



Community Development
Department

Memo

DATE: November 7, 2024

TO: Design Review Board (DRB)

FROM: Alison Becker, Acting Community Development Director
Liz Bar-El, Interim Deputy Director

PREPARED BY: Tatianna Marin, Acting Assistant Planner

RE: Updated Staff Report, Item No. 3, DRX24-0007 located at
278 Camino Del Sol (APN: 5311-005-023)

Image 1: Aerial Image, has been updated in the staff report.



Design Review Board Agenda Report

ITEM NO.

DATE: November 7, 2024

FROM: Alison Becker, Acting Community Development Director
Liz Bar-El, Interim Planning Manager

PREPARED BY: Tatianna Marin, Acting Assistant Planner

SUBJECT: **Project No. DRX24-0007 – A request for a 584 square foot first-floor addition, a 32 square foot second floor addition, a 891 square foot basement and a 36 square foot covered porch to an existing two-story, single-family dwelling located at 278 Camino Del Sol (Assessor’s Parcel Number: 5311-005-023) located in the Altos De Monterey (AM) zone. Finding the project exempt under California Environmental Quality Act (CEQA) Guidelines Section 15301, Class 1 (Existing Facilities).**

Recommendation

Staff recommends that the Design Review Board:

1. Find the project exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15301, Class 1 (Existing Facilities).
2. Approve Project No. DRX24-0007, subject to the draft Conditions of Approval (Attachment 1).

Background

The existing 2,660 square-foot, two-story single-family residence was built in 1965 with an attached garage. The subject site is a rectangular shaped lot measuring approximately 8,435 square feet. Located on the west side of Camino Del Sol, the site is bounded by residential to the north, south, east, and west. The neighborhood is surrounded by modestly sized period revival single-family residences. The existing design includes slate tile roofing, vinyl windows, smooth stucco siding, a front porch, stone veneer detailing and a stone veneer chimney (Site and Neighborhood Images are included in Attachment 3). The property is not on the City’s Inventory of Historic Resources, and it is not within a historic district. The property has a General Plan land

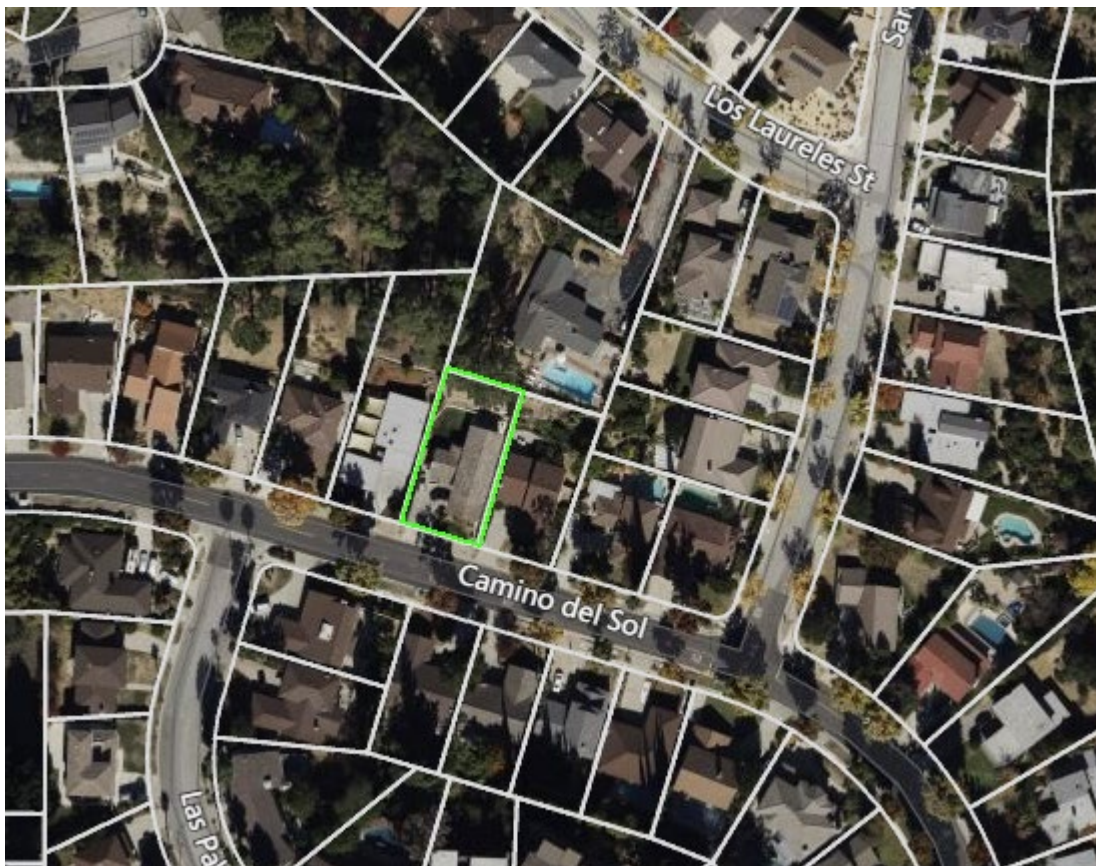
use designation of Very Low-Density Neighborhood and zoning district of Altos De Monterey (AM).

