



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

September 17, 2020

**RE: Design & Historic Preservation Certificate of Appropriateness Comments
825-849 N Lake Avenue
Pasadena, CA 91104**

The Pasadena Current Planning Section has reviewed plans submitted for the above-listed project. The review has resulted in corrections that must be incorporated into the plans prior to re-submittal. Please include these items, in addition to all items requested by other departments, on your plans for further review.

Please feel free to reach me directly at (626) 744-6740 or via email me at kmoran@cityofpasadena.net, should you have any questions.

The Zoning Code sections referenced in the correction list may be accessed at the link provided https://library.municode.com/ca/pasadena/codes/code_of_ordinances?nodeId=TIT17_ZONING_CODE.

Sincerely,

Katherine Moran
Associate Planner

Attachment: Zoning Comments

1. The project site is located within the CL-SP-1d (Limited Commercial, North Lake Specific Plan, subarea 1d) zoning district.

Pursuant to Article 8 - Glossary of Specialized Terms and Land Use Types, the development is classified as a **Mini Mall**. According to the North Lake Specific Plan, mini malls are a prohibited land use and an expansion or enlargement is prohibited. The provisions of Chapter 17.71 (Nonconforming Uses, Structures, and Parcels) shall apply to nonconforming uses in the overlay district. The use is considered expanded if there is enlargement or expansion of the gross floor area; or if the paved parking area serving the use is increased. According to Section **17.34.030.B - SP-1 Allowable Land Uses and Permit Requirements**, the following alterations are allowed:

- a. Modernization of equipment
 - b. Reconfiguration of the parking in order to provide a more efficient plan;
 - c. Modification of existing landscaping or new landscaping to accommodate a reconfiguration of the parking;
 - d. Modernization that is consistent with the intent of this subsection as determined by the Zoning Administrator.
2. Building A was previously occupied by a retail use which required 3 parking spaces per 1,000 square feet of floor area. The subdivision of Building A's proposed tenants appear to include a mix of restaurants. The proposed restaurant uses would intensify the parking requirement for with a higher parking rate than the previous retail use because a restaurant would require a minimum of 4 parking spaces per 1,000 square feet of floor area. Both fast food restaurants and restaurants have different parking rates. Please determine which land use each new tenant would fall under according to the permitted uses in the CL Zoning District via Table 2-5 of Section **17.24.040 - Commercial and Industrial District General Development Standards**, in addition to the requirements of the North Lake Specific Plan in Section **17.34.030.B - SP-1- Allowable Land Uses and Permit Requirements**. All corresponding definitions of listed land uses can be found in Article 8 - Glossary of Specialized Terms and Land Use Types. Please see the restaurant definitions below and determine if applicable for the proposed tenants.
 - a. **Restaurants, Formula Fast Food (land use)**. A fast-food restaurant which is required by contractual or other arrangements to offer standardized employee uniforms, exterior design, food preparation, ingredients, interior decor, menus, or signs; or adopts an appearance, food presentation format, or name which causes it to be substantially identical to another restaurant regardless of ownership or location.
 - b. **Restaurants, Fast Food (land use)**: A restaurant that sells prepared food either indoors or outdoors in disposable containers (e.g., paper or plastic). These uses include retail bakeries that provide on-site seating. A restaurant with a bar area exceeding 500 square feet or 30 percent of the dining area shall be classified as a bar.

- c. **Restaurants (land use):** An establishment that sells prepared food or beverages either indoors or outdoors in nondisposable containers. A restaurant may provide for the accessory sale of food and nonalcoholic beverages for off-site consumption provided that all food and beverages sold for on-site consumption are served in nondisposable containers. A restaurant with a bar area exceeding 500 square feet or 30 percent of the dining area shall be classified as a bar.

2. After determining the land use, please calculate the required parking rate for each proposed tenant through Section **17.46.040 - Number of Off-Street Parking Spaces Required**.

Land Use	Required Parking Rate
Restaurants	10 spaces per 1,000 sq. ft. of gross floor area, including any outdoor dining area not located in the public right-of-way (e.g., sidewalk).
Restaurants, Fast Food	
With up to and including 1,500 sq. ft. of gross floor area	4 spaces per 1,000 sq. ft. of gross floor area, including any outdoor dining area not located in the public right-of-way (e.g., sidewalk).
With 1,501 to 1,999 sq. ft. of gross floor area	4 spaces per 1,000 sq. ft. of gross floor area plus 3 spaces for each 100 sq. ft. of gross floor area in excess of 1,500 sq. ft., up to a maximum of 20 spaces, including any outdoor dining area not located in the public right-of-way (e.g., sidewalk).

3. Please provide a parking matrix with a tenant roster for all existing and proposed businesses. Please indicate each tenant's address, suite number, suite square footage, business name or (future land use if unknown), land use classification, required parking rate per land use, and required number of parking spaces. Please include the project site's existing number of parking spaces and required number of parking spaces (based on the land uses). If the parking requirement is greater than the existing parking inventory, then the applicant will need to demonstrate that parking demand can be met onsite through either the Minor Conditional Use Permit process in compliance with Section **17.46.050 - Shared Parking** or through an offsite lease agreement in compliance with Section **17.46.020 - Basic Requirements for Off-Street Parking and Loading**. Please contact me directly to discuss these processes.
4. The front property line along Merrett Drive appears to be drawn at the building face, but demonstrates a setback offset of 4'10". Please revise all property lines and setbacks to be accurately drawn.
5. On the proposed site plan, please label all structures, parking, landscaping, paving areas, etc. as either new (N) or existing (E). Depending on proposed improvements to the site other than what is deduced from the elevation exhibits, additional corrections may be required.

6. The building setbacks appear to not be changing. However, please provide setback dimensions from all new façade walls and projections to the adjacent property lines in compliance with Section **17.34.040 - SP-1 General Development Standards, Table 3-15.1** and also in compliance with Section **17.34.050 - SP-1 Additional Development Standards**.
7. The project site is adjacent to an RS-6 (Residential Single-family) zone with single family uses. Because the buildings have a proposed height increase, please demonstrate compliance with the encroachment plane requirements of Section **17.34.040 - SP-1 General Development Standards, Table 3-15.1**, which require a 45-degree angle eight feet above the existing grade at the property line of the abutting residential use. Please demonstrate compliance.
8. Please demonstrate compliance with all applicable standards of Section **17.24.050 - Commercial Frontage and Facade Standards**. Clear, untinted glass windows shall occupy a minimum of 50 percent of the width of the building facade parallel to the public sidewalk, with a minimum height of eight feet, to allow maximum visual interaction between sidewalk areas and the interior of buildings. Mirrored, reflective glass or tinted glass shall not be allowed. After installation, clear glass windows shall not later be treated so as to become opaque or to be blocked so as to prevent visibility of the ground floor interior from the sidewalk. **Railings and decorative grilles**. Any decorative railing or grille work that is placed in front of or behind street-level windows shall be at least 75 percent open to perpendicular view and no more than six feet in height above grade. No security gate or grille shall be installed on the exterior of any structure.