



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

PLANNING DIVISION

February 23, 2024

Michael Bell  
800 East Colorado Boulevard #150  
Pasadena, CA 91101

**RE: Zoning Verification Letter (ZLR2024-00001)**  
**655, 657, 659 North Mentor Avenue**  
**APN: 5732-015-014**

Dear Applicant:

This letter is in response to a letter request for zoning verification related to the above referenced site. Specifically, your letter requested the following information:

**1. The current zoning district classification for the subject property:**

The subject property is within the CL-SP-1e (Commercial Limited, North Lake Specific Plan, 1e Subdistrict) zoning district. The CL zoning district and North Lake Specific Plan requirements can be viewed online:

17.24.030 - Commercial and Industrial District Land Uses and Permit Requirements:

[https://library.municode.com/ca/pasadena/codes/code\\_of\\_ordinances?nodeId=TIT17ZOCO\\_ART2ZODIALLAUSZOECS17.24COINZODI\\_17.24.030COINDILAUSPERE](https://library.municode.com/ca/pasadena/codes/code_of_ordinances?nodeId=TIT17ZOCO_ART2ZODIALLAUSZOECS17.24COINZODI_17.24.030COINDILAUSPERE)

17.34.030 - SP-1 Allowable Land Uses and Permit Requirements:

[https://library.municode.com/ca/pasadena/codes/code\\_of\\_ordinances?nodeId=TIT17ZOCO\\_ART3SPPLST\\_CH17.34NOLASPLL\\_17.34.030ALLAUSPERE](https://library.municode.com/ca/pasadena/codes/code_of_ordinances?nodeId=TIT17ZOCO_ART3SPPLST_CH17.34NOLASPLL_17.34.030ALLAUSPERE)

**2. According to the zoning ordinances and regulations of this district, the use of the subject property is:**

The subject property is currently improved with a variety of uses including commercial and retail uses. Without complete tenant information, staff is unable to determine whether there are any nonconforming uses.

**3. According to the current zoning ordinance the zoning districts for the abutting properties are:**

Properties to the north, south, and west are similarly zoned CL-SP-1e (Commercial Limited, North Lake Specific Plan, 1e Subdistrict). The property to the east is zoned RM-16 (Multi-Family Residential, 0-16 dwelling units per acre). A zoning map is accessible online:

<https://www.cityofpasadena.net/planning/planning-division/current-planning-and-zoning/#zoning-designations>

**4. Information regarding special permits, variances, resolutions, approvals or planned unit development restrictions:**

There are no entitlements associated with this property.

**5. Code violations information:**

There do not appear to be any outstanding/open zoning, building, or fire code violations that apply to the subject property. However, please contact Code Compliance at (626) 744-4633 to determine if there are any outstanding code violations.

**6. Approved site plans:**

A site plan may have been approved; however, plans are copyrighted by the person who produced them, and staff is not able to provide a photocopy of site plans. You may submit a public records request at <https://egov1.cityofpasadena.net/Apps/PRAS2/Form/Request.aspx>

**7. Certificate(s) of Occupancy:**

The Building Division will have records of any permits and occupancy records. You will be required to file for a public records request from the City website at: <https://egov1.cityofpasadena.net/Apps/PRAS2/Form/Request.aspx>

**8. Conformance:**

The existing site may not conform to various development standards and may be considered legal nonconforming with the current zoning restrictions. Without accurate site plan information, staff is unable to determine whether there are any legal nonconforming issues. See Chapter 17.71 - Nonconforming Uses, Structures, and Lots: [https://library.municode.com/ca/pasadena/codes/code\\_of\\_ordinances?nodeId=TIT17ZOCO\\_ART7ZOCOAD\\_CH17.71NOUSSTLO](https://library.municode.com/ca/pasadena/codes/code_of_ordinances?nodeId=TIT17ZOCO_ART7ZOCOAD_CH17.71NOUSSTLO)

**9. Is the municipality aware of any condemnation proceedings or road widenings/takings which affect the property?**

Please contact the Public Works Department for information regarding to road/right-of-way improvements: <https://www.cityofpasadena.net/public-works/contact/>

Please contact me with any questions at (626)744-3813, or by email, [kmoran@cityofpasadena.net](mailto:kmoran@cityofpasadena.net).

Sincerely,



Katherine Moran  
Associate Planner