



PLANNING COMMISSION STAFF REPORT

APPLICATION: TTM73840/CUP2015-14

AGENDA ITEM: PH-1

PREPARED BY: Teresa Santilena
Assistant Planner

MEETING DATE: November 12, 2015

SUBJECT: Tentative Tract Map No. TTM73840/Conditional Use Permit CUP2015-14
908 South Mayflower Avenue

REQUEST: Construct a 4-unit, detached Planned Unit Development in the RM3500
(Residential Medium Density) Zone.

APPLICANT: David Lau
1026 Milan Avenue
South Pasadena, CA 91030

ENVIRONMENTAL DETERMINATION: Categorical Exemption (Class 3)

BACKGROUND: The applicant is requesting approval to construct a detached 4-unit, planned unit development (PUD). The subdivision of the property requires the approval of a tentative tract map and the construction of a planned unit development requires approval of a conditional use permit (CUP).

SUBJECT PROPERTY: The property is located on the south east corner of South Mayflower Avenue and West Chestnut Avenue. The lot measures approximately 107' wide and approximately 154' deep for a lot area of 16,543 square feet and is developed with a 1,532 square foot single-family residence built in 1950. The zoning for the parcel is RM3500 (Residential Medium) Density as is the zoning to the south. Across the street to the north is improved with an apartment building. To the east the zoning is M (Manufacturing) improved with an office building. Across the street to the west the zoning is PD (Planned Development Area) – 4, which is mainly improved with single family residences.

DISCUSSION/ANALYSIS:

Site Plan

The development of four (4), detached units is proposed. The lot will be subdivided into five parcels, one parcel for each unit, with the fifth parcel consisting of the common area that will be managed by the homeowner's association. The two front units facing South Mayflower Avenue are single-story units setback 28' from the property line (28' is the average setback of the block). A third unit faces West Chestnut Avenue and the fourth unit does not have any street frontage. The third and fourth units are two-stories. The units have access from West Chestnut Avenue via a 25' paved driveway down the center of the property.

The units meet all zoning code requirements in relation to side yard setbacks, rear yard setbacks, separation requirements and recreation space. Side yard setbacks required for the units are a minimum 10% of the parcel width. This parcel is approximately 107' wide so a minimum 10' side yard setback is required for the first and second stories. The proposed

development meets or exceeds the minimum required separation between structures with at least 10' for the first floor and a minimum of 15' for the second floor. A 20' rear yard setback is being proposed at the east property line, as required by the Monrovia Municipal Code.

A decorative block wall is required as part of the conditions on Data Sheet 1 and shall be provided adjacent to the rear property line. There currently exists a decorative block wall along the south (side) property line. If that wall is removed, the development is responsible for providing a replacement.

Private Open Space

The RM Zone requires that a minimum of 40% of each unit's size be provided in recreational space, up to half of which can be provided in a common area. This development provides 1,419 square feet of private yard space for unit 4B and 855 square feet of private yard space for unit 2B, exceeding the 40% requirement. The two front units facing South Mayflower Avenue provide 580 square feet (37% of the unit size) and 490 square feet (32% of the unit size) of private recreation space. The remaining recreational space is provided for in a common area at the south end of the lot.

Building Elevations/Floor Plan

The proposed floor plans vary in size from 1,502 to 1,777 square feet. The maximum allowable living space allowed on the parcel is 6,617 square feet (40% of the total lot size of 16,543 square feet). The project provides for 6,599 total square feet of living area. One of the one-story units will have three bedrooms and three bathrooms while the other one-story unit will have four bedrooms and three bathrooms. The two two-story units each have four bedrooms and four bathrooms. An attached two-car garage will be provided for each unit. Guest parking is not required for this project because there are only four units proposed. On-site guest parking is only required once six or more units are proposed.

The homes will have a stucco finish with stack-stone detail, wood front doors, arched and rectangular windows, and concrete tile roofing. Decorative tile features and iron grilles add some visual interest to the design. Wrought iron fencing will be placed along the street-facing property lines, and the landscaping will be upgraded with drought-tolerant plant material.

Conclusion

The development will result in four new homes that will be an attractive addition to the neighborhood and community. The project meets all the development guidelines for this multi-family zoned property and the proposed development is fitting with the character of the neighborhood.

RECOMMENDATION: Staff and the Development Review Committee recommend approval of TTM73840/CUP2015-14 for a 4-unit Planned Unit 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 TTM73840/CUP2015-14 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 TTM73840/CUP2015-14, which are incorporated herein by this reference.
4. The Planning Commission hereby recommends approval to the City Council of TTM73840/CUP2015-14, 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. 73840/Conditional Use Permit CUP2015-14 as presented in the Staff Report.



STANDARD CONDITIONS FOR MULTIPLE RESIDENTIAL DEVELOPMENT

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 TTM73840, a 4 unit Planned Unit Development (PUD) 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, stone veneers, windows, exterior doors, garage doors, roofing, color schemes and exterior light fixtures.
2. A decorative block wall is required 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. If the existing decorative block wall is removed, the Applicant will be responsible for providing a replacement during construction of the project.
3. All private recreation areas must be enclosed by 5' to 6' high wood fence or approved alternative. All proposed fences shall be shown and indicated on the submitted site plan.
4. An area for storage of individual trashcans shall be provided on a paved surface and screened and shall be shown and indicated on the submitted site plan.
5. The common recreation areas shall provide decorative paving and benches. The improvements shall be indicated on the final landscape plan and are subject to the review and approval of the Planning Division Manager.
6. A level concrete patio shall be provided for each unit in the private recreation area and shall be indicated on the final site plan and approved by the Development Review Committee prior to the start of grading.

7. Placement and design of mailboxes shall be reviewed and approved by both the U.S. Postal Service and the Planning Division prior to installation.
8. 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 prior to installation.
9. No roof mounted mechanical equipment shall be permitted.
10. 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 or street facing side yard setback.
11. 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.
12. 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.
13. 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

14. The Applicant shall submit plans which show all on-site trees to remain (the "Tree Retention Plan"). The Tree Retention Plan shall be submitted simultaneously with the grading plan, and be drawn to the same scale as the grading plan. The Tree Retention Plan shall be prepared or reviewed by a licensed Landscape Architect or certified Arborist and recommendations of the licensed Landscape Architect or certified Arborist shall be incorporated into the Tree Retention Plan prior to submittal to the City. The Tree Retention Plan shall be subject to the review and approval of the Planning Division Manager. After reviewing the Tree Retention Plan, the Planning Division Manager may require site design alterations to accommodate trees that will be preserved. Recommendations in the approved Tree Retention Plan shall be incorporated into the Landscape and Irrigation Plan.
15. The Tree Retention Plan shall include all trees that are to remain on-site (the "Retained Trees"). The Tree Retention Plan shall incorporate any necessary measures needed to protect the Retained Trees during construction or post-construction periods. The Tree Retention Plan shall include at minimum the following:
 - a. Tree protection fencing requirements. Each Retained Tree shall have a protective fence installed, 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. Grading operations within the drip line of the Retained Trees 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 Trees and all trees 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 trees. Pruning shall be under the direction of a certified arborist if pruning occurs as part of the construction process.
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, drought tolerant shrubs, and groundcover.
 - 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 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

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 and/or colored concrete or other approved treatment.

CONSTRUCTION SITE REQUIREMENTS

20. 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.

21. 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 (Mayflower) of the site prior to grading or construction.

