

# CITY OF LA CAÑADA FLINTRIDGE

## PLANNING COMMISSION STAFF REPORT

January 13, 2015 meeting

**Applicant/Property Owner:**

Jay and Carlyn Clark  
5247 Castle Road  
La Canada Flintridge, CA 91011

**Case Type / Number:**

Second-floor Review 14-37  
Setback Modification 14-21

**Site Address:**

5247 Castle Road

**Case Planner:**

Chris Gjolme ~ Planner

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### 1. Request:

The request is for Second-floor Review to allow first-floor expansion of an existing single-story residence and construction of a new 1,174 sq. ft. 2<sup>nd</sup> floor. Since more than 30% of existing floor/roofed area would be removed/remodeled, the project qualifies as 'new' construction, and a Setback Modification is required to allow retention of a deficient 1<sup>st</sup>-floor side setback to the south, which, at 9'-5", is below the 10-foot requirement for the 100-foot wide lot.

### 2. Location:

The site is on the west side of Castle Road, between its intersection Escalante Drive and Ocean View Blvd., in the R-1-10,000 zone.

### 3. Staff Recommendation:

Staff recommends that the request **BE APPROVED**, subject to the conditions listed in Exhibit "A", attached to the draft resolution.

### 4. Project Size:

Lot area:	17,041 sq. ft.
Existing 1 <sup>st</sup> floor, garage:	3,049 sq. ft.
Proposed 1 <sup>st</sup> floor addition (net):	919 sq. ft.
Proposed 2 <sup>nd</sup> floor:	1,174 sq. ft.
<b>Total area as proposed:</b>	<b>5,142 sq. ft. (0.30 FAR)</b>

**5. General Plan / Zoning / Existing Land Use:**

The Land Use Map identifies the site as Low Density Residential – Up to 4 Dwelling Units per Acre. The property is designated R-1-15,000 (Single Family Residential – 15,000 Square Foot Minimum Lot Size). The site is developed with single-story residence and garage.

**6. Environmental Impact Review:**

Staff has determined that the proposed Second-floor review and Setback Modification are Categorically Exempt from the California Environmental Quality Act, under Class 2.5(a)(4)(ii) (additions) and 2.5(e)(1)(minor variances) of the City of La Cañada Flintridge Guidelines for the Implementation of CEQA.

**7. Previous Action:**

None

**8. Pending and Potential Actions:**

Plan check, Fire Dept. approval and issuance of building permit.

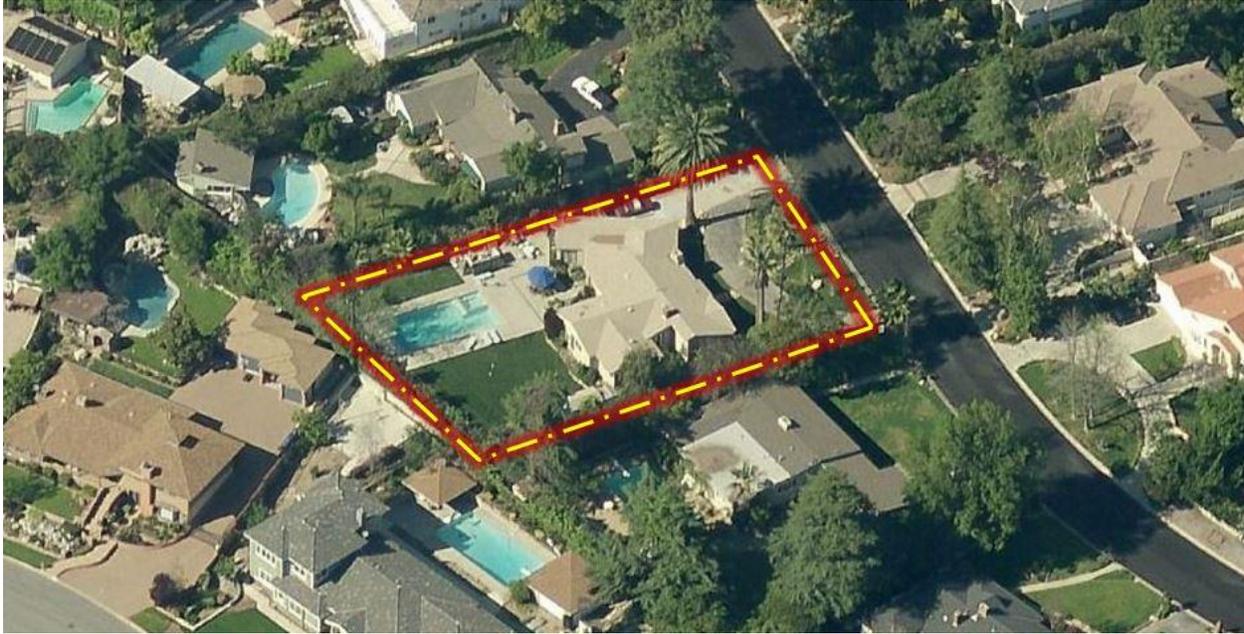
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**9. Staff Analysis:**

