



PLANNING COMMISSION STAFF REPORT

APPLICATION: CUP2019-0005 and
TTM2019-82153

AGENDA ITEM: PH-1

PREPARED BY: Teresa Santilena
Associate Planner

MEETING DATE: May 15, 2019

SUBJECT: Conditional Use Permit CUP2019-0005 and
Tentative Tract Map TTM2019-82153
715 – 721 West Duarte Road

REQUEST: Construct a 12-unit, two-and-three-story, attached Townhouse
Development in the RH (Residential High Density) Zone.

APPLICANT: Ante Property Investment (USA) Inc. (Helen Lin)
20547 East Walnut Drive Suite E
Walnut, CA 91789

ENVIRONMENTAL DETERMINATION: Categorical Exemption (Class 3)

BACKGROUND: The applicant is requesting approval to construct an attached 12-unit, two-and-three-story townhouse development over four existing residential parcels, which will be further subdivided into 13 parcels. The subdivision of the property requires the approval of a Tentative Tract Map (TTM), which allows for separate ownership of each dwelling unit and common ownership of the common areas. In accordance with Monrovia Municipal Code (MMC) Section 17.44.050, the construction of a townhouse development and consolidation of land requires approval of a Conditional Use Permit (CUP).

SUBJECT PROPERTY: The subject site consists of four parcels located on the north side of West Duarte Road, between Encino Avenue and Pilgrim Way. Taken together, the lots result in a total site area of approximately 27,701 square feet.

The properties located at 717, 719 and 721 West Duarte Road have been vacant for several years. The property located at 715 West Duarte Road is developed with one single family home built in 1914. Given that the existing residential structure was built within the historic period (50 years of age or older) and is proposed for demolition to make way for new development, the application was subject to the City's demolition permit review regulations set forth in Ordinance 2016-10. In compliance with these regulations, the applicant submitted a professional historic assessment and DPR Form prepared by Sapphos Environmental Inc., finding that the residential structure does not have architectural or known historic value. In April 2017, the property located at 715 West Duarte Road was reviewed by the Historic Preservation Commission (HPC) and was determined not to have historic significance. The HPC assigned the home a status code of 6Z, which means that the building does not have historic significance and may be demolished.

Site and Surrounding Land Uses

The project site is designated Residential High Density (maximum 54 du/acre) in the General Plan and is zoned RH (Residential High Density). The site is surrounded by the following land uses:

North:

General Plan: Residential Low Density (5.8 du/acre)
Zoning: RL (Residential Low Density)
Land Use: Single Family Residences

South (across West Duarte Road):

General Plan: Residential High Density (54 du/acre)
Zoning: RH (Residential High)
Land Use: Multifamily Residential (36-unit condominium development)

East:

General Plan: Residential High Density (54 du/acre)
Zoning: RH (Residential High)
Land Use: Multifamily Residential (11-unit apartment building)

West:

General Plan: Residential High Density (54 du/acre)
Zoning: RH (Residential High)
Land Use: Multifamily Residential (16-unit apartment building)

DISCUSSION/ANALYSIS:

Site Plan

The development of 12, attached, two-and-three story residential units is proposed. The project site is slightly irregular in shape; this section of West Duarte Road runs in a northeast/southwest diagonal direction, causing one side property line to be shorter than the other. The site also narrows toward the rear; the front property line is approximately 149' wide and the rear property line is approximately 132' wide. The lot will be subdivided into 13 parcels, one parcel for each unit, with the final parcel consisting of the common area that will be maintained by the homeowner's association.



There are a total of four buildings proposed, each containing three attached units. The buildings are separated by a central driveway, open guest parking spaces and shared recreational areas. The units are setback a minimum of 15' from the side property lines. Each unit has private recreation area within the side yard setback. Additional private recreation areas have been provided for ten of the units on rooftop decks. The two units in the rear do not have rooftop decks in order to minimize privacy impacts to the neighbors to the north, however, those units are given additional recreation area within the rear yard setback. The site plan also includes two larger garden areas, one on the east side and one on the west side that provide additional outdoor area.

Each unit contains an attached two-car garage that is accessed from the interior of the development via a central driveway. Six guest parking spaces are provided throughout the site: three in the rear yard setback, two between the buildings on the west side of the development and one between the buildings on the east side of the development. Therefore, the residential parking will not be visible from the public right-of-way.

As shown in Table 1.0, the development meets or exceeds all objective zoning code requirements.

TABLE 1.0 DEVELOPMENT STANDARD COMPLIANCE REVIEW

Development Standard	Required	Proposed
Floor Area Ratio (FAR) (75% Dwelling Unit / 40% Accessory Structure)	Maximum 75% / 40%	74.5% / 19%
Front Setback (25 FT or Average Setback, whichever is greater)	25'-0"	25'-0"
Side Setback – First Story 10% of lot width (5ft min. – 15ft max.)	15'-0"	15'-0" (East Side) 15'-0" (West Side)
Side Setback – Second Story	15'-0"	15'-0" (East Side) 15'-0" (West Side)
Side Setback – Third Story	20'-0"	20'-0" (East Side) 20'-0" (West Side)
Rear Setback	20'-0"	20'-0"
Building Height	No Maximum	36'-0"
Private Recreation Space 20% of gross dwelling unit floor area	4,133sf total, at least half of which must be private recreation area	5,207sf private recreation space + 938sf common area
Parking (2-car garage/dwelling + ½ space per unit)	2-car garage/dwelling + 6 guest parking spaces	2-car garage/dwelling + 6 guest parking spaces

Floor Plans/Building Elevations

The units vary in size from 1,136 sf to 1,992 sf and contain between two and four bedrooms. The first floor of each unit will consist of an attached garage, one bedroom, one bathroom, and an entry area. The main living areas (kitchens and living rooms) are located on the second floors of the units. Since the two units in the rear are limited to two-stories, each of the two rear units also have one bedroom each on the second floor. The remaining 10 units have two or three bedrooms and two bathrooms on the third floor.

This entire block of West Duarte Road between Encino Avenue and the wash is developed with two-and-three story multifamily residential projects. The residential development in the area is eclectic, with a variety of architectural styles including Tudor, Spanish, Craftsman and 1980s contemporary. The applicant is proposing a contemporary architectural design, which utilizes linear shapes, flat roof lines, and deep awnings over numerous decks and balconies. The massing is broken by ample separation between structures, as well as significant modulation of building walls and roof lines. The applicant is proposing a combination of stucco and hardi-board siding, with some tile accents and standing seam roof materials. They are proposing a warm color pallet to imbue a residential feel.

The driveway will utilize decorative interlocking pavers and landscape planters will be placed in the common areas throughout the project site. Conditions of approval also require the applicant to provide landscaping along any unimproved city right-of-way contiguous with the property.

