



# 7 ADMINISTRATION & IMPLEMENTATION

## 7.1 OVERVIEW & INTENT

The Administration portion of this Section addresses the adoption of the Specific Plan document as part of the Duarte Development Code and Irwindale Zoning Code as well as enforcement, appeals, amendments, and interpretations of Specific Plan provisions.

The Implementation portion of this Section addresses the environmental impact report and the process for review and approval of Development Projects authorized by the Specific Plan.

The Specific Plan and the future Development Projects that implement the Specific Plan are fundamentally controlled by two factors, which serve as development controls for the full build-out of the Campus:

- A limitation on the maximum Floor Area on the Campus of 2,639,350 GSF.
- A limitation on the average daily population on the Campus of 9,393 persons.

These two development controls form the basis of the environmental analysis in the environmental

impact report for the buildout of the Campus as permitted by this Specific Plan. As a result, these two development controls shall not be exceeded without additional environmental analysis and amendment of this Specific Plan.

## 7.2 ADMINISTRATION

### 7.2.1 PURPOSE AND OVERVIEW

The California Government Code grants authority to cities to adopt Specific Plans for purposes of implementing the goals and policies of a city's general plan (Title 7, Division 1, Section 3, Article

8, Sections 65450 et seq.). In the City of Duarte, Chapters 19.22 and 19.150 of the development code establish the purpose and process for adoption of Specific Plans. In the City of Irwindale, Chapter 17.84 of the Irwindale Municipal Code establishes the process for the adoption of zoning amendments. As with general plans, the Planning Commission of each City must hold a public hearing to consider and provide a recommendation on the Specific Plan to their respective City Councils.

This Section outlines the steps necessary to

implement the Specific Plan as well as applicable conditions, mitigation measures, and regulations in coordination with the cities of Duarte, and Irwindale and other relevant public agencies. The approval of this Specific Plan, certification of an EIR, and adoption of conditions of approval and a mitigation monitoring and reporting program will ensure that mitigation of project impacts takes place at appropriate milestones and in accordance with project implementation.

Throughout this Specific Plan, the term "Director" shall mean the Community Development Director of whichever city, Duarte or Irwindale, is the Permitting Municipality based on the determination described below in the Jurisdictional Authority provision of this Section 7.1. Where this Specific Plan is silent with regard to a particular standard, provision, or procedure, the provisions of the development code or municipal code of the Permitting Municipality shall apply.

### 7.2.2 APPLICABILITY

The name "City of Hope Specific Plan" refers to this specific plan document and its supporting information.

**DUARTE.** The designation of "City of Hope Specific Plan" will replace the land use designations of "Hospital (H)," "Medium Density Residential (MDR)," High Density Residential (HDR)," Low Density Residential (LDR)," and "Research and Development (R&D)," on the City of Duarte General Plan map applicable to the Specific Plan area. "City of Hope Specific Plan #19" replaces the "Hospital (H)," "Multiple Family Residential (R-4)," "Two-Family Residential (R-2)," and "Single-Family Residential (R-1)" zoning designations on the City of Duarte Zoning Map applicable to the Specific Plan area.

Upon adoption, Table 2-15 of Section 19.22.050 of the Duarte Development Code shall be amended to include the City of Hope Specific Plan. All

development in the Plan area shall comply with the requirements and standards in this Specific Plan document and the accompanying EIR, conditions of approval, and mitigation monitoring and reporting program. Where this Specific Plan is silent with regard to a particular standard, provision, or procedure, the provisions of the development code or municipal code shall prevail regarding the property located in the City of Duarte. The Director has the authority to determine which provisions of the development code or municipal code apply where this Specific Plan is silent. When the standards in this Specific Plan conflict with the City of Duarte Development Code or Municipal Code, the regulations and standards in this Specific Plan shall take precedence.

**IRWINDALE.** The designation of City of Hope Specific Plan (COHSP) replaces the land use designations of "Open Space/Easements", "Industrial/Business Park", and "Commercial" on the City of Irwindale General Plan Map. The designation of City of Hope Specific Plan (COHSP) replaces the zoning designations of "Agriculture", "Light Manufacturing," and "Heavy Commercial" on the City of Irwindale Zoning Map applicable to the Specific Plan area.

All development in the Specific Plan Area shall comply with the requirements and standards in this Specific Plan document and the accompanying EIR, conditions of approval, and mitigation and monitoring and reporting program. Where this Plan is silent with regard to a particular standard, provision, or procedure, the provisions of the City of Irwindale Municipal Code shall prevail regarding property located in the City of Irwindale. The Director has the authority to determine which provisions of the municipal code apply where this Specific Plan is silent. When the standards in this Specific Plan conflict with the City of Irwindale

Municipal Code, the regulations and standards in this Plan shall take precedence.