A. Context:

Castle Road extends north from Foothill Blvd. and ascends steadily over its two-mile course before intersecting with Ocean View Blvd. The street’s slope is fairly consistent and results in a tiering effect between many properties along both sides of the street, including the subject lot, which is situated well below the adjacent lot to the north (5255) and above the property to the south (5241).

The area is part of a graded tract that was originally developed in the 1950s, and the neighborhood’s appearance is marked by relative consistency of architectural character, in the range of mid-century traditional style. The subject house shares this conservative appearance in its modest single-story mass. While development in the area is largely single story, several two-story homes are found along Castle Road, Ocean View Blvd. and San Gorgonio Road, and generally integrate well with the streetscape.



The site's 17,000 sq. ft. of area exceeds the 15,000 sq. ft. requisite, while its 100-foot width mandates 10-foot side setbacks. Often, homes of this vintage were built to within 5 feet of side property lines and do not satisfy current setback requirements; the subject home is somewhat of an exception in that side setbacks of approximately 9'-5" - just below the current 10-foot standard - are provided to the north and south.

Lot sizes proximate to the site vary while houses are fairly consistent and mainly one-story as the following matrix reveals:

Address	Lot Size	House Size	FAR	Stories
5210 Castle Road	18,520 sf	3,273 sf	0.18	2
5215 Castle Road	14,140 sf	3,185 sf	0.22	2
5220 Castle Road	18,899 sf	2,280 sf	0.12	1
5224 Castle Road	12,693 sf	2,580 sf	0.20	1
5225 Castle Road	13,557 sf	2,106 sf	0.16	1
5235 Castle Road	14,306 sf	1,977 sf	0.14	1
5236 Castle Road	13,753 sf	3,306 sf	0.24	2
5241 Castle Road	16,741 sf	2,345 sf	0.14	1
5246 Castle Road	16,922 sf	2,942 sf	0.17	1
5252 Castle Road	16,752 sf	3,816 sf	0.23	2
5255 Castle Road	16,558 sf	1,984 sf	0.12	2
5259 Castle Road	14,405 sf	2,211 sf	0.15	1
5260 Castle Road	18,178 sf	3,416 sf	0.19	1
5266 Castle Road	32,082 sf	3,425 sf	0.11	1
5272 Castle Road	26,050 sf	3,696 sf	0.14	1

5280 Castle Road	23,152 sf	2,374 sf	0.10	1
5281 Castle Road	13,143 sf	2,806 sf	0.21	2
5293 Castle Road	11,343 sf	3,261 sf	0.29	1
<b>AVERAGE</b>	<b>17,289 sf</b>	<b>2,882 sf</b>	<b>0.17</b>	<b>n/a</b>
<i>*5247 Castle Road</i>	<i>17,041 sf</i>	<i>4,416 sf</i>	<i>0.26</i>	<i>2</i>

*\*Project site – above figures exclude garages and other non-habitable areas and are intended for general comparison only.*

B. Project Description:

The request involves expansion and remodeling of the existing residence, including partial 1<sup>st</sup>-floor demolition and construction of a new 1,174 sq. ft. 2<sup>nd</sup> floor.