Tentative Tract Map (TTM)

The subdivision of the property requires the approval of a TTM, which allows separate ownership of each unit and common ownership of the common areas, which will be managed by the homeowner's association (HOA). The proposed common ownership areas include, but are not limited to, the driveway, front yard area, pedestrian walkways, and the common garden areas. If the development is approved without the subdivision map, the units could not be sold separately and a parcel map to combine the four lots into one lot would be required.. The TTM is subject to the provisions of the Monrovia Municipal Code (MMC) Title 16. The Planning Commission serves as an advisory body to the City Council for approval of a TTM.

Development Review Committee Advisory Review

As part of the Advisory Review by the Development Review Committee (DRC), Staff sent out a courtesy notice to property owners within 300 feet of the subject property. The courtesy notice was provided to further encourage and allow for public input regarding the project prior to any public hearings. At the April 10, 2019 DRC meeting, the applicant spoke in favor of the project and nobody spoke with concerns.

Conclusion

The proposed development will result in 12 new homes that will be an attractive addition to the neighborhood and community. The existing property is zoned for multifamily development and there are several multifamily developed properties within this block of West Duarte Road. The new units will offer a contemporary design and display various quality building materials to convey a sense of permanence in an existing multifamily residential neighborhood. The project meets or exceeds all the development guidelines for this multifamily zoned property and the proposed development is fitting with the character of the neighborhood. Lastly, subdividing the land creates an opportunity for individual home ownership.

RECOMMENDATION: Staff and the Development Review Committee recommend approval of CUP2019-0005/TTM2019-82153 for a 12-unit townhouse development. If the Planning Commission concurs with this recommendation then, following the public hearing, the appropriate actions would be:

1. Pursuant to the California Environmental Quality Act (“CEQA”) and the City’s local CEQA Guidelines, the Planning Commission in the exercise of its independent judgment finds that CUP2019-0005/TTM2019-82153 is categorically exempt from CEQA under Class 3.
2. The Planning Commission finds that the custodian of records for all other materials that constitute the record of proceeding upon which this decision is based is the Planning Division Manager. Those documents are available for public review in the Planning Division located at 415 South Ivy Avenue, Monrovia, California, 91016.
3. The Planning Commission in the exercise of its independent judgment hereby makes the findings listed on attached Data Sheet No. 3 for CUP2019-0005/TTM2019-82153, which are incorporated herein by this reference.
4. The Planning Commission hereby recommends approval to the City Council of CUP2019-0005/TTM2019-82153, subject to the attached Planning Conditions on Data Sheet No. 1, Public Works Conditions on Data Sheet No. 2, and recommendations in the Staff Report, all of which are incorporated herein by this reference.

MOTION:

Recommend approval to the City Council of Tentative Tract Map No. CUP2019-0005/TTM2019-82153 as presented in the Staff Report.



DATA SHEET 1

Planning Conditions

CUP2019-0005 and
TTM2019-82153

715 – 721 West Duarte Road

Development of the subject property and operations on the site must remain in substantial conformance at all times with the request and application forms and plans (for TTM82153, a 12-unit townhouse development) submitted by the applicant, as approved by the Planning Commission and placed on file in the office of the Planning Division, except as modified by the conditions imposed by the Planning Commission and by subsequent modifications determined by the Planning Division Manager to be in substantial compliance with the conditions of approval. The term “Applicant” as used herein shall include the applicant, the property developer and all successors in interest to this conditional use permit.

DEVELOPMENT STANDARDS

1. A final materials board shall be submitted to the Planning Division Manager for review and approval prior to building permit issuance. The final materials board shall include a breakdown by unit of materials to be used and samples/examples of siding, stucco, stone veneers, windows, exterior doors, garage doors, roofing, color schemes and exterior light fixtures.
2. A decorative block wall shall be provided by the Applicant adjacent to the rear and side property lines but outside of the front setback area. The property line wall must be a minimum of five feet above the subject property’s finished grade and a minimum of five feet and a maximum of six feet above the adjacent property’s grade, measured in accordance with the Monrovia Municipal Code. The walls shall be installed before building construction begins.
3. All private recreation areas must be enclosed by a 5’ to 6’ high decorative block wall or approved alternative. All proposed fences shall be shown and indicated on the submitted site plan.
4. The Applicant shall make a good faith effort to work with adjacent property owners (that have existing walls/fences) to avoid a double wall condition, and provide a single wall along the project’s perimeter. The applicant shall notify by mail all contiguous property owners at least 30 days prior to the removal of any existing walls/fences along the project’s perimeter.
5. If a driveway gate is proposed at a later date the Development Review Committee shall consider the request after providing written notification to property owners within a 300’ radius of the site. The cost of such notification shall be paid in advance by the Applicant.
6. A decorative trash enclosure shall be constructed per City specifications and shall be shown and indicated on the submitted site plan.

7. The common recreation area shall provide amenities such as decorative paving, a barbeque, and/or benches. The improvements shall be indicated on the final landscape plan and are subject to the review and approval of the Planning Division Manager.
8. A level concrete patio shall be provided for each unit in the private recreation area and shall be indicated on the grading plan subject to review and approval by the Development Review Committee prior to the start of grading.
9. Placement and design of mailboxes shall be reviewed and approved by both the U.S. Postal Service and the Planning Division prior to installation.
10. The roof mounted mechanical equipment shall be entirely screened from view of the public right-of-way or adjacent properties.
11. Ground level mechanical equipment shall be placed a minimum of 5' from the interior property lines and shall be completely screened with landscaping. Ground level mechanical equipment shall not be located within the front setback.
12. Electrical power lines, telephone lines, and any other transmission lines (including, without limitation, cable television lines, data transmission lines, communication lines, other utility lines, etc.) to and from the development, and within the development, shall be placed underground and provided to each unit.
13. Placement of the electrical transformer and fire standpipe shall be shown on a site plan and shall be reviewed and approved by the Development Review Committee.
14. All utilities and structures such as gas meters, electrical meters, telephone pedestal-mounted terminal boxes, surface mounted electrical transformers, or other potential obstructions shall be noted on the plans with provisions for appropriate screening, subject to review and approval by the Planning Division.
15. Plans showing all exterior lighting shall be submitted to the Planning Division for review prior to building permit issuance and no exterior lighting shall be installed without the approval of the Planning Division Manager. All exterior lighting shall be designed, arranged, and installed so as to confine direct rays onto the premises and to direct light away from adjacent structures.

LANDSCAPING

16. A Landscape and Irrigation Plan prepared by a Landscape Architect shall be submitted to the Planning Division for plan check showing the size, type, and location of all planting areas and shall incorporate the Tree Retention Plan and the following conditions of approval:
 - a. Landscaping shall be a combination of 24" and 36" box trees, shrubs, groundcover, and turf.
 - b. All landscaping shall be maintained by a permanent automatic irrigation sprinkler system.
 - c. Any unimproved City right-of-way contiguous with the property shall be landscaped by the Applicant and incorporated into the required landscape plan.

