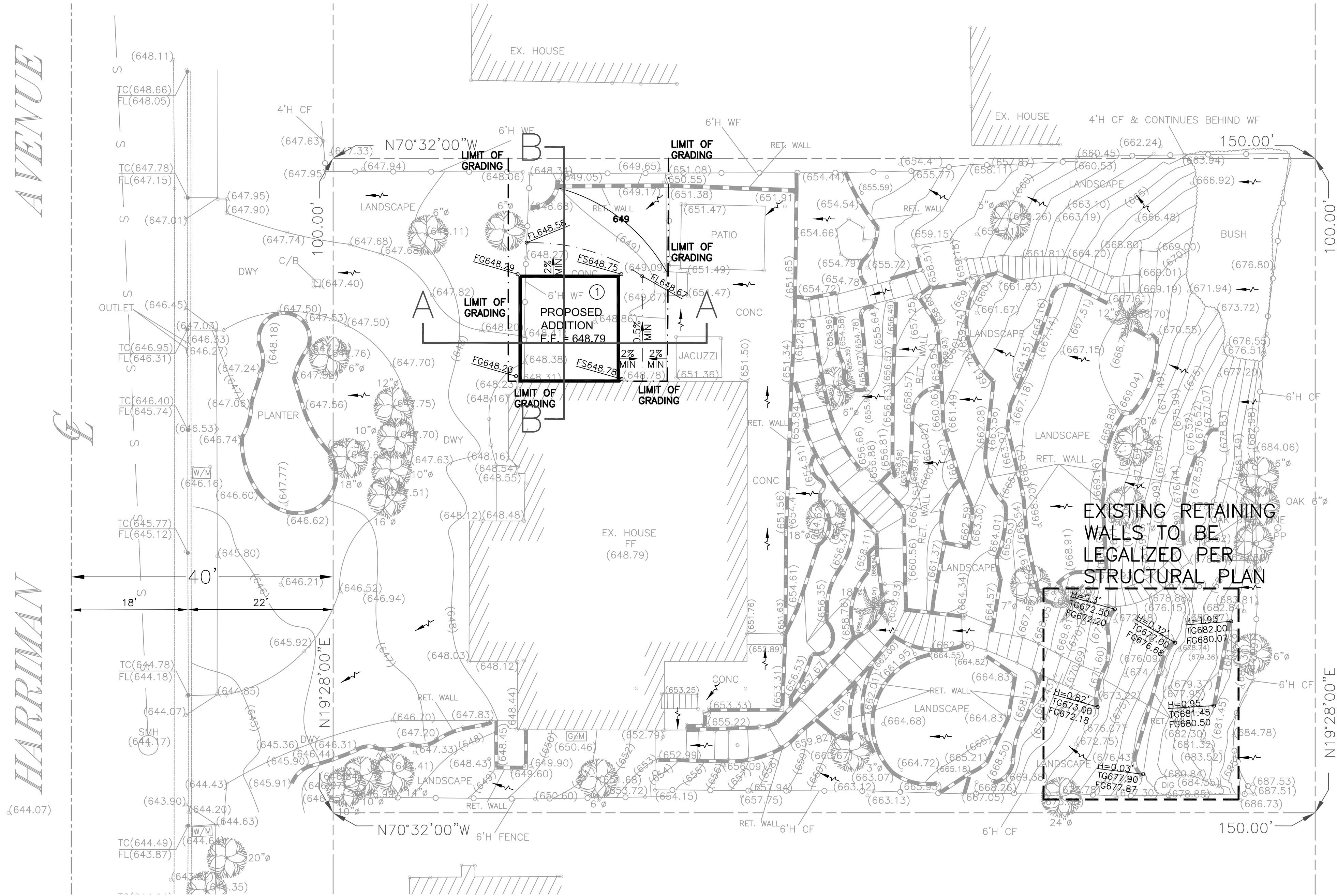
ABBREVIATIONS: TC.....TOP OF CURB, FL.....FLOW LINE, FG.....FINISH GRADE, etc.

Table with 2 columns: REVISIONS, REVISIONS. Includes fields for description, date, and initials.

PROJECT LOCATION: 4968 HARRIMAN AVENUE, SOUTH PASADENA, CA 91030
TITLE SHEET
DRAWN: MW
CHECKED:
DATE: 11/08/2022
JOB NO.: 22-022-056
SCALE: 1"=10'
FILE NAME:
C-1
SHEET 1 OF 3 SH.T.

CALLAND ENGINEERING & ASSOCIATES, INC.
574 E. LAMBERT ROAD, BREa, CA 92821
TEL: (714) 671-1050 FAX: (714) 671-1090

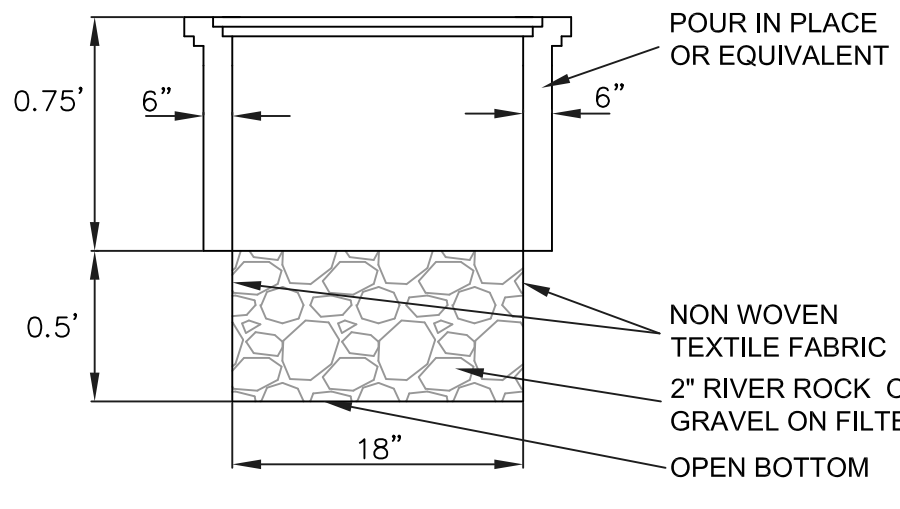
GRADING AND DRAINAGE PLAN



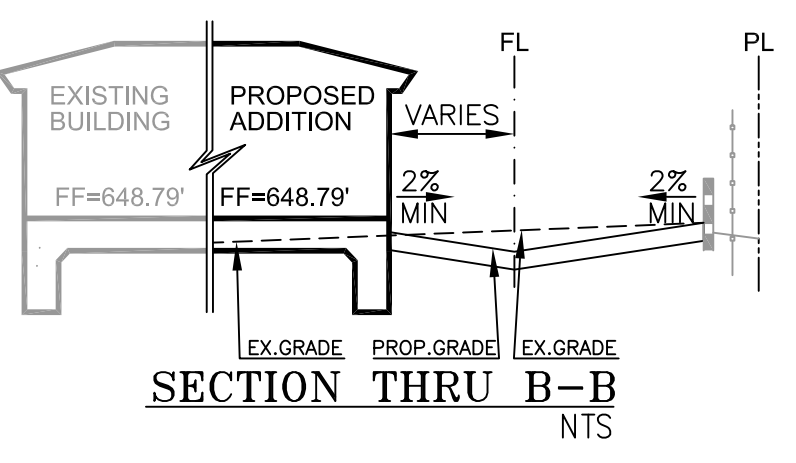
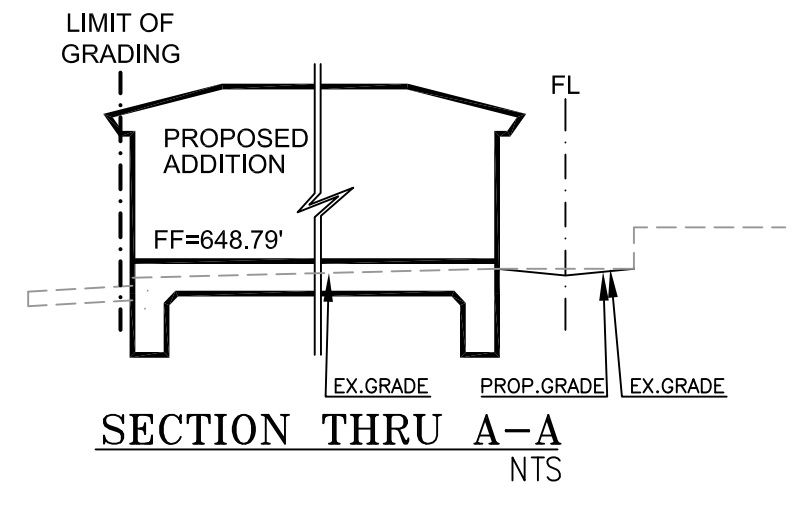
CONSTRUCTION NOTES:
 ① PROPOSED ADDITION PER ARCHITECTURAL PLAN

PAD ELEVATION(S) SHOWN HEREON ARE BASED ON TYPICAL CONCRETE SLAB THICKNESS. STRUCTURAL/GEOTECHNICAL RECOMMENDATIONS SHALL SUPERCEDE PROVIDED PAD ELEVATION(S), IF APPLICABLE.

CONTRACTOR AND/OR SUBCONTRACTOR SHALL PERFORM A DETAILED REVIEW OF ALL DRAWINGS, DATA, DIMENSIONS, SPECIFICATIONS (IF APPLICABLE), AND CONDITIONS PRIOR TO PROCEEDING WITH ANY WORK AND SHALL NOTIFY ENGINEER OF RECORD OF ANY DISCREPANCIES IMMEDIATELY.



② CATCH BASIN DETAIL (TYPICAL) NTS



SECTION THRU B-B NTS

Form A - (Both Form A and Form B Required)

CITY OF SOUTH PASADENA
 4968 HARRIMAN AVENUE, SOUTH PASADENA, CA 91030
 (323) 899-8862

FIELD ENGINEER: Jack Lee (REC-40870)
 SOLE ENGINEER: Ben Yuan (REC-92821)

ACCEPTANCE OF EMPLOYMENT BY CONSULTANTS

INSTRUCTIONS: This document must be completed and filed by the owner with the City together with an Acknowledgment to Employ Consultants form before the grading permit can be issued.

PROJECT ADDRESS: 4968 Harriman Avenue, South Pasadena, CA 91030
 PROJECT NUMBER: 5308-029-014
 PROJECT NAME: A portion of Block "C" of Pasadena Villa Tract
 PROJECT OWNER: Ben Yuan

Form B - (Both Form A and Form B Required)

CITY OF SOUTH PASADENA
 4968 HARRIMAN AVENUE, SOUTH PASADENA, CA 91030
 (323) 899-8862

FIELD ENGINEER: Jack Lee (REC-40870)
 SOLE ENGINEER: Cal Land Engineering & Associates, Inc. (REC-92821)

ACKNOWLEDGMENT TO EMPLOY CONSULTANT

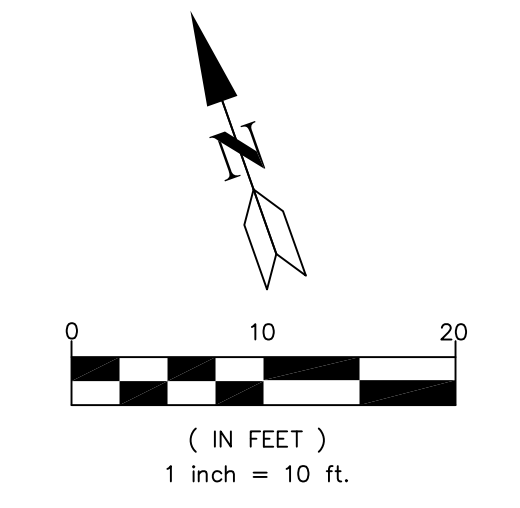
INSTRUCTIONS: This document must be completed and filed by the owner with the City together with an Acknowledgment to Employ Consultants form before the grading permit can be issued.

The owner of the property described below hereby acknowledges by signature that, as a condition of the grading permit and during all work subsequent to said permit, registered civil engineers will be retained to perform the duties of the Design Engineer and Field Engineer in accordance with the requirements of Appendix 1 of the current Building Code, and further, that a soil engineer and/or engineering geologist (when required) will be employed to make tests, investigations, and file the reports that may be required for compliance with said Code.

PROJECT ADDRESS: 4968 Harriman Avenue, South Pasadena, CA 91030
 PROJECT NUMBER: 5308-029-014
 PROJECT NAME: A portion of Block "C" of Pasadena Villa Tract
 PROJECT OWNER: Ben Yuan

- LEGEND:**
- (527.63).....EXISTING ELEVATION
 - 520.00.....PROPOSED ELEVATION
 - (530).....EXISTING CONTOUR
 -PROPOSED STRUCTURE
 -EXISTING BLOCK WALL
 -PROPOSED BLOCK WALL
 -CENTER LINE
 -PROPERTY LINE
 -FLOW LINE
 -CONSTRUCTION NOTES
 - S.....SEWER MAIN
 -WATER PIPE
 -LIMIT OF GRADING LINE
 -OVER-EXCAVATION LINE
 -EXISTING DRAINAGE PATTERN
 -PROPOSED DRAINAGE PATTERN
 -UNDERGROUND PIPELINE
 -LIMIT OF FENCE
 -LIMIT OF GRADING

- ABBREVIATIONS:**
- FL.....TOP OF CURB
 - FL.....FLOW LINE
 - FG.....FINISH GRADE
 - FS.....FINISH SURFACE
 - FF.....FLOOR FINISH
 - HP.....HIGH POINT
 - PP.....POWER POLE
 - DWY.....DRIVEWAY
 - D/A.....DRIVEWAY APPROACH
 - WIN.....WATER METER
 - INV.....INVERT ELEVATION
 - TG.....TOP OF GRATE
 - DS.....DOWNSPOUT



City of SOUTH PASADENA
STORMWATER PLANNING PROGRAM LID DETERMINATION FORM MS4-1

Project Name: Ben Yuan
 Project Address: 4968 Harriman Avenue, South Pasadena, CA 91030
 Project Owner: Ben Yuan (323) 899-8862

TYPE OF PROJECT

Does the proposed project fall into one of the following categories? Please check Yes/No	YES	NO
PRIORITY PROJECTS		
1. Development* of a new project equal to 1 acre or greater of disturbed area and adding more than 10,000 square feet of impervious* surface area*	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Development* of a new industrial park with 10,000 square feet or more of surface area*	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Development* of a new commercial mall with 10,000 square feet or more surface area*	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Development* of a new retail gasoline outlet with 5,000 square feet or more of surface area*	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Development* of a new restaurant (SIC 5812) with 5,000 square feet or more of surface area*	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Development* of a new parking lot with either 5,000 square feet or more of impervious surface area* or with 25 or more parking spaces	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Development* of streets and road construction of 10,000 square feet or more of impervious surface area (See Green Streets*)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Development* of a new automotive service facility (SIC 5013; 5014, 5511, 5541, 7532-7534 and 7536-7539) with 5,000 square feet or more of surface area*	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Projects located in or directly adjacent to, or discharging directly to a Significant Ecological Area (SEA)*, where the development will: <ul style="list-style-type: none"> a. Discharge stormwater runoff that is likely to impact a sensitive biological species or habitat; and b. Create 2,500 square feet or more of impervious surface area* 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. Single-family hillside homes	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11. Development of any project of 2,500 square feet or more in disturbed area where any portion of the disturbed area includes either or both an existing earth (native or otherwise) surface or a man-made surface (whether impervious or not) with an existing slope that is equal to or greater than 25% when calculated in accordance with the methods prescribed by the current Zoning Code.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12. Redevelopment** of 5,000 square feet or more of impervious surface area* in one of the categories listed above	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13. Redevelopment** of 10,000 square feet or more of impervious surface area* to a Single-Family Home, without a change in land use.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If any of the boxes 1-10 are checked YES, this project will require the preparation of a Low Impact Development (LID)* Plan with a Maintenance Agreement*

* Defined on basis:
 Applicant: Ben Yuan
 Applicant Title: Owner
 Registered Professional Engineer: Jack Lee
 Date: 11/15/22

EARTH WORK QUANTITIES:

CUT:	0.29	CU.YD.
FILL:	0.24	CU.YD.
EXPORT:	0.05	CU.YD.
OVER EXCAVATION/RECOMPACTION:	N/A	CU.YD.

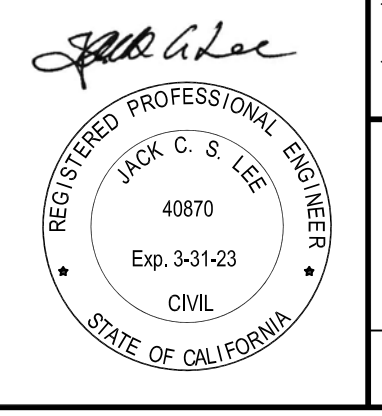
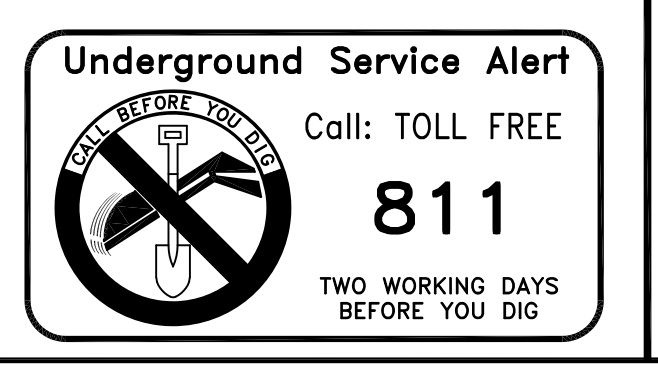
THE YARDAGE SHOWN HEREON IS FOR PERMIT AND BONDING PURPOSES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING OF THE QUANTITIES.

OWNER:
 BEN YUEN
 4968 HARRIMAN AVE, SOUTH PASADENA, CA 91030
 TEL.: (323) 899-8862
 EMAIL: PROMAXBROKER@GMAIL.COM

BENCHMARK:
 COUNTY B.M. NO. 1G 3043
 L&BR IN W CB 12FT N/O BCR @ NW COR BROADWAY & SAN GABRIEL BLVD (N CTR C. B.)
 ELEVATION: 408.850' (NAVD 1988)

LEGAL DESCRIPTION:
 A PORTION OF BLOCK "C" OF PASADENA VILLA TRACT, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 3 PAGE 5 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.
 APN: 5308-029-014
 PROPERTY SIZE: 15,000.00 S.F. (GROSS)

BASIS OF BEARING:
 CENTERLINE OF HARRIMAN AVENUE N19°28'00"E PER TRACT NO. 30554. M.B. 790-90-91



CALLAND ENGINEERING & ASSOCIATES, INC.
 574 E. LAMBERT ROAD, BREA, CA 92821
 TEL: (714) 671-1050 FAX: (714) 671-1090

PROJECT LOCATION:
 4968 HARRIMAN AVENUE,
 SOUTH PASADENA, CA 91030
 GRADING AND DRAINAGE PLAN

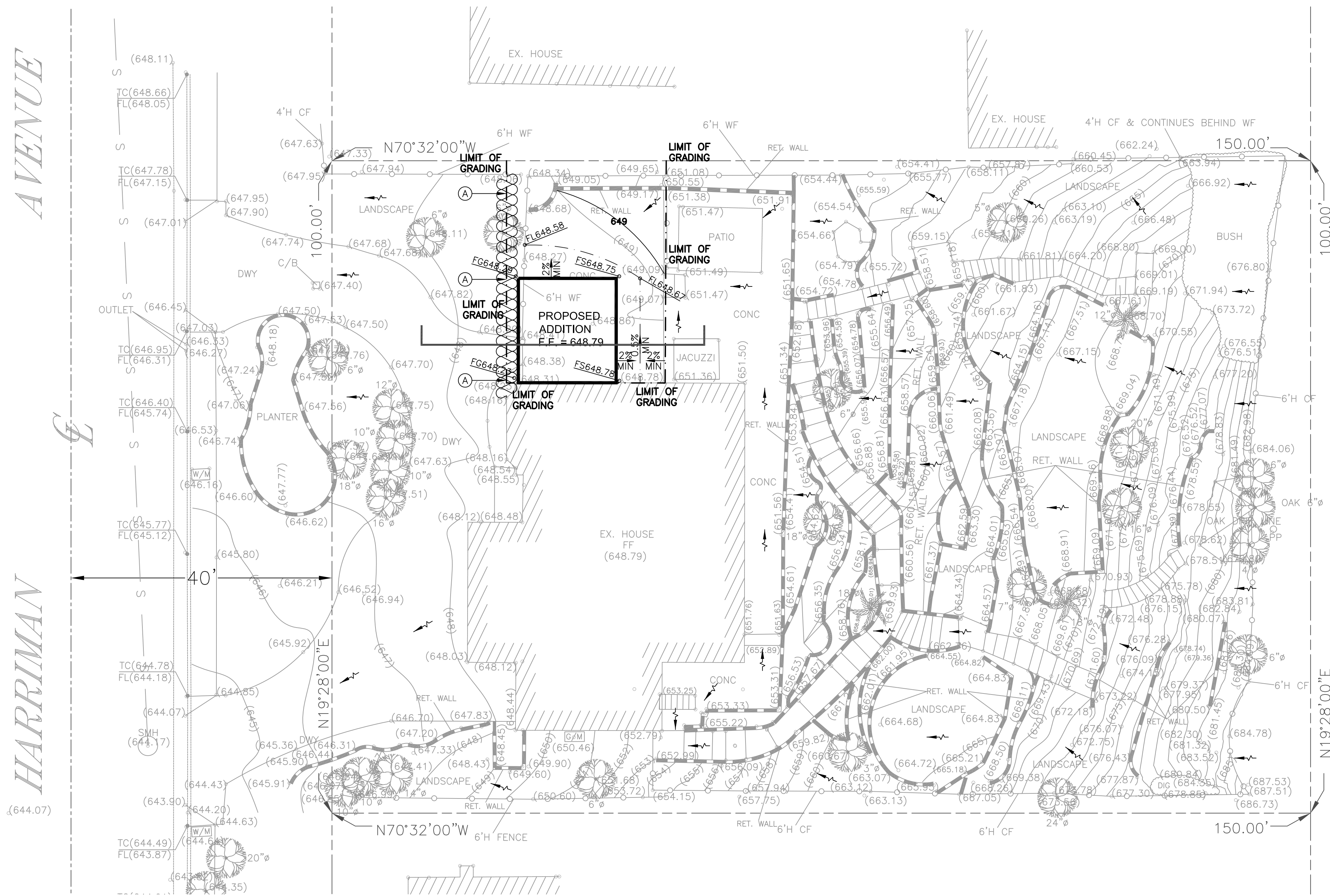
RELEASED

REVISIONS

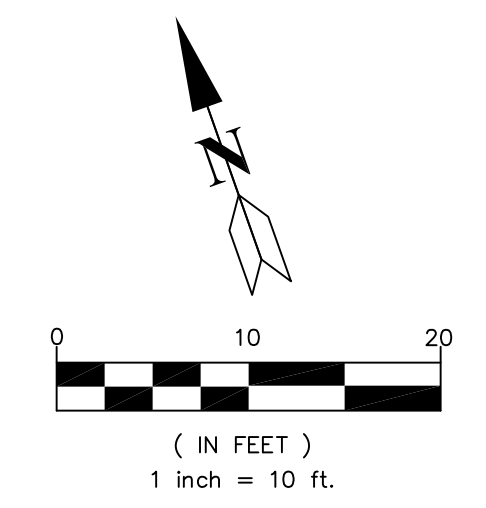
DRAWN: MW
 CHECKED:
 DATE: 11/08/2022
 JOB NO.: 22-022-056
 SCALE: 1"=10'
 FILE NAME:

C-2
 SHEET 2 OF 3 SHT.

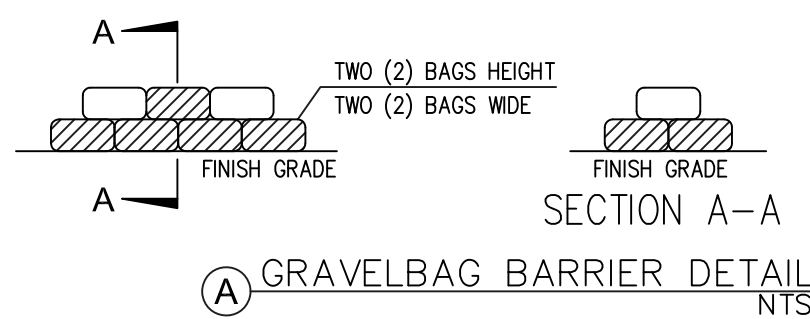
SOIL EROSION AND SEDIMENT CONTROL PLAN



- LEGEND:**
- (527.63).....EXISTING ELEVATION
 - 520.00.....PROPOSED ELEVATION
 - (530)-.....EXISTING CONTOUR
 -PROPOSED STRUCTURE
 -EXISTING BLOCK WALL
 -PROPOSED BLOCK WALL
 -CENTER LINE
 -PROPERTY LINE
 -FLOW LINE
 -CONSTRUCTION NOTES
 - s.....SEWER NOTES
 - w.....WATER PIPE
 -LIMIT OF GRADING LINE
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 -PROPOSED DRAINAGE PATTERN
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 - FF.....FLOOR FINISH
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 - PP.....POWER POLE
 - PL.....PROPERTY LINE
 - DIA.....DRIVEWAY
 - W/M.....WATER METER
 - INV.....INVERT ELEVATION
 - TG.....TOP OF GRATE
 - DS.....DOWNSPOUT



- EROSION CONTROL NOTES:**
- (A) CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE PER BMP TC-1 (MINIMUM 12" THICK OF 1" TO 3" COARSE AGGREGATE)



EARTH WORK QUANTITIES:

CUT: 0.29 CU.YD.
 FILL: 0.24 CU.YD.
 EXPORT: 0.05 CU.YD.
 OVER EXCAVATION/RECOMPACTION: N/A CU.YD.

THE YARDAGE SHOWN HEREON IS FOR PERMIT AND BONDING PURPOSES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING OF THE QUANTITIES.

OWNER:

BEN YUEN
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 TEL.: (323) 899-8862
 EMAIL: PROMAXBROKER@GMAIL.COM

BENCHMARK:

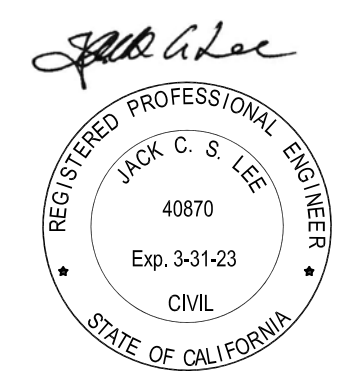
COUNTY B.M. NO. 1G 3043
 L&BR IN W CB 12FT N/O BCR @ NW COR BROADWAY & SAN GABRIEL BLVD (IN CTR C. B.)
 ELEVATION: 408.850' (NAVD 1988)

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CENTERLINE OF HARRIMAN AVENUE N19°28'00"E PER TRACT NO. 30554. M.B. 790-90-91



RELEASED

REVISIONS

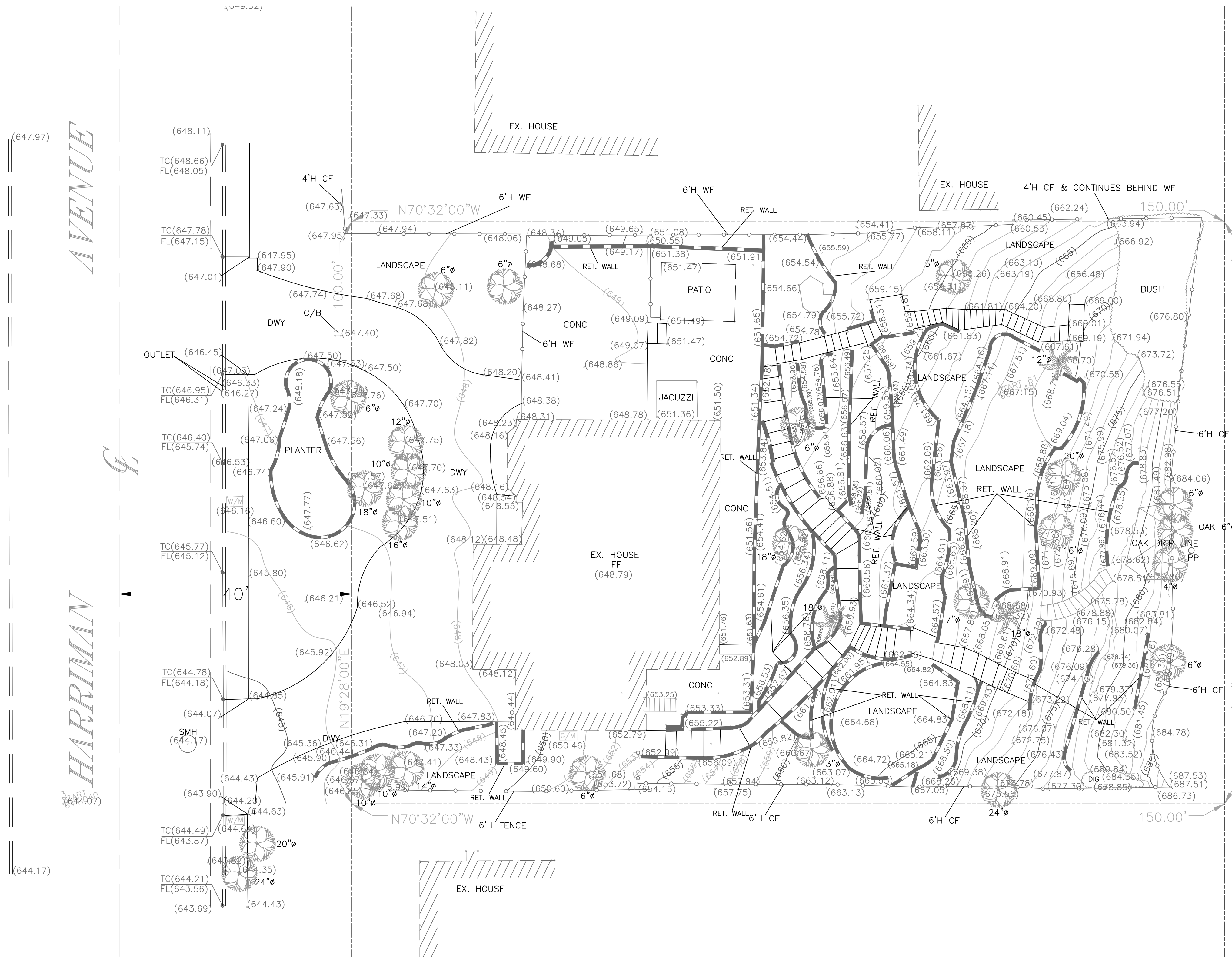
PROJECT LOCATION:
 4968 HARRIMAN AVENUE,
 SOUTH PASADENA, CA 91030
SOIL EROSION AND SEDIMENT CONTROL PLAN

DRAWN:	MW
CHECKED:	
DATE:	11/08/2022
JOB NO.:	22-022-056
SCALE:	1"=10'
FILE NAME:	

C-3
 SHEET 3 OF 3 SHT.

CALLAND ENGINEERING & ASSOCIATES, INC.
 574 E. LAMBERT ROAD, BREA, CA 92821
 TEL: (714) 671-1050 FAX: (714) 671-1090

TOPOGRAPHIC MAP



ABBREVIATIONS/LEGEND:

CATV	: CABLE T.V. PULLBOX
C/B	: CATCH BASIN
CBW/RW	: CONC. BLOCK/RETAINING WALL
C&G	: CURB AND GUTTER
CF	: CHAIN LINK FENCE
DWY	: DRIVEWAY
D/A	: DRIVEWAY APPROACH
EX	: EXISTING
FF	: FINISH FLOOR
FS	: FINISHED SURFACE
FL	: FLOW LINE
GM	: GAS METER
I/F	: IRON FENCE
HP	: HIGH POINT
PP	: POWER POLE
P/L	: PROPERTY LINE
RW	: RETAINING WALL
S/W	: SIDEWALK
S/D	: STORM DRAIN
TC	: TOP OF CURB
W/M	: WATER METER
WF	: WOODEN FENCE
○	: STORM DRAIN MANHOLE
○	: SEWER MANHOLE
○	: WATER VALVE
⊗	: FDC / FIRE DEPT. CONNECTION
⊗	: FIRE HYDRANT
⊗	: EDISION PULL BOX
⊗	: STREET LIGHT PULL BOX
⊗	: TRAFFIC SIGNAL PULL BOX
⊗	: UTILITY PULL VOX
⊗	: TV CABLE PULL BOX
⊗	: HIGH VOLTAGE BOX
⊗	: TELEPHONE PULL BOX
⊗	: SEPTIC TANK
(532.00)	: EXISTING ELEVATION 532.00'
---	: EXISTING CONTOUR LINE
-W--W-	: WATER LINE
-S--S-	: SEWER LINE
⊙	: STREET LIGHT
⊙	: WF/ WOOD FENCE OR IF/ IRON FENCE
⊙	: CF/ CHAIN LINK FENCE
⊙	: EXISTING TREE
⊙	: CONC. BLOCK WALL/ RETAINING WALL
⊙	: WOOD POST
⊙	: IRON POST
⊙	: DRAIN HOLE
⊙	: VENT

SURVEYOR'S NOTES:

- ALL INFORMATION SHOWN ON THE DRAWINGS IS GIVEN AS THE BEST PRESENT KNOWLEDGE AND PERFORMED WITHIN GENERALLY ACCEPTED ENGINEERING PRACTICE BUT WITHOUT GUARANTEE OF ACCURACY. WHERE ACTUAL CONDITIONS CONFLICT WITH THE DRAWINGS, THEY SHALL BE REPORTED TO THE ENGINEER SO THAT THE PROPER REVISIONS MAY BE MADE.
- ESTABLISHMENT OF CONTOUR: CONTOURING IS THE GRAPHICAL REPRESENTATION OF CONSTANT ELEVATION LINES THAT ARE INTERPOLATED OR EXTRAPOLATED BETWEEN ACTUAL FIELD MEASURED ELEVATIONS OR MAP ELEVATIONS, AND SHOULD NOT BE INTERPRETED AS PRECISE GROUND CONDITIONS, ONLY AN INFINITE NUMBER OF FIELD MEASUREMENTS WOULD REPRESENT SUCH PRECISE CONDITIONS, WHICH OBVIOUSLY ARE NOT POSSIBLE. THE NUMBER OF SUCH FIELD MEASUREMENTS ARE THEREFORE LIMITED TO THE SCOPE AND INTENT OF THE RESULTING MAP.
- THE BEARINGS/DIMENSIONS OF THE MAP IS PREPARED BASED ON THE RECORD DATA.
- THE SURVEY IS PREPARED FOR ARCHITECTURAL/LANDSCAPING PURPOSE.
- EASEMENTS MAY NOT BE SHOWN DUE TO UNAVAILABILITY OF AN EFFECTIVE PRELIMINARY TITLE REPORT OR EASEMENT DEEDS AT THE TIME OF DRAWING COMPLETION.**

LEGAL DESCRIPTION:

A PORTION OF BLOCK "C" OF PASADENA VILLA TRACT, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 3 PAGE 5 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

APN: 5308-029-014

PROPERTY SIZE: 15,000.00 S.F. (GROSS)

BENCHMARK:

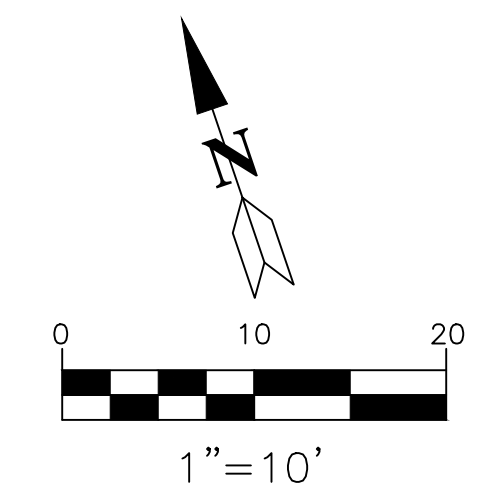
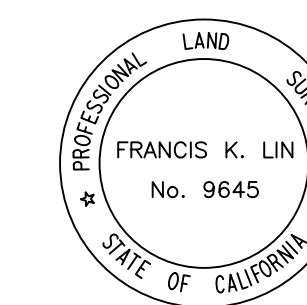
COUNTY B.M. NO. 1G 3043

L&BR IN W CB 12FT N/O BCR @ NW COR BROADWAY & SAN GABRIEL BLVD (IN CTR C. B.)

