

**Planning Division**

**DENSITY STANDARDS** (MMC 17.12.020)

- **Lot Size** (applies for the creation of new lots and lot line adjustments)

ZONE	MINIMUM LOT AREA	MINIMUM LOT WIDTH	MINIMUM LOT DEPTH
RE	20,000 SF	75'	100'
RL	7,500 SF	75'	100'

(see 17.12.020 (A)(2) for regulations on lot averaging)

- **Dwelling Size**

- **Minimum Dwelling Size** in the RE and RL zones is 1,250 SF.
- **Maximum Floor Area** of the main building shall be based on the net lot area and shall be determined using the following formula:
  - 40% of the net lot area for the first 5,000 SF of net lot area, plus an additional
  - 35% of the net lot area for the next 5,000 SF of net lot area, plus an additional
  - 15% of the remaining net lot area.
  - Attached garages and other attached, enclosed accessory buildings shall be calculated as main building floor area. If the garage is attached to the rear of the structure and is not visible from the street, then up to 400 square feet of the garage floor area may be added to the maximum floor area allowed for the primary structure.
  - Guest houses and attached garages are counted as accessory floor area.
  - Floor area is measured from external walls. (17.04.080)

- **Accessory Buildings**

The ratio of total floor area for all accessory buildings shall not exceed the percentages shown in the following table:

MAXIMUM ACCESSORY BUILDING FAR	
LOT SIZE	FLOOR AREA RATIO
Under 1 acre	10% (2,000 SF maximum)
Over 1 acre	8%

- Accessory structures shall not exceed 80% of the main building floor area.
- Attached garages shall be counted toward the total accessory building floor area as well as part of the main building notwithstanding the minimized visible garage provisions in Section 17.12.040(C).

- **Setbacks**

LOT LINE	BOUNDED BY	TYPE OF BUILDING	REQUIRED SETBACK
Front	A street	Main or Accessory	25' (or block average)

- Average Setback.** Where residences or buildings on the same side of the street as the subject property are developed with front yard setbacks greater than required in the zone, the average setback shall be required. The average setback shall be determined using structures on the same side of the street in the same block, not to exceed 400 feet on either side of the subject property. The largest and smallest setback will be excluded in determining the average.
- Encroachments.** Porches, platforms, and landing places not extending above the level of the first floor may encroach up to seven feet into the required setback. Architectural elements, such as oriel, cornices, eaves, or sills may encroach up to two feet.
- Flag Lots.** The front yard setback on a flag lot shall be measured from the closest property line, parallel to and not adjacent to the street. However, if a flag lot has a street frontage of 50 feet or greater, the front setback may be taken from the front property line if the house is built in the narrow portion of the lot. When a house

on a flag lot is oriented in a direction other than towards the street, the Development Review Committee shall determine from where the front yard setback is measured.

- d. **Garages.** See the parking section for additional garage setback requirements.

LOT LINE	BOUNDED BY	TYPE OF BUILDING	REQUIRED SETBACK
Side	Other lots or An alley	Main—first story	Total of <u>both</u> side yard setbacks is 24% of lot width, 5' min.
Side	Other lots, a street or an alley	Main—second story	12' second story setback
Side	Other lots or alley	Accessory (except garages opening to alley)	3'
Side	An alley	Garages opening to alley	25' from opposite side of alley
Side	A street	Main or accessory	10' for corner lot (first story)

- a. **Encroachments.** Chimneys having a maximum parallel linear dimension of eight feet may project two feet into the required setback. Chimneys extending past the second floor may project into the side yard the same amount as on the first floor. Eaves may project two feet into the required setback.
- b. **Second Story Setback.** The required second story setback shall be 12' feet or the required first floor setback, whichever is greater. For structures over 27 feet in height, the second story must be setback an additional 2 feet for every additional 1 foot in height.
- c. **Decks and balconies.** Decks one foot above existing grade and balconies shall maintain the same setback as main buildings.
- d. **Accessory structures** located less than 80 feet from the front line must be setback the same distance from property line as a main structure.
- e. **On corner lots with garages** opening onto the street, the garage must be setback a minimum of 20 feet from the side property line adjacent to the street.
- f. **Two-story accessory structures.** Accessory structures with a plate height exceeding 9 feet and/or a ridge height exceeding 14 feet shall be considered two-stories and shall maintain the same setback as main buildings.