Since its original construction, permits were obtained for an 811 square-foot rear addition and 6 foot retaining wall at the rear. Additionally, permits were pulled for miscellaneous items such as electrical, reroof, plumbing and mechanical related improvements.

Project Description

The applicant is proposing a 584 square foot first-floor addition, a 32 square foot second-floor addition, an 891 square-foot basement and a 36 square foot covered porch to the existing single-family dwelling. The addition including the basement is larger than 500 sq. ft. requiring Design Review Board approval pursuant to South Pasadena Municipal Code (SPMC) Section 36.410.040. The net addition above ground is less than 200 square feet.

Image 1: Aerial Image



Project Analysis

The proposed first-floor addition is towards the front and the rear, while 487 square feet of the existing first floor is proposed to be demolished. Overall, the design will expand the living room, provide a new arch way and modify the first-floor plan in other ways as shown in the project plans (Attachment 2). In addition, 32 square feet will be added to the second floor to create a stairwell and closet space. Per project plans, the addition will include all new windows, doors, siding and roofing materials to match the existing character of the home, such as vinyl windows, tile roofing, and smooth stucco to the rear. The project also proposes a new 891 square foot basement, which is to be considered habitable space. The basement will include room for storage, a bathroom, a sump pump room and a lightwell. The lightwell is proposed to be in the side yard which will not impact the front façade. Pursuant to the SPMC, basements are considered as habitable space; however, are not included in the calculations for Floor Area Ratio (FAR) and Lot Coverage. As a result, the dwelling will have a total of four bedrooms, a kitchen, a shared living room and dining room, three and a half bathrooms, laundry room and basement for a total floor area of 3,700 square feet.

General Plan Consistency

The General Plan (2040) land use designation of the project is Very Low-Density Neighborhood, which allows for detached single-family units. The proposed project does not involve a subdivision of the existing lot; therefore, it is consistent with the General Plan.

Goal 3: Preserve and enhance the distinctive residential neighborhoods; provide housing opportunities for all; reinvest in downtown corridors and neighborhood centers; and ensure that new development contributes its fair share towards the provision of affordable housing, adequate parks, schools, and other public facilities.

Policy P3.4: Conserve South Pasadena's character and scale, including its traditional urban design form, while creating places of enduring quality that are uniquely fit to their time and place.

The proposed project is consistent with Goal 3 and Policy 3.4, above, because the proposal preserves and enhances the existing architectural style and the neighborhood by ensuring that the project does not detract from the existing architectural style. The proposed design does not feature elements or treatments that are inconsistent with the existing architectural style. Additionally, as shown below, the proposal maintains compliance with the City's applicable development standards and the *City of South Pasadena's Design Guidelines for Enhancing Existing Non-Historic Residences* ("The Design Guidelines").