### 7.2.3 JURISDICTIONAL AUTHORITY

**DUARTE.** New development in the Specific Plan Area that is wholly within the boundaries of the City of Duarte is subject to the permitting review of the City of Duarte alone, pursuant to the implementation provisions later in this Section.

**IRWINDALE.** New development in the Specific Plan Area that is wholly within the boundaries of the City of Irwindale is subject to the permitting review of the City of Irwindale alone, pursuant to the implementation provisions described in later in this section, except for parking structures and parking lots, which shall be reviewed and permitted under this Specific Plan by the City of Duarte as the sole permitting and review authority, including the issuance of building, grading and other ministerial permits, even if located wholly or partially within the City of Irwindale. For such parking structures or parking lots located wholly or partially within the City of Irwindale, the City of Irwindale will maintain an advisory role during the City of Duarte's review process and may provide comments on the application materials submitted for consideration by the City of Duarte and City of Hope.

Outside of parking structures and parking lots, if new development or infrastructure improvements are proposed that would be located in both cities, such development or infrastructure improvements shall be subject to the Design Review process in both cities outlined in Section 7.2 of this Specific Plan. This includes any interpretations, minor modifications, or amendments that may accompany a proposed development or infrastructure improvement. For new development or infrastructure improvements proposed to be located in both cities, City of Duarte, City of Irwindale, and City of Hope representatives shall meet prior to either city taking action under

the Design Review process outlined in Section 7.2 of this Specific Plan to ensure that the cities have a consistent approach to the design review process. The city in which over 50 percent (%) of the proposed development or infrastructure improvements will occur (in either square footage or linear footage) shall be the first to take any Design Review action, followed by the other city, and issue building, grading and other ministerial permits.

### 7.2.4 ADOPTION

**DUARTE.** The Specific Plan will be approved in a manner consistent with California Government Code, Sections 65450 through 65457, and Chapter 19.22 of the City of Duarte Development Code. The Specific Plan will be adopted by ordinance and will serve as the zoning for the Specific Plan Area.

**IRWINDALE.** The Specific Plan will be approved in a manner consistent with California Government Code, Sections 65450 through 65457, and Chapter 17.84 of the City of Irwindale Zoning Code. The Specific Plan will be adopted by ordinance and will serve as the zoning for the Specific Plan Area.

### 7.2.5 ENFORCEMENT

The Specific Plan serves as the implementation tool of the City of Duarte and City of Irwindale general plans and as the applicable zoning for the Specific Plan Area. The Specific Plan addresses permitted uses, development standards, and project design guidelines, among other development topics.

The cities of Duarte and Irwindale shall enforce the provisions of the Specific Plan in the same manner that they enforce the provisions of their respective general plans and municipal codes.

### 7.2.6 RELATIONSHIP OF THE SPECIFIC PLAN TO THE OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT PROCESS

The Office of Statewide Health Planning and Development (OSHPD) is responsible for overseeing all aspects of the design and construction of general acute care hospital, psychiatric hospital, and skilled nursing home and intermediate care facility construction in California. Its responsibilities include establishing building standards that govern construction of these types of facilities; reviewing the plans and specifications for new construction, alteration, renovation, or additions to health facilities; and observing construction in progress to ensure compliance with the approved plans and specifications.

In addition, OSHPD is responsible for establishing the building standards for freestanding licensed clinics, but plan review and construction observation functions are the responsibility of local building departments. For two types of clinics—dialysis clinics and surgical clinics—local building departments may defer these functions to OSHPD or the facility owner may request that OSHPD provide plan review and construction oversight services.

OSHPD's responsibilities are carried out by its Facilities Development Division (FDD). The FDD design, construction, and quality assurance oversight process entails the following: construction drawings and specifications are submitted to the FDD and reviewed for code compliance by division architects; structural, electrical, and mechanical engineers; and fire and life safety personnel assigned to the specific regional group defined by the geographical location of the project. Upon approval of the project plans, specifications and Test, Inspection, and Observation (TIO) Plan, a building permit is issued and construction begins.

The facility owner hires one or more FDD-certified Inspectors of Record (IOR), who work under the direction of the registered design professional throughout the construction phase and reports to FDD field personnel and the owners on the progress of the construction.