LOT LINE	BOUNDED BY	BUILDING TYPE		REQUIRED SETBACK (in feet)
Rear	Another lot or alley	RE	Main – first story	25% of lot depth, minimum 20'
			Main – second story	25% of lot depth, plus 10'
		RL	Main – first story	20% of lot depth, minimum 20'
			Main – second story	20% of lot depth, plus 10'
Rear	Another lot or alley	Accessory (except garages opening to alley)		3
Rear	An alley	Garages opening to alley		25' from opposite side of alley

- a. **Encroachments.** Attached unenclosed, single story patios with no freestanding walls may encroach an additional 10 feet into the main building setback.
- b. **Decks and balconies.** Decks that are one foot or more above existing grade and balconies shall maintain the same setback as main buildings
- c. **Accessory structures** with a plate height exceeding 9 feet and/or a ridge height exceeding 14 feet shall be considered two-stories and shall maintain the same setback as main buildings.

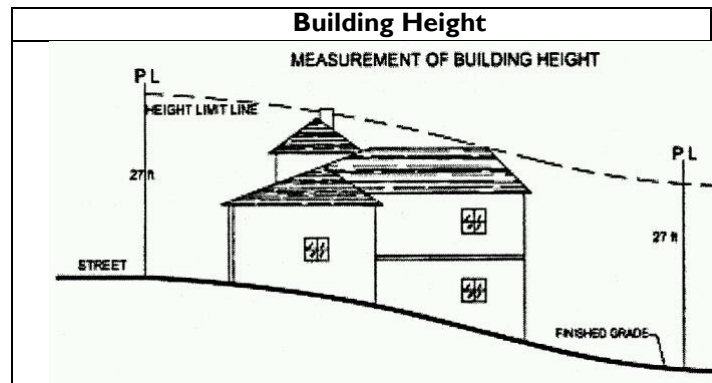
- **Building Bulk and Height Restrictions (17.12.020(F))**

No buildings shall exceed two stories in height. The maximum building height is based on the lot width as follows:

LOT WIDTH	MAXIMUM RIDGE HEIGHT
Less than 75'	27'
75' and greater	30'

(Note: additional second story setback is required for buildings taller than 27')

- **Building height** is determined by the vertical distance measured at any point of the proposed roof structure to the exterior finished grade at the proposed exterior walls of the structure. No part of a building (except chimneys) can extend above an imaginary line drawn at the maximum building height above finished grade as illustrated in the following diagram:



- **Building Separation (17.12.020(G))**

Facing walls of separate buildings on the same lot must meet the following separation requirements (separation requirements apply equally to separate buildings that share a common roof):

	Required Separation
First Story	6 feet
Second Story	20 feet

**HILLSIDE DEVELOPMENT PERMIT (HDP)**

When development of a lot will result in grading with 5 feet or more of cut, 5 feet or more of fill, or result in a retaining wall of six feet or more, approval of a HDP is required for:

- New single family dwellings
- Earth movement that creates a footprint of more than 500 square feet.
- Swimming pools and basements are excluded.

**PARKING**

- **Two-car garage required for each unit (17.24.030)**

- **Minimized Visible Garage.** On blocks where the predominant pattern of the placement of garages is detached at the rear of the property or otherwise minimally visible from the street, the provisions for a minimized visible garage shall apply when a new garage is proposed.

- **Applicability.** The predominant pattern shall be based on a review of properties located on the same side of the street in the same block, no less than 400 feet on either side of the subject property. Minimized visible garage requirements shall be required of new development when at least 50% of those properties have minimally visible garages. For purposes of determining this requirement, minimally visible garage shall mean a property where the garage is in the rear yard. In cases where the predominant pattern should be determined

by other means, based on the subject property's location, topography and proximity to corners, the director shall decide on the averaging method.