Zoning Code Compliance & Development Standards

The subject property is located within the Altos De Monterey (AM) zoning district overlay, which is intended for areas appropriate for development of detached, single-family homes. The purpose of Residential Zoning District AM Development Standards (SPMC, Section 36.250.030) is to ensure existing architectural character and neighborhood environment are maintained. In addition, a specific set of development standards were established to ensure any long-term residential use of these properties maintains the existing character of the neighborhood. **Table 1** below lists the project's conformance with applicable development standards

Table 1: Altos De Monterey (AM) Overlay District Development Standards Compliance for Lot 39 (278 Camino Del Sol)

Standard	Requirement	Existing	Proposed
Lot Coverage	40% (3,374 SF max allowed)	23% 1,942 SF	24% 2,095 SF
Floor Area Ratio (FAR)	35% (2,952 SF max allowed)	31% 2,660 SF	33% 2,809 SF
Building Height	25' max.	24'3"	Unchanged
Off-Street Parking	Two-Covered Spaces, one uncovered	Two-covered spaces within a Garage	Unchanged
Front Setback	20'	20' 8"	Unchanged
Front Second Story Setback	20' from the front setback line	36' 7"	43' 2"
East Side Setback	5'	5' 8"	Unchanged
West Side Setback	5'	10' 5"	Unchanged
Rear Setback	25'	42' 3"	Unchanged

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 Design Guidelines 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 as it is keeping its existing two-story massing. The neighborhood is comprised of a variety of one and two-story residences that vary in size and architectural styles. The project proposes a first floor and second floor addition that will minimally alter the existing architectural style of the home. As such, the front façade is proposed to have vertical board and batten wood style siding, will continue the stone veneer siding along the front elevation, new decorative window shutters, and a new centered front porch with a roof line to mimic the existing gabled roof. The rear and side elevations are proposed to have smooth stucco siding to match the existing siding material. In addition, the project proposes to remove the existing stone veneer chimney.

The project took into consideration the existing roof designs, building heights, and fenestration. The building materials and colors will match the existing architectural style as indicated in the project plans. The project complies with all applicable setbacks and height limitations of the Altos De Monterey (AM) zone, and as such, the proposed project complies with the City's adopted design standards and guidelines.

When completed, the materials, color scheme, and building massing of the renovated home will blend with the overall architectural character of the surrounding area, therefore preserving the residential integrity of the existing single-family neighborhood.

