



PLANNING COMMISSION STAFF REPORT

APPLICATION: CUP2015-06

AGENDA ITEM: PH-1

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Assistant Planner

MEETING DATE: June 10, 2015

SUBJECT: Conditional Use Permit CUP2015-06
1414 South Alta Vista Avenue

REQUEST: Construct a two-story, 3-unit, attached apartment complex and a detached two-car garage.
This property is located in the RH (Residential High Density) Zone.

APPLICANT: PDS Studio Inc.
68 Genoa Street Unit B
Arcadia, CA 91006

ENVIRONMENTAL DETERMINATION: Categorical Exemption (Class 3)

BACKGROUND: The applicant is requesting approval to develop a 3-unit, two-story attached apartment complex and a detached 2-car garage. The proposed project requires a Conditional Use Permit (§17.12.030) to allow more than two units on a lot.

SUBJECT PROPERTY: The subject site is located on the east side of South Alta Vista Avenue between Cypress and Central Avenue. The subject property is 100' wide and 91.50' deep totaling 9,150 square feet in area. It is improved with a non-conforming single-family residence located in the southeast corner of the lot with a detached garage accessed from a driveway. The single-story residential building built in 1948 is proposed to be demolished. The property is located in the RH (Residential High Density) Zone.

The surrounding properties consist of multi-family to the south and east, and a single-family residence to the north. All of the adjacent properties are in the RH Zone.

DISCUSSION/ANALYSIS: For properties less than 15,000 square feet in area in the RH Zone, the allowable density is calculated at 2 units for the first 5,000 square feet of lot area and for each additional 1,500 square feet another unit is permitted. This 9,150 square foot site is permitted a maximum density of 4 units. Three are proposed.

Site Plan

The site plan shows three attached two-story units. Two dwelling units have attached two-car garages; the remaining unit will have a two-car detached garage. The three garages are accessed from a new driveway along the north property. The new driveway will relocate an existing power pole and two guy wires, near the northwest corner of the property.

The proposed development meets the minimum 25' front yard setback and 20' rear yard setback for habitable spaces. The minimum side yard setbacks in the RH zone are 10% the lot width for the first floor and 6' for the second floor. Given that this lot is 100' wide, the applicant is proposing a 10' first floor and second floor setback on the south side. On the north side, a 12' setback is proposed for both floors. The driveway will run along this setback leading to the garages located behind the three units.

Currently, there is an existing block wall along the side (south) property line, and a wood fence along the side (north) property line, and a partial retaining wall with a wood fence at the rear (east) property line. A decorative block wall will be provided along the side (north) property lines but outside of the front yard setback area. The property line wall is required to be a minimum of five feet above the subject property's finished grade and a maximum of six feet above the adjacent property's grade, as measured in accordance with the Monrovia Municipal Code. Appropriate landscaping will be added along the south property line within the front setback area to screen existing wall. The required walls will be installed before building construction begins.

Another standard condition found on Data Sheet #1 is that 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 therefore provide a single wall along the project's perimeter.

Private Open Space

The RH Zone requires that a minimum of 20% of the unit size be provided in private yard area. The private yard area for Unit A will be provided in two locations, where both areas will be accessible from within the unit. A portion of the private yard area will be provided outside the front yard setback, at the front of the building, and the second portion will be provided at the rear of the Unit A. The private yard area for Unit B will be provided at the southwest corner of the project, outside of the front yard setback, that will be accessed from a doorway leading from the living room. The largest private yard area will be Unit C that is located along the south property line at the rear of the property.

The following chart summarizes the private yard area provided per unit:

	Unit A	Unit B	Unit C
Unit Size	1,337 Sq. Ft.	1,256 Sq. Ft.	1,250 Sq. Ft.
Private Area Required	267 Sq. Ft.	251.2 Sq. Ft	250 Sq. Ft.
Private Area Provided	275.5 Sq. Ft.	272 Sq. Ft.	566 Sq. Ft.
Percentage of Private Area	20%	22%%	45%

All private yard areas will be enclosed by a 5 foot high stucco block wall and meet the minimum dimensions of 8 feet. All units will provide the required private yard area.

Building Elevations/Floor Plans

The design of the building Spanish and features stucco walls and concrete roof tiles. A decorative front porch spans a portion of the front façade, reducing the massing of the two-story elevation. Windows will have decorative sill trims (under windows) that will be foam with stucco finish with shutters on both the first and second story. The applicant is proposing the use of tan slider and casement vinyl windows. Along the perimeter of the units, decorative exterior light fixtures will be provided at the primary entrances and in the private recreation areas. One of the conditions listed on Data Sheet #1 is that 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 of materials to be used and samples/examples of stucco, windows, exterior doors, garage doors, roofing, color schemes and exterior light fixtures.

The floor plan of the Unit A provides a kitchen, dining room, a ½ bath, living room, and 1 bedroom on the ground floor. Two of the units have three bedrooms and two and a half bathroom and the third unit has four bedrooms and three bathrooms (Unit A). The 3 units range in size from 1,250 square feet to 1,337 square feet. The Municipal Code requires attached units to have at least 1,250 square feet of living area if they have three bedrooms and these units meet those minimum requirements.