GENERAL REQUIREMENTS

22. A draft copy of the Conditions, Covenants, and Restrictions (CC&R's) shall be provided in electronic form to the Planning Division prior to the approval of the final map 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 CCR'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. 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.
 - d. Maintenance of common landscaping and irrigation includes all areas not in enclosed private yard areas.
 - e. Trash cans shall be stored in private yard areas.
23. 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.
24. 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.
25. 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 CUP2015-14 and Tentative Map No. TTM73840 shall be void and of no force or effect unless such written consent is submitted to the City within the 30 day period.

26. The Final Map for the proposed subdivision shown on this Tentative Tract Map No. TTM73840 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 TTM73840 and CUP2015-14 will expire without further action by the City.
27. 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.
28. 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.



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. LID/SUSMP Plan
 - d. Local SWPPP Plan
 - e. Site Plan
 - f. Grading Plan
 - g. Utility Plan
2. Submit existing site plan, topographic map of the project site, 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- [redacted]** 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 which include drive approach modifications, 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 any curb, gutter, sidewalk, driveway approach or street pavement found by the City Engineer to be broken, uplifted or damaged. Applicant shall construct improvements as required to match existing improvements on adjacent properties including but not limited to a landscaped parkway adjacent to curb with a 5 foot sidewalk on Chestnut Avenue. 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.

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 may be up to 2-inch pavement grind and 2-inch asphalt overlay, removal and replacement of broken AC or PCC pavement, cape seal, slurry seal Type II, or combination of any of the method of pavement restoration 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. Plans shall include the existing catch basins/parkway drains.
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 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 the Applicant. A sewer main line connection through the existing sewer easement to the alley is preferred over sewer lateral connection to the 24" main line in Mayflower Avenue.
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 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 all waste through the lateral to the sewer main is free from stoppage and obstruction; all devices and safeguards required for the operation of the sewer laterals shall be maintained in a 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.
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 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 the 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. 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.
22. Roof down spouts should be discharged to gravel or heavily vegetated areas whenever possible.
23. 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.
24. 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.
25. 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.
26. 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.
27. 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.
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.



TENTATIVE TRACT MAP

As required by Sections 66473.5 & 66474 of the California Government Code, the decision for approving Tentative Tract Map No. 73840 for a 4 unit PUD located at 908 South Mayflower Avenue is based on the following findings:

- A. That the tentative tract map subdividing the existing 16,543 square feet of land area for the development of four detached 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 zoning allows for the development of four-units and the applicant is proposing four units that meet all the Zoning Code development guidelines. The increase in the intensity of the land use from its current use will not be significant; thus it is compatible with the objective policies, general land uses and the programs specified in the General Plan.
- B. That the site is physically suitable for this type of development, as the site is flat and can accommodate a 4-unit Planned Unit Development. This parcel is actually two parcels developed with one house. The parcel will allow for the development of four houses and no variances are requested for the proposed improvements.
- C. That the site is physically suitable for the proposed density of development, specifically the 16,543 square foot parcel is zoned RM3500 and is being developed at the permitted density and floor area ratio requirements of the Zoning Ordinance. The proposed development will meet 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 site has previously already been developed, and is surrounded by developed lots.
- 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.
- 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 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 three more units.
- 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.

CONDITIONAL USE PERMIT

As required by Section 17.52.290 of the Monrovia Municipal Code, the decision for granting Conditional Use Permit No. CUP2015-14 for a 4-unit Planned Unit Development located at 908 South Mayflower Avenue is based on the following findings:

- A. The project site is adequate in size, shape and topography for the development of 4 units. The site has sufficient width, depth and lot area to accommodate this type of 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 4-unit development with one ingress and egress access onto Chestnut Avenue.
- C. The four-unit PUD will be compatible with the General Plan and will not adversely impact the objectives of the General Plan specifically the RM3500 designation allows a density of 4 units on this 16,543 square foot site.
- D. The 4-unit PUD will comply with the applicable provisions of the zoning ordinance. All development guidelines are being met.
- E. The proposed location of the 4-unit PUD 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 and architectural amenities. It is on a residential block developed with both single and multi-family residences.
- 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 existing structure that will be demolished was constructed in 1950, and is thus not covered by the moratorium (Ordinance No. 2014-13U) that prohibits demolition of any main building constructed in a residential zone prior to January 1, 1940.

PLANNED UNIT DEVELOPMENT

As required by Section 17.44.050 of the Monrovia Municipal Code, the approval of the 4-unit PUD located at 908 South Mayflower Avenue 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 planned unit development has taken into consideration all of those concerns on a parcel that is regular in shape.



DATA SHEET 4

Surrounding Land Uses

TTM73804/CUP2015-14

908 South Mayflower Avenue

Property Description:

Located on the southeast corner of South Mayflower Avenue and West Chestnut Avenue. The lot measures approximately 107' wide and approximately 154' deep for a lot area of 16,543 square feet and developed with a 1,532 square foot single-story home.

Zoning

Subject site: RM3500 (Residential Medium 3500) Density

Surrounding pattern:

north: RM3500 (Residential Medium 3500) Density

south: RM3500 (Residential Medium 3500) Density

east: Manufacturing

west: PD (Planned Development Area)-4

Land Use

Subject site: Single-family residence

Surrounding pattern:

north: Apartment Building

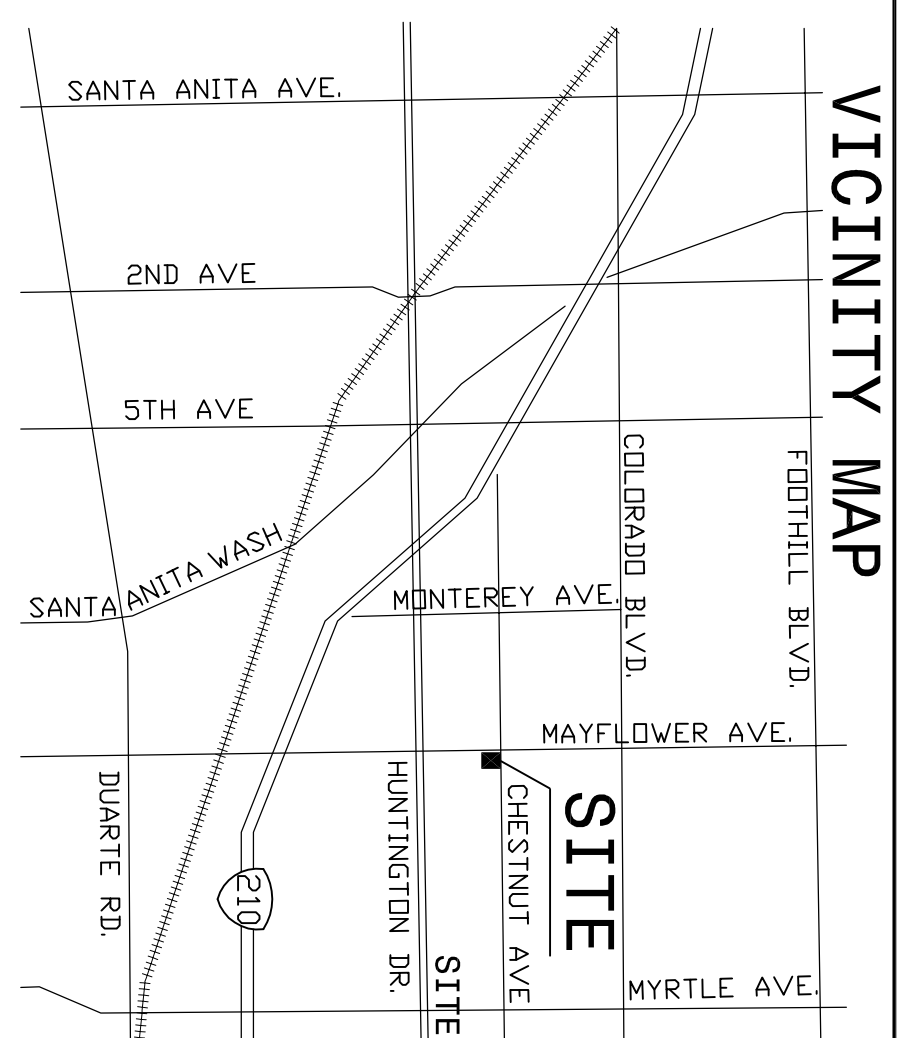
south: Single Family Residence

east: Office/Global Compliance

west: Single-family Residence

Environmental Determination: Categorical Exemption Class 3

Applicable Ordinance Regulations: MMC 17.52.020 Planning Commission Authority for CUP



VICINITY MAP

PROJECT SUMMARY

OWNER: PETER NGAI (626)272 6979
 JURISDICTION: CITY OF MONROVIA
 ZONE: RM3500
 LOT AREA: 16543 S.F.