- d. Hardscape improvements shall be provided in common areas.
17. A landscape documentation package pursuant to the requirements of the State Model Water Efficient Landscape Ordinance shall be submitted to the Planning Division for approval prior to landscape construction. A Landscape Certificate of Completion shall be submitted to the Planning Division at the completion of the installation, prior to request for a final inspection and issuance of a Certificate of Occupancy.

PARKING

18. All paved parking and driveway areas shall be surfaced with Portland cement concrete (3-1/2" minimum thickness) or approved alternative.
19. All driveway surface areas shall incorporate accent treatment throughout the design. Accent treatment shall include stamped concrete or other approved treatment.
20. Guest parking spaces shall not be assigned and only be used by guests.
21. A continuous concrete curb not less than six inches high shall be installed adjacent to the guest parking spaces.

FIRE DEPARTMENT REQUIREMENTS

22. A minimum of two public fire hydrants shall be provided within 225 feet of the property frontage. Show location of hydrants on the Site Plan. The minimum fire flow shall be 1,000 gpm at 20 psi.
23. All structures shall be fire sprinklered per California Fire Code 903 and local amendments.
24. Smoke alarms shall be provided in each room for sleeping purposes and at a point centrally located in the corridor or area giving access to each separate sleeping area.
25. Carbon monoxide alarms shall be provided either within all sleeping units or else the building shall be provided with a carbon monoxide alarm system that protects all common areas.
26. Any exterior driveway gates shall be provided with a Knox switch.
27. Minimum size 2A:10BC fire extinguishers shall be provided on the exterior of all structures such that the maximum travel distance to any extinguisher is 75 feet.
28. An approved number or address shall be provided on all new buildings in such a position as to be plainly visible and legible from the street or road fronting the

property. Numbers shall be a minimum of 6-inch high by ½-inch stroke and be a contrasting background.

CONSTRUCTION SITE REQUIREMENTS

29. Provide temporary perimeter fencing with view obscuring material during construction. If graffiti is painted or marked in any way upon the premises or on an adjacent area under the control of the Applicant (including without limitation, any temporary perimeter construction fencing or the permanent wall), the graffiti shall be removed or painted over by Applicant within twenty-four hours, unless any law in effect imposes a shorter time period. Fencing may be removed prior to landscape installation with Planning Division approval.
30. One waterproof sign (36" x 48") in both English and Spanish noting construction hours and a phone number for contact shall be posted at the front of the site prior to grading or construction.

GENERAL REQUIREMENTS

31. A draft copy of the Conditions, Covenants, and Restrictions (CC&R's) shall be provided in electronic form to the Planning Division for review. The CC&R's, acceptable in form and substance to the City Attorney, must meet the approval of the Planning Division Manager and City Engineer, and shall be recorded against each unit with the Los Angeles County Recorder's Office. No Certificate of Occupancy will be issued by the City until the CC&R's are approved and recorded. The CC&R's shall include that a homeowner's fee be collected by the Board of Governors of the Homeowners Association (HOA) for maintenance of the front yard and common landscaping, walls/fences, the driveway, and all exterior finishes and roofing. Additionally, the CC&R's shall incorporate all of the provisions listed in MMC §17.44.050(C)(4)(a) as well as provisions imposing and enforcing the following conditions of approval:
 - a. The CC&R's shall not be modified or revoked without the prior written approval of the City of Monrovia.
 - b. All trees indicated on the approved Landscape and Irrigation Plan and/or Tree Retention Plan shall be retained. Removal of any trees requires the approval of the Planning Division Manager.
 - c. The pruning of the oak trees shall be under the direction of a Certified Arborist.
 - d. Garages shall be used for the storage of vehicles only and shall not be converted for livable, recreational or storage usage in a way that would prohibit its primary use as a two-car garage.
 - e. Maintenance of common landscaping and irrigation includes all areas not in enclosed private yard areas.
32. In addition to Planning (Data Sheet No. 1) and Public Works (Data Sheet No. 2) conditions of approval the Applicant shall also comply with all requirements of the Monrovia Municipal Code, Building Division and Fire Department that are directly applicable to the project.
33. This project may be subject to the provisions of the City's Public Art Ordinance (MMC §15.44.050).

34. Any violation of these conditions of approval or the Monrovia Municipal Code may be subject to the Administrative Fine Ordinance, other available remedies and/or revocation or modification of this permit at the discretion of the City Attorney and City Prosecutor.
35. The Applicant shall, within 30 days after approval by the City Council, submit to the Community Development Department his/her written consent to all of the conditions of approval contained in Data Sheet Numbers 1 and 2. The Conditional Use Permit CUP2019-0005 and Tentative Tract Map No. 2019-82153 shall be void and of no force or effect unless such written consent is submitted to the City within the 30 day period.
36. The Final Map for the proposed subdivision shown on this Tentative Tract Map No. 82153 must satisfy the requirements of Section 16.16.010 et seq. of the Monrovia Municipal Code and be filed with and deemed a complete filing by the City Engineer, and the use or development to which the Conditional Use Permit applies must begin, within twenty-four months after the Tentative Map was conditionally approved, or TTM2019-82153 and CUP2019-0005 will expire without further action by the City.
37. All of the above conditions shall be complied with prior to issuance of the Certificate of Occupancy, unless an earlier compliance period is specified as part of a condition.
38. Indemnification. As a condition of approval, Applicant agrees to defend, indemnify, protect and hold harmless City, its officers, officials, employees, agents and volunteers from and against any and all claims, actions, or proceeding against the City, its officers, officials, employees, agents and/or volunteers to attack, set aside, void or annul, an approval of the City, Planning Commission or City Council concerning these permits and the project. Such indemnification shall include damages, judgments, settlements, penalties, fines, defensive costs or expenses (including, but not limited to, interest, attorneys' fees and expert witness fees), or liability of any kind related to or arising from such claim, action, or proceeding. The City shall promptly notify the Applicant of any claim, action, or proceeding. Nothing contained herein shall prohibit City from participating in a defense of any claim, action or proceeding in accordance with the Subdivision Map Act.



Public Works Conditions

715- 721 West Duarte Road
New 12 unit condo development

Development shall be subject to the conditions of approval listed below, and if so indicated, the condition(s) shall be satisfied before the Final Map is filed in the Department of Public Works for review and approval. The term "Applicant" shall include, without limitation, the applicant, the property developer, the property owner, and all subsequent owners of each parcel.