ELEVATION: 408.850' (NAVD 1988)

BASIS OF BEARING:

CENTERLINE OF HARRIMAN AVENUE N19°28'00"E PER TRACT NO. 30554. M.B. 790-90-91



CALLAND ENGINEERING, INC.
dba QUARTECH CONSULTANTS

576 E. LAMBERT ROAD, BREAS, CA 92821
TEL: (714) 671-1050 FAX: (714) 671-1090

RELEASED

REVISIONS

PROJECT LOCATION:

4968 Harriman Avenue,
South Pasadena, CA 91030

DRAWN:	SH
CHECKED:	ML
DATE:	10-24-2022
JOB NO.:	22-022-056
SCALE:	1"=10'
FILE NAME:	Harriman4968_Topo.dwg

T-1

ATTACHMENT 3

Retaining Wall Photos













Design Review Board Agenda Report

ITEM NO. 7

DATE: November 2, 2023

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

PREPARED BY: Mackenzie Goldberg, Assistant Planner

SUBJECT: **Project No. 2507-DRX – A request for a Design Review Permit (DRX) to add a 416 square-foot first floor addition, a 528 square-foot attached garage and a 1,036 square-foot, second-story addition to an existing 2,332 square-foot one-story single-family dwelling at 1824 Hanscom Drive (APN: 5308-018-031). Finding project exempt under California Environmental Quality Act (CEQA) Guidelines, Section 15301, Class 1 (Existing Facilities).**

RECOMMENDATION

Staff recommends that the Design Review Board (DRB):

1. Finding the project exempt under California Environmental Quality Act (CEQA) Guidelines, Section 15301, Class 1 (Existing Facilities).
2. Approve Project No. 2507-DRX, subject to Conditions of Approval (**Attachment 1**).

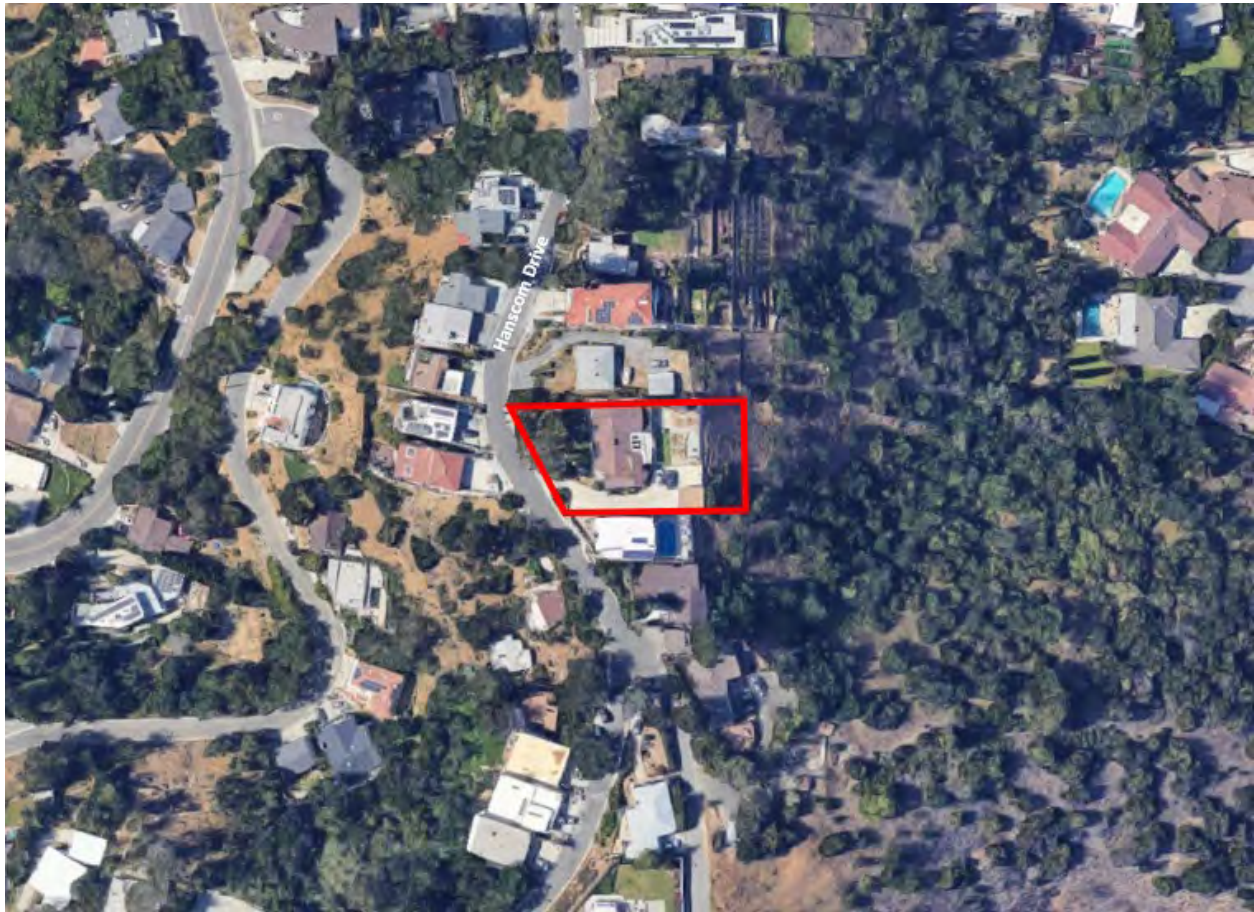
BACKGROUND

The subject site is an irregular-shaped 21,134 square-foot lot located on the easterly side of Hanscom Drive. The subject site is within the Residential Single-Family Zoning District, or RS zone, and is surrounded by single-family residential uses to the north, south, and west, and open space to the east. The surrounding properties are multiple stories and are built in a mixture of architectural styles (Site and Neighborhood Images are included in **Attachment 2**). **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 2,332 square-foot, one-story Ranch-style single-family residence consisting of three bedrooms, two bathrooms, and a 380 square-foot, detached carport. Constructed in 1985, the subject property has undergone some modifications.

In 1986, a permit was issued to add a sun deck to the existing residence. In 2005, the City approved a Lot Line Adjustment (Project No. 0672-LLA) to effectively merge two and half lots that were lot tied and owned and occupied by the same property owner. Following, in 2007, the Design Review Board approved a 550 square-foot addition towards the rear of the existing structure.

Figure 1: Aerial



PROJECT DESCRIPTION

The applicant is requesting the approval of a Design Review Permit (DRX) to add a 416 square-foot, first floor addition and a 1,036 square-foot, second-story addition to an existing 2,332 square-foot one-story, single-family dwelling at 1824 Hanscom Drive. In addition, the applicant is requesting the approval to construct a new, 528 square-foot attached garage. The demolition of the existing 380 square-foot detached carport was approved under a separate permit. The addition will add a new second-story with a new primary bedroom and bathroom, and a library and lounge. The applicant is also proposing to maintain the Ranch-style design, utilizing a low pitched hip and gable roof and similar materials of brick and horizontal lap siding. The architectural drawings are included as **Attachment 2**.

A Design Review Permit, specifically Design Review Board process, is required for the proposed request pursuant to Section 36.410.040 of the South Pasadena Municipal Code (SPMC), as the addition exceeds 500 square feet or more than 25 percent of the existing structure and is visible to the street.

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.

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 development of detached, single-family homes. The purpose of Residential Zoning District General Development Standards (SPMC, Section 36.220.040) is to ensure that alterations to existing structures are suitable and compatible with the applicable development standards.

Table 1: RS Zone

Standard	Requirement	Existing	Proposed
Lot Coverage	40% (8,453 SF max. allowed)	17% (3,598 SF)	18% (3,898 SF)
Floor Area Ratio (FAR)	35% (7,398 SF max. allowed)	11% (2,332 SF)	17.2% (3,636 SF)
Building Height	35'	16'-10"	27'-8"
Off-Street Parking	2-Car Garage	2-Car detached Garage	2-Car attached Garage
Front Setback	25'	53'	51'
Side Setbacks	10% of lot width, 8'-5" ft. minimum	4'-11" (N) 23'-6" (S)	Unchanged (N) 23' (S)
Rear Setback	25'	73'-6"	49'-6"

Design Review

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 project can be supported based on adhering to

development standards identified on **Table 1**, and by meeting the City's adopted design guidelines. In accordance to SPMC, Section 36.220.050(A), Design Compatibility is defined as:

Proposed construction shall have exterior colors, forms, and materials that are consistent throughout and visually compatible with adjacent structures and the surrounding neighborhood. The size, mass, and scale of new dwellings shall also be visually compatible with adjacent structures and the surrounding neighborhood. New dwellings shall also comply with the City's Residential Design Guidelines.

The applicant is proposing a design that is compatible with the existing Ranch-style architecture by incorporating a low-pitched roof and materials such as veneer brick and lap siding, that are appropriate for both the style of home and the neighborhood. The second-story addition has a similar mass to 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.

GENERAL STANDARDS FOR CONSTRUCTION

The Public Works Department has reviewed this project and recommended Conditions of Approval (**Attachment 1**) to mitigate any potential construction impact during construction. The recommended conditions including, but not limited to, requiring the applicant to submit a construction management plan, advanced notice for any street closures, and prohibiting overnight storage of materials or equipment within the public right-of-way.

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 that 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.

FINDINGS

Design Review Required 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 proposed, as such, it remains consistent with the General Plan. The proposed project meets design guidelines adopted by the City, in that the ranch-style architectural design has been established in the neighborhood.

- 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 is designed to accommodate the functions and activities related to typical single-family residential properties; the use and density are consistent with the neighborhood. As conditioned, the project's mass, scale, bulk, and temporary construction activities 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. Furthermore, the project site is surrounded by multi-story single-family residential structures. The existing single-family dwelling will maintain the Ranch-style architecture. The proposed materials, such as the veneer brick and lap siding, front entry, and low-pitched roof, will share similar architectural features and materials from that of the existing house and neighborhood. As such, the proposed project will remain compatible with the existing character of the surrounding neighborhood.

- 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 occupants and provides adequate indoor and outdoor space. The proposed project uses similar materials and colors to enhance the existing architecture within the neighborhood and should remain appealing with a reasonable level of maintenance.

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.

PUBLIC NOTICING

A Public Hearing Notice was published on October 20, 2023 in the South Pasadena Review. Hearing notices were sent to all properties within a 300-foot radius and within the Southwest Monterey Hills on October 19, 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.

NEXT STEPS

If the Design Review Board approved 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

ATTACHMENT 1

Conditions of Approval

CONDITIONS OF APPROVAL Design Review Permit

PROJECT NO. 2507 – DRX
1824 Hanscom Drive (APN: 5308-018-031)

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 November 2, 2023:

Design Review for the construction of a 416 square-foot first floor addition, a 528 square-foot attached garage and a 1,036 square-foot, second-story addition to an existing 2,332 square-foot one-story single-family dwelling at 1824 Hanscom Drive.

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 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 current Building Code 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. Structural calculations prepared under the direction of an architect, civil engineer or structural engineer shall be provided.
- B8. A geotechnical and soils investigation report is required, the duties of the soils engineer of record, as indicated on the first sheet of the approved plans, shall include the following:
- a. Observation of cleared areas and benches prepared to receive fill;
 - b. Observation of the removal of all unsuitable soils and other materials;
 - c. The approval of soils to be used as fill material;
 - d. Inspection of compaction and placement of fill;
 - e. The testing of compacted fills; and
 - f. The inspection of review of drainage devices.
- B9. The geotechnical and soils engineer shall review and approve the project grading and foundation plans to show compliance that their recommendations have been properly implemented.
- B10. The owner shall retain the soils engineer preparing the Preliminary Soils and/or Geotechnical Investigation accepted by the City for observation of all grading, site preparation, and compaction testing. Observation and testing shall not be performed by other soils and/or geotechnical engineer unless the subsequent soils and/or geotechnical engineer submits and has accepted by the Building Division, a new Preliminary Soils and/or Geotechnical Investigation.
- B11. A grading and drainage plan shall be approved prior to issuance of the building permit. The grading and drainage plan shall indicate how all storm drainage including contributory drainage from adjacent lots is carried to the public way or drainage structure approved to receive storm water.
- B12. Stormwater Planning Program LID Plan Checklist (MS4-1 Form) completed by Engineer of

Record shall be copied on the first sheet of Grading Plans. The form can be found at the following link: <https://www.dropbox.com/s/5p4yf08beipzyot/SP%20MS4-1%20LID%20Determination%20Form.pdf?dl=0>

- B13. Project shall comply with the CalGreen Residential mandatory requirements.
- B14. Demolition permit is required for any existing buildings which are to be demolished.
- B15. Separate plan review and permit is required for each detached retaining wall, including those permitted previously but to receive new guards as part of the project.
- B16. When required by Fire Department, all fire sprinkler hangers must be designed, and their location approved by an engineer or an architect. Calculations must be provided indicating that the hangers are designed to carry the tributary weight of the water filled pipe plus a 250-pound point load. A plan indication this information must be stamped by the engineer or the architect and submitted for approval prior to issuance of the building permit and a separate is required for Fire Sprinklers

PUBLIC WORKS DEPARTMENT:

- PW1. The applicant shall obtain City approval for any modifications or revisions to the approval of this project. Deviations not identified on the plans may not be approved by the City, potentially resulting for the project to be redesigned/resubmitted.
- PW2. The applicant shall pay all applicable City 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 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.
- PW3. The applicant shall provide a deposit of \$12,000 for a Deputy Inspector for hillside construction. Whenever the balance drops below \$6,000, the applicant shall be required to make an additional deposit of \$6,000. Any unused funds will be refunded to the applicant at the completion of the project.
- PW4. The applicant shall identify all existing on-site easements. Any conflict with and/or presence of existing easements must be addressed. The applicant shall provide a Title Report, with effective date within the last 60 days, to verify the presence of easements.
- PW5. Hanscom Drive shall be photographed and video recorded before the start of construction and after construction for assessing the damage caused to the street by construction related activity. The applicant will be responsible to restore the public right-of-way to its original condition and to the satisfaction of the City Engineer. These video recordings and photographs shall be submitted to the City before the project approval and immediately upon completion of the project.
- PW6. Prior to issuance of a permit, the applicant shall perform a video inspection of the existing sewer lateral for obstructions and remove any obstructions observed. Provide a copy of the inspection video of the cleared pipe for review.
- PW7. The applicant shall contact the City of South Pasadena Water Operations Manager, Victor Magana, VMagana@SouthPasadenaCA.gov for the fire flow test. The applicant shall submit water demand calculations to the City for potable water and fire (if applicable). The

calculations will be used to verify the adequacy of the existing water meter connection for the proposed structure and Fire Department approved fire sprinkler system (if applicable). The applicant shall coordinate with the Water Operations Manager the size, location and the associated fee for the installation of a new water meter connection.

- PW8. The applicant shall provide clearance letter(s) from utility companies for any proposed relocation of utility lines that encroach on the properties prior to obtaining permits for the project.
- PW9. Provide an arborist report and clear site plan of what trees are being removed. Submit a design narrative with the arborist report explaining why certain trees are being removed and what alternative options were considered to preserve the existing trees.
- PW10. Show all existing and proposed trees, including size and species, and indicate their disposition. If any trees (12" in diameter or greater and/or native trees) are to be removed, 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 site, the applicant shall note on the plans methods of protecting existing trees during construction.
- PW11. 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 for major activities (i.e. demolition, grading, material delivery, etc.), and shall indicate a contractor parking location. All vehicles including workers' vehicles shall not be parked near the construction site. Provide a shuttle service if necessary.
- PW12. The applicant shall include the following information on the plans:
- a. The 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.
 - b. The location, grade, and dimensions of all existing conditions and proposed improvements within the public right-of-way, including, but not limited to, curb and gutter, sidewalk, driveway, traffic striping, signage, trees, utilities, pavement and other features.
 - c. The location of all existing utilities on adjacent street(s), as well as the location and size of all existing or proposed utilities serving the property. Show all utility points of connection (POC).
 - d. Show the location and area of trench sections for any proposed sewer and water line connections within the public right-of-way. Provide a trench restoration detail per City standards if any new utility connections are proposed.
 - e. A trench restoration detail per City standards for proposed utility connections.
 - f. All utility poles adjacent to the properties and note to "PROTECT-IN-PLACE".
- PW13. The applicant shall add the following notes on the plans:
- a. The applicant shall bring the existing parkway on Harriman Avenue up to current standards per SPMC Section 31.48.
 - b. The applicant shall replace all broken, damaged, or out-of-grade sidewalk and driveway approaches, and repaint all curb markings along the perimeter of the property to the satisfaction of the City Engineer 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).
- c. The proposed building structure shall not be constructed within critical root zone area of any trees. For native and protected species, use the tree trunk's diameter measured at breast height (DBH) (X5) as the minimum critical root mass. For non-native and protected species, use the tree's DBH (X3) as the minimum critical root mass.
 - d. Any construction activity that may require roadway or lane closures where two-way traffic cannot be accommodated 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. All street closures will require an encroachment permit from the Public Works Department. Street closures are only allowed between 8:30 am-2 pm for Monterey Hills. Whenever there will be a street closure exceeding thirty minutes in duration, the applicant shall provide written notification about the street closure to all impacted businesses and residents at least 48 hours in advance of the street closure.
 - e. The applicant shall post temporary "No Parking " signs along the entire length 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.
 - f. The applicant shall place a minimum of two Portable Changeable Message Signs (PCMS) are required to be placed in advance of the project site.
 - g. The applicant shall be responsible for posting a project sign 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 durable weather-resistant material. The applicant shall provide a 24-hour emergency contact number for the designated contact who will be responsible for maintaining the public right-of-way during the all stages of construction until the project is complete.
 - h. No overnight storage of materials or equipment within the public right-of-way shall be permitted.
 - i. 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 dumpster permit from the Public Works Department.
 - j. 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.
 - k. The applicant shall obtain an encroachment permit from the Public Works Department for any work proposed within the public right-of-way.

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. The applicant shall revise the Occupancy classification from R-1 to R-3.

- F3. Fires Sprinklers are required. Submit plans to City for approval.
- F4. (CFC 903.2.8) Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area.
- F5. Fire sprinklers shall not be able to shut off unless the domestic line to the property is shut off. There shall be no other means to turn off water to the sprinkler system. Ensure this sprinkler system is installed by an approved C-16 licensed company. Please provide a drawing of the sprinkler system to the Fire Department prior to beginning of work.
- F6. (CFC 903.3.5) Water Supplies. Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with Health and Safety Code Section 13114.7.
- F7. (CFC 507.1) Required water supply. An approved water supply capable of supplying the required fire flow for fire protection shall be provide to premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction.
- F8. (CFC 507.3) Fire flow. Fire flow requirements for buildings or portions of building and facilities shall be determined by an approved method or Appendix B.
- F9. 507.4 Water Supply Test. The fire code official shall be notified prior to the water supply test. Water supply tests shall be witnessed by the fire code official or approved documentation of the test shall be provided to the fire code official prior to final approval of the water supply system.
- F10. 903.2.11.9 Additions and Alterations. All existing buildings and structures regardless of the type of construction, type of occupancy or area, shall be provided with an automatic sprinkler system conforming to Section 903.3 and this code upon the occurrence of any of the following conditions:
- a. An addition of over 750 square-feet to any building or structure which creates a fire area large enough that if the existing building or structure plus proposed work were being built new today, an automatic sprinkler system would be required under this code;
 - b. Any addition to an existing building which has fire sprinklers installed;
 - c. Within any twelve (12) calendar month period of time, any alteration, including repairs, to any existing building or structure, where the valuation of the proposed work exceeds fifty percent (50%) of the valuation of the entire building or structure, as determined by the Building Official, and where such alteration, including repairs, creates or alters a fire are large enough that if the existing building or structure were being built new today, and automatic sprinkler system would be required by this code;
 - d. An automatic sprinkler system shall be installed throughout any existing Group R Occupancy building when the floor area of the Alteration or Combination of an Addition and Alteration, within any twelve (12) calendar months, is 50% or more of area and or valuation of the existing structure and where the scope of work exposes building framing and facilitates sprinkler installation and is such that the Fire Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.
- F11. Address Identification. 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.

- F12. Notwithstanding anything else in this code, or any other code incorporated, herein, by reference any new roof shall be of Class "A" roof material.
- F13. 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:
- a. On the Ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms;
 - b. In each room used for sleeping purposes.
 - c. 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.
- F14. Interconnection. 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 907.2.11.3).
- F15. Power Supply. 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.
- F16. Interconnection. Where more than one carbon monoxide alarm is required to be installed within the dwelling unit or within a sleeping unit, the alarm shall be interconnected in a manner that activation of one alarm shall activate all of the alarms in the individual unit (CBC 420.4.1.2).
- F17. 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:
- a. At each stairway on all floor levels where combustibles materials have accumulated.
 - b. In every storage and construction shed.
 - c. Where special hazards exist included, but not limited to, the storage and use of combustible and flammable liquids.
- F18. 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

BEST MANAGEMENT PRACTICES

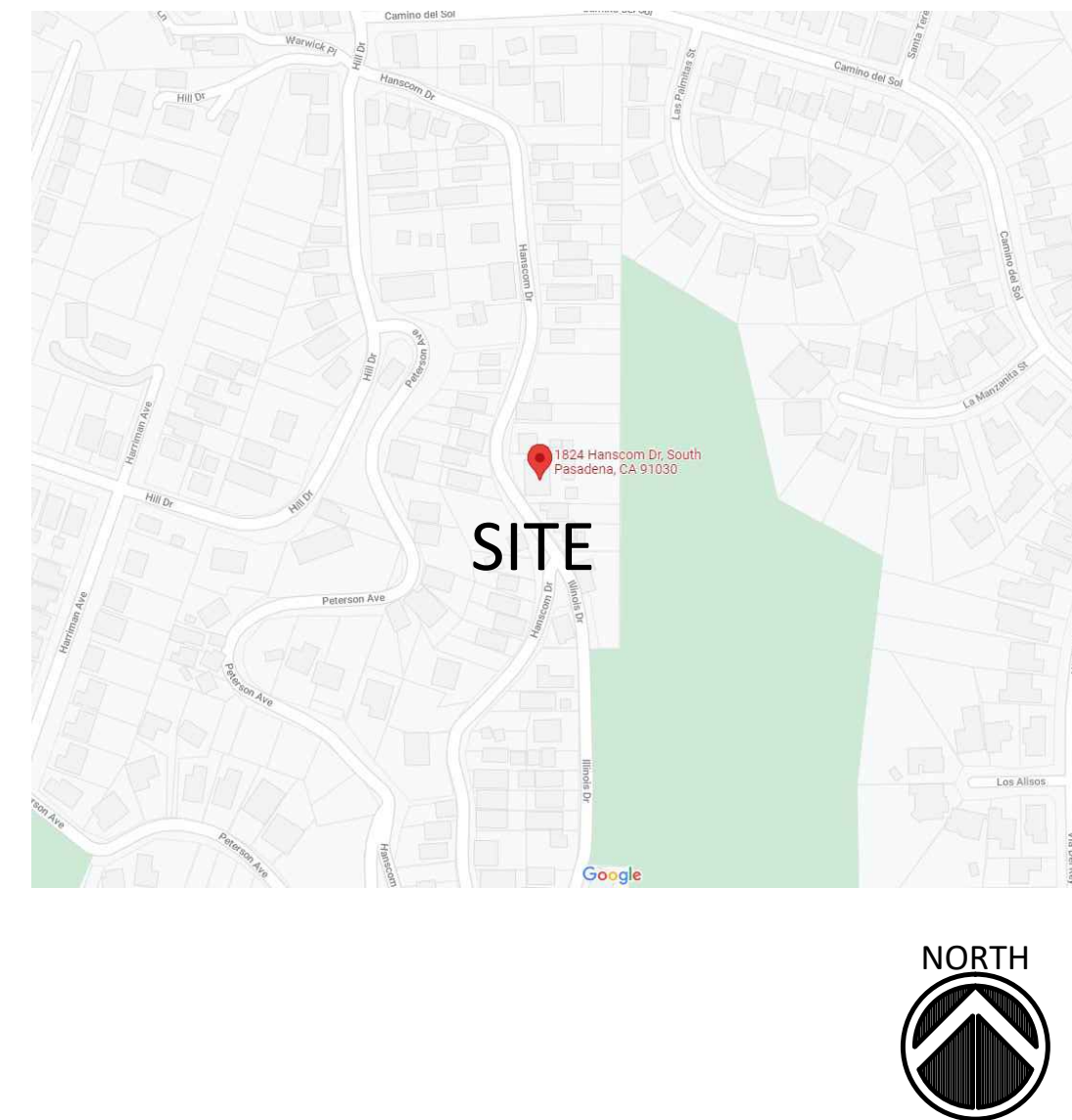
REFER TO COUNTY HANDOUTS OF THE FOLLOWING LIST FOR GRADING, BUILDING, & FINAL CONSTRUCTION PHASES OF THIS PROJECT

- CA1 DEWATERING OPERATIONS - REMOVE SEDIMENTS FROM GROUND WATER
- CA2 PAVING OPERATIONS - REDUCE DISCHARGE OF POLLUTANTS FROM PAVING OPERATIONS
- CA3 STRUCTURE CONSTRUCTION AND PAINTING - PREVENT AND REDUCE DISCHARGE FROM CONSTRUCTION SITES AND PAINTING PROJECTS
- CA10 MATERIAL DELIVERY AND STORAGE - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER FROM MATERIAL DELIVERY AND STORAGE
- CA11 MATERIAL USE - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER FROM MATERIAL USE
- CA12 SPILL PREVENTION AND CONTROL - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER SYSTEMS WITH GOOD HOUSEKEEPING
- CA20 SOLID WASTE MANAGEMENT - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER SYSTEMS FROM SOLID WASTE OR CONSTRUCTION
- CA21 HAZARDOUS WASTE MANAGEMENT - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER FROM TOXIC MATERIALS
- CA22 CONTAMINATED SOIL MANAGEMENT - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER FROM CONTAMINATED SOIL
- CA23 CONCRETE WASTE MANAGEMENT - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER FROM CONCRETE WASTE
- CA24 SANITARY / SEPTIC WASTE MANAGEMENT - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER FROM SANITARY AND SEPTIC SYSTEMS
- CA30 VEHICLE AND EQUIPMENT CLEANING - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER FROM CLEANING OF VEHICLES AND EQUIPMENT
- CA31 VEHICLE AND EQUIPMENT FUELING - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER FROM FUELING OF VEHICLES AND EQUIPMENT
- CA32 VEHICLE AND EQUIPMENT MAINTENANCE - PREVENT AND REDUCE DISCHARGE OF POLLUTANTS TO STORM WATER FROM MAINTENANCE OF VEHICLES AND EQUIPMENT
- CA40 EMPLOYEE / SUBCONTRACTOR TRAINING - SWPPP STORM WATER POLLUTION PREVENTION PLAN
- ESC1 SCHEDULING - SEQUENCING THE CONSTRUCTION PROJECT TO REDUCE THE AMOUNT OF SOIL EXPOSED TO EROSION
- ESC2 PRESERVATION OF EXISTING VEGETATION - MINIMIZE DAMAGE AND EROSION BY PRESERVING THE EXISTING VEGETATION
- ESC10 SEEDING AND PLANTING - MINIMIZE EROSION WITH SEEDING AND PLANTING
- ESC11 MULCHING - FOR STABILIZING CLEARED AND FRESHLY SEEDDED AREAS
- ESC20 GEOTEXTILES AND MATS - FOR STABILIZATION OF SOILS
- ESC21 DUST CONTROLS - REDUCE DUST AND SOIL EROSION
- ESC22 TEMPORARY STREAM CROSSING - RECOMMENDATIONS FOR INSTALLING A TEMPORARY CULVERT, FORD OR BRIDGE
- ESC23 CONSTRUCTION ROAD STABILIZATION - RECOMMENDATIONS FOR DUST AND EROSION CONTROL
- ESC24 STABILIZED CONSTRUCTION ENTRANCE - RECOMMENDATIONS FOR DUST, SEDIMENT AND EROSION CONTROL FOR PUBLIC STREETS
- ESC30 EARTH DIKE - TEMPORARY BERM OR RIDGE OF COMPACTED SOIL
- ESC31 TEMPORARY DRAINS AND SWALES - TO DIVERT OFF-SITE RUNOFF AROUND A CONSTRUCTION SITE
- ESC32 SLOPE DRAIN - TEMPORARY PIPE TO DIVERT RUNOFF FROM THE TOP OF A SLOPE TO THE BOTTOM WITHOUT CAUSING EROSION
- ESC40 OUTLET PROTECTION - INSTALL RIP-RAP TO REDUCE SEDIMENT IN THE SOIL
- ESC41 CHECK DAMS - REDUCES VELOCITY OF CONCENTRATED STORM WATER FLOWS AND REDUCES EROSION
- ESC42 SLOPE ROUGHENING / TERRACING - CREATES MICROCLIMATES FOR ESTABLISHING VEGETATION
- ESC50 SILT FENCE - FOR SEDIMENTATION CONTROL
- ESC51 STRAW BALE BARRIERS - FOR SEDIMENTATION CONTROL
- ESC52 SAND BAG BARRIER - FOR SEDIMENTATION CONTROL
- ESC53 BRUSH OR ROCK FILTER - FOR SEDIMENTATION CONTROL AND VELOCITY REDUCTION
- ESC54 STORM DRAIN INLET PROTECTION - DEVICES WHICH DETAIN SEDIMENT LADEN RUNOFF
- ESC55 SEDIMENT TRAP - SMALL EXCAVATED OR BERMED AREAS FOR SEDIMENTATION
- ESC56 SEDIMENT BASIN - POND CREATED TO ALLOW EXCESSIVE SEDIMENT TO SETTLE

GENERAL NOTES

1. ALL BUILDING FEATURES PROJECTING INTO REQUIRED SETBACKS ARE INDICATED ON SITE/PLOT PLAN.
2. THE DESIGNER IS NOT RESPONSIBLE FOR SITE GRADING OR DRAINAGE.
3. THE PERMIT APPLICATION MUST BE SIGNED BY THE PROPERTY OWNER, OR LICENSED CONTRACTOR, OR AUTHORIZED AGENT AT THE TIME THE PERMIT IS TO BE ISSUED.
 - A. FOR OWNER-BUILT PERMITS: OWNER'S SIGNATURE CAN BE VERIFIED WITH OWNER'S DRIVER LICENSE. OWNER'S REPRESENTATIVES MUST PRESENT OWNER'S APPROVAL WITH A NOTARIZED LETTER FROM THE OWNER.
 - B. FOR CONTRACTOR BUILDING PERMITS: PRIOR TO THE ISSUANCE OF A BUILDING PERMIT, THE CONTRACTOR SHALL HAVE THE FOLLOWING:
 - i. NOTARIZED LETTER OF AUTHORIZATION FOR AGENTS.
 - ii. CERTIFICATE OF WORKERS COMPENSATION INSURANCE MADE OUT TO THE CONTRACTORS STATE LICENSE BOARD.
 - iii. COPY OF CONTRACTORS STATE LICENSE OR POCKET ID.
 - iv. COPY OF CITY BUSINESS TAX REGISTRATION CERTIFICATE OR A NEWLY PAID RECEIPT FOR ONE.
4. A COPY OF THE EVALUATION REPORT AND/OR CONDITIONS OF LISTING SHALL BE MADE AVAILABLE AT THE JOB SITE.
5. (TWO) SETS OF PLANS WILL BE REQUIRED DURING PERMIT ISSUANCE. PLANS MUST BE: (R106.3.2.2. & R106.3.3.)
 - A. QUALITY BLUE OR BLACK LINE DRAWINGS WITH UNIFORM AND LIGHT BACKGROUND COLOR.
 - B. MAX. 36" X 48" SIZE WITH MINIMUM 1/8" LETTERING SIZE.
 - C. STICKY BACK DETAILS MUST PRODUCE PRINTS WITHOUT CONTRASTING SHADES OF BACKGROUND COLOR.
6. ALL CONSTRUCTION WASTE AND DEBRIS MUST BE CONTAINERIZED AT ALL TIMES.
7. A RE-INSPECTION FEE MAY BE CHARGED FOR AN INSPECTION WHICH IS NOT ACCESSIBLE, OR APPROVED PLANS ARE NOT ON SITE, OR JOB IS NOT READY.
8. ALL GENERAL CONTRACTORS, SUB-CONTRACTORS, AND ENGINEERS CONDUCTING BUSINESS WITHIN THE COUNTY ARE REQUIRED TO MAINTAIN A CURRENT CITY BUSINESS LICENSE AS DESCRIBED IN THE COUNTY CODE.

VICINITY MAP



SYMBOL LEGEND

	DETAIL NUMBER SHEET NUMBER		SKYLIGHT LETTER DESIGNATION
	DIFFERENTIAL IN FLOOR ELEVATION, FINISH SURFACE, OR CHANGE IN WALL PLAN		NORTH ARROW DESIGNATION
	ELEVATION FINISH FLOOR ELEVATION		REVISION NUMBER
	SHEET NUMBER ELEVATION DESIGNATION		VERTICAL SHEAR LINES
	SLOPED SURFACE SURFACE DESCRIPTION (ARROW POINTS DOWN SLOPE)		ROOM NAME CEILING HEIGHT FLOOR FINISH
	FLOW LINE (ARROW POINT DOWN SLOPE)		SECTION NUMBER SHEET NUMBER
	ROOF SLOPE DESCRIPTION SLOPE RUN SLOPE RISE		TOP/BOTTOM RISER # OF RISERS UP/DOWN
	WINDOW LETTER DESIGNATION		
	DOOR NUMBER DESIGNATION		

ABBREVIATION LEGEND

A.B.	ANCHOR BOLT	LAND.	LANDING
A.H.	ACTUAL HEIGHT	L.B.	LAG BOLT
A.W.	AWNING WINDOW	MAX.	MAXIMUM
BLKG.	BLOCKING	M.B.	MACHINE BOLT
BM.	BEAM	MIN.	MINIMUM
BN.	BOUNDARY NAIL	ML.	MICROLAM
B.O.W.	BOTTOM OF WALL	O.C.	ON CENTER
CFRAME.	CALIFORNIA FRAME	OP.	OPERABLE
CB.	COLUMNBASE	P.A.	POST ABOVE
C.H.	CRITICAL HEIGHT	P.S.A.	POST/STRAP ABOVE
CLG.	CEILING	PB.	POSTBASE
CLR.	CLEAR	P.C.	PIPE COLUMN
CC.	COLUMNCAP	PC.	POSTCAP
COL.	COLUMN	PL.	PARALAM
CONC.	CONCRETE	PLINE.	PROPERTY LINE
CONT.	CONTINUOUS	R.B.	ROOF BEAM
C.W.	CASEMENT WINDOW	REIN.	REINFORCEMENT
DET.	DETAIL	REQ.	REQUIRED
DIA.	DIAMETER	R.R.	ROOF RAFTER
DIM.	DIMENSION	SECT.	SECTION
D.J.	DECK JOIST	SHT.	SHEET
DN.	DOWN	SIM.	SIMILAR
EMB.	EMBEDMENT	SK.	SKEWED
ELEV.	ELEVATION	SL.	SLOPED
E.N.	END NAILING	ST./MST./	STRAP
E.W.	EACH WAY	CMST./TS.	
F.A.	FROM ABOVE	STL.	STEEL
FB.	FLOOR BEAM	SBACK.	STRONGBACK
F.F.E.	FINISH FLOOR ELEVATION	T&B	TOP AND BOTTOM
F.J.	FLOOR JOIST	THK.	THICK
FLR.	FLOOR	TJI.	TRUSS JOIST
FX.	FIXED	T.O.W.	TOP OF WALL
GA.	GAUGE	T.S.	TUBE STEEL
GL.	GLULAM	TYP.	TYPICAL
JST.	JOIST	U.N.O.	UNLESS NOTED OTHERWISE
HD.	HOLDOWN	U.W.A.	UNDER WALL ABOVE
HORIZ.	HORIZONTAL	VERT.	VERTICAL
HT.	HEIGHT	V.I.F.	VERIFY IN FIELD
HU/HUC/HUTF	WOOD BEAM HANGER	W.W.F.	WELDED WIRE FABRIC
IUT	TRUSS JOIST HANGER	W/	WITH

SHEET INDEX

SHEET NO.	SHEET TITLE
COVER	COVER
A-0.1	300-FT VICINITY MAP
A-0.2	300-FT VICINITY MAP
A-1.0	EXISTING PLOT-SITE PLAN
A-1.1	NEW PLOT-SITE PLAN
A-1.2	LANDSCAPE PLAN
A-2.0	EXISTING-DEMO & NEW FLOOR PLANS
A-2.1	EXISTING-DEMO, UNFINISHED BASEMENT PLAN & NEW ROOF PLAN
A-3.1	EXISTING & NEW ELEVATIONS
A-3.2	EXISTING & NEW ELEVATIONS
A-4.0	SECTIONS & DETAILS
A-4.1	STREET VIEW PERSPECTIVE
A-5.0	DOOR & WINDOW SCHEDULES

JURISDICTIONS

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF SOUTH PASADENA

GOVERNING CODES

2022 EDITIONS:
CA BUILDING CODE, CA RESIDENTIAL CODE,
CA GREEN CODE, CA ENERGY STANDARD,
CA MECHANICAL CODE, CA ELECTRICAL CODE

SEPERATE PERMITS

FIRE SPRINKLERS

SCOPE OF WORK

PROPOSED 1,452 SF ADDITION TO A SINGLE FAMILY DWELLING & INTERIOR REMODEL. ADDITION WILL INCLUDE SECOND STORY ADDITION OF 1,036 SF, FIRST FLOOR ADDITION OF 416 SF AND ADDITION OF 528 SF ATTACHED GARAGE

OCCUPANCY

OCCUPANCY:	R1
CONSTRUCTION TYPE:	V-B
NO. OF UNITS:	1
NO OF STORIES:	2
SPRINKLERS:	N/A

BUILDING HEIGHTS

PROJECT BUILDING HEIGHT: 27'-8"

PROPERTY OWNERS

MR. & MRS. MATTHEW TAJAJADI
1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

LEGAL DESCRIPTION

TR=2672 VAC ST ADJACENT ON E AND PORTION OF LOT 25 AND ALL OF LOTS 26 AND 27 BLOCK 4

ASSESSOR'S ID. NO.: 5308-018-031

ZONING

ZONE DISTRICT: RS

SETBACKS

RESIDENTIAL SINGLE FAMILY (RS) ZONE STANDARDS

FRONT:	25' MINIMUM
REAR:	25'
SIDES:	10' MINIMUM (10% OF LOT WIDTH)
HEIGHT LIMIT:	35 FT

SITE & BUILDING INFO.