UNITS ALLOWED: 16543/3500 = 4 UNITS
 UNITS PROPOSED: 4 DETACHED CONDOMINIUMS

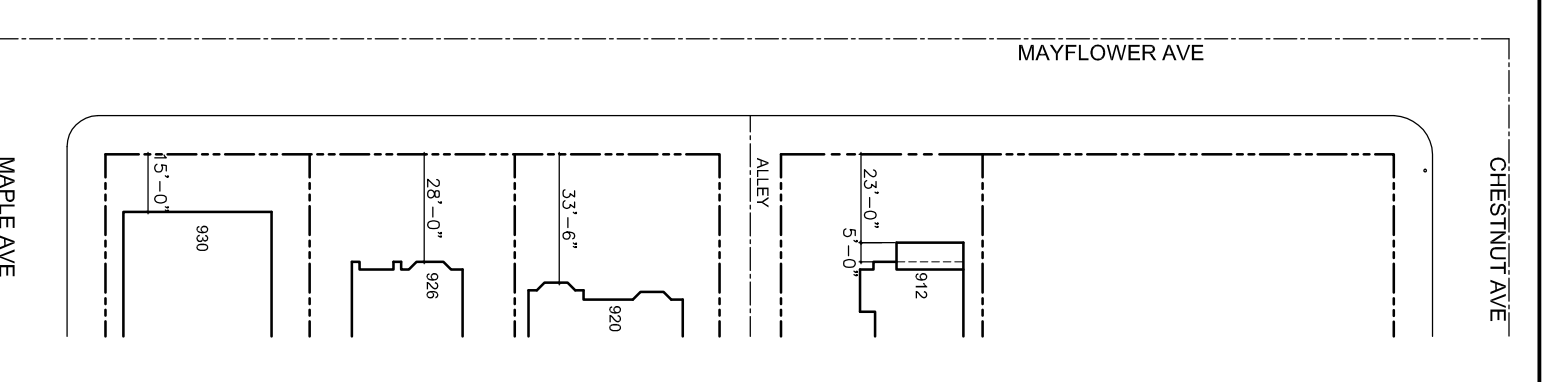
| UNIT TYPE | BED | 1F | 2F | TOTAL GAR | MIN PV | PV REC |
|--------------|-----|---------------|-------------|-------------|-------------|-------------|
| A | 4 | 1502 | 1502 | 374 | 300 | 490 |
| B | 4 | 815 | 957 | 1772 | 407 | 354 |
| C | 3 | 1548 | 1548 | 374 | 310 | 580 |
| B | 4 | 820 | 957 | 1777 | 407 | 355 |
| Total | | 4685 | 1914 | 6599 | 1542 | 1319 |
| | | F.A.R. 39.89% | | 9.4% | | |

MAX F.A.R. 40% DWELLING, 20% ACCESSORY
 REC SPACE REQUIRED: 6599 X 40% = 2640SF
 50% MIN PRIVATE : SEE TABLE ABOVE FOR EACH UNIT
 PROVIDED: 3344 (PRIVATE)+ 425 (COMMON)= 3769 SF

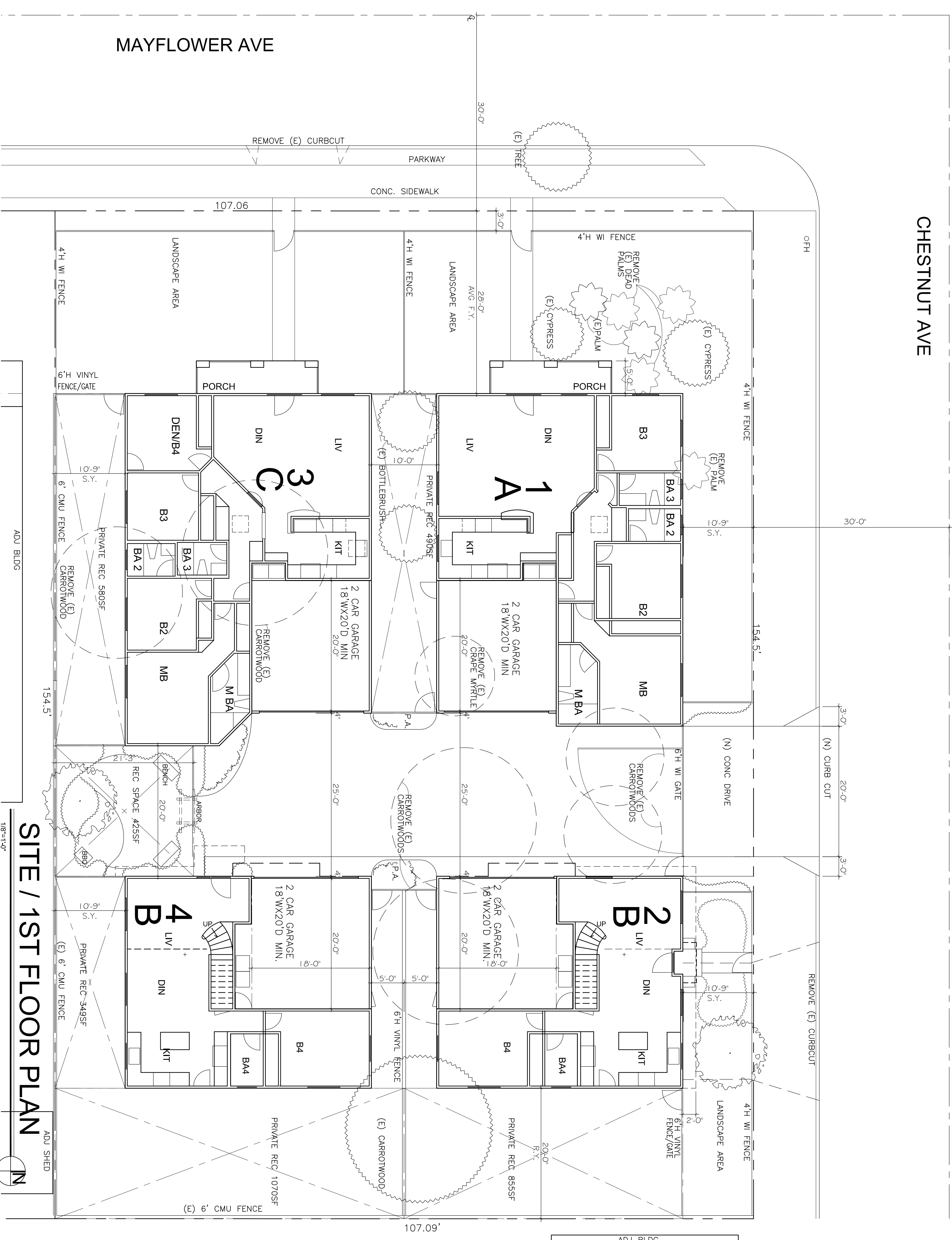
PARKING REQUIRED: 2 IN EACH GARAGE 18WX20D
 GUEST 9X20' NOT RECD <6 UNITS
 PROVIDED: 2 IN EACH GARAGE