- **Requirements.** When the predominant pattern requires a minimized visible garage, the following regulations shall apply:
  - Attached garages shall be setback a minimum of 20' from the front facing wall of the primary structure closest to the street.
  - In the front yard setback, paved driveways shall be limited to 14' in width leading to a two-car garage and 10' in width leading to a one-car garage.
  - Side loading garages shall not be permitted in front of the primary structure.
  - Garages attached to the rear of the primary structure, or which are otherwise not visible from the street shall be allowed to add an additional 400 square feet added to the maximum size of the primary structure. This provision only applies to properties developed with single family dwellings.
  - Properties developed with more than one dwelling unit, the primary structure shall be the dwelling closest to the street.
- **Exemptions.** Properties not covered by the minimized visible garage placement requirement shall be reviewed pursuant the applicable regulations of the zoning district where the property is located in addition to the neighborhood compatibility design review process.
- **Garage Size**
  - Minimum interior dimensions for a two-car garage – 18'(W) x 20' (D) (17.24.050(A))
  - Single door – 8'
  - Double door – 16'
  - 25' of unobstructed backup space provided for the maneuvering of the vehicle (17.24.050(B))
- **SFR Additions** (parking upgrade) – properties that do not meet minimum parking requirements (2-car garage per unit) must bring the property into conformity if any structure is enlarged in excess of 500 square feet. (17.24.020)
- **Carpports** (17.24.050(D))
  - Only allowed after required 2-car garage requirement is met.
  - Must be screened from all property lines by a combination of landscaping and a minimum five-foot high permanent decorative barrier.
- **Driveway/Parking paving** (17.24.050(F)) – Driveways and parking spaces shall be paved with concrete or an approved alternative. Asphalt driveways and parking spaces are prohibited. Paved parking spaces shall not be permitted in the front yard or street facing side yard.
- **Driveway width** (17.24.110)
  - Minimum 10' wide for single family dwellings.
  - For properties subject to the Minimized Visible Garage (MVG) requirements: in the front yard, paved driveways shall be limited to 14' in width leading to a two-car garage and 10' in width leading to a one-car garage. (17.12.040(C)(2)(b))
- **Curb Cuts** (17.24.140)
  - Curb cut clearance is obtained from the Public Works Department.
  - Curb cuts allowed to serve as paved access to required off street facility
  - Number of allowed curb cuts based on lot width:
    - under 75' – 1 curb cut
    - 75' and over – 2 curb cuts
- **Tandem**
  - Does not count toward required parking
- **RV Storage** (17.24.150)
  - Contained in an entirely enclosed building; or
  - Stored in the rear or side yard and screened from view from street, alley or adjacent properties

- Must be stored on a paved pad
- No commercial vehicles may be stored
- **No Parking on lawns (17.24.160)**
  - Parking on landscaped or unpaved surfaces is prohibited.
- **Repair (17.24.160)**
  - Vehicle repair allowed only on vehicles registered to the occupant of the property.
  - Vehicles in a state of disrepair cannot be stored in an area visible from the street for a period exceeding 48 hours