Conclusion

The development will replace a single-family residence and replace it with three apartments. This development is consistent with the existing multi-family dwellings and has an attractive design that will complement the neighborhood. The three new units will be an asset to the neighborhood and community and provide additional housing opportunities in Monrovia.

RECOMMENDATION: The Development Review Committee and Staff recommend approval of Conditional Use Permit CUP2015-06. If the Planning Commission concurs with this recommendation then, following the public hearing, the adoption of the following resolution is appropriate:

The Planning Commission of the City of Monrovia hereby finds, determines and resolves as follows:

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 CUP2015-06 is categorically exempt from CEQA under Class 32.
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 CUP2015-06, which are incorporated herein by this reference.
4. The Planning Commission approves CUP2015-06, 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:

Close the public hearing and adopt the Resolution approving CUP2015-06 as presented in the Staff Report.



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 construction of a two-story, three-unit attached apartment and detached two-car garage (CUP2015-06) 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 stucco, 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 north property line but outside of the front setback area. Appropriate landscaping shall be added along the south property line within the front setback area to screen existing wall. The existing fence along the east property line shall be refinished after obtaining permission from adjacent property owner. 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. The Applicant shall make a good faith effort to work with adjacent property owners (that have existing walls/fences) to refinish the existing walls/fences in conjunction with neighboring property owners 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.
3. All private recreation areas shall be enclosed by 5' high solid wall or fence. All proposed fences shall be shown and indicated on the submitted site plan.
4. 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.

5. Placement and design of mailboxes shall be reviewed and approved by both the U.S. Postal Service and the Planning Division prior to installation.
6. No roof mounted mechanical equipment shall be permitted.
7. 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.
8. 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.
9. 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.
10. The existing power pole located in the public right of way, near the northwest corner of the property, shall be relocated as a result of the new driveway approach along the north property line prior to issuance of building permits. The new location shall be determined by the corresponding utility company subject to review by the city.
11. 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

12. The Tree Retention Plan has been provided by the applicant to include all trees that are to remain on-site (the "Retained Tree"). The Tree Retention plan was conducted by Michael Crane, a certified Arborists, from Arbor Care, Inc. The Tree Retention Plan has incorporated any necessary measures needed to protect the Retained Tree during construction or post-construction periods. The Tree Retention Plan included at minimum the following:
 - a. Tree protection fencing requirements. The Retained Tree shall have a protective fence installed at least four feet tall and constructed of chain link fencing secured on metal posts, surrounding the base of the tree a distance determined by the Landscape Architect or certified Arborist, prior to the start of construction. Such fencing shall remain in place during construction and shall remain consistent with the Site Plan provided in the Protected Tree Report. Grading operations within the drip line of the Retained Tree shall be minimized to prevent soil compaction around the trees and to protect them from damage.
 - b. Protection Measures. Any protection measures needed for the protection and preservation of the Retained Tree on adjacent properties on or near

common property lines of the subject site, including any City parkway trees, shall be included in the Tree Retention Plan.

- c. Recommendations on anticipated pruning of tree. All cuts can be made to industry standards using reduction or thinning cuts and pruning will consist on crown reduction on the east side for the second story wall and roofline clearance. No more than 5 percent of the tree's total live crown will be removed and no other safety or corrective pruning is required at this time. Pruning shall be under the direction of a certified arborist if pruning occurs as part of the construction process.
13. 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 of 24" box trees, shrubs, and groundcover. The use of turf shall be minimal.
 - 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.
 - e. The Landscape Plan shall comply with the State of California Governor's Executive Order B-29-15 and any updates to the State Model Water Efficient Landscape Ordinance.
 14. A landscape documentation package pursuant to the requirements of AB1881 and the 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 Certificate of Occupancy.

PARKING

15. All paved parking and driveway areas shall be surfaced with Portland cement concrete (3-1/2" minimum thickness) or approved alternative.
16. All driveway surface areas shall incorporate accent treatment throughout the design. Accent treatment shall include stamped concrete or other approved treatment.

CONSTRUCTION SITE REQUIREMENTS

17. 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.

18. 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

19. 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.
20. 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.
21. The Applicant shall, within 30 days after approval by the Planning Commission, 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 CUP2015-06 shall be void and of no force or effect unless such written consent is submitted to the City within the 30 day period.
22. The development associated with the Conditional Use Permit shall begin within one (1) year after its approval or it will expire without further action by the City.
23. 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.
24. 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 this permit 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. The City shall have the option of coordinating the defense, including, but not limited to, choosing counsel for the defense at Applicant's expense.



DATA SHEET 2

Public Works Conditions

CUP2015-06

1414 South Alta Vista Avenue

All conditions shall be met prior to the final approval of the project.