AVERAGE FRONT SET BACK
 912 MAYFLOWER= 28'
 920 MAYFLOWER= 33.5' (LARGEST, EXCLUDED)
 926 MAYFLOWER= 28'
 930 MAYFLOWER= 15' (SMALLEST, EXCLUDED)
 AVERAGE=28'

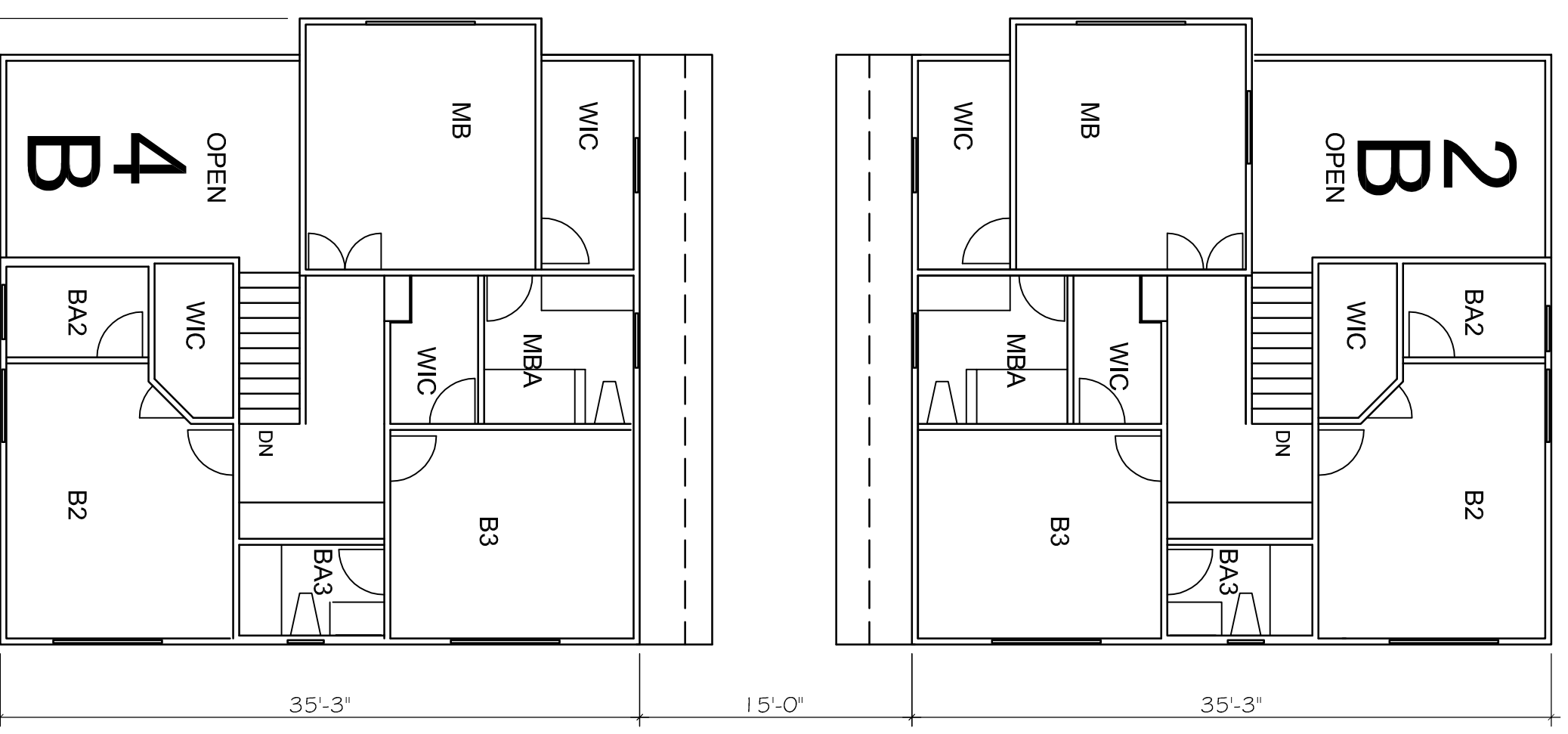
OCCUPANCY: DWELLING:R3, GARAGE:U1
 TYPE OF CONSTRUCTION: VB