Engineering Conditions

- 1) Prior to any permitting of development, except for those conditions where improvements are bonded per Section 16 of the City Municipal Code, the Applicant shall provide the following:
 - a) Final Tract Map for the creation of a Planned Unit Development (PUD) subdivision for townhome project
 - i) The Applicant shall submit a Final Tract Map as required by the City's Municipal Code, Chapter 16 – Subdivisions
 - ii) Prior to filing the Final Map with the Department of Public Works, the Applicant shall provide a current title report (Tract Map Guarantee) for the project site located in the City of Monrovia. The title report and guarantee is required and such documents shall show all fee interest holders; all interest holders whose interest could ripen into a fee; all trust deeds, together with the name of the trustee; and all easement holders and supporting documents accompanying the title report.
 - iii) All easements and dedications shown on the approved tentative tract map and those not shown but to be recorded, such as: Covenants, Conditions & Restrictions (CC&Rs) must be accounted for at the time of the Final Map approval
 - iv) A Final Map prepared by or under the direction of a Licensed Land Surveyor or Licensed Civil Engineer legally authorized to practice land surveying in the State of California must be filed in the Department of Public Works for review and approval and processed through the City Engineer prior to being filed with the Los Angeles County Recorder.
 - v) Prior to filing the Final Map with the Department of Public Works for review and approval, the Applicant's surveyor or engineer shall set durable monuments to the satisfaction of the City Engineer in conformance with Section 66495 of Subdivision Map Act.
 - vi) Improvement plans and an engineer's estimate of the improvements, using the departments approved unit rates, along with the necessary letters of credit, cash and/or bonds to secure the construction of all public improvements shall be submitted and approved by the City Engineer prior to the recordation of the Final Map. No security or bond will be released in partial amounts. When the project has been completed in full, the final punch list is complete, and the notice of completion filed with the appeal time frames expired, then and only then, will the bonds will be release with a formal request to the City Engineer, and processed though the City Clerk Office.

- vii) Prior to filing the Final Map for recordation the developer shall execute a subdivision agreement with the City of Monrovia and shall adhere to the requirements of this subdivision agreement including a 10% warranty bond for a period of 3 years from the date of completion and acceptance.
- viii) Prior to filing the Final Map with the Department of Public Works for review and approval, the Applicant shall provide street improvements adjacent to the proposed land division to the satisfaction of the City Engineer. Improvements shall include, but are not limited to, driveway modifications, new driveways, removal of abandoned driveways, sidewalk improvements, ADA improvements, replacement of damaged curb and gutter, relocation/extension of Storm Drain Catch Basin, and street resurfacing and/or slurry seal of street pavement within the boundary of the dedicated Right-of-Way property as directed by the Engineer.

b) Site Plan showing: survey monuments, boundaries, easements and right-of-ways

- i) Submit existing site plan, topographic map of the project site, grading, drainage and utility plan to Public Works Department for review and approval. The plans shall indicate existing and proposed structures, miscellaneous facilities if applicable and all utilities applicable within the project site. The plans shall be prepared on a 24" x 36" sheets with City standard title block stamped and signed by a Registered Professional Civil Engineer in the State of California. The submittal of the plans shall include: a hydrology report, a geotechnical report, required design calculations, a cost estimate, a plan check fee, and an inspection fee. The final submittal for final approval shall include a mylar of the approved grading, drainage and utility plans. The applicant shall use the assigned drawing number obtained from Public Works for this project. Partial or incomplete submittals will not be accepted.
- ii) All site plans, grading plans, drainage plans and street improvement plans shall be coordinated for consistency prior to the issuance of any permits.

c) Water Improvements

- i) The Applicant shall install multiple water services to Monrovia's water system to serve the entire development for domestic and fire usage within the City of Monrovia to the specifications of the City Engineer
- ii) All water lines within the project site shall be a private systems maintained by the project and not the City of Monrovia's responsibility. The project shall provide adequate backflow at the transition from right of way to the private/public utility easement. The City of Monrovia shall not be responsible for the any utility within the easement after the backflow and meters.
- iii) All backflow devices will be reduced pressure double check valves from the state approved list. Developer/owner will provide testing of all state approved devices prior to operation and on an annual basis. If testing is not provided, city has the right to test at the owner's expense for said testing. If test fails owner shall replace approved device at their cost with approval from city water personnel.
- iv) The applicant will be responsible for all costs to connect to the City water system and installation of all new fire hydrants off the City system. The developer shall prepare engineered plans, approved by the City Engineer, and pay for all construction, equipment, testing and inspection for the connections, hydrants and services. These plans to be on separate improvement plans and submitted to Public Works for approval and construction/encroachment permits
- v) The project water usage and standby charges will be per the newly adopted rate schedule: Monrovia ordinance 2018-01 (See attached).

d) Waste Water Improvements

- i) The Applicant shall install sanitary sewers to Monrovia's sewer system to serve the development within the City of Monrovia to the specifications of the City Engineer.
- ii) **The applicant shall provide evidence of payment and approval for connection of sewer units to LA County Waste Water System.**

e) Geotechnical Investigation and Report

- i) Prior to issuance of a grading permit or encroachment permit, Applicant shall provide geotechnical report that addresses earthwork and foundation recommendations, including but not limited to, earthwork, retaining walls and foundation construction adjacent to the existing structures located on the property, pavement structural sections and recommendations. The geotechnical report shall include data regarding the nature, distribution and strengths of existing soils, conclusions and recommendations for grading procedures, design criteria for and identified corrective measures, and opinions and recommendations regarding existing conditions and proposed grading. The report shall also include subsurface geology of the site, degree of seismic hazard if any, conclusions and recommendations regarding the effect of geologic conditions on the proposed development, opinions and recommended design criteria to mitigate any identified geologic hazards including locations of surface and subsurface fault lines in the area as applicable. Provide off-site and on-site pavement structural section to be address with recommendation based on Traffic indexes and R values, per Caltrans methods. Provide percolation testing for Low Impact Design (LID) standards

f) Hydrology Report and Hydraulic Calculations

Applicant shall provide hydrology study and hydraulic calculations per L.A. County standards, for mitigation of off-site and on-site flows tributary to these structures and conveyances. And shall obtain permits from the county for all connections or modifications to their system. The outfall of this project after meeting LID standards shall have direct connection to the City/County Storm Drain System and not be directed to City of Monrovia streets.

g) Grading Plan

- i) Grading plan shall conform to MMC Chapter 15.28 and be prepared on a 24" x 36" sheets with City title block. Required improvements may be shown on the grading plan along with site drainage.
- ii) Applicant shall provide an analysis and construct required infiltration and/or treatment of storm water from impervious surfaces prior to reaching direct connections leading to the main storm drainage system.
- iii) All required mitigation measures identified in the soils engineer's and geologist's reports shall be incorporated into the grading/drainage plans and a made a part thereof.
- iv) The lot shall mitigate its own drainage and thereby not impacting off-site drainage structures.
- v) Grading plan to provide a scaled detail section at each property line where the project is in cut or fill greater than 0.5 feet. Provide in relation to the adjacent property existing conditions: set back dimensions, retaining wall dimensions and encroachments, ground and finish surface elevations, cut and fill slopes including code setbacks, and direction of flow indicators.