The north ½ of the existing residence would be demolished, allowing for improved reconfiguration of interior space and creation of a new 3-car garage. In conjunction, the north side setback would be increased slightly to 11’-4”, while the front setback would be reduced to 30 feet. Net floor area added at the 1<sup>st</sup>-floor level would be 919 sq. ft., increasing the footprint to 3,968 sq. ft. The extent of demolition qualifies the project as new construction. As such, the adequacy of remaining setbacks is relevant to the project. While a rear setback well above the 15-foot requirement would be retained, a 9’-5” south side setback – just below the 10-foot requirement for the lot - is sought for retention. This constitutes the lone aspect of the Setback Modification request associated with the project. Staff would note that existing mechanical equipment along the south side of the house would be augmented as part of the project. Although the equipment does not provide a 10-foot setback, a setback in excess of 5 feet would remain, thereby requiring only the written endorsement of the adjacent property owner.

The focus of the project is the new 2<sup>nd</sup> floor, which would include the master bedroom and a studio. The second floor would span 38’-5” while achieving a relatively limited depth of 30 feet. Ample recession from the 1<sup>st</sup> floor below would be provided, most apparent to the south where a 39-foot side setback is proposed, well above the 20-foot requirement for the lot. To the front, the setback would increase to 51 feet at the 2<sup>nd</sup>-floor level. Surplus setback is also provided to the north, where a 21’-7” setback is proposed. With the 2<sup>nd</sup> floor, total project floor area would increase to 5,142 sq. ft., above the area’s average, but within the 5,158 limit for the site.

With introduction of a new 2<sup>nd</sup> floor, building height would obviously increase. Primary building height would be 24 feet as seen from the street, increasing to 26’-6” to the south, a result of the lot’s gentle slope to the south. With its 100-foot width and area well in excess of 10,000 sq. ft., maximum structure height for the subject lot is 32 feet. Thus, the request is well within allowable height limits.

Landscaping bordering the circular driveway would be retained to the front and given the street's general character and appearance, enhancement is not regarded as necessary in staff's estimation. Planting along the sides of the property is also regarded as adequate.

In all, the major components of the project achieve compliance with all code standards while the project in its entirety compares with code as follows:

	STANDARD	EXISTING	PROPOSED
<b>Floor Area:</b>	5,158 sf	3,049 sf	5,142 sf
<b>Front SB:</b>	29'-3"	41 feet	30 feet
<b>North Side SB</b>			
<b>1<sup>st</sup> floor:</b>	10 feet	7 feet	11'-4"
<b>2<sup>nd</sup> floor:</b>	20 feet	n/a	21'-7"
<b>South Side SB</b>			
<b>1<sup>st</sup> floor:</b>	10 feet	9'-6"	9'-6"
<b>2<sup>nd</sup> floor:</b>	20 feet	n/a	39 feet
<b>Rear SB:</b>	15 feet	61 feet	52 feet (trellis)
<b>Height:</b>	32 feet	15 feet	26'-6"

C. Second-floor Review:

*Discussion*

A review of the Floor Area Matrix on page 3 of the report indicates variation in parcel and house size within the neighborhood, with parcels ranging from 11,343 sq. ft. to 32,000 sq. ft. and homes between 2,000 sq. ft. and 4,000 sq. ft. As already mentioned, although the immediate area is composed primarily of single-story homes, 2-story homes are found within the general area, including several along Castle Road, Ocean View Blvd. and San Gorgonio Road.