## **OTHER RESIDENTIAL STANDARDS**

- **FENCES, HEDGES, WALLS (17.12.040)**
  - **Screening.** Screening not to exceed six feet in height shall be permitted on all property lines with the following exceptions:
    - **Front yard.** No fence 50% or less solid over four feet in height, nor any hedge, solid wall or fence over three feet in height will be permitted in a required front setback;
    - **Corner lot.** No fence 50% or less solid over four feet in height, nor any hedge, solid wall or fence over three feet in height will be permitted within five feet of the street side property line of a corner lot and must be setback five feet from the front of the house;
    - **Corner cut off areas.** No fence, hedge or wall over three feet in height will be permitted in the areas defined in §17.12.040(F).
    - **Fences over six feet in height.** Shall be treated the same as the main dwelling with respect to setback from property line.
    - **Fences six feet and over in height and adjacent to a public street.** Shall be screened with landscaping. A landscape plan consisting of trees, shrubs and ground cover shall be submitted and approved by the city.
    - **Wrought iron fences adjacent to wilderness areas.** Without points, spikes or sharp edges on the end of any vertical bar, shall be permitted a maximum height of eight feet, and spacing between vertical bars shall not exceed six inches along the rear and side property lines enclosing the back yard area behind a house, on hillside lots that back up to unimproved wilderness areas. Points, spikes and sharp edges shall mean any end of a vertical bar that is capable of causing, or are likely to cause injury to persons, pets, or undomesticated animals.
  - **Measurement of height.** The height of any screening shall be measured as follows:
    - For street property lines, at sidewalk grade;
    - For interior property lines, at highest elevation of adjacent property's finished grade.
  - **Materials.** All screening under this section shall be composed of the following:
    - Masonry walls;
    - Wooden fencing, if of adequate aesthetic and structural quality and durability;
    - Wrought iron fencing: Spacing between vertical bars on all wrought iron fencing shall not exceed six inches. If located **north of Foothill Boulevard or east of Mountain Avenue above Lemon Avenue**, the end of any vertical bar of a wrought iron fence shall not be pointed, spiked or have sharp edges that are capable of causing, or are likely to cause, injury to persons, pets or undomesticated animals. Spacing of vertical bars on all wrought iron fencing shall not exceed six inches;
    - Chain link fencing is allowed for properties improved with single family residences only along the side (if not in the front yard setback or adjacent to a street) and rear property lines.
    - All other materials as approved by the Committee, after giving consideration to appearance, structural quality and durability.
  - **Pool Fencing.** All pools must be enclosed by minimum 5' (outside height) fencing and must have self-closing and self-latching gates (15.16.060). The Building Division has a detail of pool fencing requirements.
- **BASEMENTS (17.12.040(A))**

Basements shall be allowed subject to the review and approval by the department. Floor area of basements in dwellings and accessory structures shall not be counted toward the maximum floor area allowed.

- **LOT CONSOLIDATION** requires approval of Conditional Use Permit and cannot result in the demolition of a structure built prior to 1940 with architectural or known historic value as determined by the Historic Preservation Commission, Planning Commission, and/or City Council. (17.12.040(D))
- **MECHANICAL EQUIPMENT** (17.12.040(E))
  - New roof mounted equipment not permitted unless completely screened by existing building parapet
  - Ground mounted mechanical equipment must be setback at least 5' from a side property line. In the rear yard area, equipment shall be setback three feet from the rear and side property line.
- **SWIMMING POOLS**
  - Cannot be located in the front yard and must be at least 5' from side and rear property lines.
- **UNDERGROUND UTILITIES** (15.36.030)
  - The provision of underground utilities is required with the construction of new units.
- **ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS** (ADU 17.44.160 & JADU 17.44.165) ORDINANCE 2017-04
- **GUEST HOUSE** (17.08.040)
  - Detached accessory building for use by guests or occupant of the premises
  - No kitchen facilities
  - Cannot be rented
  - Covenant recorded prior to issuance of permits

#### **LANDSCAPING**

- **Developed Lots** (17.20.010)
  - Landscaping is required in all front yard (including unimproved city right-of-way) and street facing side yard setbacks
- **Vacant Lots**
  - Must be cleared and a street frontage berm must be maintained with grass, ground cover or drought resistant landscape materials.
- **Oak Tree Preservation Ordinance** (17.20.040)  
Applies to:
  - California Live Oak (*Quercus Agrifolia*)
  - 10" diameter, measured 2 feet from ground level
  - Front yard and street facing side yards, vacant lots.

Permit required for:

- Removal
- Pruning of more than one-third of crown, foliage or root system
- Installation of irrigation within the drip line
- In cases of emergency, a tree may be removed by order of the Fire, Police departments or the Parks Division.

#### **Neighborhood Compatibility Design Review (17.12.005)**

- (A) **Purpose and intent.** The preservation of the character of Monrovia's neighborhoods is an important goal for the community. The purpose of this chapter is to integrate new development into the context and character of existing neighborhoods to achieve compatibility. The tools implemented to address compatibility are intended to provide an approach that balances the desires of the property owner to develop his or her property with the concerns of surrounding residents to maintain the character of their neighborhood.