vi) ***Site drainage shall be mitigated with gravity drainage systems. The use of sump pumps and pressure systems is highly discouraged. If a sump pump/pressure system is proposed, a backup underground storage and percolation system is required to hold the one hour point rainfall of a 100 year storm event times the entire surface area draining to the sump location.***

h) Utility Coordination Plan

i) Applicant shall submit a utility plan showing all proposed utility cuts for services such as Water, Sewer, Fire Department Stand Pipe, Gas, Edison, Telephone, Cable TV, etc. The Utility plan shall be submitted and approved prior to issuance of grading permits. Private utility plans including sewer, water, gas, including all abandoned, or to be removed facilities, etc. for the proposed development shall be submitted for review and approval by the City Engineer. Pay all applicable fees for Engineering Division services for issuance of Public Works permits.

ii) Applicant shall underground all electrical and communication service lines to the buildings.

i) Off-site Street Improvement Plans

i) Applicant shall dedicate additional rights of way if determined in the review of the improvement plans as they are needed.

ii) Remove and replace any curb, gutter, sidewalk, driveway approach or street pavement found by the City Engineer to be broken, uplifted, damaged or not meeting current ADA standards. Construct improvements as required, per City standard drawings to match existing improvements on adjacent properties. All ADA requirements shall be satisfied by the Applicant. These conditions apply on public right-of-way along property frontage.

iii) All work such as but not limited to demolition, construction and improvements within the public right-of-way shall be subject to review and approval of the Public Works Department, and will require construction and encroachment permit from the City's Public Works Department, prior to start of any construction. All work within the public right-of-way shall be in accordance with applicable standards of the City of Monrovia, Standard Specifications for Public Works Construction ("Green Book", latest edition) and the Manual on Uniform Traffic Control Devices (MUTCD, latest edition), and further that construction equipment ingress and egress be controlled by a plan approved by the City Engineer.

iv) Applicant shall obtain applicable permits for all work to be done within the public right-of-way from the Public Works Department and shall pay all applicable fees for Engineering Division services such as plan check fee and construction inspection fee as applicable.

v) The City requires the restoration of the existing pavement after utility installation. Restoration is required from the outer limits of the area covering and encompassing all the utility cuts as shown on the plans, but actual limits shall be determined out in the field by City Engineer. Restoration of asphalt pavement may be up to 2-inch pavement grind and 2-inch asphalt overlay and slurry seal type II.

j) Off-site Utility Extension/Connection Plans

- i) Applicant shall connect all buildings to the public sewer. The sewer is to be constructed in the common driveways through new lateral(s) (sized per the current plumbing code and engineered calculations, minimum 6 inches) with clean-out(s) at property line per City standard drawing S-215 and S-225. Cap off all abandoned laterals at the connection point from the main line to the satisfaction of the City Engineer. Indicate on the Site/Utility Plan the work to be done by the Applicant
- ii) The Applicant shall comply with the requirements of MMC Section 13.12.015 Non-Storm Water Discharges, Section 13.12.02 Deposit or Discharge of Specified Substances Prohibited, Section 13.12.030 Grease Traps Required and Section 13.12.040 Maintenance of Sewer Laterals. All sewer laterals shall be maintained by the owner of the property served by such lateral in a safe and sanitary operating condition so that there is no seepage of waste at any point up to and including the junction of the sewer lateral and sewer main so that passage of waste through the lateral to the sewer main is free from stoppage and obstruction; all devices and safeguards required for the operation of sewer laterals shall be maintained in good working order. The Applicant shall provide the Department of Public Works a copy of a closed circuit television inspection report of the condition of the existing sewer lateral. If the sewer lateral needs repair, it shall be completed to the satisfaction of the City Engineer prior to commencement of the applicant's operation or prior to issuance of certificate of occupancy.

A CCTV video of the existing/proposed sewer lateral connecting to the City mainline is required for the project; a copy of the video shall be submitted to Public Works. Prior to CCTV please notify the Department of Public Works requesting to have the Public Works Inspector on-site to witness the inspection.

k) Off-site landscaping improvements to be maintained by the Applicant.

- i) All off-site landscaping improvements along the frontage of this project are to be the responsibility of the project for maintenance and upkeep. The watering of this landscaping in the right of way is to be supplied by the projects water service for irrigation.

l) Traffic Engineering Conditions

- i) Prepare and submit for approval: traffic control plans and staging plans for all off-site improvements and utility connections. Applicant to maintain all traffic control devices for the entire time while working within the City right of way.

m) Environmental Conditions

- i) Based upon the requirements of the City's Storm water Management Ordinance, MMC 12.36 and the Los Angeles County Municipal Storm Water National Pollutant Discharge Elimination System (MS4 NPDES) Permit issued by California Regional Water Quality Control Board, Los Angeles Region, the following shall be incorporated into the project application:

The applicant shall be responsible for the following when applicable in the code:

- ii) Minimize impacts from storm water runoff on the biological integrity of natural drainage systems and water bodies in accordance with requirements under the California Environmental Quality Act (California Public Resources Code Section 21100), Section 13369 of the California Water Code, Sections 319, 402(p), and 404 of the Clean Water Act, Section 6217(g) of the Coastal Zone Act Reauthorization Amendments, Section 7 of the Environmental Protection Act, and local governmental ordinances.

iii) The applicant shall provide in a table on the title sheet of the approved grading plans for the project the following information :

1. The drainage area addressed by the project in Acres
2. The total BMP retention capacity of the project in Acre-Feet
3. The estimated total runoff volume to be retained on-site for a typical year.

n) Demolition of Existing Structures

i) The project demolition activities shall comply with the City's Construction and Demolition Recycling Program (C&D Recycling Program) by filing an application and submitting a deposit to Public Works Environmental Services prior to issuance of permits. Building, demolition, and grading permits will not be issued until the applicant provides the City with the required forms and the waste management plan has been reviewed and approved by the Environmental Services. If the Applicant chooses not to participate in the C&D Recycling Program, then the hauler must be identified on the demolition, building and grading plans.

ii) Building demolition permit will not be issued until the applicant provides copy of Air Quality Management District (AQMD) permit.

o) As-built Plans

i) Applicant shall provide to the City of Monrovia revised plans of the original size, on mylar, showing all as-built conditions for the off-site and on-site improvements prior to the release of bonds held for the completion of the map.