Though the proposal would be above the 'average' house size, the increased size and change to the home's profile is suited to the site and is not significantly discordant with the character of the area largely due to the understated style and modest size of the new 2<sup>nd</sup> floor. Moreover, the home's siting and design takes into account its relationship with neighboring homes. The home's mass has a northerly bias to maximize separation to the south, where a single-story residence is positioned at a lower elevation. Contrarily, to the north, the adjacent home is situated above the subject pad. Given this, impacts from 2-story construction on the subject lot are more likely to be intensified to the south and minimized to the north, and the project clearly respects this context. The bias is also reflected in the asymmetrical gable, which adds contemporary flair to the project. The proposed 3-car garage, while not commonplace in the area, is a single-story component not directly within the scope of Second-floor Review findings, but is appropriately integrated into the project. Since garage width is less than 35% of the lot width (34 feet

vs. 100 feet), the garage is considered compliant in any event. In short, the project would be consistent with both the 'neighborhood compatibility' and 'site development' provisions of the City's Residential Design Guidelines.



The new 2<sup>nd</sup> floor would constitute 23% of the home's overall floor area, reasonable by any evaluative criteria. While views of the addition from neighboring homes in the area would be possible, the massing presented is not excessive and would be eased by limited 2<sup>nd</sup>-floor width, depth and height. Public view impacts would be similarly negligible considering the lack of significant view-sheds over and beyond the site that exist within the immediate area.

A small terrace is proposed at the southeast corner of the new 2<sup>nd</sup> floor. Given its location at the front of the addition, opportunistic views into the rear yard to the south would be greatly minimized. In short, the location and size of the terrace express sensitive intent, and staff regards it as a reasonable project component. Views from the interior of the 2<sup>nd</sup> floor do not appear to be problematic. The 2<sup>nd</sup>-floor's northerly bias provides ample separation to the south while the upslope position of the property to the north precludes direct view opportunities to a major extent; existing landscaping along both the north and south side property lines, where adjacent to neighboring rear yards, provides further buffering. Homes to the rear that front along San Gorgonio are seen from the site, but would not be unduly compromised by the proposal.

### *Findings*

#### **1. The two-story design includes adequate setbacks, screening and modulation.**

Compliant and ample setbacks to all property lines and adequate visual separation are provided at the 2<sup>nd</sup>-floor level while the design and size of the addition expresses sensitive scale and tasteful integration with the existing residence, and precludes the need for additional landscape screening. Staff supports the finding.

**2. The two-story design preserves the existing scale and character of the surrounding neighborhood.**

The proposed 2<sup>nd</sup> floor, through its modest size and scale, increased front setback and limited height, would preserve the character of the existing neighborhood, wherein other two-story homes are found. Staff supports the finding.

**3. The two-story design protects public views, aesthetics, privacy and property values of the neighbors.**

The area is not conducive to significant public views above and beyond the site, while the addition would not manifest adverse massing or privacy impacts considering its location and scale and the site's relationship with adjacent properties, which are at varying elevations. Staff supports the finding.

**4. The two-story design is consistent with the Residential Design Guidelines as adopted by resolution of the City Council.**

The scale, massing and materials utilized by the project relate well with the existing residence, site and immediate area, and would be consistent with the primary directives of the City's Residential Design Guidelines as related to neighborhood and streetscape compatibility. Staff supports the finding.

D. Setback Modification:

*Discussion*

Policy 2.4 of the City's General Plan states:

*Encourage non-conforming uses and buildings to be brought into compliance with City codes.*

Depending on the extent of roof/floor area removal involved with a project and the possibility of said project qualifying as a new 'structure', review of existing non-conforming 1<sup>st</sup>-floor setbacks may be required, as is the case with the subject project. However, when absent a legitimate benefit to neighboring properties from provision of compliant 1<sup>st</sup>-floor setbacks or abatement of a major encroachment, staff views imposition of such a mandate as an unreasonable and unnecessary hardship.