Image 2: Existing and Proposed South (Front) Elevations

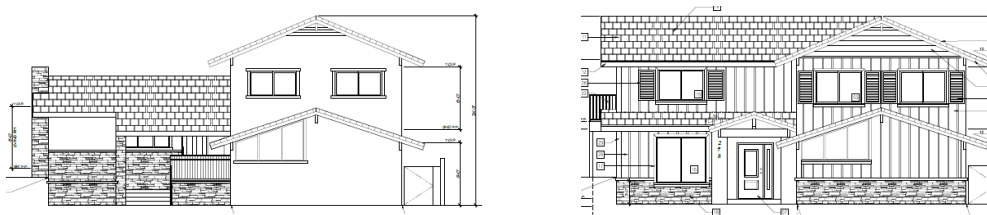


Image 3: Existing and Proposed North (Rear) Elevations

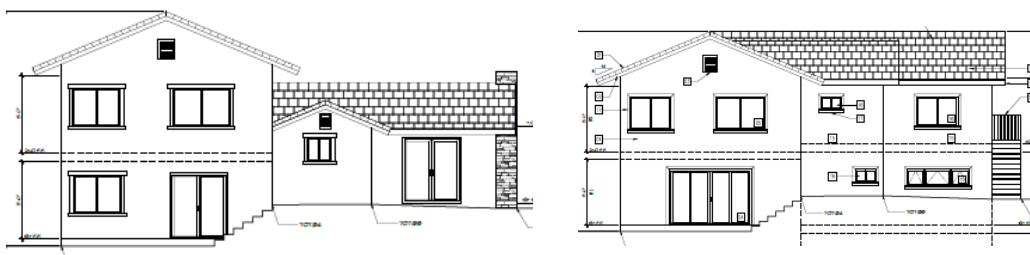


Image 4: Existing and Proposed West (Side) Elevations

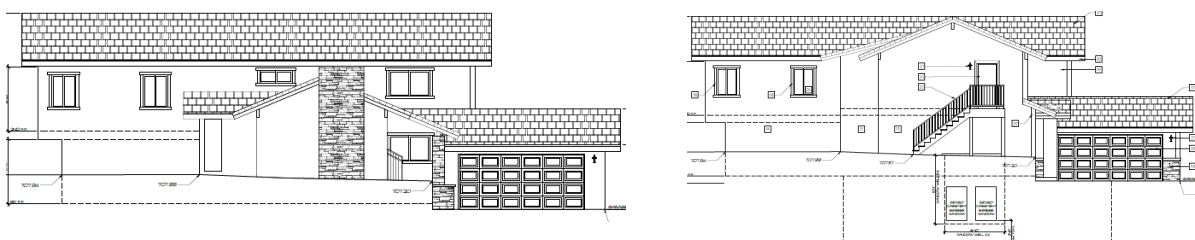
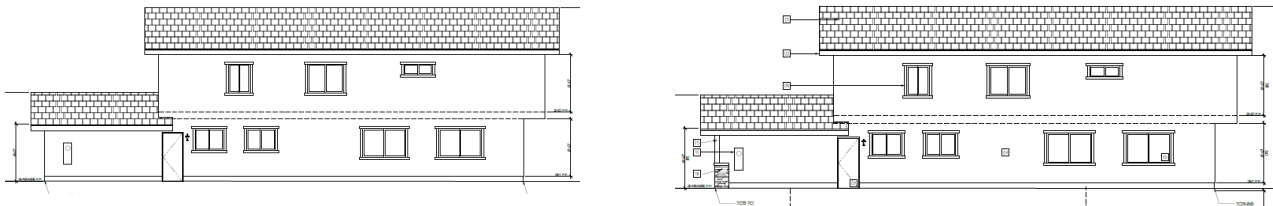


Image 5: Existing and Proposed East (Side) Elevations



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 is in accordance with SPMC section 36.410.040 (Design Review):

- 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 General Plan (2040) land use designation of the project is Very Low-Density Neighborhood, which allows for detached single-family units. The proposed project does not involve a subdivision of the existing lot; therefore, it is consistent with the General Plan.

Goal 3: Preserve and enhance the distinctive residential neighborhoods; provide housing opportunities for all; reinvest in downtown corridors and neighborhood centers; and ensure that new development contributes its fair share towards the provision of affordable housing, adequate parks, schools, and other public facilities.

Policy P3.4: Conserve South Pasadena's character and scale, including its traditional urban design form, while creating places of enduring quality that are uniquely fit to their time and place.

The proposed project is consistent with Goal 3 and Policy 3.4, above, because the proposal preserves and enhances the existing architectural style and the neighborhood by ensuring that the project does not detract from the building's existing architectural style. The proposed design does not feature elements or treatments that are inconsistent with the existing architectural style. Additionally, as shown below, the proposal maintains compliance with the City's applicable

development standards and the *City of South Pasadena's Design Guidelines for Enhancing Existing Non-Historic Residences* ("The Design Guidelines").

- 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. 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 with the existing and intended character of the neighborhood since the proposed addition complies with the General Plan and the Zoning Code. The project site is surrounded by one-story and two-story single-family residential dwellings. All building materials, colors and finishes will match the existing architectural style of the house. Furthermore, the proposed addition will enhance the visual integrity of the property and the existing house.

- 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 of its occupants and provides adequate indoor and outdoor space typically found in a single-family residence. The proposed project uses similar materials and colors to enhance the existing architecture and should remain appealing with a reasonable level of maintenance.

Staff Recommendation

Staff recommends that the Design Review Board:

1. Find the project exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15301 and 15331 of the CEQA Guidelines.

2. Approve Project No. DRX24-0007, subject to the draft Conditions of Approval (Attachment 1).

Alternatives to Consider

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

1. Approve the project as is or with modified/ added condition(s); or
2. Approve the project with the recommendation of a Chair Review for minor modifications to the proposal; or
3. Continue the project to address comments discussed; or
4. Deny the project.

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.

Public Noticing

A Public Hearing Notice was published on October 25, 2024 in the South Pasadena Review. Hearing notices were sent to all properties within a 300-foot radius on October 24, 2024. 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 approves the project, a 15-day appeal period will commence in which any person affected by the decision may appeal the decision for a public hearing by the Planning Commission. Should there be no appeals during this 15-day period, the applicant may proceed through the Plan Check Process with the Building Division and staff will review the construction plans to ensure that all conditions are satisfied.

Attachments

1. Conditions of Approval
2. Project Plans
3. Site and Neighborhood Images
4. Colored Rendering and Materials Brochure