Questions or comments: Brad S. Merrell, P E
City Engineer
Cell # 760-900-7526
bmerrell@ci.monrovia.ca.us



DATA SHEET 3

Findings

CUP2019-0005 and
TTM No. 2019-82153

715 - 721 West Duarte Road

TENTATIVE TRACT MAP

As required by Sections 66473.5 & 66474 of the California Government Code, the decision for approving Tentative Tract Map No. TTM2019-82153 for a 12-unit Townhome Development located at 715 – 721 West Duarte Road is based on the following findings:

- A. That the tentative tract map subdividing the existing 27,668 square feet of land area for the development of 12 attached units, together with the provisions for the subdivision's design and improvement, are consistent with the General Plan and satisfy the requirements of the Map Act and of the Municipal Code. *This project will be consistent with the General Plan in that it meets the requirements of the current General Plan land use designation for the property. The RM3500 (Residential High Density) zoning allows for a maximum Floor Area Ratio (FAR) of 75%. The applicant is proposing a 12-unit development with a 75% FAR and all the Zoning Code development standards are being met or exceeded. The project is also consistent with Policy 1.6 of the Land Use Element that promotes a variety of housing types ranging in size, density, and price. This project will conform to the Municipal Code standards for multifamily residential developments.*
- B. That the site is physically suitable for this type of development. *Taken together, the size of the subject parcels allows for the lot to be subdivided and developed with a new residential townhome development project without creating detrimental visual or privacy impacts. The lot size and dimensions exceed the minimum RH zoning requirements outlined in the Monrovia Municipal Code. The consolidated lot area will total 27,668 square feet and allow for the development of 12 residential units, each with an attached garage and six open guest parking spaces. The site has been sensitively designed to minimize impacts on the neighboring properties. The rear two units are limited to two-stories in height to avoid undo impacts to the single family properties to the north.*
- C. That the site is physically suitable for the proposed density of development, *specifically the 27,668 square foot project site is zoned RH (Residential High Density), and is being developed within the maximum density and floor area ratio thresholds of the Zoning Ordinance. The proposed development will meet or exceed all of the development standards of the Zoning Ordinance and no variances are requested for the proposed improvements.*
- D. That the design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat *in that the four parcels have been previously developed and are located in an area that is already improved with residential development. The land surrounding the sites are also developed with single-family and multifamily units.*

Therefore, the proposed subdivision and the proposed site improvements are not likely to cause substantial damage to the environment.

- E. The design of the subdivision and the type of improvements are not likely to cause serious public health problems, as it will comply with all City design and safety standards, including fire suppression requirements. *The project plans have been routed for preliminary plan check by the Public Works Division and Fire Department. Condition of Approval No. 32 on Data Sheet No. 1 requires the project to comply with the Monrovia Municipal Code, Building Division and Fire Department standards and regulations that are directly related to the project. The City Engineer has reviewed this proposed subdivision relative to the adjacent right-of-way. Access to the site is proposed to be taken from West Duarte Road. Based on the City Engineer's review, it is determined that the design and construction of the project would preserve public safety and provide adequate access and circulation for vehicular and pedestrian traffic. All necessary public improvements will be made prior to the proposed construction.*
- F. The design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision, *as the public sidewalk incorporated into the design will continue to provide access to the public along that right-of-way, and the City is unaware of any other such easements that exist on the property.*
- G. The City has considered the effect of the subdivision on the housing needs of the region in which the City is situated, and balanced those needs against the public service needs of its residents and available fiscal and environmental resources. *The proposed development removes one residential structure and the new project consists of 12 residential units. This change will not significantly increase the demands on available fiscal and environmental resources. The housing needs will be improved in the region by the addition of 11 more units. Lastly, by subdividing the land, the opportunity for individual home ownership becomes a possibility.*
- H. The discharge of waste from the proposed subdivision into an existing community sewer system will not result in violation of existing requirements of the Regional Water Quality Control Board. *The City Engineer has reviewed the proposed subdivision. Per the Public Works conditions of approval, the existing sewer system will be upgraded to accommodate the project.*

CONDITIONAL USE PERMIT

As required by Section 17.52.290 of the Monrovia Municipal Code, the decision for granting Conditional Use Permit No. CUP2019-0005 for the development of a 12-unit Townhouse Development located at 715 – 721 West Duarte Road is based on the following findings:

- A. The project site is adequate in size, shape and topography for the development of 12 units. *The site has sufficient width, depth and lot area to accommodate this type of development. Though the site is slightly irregular in shape (this section of West Duarte Road runs in a northeast/southwest diagonal direction, causing one side*

property line to be shorter than the other, and the site also narrows toward the rear), it is relatively flat and of sufficient size to accommodate the proposed 12-unit development.

- B. The project site has sufficient access to streets and highways, adequate in width and pavement type to carry the quantity and quality of traffic generated by this 12-unit development. *The project will be accessed by one ingress and egress access driveway onto West Duarte Road, which is designated as a Secondary Arterial Street in the Circulation Element of the General Plan. Secondary Arterial streets have a capacity of 20,000 to 30,000 vehicles per day. The project provides the required residential parking spaces of two garage spaces per unit plus six additional guest parking spaces.*
- C. The 12-unit Townhouse Development will be compatible with the General Plan and will not adversely impact the objectives of the General Plan, *specifically the Residential High Density designation allows a density of up to 75% Floor Area Ratio (FAR). Furthermore, Goal 1.6 of the Land Use Element of the General Plan states, "Promote a variety of housing types ranging in size, density, and price."*
- D. The 12-unit Townhouse Development will comply with the applicable provisions of the Zoning Ordinance. *The project is zoned RH (Residential High Density) and meets or exceeds all development standards, including density, setbacks, height, parking, and recreation space.*
- E. The proposed location of the 12-unit Townhouse Development and the conditions under which it will be operated or maintained will not be detrimental to the public health, safety or welfare, nor will it be materially injurious to properties or improvements in the vicinity, *as the site will be upgraded to include new landscaping, perimeter walls, and architectural amenities. It is on a residential block developed primarily with multifamily residences. The development is consistent with the existing development patterns in the vicinity. The new units will offer a contemporary design, which is compatible with the existing architecture of the eclectic neighborhood, will allow for property ownership within an existing multifamily residential neighborhood.*
- F. The proposed project will not result in the demolition of a residential structure built prior to January 1, 1940, with architectural or know historic value. *The property located at 715 West Duarte Road is currently developed with one primary residence that was built in 1914. Given that the existing residential structure was built within the historic period (50 years of age or older) and is proposed for demolition to make way for new development, the project was required to be reviewed by the Historic Preservation Commission to determine if the property meets the criteria for listing in the California Register of Historical Resources or the local landmark criteria and is not a "historic resource" for the purposes of the California Environmental Quality Act. The Historic Preservation Commission found that the existing residence on site does not have architectural or known historic value and Department of Parks and Recreation (DPR) Form prepared by Sapphos Environmental Inc. found that the existing development does not have architectural or known historic value. The DPR Form was formally approved with a California Historic Status Code of 6Z, a status code that is assigned to properties that do not*

meet any of the criteria required for landmark designation, by the Historic Preservation Commission on April 26, 2017.