As mentioned, the project would retain a marginally deficient side setback to the south, where virtually no functional or visual difference between the existing 9'-5" setback and 10-foot requirement can be ascertained. Considering the single-story profile and long-standing nature of the area in question, negligible extent of the encroachment and

additional compensatory setback that would be provided at the 2<sup>nd</sup>-floor level, requiring an adjustment to the south side setback is unnecessary in staff's estimation.

### *Findings*

- 1. The proposed project is compatible with existing development on the site, and is consistent with other development in the immediate vicinity.**

The existing setbacks at the 1<sup>st</sup>-floor level are longstanding, visually sufficient and consistent with development in the area. First and second-floor additions would comply with setback requirements, including provision of 2<sup>nd</sup>-floor setbacks in excess of code requirements. Staff supports the finding.

- 2. The Modification would not be a grant of special privilege that is inconsistent with the limits placed on other properties in the area and in the R-1 zone.**

The project maintains the existing single-family use of the property while the 1<sup>st</sup>-floor encroachment to the south is preexisting, visually negligible and has no significant offsite effect. Staff supports the finding.

- 3. Strict application of the R-1 zoning standards results in practical difficulties or unnecessary hardships inconsistent with the general purpose of the R-1 zone regulations and standards.**

Increasing the 1<sup>st</sup>-floor side setback to the south by seven inches is overly restrictive since the existing 9'-5" setback is longstanding and visually adequate, and a needed view, use or massing benefit would not result. Staff supports the finding.

- 4. The Modification will not be materially detrimental to the public health, safety or general welfare, or to the use, enjoyment or valuation of property located in the vicinity.**

The existing south side encroachment would not be intensified through the project, while the resulting external effect from the additions as proposed would not significantly impact the public health, safety or welfare. The finding can be supported.

- 5. The proposed project preserves the existing scale and character of the surrounding neighborhood and protects public views, and aesthetic and other property values in the neighborhood.**

Preservation of the existing south side yard setback and respective encroachment would not yield a significant visual effect as seen from the street or impact public views since the non-conforming area in question is longstanding and would not be significantly

altered through the project, and is consistent with the character of the area. Staff can support the finding.

E. Summary / Recommendation:

Based on the above discussions and related Second-floor Review and Setback Modification findings, staff has concluded that the proposal is well-designed in relation to its site and neighborhood. For that reason, staff recommends that the project **BE APPROVED**, subject to the conditions listed in Exhibit "A", attached to the draft resolution.

C: *Jay and Carlyn Clark / 5247 Castle Road / La Canada Flintridge, CA / 91011*

CITY OF **LA CAÑADA FLINTRIDGE**

**RESOLUTION NO. 14-xx**

**A RESOLUTION OF THE PLANNING COMMISSION  
OF THE CITY OF LA CAÑADA FLINTRIDGE  
APPROVING SECOND-FLOOR REVIEW 14-37  
AND SETBACK MODIFICATION 14-21  
TO ALLOW 1<sup>ST</sup> AND 2<sup>ND</sup>-FLOOR EXPANSION  
OF AN EXISTING SINGLE-STORY RESIDENCE  
WITH RETENTION OF A NON-CONFORMING 1<sup>ST</sup>-FLOOR  
SOUTH SIDE YARD SETBACK  
AT 5247 CASTLE ROAD  
AS REQUESTED BY  
JAY AND CARLYN CLARK**

**WHEREAS**, a request by Jay and Carlyn Clark has been received for Second-floor Review and a Setback Modification to allow 1<sup>st</sup> and 2<sup>nd</sup>-floor expansion of an existing single-story residence with retention of a non-conforming 1<sup>st</sup>-floor south side yard setback, said request attached and incorporated by reference; and

**WHEREAS**, the Planning Commission, on January 13, 2015, after publication and posting in the prescribed manner, held a public meeting and conducted a review of the request; and