LOT COVERAGE (RS ZONE: 0.40 MAX)

LOT SIZE (PER APN):	21,134 SF IRR.
EXISTING ONE STORY HOUSE:	2,332 SF (176 SF STORAGE WILL BE REMOVED)
EXISTING ACCESSORY STRUCTURES: (PORCHES, CARPORT)	1,266 SF (886 SF + 380 SF)
TOTAL EXISTING LOT AREA:	3,598 SF (1,266 SF + 2,332 SF)
EXISTING LOT COVERAGE:	3,598 / 21,134 = 0.17
EXISTING HOUSE TO REMAIN:	2,156 SF (2,332 SF - 176 SF)
NEW 1ST FLOOR ADDITION: (INCL. GARAGE)	944 SF (416 SF ADDITION + 528 SF GARAGE)
NEW TOTAL 1ST FLOOR AREA:	3,100 SF
NEW ACCESSORY STRUCTURES:	TOTAL 798 SF
FRONT PORCH	235 SF +
BACK PATIO	324 SF
FRONT ENTRY STEPS	70 SF
2ND FLOOR BALCONY	169 SF
NEW TOTAL LOT AREA:	3,898 SF (3,100 + 798)
NEW LOT COVERAGE:	3,898 / 21,234 = 0.18
FAR CALCULATION (RS ZONE: 0.35 MAX)	
NEW 1ST FLOOR AREA:	1ST FLOOR SF + 1ST FLOOR ADDITION + GARAGE = 2,156 SF + 416 SF + 28 SF (528 SF - 500 SF) (EXEMPT F.A.R.) = 2,600 SF
NEW 2ND FLOOR AREA:	1,036 SF
NEW FAR:	TOTAL AREA SF/LOT SIZE = 2,600 + 1,036 SF / 21,134 SF = 0.17 (ACTUAL 0.172)

Ester Noegroho

AIA, ARCHITECT

3260 LOMBARDY RD
PASADENA, CA 91107
626-463-3528
etnoegrohoarchitect@yahoo.com

PROPOSED RENOVATION TO EXISTING FIRST FLOOR AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TAJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

△	08-20-2023 DRB22
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△	-
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JOB NO.: 210824

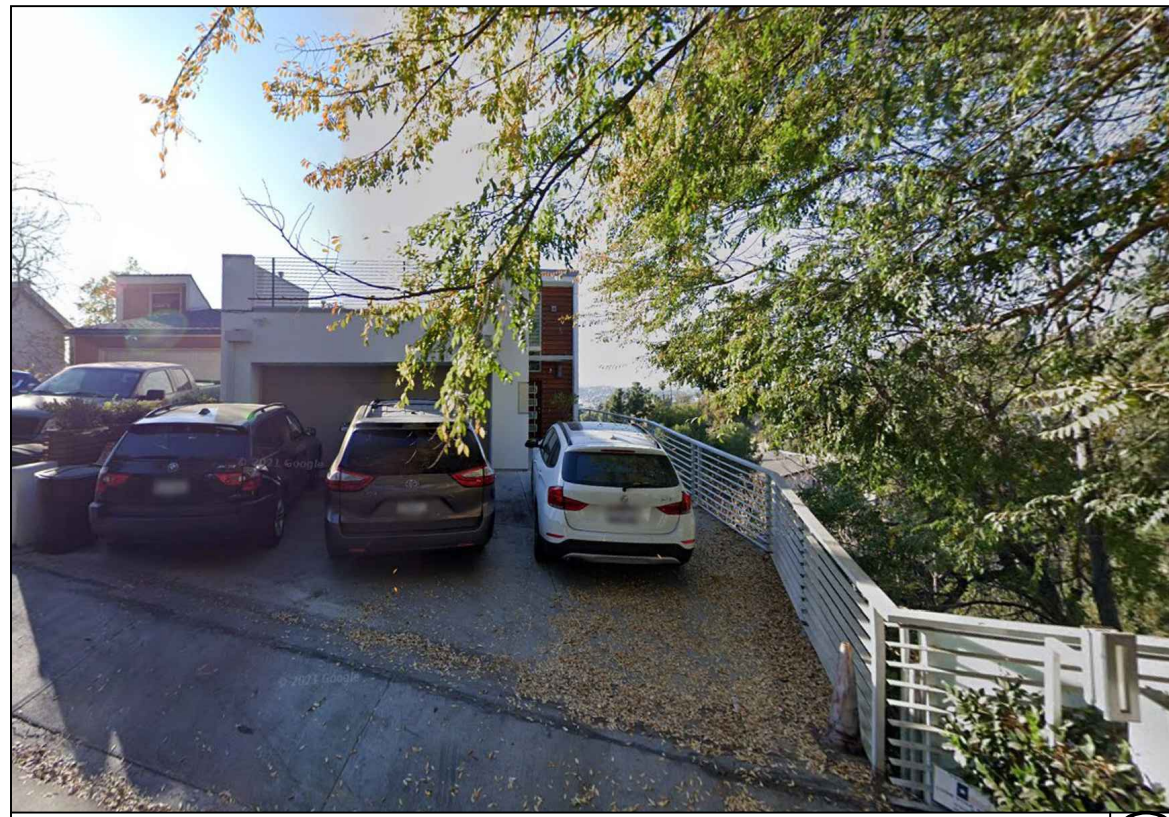
PROJECT INFORMATION

COVER

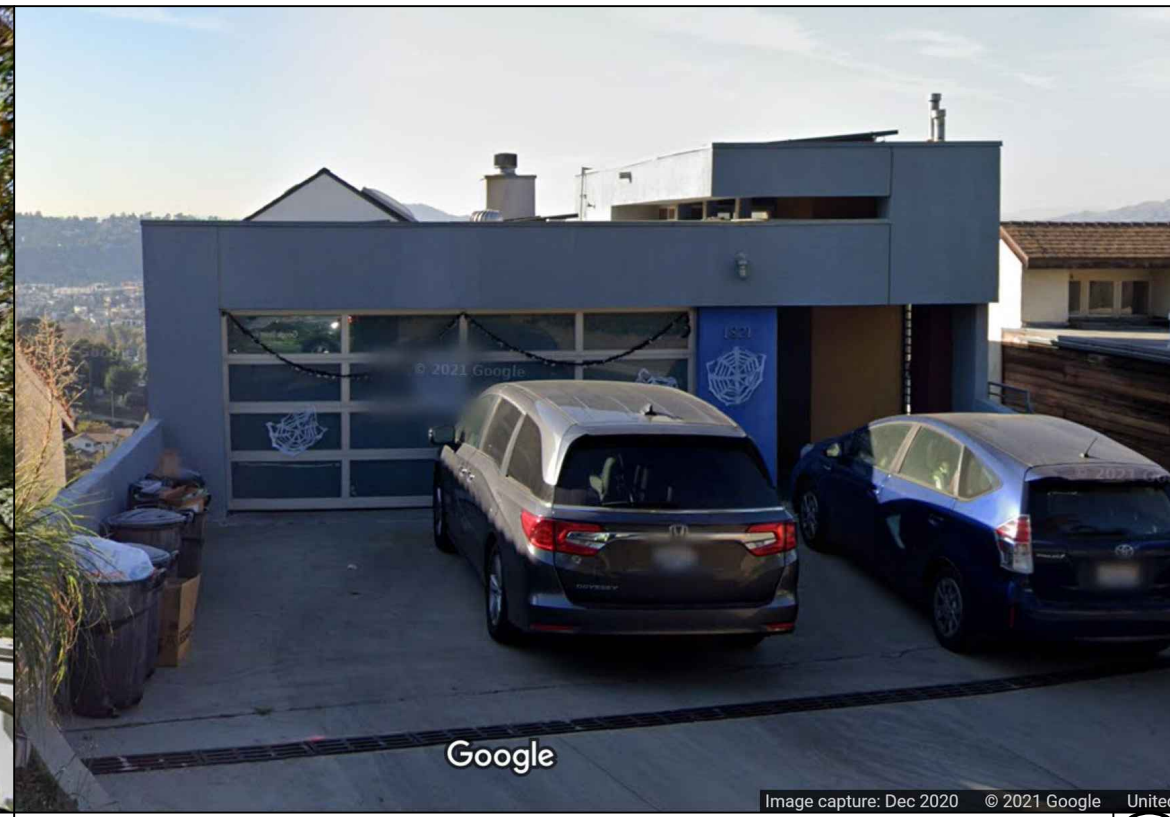
PROPOSED RENOVATION TO EXISTING FIRST FLOOR AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TAJAJADI

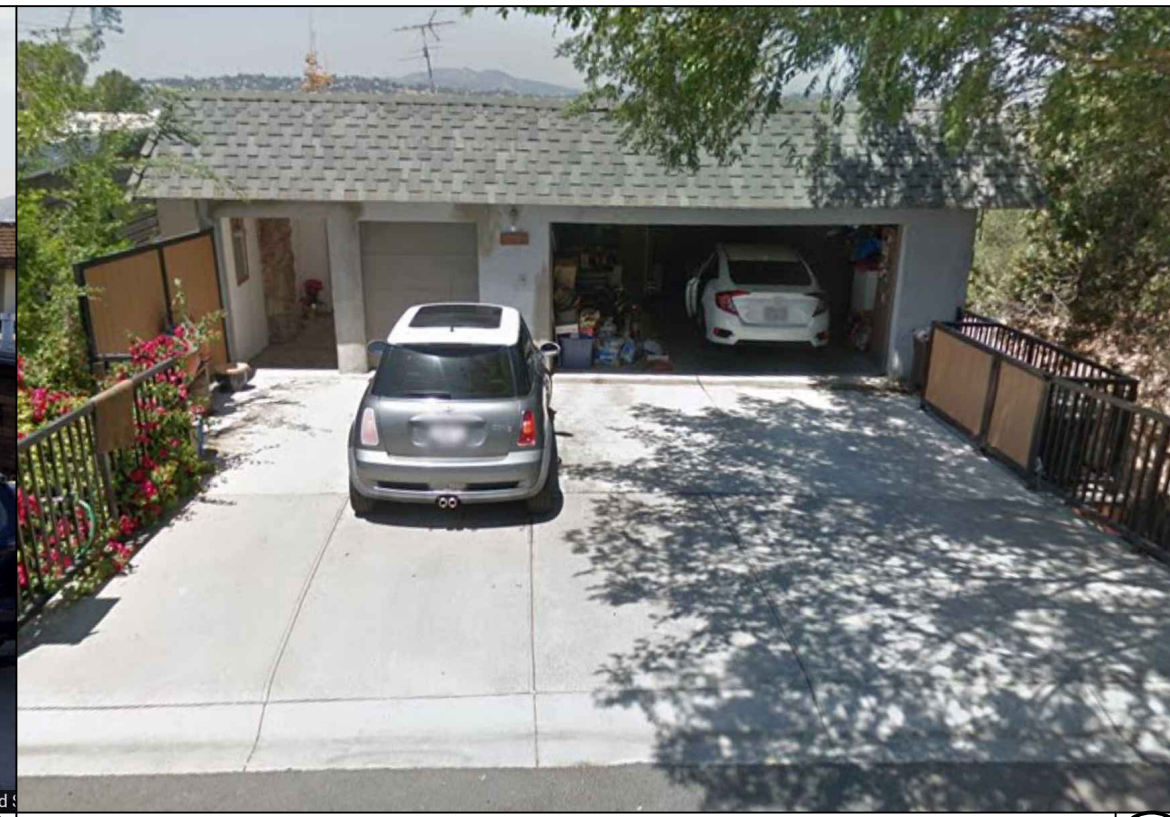
1824 HANSCOM DRIVE, SOUTH PASADENA, CA 91030



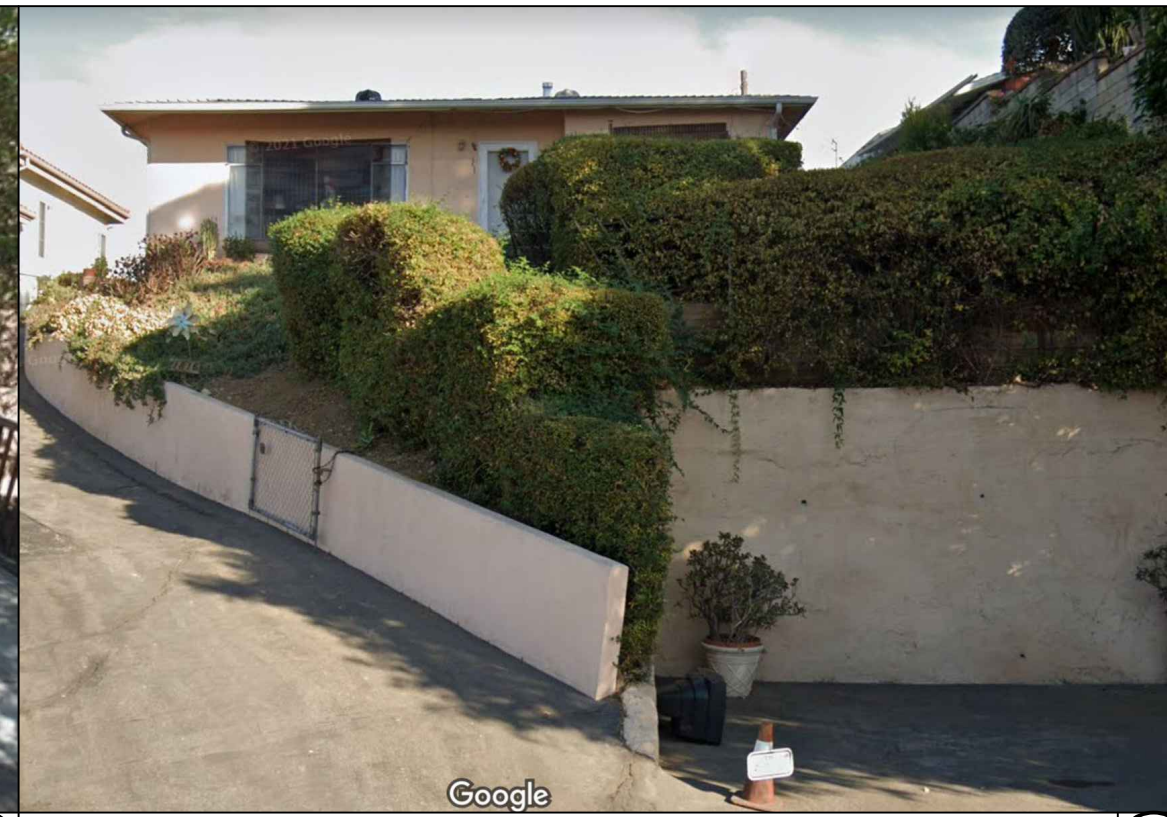
1803 HANSCOM DR (19)



1849 HANSCOM DR (31)



1849 HANSCOM DR (31)



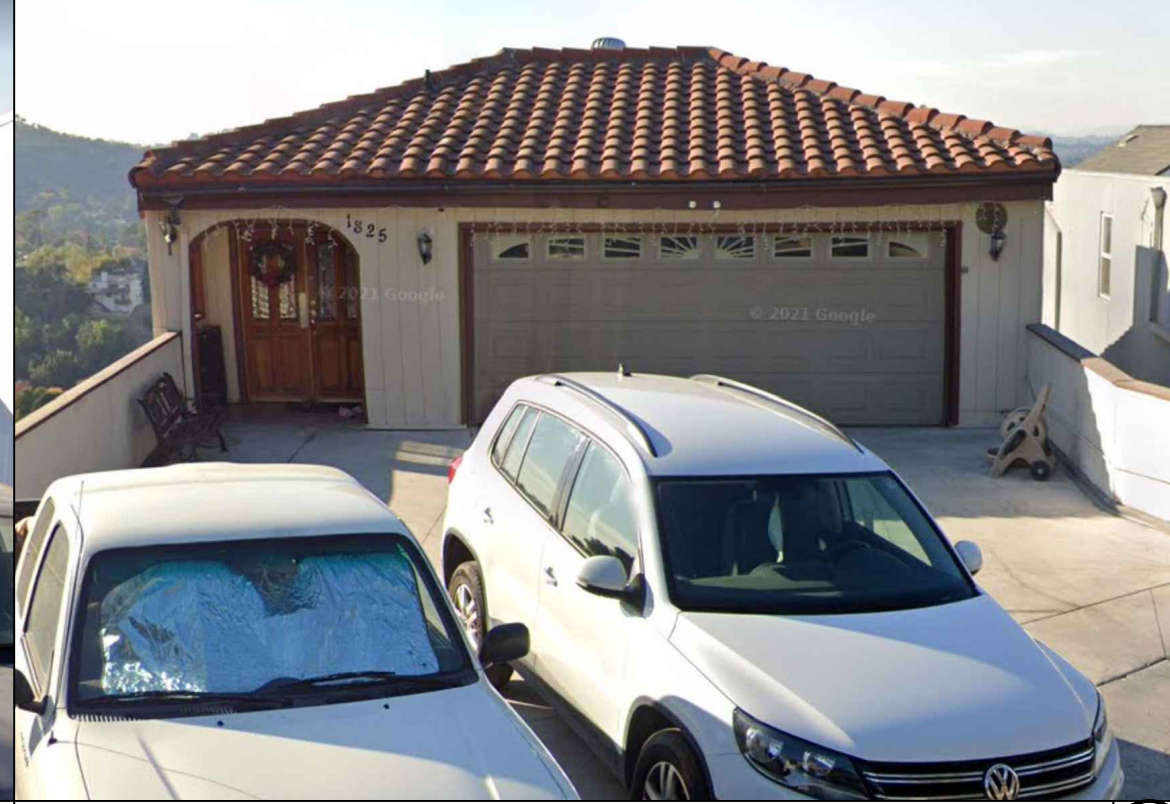
1816 HANSCOM DR (4)



1760 HANSCOM DR (8)



1807 HANSCOM DR (20)



1825 HANSCOM DR (30)



1853 HANSCOM DR (26)



1824 HANSCOM DR (SITE) (1)



1807 HANSCOM DR (3)



1811 HANSCOM DR (21)



1837 HANSCOM DR (34)



1844 HANSCOM DR (14)



1832 HANSCOM DR (6)



1812 HANSCOM DR (5)



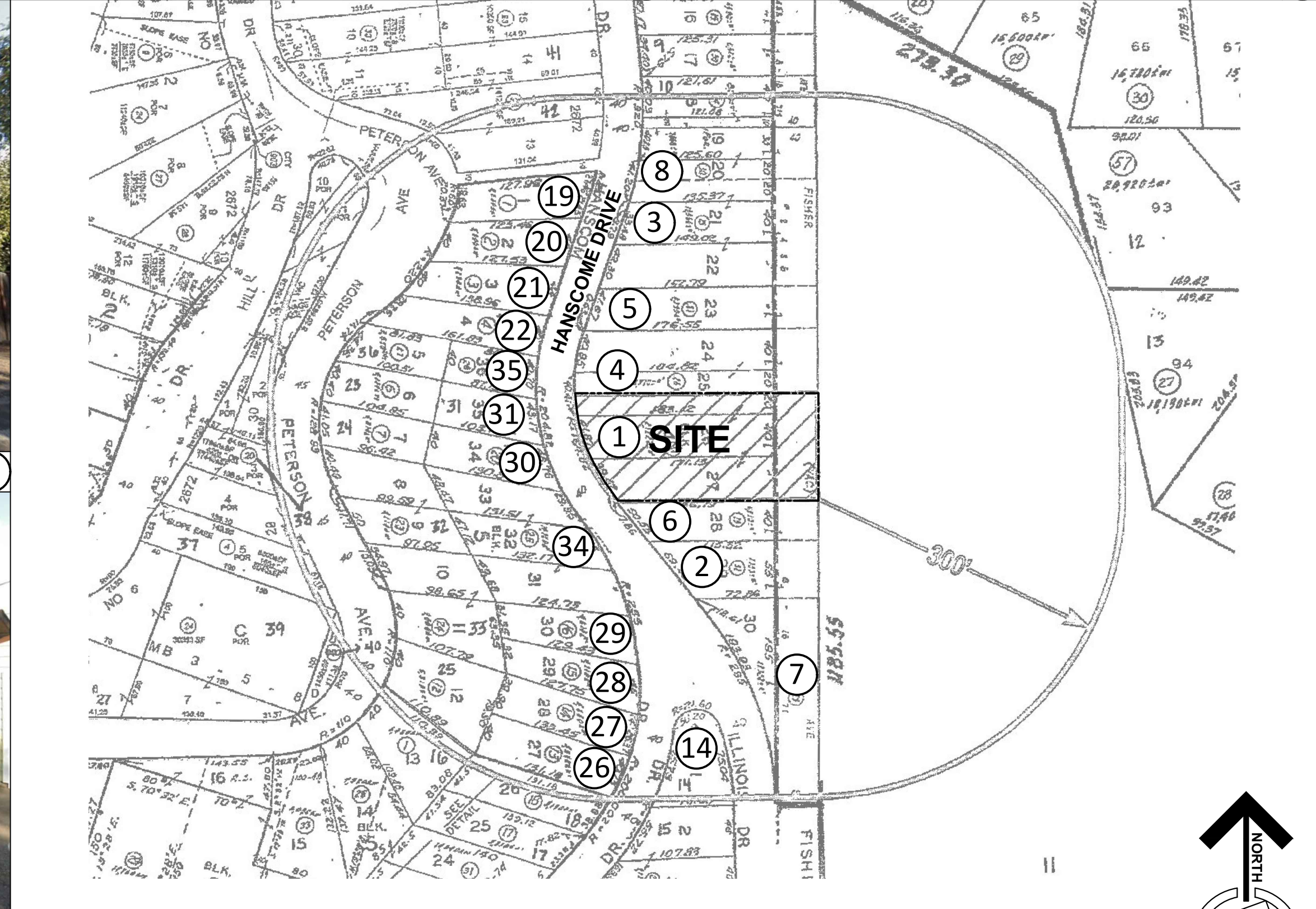
1815 HANSCOM DR (22)



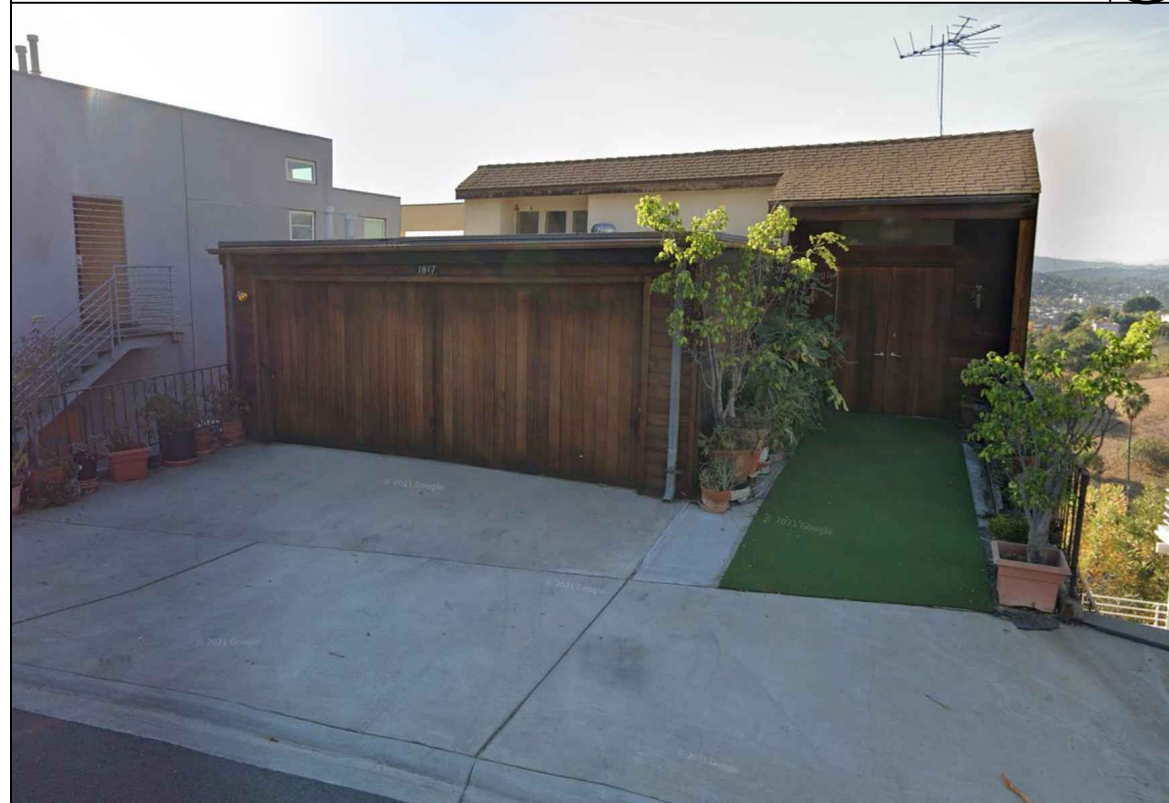
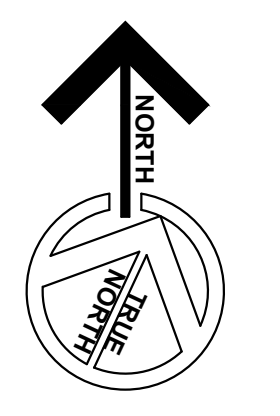
1841 HANSCOM DR (29)



1840 HANSCOM DR (7)



300-FT VICINITY MAP
SCALE: 1:100



1817 HANSCOM DR (35)



1845 HANSCOM DR (28)



1836 HANSCOM DR (2)

PROPOSED RENOVATION TO EXISTING FIRST FLOOR
AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

REVISIONS

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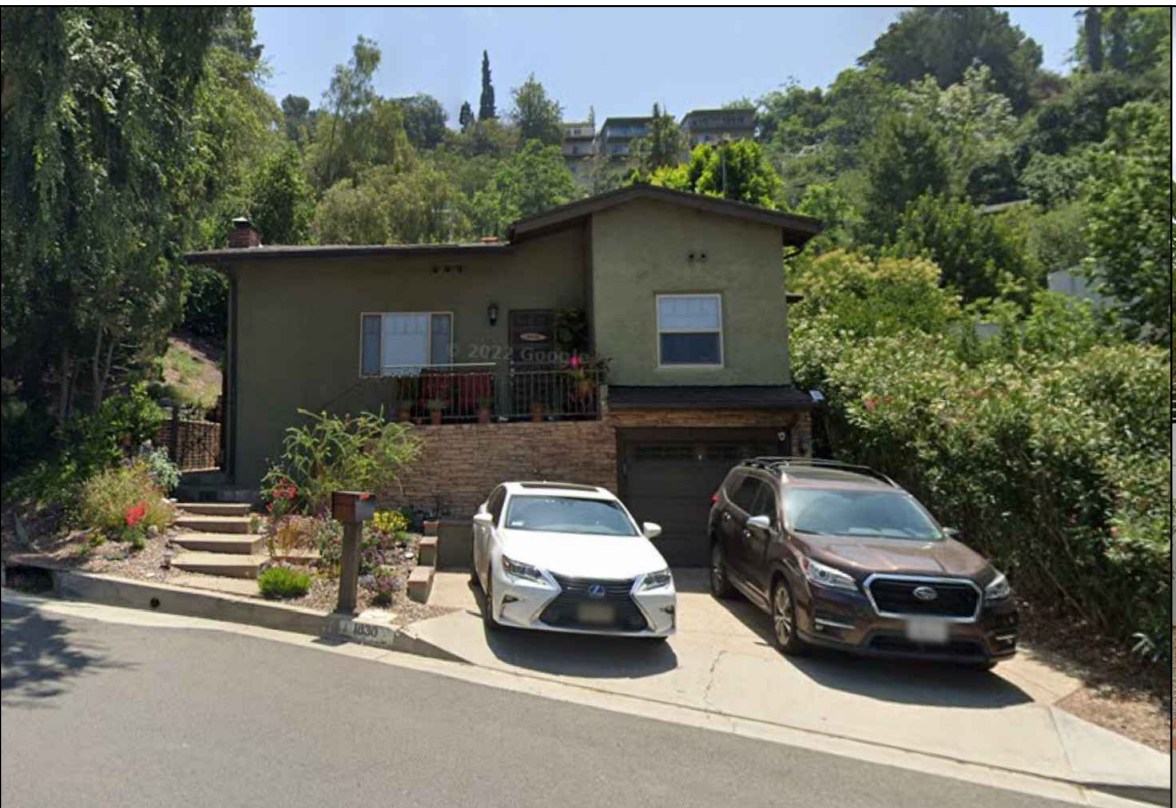
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300-FT
VICINITY MAP

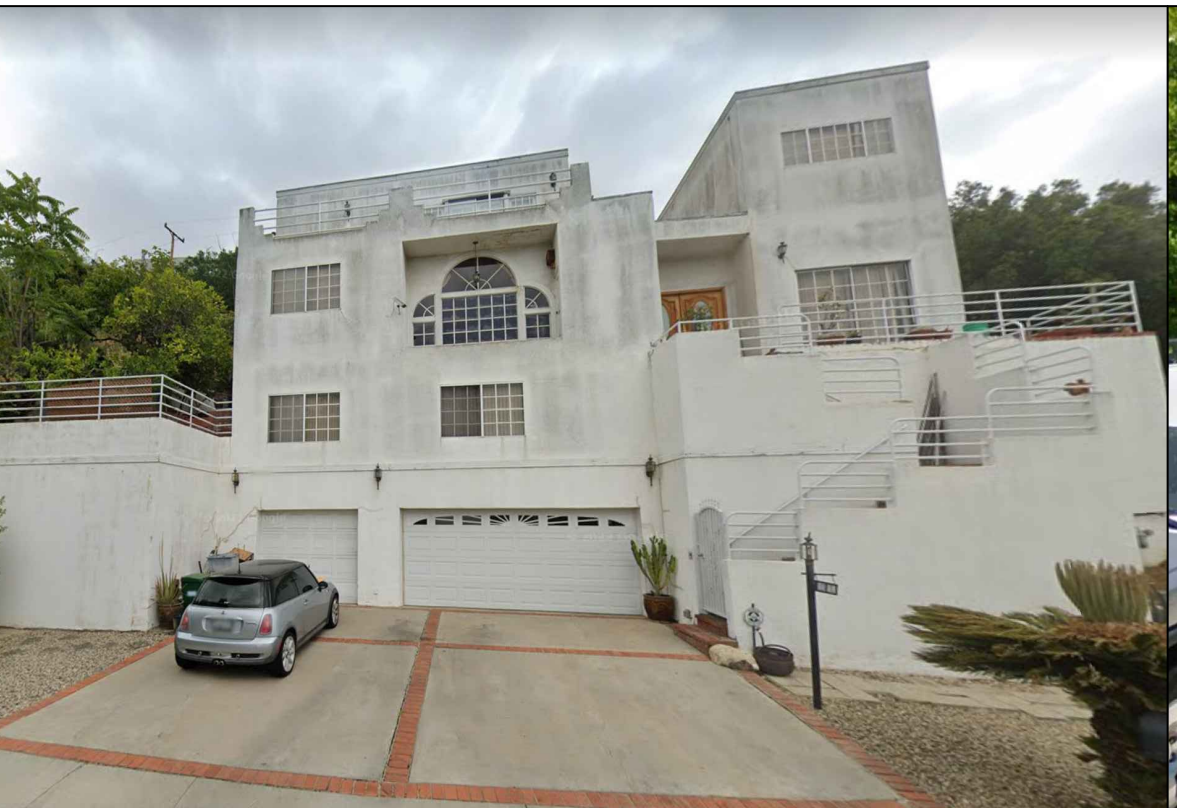
A-0.1



1750 HANSCOM DR (9)



1830 HILL DR (37)



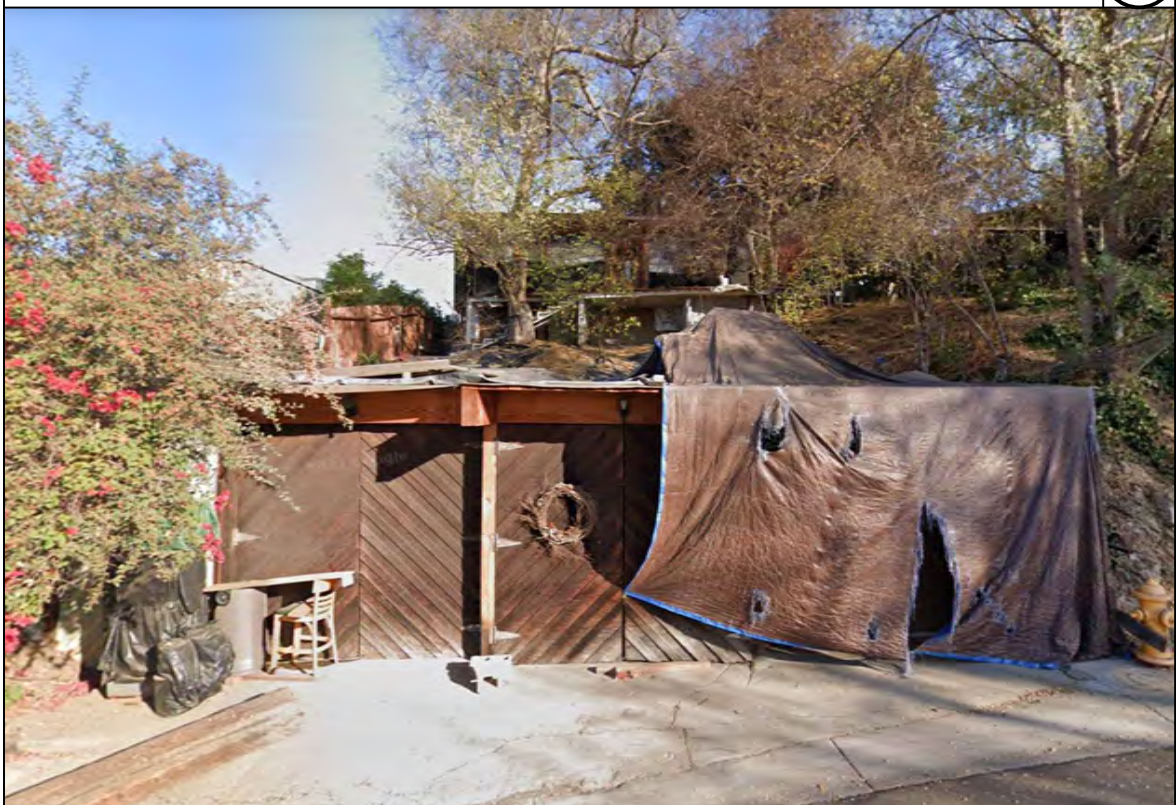
1824 PETERSON AVE (24)



1857 HANSCOM DR (18)



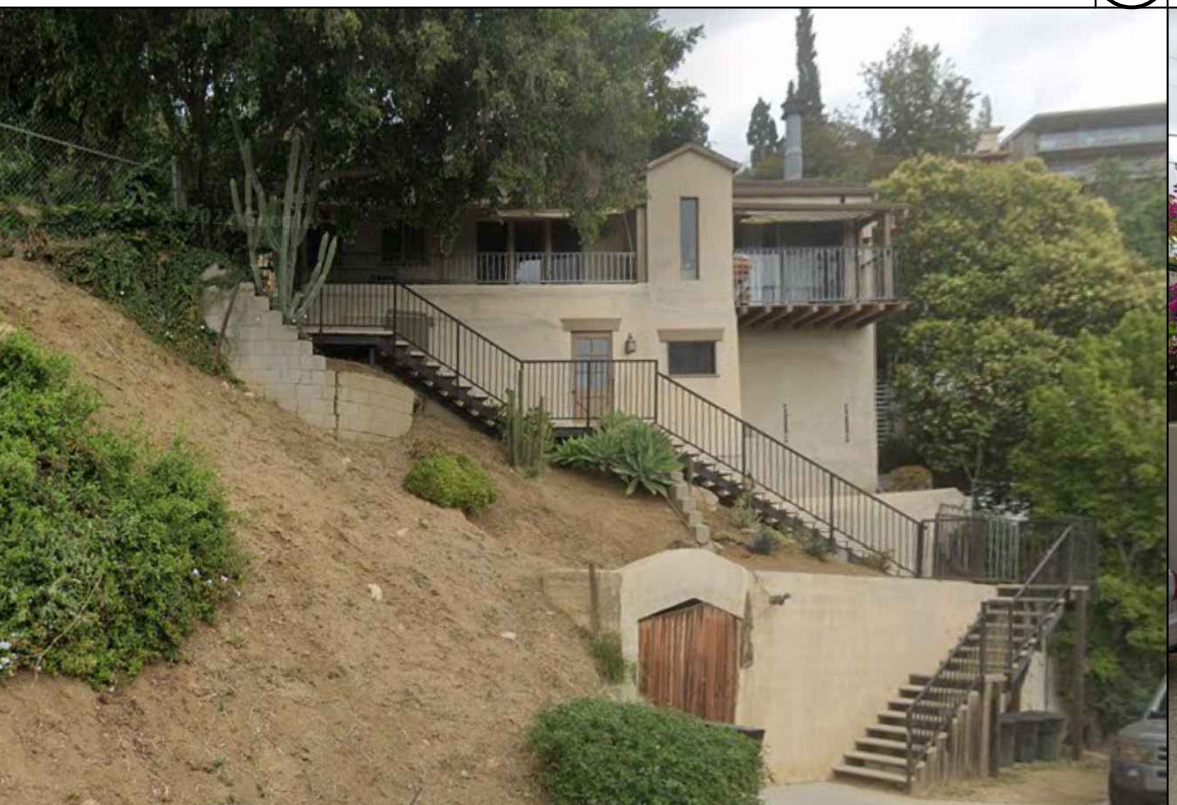
1848 LA MANZANITA (13)