The scope of authority for OSHPD FDD extends to many types of healthcare buildings. It does not normally include medical office buildings or other non-hospital buildings on a campus. Other elements of the medical campus such as the right to site an acute care facility, grounds and landscaping, parking lot construction, and the general aesthetics of the site remain in the domain of the local government. Site development may also come under the requirements of the California Environmental Quality Act (CEQA). Local health departments govern issues related to operation of food preparation areas in acute care buildings. Hospitals must recognize and account for local jurisdiction entitlements, design review, and site engineering approvals, which are completed outside of OSHPD jurisdiction but are required to be completed prior to issuance of an OSHPD permit. OSHPD requires proof of local jurisdiction approvals. For City of Hope, OSHPD will require proof of either City of Duarte or City of Irwindale approval, pursuant to this Specific Plan, prior to issuance of an OSHPD permit for new construction under its authority. To the extent that there is any inconsistency between the requirements of this Specific Plan and OSHPD requirements concerning development under OSHPD jurisdiction, OSHPD requirements shall control.

### 7.2.7 SPECIFIC PLAN INTERPRETATION

**DUARTE.** The Director or designee has the authority to interpret the intent of the Specific Plan if ambiguity arises concerning the meaning or appropriate application of provisions of the plan.

This includes determining the appropriate land use district if a proposed development is in more than one district. Procedures for interpretations shall be in accordance with Section 19.04.030 of the Duarte Development Code. When interpreting the ambiguity, the Director or designee shall consider the following factors:

- The case is similar to previous interpretations of similar provisions.
- The interpretation responds satisfactorily to the vision, intent, and purpose of the Specific Plan.
- The resulting project is consistent with the General Plan.
- The decision constitutes sound precedent for other, similar situations.

**IRWINDALE.** The Director or designee has the authority to interpret the intent of the Specific Plan if ambiguity arises concerning the meaning or appropriate application of provisions of the Specific Plan. The Director or designee shall perform an initial review of said ambiguity, and may render a determination, but if the Director or designee determines that the matter would benefit from Planning Commission review and recommendation and/or City Council action, the interpretation process shall proceed in accordance with Section 17.12.060 of the Irwindale Zoning Code. Interpretations shall consider the following:

- The case is similar to previous interpretations of similar provisions.
- The interpretation responds satisfactorily to the vision, intent, and purpose of the Specific Plan.
- The resulting project is consistent with the General Plan.
- The decision constitutes sound precedent for other, similar situations.

When either an interpretation has been approved by the Director, or a Planning Commission

resolution recommending an interpretation has been approved by the City Council, such an interpretation shall be in force and effect and shall govern the interpretation of the affected provisions.

### 7.2.8 APPEALS

**DUARTE.** For development in the City of Duarte, an appeal of any determination, decision, or requirement of City of Duarte staff or the Planning Commission shall be made in conformance with the procedures established by the Duarte Development Code, as modified by this Specific Plan.

**IRWINDALE.** For development in the City of Irwindale, an appeal of any determination, decision, or requirement of City of Irwindale staff or the Planning Commission shall be made in conformance with the procedures established by the Irwindale Zoning Code, as modified by this Specific Plan.

Appellate procedures for development that crosses the jurisdictional boundary between Duarte and Irwindale shall be governed by the Jurisdictional Authority provisions of Section 7.1 of this Specific Plan.

Any appeal of a Design Review determination under this Specific Plan must be made within fifteen (15) days of the date upon which the review authority has rendered a decision. Following this period, the review authority's Design Review determination shall be final.

### 7.2.9 SPECIFIC PLAN MODIFICATIONS AND AMENDMENTS

Final development plans for Development Projects within each land use designation of the Specific Plan area may be adjusted or modified based on final design and engineering and the precise development plans proposed by City of Hope.

Documentation related to modifications or amendments must be submitted for the review and approval of the Community Development

Department, its Director or their designee, of the City of Duarte or City of Irwindale, as applicable pursuant to the jurisdiction provisions described in Section 7.1 of this Specific Plan. The Director or their designee shall have the authority to identify and approve, on behalf of the City of Duarte or City of Irwindale, as applicable, minor adjustments or modifications, as defined herein, which substantially conform to the approved Specific Plan and relevant sections of other city codes.

### ***Minor Modifications***

Minor modifications to the Specific Plan shall not require a Specific Plan amendment and shall be subject to a "substantial conformance" determination—an administrative mechanism by which minor modifications to the Specific Plan that do not result in significant impacts and are consistent with the intent of the plan shall be permitted without a formal amendment process. The Director shall make determinations of substantial conformance.

To the extent that a minor modification of the Specific Plan affects development in only one of the cities of Duarte or Irwindale, a substantial conformance determination shall only be necessary from that city. If the minor modification straddles city boundaries, determinations from both cities are required.