**WHEREAS**, the Commission reviewed the project and determined that no significant environmental impacts would result from the project, which is Categorically Exempt from the California Environmental Quality Act, under Class 2.5(a)(4)(ii)(Additions) and 2.5(e)(1)(minor yard variances) of the City of La Cañada Flintridge Guidelines for the implementation of CEQA; and

**WHEREAS**, the Planning Commission finds that all the facts contained in the staff report dated January 13, 2015 regarding the application for Second-floor Review and a Setback Modification at 5247 Castle Road are true and correct, and the Planning Commission hereby adopts said staff report as its own findings of facts; and

**WHEREAS**, based on the evidence presented by the application materials, staff report, and public testimony, the Planning Commission finds the following:

Section 1.

*Second-floor Review:*

1. The two-story design includes adequate setbacks, screening and modulation because compliant and ample setbacks to all property lines and adequate visual separation are provided at the 2<sup>nd</sup>-floor level while the design and size of the addition expresses sensitive scale and tasteful integration with the existing residence, and precludes the need for additional landscape screening.
2. The two-story design preserves the existing scale and character of the surrounding neighborhood because the proposed 2<sup>nd</sup> floor, through its modest size and scale, increased front setback and limited height, would preserve the character of the existing neighborhood, wherein other two-story homes are found.
3. The two-story design protects public views, aesthetics, privacy and property values of the neighbors because the area is not conducive to significant public views above and beyond the site, while the addition would not manifest adverse massing or privacy impacts considering its location and scale and the site's relationship with adjacent properties, which are at varying elevations.
4. The two-story design is consistent with the Residential Design Guidelines as adopted by resolution of the City Council because the scale, massing and materials utilized by the project relate well with the existing residence, site and immediate area, and would be consistent with the primary directives of the City's Residential Design Guidelines as related to neighborhood and streetscape compatibility.

*Setback Modification:*

1. The proposed project is compatible with existing development on the site, and is consistent with other development in the immediate vicinity because the existing setbacks at the 1<sup>st</sup>-floor level are longstanding, visually sufficient and consistent with development in the area. First and second-floor additions would comply with setback requirements, including provision of 2<sup>nd</sup>-floor setbacks in excess of code requirements.
2. The Modification would not be a grant of special privilege that is inconsistent with the limits placed on other properties in the area and in the R-1 zone because the project maintains the existing single-family use of the property while the 1<sup>st</sup>-floor encroachment to the south is preexisting, visually negligible and has no significant offsite effect.
3. Strict application of the R-1 zoning standards results in practical difficulties or unnecessary hardships inconsistent with the general purpose of the R-1 zone regulations and standards because increasing the 1<sup>st</sup>-floor side setback to

the south by seven inches is overly restrictive since the existing 9'-5" setback is longstanding and visually adequate, and a needed view, use or massing benefit would not result.

4. The Modification will not be materially detrimental to the public health, safety or general welfare, or to the use, enjoyment or valuation of property located in the vicinity because the existing south side encroachment would not be intensified through the project, while the resulting external effect from the additions as proposed would not significantly impact the public health, safety or welfare.
5. The proposed project preserves the existing scale and character of the surrounding neighborhood and protects public views, and aesthetic and other property values in the neighborhood because preservation of the existing south side yard setback and respective encroachment would not yield a significant visual effect as seen from the street or impact public views since the non-conforming area in question is longstanding and would not be significantly altered through the project, and is consistent with the character of the area.

## Section 2.

Based on the above findings, the Planning Commission of the City of La Cañada Flintridge hereby approves the Second-floor Review and Setback Modification at 5247 Castle Road, subject to the conditions listed in Exhibit "A", attached to this resolution.