1754 HANSCOM DR (10)



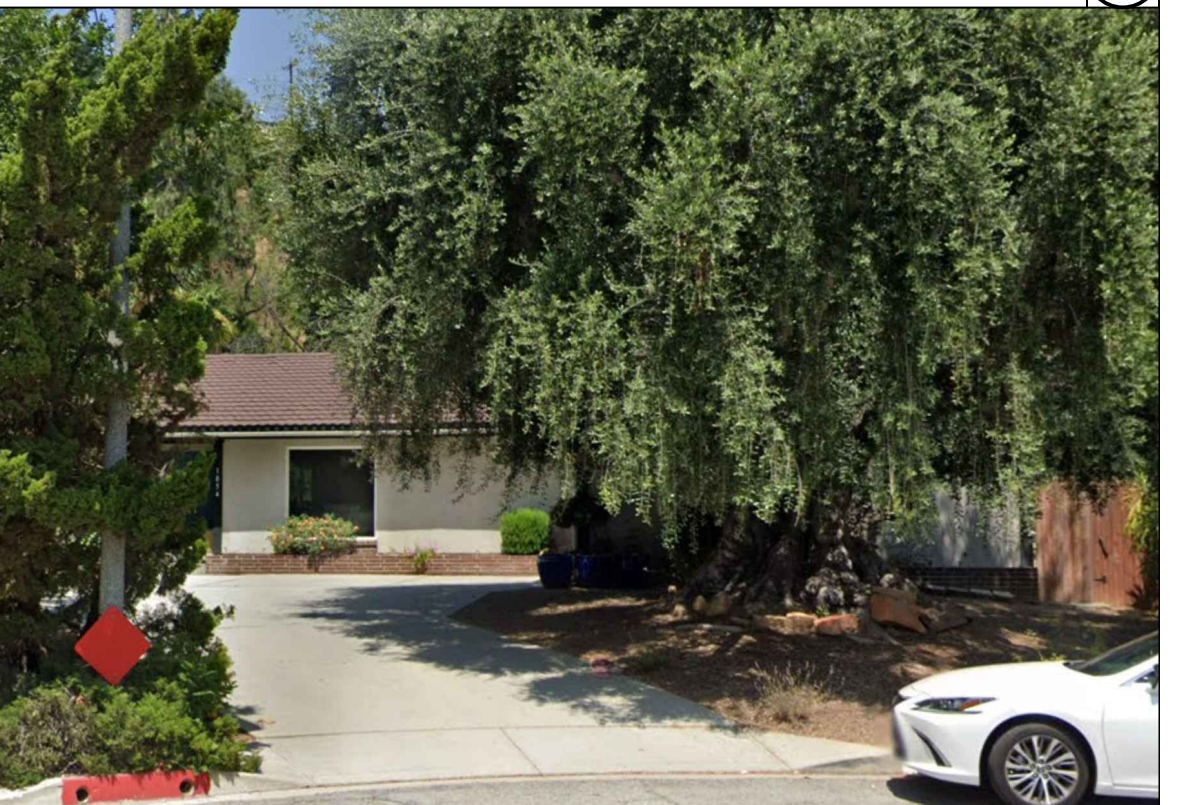
1836 HILL DR (39)



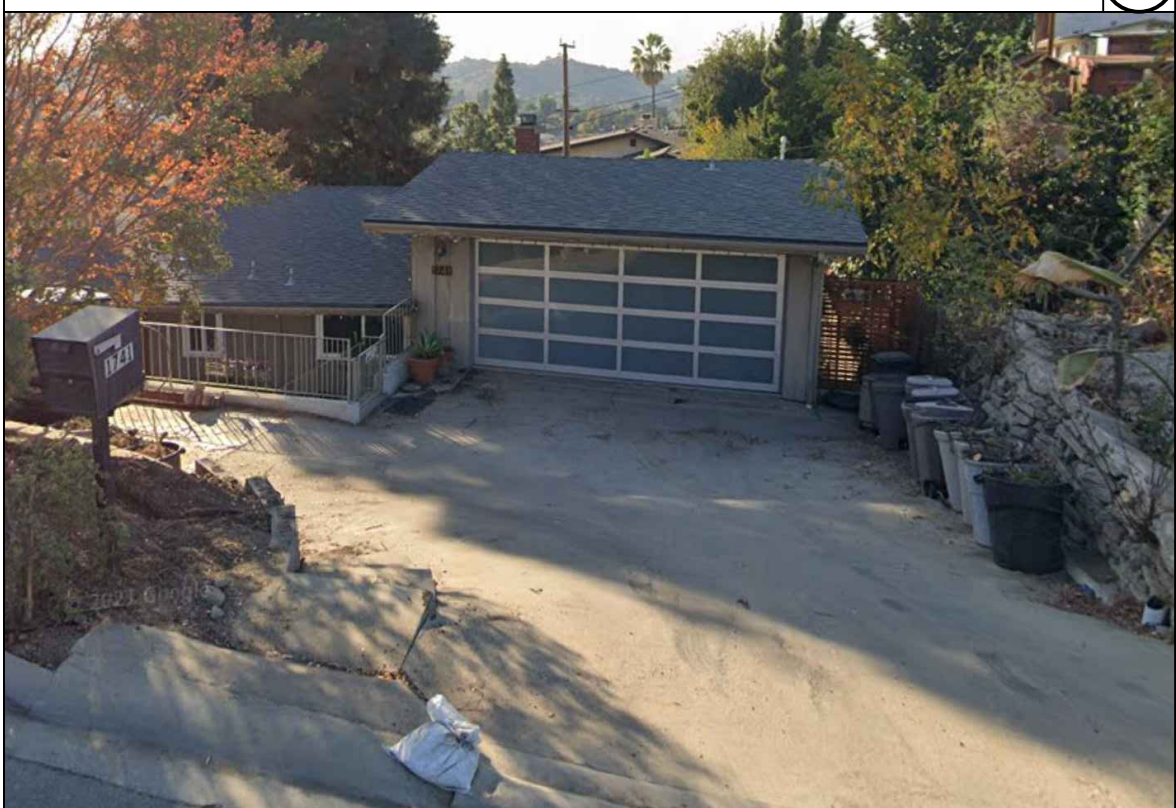
1832 PETERSON AVE (32)



1869 ILLINOIS DR (15)



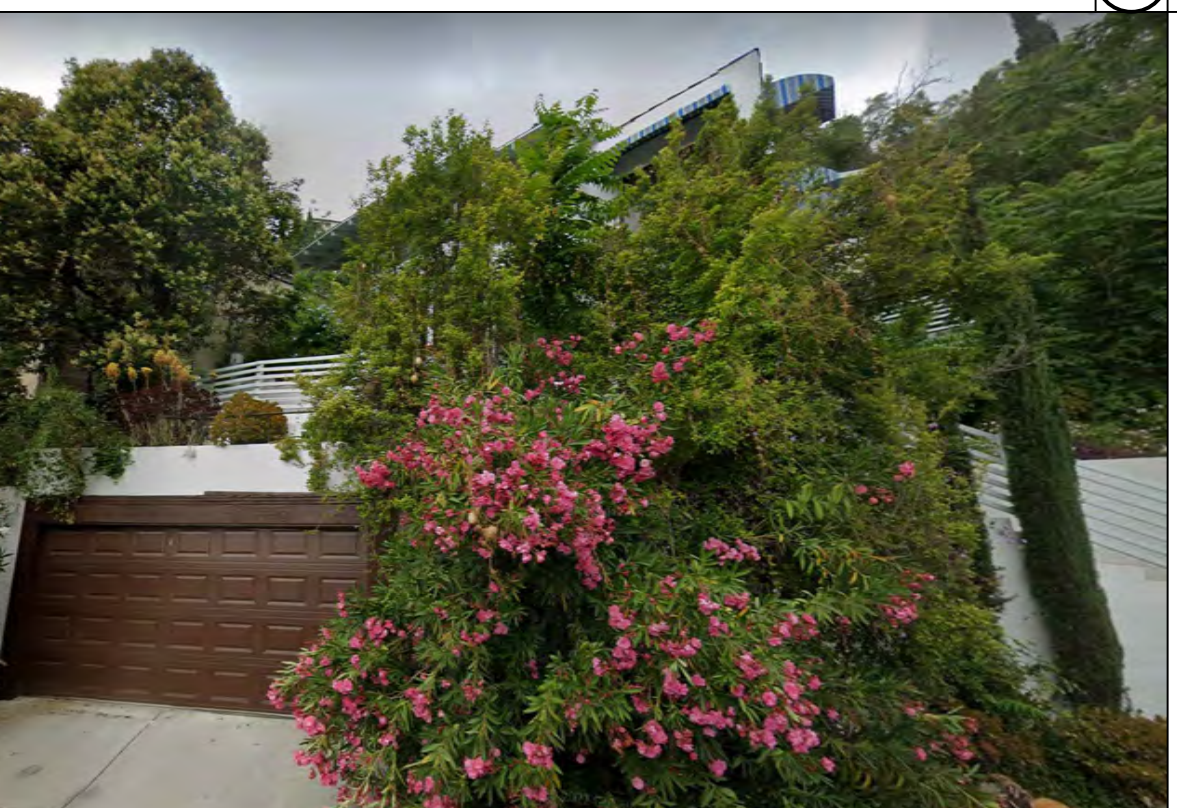
1854 LA MANZANITA (12)



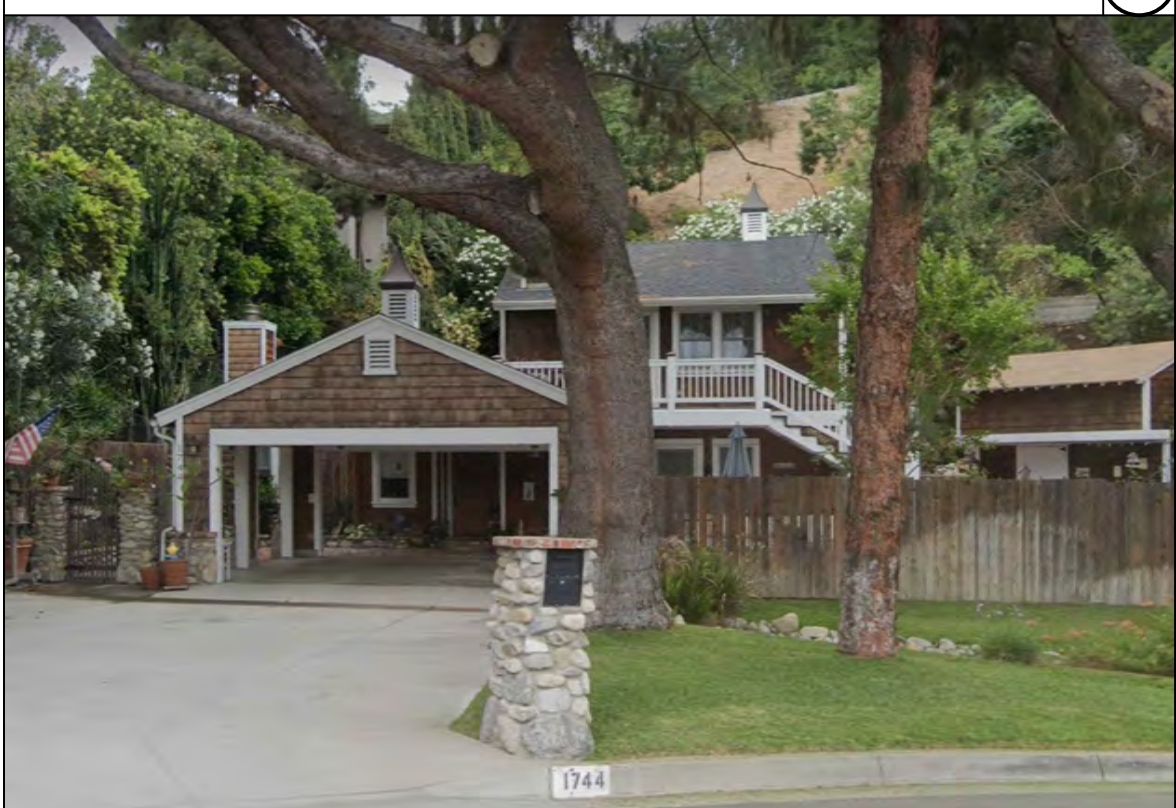
1741 HANSCOM DR (41)



S.PASADENA CITY (40)



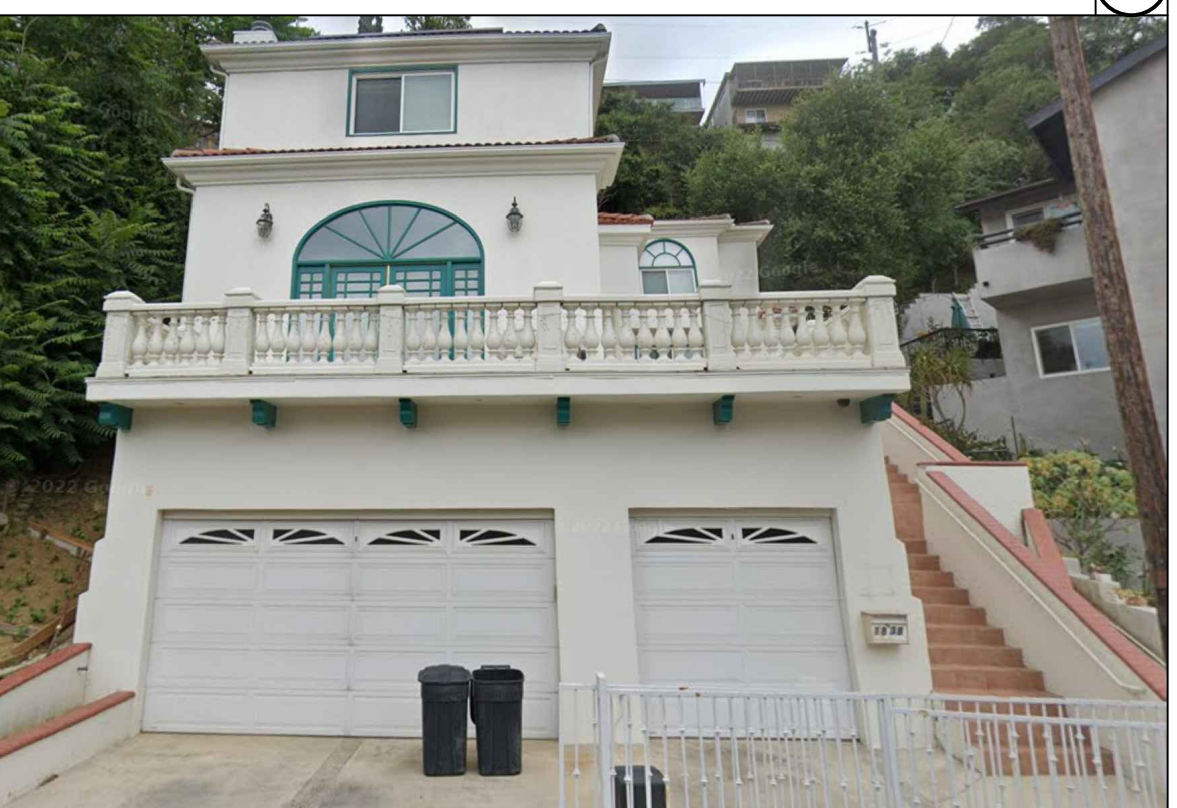
1836 PETERSON AVE (33)



1744 PETERSON AVE (42)



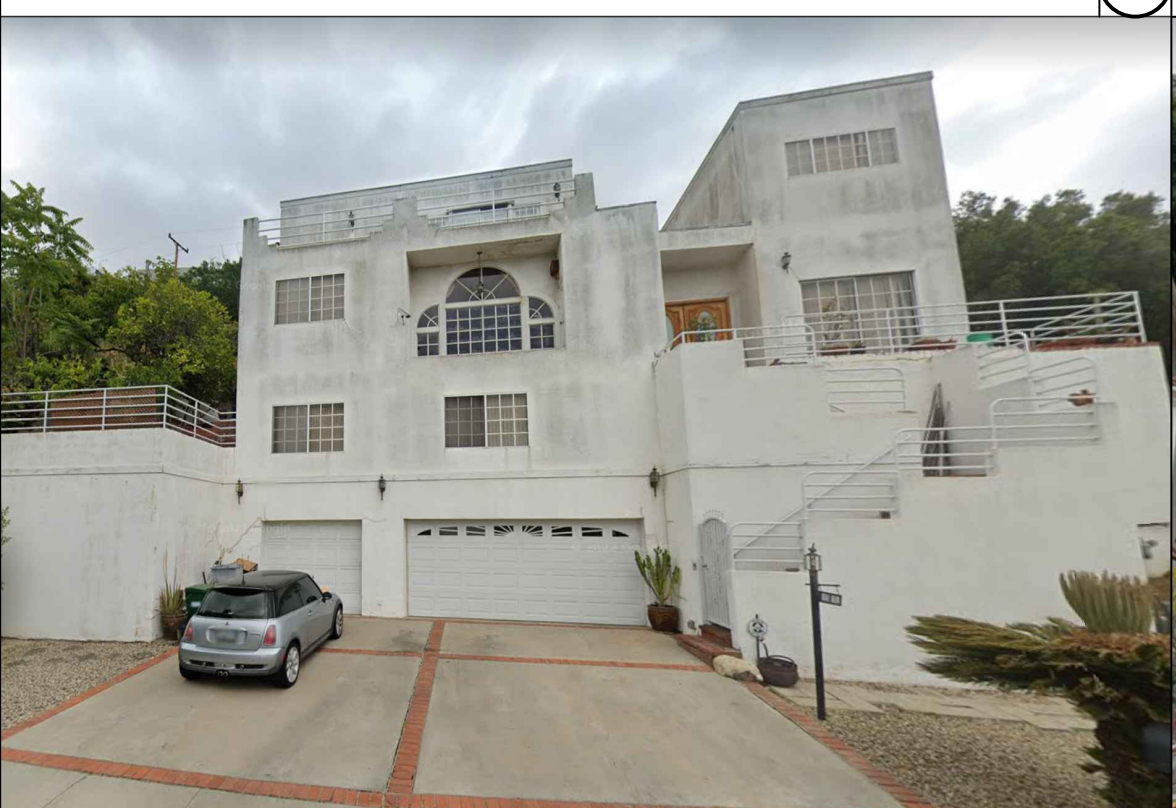
1825 HANSCOM DR (36)



1838 PETERSON AVE (25)



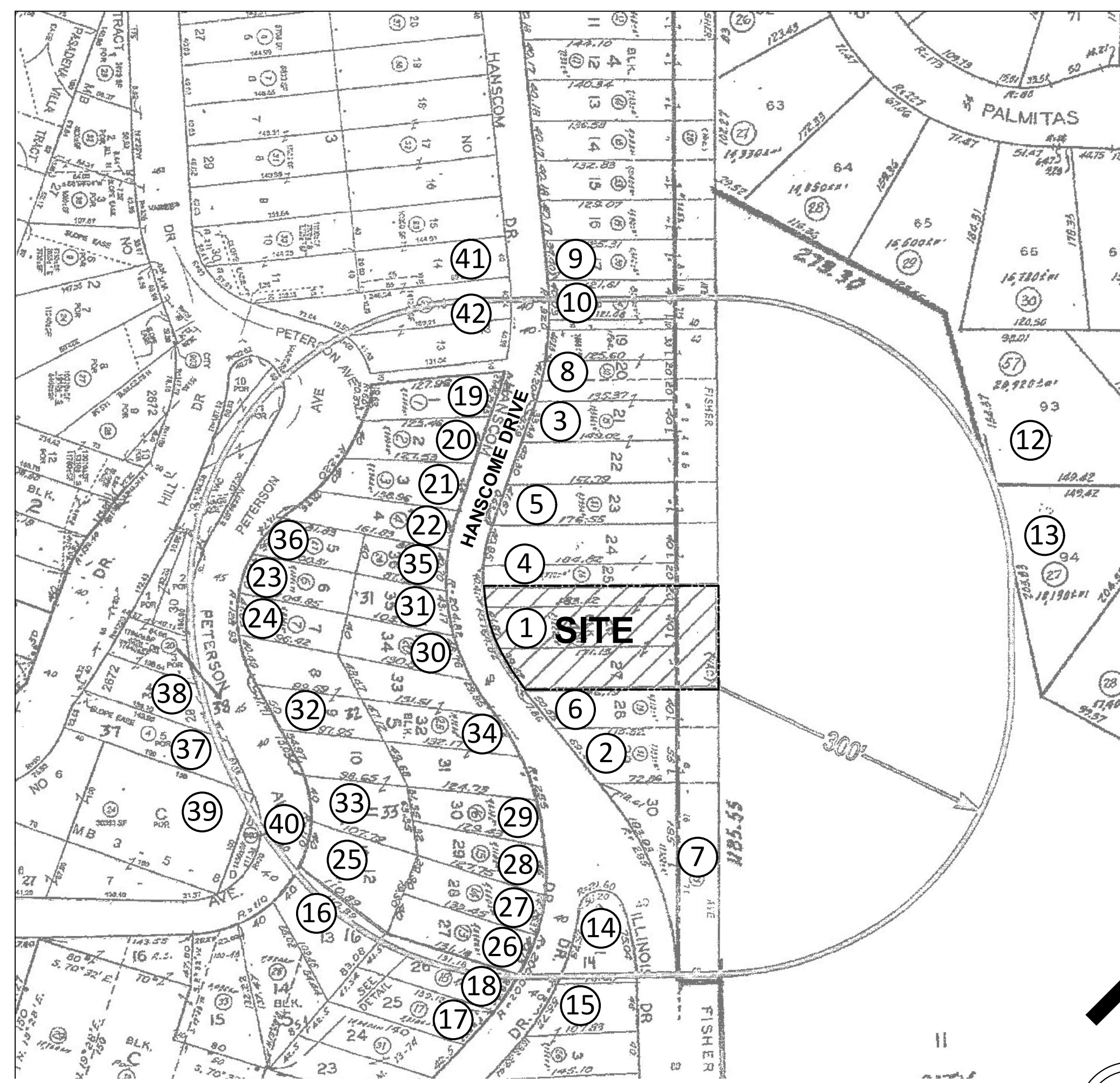
1821 PETERSON AVE (38)



1824 PETERSON AVE (23)



1848 PETERSON AVE (16)



300-FT VICINITY MAP
SCALE: 1:100

PROPOSED RENOVATION TO EXISTING FIRST FLOOR
AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

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300-FT
VICINITY MAP

A-0.2

PROPOSED RENOVATION TO EXISTING FIRST FLOOR
AND TWO STORY ADDITION FOR:

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1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

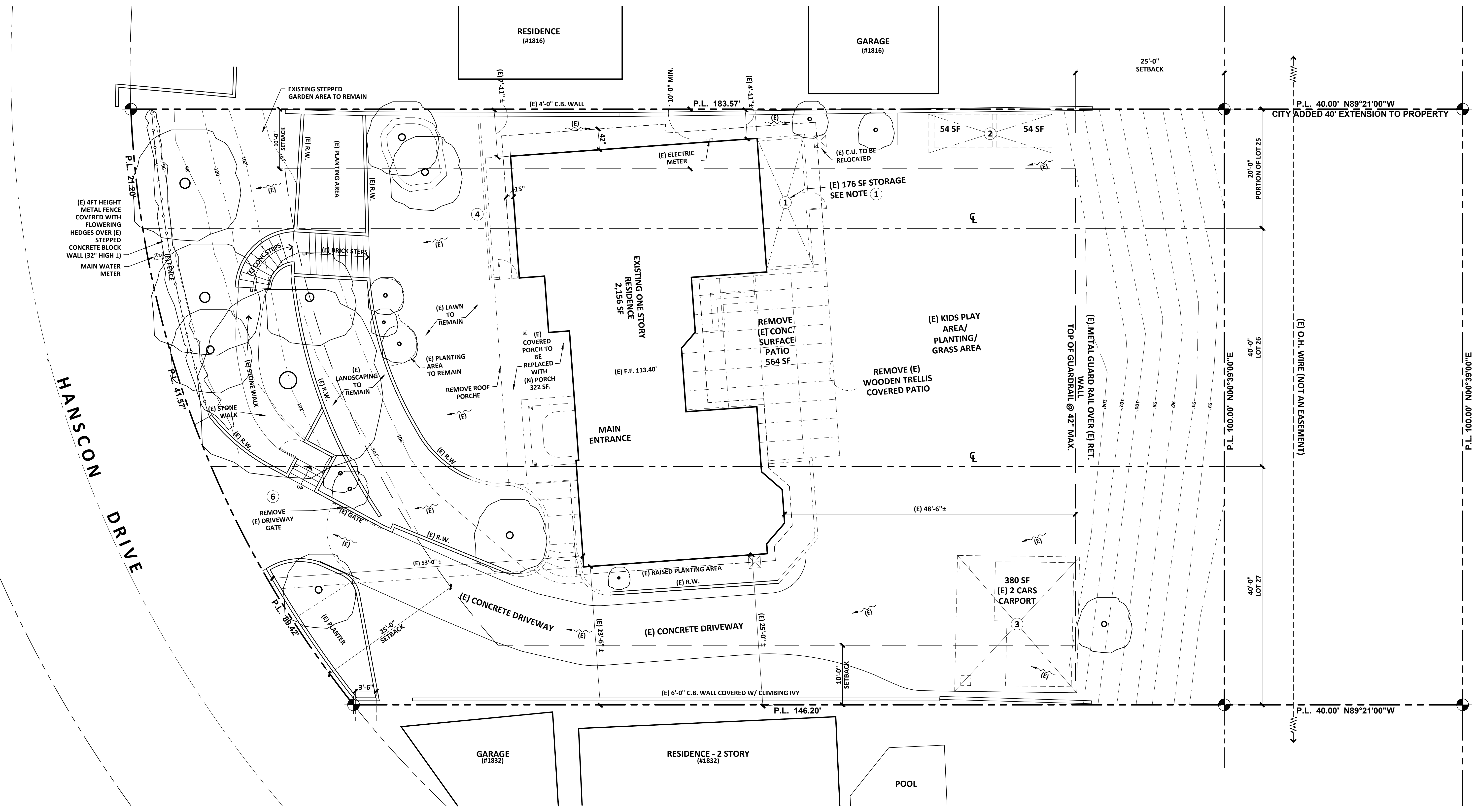
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EXISTING
PLOT/SITE PLAN

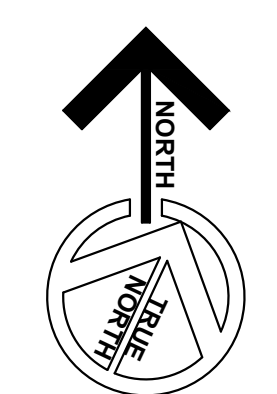
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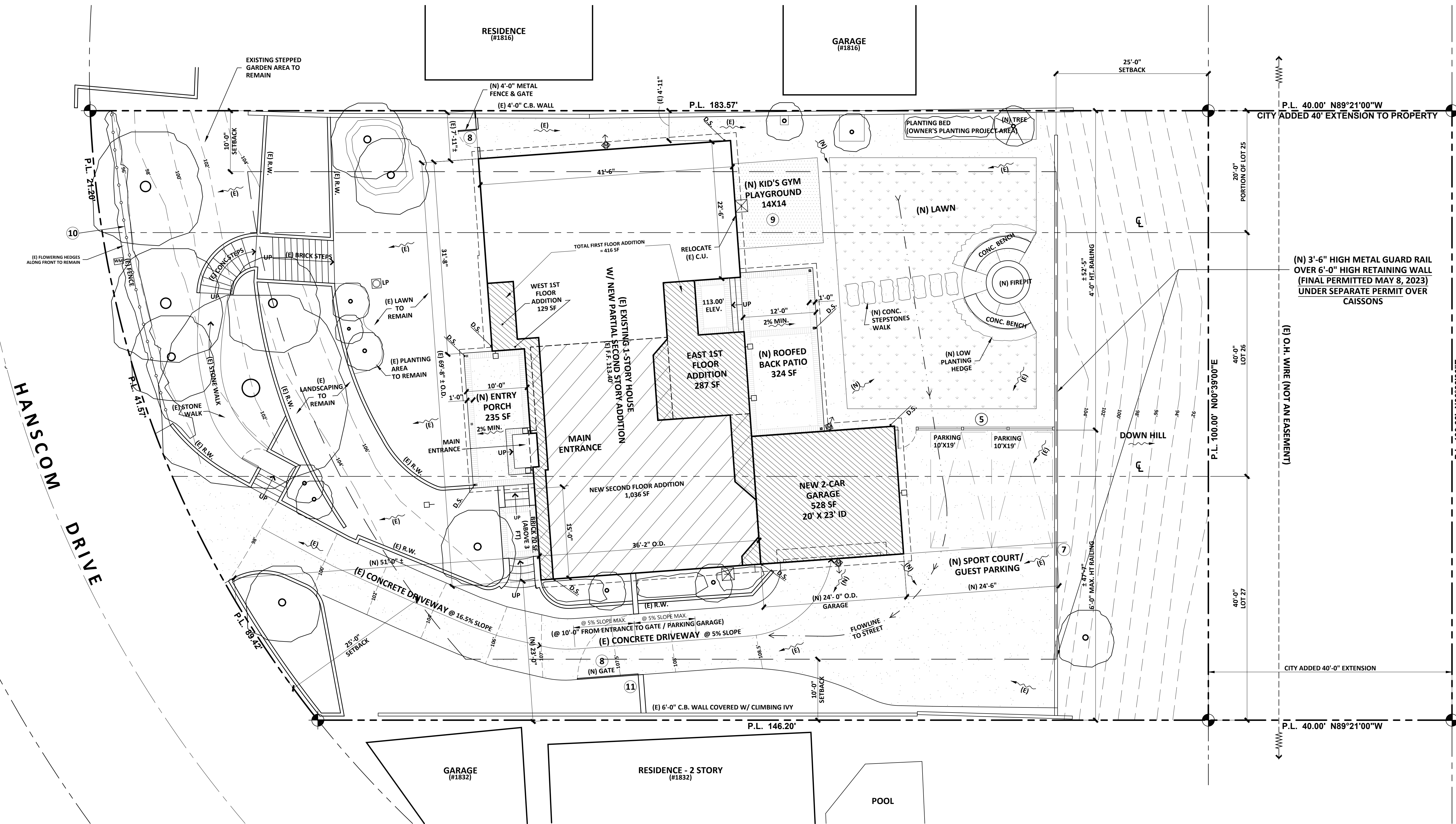


LEGEND & SYMBOLS

---	PROPERTY LINES	①	REMOVE (E) PERMITTED STORAGE SHED STRUCTURE (176 SF)
- - -	SETBACK	②	REMOVE 2- WOODEN SHED STORAGE (2 X 54 SF)
- · - · -	EXISTING CONTOUR LINES	③	REMOVE EXISTING 2-CARS CARPORT (380 SF)
- · - · -	ROOF ABOVE	④	REMOVE (E) WROUGHT IRON FENCE/GATE
▨	ADDITION @ FIRST FLOOR	⑥	EXISTING DRIVEWAY GATE TO BE REMOVED
▩	ADDITION AT SECOND FLOOR	○	EXISTING TREE TO REMAIN (REFER TO SHT A-1.2)
—	EXISTING RETAINING WALL	⊠	C.U. (CONDENSING UNIT) TO BE RELOCATED

1 EXISTING PLOT/SITE PLAN
SCALE: 1/8"=1'-0"
0 5 10 20 30





HANSCOM DRIVE

1 NEW PLOT/SITE PLAN
SCALE: 1/8"=1'-0"

LEGEND & SYMBOLS	
	PROPERTY LINES
	SETBACK
	EXISTING CONTOUR LINES
	ROOF LINE ABOVE OH @ 15"
	ADDITION @ FIRST FLOOR
	ADDITION AT SECOND FLOOR
	(E) 4 FT IRON FENCE (COVERED W/ BRUSH CHERRY HEDGE) OVER (E) 32" STAGGERED STEPPED RETAINING WALL (FOLLOW SLOPE OFF THE STREET). SHEET A1.2
	NEW TREE (REFER TO SHEET A-1.2)
	MOTION SENSOR LIGHT
	EXISTING TREE TO REMAIN (REFER TO SHEET A-1.2)
	NEW 4 FT HIGH METAL FENCE AND SIDE GATE
	(E) METAL GUARD OVER (E) RETAINING WALL. TOP OF GUARD RAIL @ 42" MAX.
	NEW 6'-0" METAL SWING GATE / 6'-0" HIGH WALL
	KID'S PLAYGROUND / GYM AREA - RUBBER MULCH 4" OVER COMPACTED GRAVEL
	EXISTING LAMP POST
	WALL LIGHT (N)
	C.U. (CONDENSING UNIT)
	BRICK FACE VENEER OVER 6' CONC. BLOCK WALL 6'-0" HIGH MAX. (ON EA. SIDE OF GATE)

PROPOSED RENOVATION TO EXISTING FIRST FLOOR AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TAJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

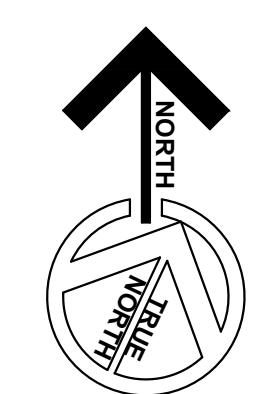
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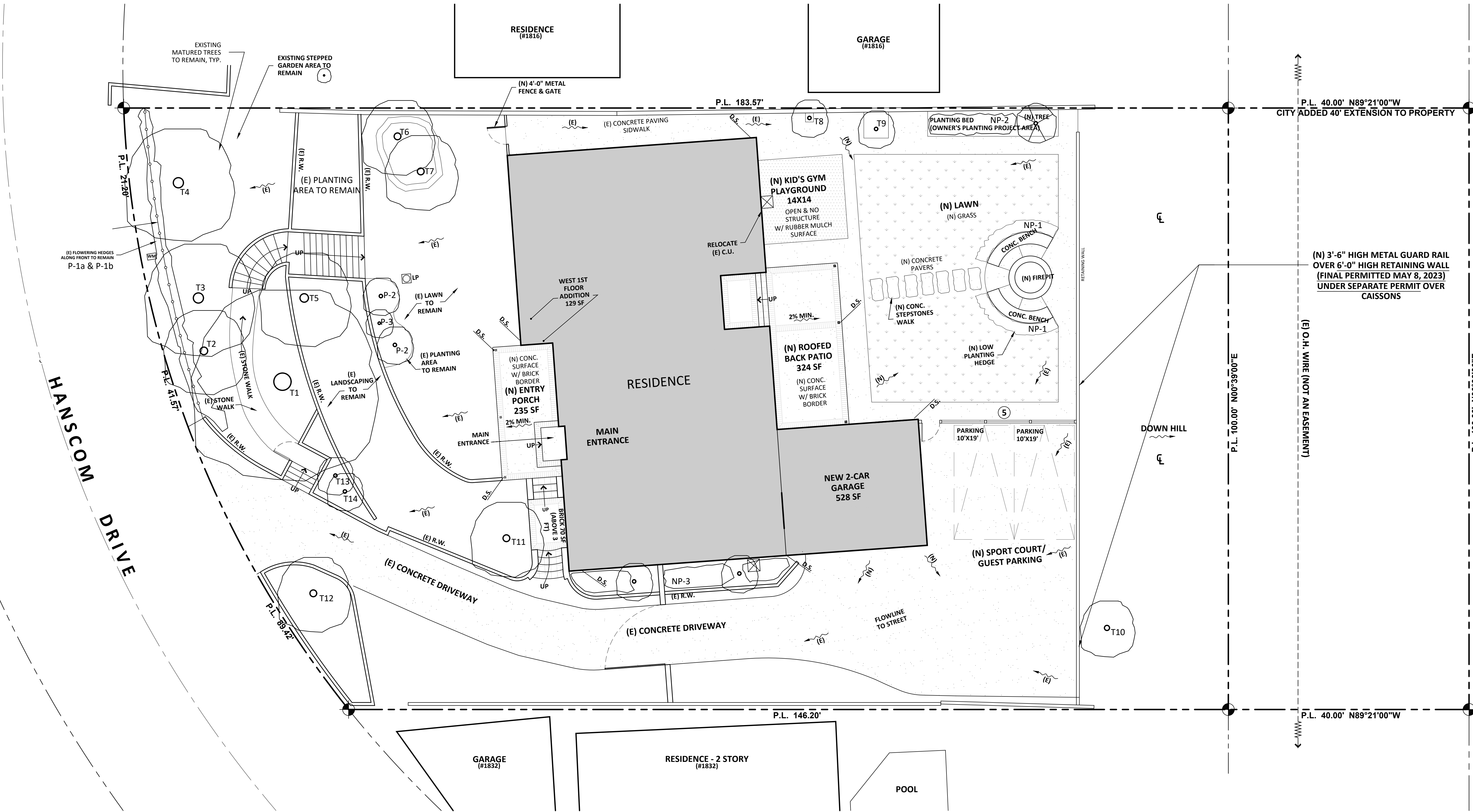
- △ 08-20-2023 DRB22
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NEW PLOT/SITE PLAN