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 development, the Applicant shall provide the following:
 - a. Soils and Geotechnical Report
 - b. Hydrology Report
 - c. Local SWPPP Plan
 - d. Site Plan
 - e. Grading Plan showing utilities, street utility cuts, driveway installation and drive approach removal.
 - f. Erosion Control Plan
2. Submit existing site plan, topographic map of the project site and 20 feet of adjacent properties, grading, drainage and utility plan to the Community Development 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 maximum 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 G-? for this project. Partial or incomplete submittals will not be accepted.
3. All submitted plans by the Applicant such as but not limited to site plans, grading plans including drive approach, drainage plans and utility plans shall be coordinated for consistency and shall be approved by the City Engineer prior to the issuance of any construction permit. Applicant shall pay all fees for Engineering Divisions services such as plan check fee and construction inspection fee as applicable.
4. Applicant shall remove and replace an existing driveway approach with new curb, gutter and sidewalk or street pavement found by the City Engineer to be broken, not meeting ADA standards, uplifted or damaged. Applicant shall

construct improvements as required 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. 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 by the City Engineer, 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. Power poles necessary to be relocated shall at a minimum be four feet from the top of "X" of a drive approach.

5. 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 will be a 2-inch pavement grind and 2-inch asphalt overlay, removal and replacement of broken AC or PCC pavement as directed by the City Engineer. The scope of work shall be mutually agreed by the City Engineer and the Applicant prior to approval of any construction plans and/or issuance of any Public Works permits.
6. Prior to start of any construction activity, Applicant shall provide a Transportation Plan to the Public Works Department formalizing the approved truck route, staging areas, radio control points and manpower, street sweeping activities along with loading/unloading of supplies/materials and parking for contractors and employees in/on and around the site prior to issuance of any demolition, grading, construction or encroachment permits for the project. No construction activity will be allowed without first getting approval of all required submittals to the Public Works Department.
7. Applicant shall provide the Engineering Division with a soils and geotechnical report. The soils investigation shall evaluate the soils percolation characteristics for storm drainage considerations. Grading plan shall conform to MMC Chapter 15.28 and be prepared on a maximum 24" x 36" sheets with City title block. Required improvements may be shown on the grading plan along with site drainage.
8. All grading is to be done under the supervision of a licensed engineer qualified in soils field. Upon completion of the grading, the Soils Engineer shall file a certification with the Community Development Department that he/she supervised the grading and that the grading was done pursuant to the City of Monrovia Municipal Code, Chapter 15.28, and the grading plan approved by the City.
9. 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.

10. 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. Drainage devices shall be designed to handle and prevent erosion from damaging the proposed structure and surrounding neighborhood.
11. The lot shall handle its own drainage and be handled on site in compliance with Municipal Code Section 15.28.200. An alternative shall infiltrate or percolate drainage on site, thereby not impacting off site drainage structures. Site drainage discharge shall be subject to the requirements of the City of Monrovia Storm Water Management and Discharge Control Ordinance.
12. With the submittal of a grading plan for plan check, 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. 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.
13. 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 with the Grading plan 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.
14. This project shall obtain water service from the City of Monrovia. Apply to the City's Utilities Division for new water services and for removal of all unused meters by the City. Deposit fee will be required; construction costs will be based on actual time and material incurred by the City.
15. Applicant shall install sanitary sewers to connect to Monrovia's sewer system to serve the entire development in accordance with all applicable standard sewer drawings such as but not limited to new minimum 6 inch lateral (s) with clean-out (s) at property line per City standard drawing S-215 and S-225 requirements and to the specifications of the City Engineer. The applicant shall connect all buildings to Monrovia's sewer system. Cap off all abandoned laterals at the connection point from the main line to the satisfaction of the City Engineer. Indicate on the Site/Grading/Utility plan the work to be done by Applicant.

16. 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 water 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 video report of the condition of the existing sewer lateral and any newly installed sewer lateral. A City Public Works Inspector must be present on-site to witness all CCTV video inspections. Prior to CCTV inspection, the Applicant shall notify the Department of Public Works at least 24-hours in advance, requesting to have the Public Works Inspector on site to witness the CCTV inspection. Payment of applicable fee is required on all CCTV inspection request. Public Works will review the CCTV report, and 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.

Environmental Conditions

Based upon the requirements of the City's Stormwater 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:

- 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.
- Maximize the percentage of permeable surfaces to allow more percolation of storm water into the ground.
- Minimize the amount of storm water directed to impermeable surfaces.
- Minimize pollution emanating from parking lots through the use of appropriate treatment control using best management and good housekeeping practices.

General Conditions/Package Information

Based on the Development Planning Program and Storm Water Program Planning Priority Checklist (Form PC), this project is **NON-exempt**, and the Applicant **SHALL prepare a Standard Urban Stormwater Mitigation Plan (SUSMP)** and demonstrate mitigation of the following options:

- The project shall require that post-construction Treatment Control BMP's incorporate, a volumetric treatment control design standard, or both, to infiltrate, filter or treat storm water runoff from the project to capture the first $\frac{3}{4}$ inch of storm runoff.
- SUSMP must determine and provide pervious and impervious for pre-development and post development created by the project.
- Control of Impervious Runoff
- Roof down spouts must not be directed to trash enclosures or material storage areas. Down spouts should be discharged to gravel or heavily vegetated areas whenever possible.
- Trash containers shall be enclosed to prevent discharge of trash, and be equipped with lids, or screened, roofed or walled, and runoff should be diverted around trash areas to avoid flow through.
- Trash enclosure drainage should be directed to vegetative areas whenever feasible.
- Storm drains should be stenciled. All yard drains and catch basins to the street or storm drain system must be stenciled or labeled with the "No Dumping – Drains to Ocean" logo or equivalent.
- The project shall provide verification of maintenance provisions for structural and treatment control BMP's, including but not limited to legal agreements, covenants, CEQA mitigation requirements, and or conditional use permits.