AVG FRONT SETBACK

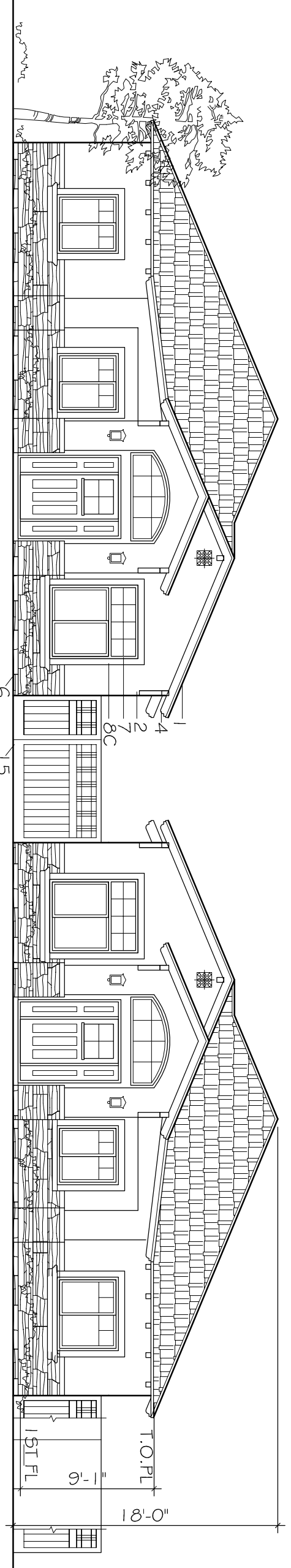


SITE / 1ST FLOOR PLAN



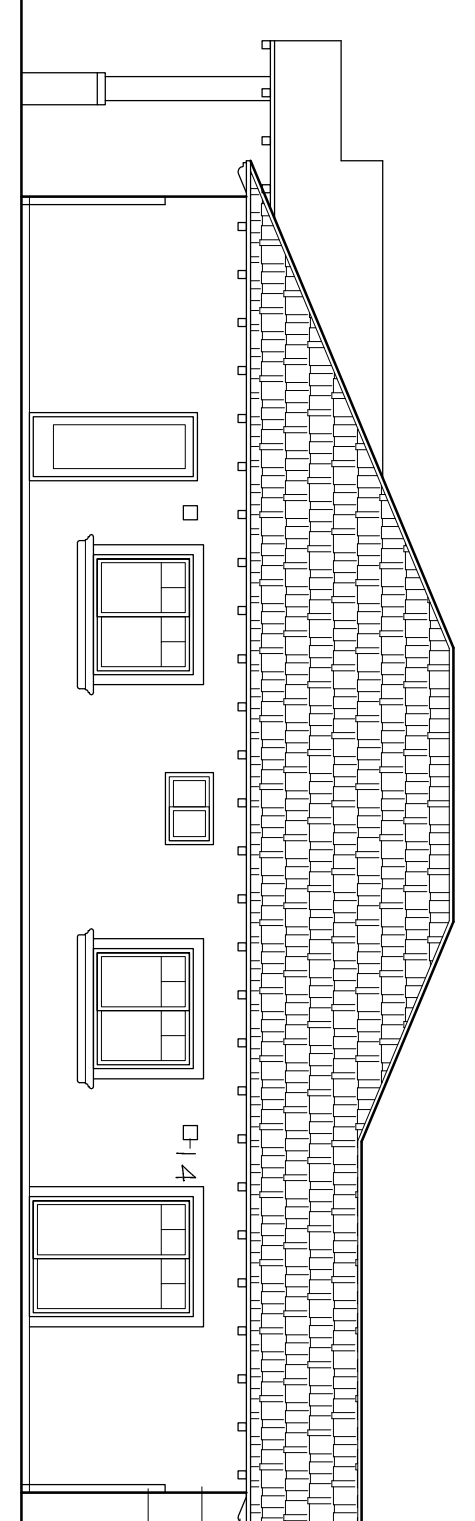
2ND FLOOR PLAN

- ROOF
ENGLE CONC. TILE ICC ESR1900
BEL AIR 48" x 11" VILLAGE BLEND
- BLDG STUCCO COLOR
LA HABRA STUCCO
X-82 HACIENDA
- BLDG ACCENT COLOR
LA HABRA STUCCO
X-528 ALAMO
- TRIM COLOR
METALWORK
SINOLAR PATINA
- SCORED LINES
A. EXP. JOINT
B. FRY REGLET PCS-75-100
COLOR TO MATCH STUCCO
- CULTURED STONE
COUNTRY LEGS STONE -
SHALE (CSV 2304M)
- WINDOWS / PATIO DOORS
MILGARD VINYL DUAL GLAZED
- FOAM TRIM, TRIM COLOR 3
- LA HABRA STUCCO
X-82 HACIENDA
B. HALF ARCH 10202
C. 2X4 FOAM
- STUCCO OVER 2X4 WOOD. COLOR 3
- 12XXX2" GLASS BLOCK
U VAL.051; SHGC0.68
- GABLE VENT w/ IRON GRILLE
- ACCENT TILE w/ TRIM BORDER
- GARAGE DOOR: STEEL SECTIONAL
2X WOOD HEAD & JAMBS
- EXT WALL LIGHT
- VINYL FENCE



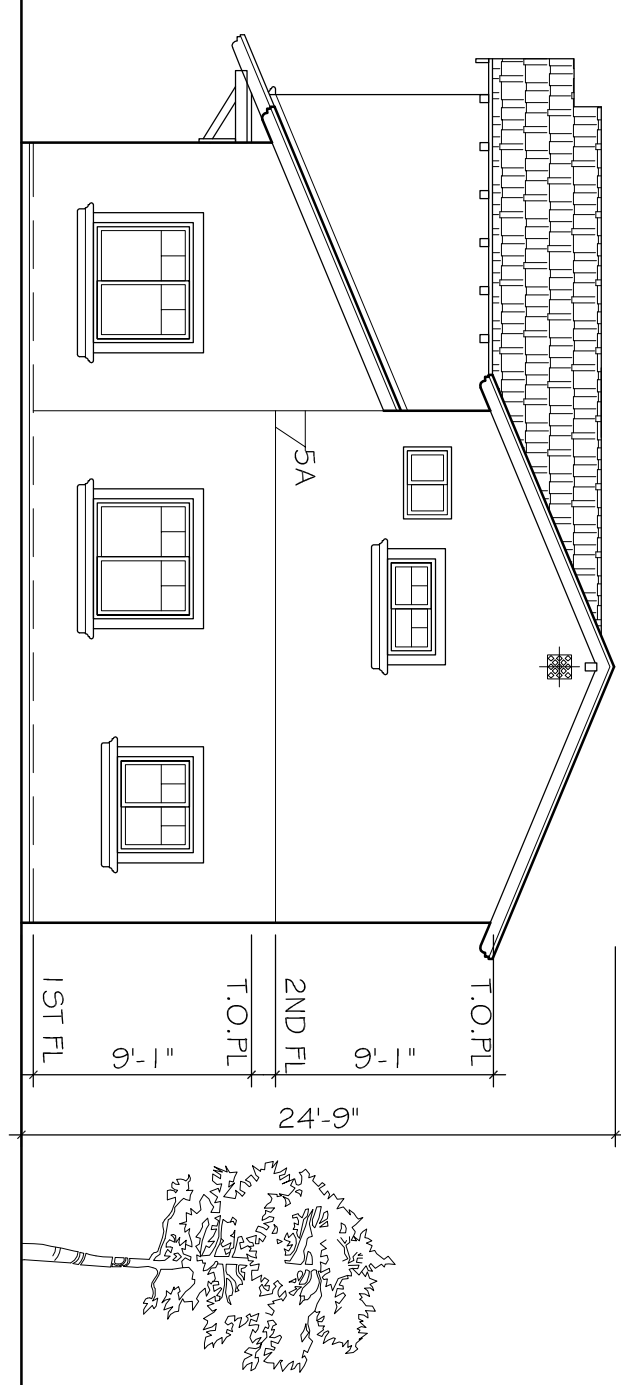
BLDG 1A
WEST ELEV (MAYFLOWER AVE)

1/8"=1'-0"



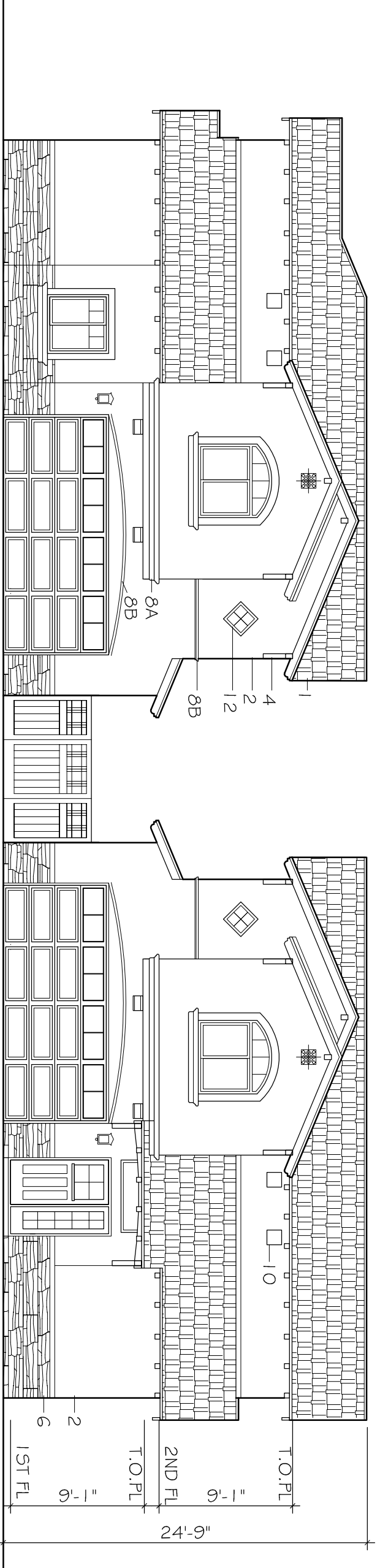
BLDG 3C
SOUTH ELEV.