A-1.1





PROPOSED RENOVATION TO EXISTING FIRST FLOOR
AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

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EXISTING PLANTS / SHRUBS / HEDGES TO REMAIN

#	BOTANIC NAME	COMMON NAME	TYPE
P1a	SYZYGIUM PANICULATUM	BRUSH CHERRY	HEDGES
P1b	DISTICTIS BUCCINATORIA	VINE FAMILY	HEDGES
P2	SALVIA GREGGII	AUTUMN SAGE	FLOWERING SHRUB
P3		BIRDS OF PARADISE	PLANTS

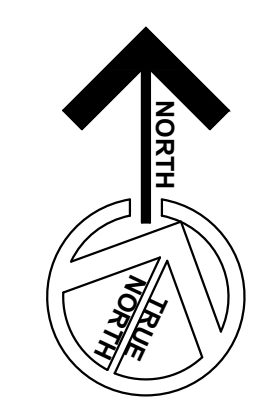
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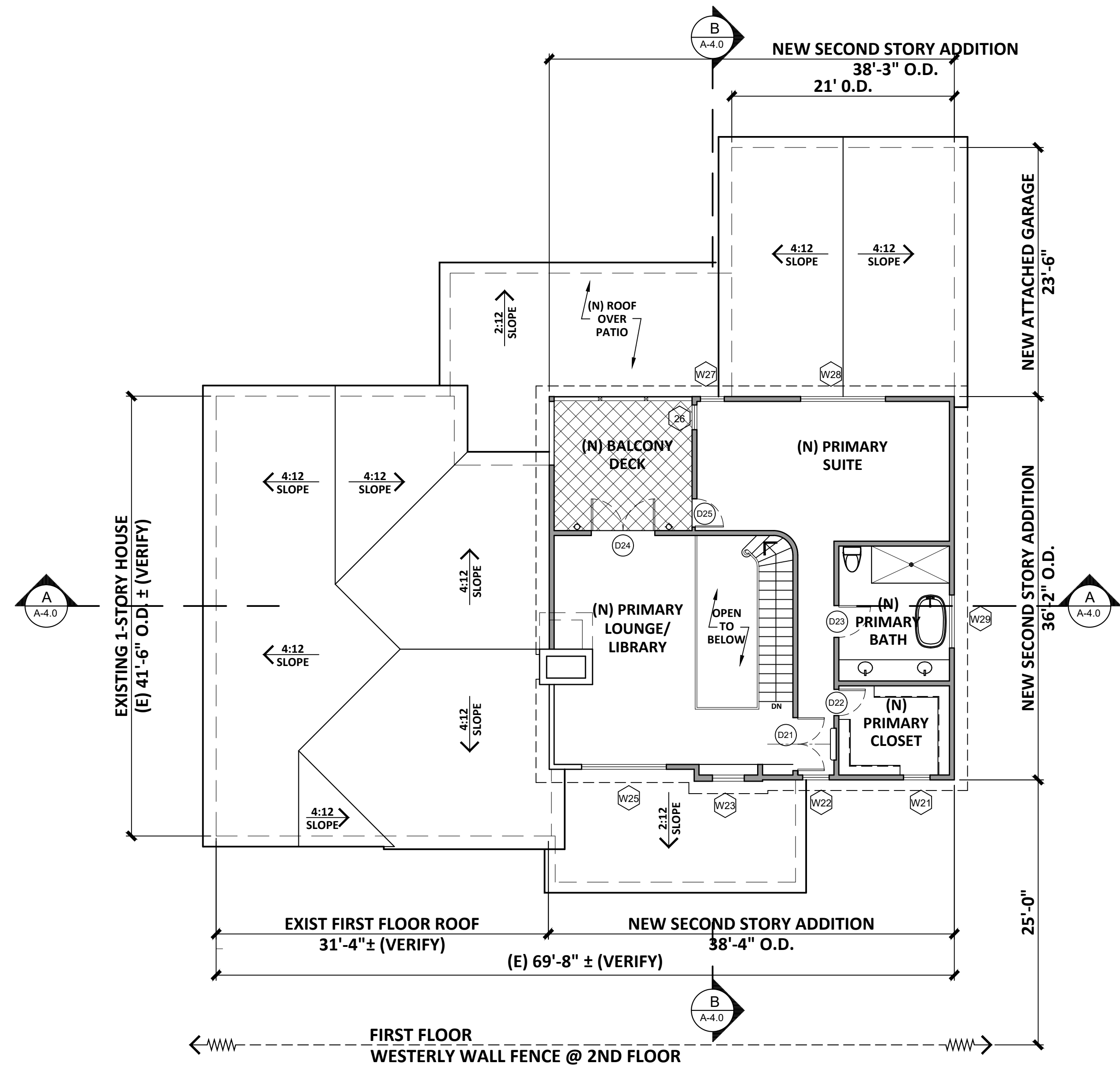
- *1 WHERE TREES HAVE MULTIPLE TRUNK BRANCHES @ 4" AG, THE RECORDED DIAMETER IS THE SUMMATION OF ALL THE DIAMETER OF EACH BRANCHES.
- *2 APPROXIMATE DIMENSION
- *3 SELECTION OF NEW TREE, SHRUBS GROUND COVER AT N. PLANTING AREAS (NP-1 AND NP-2) TBD
- *4 LANDSCAPING SHALL COMPLY WITH S. PASADENA CODE DIV. 36.330 AND DIV. 35 (ARTICLE III)

EXISTING TREES ON SITE TO REMAIN

TREE #	BOTANIC NAME	COMMON NAME	TRUNK DIAMETER *2	HEIGHT (estimate)	TRUNK Single(S) / Multi (M)
T1	PINUS PONDEROSA	PINE	38"	40'	S
T2	RHUS LANCEA	AFRICAN SUMAC	6 1/2"	18'	S
T3	PINUS HALEPENSIS	PINE	16"	30'	S
T4	CEDRUS DEODARA	CEDAR	12 1/2"	45'	S
T5	PINUS HALEPENSIS	PINE	15 1/2"	25'	S
T6	FEUJOA	PINEAPPLE GUAVA	11 3/4"	10'	S (W/ 2 BRANCHES)
T7	FEUJOA	PINEAPPLE GUAVA	22 1/4"	10'	S (W/ 4 BRANCHES)
T8	GENUS FORTUNELLA	KUMQUAT	12 1/2"	10'	S
T9	EUREKA LIMON	LEMON	13 3/4"	15'	S (W/ 3 BRANCHES)
T10	JUGLANS CALIFORNIA	WALNUT	21 5/8"	20'	S (W/ 2 BRANCHES)
T11	MAGNOLIACEAE	MAGNOLIA	22 1/8"	10'	S (W/ 3 BRANCHES)
T12	PRUNUS SALICINA	PLUM	14 3/8"	11'	S (W/ 4 BRANCHES)
T13	WASHINGTONIA ROBUSTA	PALM	19 5/8"	22'	S
T14	WASHINGTONIA ROBUSTA	PALM	15"	17'	S

1 LANDSCAPE PLAN
SCALE: 1/8"=1'-0"



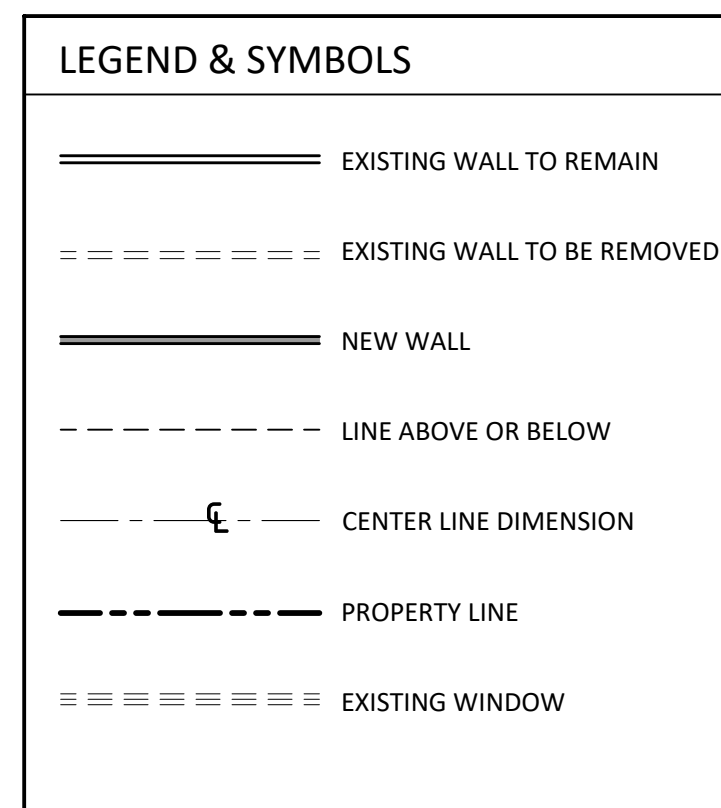


3 NEW SECOND FLOOR PLAN

SCALE: 1/8"=1'-0"

WINDOW #	SIZE (W x L)	MATERIALS / COLOR	TYPES
EW1	2' 0" x 2' 1/2"	VINYL /WHITE	SLIDING
EW2	9' 0" x 5' 0"	FIBERGLASS/WHITE	CSMT-FIXED-CSMT
EW3	1' 10" x 2' 10"	VINYL /WHITE	SINGLE HUNG
EW4	4' 8" x 2' 10"	VINYL /WHITE	SLIDING
EW5	2' 10" x 4' 0"	METAL	SLIDING
EW6	1' 10" x 1' 6"	VINYL /WHITE	SLIDING
EW7	2' 10" x 1' 6"	VINYL /WHITE	SLIDING
EW8	1' 1" x 2' 5"	VINYL /WHITE	SINGLE HUNG
EW9	1' 1" x 2' 5"	VINYL /WHITE	SINGLE HUNG
EW10	4' 10" x 3' 10 1/2"	VINYL /WHITE	SLIDING
EW11	2' 6" x 5' 0"	WOOD /WHITE	SINGLE HUNG
EW12	7' 4" x 5' 0"	FIBERGLASS/WHITE	FIXED
EW13	2' 11" x 2' 10"	VINYL /WHITE	SLIDING
EW14	2' 11" x 2' 10"	VINYL /WHITE	SLIDING
EW15	2' 0" x 5' 0"	WOOD /WHITE	SINGLE HUNG
EW16	1' 11" x 2' 4"	VINYL /WHITE	SINGLE HUNG
EW19	4' 10" x 4' 11"	FIXED /WHITE	FIXED
EW18	2' 6" x 5' 0"	VINYL /WHITE	SINGLE HUNG
EW17	2' 1" x 2' 1"	VINYL /WHITE	CSMT
EW20	3' 9 1/2" x 2' 10 1/2"	VINYL /WHITE	SLIDING

DOOR #	SIZE	MATERIALS	TYPES
ED1	3' 0" x 6' 8"	WOOD /PAINT FINISH	FLUSH/HINGED
ED2	3' 0" x 6' 8"	WOOD /PAINT FINISH	FLUSH/HINGED
ED3	6' 0" x 6' 8"	WOOD CLAD	FRENCH DOOR WITH SIDE LITES
ED4	5' 10" x 6' 8"	VINYL	SLIDING
ED5	3' 0" x 6' 7"	HOLLOW METAL	FLUSH/ HINGED
ED 6	2' 6" x 6' 8"	PARTICLE BOARD H/C	FLUSH/ HINGED
ED7	2' 8" x 6' 8"	WOOD	POCKET SLIDING
ED8	2' 8" x 6' 8"	PARTICLE BOARD H/C	FLUSH/HINGED
ED9	2' 8" x 6' 8"	PARTICLE BOARD H/C	FLUSH/HINGED
ED10	2' 6" x 6' 8"	WOOD	STD HINGED
ED11	2' 6" x 6' 8"	WOOD	STD HINGED
ED12	2' 6" x 6' 8"	WOOD	STD HINGED
ED13	2' 6" x 6' 8"	HOLLOW METAL	HINGED

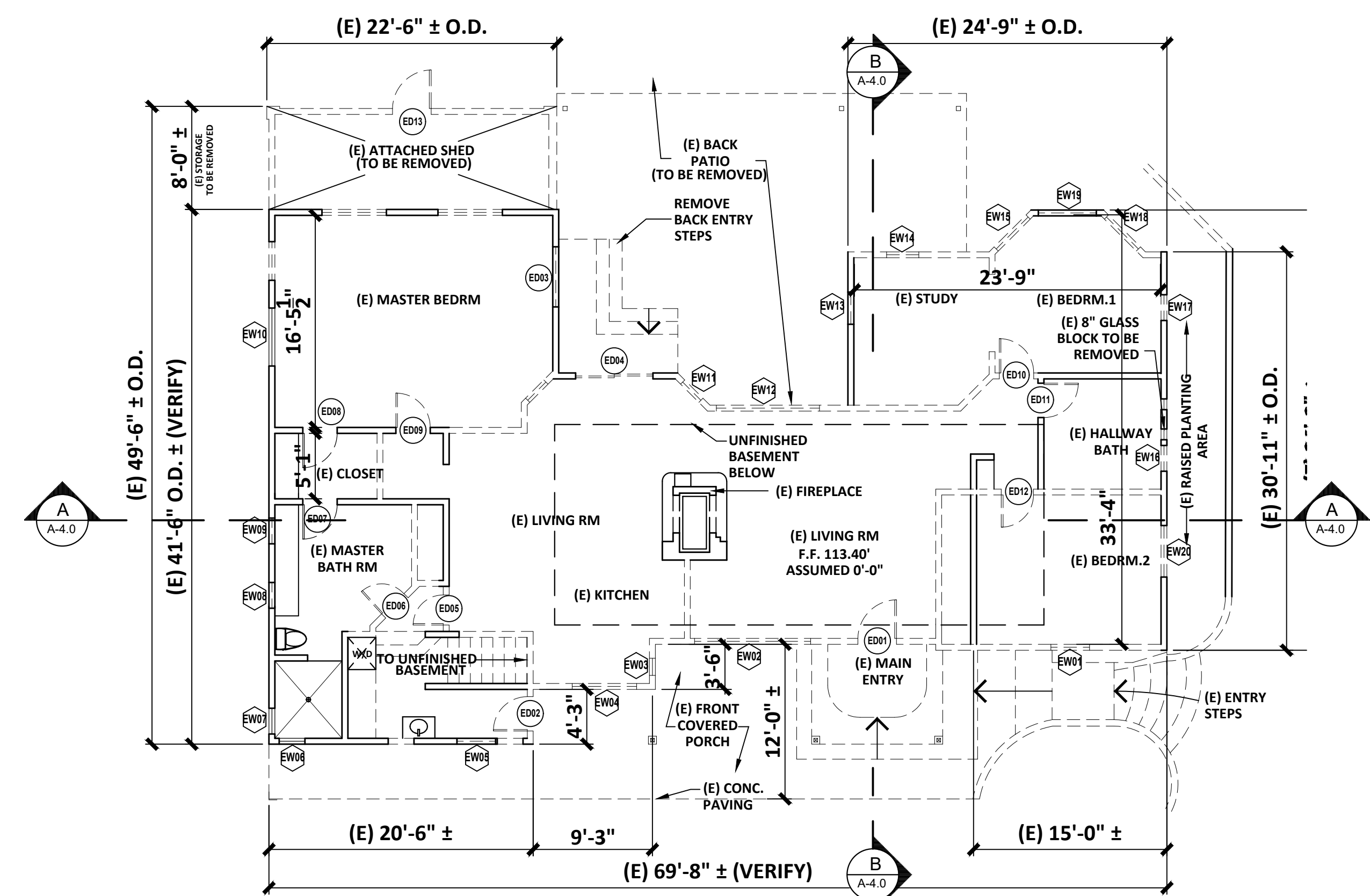


NOTE

- 1.A. PERCENTAGE OF EXTERIOR WALL TO BE DEMOLISHED (EXCLUDE ATTACHED STORAGE SHED - EAST) @ 40% (98/247 = 0.40)
- 1.B. (INCLUDE THE ATTACHED STORAGE SHED - EAST) @ 43% (114/263 = 0.43)
2. PERCENTAGE OF INTERIOR WALL TO BE DEMOLISHED @ 47% (71/151 = 0.47)

2 NEW FIRST FLOOR PLAN

SCALE: 1/8"=1'-0"



1 EXISTING FIRST FLOOR/DEMO PLAN

SCALE: 1/8"=1'-0"

PROPOSED RENOVATION TO EXISTING FIRST FLOOR AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

REVISIONS

- 08-20-2023 DRB22

JOB NO.: 210824

EXISTING FLOOR/DEMO PLAN, NEW FIRST & SECOND FLOOR PLANS

A-2.0

PROPOSED RENOVATION TO EXISTING FIRST FLOOR
AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TAJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

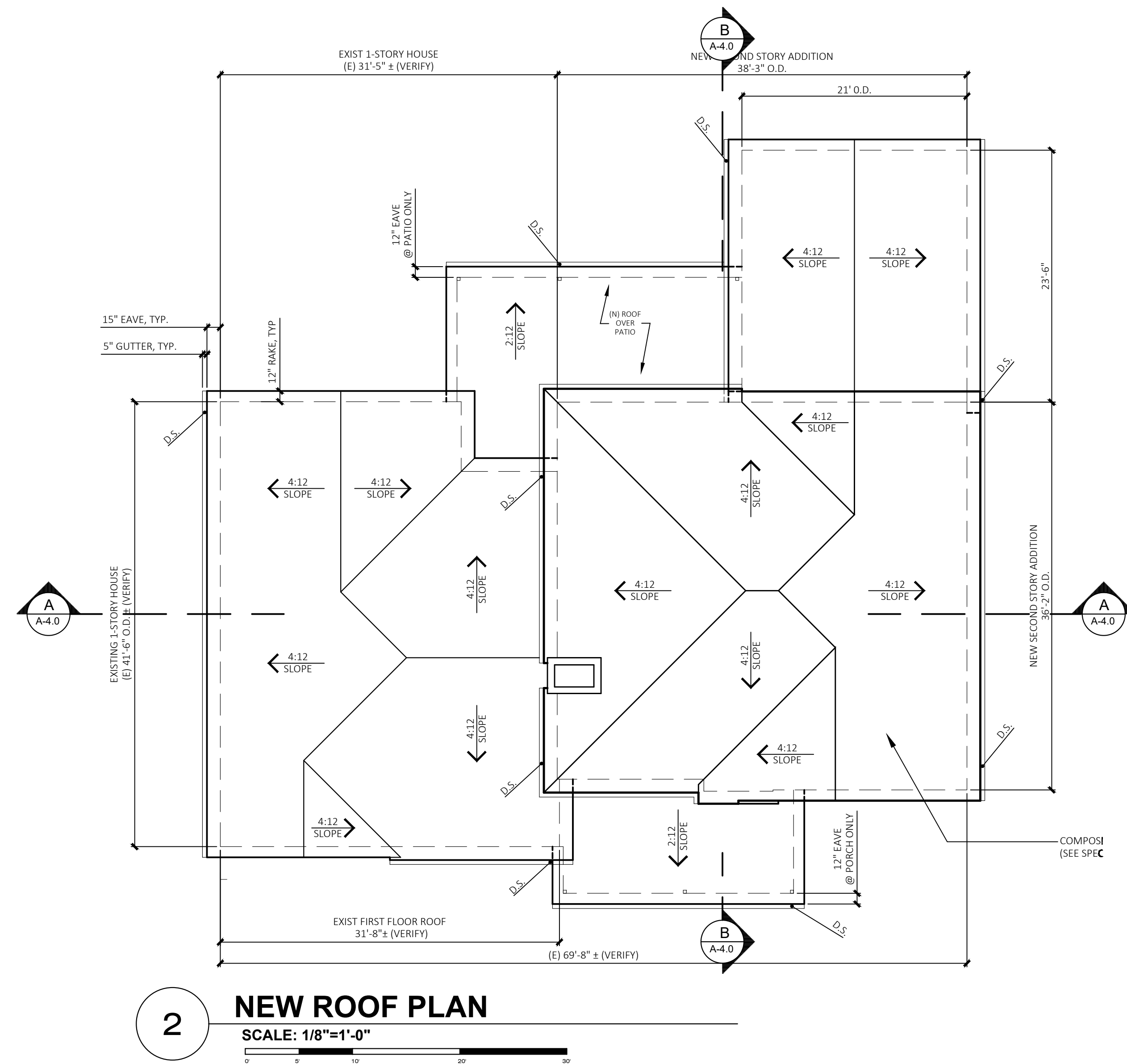
REVISIONS

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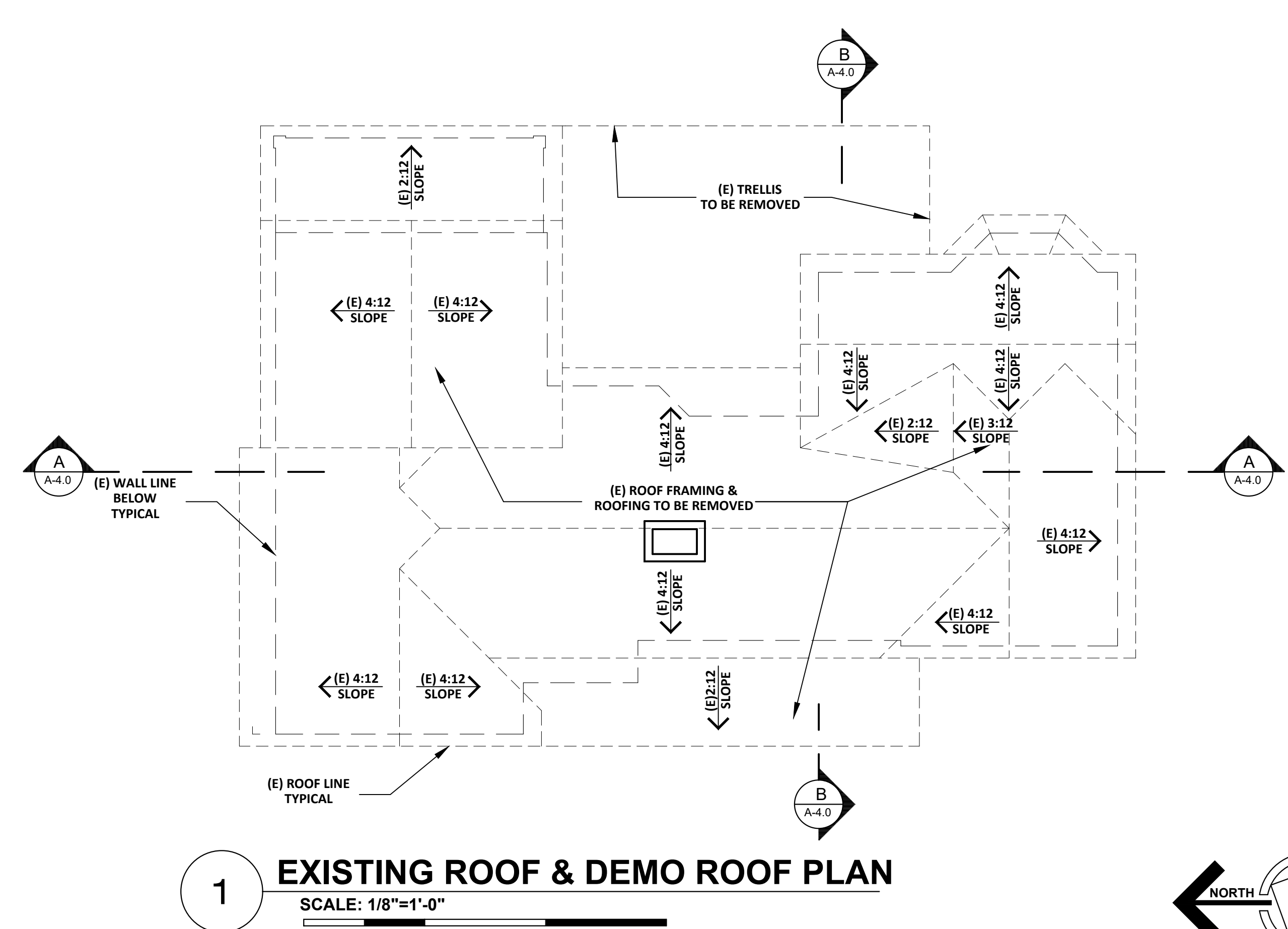
JOB NO.: 210824

EXISTING ROOF &
DEMO ROOF PLAN,
NEW ROOF PLAN

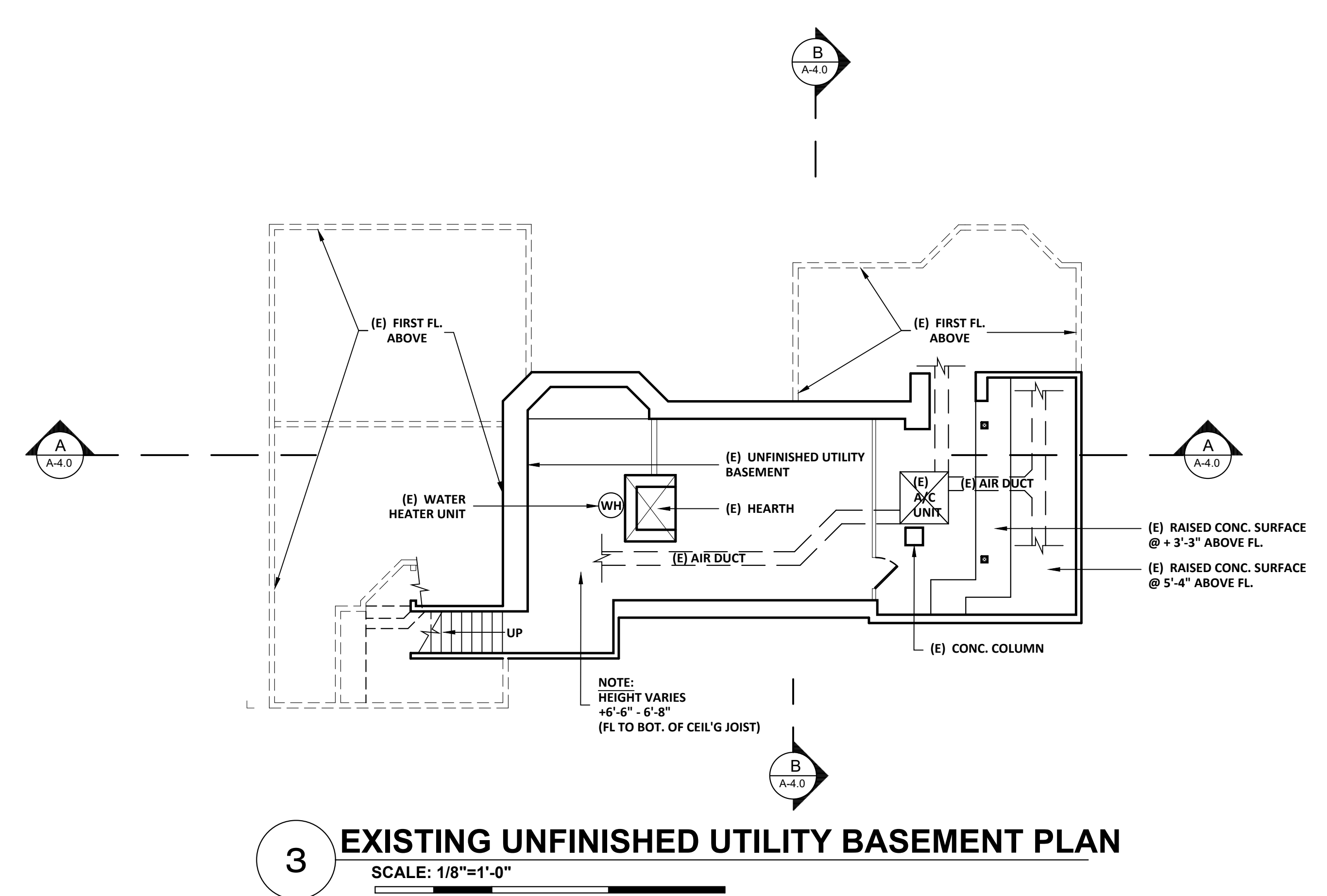
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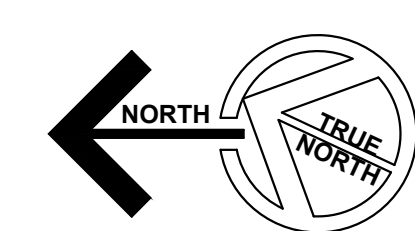
2 NEW ROOF PLAN
SCALE: 1/8"=1'-0"

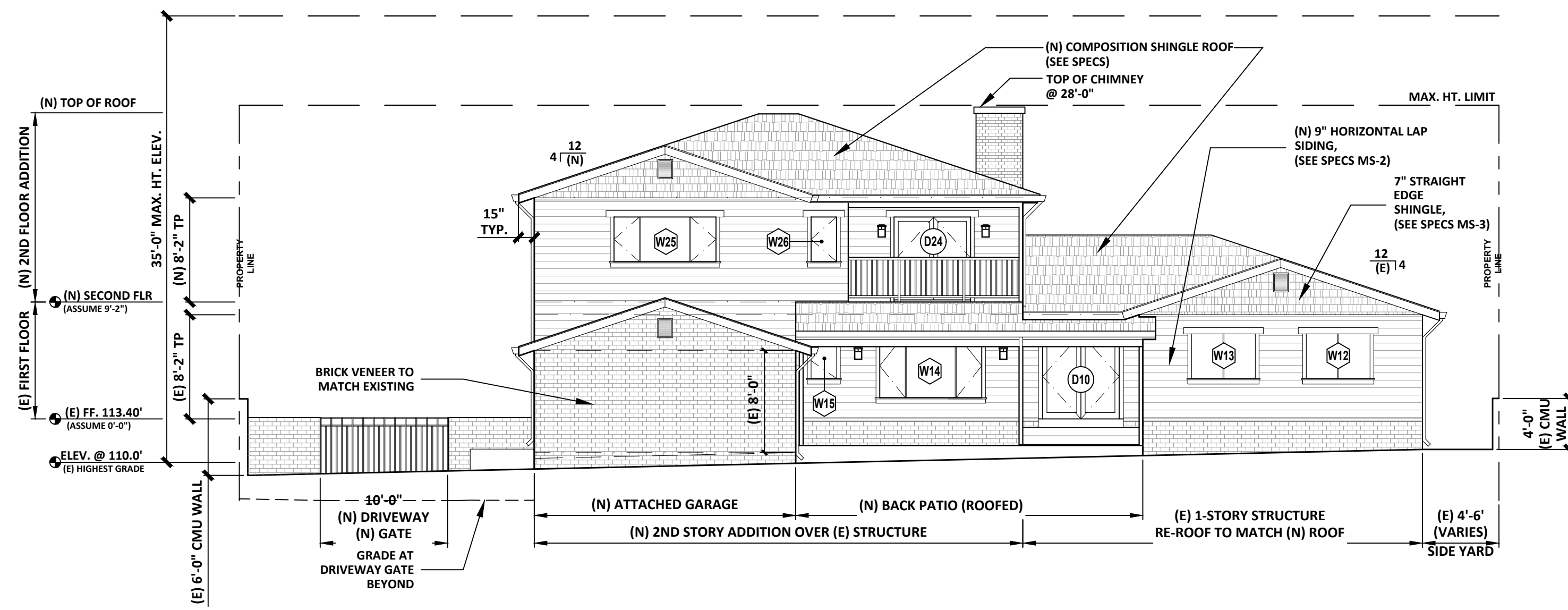


1 EXISTING ROOF & DEMO ROOF PLAN
SCALE: 1/8"=1'-0"

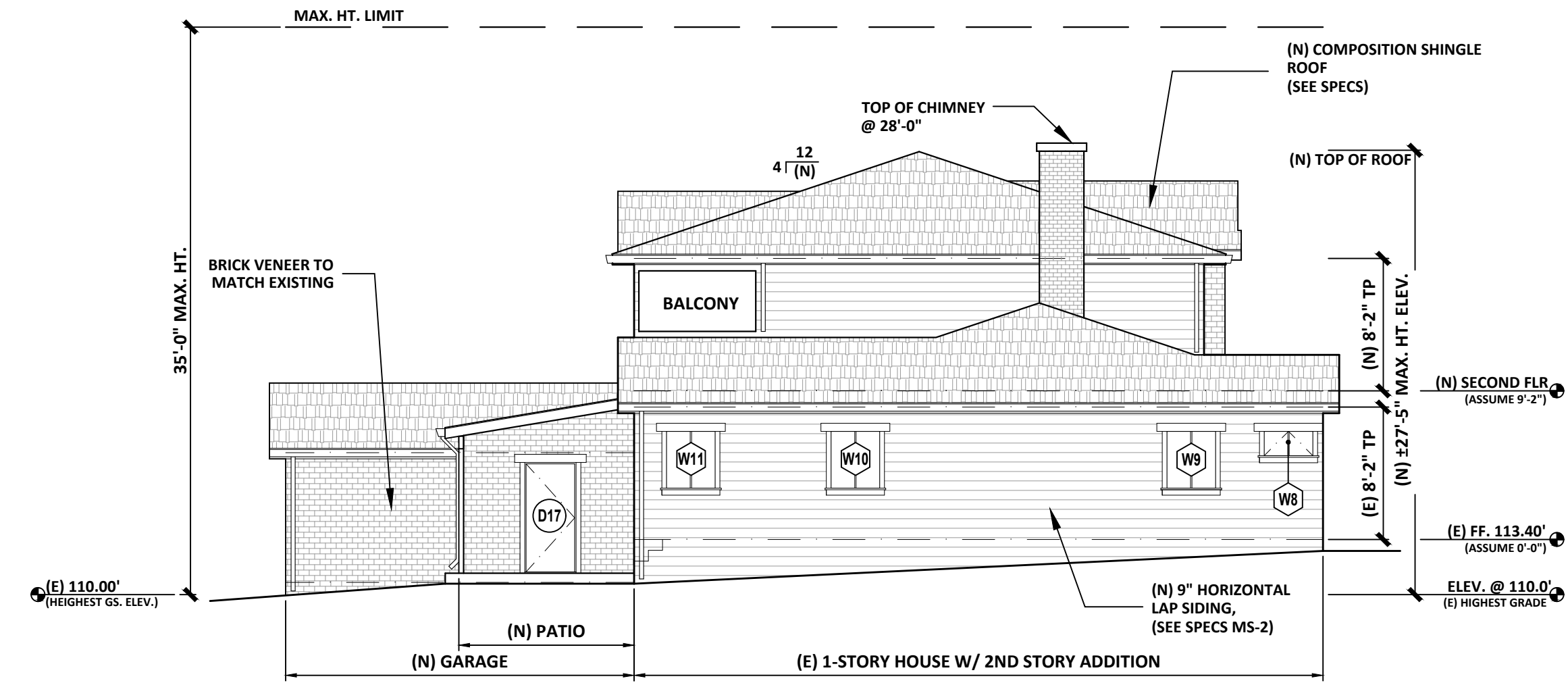


3 EXISTING UNFINISHED UTILITY BASEMENT PLAN
SCALE: 1/8"=1'-0"

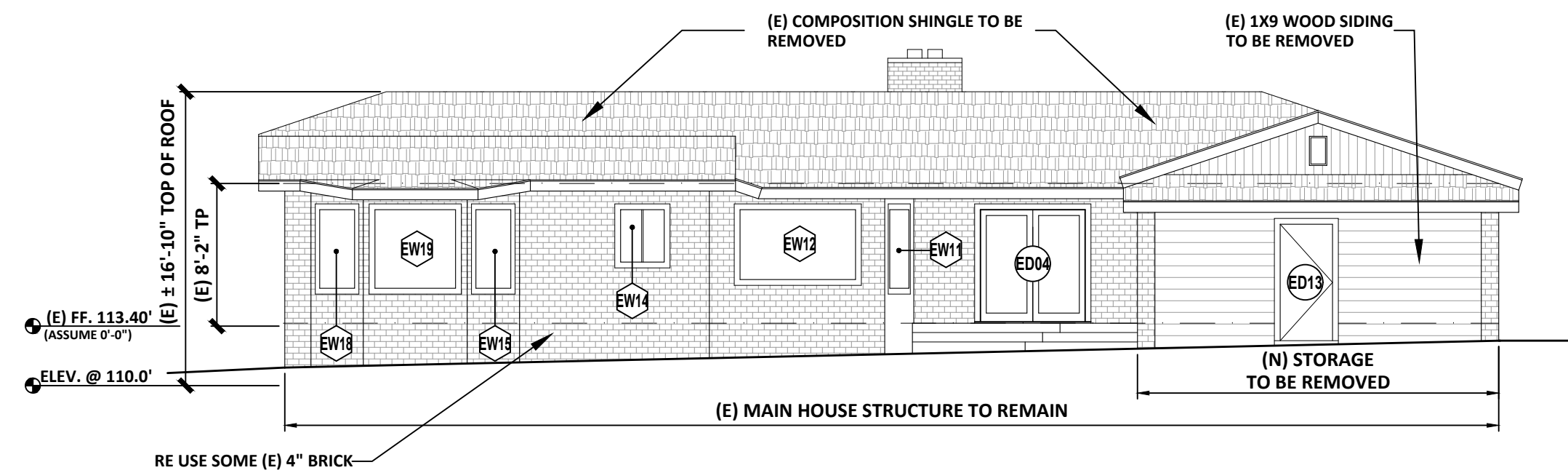




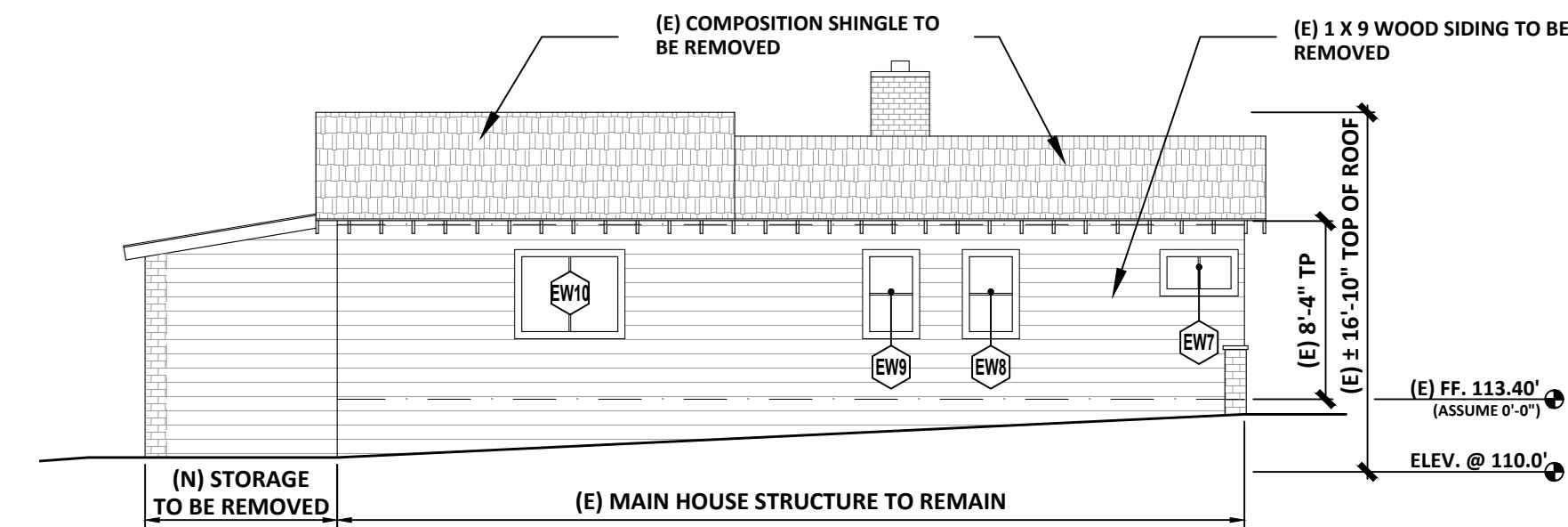
4 **NEW EAST ELEVATION**
SCALE: 1/8"=1'-0"