**PASSED, APPROVED AND ADOPTED** this 13<sup>th</sup> day of January, 2015.

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Chair of the Planning Commission

ATTEST:

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Secretary to the Planning Commission

**EXHIBIT "A"**  
**CONDITIONS OF APPROVAL**  
**SECOND-FLOOR REVIEW 14-37**  
**SETBACK MODIFICATION 14-21**  
5247 Castle Road

1. Compliance with and execution of all conditions listed herein shall be necessary prior to obtaining final building inspection clearance and/or prior to obtaining any occupancy clearance. Deviation from this requirement shall be only by written consent of the Director of Community Development.
2. This approval is granted for the land or land use as described in the application and any attachments thereto, and as shown on the site plan submitted, labeled Second-floor Review 14-37 and Setback Modification 14-21.
3. Prior to obtaining a building permit or when applicable initiation of use, the applicant and property owner shall file with the Secretary of the Planning Commission written acknowledgment of the conditions stated herein on forms provided by the Planning Department.
4. All structures, building elevations, site work and other features including but not limited to, buildings, roadways, parking areas, landscaping and other facilities shall be located and maintained substantially as shown on the plans labeled Second-floor Review 14-37 and Setback Modification 14-21, Sheets C1-A403, except as otherwise stated in these conditions.
5. This approval will expire unless "start of construction" is commenced within 24 months after approval is granted and diligently pursued thereafter. The Director of Community Development may extend the original expiration date by as much as 12 months upon receipt of a written request from the applicant prior to project approval expiration if the approved project and applicable zoning standards are unchanged. Start of construction is defined as:
  - a. All zoning and related approvals are effective; and
  - b. All required building and grading permits for the project have been issued; and
  - c. The "foundation inspection" and "concrete slab or underfloor inspection" have been made and received approval from the Division of Building and Safety; i.e., all trenches must be excavated, forms erected, and all materials for the foundation delivered on the job and all in-slab or underfloor building service equipment, conduit, piping accessories and other ancillary equipment items

must be in place. Nothing in this definition shall be construed to alter the applicable legal standards for determining when vested property rights to complete the project have arisen.

6. All applicable requirements of any law, ordinance, or regulation of the City of La Cañada Flintridge shall be complied with.
7. This approval is subject to the applicant paying all fees, deposits and assessments to the City of La Cañada Flintridge, as established by policy, ordinance or resolution of the City Council prior to occupancy or initiation of use. This includes payment for contracted staff services as invoiced to the city.
8. In the event the City determines that it is necessary to take legal action to enforce any of the provisions of these conditions, and such legal action is taken, the applicant agrees to pay any and all costs of such legal action, including reasonable attorney's fees, incurred by the City, even if the matter is not prosecuted to a final judgment or is amicably resolved, unless the City should otherwise agree with the applicant to waive said fees or any part thereof. The foregoing shall not apply if the permittee prevails in the enforcement proceeding.
9. The applicant shall defend, indemnify, and hold harmless the City and its officers, agents, and employees from any claim, action or proceeding against the City or its officers, agents, or employees to attack, set aside, void, or annul approval of this Second-floor Review and Setback Modification. The City shall promptly notify the applicant of any such claim, action, or proceeding and shall cooperate fully in the defense.
10. An approval granted by the Planning Commission does not constitute a building permit or authorization to begin any construction. An appropriate permit issued by the Division of Building and Safety must be obtained prior to construction, enlargement, relocation, conversion, or demolition of any building or structure within the City.
11. All work shall comply with City Ordinance 313 (Chapter 9.14 of the Municipal Code). A Building Debris Management Report (BDMR) is required to provide documentation that verifies a minimum of fifty (50) percent of the debris or material generated was diverted from a landfill. A Construction and Demolition Recycling Tool Kit with the BDMR is available at the Public Works Department. A performance security is required prior to the issuance of the grading and building permits.
12. All construction/contractor parking shall be on-site only. If it is deemed by the Community Development Director or the Planning Commission that sufficient

on-site parking may not be available, then on-street parking in front of the site will be permitted if it can be demonstrated that such parking will not interfere with the immediate neighbors, and will not interfere with the public's use of the surrounding streets. If this cannot be found, then any additional construction vehicle or equipment parking must occur off-site at a location approved by the Director of Community Development or Planning Commission. Approval of the off-site location shall be based on the submittal of a Parking Management Plan by the applicant that demonstrates that the site shall not interfere with the neighbors in the area or hinder the public's use of the surrounding streets. Contractors and construction workers will be required to carpool to the construction site. No construction, no deliveries and no movement of construction materials shall occur on Sundays or City recognized holidays.