The following forms have been provided to the applicant:

- A. Brochure: City of Monrovia Planning Developer's Guidelines and Review (Applicant Retains)
- B. Stormwater Best Management Practices (BMPs) – General Construction & Site Supervision
- C. Development/Planning – Minimum Project Requirements (Applicant Retains)
- D. Form PC – Storm Water Program Planning Checklist (Applicant Returns)
- E. Form P1 – General Project Certification (Applicant Returns)
- F. Form OC1 – Minimum BMPs for all Construction Sites
- G. Form LS-1 – Local Storm Water Pollution Prevention Plan (Applicant Returns)
- H. Form LS-2 – Local Storm Water Pollution Prevention Plan, BMP Table (Applicant Returns)
- I. Form LS-F – Sample Project Site Diagram, Local Storm Water Pollution Prevention Plan (Applicant Retains)
- J. Self Inspection Forms (Applicant Retains)
- K. Form LS-3 – Wet Weather Erosion Control Plan (Applicant Returns, if applicable)

17. This project is subject to the MS4 NPDES' Standard Urban Stormwater Mitigation Plan (SUSMP) regulations. The Applicant must submit a site-specific drainage concept and stormwater quality plan to mitigate post-development stormwater.

18. The Applicant shall integrate Best Management Practices to ensure compliance

with NPDES guidelines and the City's Stormwater Management Ordinance, MMC 12.36 to the satisfaction of the City Engineer, prior to the issuance of the grading permit. The design, implementation, construction activities and maintenance of the management devices shall mitigate and reduce pollutants in storm water discharges to the maximum extent practicable and shall be identified on a "site specific mitigation plan". Site Specific Mitigation Plan must specifically address and provide best management practices (BMPs) either structural or non-structural to mitigate pollutants.

19. The Applicant shall obtain the approval of a Drainage BMP plan (which can also be included as part of the grading and drainage plan). The BMP must address run-off and pollutants of concern including, but not limited to trash/litter, fossil fuels, metals, bacteria, toxics, nutrients, and sediment. The Drainage BMP plan shall be reviewed and approved to the satisfaction of the City Engineer prior to the issuance of grading permit. The plans shall be prepared on a maximum 24" x 36" sheets with City title block. The submittal of the plans shall include: a cost estimate for the installation of structural BMP's, a plan check fee, and an inspection fee. The final submittal shall include a Mylar of the approved Drainage BMP plan. Partial or incomplete submittals will not be accepted.
20. The Applicant shall comply with NPDES guidelines and the City's Stormwater Management Ordinance, MMC 12.36 to the satisfaction of the City Engineer, prior to commencement of the applicant's operation. The design, implementation, construction activities and maintenance of the management devices shall mitigate and reduce pollutants in storm water discharges to the maximum extent practicable and shall be identified on a "site specific mitigation plan". Site Specific Mitigation Plan must specifically address and provide best management practices (BMPs) to mitigate pollutants.
21. Roof down spouts should be discharged to gravel or heavily vegetated areas whenever possible.
22. Storm drains must be stenciled. All yard drains and catch basins to the street or storm drain system must be stenciled or labeled with the "No Dumping – Drains to Ocean" logo or equivalent.
23. The Applicant shall maintain the drainage devices such as paved swales, inlets, catch basins, pipes, and water quality devices as applicable that have been constructed within said areas according to BMP plans permitted by the City of Monrovia, in a good and functional condition to safeguard all lots within the development and the adjoining properties from damage and pollution.
24. The Applicant shall conduct annual maintenance inspections by the manufacturer or by a City approved inspector of all structural and/or treatment control storm water devices by following best management practices which shall also verify the legibility of all required stencils and signs which shall be repainted and labeled as necessary. Proof of such inspection shall be retained by the Applicant and a copy submitted to the City of Monrovia on a yearly basis.

25. The Applicant shall record a maintenance covenant with the L.A. County Registrar/Recorder and submitted to the City for the Standard Urban Stormwater Mitigations Plan and other Municipal NPDES Requirements to the satisfaction of the City Engineer prior to the issuance of Certificate of Occupancy.
26. For projects which disturb soil during wet season (October 1- April 15), Applicant must submit a signed certification statement declaring that contractor will comply with Minimum Best Management Practices (BMPs) required by the National Pollutant Discharge Elimination System (NPDES), and also submit a Local Storm Water Pollution Prevention Plan/Wet Weather Erosion Control Plan.
27. In compliance with AB 939, any waste and recyclables that are generated must be reported. The applicant must work with the hauler to fulfill this on-going condition. The report must provide the following information: the total tonnage collected, total tonnage diverted, total tonnage disposed, and disposal sites used and tonnages delivered to each.
28. 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. The C&D Recycling Program requirements are enclosed as an attachment and made part of the Conditions of Approval.
29. 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. The C&D Recycling Program requirements are enclosed as an attachment and made part of the conditions of approval.