(1) The purpose and intent of the neighborhood compatibility design review is:

- (a) To preserve the character and charm of the city and its neighborhoods by establishing processes and criteria to review new construction to assure that the resulting structures are compatible with the neighborhood within which they are located.
  - (b) To provide reasonable review of proposals to maximize compatibility with the unique character of the neighborhood in terms of mass, scale, height, and design, while generally maintaining neutrality regarding the architectural style of the proposed development.
  - (c) To minimize privacy impacts of new two-story construction upon neighboring properties while still maintaining good design.
  - (d) To provide a review process to regulate the development or redevelopment of properties within existing neighborhoods so as to maximize visually compatible relationships, and bright, open neighborhoods.
  - (e) To educate applicants regarding their obligation to take into consideration the potential impacts on their neighbors when modifying structures or proposing new structures and take reasonable steps to mitigate such impacts.
- (2) It is not the intent of this chapter to unreasonably restrict or regulate the right of an individual property owner to determine the type of structure or addition desired.
  - (3) The neighborhood compatibility design review process is intended to be an integral part of the overall design process that should commence with city staff and the applicant prior to the preparation of any design concepts.
  - (4) The regulations in this section are in addition to the requirements of other regulations or ordinances of the city and where in conflict the more restrictive regulations shall apply.

**(B) Definitions.**

For the purposes of this section, the following definitions shall apply.

**ADDITION.** The creation of any new portion of a building which results in a vertical or horizontal extension of the building that is visible from the outside of the building.

**ALTERATION.** The exterior modification, including but not limited to an addition, removal and/or modification of windows, doors, roof structure, siding or visible part of a foundation of any main or accessory structure that requires a building permit.

**ARCHITECTURAL STYLE.** The characteristic form and detail of building from a particular historical period or school of architecture (e.g. Spanish, Tudor)

**REPLACEMENT-IN-KIND.** Replacement of any architectural element which is identical to the original element in terms of its location, size, and shape; and is made of materials that outwardly have the same dimensions, proportions, details and textures of the original architectural element and that outwardly appear unchanged from the original architectural style. If the original design of a structure and/or element was removed or altered, or if the original design elements are not known, the replacement element(s) shall be consistent with the structure's original architectural style.

**(C) Applicability.** On any property in a residential zone or a PD Zone designated for residential development, no person shall construct any of the following structures until such structures are found to be compatible pursuant to this section with the neighborhood within which it is located. Applicable construction shall be classified into one of the following categories. Specific review and noticing requirements are established for each category.

- (1) Existing residential dwelling proposing a single story addition that affects no more than the rear 50% of the structure.
- (2) Existing residential dwelling proposing a single story addition or exterior alterations that affect the front 50% or more of the structure.
- (3) New single story, single family residential dwelling.
- (4) Two story addition to a two story dwelling.
- (5) Two story addition to a single story dwelling.
- (6) New two story single family residential dwelling.
- (7) Multi-family development not subject to a conditional use permit.

(D) **Compatibility Design Review Criteria.** The reviewing body shall review all proposals that fall within Paragraph C of this section using the following categories/criteria:

- (1) Exterior material review.
  - (a) Building materials and finishes on exterior surfaces;
  - (b) Architectural integrity of the proposed project.
- (2) Site planning/site design.
  - (a) Orientation of the building(s) on the site and in relation to surrounding property improvements, including entrances, parking areas, and driveways;
  - (b) Garage and parking locations, driveway and driveway approach locations;
  - (c) Onsite building relationships;
  - (d) Landscaping.
- (3) Building form
  - (a) Roof designs and materials;
  - (b) The height and building profile of the structures;
  - (c) Mass, bulk, modulation, scale and articulation.
- (4) Architectural features/design
  - (a) All exterior facade and architectural features including window types, entrance areas, porches, chimneys, and the use of building modulation.
- (5) Neighbor impact review
  - (a) The scale and bulk of the building(s) in relationship to the neighboring properties, including the location and orientation of second stories;
  - (b) Reasonably minimizes privacy impacts;
  - (c) Solar access;
  - (d) Grade differential.
- (6) Neighborhood compatibility review
  - (a) Relationship of development to the surrounding neighborhood such as appropriate mass, architectural features, scale, and building materials;
  - (b) Prevailing/predominant development patterns.