PUD/TOWNHOUSE DEVELOPMENT

As required by Section 17.44.050 of the Monrovia Municipal Code, the approval of the 12-unit Townhouse Development located at 715 – 721 West Duarte Road is based upon the following findings:

- A. The plan provides as well, or better, for light and air, for public safety and convenience, the protection of property values and the preservation of the general welfare of the community, than if developed in other permitted uses, *because the design of the Townhouse Development has taken into consideration all of those concerns on a parcel in the RH zone. The rear two units are limited to two-stories in height to avoid undo impacts to the single family properties to the north. Furthermore, by subdividing the land, the opportunity for individual home ownership becomes a possibility.*

HOUSING ACCOUNTABILITY ACT

- A. The proposed development is subject to the approval requirements of the state Housing Accountability Act because the development meets or exceeds all of the applicable objective development standards contained within the Monrovia General Plan and the Monrovia Zoning Ordinance, including the density requirements, lot coverage requirements, setback requirements, and the Floor Area Ratio (FAR) requirements.

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Seal:

Project Information:

12- UNIT DEVELOPMENT
715, 717, 721 DUARTE RD
MONROVIA, CA 91016

12- RESIDENTIAL UNITS

No.	Date	Revision

Date	Issue
02/05/2019	SITE DEVELOPMENT REVIEW

Project No.: 2018-093
Scale: As Shown
Drawn / Check by: KC/DC
Date: 02/05/19

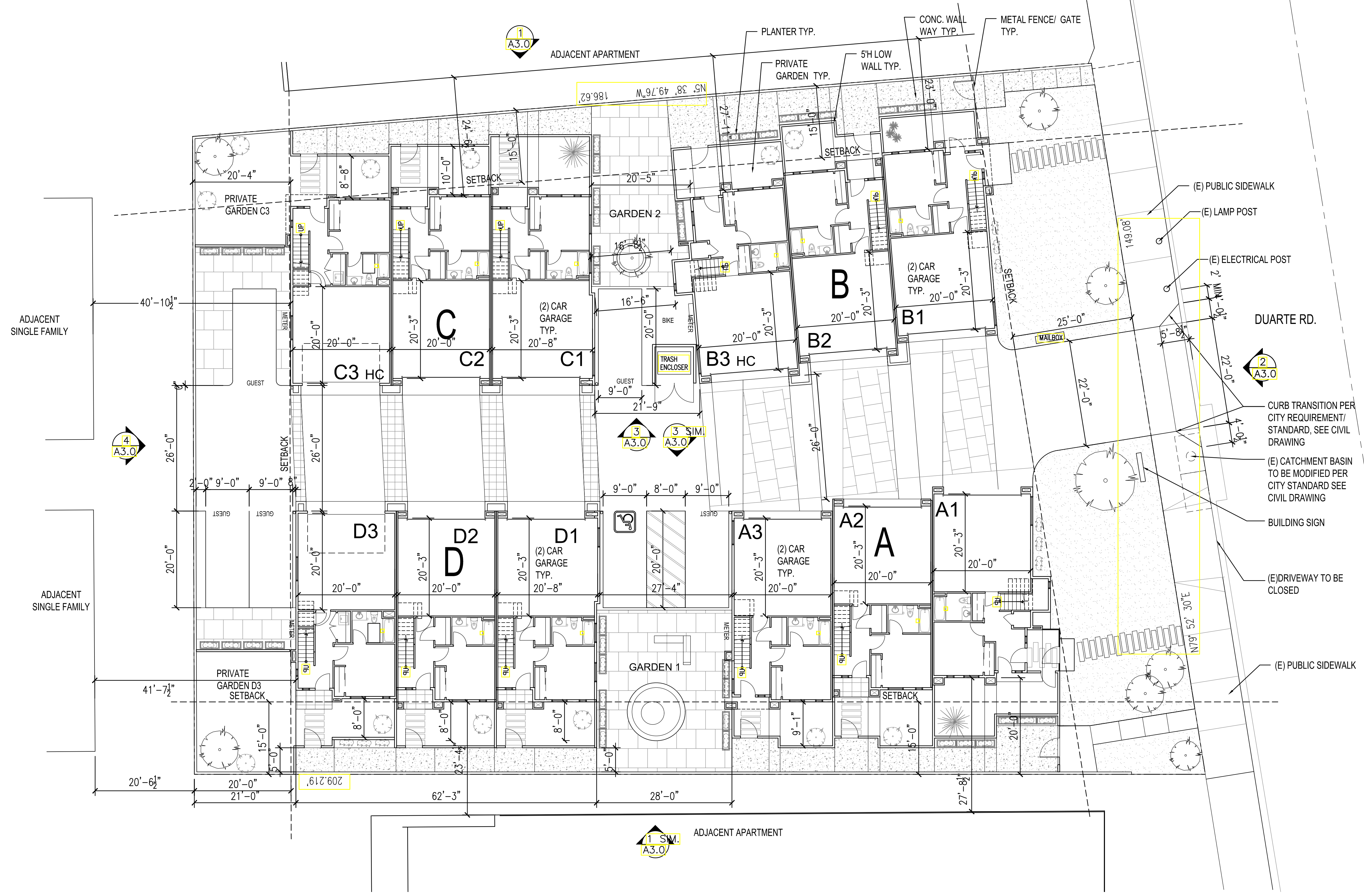
Drawing Title:

SITE PLAN / FIRST FLOOR

Sheet:

A2.1

Location: C:\Users\benal\Dropbox\1809 721 DUARTE\DMAC Architectural\SDX-BseefR22.dwg - Plot Date: 3/22/2019 2:07:22 PM
 Scale Line
 Scale: 3/32"=1'-0"



SITE PLAN / FIRST FLOOR
SCALE: 3/32"=1'-0"

Seal:

Project Information:

12-UNIT DEVELOPMENT
715, 717, 721 DUARTE RD
MONROVIA, CA 91016

12- RESIDENTIAL UNITS

No.	Date	Revision

Date	Issue
02/05/2019	SITE DEVELOPMENT REVIEW

Project No.: 2018-093
Scale: As Shown
Drawn / Check by: KC/DC
Date: 02/05/19

Drawing Title:

THIRD FLOOR PLAN

Sheet:

A2.3



THIRD FLOOR PLAN
SCALE: 3/32"=1'-0"

Location: C:\Users\sebnal\Dropbox\688 721 DUARTE\DMAC Architectural\SDX-Base\F28.dwg - Plot Date: 2/5/2019 12:25:18 PM
 Scale Line
 Scale Line

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Seal:

Project Information:

12- UNIT DEVELOPMENT
715, 717, 721 DUARTE RD
MONROVIA, CA 91016

12- RESIDENTIAL UNITS

No.	Date	Revision
△		
△		
△		
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△		

Date	Issue

Project No.: 2018-093
Scale: As Shown
Drawn / Check by: KC/DC
Date: 01/01/18

Drawing Title:
PRESENTATION 2

Sheet:

AP1.1



2 BACK VIEW
SCALE: N.T.S.



1 ENTRY VIEW
SCALE: N.T.S.

SCALE: 1"=10'
GRAPHIC SCALE: 1 inch = 10 ft.