1/8"=1'-0"



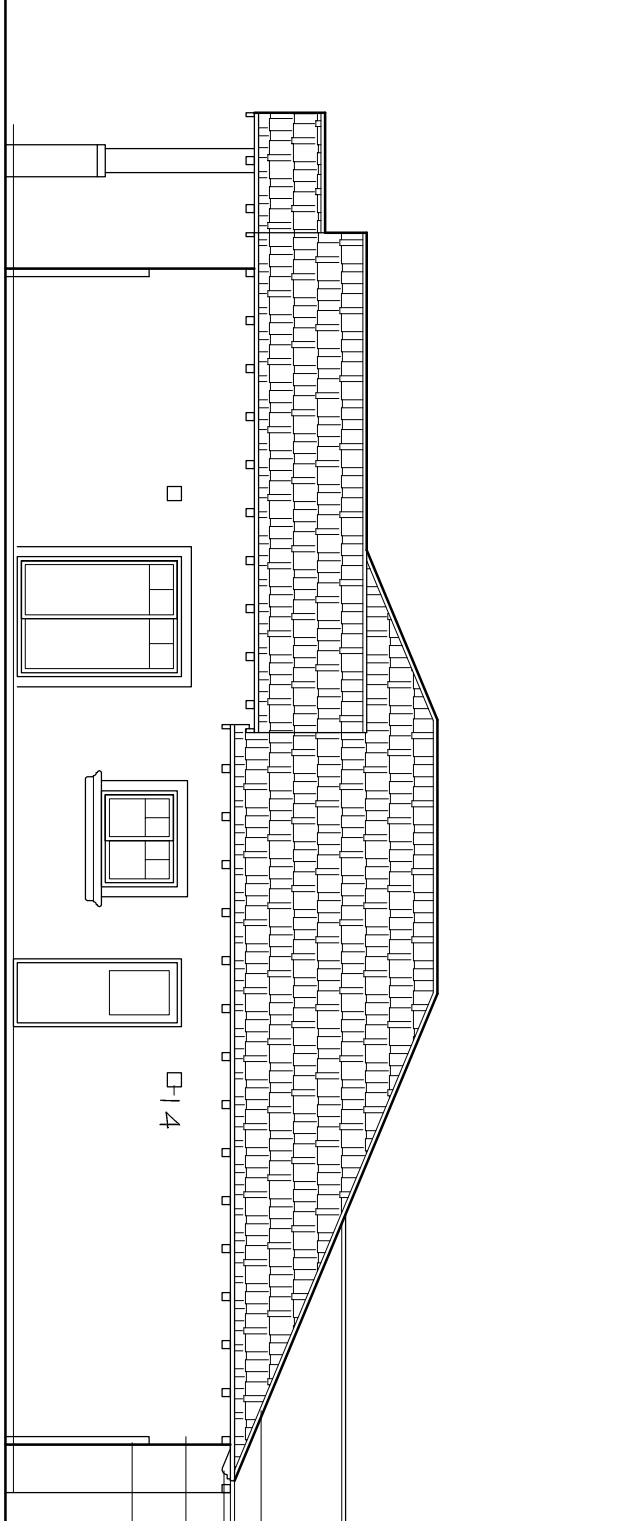
BLDG 4B
NORTH ELEV.

1/8"=1'-0"



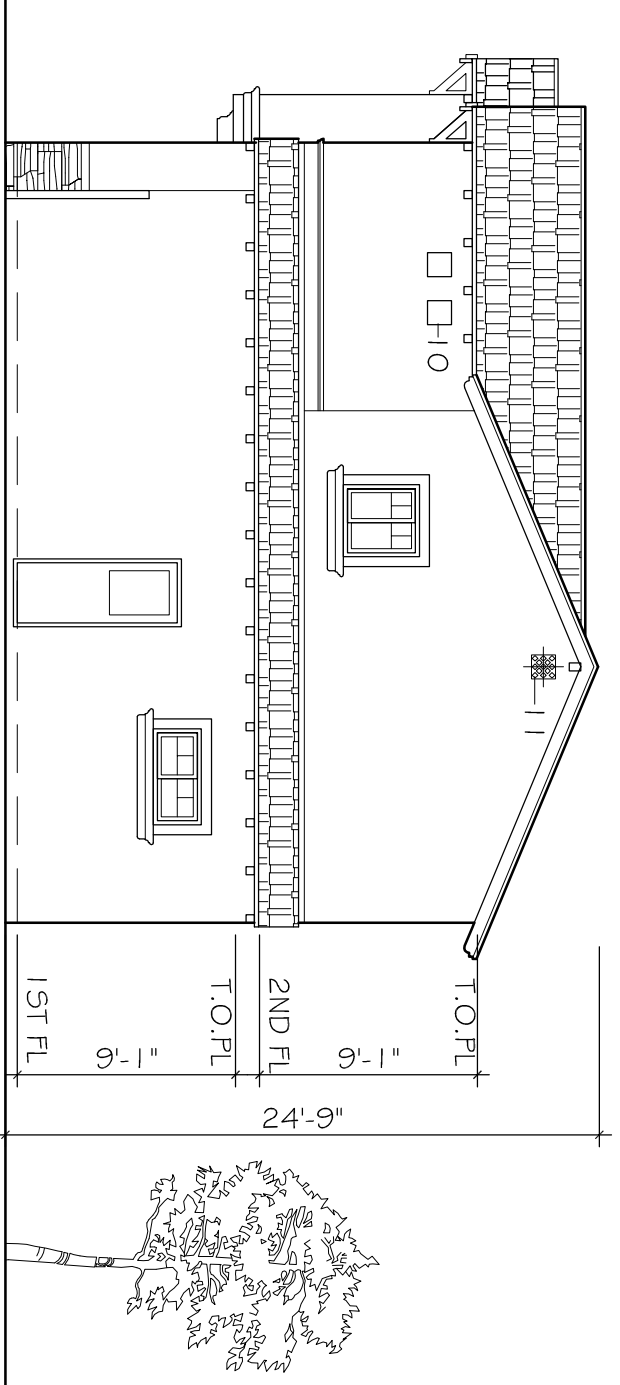
BLDG 2B
WEST ELEV

1/8"=1'-0"



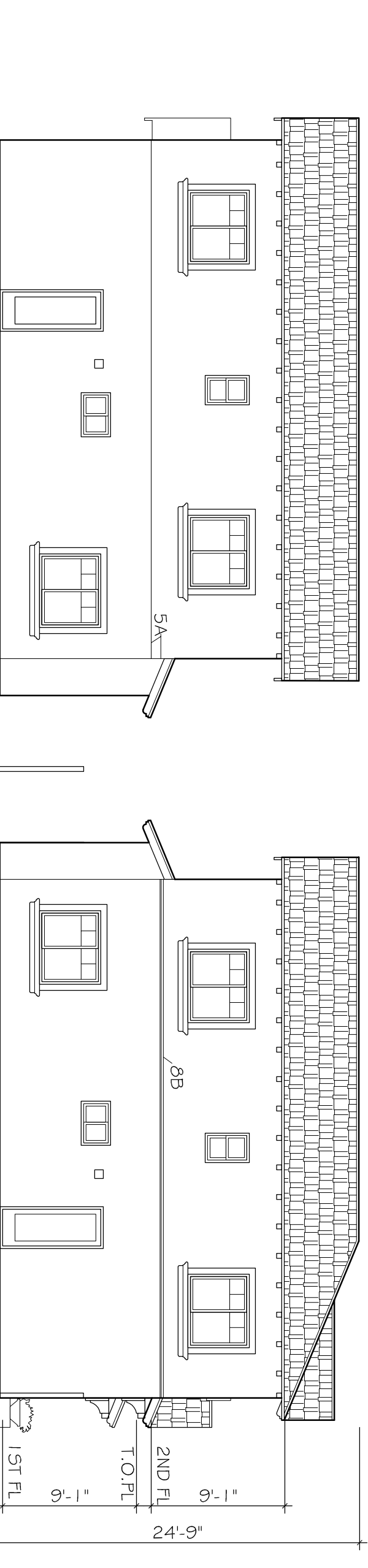
BLDG 1A
SOUTH ELEV.