13. Any work in the public right-of-way shall conform to City standards, codes and requirements.
14. An encroachment and/or excavation permit shall be required for any work within the public right-of-way.
15. Primary roof and wall colors shall be reviewed and approved by staff prior to issuance of building permits.
16. Any subsequent substantive change to these approved plans by the Fire Department or any other agency having subsequent approval authority shall cause these plans to be returned to the Planning Commission for additional review and approval prior to permit issuance.
17. Unless this approval is appealed to the City Council, story poles shall be removed promptly (within one week) after expiration of the 15-day appeal period. Verification of this shall be required prior to submittal of the project for plan check OR prior to issuance of building permits for those projects where "at-risk" plan check is in process or has already been completed.
18. The City of La Cañada Flintridge is a Permittee under the Los Angeles County National Pollutant Discharge Elimination System, NPDES Permit No. CAS614001 and as such is required by federal and state law to implement procedures to prevent and control the entry of pollutants and non-storm water discharges into the City's storm drain system to the maximum extent practicable. No person shall commence or continue any construction project in the City of La Cañada Flintridge that causes the disturbance of City right-of-way by clearing, grading, cold milling, saw cutting, paving, or excavating without obtaining a permit from the City. Pursuant to state and federal law, such permit shall include NPDES requirement as summarized below. The following requirements shall apply to all

projects undergoing construction in the City of La Cañada Flintridge. The requirements set forth below shall apply at the time of demolition of an existing structure or construction.

- a) No washing of construction or other industrial vehicles shall be allowed adjacent to a construction site. No water from washing vehicles on a construction site is allowed to run off into the City's storm drain system.
- b) Sediment, construction waste, and other pollutants from construction sites and parking areas shall be retained on the site to the maximum extent practicable.
- c) The discharge from washing out concrete trucks and saw cutting, cold milling materials to the gutter or storm drain system is prohibited.
- d) Any sediment or other materials which are not retained on the site shall be removed the same day prior to leaving the site. Where determined necessary by the City Engineer or his or her designated representative, a temporary sediment barrier shall be installed.
- e) On an emergency basis only, plastic covering may be utilized to prevent erosion of an otherwise unprotected area, along with runoff devices to intercept and effectively convey the runoff to the storm drain system after elimination of contaminants.
- f) Drainage controls shall be utilized, as needed, depending on the extent of proposed construction activities.
- g) Contractor shall refer to and be familiar with the most recent edition of the Construction Best Management Practices Handbook, produced and published by the Storm Water Quality Task Force, to be used for specific guidance on selecting Best Management Practices for reducing pollutants in storm water discharges from construction activities.
- h) Littering. No person shall throw, deposit, place, leave, maintain, keep or permit to be thrown, deposited, placed, left or maintained or kept, any refuse, rubbish, garbage, broken concrete, or any other discarded or abandoned, articles or accumulations, in or upon any street, alley, sidewalk, storm drain, inlet, catch basin conduit or drainage structure, business place, or upon any public or private plot of land in the City, so that the same might be or become a pollutant, except in containers, recycling bags, or other lawfully established waste disposal facilities.

Whenever an authorized inspector has reasonable cause to believe that there exists on the construction site any condition which constitutes a violation of the provisions of the requirements herein, the permit will be voided and no longer in effect, and all construction work on the site shall be terminated at the contractor's expense.

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