(E) **Review and Notification.** In establishing the applicable neighborhood compatibility design review process and noticing, all applications shall be classified under one of the categories of construction identified in subsection (C).

- (1) Regardless of the type of development proposed, applicants are encouraged, but are not required, to meet with the immediate neighbors prior to submittal of an application. Review authority and notification shall be completed according to the following table:

Categories (meeting all zoning requirements)	Review by	Notification
1. Single story addition (rear)	Staff	None
2. Single story addition (front)	Staff	Sign
3. New SFR single story	DRC	Sign and 200' radius mailing
4. Two story addition to a two story house	DRC	Sign and 400' radius mailing
5. Two story addition to a single story house	DRC	Sign and 400' radius mailing
6. New SFR two story	DRC	Sign and 400' radius mailing
7. Multifamily residential not subject to a CUP	DRC	Sign and 400' radius mailing

- (2) In addition to any other action otherwise required by law pertaining to the processing of the application, if the construction category requires neighborhood notification, the following neighborhood notification shall be required:
  - (a) Posting of a development sign. The applicant is required to post the property in the manner set forth by the director. The property must be posted a minimum of fifteen days prior to the review by the committee. The application shall not be considered complete unless the site has been posted pursuant to this section.



- (b) Notice of the public meeting shall be mailed at least 15 days prior to the meeting to all owners of real property with the radius specified in the table in this subsection (E) utilizing the records of the County Assessor.

(F) **Findings.** No application subject to neighborhood compatibility design review approval shall be approved unless the approving body finds:

- (1) That the proposed development meets the zoning development standards applicable to the property.
- (2) That the orientation and design of the building(s) are appropriate to the size and configuration of the lot and provide a well-designed site layout.
- (3) That the proposed development is designed to be compatible with adjacent properties by reasonably minimizing impacts related to privacy and solar access.
- (4) That the proposed development is compatible with the character of the neighborhood in terms of scale, mass, height and design.

(G) **Exemptions.** Notwithstanding the provisions of any other section of this chapter, neighborhood design compatibility review shall not be required for:

- (1) Ordinary maintenance and repair as defined in Section 17.20.040 of this code.
- (2) Replacement in kind.
- (3) Restoration of an architectural element that is consistent with the architectural style of the structure at the time of construction or in cases where the entire architectural style of a building is being completely renovated into a new style, the element shall be consistent with the new or predominant architectural style.
- (4) Reroofing with a material similar to the existing material
- (5) Painting
- (6) Construction of fences and walls
- (7) Single story second units constructed pursuant to Section 17.44.160
- (8) Single story accessory structures, including attached patios, in side and/or rear yards.
- (9) Flatwork
- (10) Interior construction that does not involve any exterior changes.
- (11) Development subject to a Hillside Development Permit
- (12) Multi-family residential development that is subject to a conditional use permit which shall be subject to the criteria in Section 2.56.030(D).
- (13) Work that does not require a building permit.
- (14) Reasonable accommodation requests pursuant to Section 17.52.327.

### **Additional Regulations for Residential Buildings more than 50 years old**

- **DEMOLITION ORDINANCE**  
ORDINANCE 2016-10

- **INCENTIVES**

To encourage the retention of historic structures, certain regulations in the Zoning Ordinance may be deviated from in order to retain qualified structures, as determined by the DRC or Planning Commission. These regulations are specified in Section 17.12.060.

**This handout is intended to be used as a guide and does not contain all development requirements. Specific regulations from the Monrovia Municipal Code are available in the Planning Division or online at [www.monroviaca.gov](http://www.monroviaca.gov). If you have any questions, please feel free to contact the Planning Division at (626) 932-5565.**