CONDITIONAL USE PERMIT

As required by Section 17.52.290 of the Monrovia Municipal Code, the decision for granting Conditional Use Permit No. CUP2015-06 for the construction of an apartment complex consisting of three attached units and three, two-car garages located at 1414 South Alta Vista Avenue is based on the following findings:

- A. The project site is adequate in size, shape and topography for the development of the three-unit apartment complex. The project site is regular in shape and is of sufficient size to accommodate the proposed project. The site has sufficient width, depth and lot area to accommodate this type of development. The zoning is RH (Residential High) density and allows three units to be constructed on the site.
- 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 the three-unit apartment complex as the site will be accessed via South Alta Vista Avenue.
- C. The three-unit apartment complex is compatible with the General Plan and will not adversely impact the objectives of the General Plan because the land use designation in the General Plan is Residential High Density, and the project is consistent with that land use designation.
- D. The three-unit apartment complex will comply with the applicable provisions of the zoning ordinance. The property is zoned RH (Residential High) density and can accommodate the three units as permitted by code. The development meets all the requirements of the zoning ordinance and no variances are requested.
- E. The proposed location of the three-unit apartment complex and the conditions under which it will be developed 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 with similar density.
- F. The proposed project will not result in the demolition of a residential structure built prior to January 1, 1940, with architectural or known historic value. The existing simple ranch style residential structure was built in 1948 and is not subject to the Historic Preservation Ordinance.



DATA SHEET 4

Surrounding Land Uses

CUP2015-06

1414 South Alta Vista Avenue

Property Description:

The subject property is located on the east side of South Alta Vista between West Cypress and Central Avenue. The site measures 100' wide and approximately 91.50' deep and is developed with a 1,393 square foot building.

Zoning

Subject site: RH (Residential High Density)

Surrounding pattern:

north: RH (Residential High Density)

south: RH (Residential High Density)

east: RH (Residential High Density)

west: RL (Residential Low Density)

Land Use

Subject site: Single-family residence

Surrounding pattern:

north: Single-family residence

south: Multi-family development

east: Multi-family development

west: Single-family residence

Environmental Determination: Categorical Exemption Class 32

Applicable Ordinance Regulations: MMC 17.12.030 Planning Commission Authority for CUP

MATERIAL	FINISH	DETAIL	MANUFACTURER
1	CONCRETE	PAINTED	WALL GROUP
2	CONCRETE	PAINTED	WALL GROUP
3	WINDOW	WOOD	WINDOOR
4	STAIR	WOOD	WINDOOR
5	WOOD	WOOD	WINDOOR
6	WOOD	WOOD	WINDOOR

MATERIAL	FINISH	DETAIL	MANUFACTURER
7	WOOD	WOOD	WINDOOR
8	WOOD	WOOD	WINDOOR
9	WOOD	WOOD	WINDOOR
10	WOOD	WOOD	WINDOOR
11	WOOD	WOOD	WINDOOR
12	WOOD	WOOD	WINDOOR
13	WOOD	WOOD	WINDOOR