1/8"=1'-0"



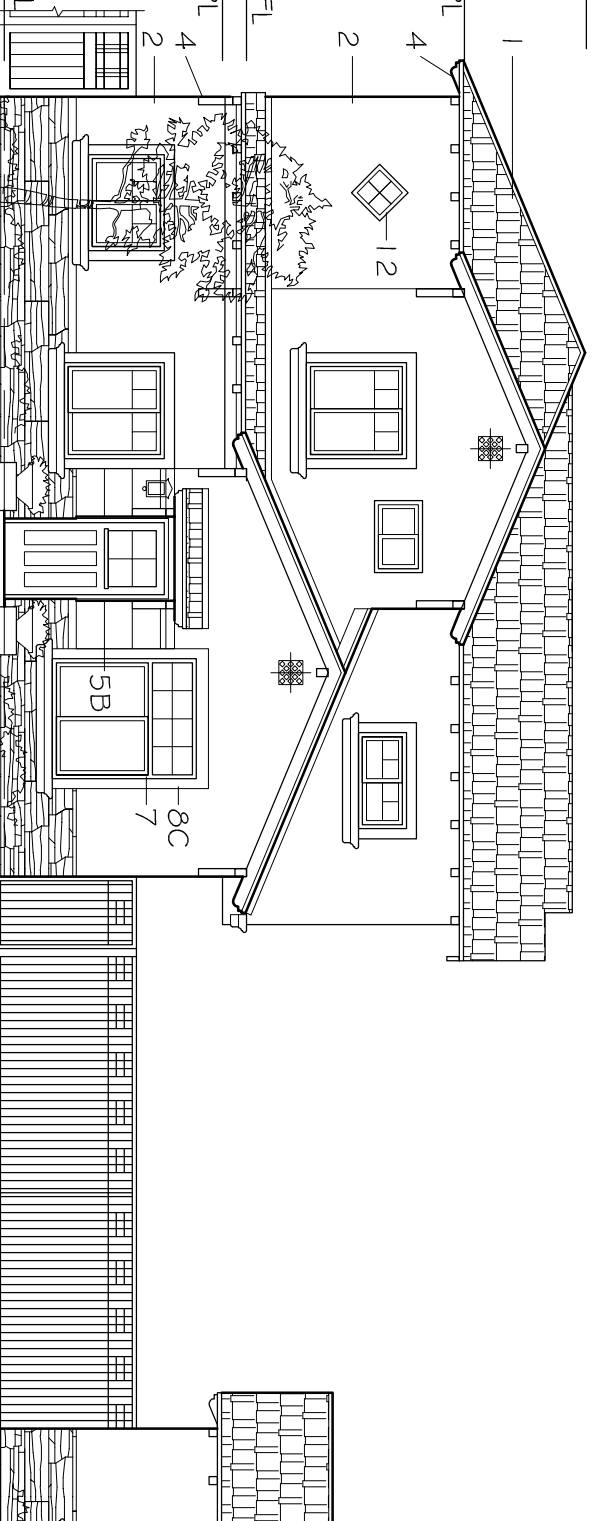
BLDG 2B
NORTH ELEV.

1/8"=1'-0"



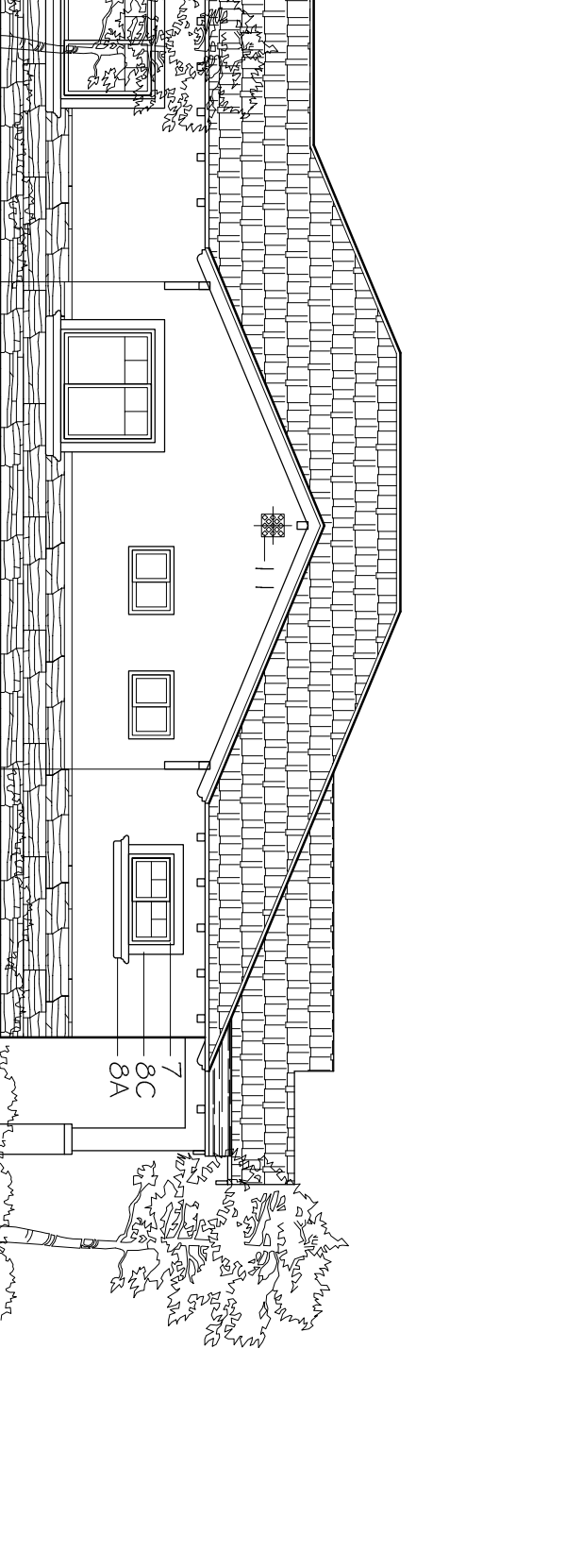
BLDG 4B
EAST ELEV

1/8"=1'-0"



BLDG 2B
NORTH ELEV. (CHESTNUT AVE)

1/8"=1'-0"