TENTATIVE TRACT NO. 82153

IN THE CITY OF MONROVIA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA
BEING A SUBDIVISION OF PORTIONS OF BLOCK 22 OF PART OF SANTA ANITA TRACT, AS PER MAP RECORDED IN BOOK 34,
PAGES 41 AND 42 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, AND THAT
PORTION OF GENOA STREET AS SHOWN ON SAID MAP VACATED BY ORDINANCE NO. 709, OF SAID CITY OF MONROVIA.

FOR PLANNED UNIT DEVELOPMENT PURPOSES

MARCH 19, 2019



VICINITY MAP (NOT TO SCALE)
20.54'

OWNER/SUBDIVIDER:
MS. HELEN LIN
715,717,721 W. DUARTE ROAD
MONROVIA CA 91016
TEL. 909 348-2899
helenlin@anteproperty.com

PREPARED BY:
HORIZON SURVEYS
C/O JEROME A. ROGERS
135 N SAN GABRIEL BLVD,
SAN GABRIEL, CA 91775
TEL: 818-554-9042
EMAIL: hsr185585610@gmail.com

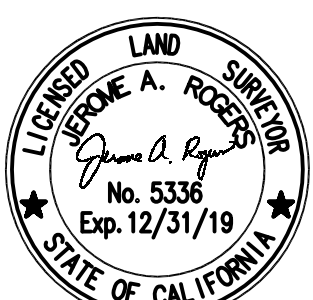
SURVEY/CIVIL:
GOLDEN LAND ENGINEERING, INC.,
2912 RIO LEMPA DRIVE,
HACIENDA HEIGHTS, CA 91745
TEL: (626) 377-6506, (626) 333-6168;
FAX: (626) 333-6168

EARTHWORK QUANTITIES:
CUT = 153 C.Y.
FILL = 455 C.Y.
OVER EXCAVATION = - C.Y.
IMPORT = 302 C.Y.

TREE NOTES:
REMOVE ALL EXISTING TREES UNLESS
OTHERWISE SHOWN IN THIS PLAN

UTILITY SERVICES:
WATER—CITY OF MONROVIA
SEWER—CITY OF LOS ANGELES
SANITATION DISTRICT
GAS—SOUTHERN CALIFORNIA GAS
ELECTRICAL—SOUTHERN CALIFORNIA EDISON
TELEPHONE—AT&T
SCHOOL—MONROVIA UNIFIED SCHOOL
DISTRICT
FIRE—CITY OF MONROVIA FIRE
DEPARTMENT
POLICE—CITY OF MONROVIA POLICE
DEPARTMENT

GENERAL NOTES:
GENERAL PLAN DESIGNATION: RURAL(R)
ZONING: RH (PRESENT)
ZONING: RH (PROPOSED)
ASSESSOR'S PARCEL NUMBER:
8507-015-016,017,018,019
NO OF EXISTING LOTS: 13
NO OF PROPOSED LOTS: 13
NO. OF STORIES: 2
NO. OF PARKING:
PRIVATE: 2 CAR GARAGE PER
UNIT(12(2)=24SPACES
GUESS: 6 SPACES, 1 OF A.D.A.
DWELLING UNIT FAR (MAX. 75%=20,776 SF)
ACCESSORY BUILDING FAR (MAX. 40% = 11,080
SF)
RECREATION SPACE REQ. (20% MI OF PRIVATE
& COMMON SPACE)= 4,131.2 SF
TYPE OS CONSTRUCTION: V-B
FIRE SPRINKLERS: YES
FAR=75%=20,776 SF PROVIDING: 20,668 SF
/27,701 SF = 74.61%
EXISTING LOT AREA: 27,682 SF
PROPOSED LOT AREA:
LOT 1 = 1,174 SF
LOT 2 = 1,046 SF
LOT 3 = 1,020 SF
LOT 4 = 1,004 SF
LOT 5 = 987 SF
LOT 6 = 1,538 SF
LOT 7 = 1,478 SF
LOT 8 = 1,032 SF
LOT 9 = 1,094 SF
LOT 10 = 1,085 SF
LOT 11 = 996 SF
LOT 12 = 992 SF
LOT 13 = 14,236 SF



LEGEND:

	AREA DRAIN		PARKING SPACE
	EXIST TREE, TO BE REMOVED		WATER LINE
	EXIST CHAINLINK FENCE		SEWER LINE
	PROPOSED FLOW LINE		
	EXISTING ELEVATION		
	EXIST CONTOUR LINE		

ABBREVIATIONS:

AC	ASPHALTIC CONCRETE	EG	EXISTING GRADE OR GROUND P/L
AD	AREA DRAIN	EP	EDGE OF PAVEMENT
BW	BACK OF WALK	FF	FINISH FLOOR
CB	CATCH BASIN	FL	FLOW LINE
DWY	DRIVE WAY	FS	FINISH SURFACE
		OHP	OVERHEAD POWER
		PL	PROPERTY LINE
		PP	POWER POLE
		SWR	SANITARY SEWER
		TF	TOP OF FOOTING
		WM	WATER METER

REVISIONS:

BENCH MARK:
ELEVATIONS SHOWN HEREON ARE BASED ON
LOS ANGELES COUNTY DEPARTMENT OF PUBLIC
WORKS BENCH MARK NO. G 4586 DESCRIBED
AS A LACO DPW BM TAG IN E CURB 300MM S
OF BCR AT THE SE COR MYRTLE AVE AND
CHESTNUT AVE 11M S AND 9.1M E OF
CENTERLINE INT.
ELEV=518.739 FT (NAVD 1988) (1995 ADJ)
CONTOUR INTERVAL = 1 FT

APN 8507-015-016
8507-015-017
8507-015-018
8507-015-019

THOMAS GUIDE

ORIGINAL DWG SIZE
24"x36"

HORIZON SURVEYS
135 N. San Gabriel Blvd.
San Gabriel, CA 91775
Tel: 818-554-9042

JOB NO.

715,717,721 W. DUARTE ROAD, MONROVIA, CA 91016

LOS ANGELES COUNTY CALIFORNIA

TENTATIVE TRACT NO. 82153

DWG NO.

DATE:
3-19-19