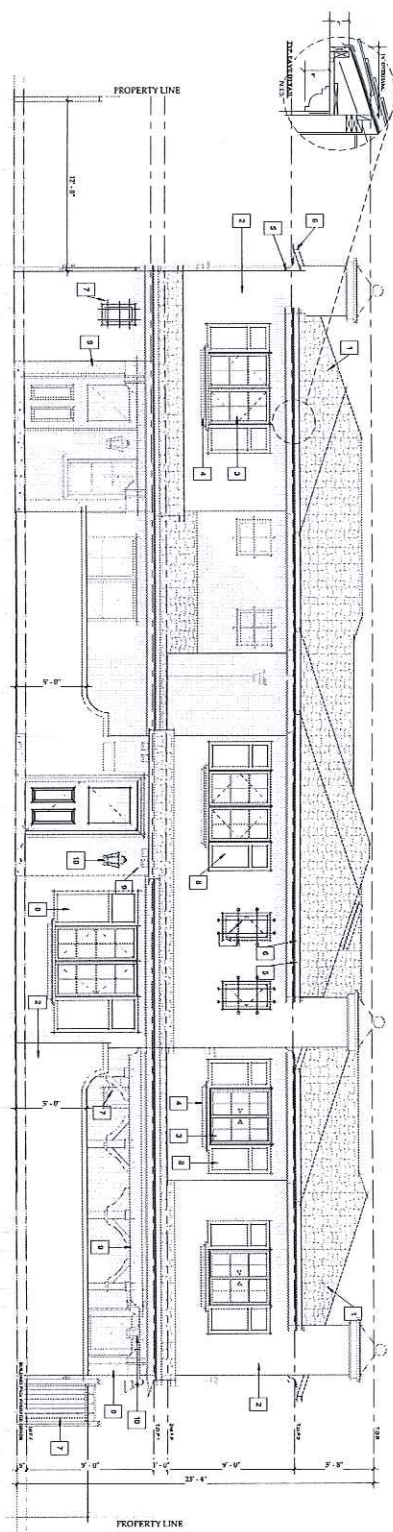
ELEVATIONS

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

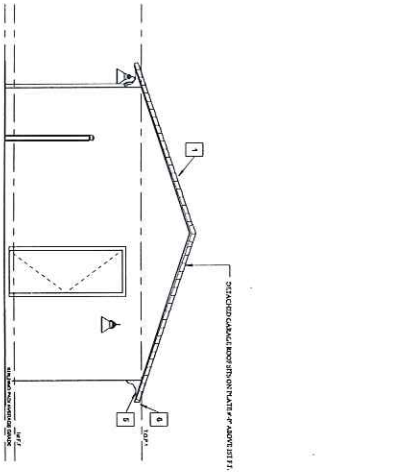


ELEVATION NOTES

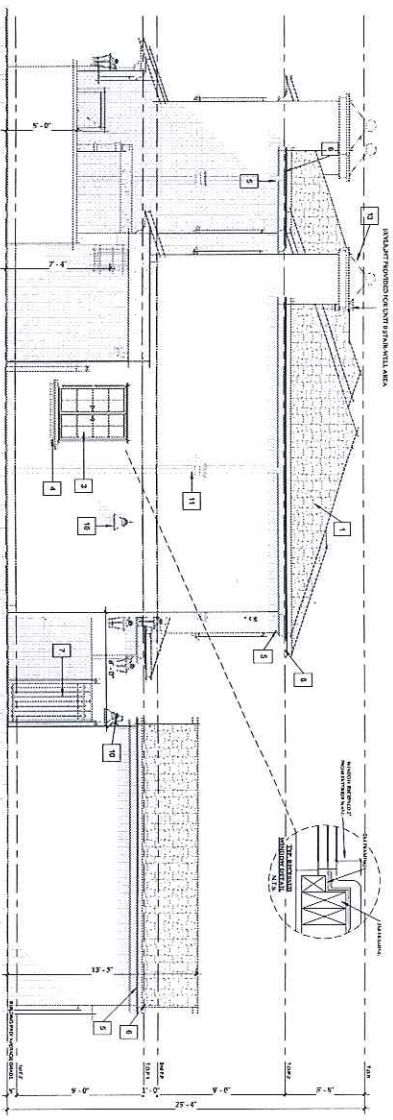
1. ALL LIGHTING FIXTURES MUST BE USED ON THE ROOF. ALL LIGHTING FIXTURES MUST BE USED ON THE ROOF. ALL LIGHTING FIXTURES MUST BE USED ON THE ROOF. ALL LIGHTING FIXTURES MUST BE USED ON THE ROOF.



FRONT (W) ELEVATION
SCALE: 1/4" = 1'-0"



GARAGE (W) ELEVATION
SCALE: 1/4" = 1'-0"



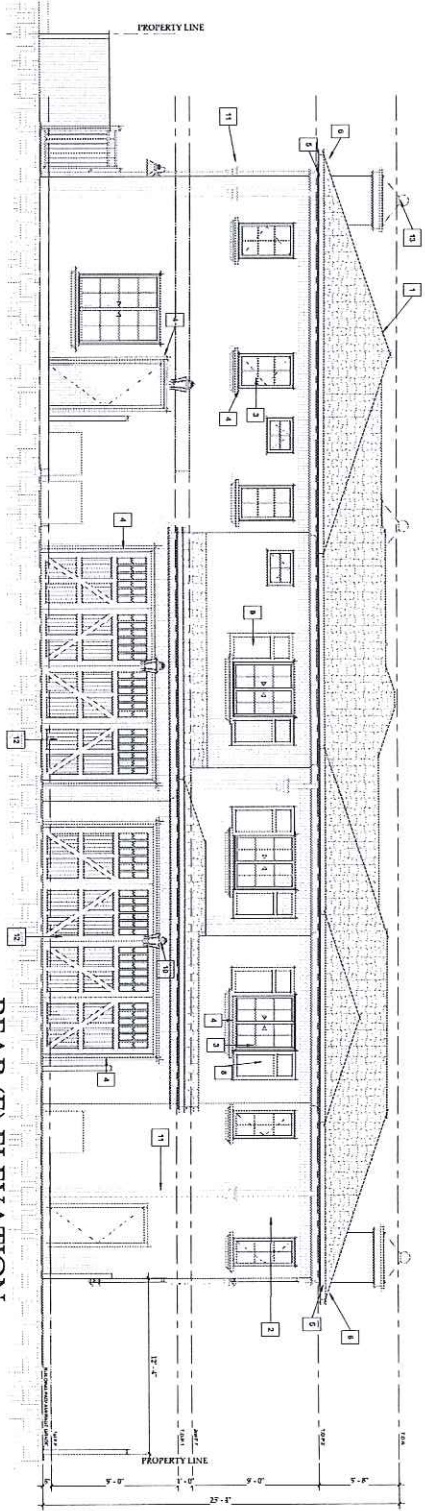
SIDE (S) ELEVATION
SCALE: 1/4" = 1'-0"

MULTI-FAMILY HOME
1414 S ALTA VISTA AVE,
MONROVIA, CA

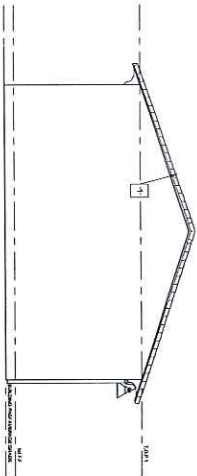
PDS STUDIO inc.
luxury home designing
18 GENOA ST. UNIT B ARCADIA, CA 91709
TEL: 626-224-9432 FAX: 626-974-6883