2 **NEW NORTH ELEVATION**
SCALE: 1/8"=1'-0"



3 **EXISTING EAST ELEVATION**
SCALE: 1/8"=1'-0"



1 **EXISTING NORTH ELEVATION**
SCALE: 1/8"=1'-0"

ARCHITECTURAL DESIGN	AD	MATERIAL SPECIFICATIONS	MS
THE NEW STRUCTURE IS SIMILAR TO THE TRADITIONAL DESIGN AND CHARACTER OF THE EXISTING; LOW PITCH HIP AND GABLE ROOF; SIMILAR COLOR THEME AND MATERIALS OF BRICK, SIDING; AND KEEPING THE FEATURES OF EXISTING: ENTRY PORCH AND BACK PATIO		<ol style="list-style-type: none"> NEW ROOF: COMPOSITION SHINGLE: OWENS CORNING "TRU DEFINITION-DURATION MAX" - SUMMERWOOD-ICCAC438 (CCRC0890-0015A/CBC, USGBC, CA TITLE 24/ UL790/ CLASS A) NEW SIDING: FIBER CEMENT SIDING: JAMES HARDIE "ARTISAN" LAP SIDING 5/8" X 8 1/2" / SMOOTH FINISH NEW J HARDIE SHINGLE-STRAIGHT EDGE PANEL-EXPOSURE 7" BRICKS (TO MATCH EXISTING 4" BRICK VENEER) 	

PROPOSED RENOVATION TO EXISTING FIRST FLOOR AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TJAJADI

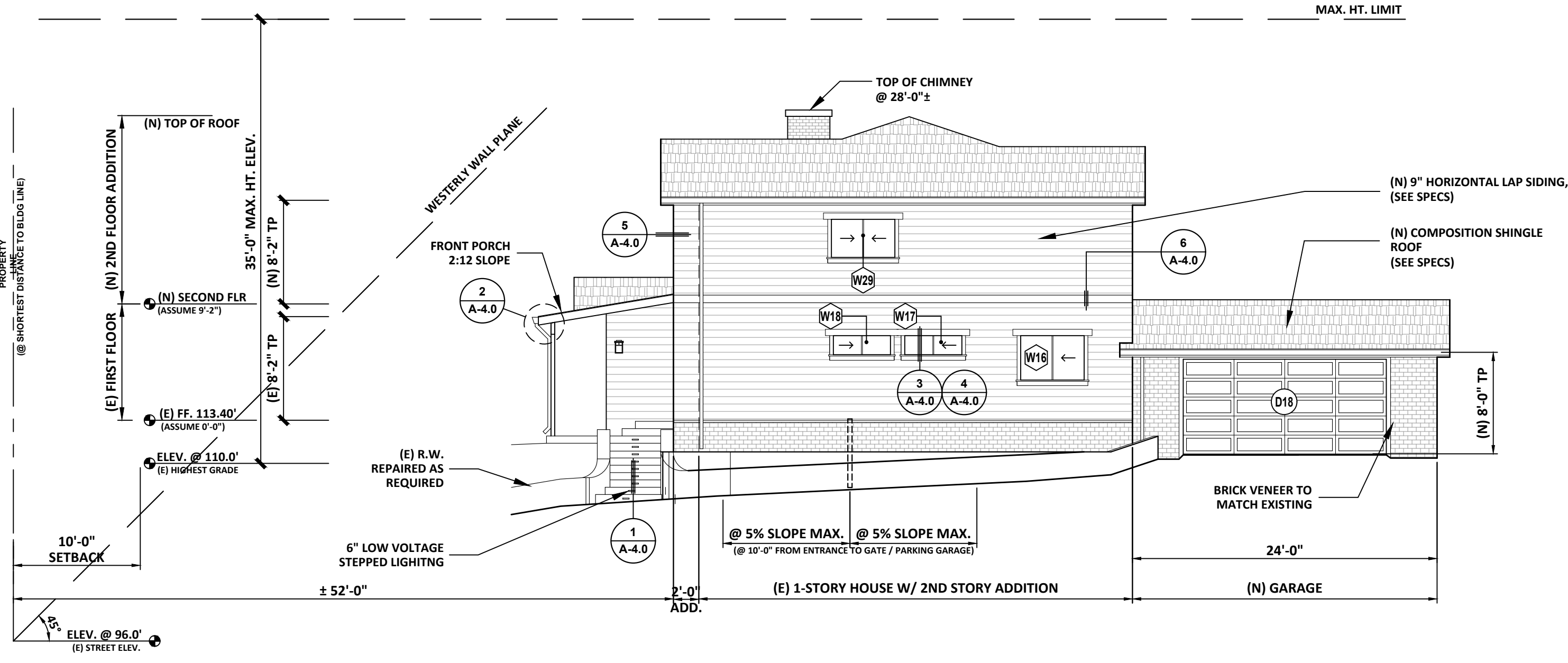
1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

REVISIONS
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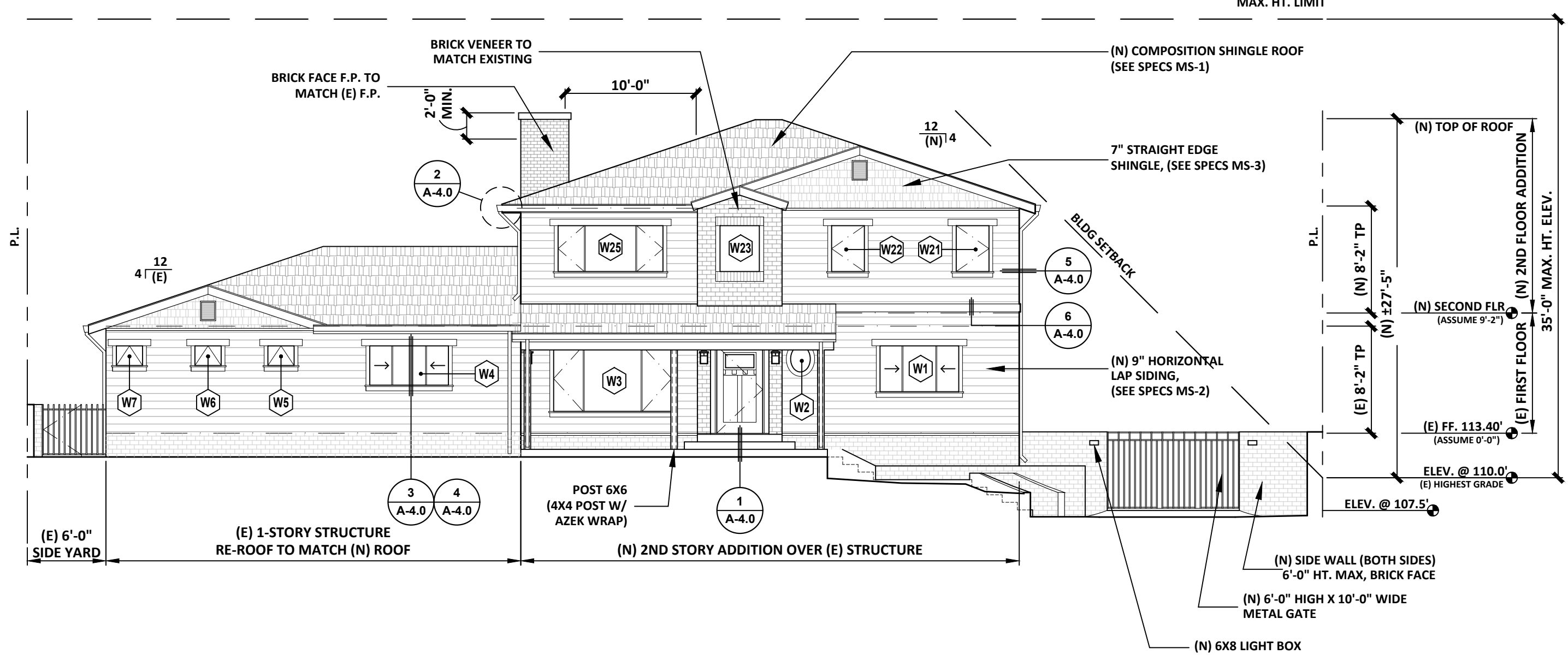
JOB NO.: 210824

EXISTING &
NEW ELEVATIONS

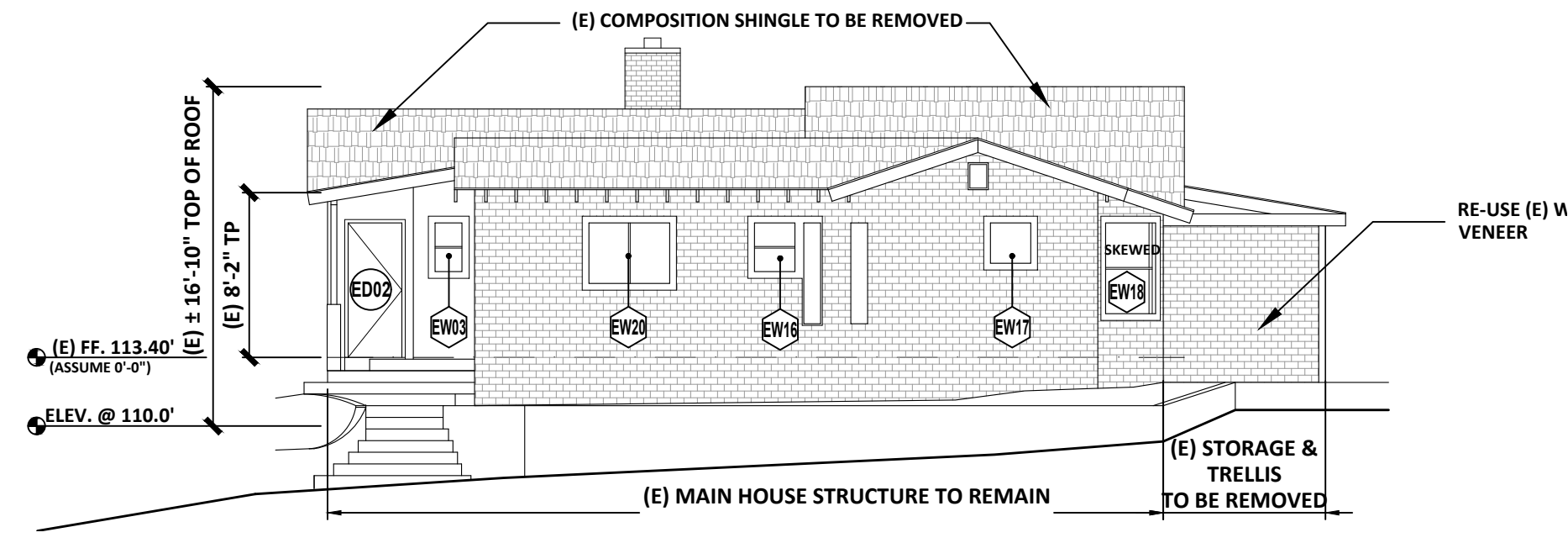
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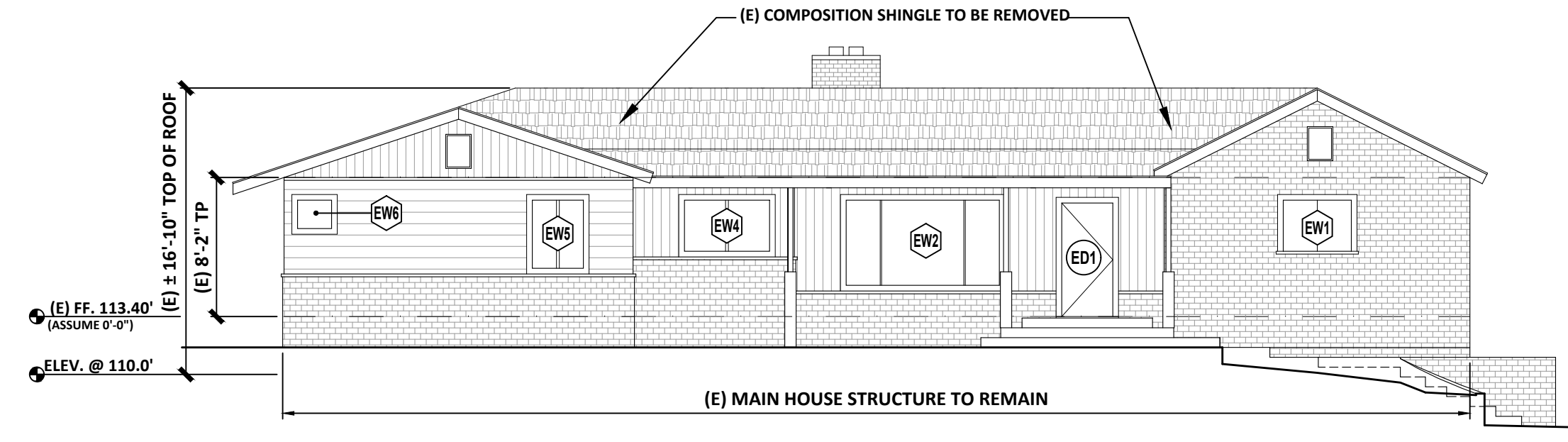
4 NEW SOUTH ELEVATION
SCALE: 1/8"=1'-0"



2 NEW WEST ELEVATION
SCALE: 1/8"=1'-0"



3 EXISTING SOUTH ELEVATION
SCALE: 1/8"=1'-0"



1 EXISTING WEST ELEVATION
SCALE: 1/8"=1'-0"

ARCHITECTURAL DESIGN	AD	MATERIAL SPECIFICATIONS	MS
THE NEW STRUCTURE IS SIMILAR TO THE TRADITIONAL DESIGN AND CHARACTER OF THE EXISTING; LOW PITCH HIP AND GABLE ROOF; SIMILAR COLOR THEME AND MATERIALS OF BRICK, SIDING; AND KEEPING THE FEATURES OF EXISTING: ENTRY PORCH AND BACK PATIO		<ol style="list-style-type: none"> NEW ROOF: COMPOSITION SHINGLE: OWENS CORNING "TRU DEFINITION-DURATION MAX" - SUMMERWOOD-ICCAC438 (CCRC0890-0015A/CBC, USGBC, CA TITLE 24/ UL790/ CLASS A) NEW SIDING: FIBER CEMENT SIDING: JAMES HARDIE "ARTISAN" LAP SIDING 5/8" X 8 1/2" / SMOOTH FINISH NEW J HARDIE SHINGLE-STRAIGHT EDGE PANEL-EXPOSURE 7" BRICKS (TO MATCH EXISTING 4" BRICK VENEER) 	

PROPOSED RENOVATION TO EXISTING FIRST FLOOR AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

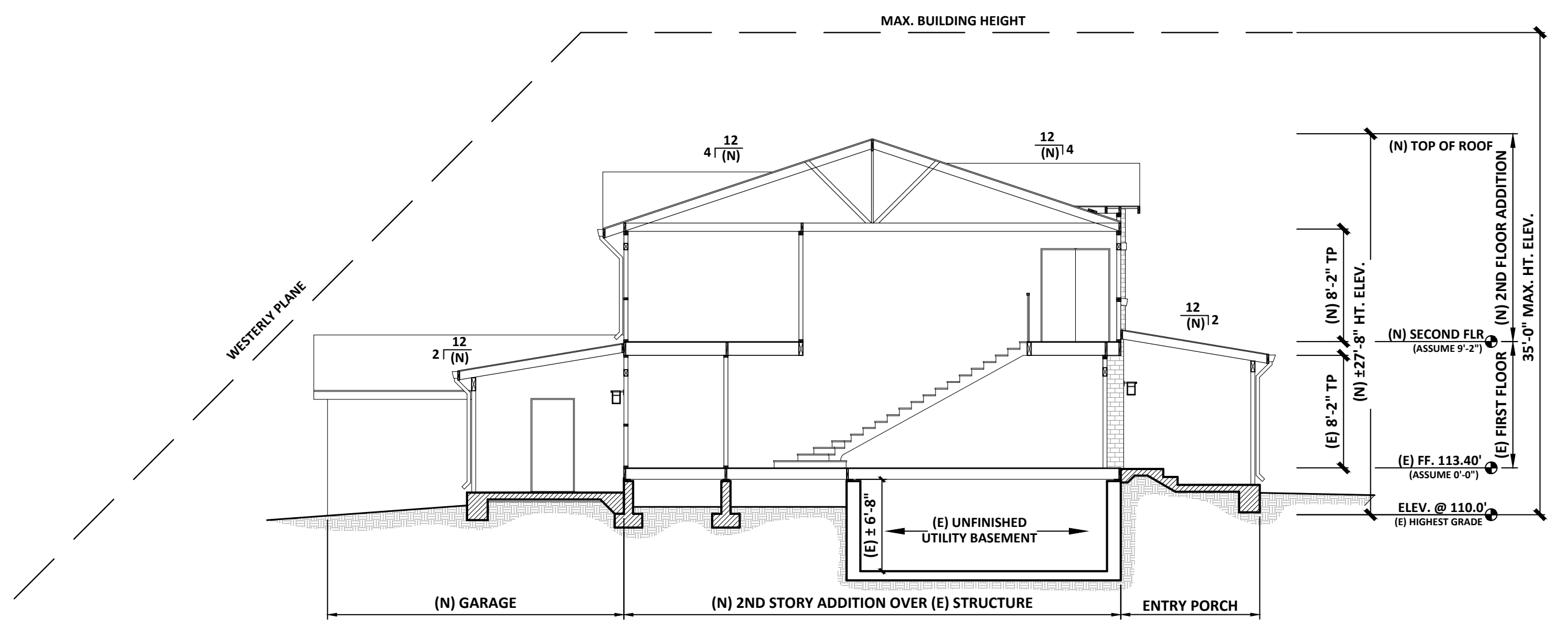
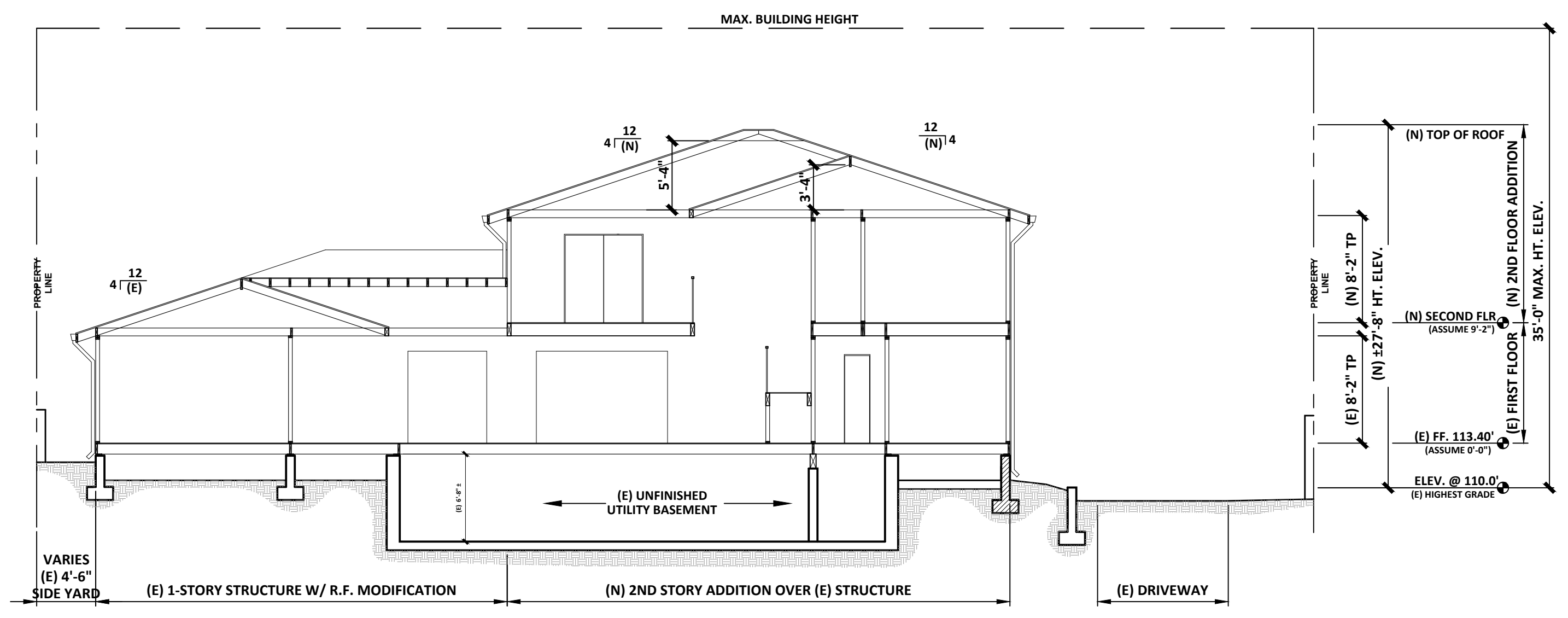
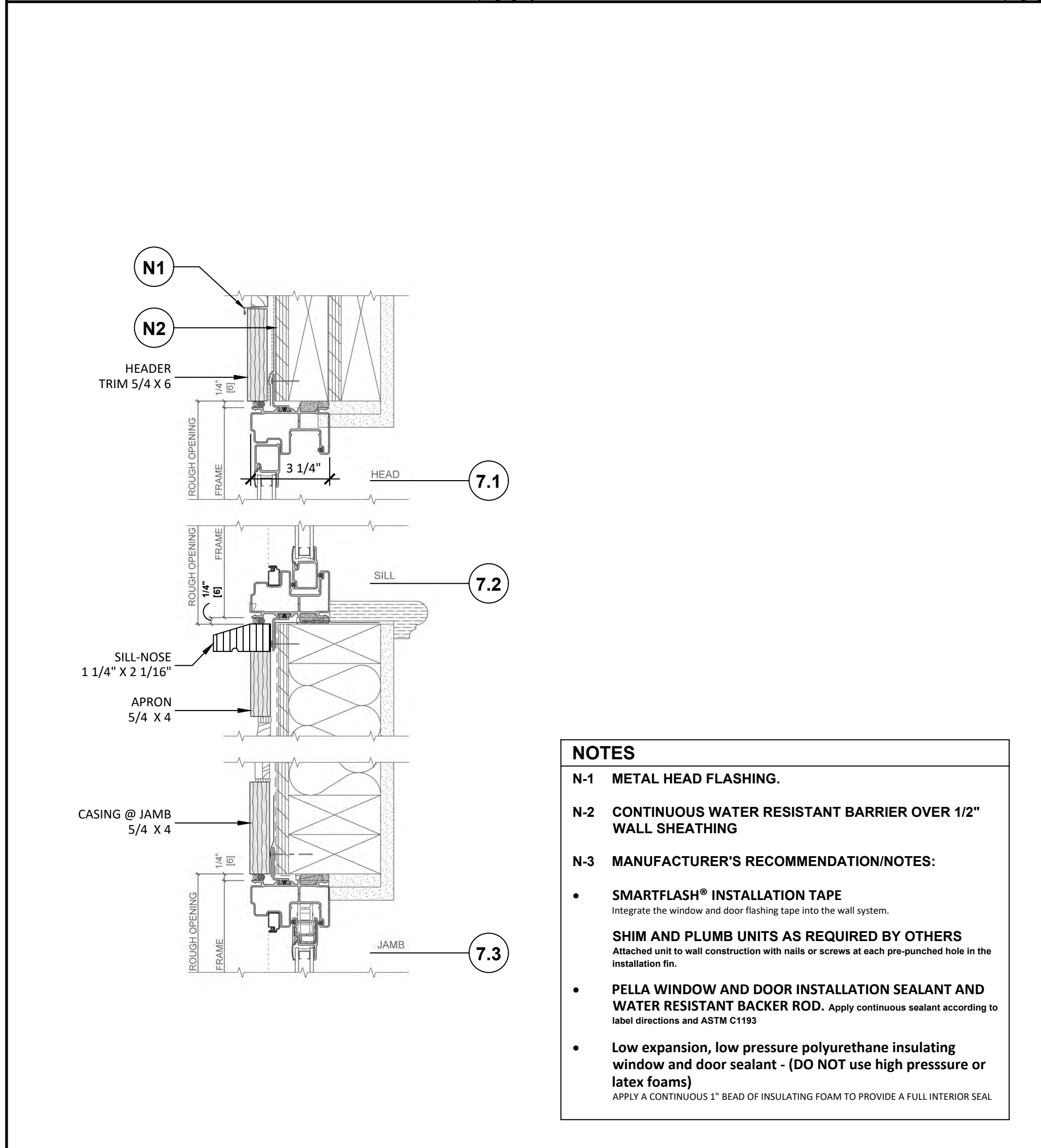
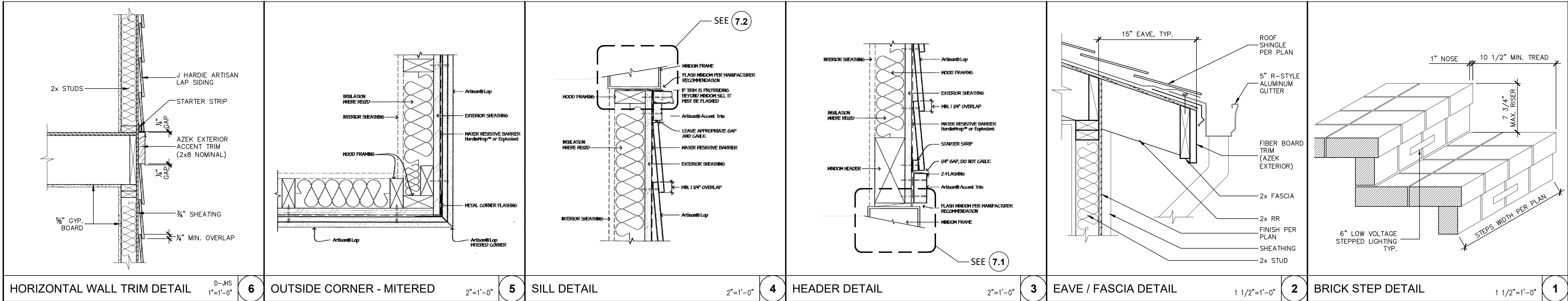
REVISIONS

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JOB NO.: 210824

EXISTING & NEW ELEVATIONS

A-3.1



PROPOSED RENOVATION TO EXISTING FIRST FLOOR AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

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JOB NO.: 210824

SECTIONS & DETAILS

A-4.0

1816 - NORTH NEIGHBOR



VIEW OF NORTH NEIGHBOR FROM SITE



1832 - SOUTH NEIGHBOR



VIEW OF NORTH NEIGHBOR FROM SITE

STREET VIEW OF SOUTH NEIGHBOR

SOUTH NEIGHBOR
1832 HANSCOM DR.



1817 Hanscom Dr
1 year ago



1824 Hanscom Dr
1 year ago

PROPOSED RENOVATION TO EXISTING FIRST FLOOR
AND TWO STORY ADDITION FOR:

MR. & MRS. MATTHEW TJAJADI

1824 HANSCOM DRIVE
SOUTH PASADENA, CA 91030

REVISIONS	
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JOB NO.: 210824

PERSPECTIVE VIEW
& CONTEXT

DOOR SCHEDULE

DOOR #	SIZE (W X L)	MATERIAL	OPERATION	TYPE	TEMPERED	EGRESS	EXT/INT	REMARKS
D1	3'-6" X 6'-8"	FIBERGLASS	D/A	(A)		X	EXT	CRAFTSMAN STYLE, SEE DOOR NOTE M2
D2	2'-6" X 6'-8"	WOOD	FLUSH	(A)			INT	
D3	2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	
D4	2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	
D5	2'-8" X 6'-8"	FIBREX	FLUSH	(A)			INT	
D6	2'-8" X 6'-8"	FIBREX	FLUSH	(A)			INT	
D7	(E) 2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	EXISTING
D8	(E) 2'-8" X 6'-8"	WOOD	POCKET	(B)			INT	EXISTING
D9	(E) 2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	EXISTING
D10	6'-0" X 6'-8"	WOOD CLAD	FRENCH	(C)	X	X	EXT	PROVIDE DOUBLE RETRACTABLE SCREEN SEE DOOR NOTE M1
D11	2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	LOUVERED, VENTED
D12	2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	
D13	2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	
D14	2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	
D15	2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	
D16	2'-8" X 6'-8"	1-HR RATE	FLUSH	(A)			EXT	
D17	3'-0" X 6'-8"	H. METAL	FLUSH	(A)			EXT	
D18	16'-0" X 7'-0"	H. METAL	ROLL-UP	(F)			EXT	SECTIONAL GARAGE DOOR. SEE NOTE M3
D19	(NOT USED)							
D20	(NOT USED)							
D21	5'-0" X 6'-8"	WOOD	DOUBLE	(E)			INT	
D22	2'-6" X 6'-8"	VINYL	FLUSH	(A)			INT	
D23	2'-8" X 6'-8"	WOOD	FLUSH	(A)			INT	
D24	6'-0" X 6'-8"	WOOD CLAD	FRENCH	(C)	X	X	EXT	PROVIDE DOUBLE RETRACTABLE SCREEN SEE DOOR NOTE M1
D25	2'-8" X 6'-8"	FIBREX	FLUSH	(A)		X	EXT	
D26	(NOT USED)							
D27	(NOT USED)							
D28	(NOT USED)							

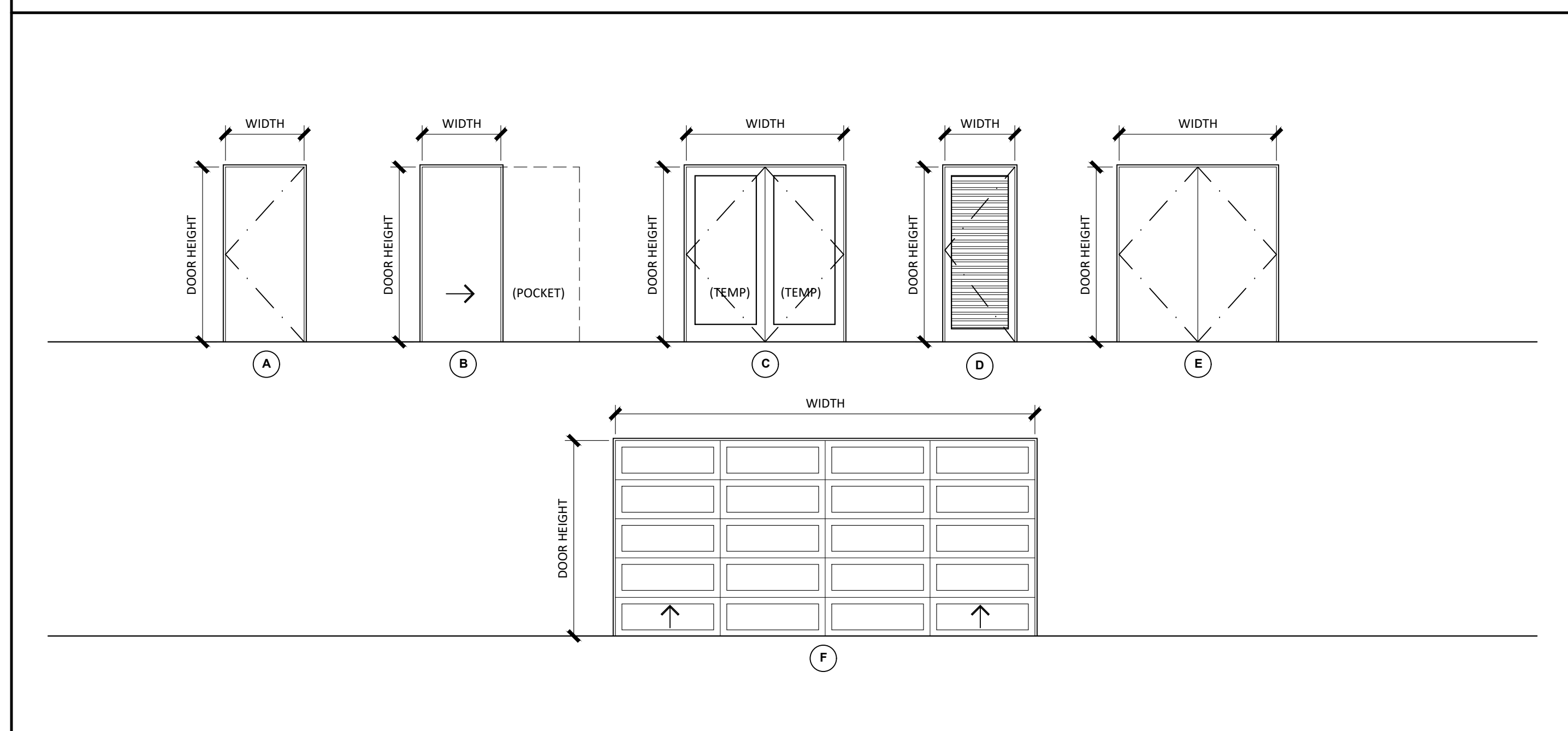
DOOR NOTES:

M1 MANUFACTURER: ANDERSON - A SERIES WOOD CLAD FRENCH PATIO DOOR DUAL PANE GLASS (LOW E4 SMART SUN GLASS /3.1 TEMPERED GLASS/ARGON FILL) NFRC , US ENERGY STAR V6.0 CERTIFIED, U FACTOR 0.29

M2 MANUFACTURER: JELD WEN - IWP - AURORA - FIBERGLASS SINGLE ENTRY DOOR / MAHOGANY GRAIN-CASHMERE FINISH ANTIQUE BOTH SIDES A 312 DOOR WITH X GLASS (NFRC-U FACTOR 0.31, SHGC 0.08, ENERGY STAR CERTIFIED)

M3 GARAGE DOOR MANUFACTURER: CLOPAY - LONG TRADITIONAL PANEL, CLASSIC STEEL W/HDP 13 -1-3/8" INTELICORE POLYURETHANE INSULATION - COLOR STANDARD WHITE SIZE: 16'-0" WIDE X 7'-0" HIGH

DOOR ELEVATIONS SCALE: 1/4" = 1'-0"