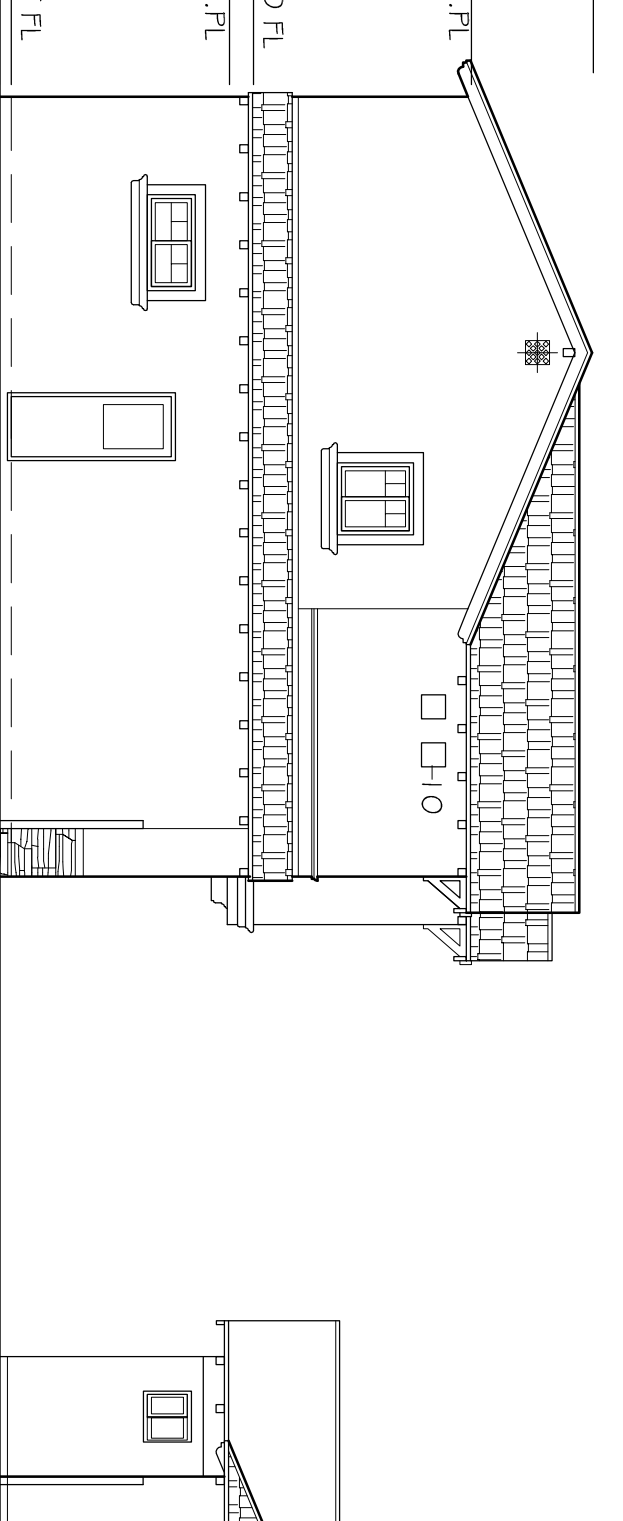
BLDG 1A
NORTH ELEV.

1/8"=1'-0"



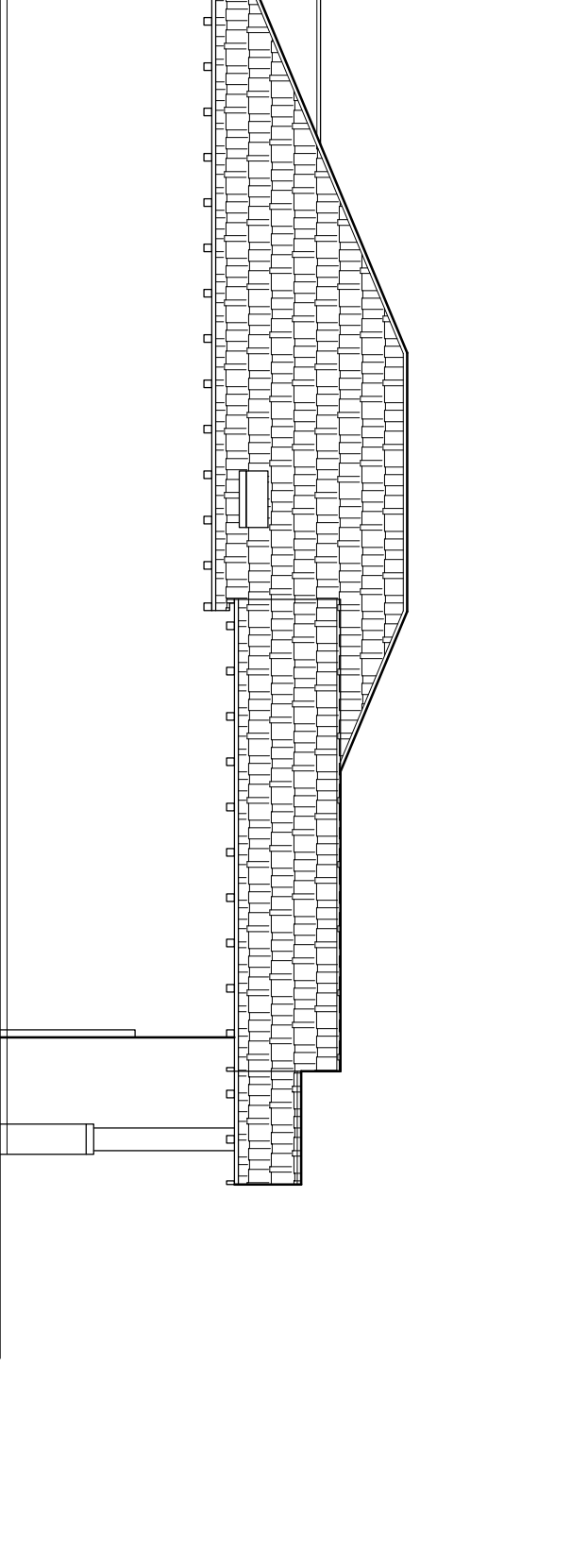
BLDG 3C
EAST ELEV

1/8"=1'-0"



BLDG 4B
NORTH ELEV.

1/8"=1'-0"



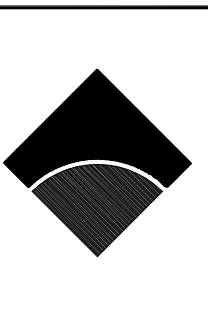
BLDG 3C
NORTH ELEV.

1/8"=1'-0"

REVISIONS

| NO. | DESCRIPTION | DATE |
|-----|-------------|------|
| | | |
| | | |
| | | |

1028 Milan Ave.
S. Pasadena CA 91030



626 441-0411
dlacinc@shvglobal.net

MAYFLOWER AVENUE HOMES
908 S. MAYFLOWER AVENUE
MONROVIA, CA 91016
MR. PETER NGAI
(626) 272 6979

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| DATE | SCALE | DRAWN | JOB | SHEET | OF |
|--------|------------|-------|-----|-------|----|
| 8.1.15 | 1/8"=1'-0" | | | 2 | 2 |

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: Tentative Tract Map No. 73840/Conditional Use Permit CUP2015-14
REQUEST: Construct a 4-unit, detached Planned Unit Development in the RM3500 (Residential Medium Density) Zone.

ENVIRONMENTAL DETERMINATION: Categorical Exemption (Class 3)

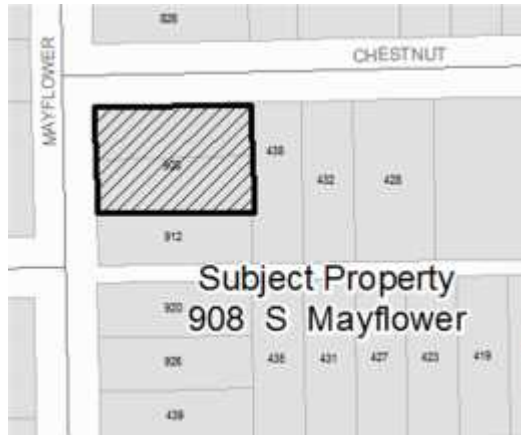
APPLICANT: David Lau
1026 Milan Avenue
South Pasadena, CA 91030

PROPERTY ADDRESS: 908 South Mayflower Avenue

DATE AND HOUR OF HEARING: Thursday, November 12, 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, November 5, 2015 after 4 p.m. on the City's website: www.cityofmonrovia.org or in person at Monrovia City Hall, 415 South Ivy Avenue, Monrovia.

Este aviso es para informarle sobre una junta pública acerca de la propiedad indicada mas 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 OCTOBER 29, 2015