EXTERIOR FINISH SCHEDULE			
MATERIAL	FINISH	DETAIL	MANUFACTURE
1	CONCRETE AT THE	MADE AT CONSTRUCTION	MADE AT CONSTRUCTION
2	CONCRETE FLAT ROOF	POURED IN PLACE	MADE AT CONSTRUCTION
3	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
4	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
5	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
6	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
7	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
8	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
9	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
10	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
11	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION

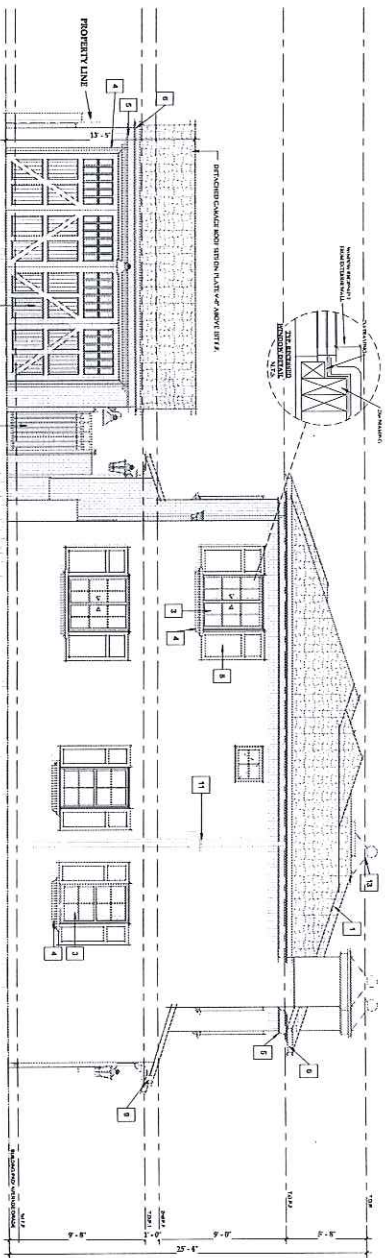
MATERIAL	FINISH	DETAIL	MANUFACTURE
1	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
2	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
3	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
4	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
5	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
6	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
7	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
8	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
9	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
10	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION
11	CONCRETE	POURED IN PLACE	MADE AT CONSTRUCTION



REAR (E) ELEVATION
SCALE: 1/4" = 1'-0"



GARAGE (E) ELEVATION
SCALE: 1/4" = 1'-0"



SIDE (N) ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATIONS SCALE: 1/4" = 1'-0"
ELEVATION NOTES

- 1. ALL WINDOWS AND DOORS SHALL BE INSPECTED PRIOR TO CONSTRUCTION.
- 2. ALL WINDOWS AND DOORS SHALL BE INSPECTED PRIOR TO CONSTRUCTION.
- 3. ALL WINDOWS AND DOORS SHALL BE INSPECTED PRIOR TO CONSTRUCTION.
- 4. ALL WINDOWS AND DOORS SHALL BE INSPECTED PRIOR TO CONSTRUCTION.
- 5. ALL WINDOWS AND DOORS SHALL BE INSPECTED PRIOR TO CONSTRUCTION.
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- 8. ALL WINDOWS AND DOORS SHALL BE INSPECTED PRIOR TO CONSTRUCTION.
- 9. ALL WINDOWS AND DOORS SHALL BE INSPECTED PRIOR TO CONSTRUCTION.
- 10. ALL WINDOWS AND DOORS SHALL BE INSPECTED PRIOR TO CONSTRUCTION.
- 11. ALL WINDOWS AND DOORS SHALL BE INSPECTED PRIOR TO CONSTRUCTION.

PLANTING LEGEND

SYMBOL	SIZE	BOTANICAL NAME	COMMON NAME	VARIETALS
AG	1-GAL	AGAPANthus A	LY OF THE Nile	PETER PAN
AF	5-GAL	ANIGONANTHOS SP.	PIK GARDEN PAV	PIK JOEY-MEDIUM
CA	5-GAL	CALLISTEMON VIMINALIS	DWARF BOTTLE BRUSH	LITTLE JOHN
DV	15-GAL	DOODONAEA VISCOSE	HOPSEED BUSH	PURPUREA
HP	1-GAL	HEMEROCALLIS SP.	PIK DAY LILY	PIK BLOOM
LP	1-GAL	LANTANA CAMARAX	LANTANA	DWARF PINK
LW	1-GAL	LANTANA CAMARAX	LANTANA	DWARF WHITE
LY	1-GAL	LANTANA CAMARAX	LANTANA	DWARF YELLOW
LA	5-GAL	LAVANDULA AUGUSTIFOLIA	WHITE ENGLISH LAVENDER	ALBA
LD	5-GAL	LAVANDULA DENTATA	FRENCH LAVENDER	
LI	15-GAL	LIQUISTRIUM L.	WAX LEAF PRIVET	TEYANUM
L2	15-GAL	LIQUISTRIUM L.	WAX LEAF PRIVET	TEXANUM PYRAMID FORM
PT	5-GAL	PITTOSPORUM TOBIRA	VAREGATED TOBIRA	CREAM DE MINT
PV	5-GAL	PITTOSPORUM TOBIRA	TOBIRA	WHEELERS DWARF
P2	15-GAL	PRUNUS CAROLINANA	CAROLINA LAUREL CHERRY	BRIGHT N' TIGHT
RH	5-GAL	RHAPHIOCLIPS INDICA	INDIAN HAWTHORN	BALLERINA
SO	5-GAL	SALVIA OBESGA	AUTUMN SAGE	FORMANS REC
SL	5-GAL	SALVIA LIECANTHIA	SANTA BARBARA SAGE	YALTA BARBARA
LN	2P-BOX	LARUS NOBILIS	SWEET BAY	MULTI-STEM
OE	3P-BOX	LEA EUROPA	OLIVE TREE	BONITA, MULTI-STEM