WINDOW SCHEDULE

WINDOW #	SIZE (W X L)	NEW	EXIST.	MATERIAL/FINISH/COLOR	OPERATION	TYPE	TEMPERED	EGRESS	GLAZING (N°)	REMARKS
W1	6'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	SLIDE/FIX	(C)			N1	
W2	1'-10 1/2" X 2'-6"	N		WOOD CLAD	FIX	(F)			N4	OVAL SHAPE
W3	9'-0" X 5'-0"	N		FIBERGLASS/N2/WHITE	CASEMENT/FIX	(B)			N1	
W4	6'-0" X 3'-0"	N		FIBERGLASS/N2/WHITE	SLIDE/FIX	(C)			N1	
W5	2'-0" X 1'-6"	N		FIBERGLASS/N2/WHITE	AWNING	(E)			N1	
W6	2'-0" X 1'-6"	N		FIBERGLASS/N2/WHITE	AWNING	(E)			N1	
W7	2'-0" X 1'-6"		EO	FIBERGLASS/N2/WHITE	AWNING	(E)	X		OBSCURE	
W8	3'-0" X 1'-6"		EO	FIBERGLASS/N2/WHITE	AWNING	(E)	X		OBSCURE	
W9	3'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	SLIDE	(A)	X		OBSCURE	
W10	3'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	SLIDE	(A)			N1	
W11	3'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	SLIDE	(A)			N1	
W12	5'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	SLIDE	(A)			N1	
W13	5'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	SLIDE	(A)			N1	
W14	8'-0" X 5'-0"	N		FIBERGLASS/N2/WHITE	CASEMENT/FIX	(B)			N1	
W15	2'-0" X 3'-0"	N		FIBERGLASS/N2/WHITE	CASEMENT	(D)			N1	
W16	5'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	SLIDE/FIX	(C)			N1	
W17	4'-6" X 1'-6"	N		FIBERGLASS/N2/WHITE	SLIDE	(A)	X		OBSCURE	
W18	4'-6" X 1'-6"	N		FIBERGLASS/N2/WHITE	SLIDE	(A)	X		OBSCURE	
W19	(NOT USED)									
W20	(NOT USED)									
W21	2'-6" X 3'-6"	N		FIBERGLASS/N2/WHITE	CASEMENT	(D)			N1	
W22	2'-6" X 3'-6"	N		FIBERGLASS/N2/WHITE	CASEMENT	(D)			N1	
W23	3'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	CASEMENT	(D)			N1	DARK BRONZE EXTERIOR/WHITE INTERIOR
W24	(NOT USED)									
W25	8'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	CASEMENT/FIX	(B)			N1	
W26	2'-6" X 3'-6"	N		FIBERGLASS/N2/WHITE	CASEMENT	(D)			N1	
W27	2'-0" X 3'-6"	N		FIBERGLASS/N2/WHITE	CASEMENT	(D)			N1	
W28	8'-0" X 3'-0"	N		FIBERGLASS/N2/WHITE	SLIDE/FIX	(C)			N1	
W29	5'-0" X 3'-0"	N		FIBERGLASS/N2/WHITE	SLIDE/FIX	(C)	X		OBSCURE	
W30	(NOT USED)									
W31	(NOT USED)									
W32	(NOT USED)									

WINDOW NOTES:

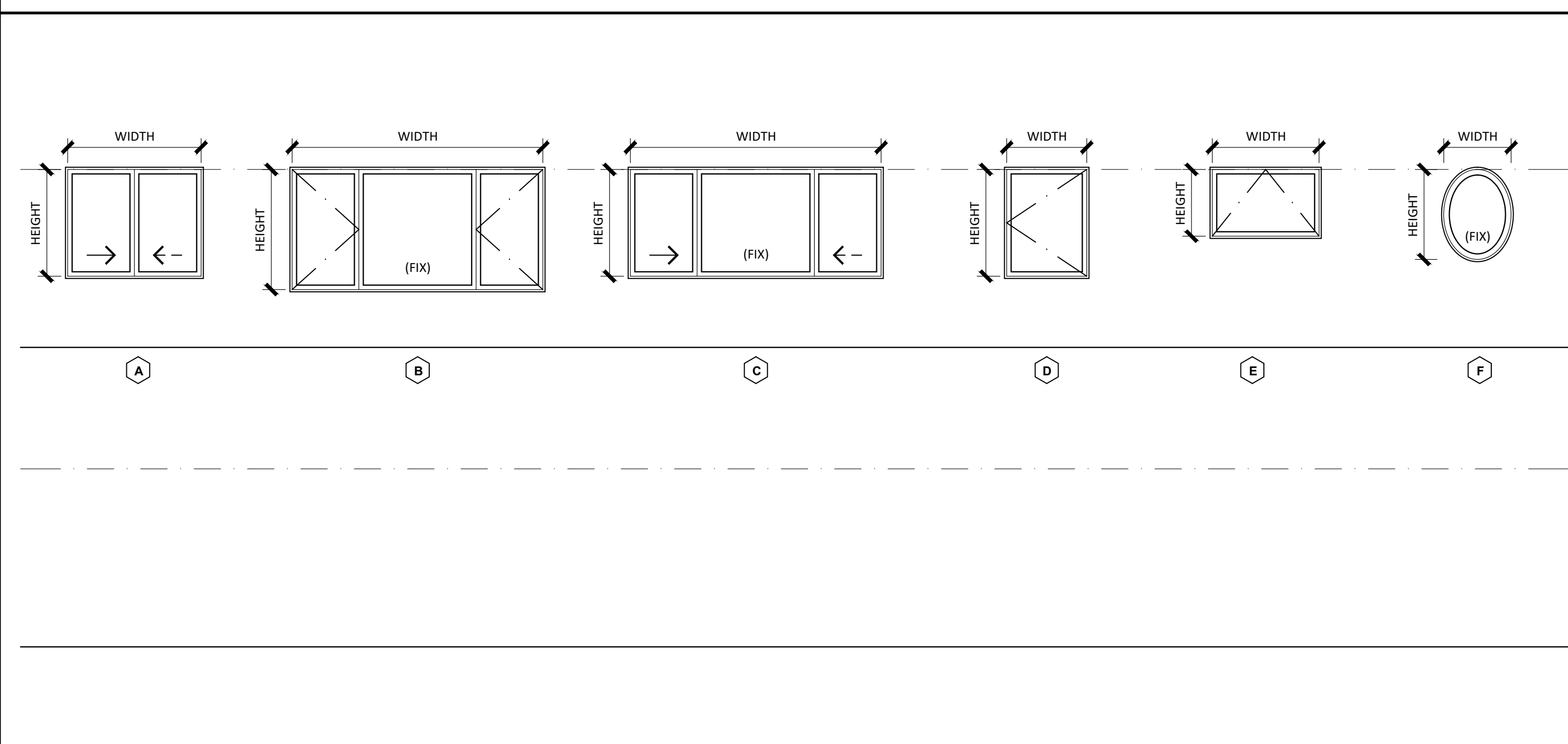
N1 DUAL PANEL / ARGON FILLED, ADVANCE SUN DEFENSE CARDINAL LOW E-IG, 11/16", U-FACTOR: 0.28 - 0.46

N2 POWDER COAT FACTORY FINISH (CERT.: AAMA 624)

N3 WINDOW MFG: PELLA-IMPERVIA (HALLMARK CERT., ENERGY STAR/TITLE 24)

N4 PELLA RESERVE TRADITIONAL / ALUM CLAD WITH ENDURA CLAD FINISH DUAL GLAZE 11/16 / OBSCURE ETCH GLAZING

WINDOW ELEVATIONS SCALE: 1/4" = 1'-0"





Design Review Board Agenda Report

ITEM NO. 8

MEETING

DATE: November 2, 2023

DATE OF REPORT:

October 26, 2023

FROM:

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

PREPARED BY:

Sandra Robles, Associate Planner

SUBJECT:

Project No. 2584-DRX & 2585-DRX/SGN – A request for a Design Review Permit (2584-DRX) for a façade remodel of an existing 61,086-square-foot shopping center located at 1101-1153 Fair Oaks Avenue (Assessor Parcel Numbers: 5315-004-066; 083; 084; 085). The proposed façade remodel will not include an increase of building square footage. The applicant is also requesting a Design Review Permit (2585-DRX/SGN) for a Master Sign Program at the renovated shopping center. Finding the project exempt under California Environmental Quality Act (CEQA), Section 15301, Class 1 (Existing Facilities) and Section 15311, Class 11 (Accessory Structures).

RECOMMENDATION

Staff recommends that the Design Review Board (DRB):

1. Finding the project exempt under California Environmental Quality Act (CEQA) Guidelines, Section 15301, Class 1 (Existing Facilities) and Section 15311, Class 11 (Accessory Structures).
2. Approve Project No. 2584-DRX, subject to Conditions of Approval (**Attachment 1**).
3. Approve Project No. 2585-DRX/SGN, subject to Conditions of Approval (**Attachment 2**).

BACKGROUND

The applicant submitted a Design Review Permit (DRX) application for a façade improvement on June 26, 2023. A second application for a Design Review Permit for a Master Sign Program (DRX/SGN) was submitted on August 23, 2023. The City is currently in the process of updating the General Plan to be consistent with the 2021-2029 (6th Cycle) Housing Element, which includes adopting a new Downtown Specific Plan (DTSP) to replace the Mission Street Specific Plan (MSSP), amend the Zoning Code and Zoning Map, create a Mixed-Use Overlay District and development standards, and update the Zoning Map. The subject property is slated to be rezoned as DTSP—intended to permit regional and community serving retail, office, cultural, and residential mixed-uses. At the time of writing this report, the proposed updates had not gone into effect, as such, the proposed projects were subject to the evaluation criteria at the time of submittal.

The subject site is a rectangular-shaped 172,106-square-foot (approx. 3.95 acres) lot bounded by Oxley Street to the north, Monterey Road to the south, Mound to the west, and Fair Oaks Avenue to the east. The subject site is within the Commercial General Zoning District, or CG zone, and is surrounded by residential uses to the west and commercial uses to the north, south, and east. **Figure 1**, on the following page, is an aerial image of the subject property and the surrounding neighborhood with the project site outlined in blue.

The subject site is currently developed with a 61,086-square-foot shopping center consisting of two buildings—one building is situated on the west side of the property, along Mound Avenue, and the second building is situated on the north side of the property, along Oxley Street—with 15 tenant spaces, which includes the former Vons store as an anchor tenant. The original building was constructed in 1978 and has undergone minor exterior modifications. The building located along Oxley Street was constructed in 1988.

Figure 1: Aerial



PROJECT DESCRIPTION

The applicant is requesting a Design Review Permit (2584-DRX) for a façade remodel of an existing 61,086-square-foot shopping center located at 1101-1153 Fair Oaks Avenue (Assessor Parcel Numbers: 5315-004-066; 083; 084; 085). The proposed façade remodel will not include an increase of building square footage and will include:

1. Modification of two commercial/retail buildings—the building abutting Mound Avenue is scheduled to undergo façade improvements to the front (east) and side (north and south) exterior building elevations; the building situated along

Oxley Street is scheduled to undergo façade improvements to the north, south, east, and west elevations;

2. Repaint of buildings;
3. New standing seam metal roofing;
4. A combination of new plaster and engineered wood fascia elements;
5. Tile cladding for existing columns;
6. Existing inline fascia will be brought forward to align with existing columns;
7. Corners fronting Monterey Road and Oxley Street will be capped with raised corner elements finished with composite wood siding;
8. Install new lighting on front building elevation;
9. Replace existing parking lot light fixture heads with new LED lights;
10. Interior tenant improvements, including adding a demising wall to divide the former Vons tenant space into two tenants spaces;
11. New screened cart storage proposed for the newly divided tenant space; and,
12. New trash enclosure.

A Design Review Permit, specifically Design Review Board process, is required for the façade improvement pursuant to Section 36.410.040(B)(1)(b) due to exterior impacts of commercial development.

The applicant is also requesting a Design Review Permit (2585-DRX/SGN) for a Master Sign Program at the renovated shopping center. The request includes:

1. Twenty-six (26) front-lit channel-letter wall signs;
2. Under canopy signs per tenant space;
3. Refurbished pylon sign;
4. Monument sign; and,
5. Window signs per tenant space.

A Design Review Permit, specifically Design Review Board process, is required for the proposed signage request pursuant to Section 36.320.030(C) of the South Pasadena Municipal Code (SPMC), as a Master Sign Plan shall be required when a proposed project includes the exterior redesign of more than 50 percent of the length of any façade.

PROJECT ANALYSIS

General Plan Consistency

The City is currently in the process of updating the General Plan to be consistent with the 2021-2029 (6th Cycle) Housing Element. The proposed projects were submitted in June 26, 2023 (Project No. 2584-DRX) and August 23, 2023 (Project No. 2585-DRX/SGN), as such, at the time of writing this report, the proposed updates had not gone into effect and proposed projects were subject to the evaluation criteria at the time

of submittal. The General Plan land use designation of the site is General Commercial, which provides for a variety of retail, service, office, automotive establishments, entertainment facilities, convenience goods and services to residents in the immediate neighborhood, and parking facilities. The project is located within the Fair Oaks Corridor focus area, more specifically within the Central District. The Central District is defined by Hope Street to the north, Monterey Road to the south, Brent Street to the east, and Mound Avenue to the west. The Central District was a formally adopted redevelopment project area and is not subject to the City's adopted Commercial Design Guidelines, as the Community Redevelopment Agency of South Pasadena (CRA), adopted design guidelines specifically for the Central District (**Attachment 3**).

The proposed project proposes interior and exterior improvements to an existing retail shopping center and does not change the intended use; therefore, the proposed project is consistent with the General Plan.

Zoning Code Compliance & Development Standards

The subject property is located within the Commercial General (CG) Zoning District, which is applied to areas appropriate for a wide range of commercial retail and service land uses. The proposed project conforms to the development standards in the CG Zone in that the project complies with the standards required for building height, lot coverage, parking, and setbacks. No additional square footage or height is proposed.

Design Review

The purpose of the Design Review process is to ensure that the proposed site layout and building design are suitable and compatible with the City's design standards. The project can be supported based on adhering to the City's development standards and the design standards adopted as part of the CRA, as the project is not proposing to add to the existing building footprint and is not proposing to increase height. The following are improvements to the proposed project that are subject to Design Review:

Façade Improvement:

The existing building along the west side of the property has brick cladding and consists of brick columns with a clay-tiled canopy roof and wood fascia (see **Attachment 4** to view the **Architectural Plans for the Façade Improvement**). The proposed project will remove the existing clay-tiled roof and replace it with a standing seam metal roof in slate gray, the columns will be cladded in porcelain tile in a light gray color (see **Figures 2 and 3** on the following page).

Figure 2: Existing Building with Clay-tiled Roof, Wood Fascia, and Brick Columns



Figure 3: Proposed Façade Improvement with Metal Roof, Tile-Cladded Columns, and Plaster Façade



The applicant is also proposing to extend the fascia to meet the face of the existing columns. This will allow the new roof to extend over the existing sloped column “shoulders” simplifying the face of the canopy (see **Figures 4, 5, and 6**).

Figure 4: Image of Existing “Shoulder” Columns



Figure 5: Redesigned Anchor Tenant Fascia

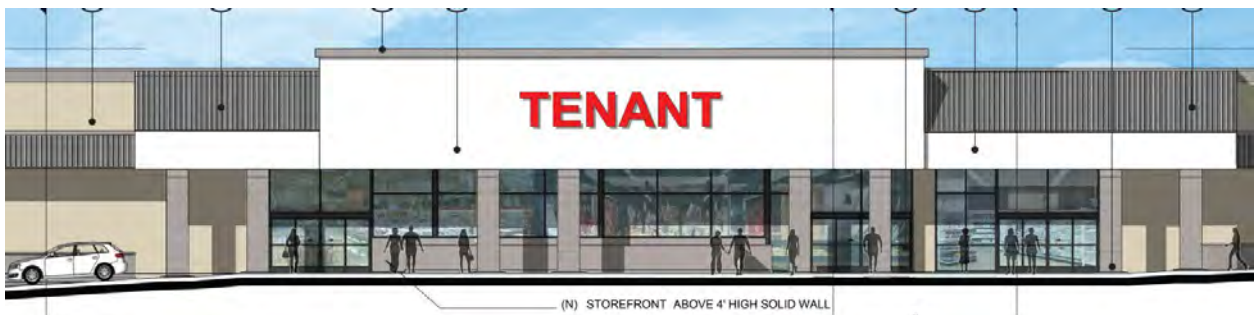
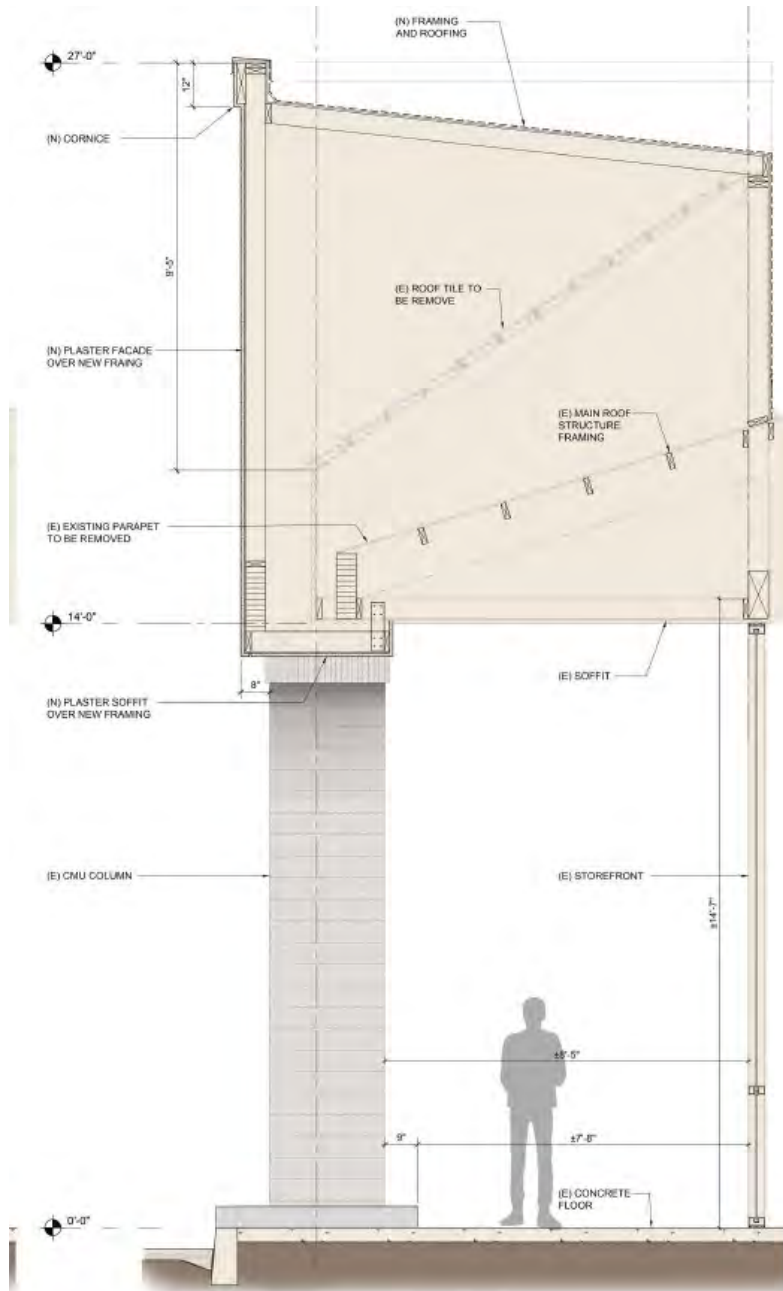


Figure 6: Cross-Section of the Fascia aligning with the face of the Column



The ends of the retail buildings fronting Monterey Road and Oxley Street will be capped with raised corner elements finished with composite wood siding in a weathered teak color. The corner elements will provide a transition from the sloped canopy to a more vertical parapet (see **Figures 7 and 8**).

Figure 7: Existing Façade Fronting Monterey Road

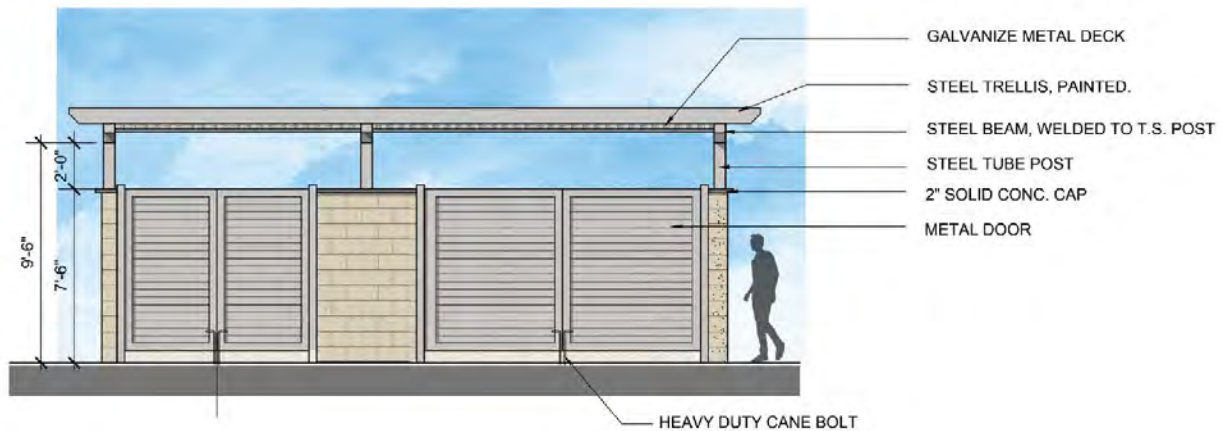


Figure 8: Proposed Façade Fronting Monterey Road



The proposed project includes interior modifications, that will result in adding a demising wall at the former Vons tenant space, this will create an additional tenant space. To accommodate the new tenant, the applicant is proposing to include a new trash enclosure at the southwest corner of the subject property (see **Figure 9**).

Figure 9: Trash Enclosure



Master Sign Program:

The applicant is proposing a Master Sign Program that encompasses a sign vision for the existing multi-tenant retail shopping center (see **Attachment 5** to view the **Architectural Plans for the Master Sign Program**). The Master Sign Program identifies locations and maximum sizes for tenant identification signs on each building face. The requested signs include the following:

- A. Wall Mounted Signs: A sign which is attached to the exterior wall of a structure with the display surface of the sign approximately parallel to the building wall (see **Figure 10**). In accordance with the South Pasadena Municipal Code, Section 36.320.070, **Table 1**, on the following page, provides standards for the proposed wall signs. The twenty-six (26) wall signs proposed are identified on the Master Sign Program Site Plan (**Figure 11**). The proposed wall signs are front-lit channel letters with a maximum of a five-inch projection.

Figure 10: Example of a front-lit wall sign



Table 1: Sign Development Standards for Wall Signs

	Allowed	Proposed
Number of Signs Allowed	3 of any combination of allowed sign type per <i>primary</i> building frontage.	Only wall signs are proposed for primary frontage.
	1 of any combination of allowed sign type per <i>secondary</i> building frontage.	1 wall sign and the proposed for secondary frontage.
Maximum Sign Area	<ul style="list-style-type: none"> • 1 sq. ft. per each linear foot of building frontage • No more than 200 sq. ft. allowed for each use • Not to exceed 7% of the building façade 	See Figure 12 to view calculations per proposed signage.
Sign Location	<ul style="list-style-type: none"> • Not project above the eave line or the edge of the roof of a building • Not to interfere with the operation of a window or door • At least 1 foot below the top of the parapet 	Signs meet the sign location criteria.
Sign Projection	Does not project more than 12 inches from the building surface	5 inches
Maximum Logo & Letter Height	No limit if it doesn't exceed the allowable area	See Figure 12 to view calculations per proposed signage.
Maximum Sign Length	No limit if it doesn't exceed the allowable area	See Figure 12 to view calculations per proposed signage.

Figure 11: Master Sign Program Site Plan

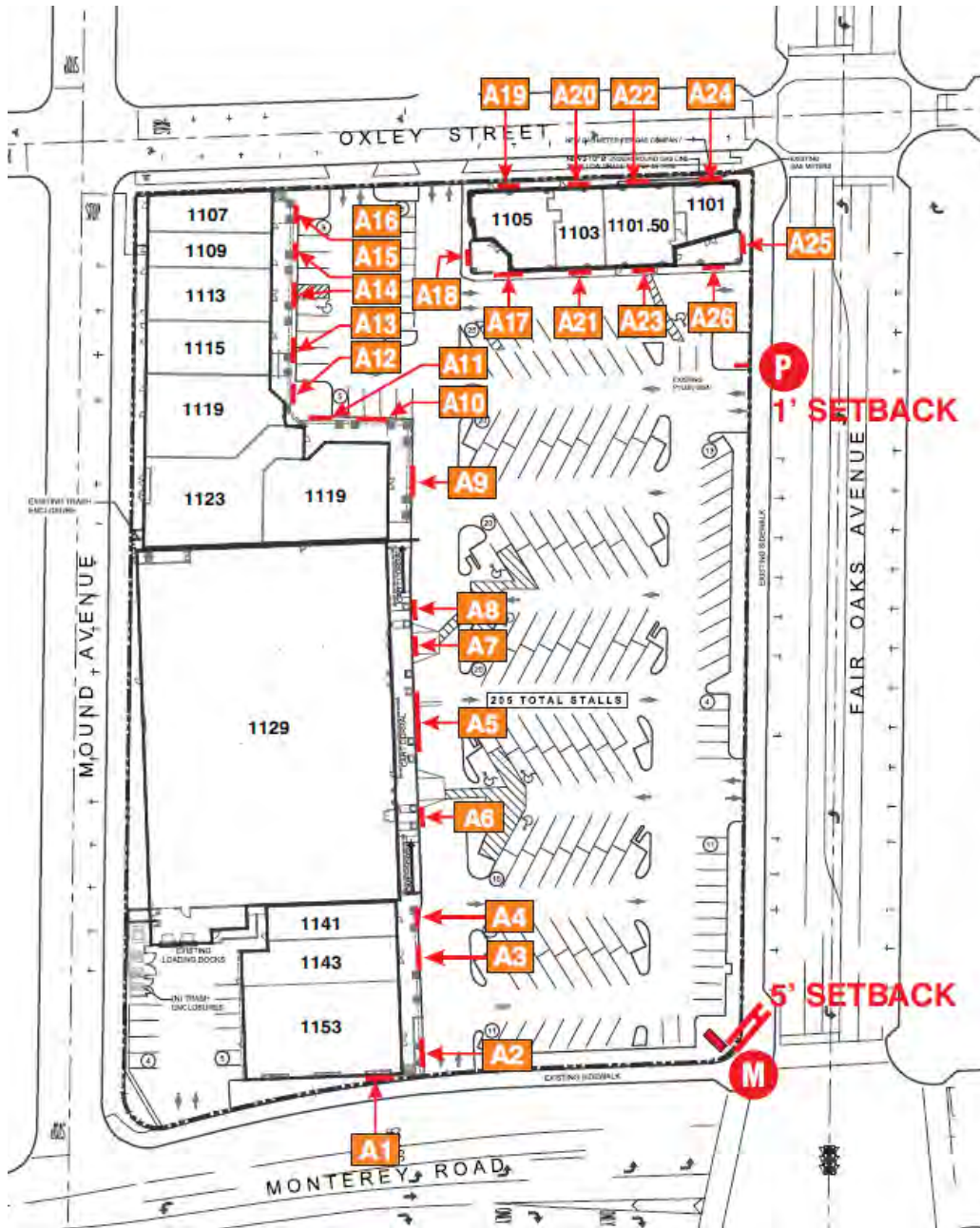


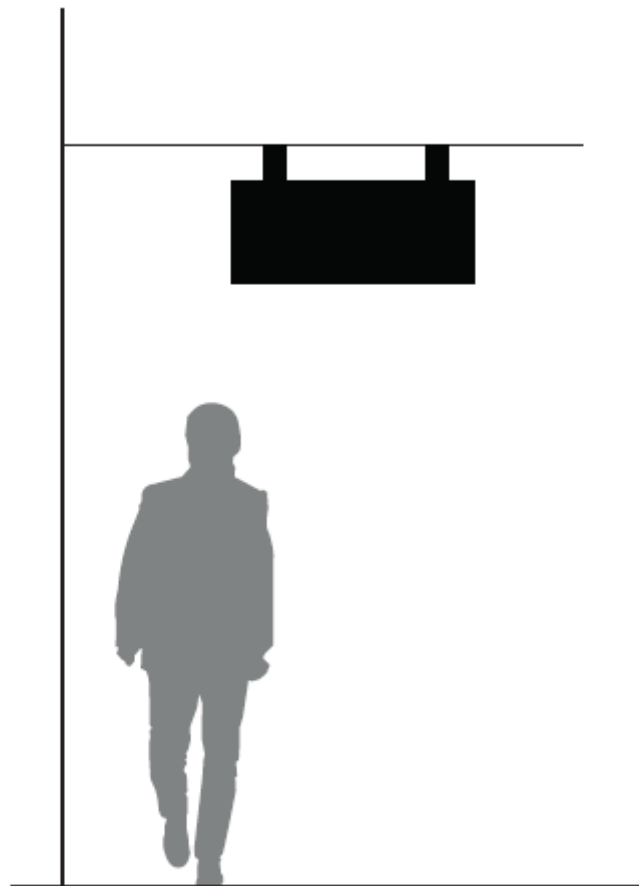
Figure 12: Sign Matrix

SIGN ID	SIGN TYPE	UNIT	LOCATION	MAX QUANTITY	MAX LENGTH	MAX HEIGHT	MAX SQUARE FOOTAGE	LEASED FRONTAGE
A1	WALL SIGN FACE-LIT CHANNEL LETTERS	1153	MONTEREY ROAD	1	23'-0"	4'-0"	52.5	52'-6"
A2	WALL SIGN FACE-LIT CHANNEL LETTERS	1153	FAIR OAKS AVENUE	1	17'-3"	4'-0"	88	88'-0"
A3	WALL SIGN FACE-LIT CHANNEL LETTERS	1143	FAIR OAKS AVENUE	1	18'-0"	2'-6"	24	24'-0"
A4	WALL SIGN FACE-LIT CHANNEL LETTERS	1141	FAIR OAKS AVENUE	1	15'-3"	2'-6"	20.3	20'-4"
A5	WALL SIGN FACE-LIT CHANNEL LETTERS	1129	FAIR OAKS AVENUE	1	33'-4"	6'-0"	200	200'-0"
A6*	WALL SIGN FACE-LIT CHANNEL LETTERS	1129	FAIR OAKS AVENUE	1	16'-0"	1'-6"	24	200'-0"
A7*	WALL SIGN FACE-LIT CHANNEL LETTERS	1129	FAIR OAKS AVENUE	1	12'-0"	1'-6"	18	200'-0"
A8*	WALL SIGN FACE-LIT CHANNEL LETTERS	1129	FAIR OAKS AVENUE	1	12'-0"	1'-6"	18	200'-0"
A9	WALL SIGN FACE-LIT CHANNEL LETTERS	1127	FAIR OAKS AVENUE	1	20'-0"	2'-6"	54	54'-0"
A10	WALL SIGN FACE-LIT CHANNEL LETTERS	1123	OXLEY STREET	1	20'-0"	2'-6"	47	47'-0"
A11	WALL SIGN FACE-LIT CHANNEL LETTERS	1123	OXLEY STREET	1	16'-0"	2'-6"	20	20'-0"
A12	WALL SIGN FACE-LIT CHANNEL LETTERS	1119	FAIR OAKS AVENUE	1	16'-0"	2'-6"	27.33	27'-4"
A13	WALL SIGN FACE-LIT CHANNEL LETTERS	1115	FAIR OAKS AVENUE	1	22'-0"	2'-6"	29.5	29'-6"
A14	WALL SIGN FACE-LIT CHANNEL LETTERS	1113	FAIR OAKS AVENUE	1	22'-0"	2'-6"	29.5	29'-6"
A15	WALL SIGN FACE-LIT CHANNEL LETTERS	1109	FAIR OAKS AVENUE	1	14'-6"	2'-6"	19.5	19'-6"
A16	WALL SIGN FACE-LIT CHANNEL LETTERS	1107	FAIR OAKS AVENUE	1	13'-6"	4'-0"	24.5	24'-6"
A17	WALL SIGN FACE-LIT CHANNEL LETTERS	1105	MONTEREY ROAD	1	23'-0"	4'-0"	45.7	45'-9"
A18	WALL SIGN FACE-LIT CHANNEL LETTERS	1105	MOUND AVENUE	1	18'-0"	4'-0"	46	46'-0"

SIGN ID	SIGN TYPE	UNIT	LOCATION	MAX QUANTITY	MAX LENGTH	MAX HEIGHT	MAX SQUARE FOOTAGE	LEASED FRONTAGE
A19	WALL SIGN FACE-LIT CHANNEL LETTERS	1105	OXLEY STREET	1	23'-0"	2'-6"	45.7	45'-9"
A20	WALL SIGN FACE-LIT CHANNEL LETTERS	1103	OXLEY STREET	1	20'-0"	2'-6"	27.5	27'-6"
A21	WALL SIGN FACE-LIT CHANNEL LETTERS	1103	MONTEREY ROAD	1	20'-0"	2'-6"	37.5	27'-6"
A22	WALL SIGN FACE-LIT CHANNEL LETTERS	1101.5	OXLEY STREET	1	20'-0"	2'-6"	39.6	39'-8"
A23	WALL SIGN FACE-LIT CHANNEL LETTERS	1101.5	MONTEREY ROAD	1	20'-0"	2'-6"	39.6	39'-8"
A24	WALL SIGN FACE-LIT CHANNEL LETTERS	1101	OXLEY STREET	1	23'-0"	2'-6"	36	36'-0"
A25	WALL SIGN FACE-LIT CHANNEL LETTERS	1101	FAIR OAKS AVENUE	1	17'-6"	4'-0"	46	46'-0"
A26	WALL SIGN FACE-LIT CHANNEL LETTERS	1101	OXLEY STREET	1	23'-0"	4'-0"	45.7	45'-9"

- B. Canopy Sign: A pedestrian-oriented sign that is suspended from the underside of a canopy. The lowest point of the sign shall be at least eight (8) feet above grade and shall not be internally illuminated. The canopy sign lettering shall not exceed eight (8) inches in height. The Master Sign Program will allow each tenant to include one canopy sign per retail area (see **Figure 13**).

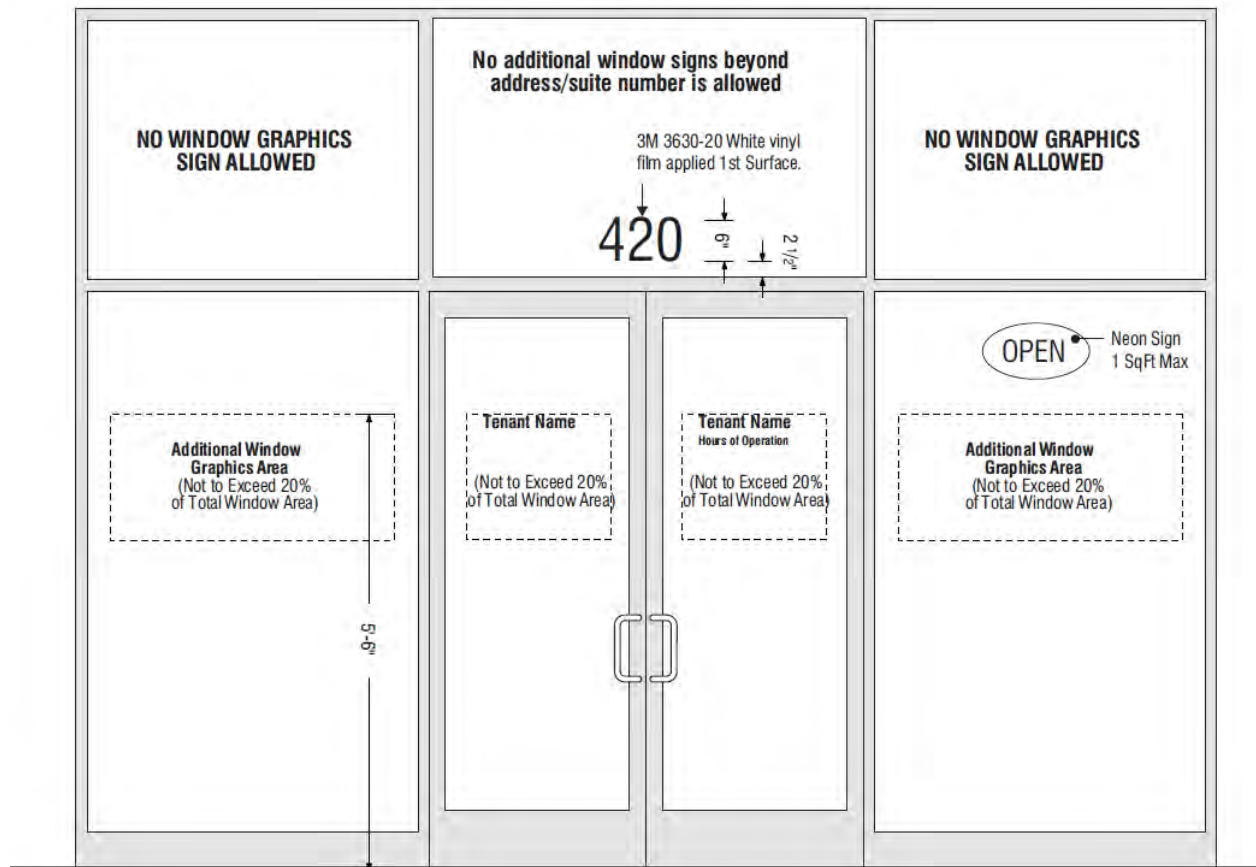
Figure 13: Canopy Sign



**Canopy Sign
(Suspended)**

- C. Window Signs: Shall consist of individual letters, logos, or symbols applied to the glass surface; however, neon signs with transparent backgrounds may be hung inside the window glass line. Permanent window signs shall not occupy more than 20 percent of the total window area. The Master Sign Program will allow each tenant to include window signage.

