Supplemental Form

Community Development Department |Planning Division
1414 Mission Street, South Pasadena, California 91030
626-403-7220 | askplanning@southpasadenaca.gov
https://www.southpasadenaca.gov/Home

Administrative Modification

Permissible Administrative Modifications	Maximum Adjustment
Dwelling Unit Sizes. A decrease in the minimum square footage requirements for dwelling units.	10%
Fences or Walls. Fences, gates, pilasters, or walls in the side and rear yards that exceed six feet in height.	Not to exceed eight feet
Nonconforming Uses and Structures. An adjustment in the development of and/or addition to a nonconforming use or structure.	10%
Open Space. A decrease in the minimum open space requirements.	10%
Parcel (lot) area. A decrease in the minimum required parcel area or size.	10%
Parcel (lot) coverage. An increase in the maximum allowable parcel coverage.	5%
Parcel Width Dimensions. A decrease in the minimum required parcel width dimensions.	10%
Parking lot dimensions. A decrease in the minimum parking lot and loading dimensions (e.g., aisle, driveway, and space widths).	10%
Projections. An increase the allowable projection of canopies, cornices, eaves, fireplaces, landings, masonry chimneys, overhangs, raised porches, stairways, and steps into a required setback areas, but no closer than 3 feet to any property line.	10%
Setback areas. A decrease in the required setbacks.	
Front setback	10%
Side setback	10%
Rear setback	10%
Structure height. An increase in the maximum allowable structure height.	10%
Required variance. A request which exceeds the limitations identified shall require the filing of a Variance Application	
Modification Request	
Type of Modification (i.e., height, setback, parcel coverage)	
Proposed Project Description (e.g., exceed 35 ft height limitation by 5% for a total height of 36’-9” in the RS zone district; attach additional sheets if necessary)	

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Please respond to the findings listed below. Each one must be met before the application can be deemed complete. Please indicate how the proposed project meets each criterion.

1. Approval of the Administrative Modification would not be detrimental to the public health, interest, safety, or general welfare, and would not be detrimental or injurious to property or improvements in the vicinity and in the same zoning district.

2. The subject property is physically suitable to accommodate the improvements granted by the Administrative Modification.

3. The Administrative Modification is consistent with the General Plan and any applicable specific plan, the limitations established by the 1983 City of South Pasadena initiative, and the general purposes and intent of this Section, including the requirements of the applicable zoning district.