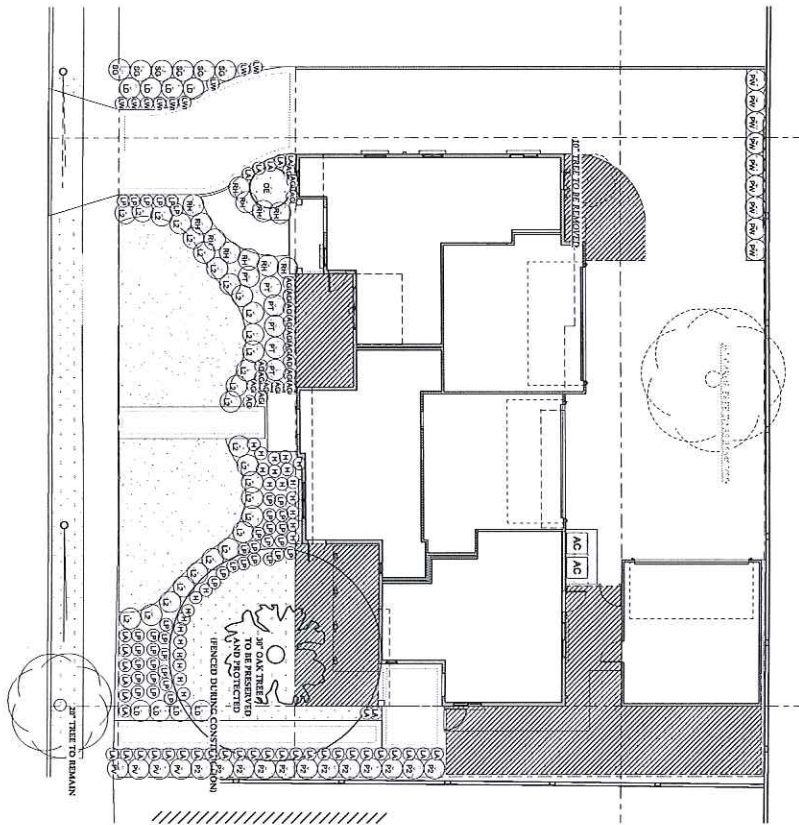
NOTE

1. PLANTING LANDSCAPING ALONG THE DRIVE AND REAR PROPERTY LINES SHALL BE INSTALLED FOLLOWING COMPLETION AND APPROVAL OF THE BOULDER GRADING OF THE DRIVE AND REAR PROPERTY LINES.

2. PLANTING LANDSCAPING TREES WILL BE PLACED AS INDICATED FROM THE CENTER OF THE


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

ALTA VISTA



NOTICE OF PUBLIC HEARING

**MONROVIA PLANNING COMMISSION
415 South Ivy Avenue
Monrovia, CA 91016**

This Notice is to inform you of a public hearing to determine whether or not the following request should be granted under Title 16 and/or 17 of the Monrovia Municipal Code:

APPLICATION: Conditional Use Permit CUP2015-06

REQUEST: Construct a two-story, 3-unit, attached apartment complex and a detached 2-car garage. This property is located in the RH (Residential High Density) Zone.

ENVIRONMENTAL DETERMINATION: Categorical Exemption (Class 3)

APPLICANT: PDS Studio Inc.

PROPERTY ADDRESS: 1414 South Alta Vista Avenue

DATE AND HOUR OF HEARING: Wednesday, June 10, 2015 at 7:30 PM

PLACE OF HEARING: Monrovia City Hall, Council Chambers, 415 South Ivy Avenue, Monrovia, California

AREA MAP:



If you challenge this application in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Division at, or prior to, the public hearing. This application will not alter the zoning status of your property. For further information regarding this application, please contact the Planning Division at (626) 932-5565.

Staff Report pertaining to this item will be available on Thursday, June 4, 2015 after 4 p.m. at:
Monrovia City Hall
415 South Ivy Avenue
Monrovia, CA 91016

Este aviso es para informarle sobre una junta pública acerca de la propiedad indicada más arriba.

Si necesita información adicional en español, favor de ponerse en contacto con el Departamento de Planificación al número (626) 932-5587.

Craig Jimenez, AICP
Planning Division Manager

PLEASE PUBLISH ON June 1, 2015