Figure 14: Window Signs



- D. Monument Sign: A large free-standing sign that sits at ground level. The monument sign may be placed only on a site frontage adjoining the public street and shall not project over public property, vehicular easements, or rights-of-way. The applicant is proposing to replace the existing wood monument sign will replace it with a monument sign that includes an aluminum tube frame, and the base is to have a porcelain tile to match the center. The sign will be illuminated.

Figure 15: Existing Monument Sign

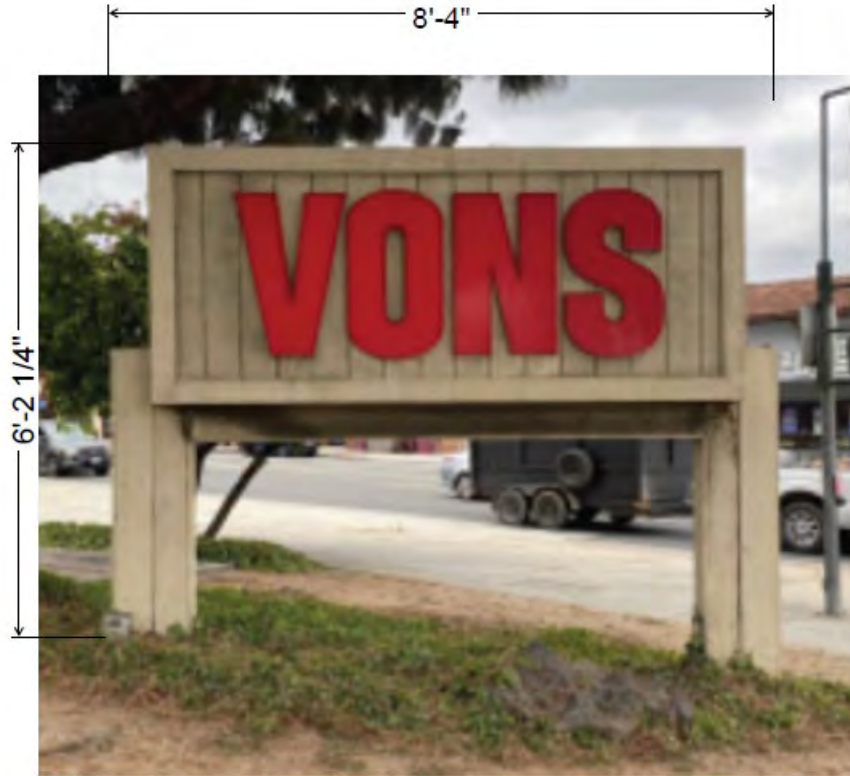
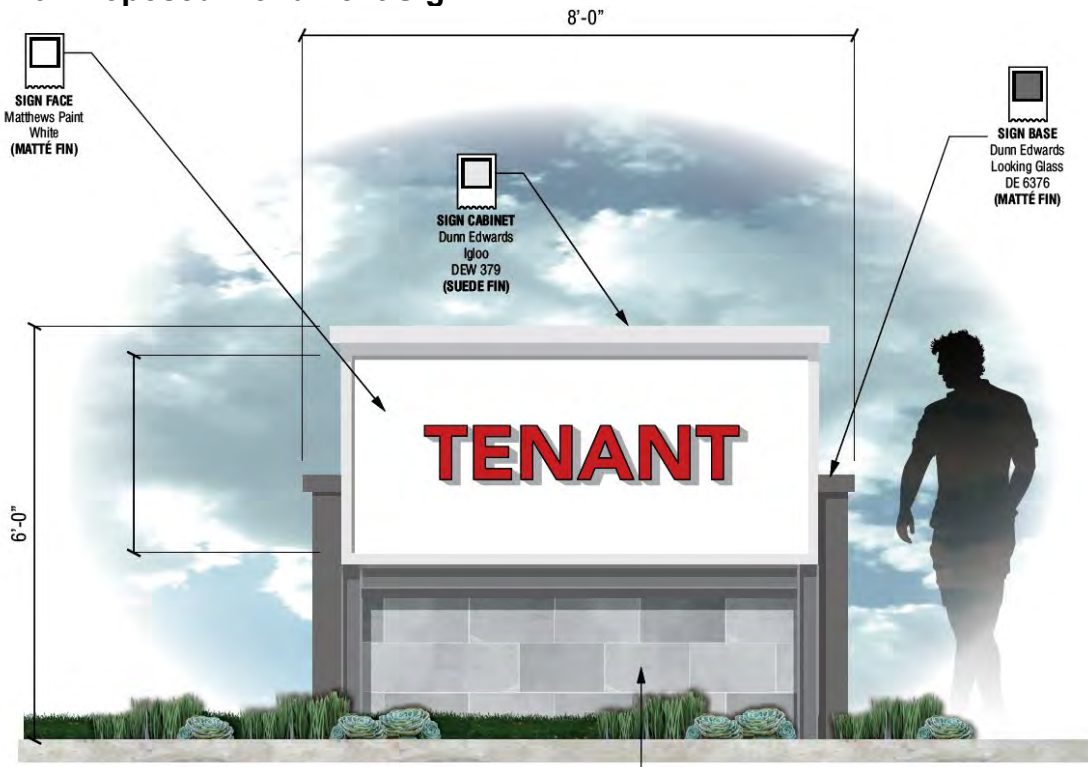


Figure 16: Proposed Monument Sign

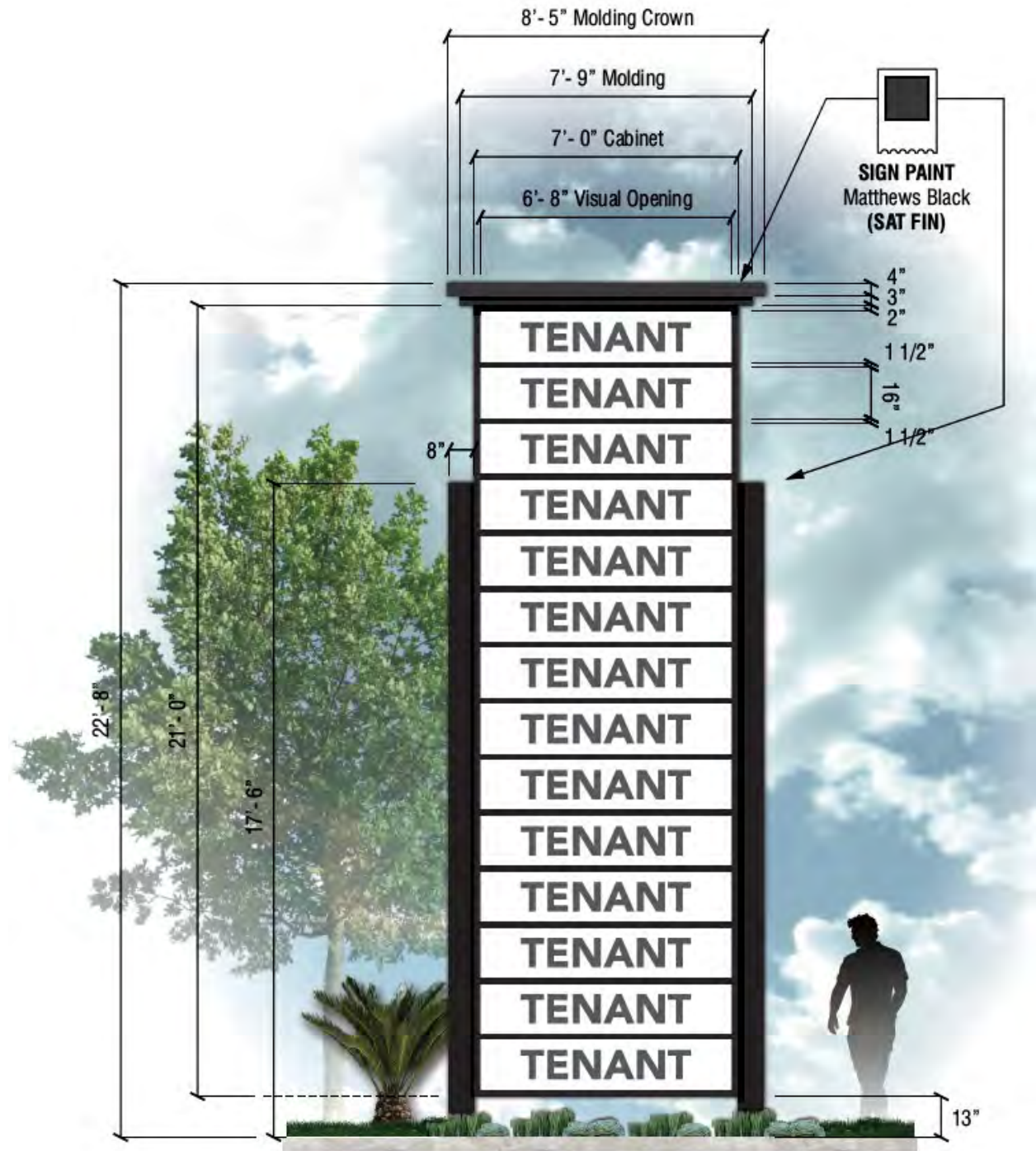


- E. Pylon Sign: A free-standing vertical sign that displays all tenants within the shopping center. The existing pylon sign will be refurbished and will include a new aluminum top tube frame. Sign faces will be white acrylic with vinyl overlay and illumination is to be white LED.

Figure 17: Existing Pylon Sign



Figure 18: Refurbished Pylon Sign



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 consists of the operation, repair, maintenance, permitting, leasing, licensing, or alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.. Section 15311, Class 11 (Accessory Structures) consists of construction, or replacement of minor structures accessory to existing commercial facilities.

FINDINGS

Design Review Required 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);*

Façade Improvement:

The City is currently in the process of updating the General Plan to be consistent with the 2021-2029 (6th Cycle) Housing Element. At the time of writing this report, the proposed updates had not gone into effect and proposed projects were subject to the evaluation criteria at the time of submittal. The General Plan land use designation of the site is General Commercial which provides for a variety of retail, service, office, automotive establishments, entertainment facilities, convenience goods and services to residents in the immediate neighborhood, and parking facilities. The project is within the Central District of the Fair Oaks focus area. The project proposal for façade improvements does not change the use; therefore, the project is consistent with the General Plan.

Master Sign Program:

The City is currently in the process of updating the General Plan to be consistent with the 2021-2029 (6th Cycle) Housing Element. At the time of writing this report, the proposed updates had not gone into effect and proposed projects were subject to the evaluation criteria at the time of submittal. The project site has a General Plan land use designation of General Commercial. General Plan policies for this land use designation specify this land use category for retail and commercial uses. The proposed Master Sign Program does not include a change to the existing use.

- 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;*

Façade Improvement:

The project site will continue to be utilized as a commercial/retail shopping center. No changes are proposed for the function or activities of the site. The proposed exterior remodel will not affect the site, rather the changes proposed are intended to enhance pedestrian activity, which will be a benefit to the neighborhood.

Master Sign Program:

The project site will continue to be occupied by retail tenants; no changes are proposed for the function or activities of the site. The proposed signage will enhance visibility of the business and create a uniform standard of signage, which will be a benefit to the neighborhood and the business.

- 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,*

Façade Improvement:

The existing character of the surrounding neighborhood consists of a variety of single-story commercial buildings and multi-family residences (west) of various architectural styles. The project proposes the interior and exterior remodel of an existing retail shopping center. The exterior remodel includes repainting all facades, replacing the existing clay-tile roof with a seam metal roof, add a combination of new plaster and engineered wood fascia elements, add tile cladding to the existing columns, reposition the existing fascia to align with the existing columns, and adding a new trash enclosure. The material palette includes tile, brick, metal, and composition wood. The earth tone color palette is used to harmonize with the surrounding neighborhood buildings. The overall design of the shopping center will maintain an attractive, harmonious, and orderly development.

Master Sign Program:

The existing character of the surrounding neighborhood consists of a variety of single-story commercial buildings and two-story multi-family residential buildings (west). The project proposes to create a uniform standard for future signage, that complements the proposed remodel. The updated signage will create an

attractive, harmonious, and is in keeping with orderly development as contemplated by this Section, and the General Plan.

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.*

Façade Improvement:

The project proposes to update the existing shopping center by replacing the existing clay-tile roof to a seam metal roof, add a combination of new plaster and engineered wood fascia elements, add tile cladding to the existing columns, reposition the fascia to align with the existing columns, and add a new trash enclosure. The entire shopping center will be repainted in an earth tone color palette to harmonize with the surrounding neighborhood; thus, the proposed project would provide a desirable environment for its occupants and neighbors, and is aesthetically of good composition, materials, and texture that would remain aesthetically appealing with a reasonable level of maintenance and upkeep.

Master Sign Program:

The project proposes to add updated signage that complements the proposed remodel of shopping center. Thus, the new signage will add to a more desirable environment for its clientele, the neighborhood, and is aesthetically of good composition, materials, and texture that would remain aesthetically appealing with a reasonable level of maintenance and upkeep.

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.

PUBLIC NOTICING

Hearing notices were sent to all properties within a 300-foot radius on October 19, 2023. A Public Hearing Notice was published on October 20, 2023 in the South Pasadena Review. 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

At the time of writing this report, staff has not received public comments regarding this project.

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 – Project No. 2584-DRX
2. Conditions of Approval – Project No. 2585-DRX/SGN
3. Community Redevelopment Agency of South Pasadena (CRA), Adopted Design Guidelines for the Central District
4. Architectural Plans – Façade Improvement
5. Architectural Plans – Master Sign Program

ATTACHMENT 1

Conditions of Approval

Project No. 2584-DRX (Façade Improvement)

CONDITIONS OF APPROVAL Design Review Permit

**PROJECT NO. 2584 – DRX (Façade Improvement)
1101-1153 Fair Oaks Avenue (APN: 5315-004-066; 083; 084; 085)**

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 November 2, 2023:

Design Review Permit (DRX) for façade improvements to an existing shopping center, consisting of:

1. Repainting all buildings;
2. Replacing roof to seam metal roofing;
3. A combination of new plater and engineered wood fascia elements;
4. Tile cladding for existing columns;
5. Existing inline fascia will be brought forward to align with existing columns;
6. Corners fronting Monterey Road and Oxley Street will be capped with raised corner elements finished with composite wood siding;
7. Replace existing parking lot light fixtures with new LED lighting;
8. Interior tenant improvements, including adding demising wall to split the former Vons tenant space (1129 Fair Oaks Avenue) into two tenant spaces;
9. New screened cart storage proposed for the newly dividing tenant space; and,
10. New trash enclosures.

Note: As a convenience to the applicant, the development requirements from applicable Departments/Agencies are listed herein – The Planning Division will issue Conditions upon the time when the application is deemed complete. 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-

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. This approval and all rights hereunder shall terminate within 12 months of the effective date of approval by the Design Review Board unless otherwise conditioned and/or unless action is taken to secure Building Permits and maintain active Building Permits with the Building Division beginning with the submittal of the plans for Plan Check review.
- P3. 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.

- P4. 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.
- P5. 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 Design Review 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.
- P6. 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.
- P7. 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.
- P8. During construction, the clearing, grading, earth moving, or excavation operations that cause excessive fugitive dust emissions shall be controlled by regular water or other dust preventive measures using the following procedures:
- a. All material excavated or graded shall be sufficiently watered to prevent excessive amounts of dust. Watering shall occur at least twice daily with complete coverage, preferable in the late morning and after work is done for the day;
 - b. All material transported on-site or off-site shall be either sufficiently watered or securely covered to prevent excessive amounts of dust;
 - c. The area disturbed by clearing, grading, earth moving, or excavation operations shall be minimized so as to prevent excessive amounts of dust; and
 - d. Visible dust beyond the property line emanating from the project shall be prevented to the maximum extent feasible.
- P9. A construction sign with contact information for the contractor shall be clearly posted on-site during construction.
- P10. Any proposed revision to the approved plans shall require review and approval by the Community Development Department prior to construction. The Community Development Department may refer the proposed revision to the Design Review Board or Design Review Board Chair for approval.
- P11. In accordance with SPMC, Section 36.395, Public Art Development, the applicant shall make a one-half percent in lieu payment towards the public art fund. The public art development fee will be collected in two installments: (a) 50 percent of the total public development fee shall be collected prior to issuing the building permits; and (b) 50 percent of the total public art development fee shall be collected prior to issuing the certificate of occupancy.

BUILDING DIVISION:

- B1. The second sheet of building plans is to list all conditions of approval and to include a copy of the Planning 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 permit issuance
- B3. Fees shall be paid to the County of Los Angeles Sanitation District prior to issuance of the building permit.
- B4. A separate address required for newly created tenant space(s). An application to assign address and unit numbers shall be filed with Public Works Department prior to plan check submittal.
- B5. In accordance with paragraph 5538(b) of the California Business and Professions Code, plans are to be prepared and stamped by a licensed architect.
- B6. Structural calculations prepared under the direction of an architect, civil engineer or structural engineer shall be provided.
- B7. A drainage plan shall be approved prior to issuance of the building permit should the proposed landscaping alters the existing drainage patterns.
- B8. Stormwater Planning Program LID Plan Checklist (MS4-1 Form) completed by Engineer of Record shall be copied on the first sheet of Grading Plans. The form can be found at the following link

<https://www.dropbox.com/s/5p4yf08beipzyot/SP%20MS4-1%20LID%20Determination%20Form.pdf?dl=0>
- B9. All State of California disability access regulations for accessibility shall be complied with.
- B10. The placement of the shopping cart corral shall not obstruct the minimum clear width of the accessible route along the walk/ramp underneath the canopy.
- B11. Project shall comply with the CalGreen Nonresidential mandatory requirements.
- B12. Separate plan review and permit is required for each detached structure, including trash enclosure and monument signs.

DEPARTMENT OF PUBLIC WORKS:

- PW1. The applicant shall obtain City approval for any modifications or revisions to the approval of this project. Deviations not identified on the plans may not be approved by the City, potentially resulting for the project to be redesigned/resubmitted.

- PW2. 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. Additional plan check fees shall apply beyond two reviews. 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.
- PW3. Fair Oaks Avenue, Monterey Road, Oxley Street and Mound Avenue shall be photographed and video recorded before the start of construction and after construction for assessing the damage caused to the street by construction related activity. The applicant will be responsible to restore the public right-of-way to its original condition and to the satisfaction of the City Engineer. These video recordings and photographs shall be submitted to the City before the start of the project and immediately upon completion of the project.
- PW4. The applicant shall replace all broken, damaged, or out-of-grade sidewalk and driveway approaches to the satisfaction of the City Engineer. 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).
- PW5. The applicant shall bring the existing parkway adjacent to the property on Fair Oaks Avenue, Monterey Road, Oxley Street and Mound Avenue up to current standards per SPMC Section 31.48.
- PW6. 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.
- PW7. Show all existing and proposed trees, including size and species, and indicate their disposition. If any trees (12" in diameter or greater and/or native trees) are to be removed, 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 site, the applicant shall note on the plans methods of protecting existing trees during construction.
- PW8. The proposed building structure shall not be constructed within critical root zone area of any trees. For native and protected species, use the tree trunk's diameter measured at breast height (DBH) (X5) as the minimum critical root mass. For non-native and protected species, use the tree's DBH (X3) as the minimum critical root mass.
- PW9. 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. All street closures will require an encroachment permit from the Public Works Department. Street closures are only allowed between 9:00 am and 3:00 pm.

Whenever there will be a street closure exceeding thirty minutes in duration, the applicant shall provide written notification about the street closure to all impacted businesses and resident at least 48 hours in advance of the street closure.

- PW10. No overnight storage of materials or equipment within the public right-of-way shall be permitted.
- PW11. 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 dumpster permit from the Public Works Department.
- 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 obtain an encroachment permit from the Public Works Department for any work proposed within the public right-of-way.

FIRE DEPARTMENT:

- FD1. All construction must comply with all appropriate fire protection installation standards as adopted by the City of South Pasadena Fire Department.
- FD2. Shall comply with all current 2022 adopted California Building Code, California Fire Codes, NFPA's and South Pasadena Municipal Code. Requirements are based on occupancy classification.
- FD3. Any modification to any existing Fire Sprinkler System, Kitchen Hood System, Fire Alarm System, Dedicated Fire Line (Underground) shall be submitted to the City for approval.
- FD4. Water supply for buildings equipped with an automatic sprinkler system. For buildings equipped with an approved automatic sprinkler system, the water supply shall be capable of providing the greater of:
 - a. The automatic sprinkler system demand, including hose stream allowance.
 - b. The required fire flow. B105.3
- FD5. Fire Flow the flow rate of a water supply, measured at 20 psi residual pressure, that is available for firefighting. Fire flow requirements for buildings or portions of buildings and facilities shall be determined by an approved method or Appendix B. (507.3)
- FD6. Required water supply. An approved water supply capable of supplying the required fire flow for fire protection shall be provide to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction. (507.1 CFC)
- FD7. Water Supply Test. The fire code official shall be notified prior to the water supply test. Water supply test shall be witnessed by the fire code official and approved documentation of

the test shall be provided to the fire code official prior to the final approval of the water supply system. (507.4 CFC)

- FD8. Fire Alarm required. Submit plans to City for approval (manual and automatic). An approved fire alarm system installed in accordance with the provisions of this code and NFPA 72 shall be provided in new and existing buildings and structures.
- FD9. Central Station Service Alarm Systems. Alarm systems used to provide central station service shall comply with the general requirements and the use requirements of Section 26.3. (NFPA 72).
- FD10. Exits. Exits shall comply with Sections 1022 through 1027 and the applicable requirements of Sections 1003 through 1015. An exit shall not be used for any purpose that interferes with its function as a mean of egress. Once a given level of exit protection is achieved, shall level of protection shall not be reduced until arrival at the exit discharge. Exit shall be continuous from the point of entry into the exit to the exit discharge.
- FD11. Fire Apparatus access. Roads shall have an unobstructed width of no less than 20 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches exclusive of shoulders, except for an approved security gate in accordance with Section 503.6 of the California Fire Code.
- FD12. Address Identification. 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.
- FD13. Knox Box required. Where access to or within a structure or an area is restricted because of secure openings or where immediate access is necessary for life-saving or fire-fighting purposes, the Fire Code Official is authorized to require a key box to be installed in an approved location.
- FD14. Portables Fire extinguishers. Structures under construction, alteration or demolition shall be provide with no less one approved portable fire extinguisher in accordance with Section 905 and sized for not less than ordinary hazard as follows:
 - a. At each stairway on all floor levels where combustible materials have accumulated.
 - b. In every storage and construction shed.
 - c. Where special hazards exist including but not limited to and the storage and use of combustible and flammable liquids.
- FD15. Where required. Portables fire extinguishers shall be installed in all of the following locations: In new and existing Group A, B, E, F, H, I, L, M, R-1, R-2, R-2.1, R-3.1, R-4 and S occupancies.
- FD16. Fire Alarm and Detection Systems required. This section covers the application, installation, performance and maintenance of fire alarm systems and their components in new, existing buildings and structures.
- FD17. For backflow relocation, approval and permit, please contact the fire department at 626-403-7304.

FD18. 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

Conditions of Approval

Project No. 2585-DRX/SGN (Master Sign Program)

CONDITIONS OF APPROVAL Design Review Permit

**PROJECT NO. 2585 – DRX/SGN (Master Sign Program)
1101-1153 Fair Oaks Avenue (APN: 5315-004-066; 083; 084; 085)**

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 November 2, 2023:

Design Review Permit (DRX)/Sign for a Master Sign Program for an existing shopping center, consisting of:

1. Twenty-six (26) front-lit channel-letter wall signs;
2. Under canopy signs per tenant space with 8 foot clearance;
3. Window signs per tenant space at a maximum of 20 percent;
4. One refurbished pylon sign; and,
5. One monument sign.

Note: As a convenience to the applicant, the development requirements from applicable Departments/Agencies are listed herein – The Planning Division will issue Conditions upon the time when the application is deemed complete. 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-

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 Design Review 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 clearly posted on-site during construction.
- P8. Tenant shall submit proposed signage plans to the Planning Division to ensure compliance with the Master Sign Program.
- P9. Signs shall not have blinking, flashing, or fluttering lights or other illuminating devices that have a changing light intensity, brightness or color.
- P10. Colored lights shall not be used at a location or in a manner so as to be confused or construed as traffic control devices.
- P11. Neither the direct nor reflected light from primary light sources shall create a hazard to operators or motor vehicles.
- P12. Light sources should utilize energy efficient fixtures to the greatest extent possible.
- P13. Signs and supporting hardware, shall be maintained in good repair and functioning properly at all times, in compliance with the approved plans and sign permit. Repairs to signs shall be of equal or better in quality of materials and design as the original sign. Signs which are not properly maintained and are dilapidated shall be deemed to be a public nuisance, and may be abated in compliance with Municipal Code Chapter 24.
- P14. When existing signs are removed or replaced, all brackets, poles, and other supports that are no longer required shall be removed. Unpainted areas shall be painted to match the adjacent portion of the building or sign support structure.
- P15. Any proposed revision to the approved plans shall require review and approval by the Community Development Department prior to modification. The Community Development Department may refer the proposed revision to the Design Review Board or Design Review Board Chair for approval.
- P16. Applicant shall comply with all requirements deemed necessary by the Public Works Department, the Fire Department, and the Building Division approval.

ATTACHMENT 3

Community Redevelopment Agency of South Pasadena (CRA)

Adopted Design Guidelines for the Central District

RESOLUTION NO. 479

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF SOUTH PASADENA ADOPTING DEVELOPMENT STANDARDS FOR THE AMENDED DOWNTOWN REVITALIZATION REDEVELOPMENT PROJECT NO. 1, AND AUTHORIZING TRANSMITTAL OF SAID PLAN TO THE CITY COUNCIL AND CITY PLANNING COMMISSION.

WHEREAS, the California Community Redevelopment Law requires the Redevelopment Agency to adopt development standards for the Amended Downtown Revitalization Redevelopment Project No. 1, and

WHEREAS, the Redevelopment Agency has heretofore authorized the Agency Architect-Planner to prepare feasible guidelines for development of the Amended Downtown Revitalization Redevelopment Project No. 1.

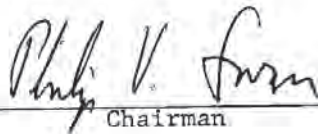
NOW, THEREFORE, THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF SOUTH PASADENA DOES HEREBY RESOLVE:

SECTION 1. That the development standards attached hereto as Exhibit "A" hereof are hereby adopted and approved for the Amended Downtown Revitalization Redevelopment Project No. 1.

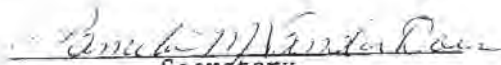
SECTION 2. That the staff of the Redevelopment Agency is hereby authorized and directed to make available for public inspection the aforesaid development standards.

SECTION 3. That the staff of the Redevelopment Agency is hereby authorized and directed to transmit a copy of said development standards, together with a copy of this Resolution, to the City Council and the City Planning Commission.

APPROVED and ADOPTED this 23rd day of November, 1976.


Chairman

ATTEST:


Secretary

I hereby certify that the foregoing Resolution was adopted by the Community Redevelopment Agency of the City of South Pasadena at an adjourned meeting held on the 23rd day of November, 1976, by the following vote of its members:

AYES: Sharpe, Smiland, Wakefield, Garrison, McKenna, Swan, Abing
NOES: None
ABSENT: None


Secretary

EXHIBIT "A"

COMMUNITY REDEVELOPMENT AGENCY
CITY OF SOUTH PASADENA

DEVELOPMENT STANDARDS

AMENDED DOWNTOWN REVITALIZATION
REDEVELOPMENT PROJECT NO. 1

- PUBLIC RIGHT-OF-WAY -

All development in the public right-of-way must be accomplished in accordance with existing City of South Pasadena requirements as administered by the City Engineer of the City of South Pasadena. All private property developments which abut public rights-of-way must adhere to the requirements for landscaping as specified by the Director of Parks and Recreation.

- PRIVATE PROPERTY -

All developers of private property within the Amended Downtown Revitalization Redevelopment Project No. 1 are required to:

1. Meet with the C.R.A. Executive Director and the C.R.A. Consultant Architect before starting preliminary architectural drawings and meet periodically during preparation of architectural drawings in order to establish common goals and standards.
2. Submit complete preliminary drawings of each project indicating coverage, setbacks, traffic and parking

patterns, height and bulk of buildings, materials and colors. (A Sign Plan showing size, location, materials, colors, illumination and type face of all signs is contained in paragraph 8 below.) These drawings will be reviewed by the C.R.A. and their consultants for not more than 30 days and returned with any comments and suggestions to the developer. This process will be continued, if necessary, until the C.R.A. approves by signature a preliminary drawing. The C.R.A. and their consultants will give special attention to, but not solely limited to: vehicle access, traffic flow, loading facilities, pedestrian circulation, neighborhood relationships, landscape selection, and general design.

3. Provide a minimum setback of ten (10) feet from any street or alley, such setback to apply to both parking and building.

4. When commercial property is developed adjacent to a residentially zoned property, a six (6) foot side yard shall be maintained. (See Zoning Ordinance Section 36.501 Cb and Section 36.501 Cd.)

5. Provide decorative parking lot lights with a maximum height of ten (10) feet.

6. Provide landscaping with irrigation for 10% of the total site. Landscaping shall be defined as growing trees, shrubs, lawns or ground cover except that paved pedestrian paths or walks may be counted as 10% of the landscape requirement.

7. Maintain street trees in publicly owned parking strips.

8. All signs erected shall conform to the provisions of the Uniform Sign Code, 1976 edition, as prepared by

the International Conference of Building Officials and incorporated herein by this reference. In addition, the following standards shall be adhered to:

- A. All signs and displays shall be located on the same site as the use they identify or advertise.
- B. Content of sign limited to "indexing"; name, number and types of products and services. May not include "selling" or quality information.
- C. No rotating or moving signs.
- D. No outdoor advertising structures (billboards).
- E. For purposes of these standards, the following definitions shall take precedence over definitions given in the Uniform Sign Code mentioned above:
 - Architectural Projection: Shall mean a marquee, porch, canopy or other similar architectural feature of a building.
 - Attached Sign: Shall mean any sign which is fastened, attached, connected, or supported in whole or in part by a building, or structure other than a sign structure which is supported wholly by the ground.
 - Front Footage of Building Occupancy: Shall mean that single lineal dimension measured along the front of a building which defines the limits of a particular occupancy at that location.
 - Building Frontage: Shall mean the side or face of a building which is parallel to or is at an angle of forty-five (45) degrees or less to a

public street or a parking lot which is open to public use.

- Ground Sign: Shall mean a sign supported by one or more posts in or upon the ground which are not a part of a building, but this definition shall not include outdoor advertising structures.
- Occupancy: Shall mean a separate use of property carried on at all or a portion of a building or parcel.
- Onsite Sign: Shall mean a sign directing attention to a business commodity, service or entertainment conducted, sold, or offered upon the same premises as those upon which the sign is maintained.
- Outdoor Advertising: Shall mean the business of leasing or otherwise renting the use of or space on signs by the person who paints, prepares, erects or maintains said signs, but in whom title thereto remains at all times during such period of renting or leasing.
- Outdoor Advertising Structure: Shall mean a sign which has a flat surface sign space upon which advertising may be posted, painted, or affixed and which is primarily designed for the rental or lease of such space for advertising not relating to the use of the property upon which the sign exists.
- Penthouse Structure: Shall mean any structure or

portion of a structure, not intended for human occupancy, and which does not exceed one-third of the area of the supporting roof.

- Portable Sign: Shall mean any sign not permanently affixed to the ground or a structure on the premises it is intended to occupy.
- Projecting Sign: Shall mean a sign, the sign surface of which is not parallel to the face of the supporting wall, and which is supported wholly by such wall; the definition shall include "V" or wing type signs.
- Roof Signs: Shall mean any sign or portion thereof located on, or extending over the roof of a building and either supported by the roof or by an independent structural frame. A sign which is attached flat against the wall of a penthouse structure shall not be considered a roof sign.
- Sign: Shall mean any form of visual communication which is intended to be, or can be, viewed from the public right-of-way. It shall include all parts, portions, units, and materials composing same, together with illumination, frame background, space or colored area drawing attention to the message, symbol or other communication, and the structure, support and anchorage, thereof.
- Sign Area: Shall mean the entire area within a single continuous perimeter composed of squares or rectangles which enclose the extreme limits

of said area, continuing the words, letters, figures, designs, or symbols together with any frame, material, color, or lighted area, forming an integral part of the display, but excluding support structures, face of building and incidental parts not drawing attention to the subject matter. One side of double faced signs shall be utilized to determine the area of such sign.

- Street Frontage: Shall mean the length of a property or lot along or fronting on a public street.

F. The following signs shall be exempt from these standards:

- a. Signs of a noncommercial nature and in the public interest, erected by, or on the order of, a public officer in the performance of his public duty, such as public notices, safety and directional signs, memorial plaques, signs of historical interest and the like.
- b. Names of buildings, dates of erection, monumental citations, commemorative tablets and the like, when carved into stone, concrete or similar material or made of bronze, aluminum, or other permanent type material and made an integral part of the structure.
- c. Signs on private property directing traffic movement, not exceeding three (3) square feet in area for each sign. Illumination of these signs shall be permitted in accordance with

Section I below. Horizontal directional signs on and flush with paved areas are exempt from these standards.

- d. Three (3) credit card identification signs up to eighteen (18) inches by twelve (12) inches in area per card.
- G. Maximum size and quantity of signs allowed shall be as follows:
 - a. Flush mounted or projecting signs (may project only over private property): two (2) square feet for each front foot of building occupancy.
 - b. One ground sign for each occupancy or group of occupancies: One square foot for each lineal foot of property frontage. Maximum 250 square feet each sign. No ground sign shall project over the public right-of-way. No ground sign shall project over, in whole or in part, the roof of a building. No ground sign shall be higher than twenty (20) feet or the height of the nearest building, whichever is less.

A ground sign may consist of more than one sign panel provided all such sign panels are attached to and are a part of one common integrated sign structure. The total area of all such panels shall not exceed the maximum allowable sign area specified for a ground sign on said parcel. Where a sign message consists of separated or

individual letters, modules, or symbols, each portion of said sign message shall not be considered as a one-sign panel. In such cases, a single continuous perimeter completely surrounding the sign message shall be utilized to determine its sign area.

- c. On awnings, marquees and architectural projections, one line of letter eight (8) inches high, plus one insignia not exceeding four (4) square feet. May not project above or below awning, marquee or architectural projection.
 - d. Professional office: two (2) square feet plus one square foot for each ten (10) feet of street frontage. One square foot of identification sign for each suite.
- H. Location shall conform to the following:
- a. No rooftop signs.
 - b. No signs higher than building or parapet.
 - c. No signs projecting over public property.
- I. Lighting shall be controlled strictly as provided below.
- a. No blinking, flashing or moving signs.
 - b. No lights confusing to operators of motor vehicles.
 - c. No exposed lamp shall exceed 15 watts.
- J. Show window signs shall be limited to one square foot of sign for each three (3) linear feet of show window. Signs must not be located closer than one

foot to window.

K. Prohibited are signs which:

- a. Contain statements, words, pictures or other representations which violate Section 311 et seq. of the Penal Code of the State of California.
 - b. Contain or are in imitation of an official traffic sign or signal or contain the words "stop", "go", "slow", "caution", "danger", "warning", or similar words, excepting construction signs and barricades and except when the words are incorporated in the permanent name of a business.
 - c. Advertise an activity, business, product or service on the premises upon which the sign is located which has been discontinued for a period of forty-five (45) days or more.
 - d. Move in any manner or have any portions which move, except for clocks, time and temperature and other public service signs.
 - e. Contain or consist of posters, pennants, ribbons, streamers, spinners, or other similar devices. These devices when not part of any sign are similarly prohibited, unless they are permitted specifically by other legislation.
 - f. Advertise an activity, business, product, or price, and are painted, attached, glued, pasted or otherwise affixed to a display window except
-

- as authorized under paragraph 8 "J" above.
- g. Are portable, folding or similar movable signs.
 - h. Where displayed on exterior and are made of materials which are impermanent and will not stand exposure to the weather.
 - i. Statuary or representative figures used for advertising purposes.
- L. Abatement of existing signs shall be as follows:
Any sign which exists in the Amended Downtown Revitalization Redevelopment Project No. 1 and does not conform with the standards outlined in this Exhibit "A" shall be removed or remodeled to conform to these standards within one year after the date of the start of construction on any adjacent buildings which are part of the Amended Downtown Revitalization Redevelopment Project No. 1.

ATTACHMENT 4

[LINK TO: Architectural Plans](#)

[Project No. 2584-DRX \(Façade Improvement\)](#)

ATTACHMENT 5

[LINK TO: Architectural Plans](#)

[Project No. 2585-DRX/SGN \(Master Sign Program\)](#)