Minor modifications that satisfy the substantial conformance determination's requirements may result from the final Development Project design and engineering that cause adjustments in: roadway alignments; locations of utilities or other infrastructure; development of innovative product design; distribution of permitted uses within the Specific Plan; application of design guidelines; or other similar modifications deemed to be minor and which implement the provisions of the plan.

Minor modifications or technical adjustments may include, but are not limited to:

- Modifications necessary to comply with final conditions of approval or mitigation measures.
- Addition of information to the Specific Plan (including maps or text) for purposes of clarification that does not change the intent of any standard, regulation, or design guideline under the Specific Plan, as well as correction of any clerical or grammatical errors.
- Adjustments to the alignment, location, and sizing of utilities and facilities or a change in utility and/or public service provider may be approved by the City of Duarte or City of Irwindale Engineering or Public Works Department, as applicable, so long as the adjustments or changes are found to be in compliance with applicable plans and regulations of the agency responsible for such utilities and facilities.
- Changes in roadway alignment, width, or improvements through the final engineering/improvement plan process so long as minimum rights-of-way meet the standards outlined in the Specific Plan.
- An adjustment of any land use district acreage, of up to ten percent (10%) of the designated acreage.
- Minor adjustment up to ten percent (10%) of any quantitative standard, such as heights or setbacks, that are defined in Section 3 of this Specific Plan.
  - » Any building height extensions over ten feet require Architectural Review Board approval.
- Minor changes to the architectural design guidelines, which are intended to be conceptual in nature and flexible in implementation.
- Modification of any design element in this Specific Plan that improves circulation,

reduces grading, improves drainage, improves infrastructure, or provides similar utility and reduces operations and maintenance costs.

- In instances where there is not enough right of way to have sidewalks on both sides of a secondary roadway, a minor modification process may be used at the discretion of the Director. This process would waive or reduce the requirements for a roadway that does not have sufficient right of way for sidewalk improvements on both sides of the street.

The minor modifications described above are not comprehensive. Any modification that is deemed by the Director to be in substantial conformance with the purpose and intent of the Specific Plan shall be permitted.

The application for and documentation of substantial conformance shall include text and/or maps that describe the nature of all proposed modifications or adjustments to the Specific Plan. This application shall undergo any necessary technical review by city agencies and the Director or their designee deems necessary to provide for updated conditions of project approval. A request for a minor modification shall be subject to all associated fees.

### ***Amendments to the Specific Plan***

Specific Plan amendments are governed by California Government Code Section 65456 and require an application and fee to be submitted to the city's community development or planning department. In the City of Duarte, an amendment to a Specific Plan is also governed by Section 19.50.080 of the development code. The application shall state the reasons for the proposed amendment.

If City of Hope seeks a modification to the Specific Plan that the Director determines does not satisfy the requirements of a Minor Modification, then the Director shall have the discretion to refer

any such requests to the Planning Commission of Duarte or Irwindale, as applicable, for review and consideration as an amendment to the Specific Plan. Amendments to the Specific Plan require a public hearing before the Planning Commission, which will make a recommendation to the City Council for action. The City Council may approve, deny, or conditionally approve amendments to the Specific Plan.

An amendment to the Specific Plan is required in the event of any of the following:

- Changes to the overall Specific Plan boundaries, including an expansion of the Specific Plan Area. (Changes to land use district boundaries within the Specific Plan boundaries are deemed minor as noted above and would not require an amendment.)
- A change in any other provision, purpose, or standard of the Specific Plan that would significantly alter the basic intent, spirit, identity, or concepts of the Specific Plan.
- Relocation or proposed construction of parking structures without primary access to a primary or secondary roadway.
- An increase in maximum building square footage.
- An increase in the overall development density thresholds within the Specific Plan.

The Specific Plan shall not be amended unless the following findings are made by the Planning Commission and City Council:

- The Specific Plan amendment implements and is consistent with the applicable General Plan in compliance with Government Code Section 65454.
- The Specific Plan amendment allows for a coordinated and cohesive development.

- The Specific Plan amendment provides for the construction, improvement, or extension of transportation facilities, public utilities, and public services required for the long-term needs of the project and/or other area residents, and complements the orderly development of the city.

### 7.2.10 TEMPORARY USES

The purpose of this Section is to allow for short-term activities that would be compatible with adjacent and surrounding uses when conducted in compliance with this Section and the Noise Ordinance of the City of Duarte (Duarte Municipal Code Section 9.68).

The following two categories of temporary land uses identify the level of permit required, if any, based on the proposed duration, size, and type of use:

1. Exempt temporary uses, which will not require the issuance of a Temporary Use Permit.
2. Permitted temporary uses and special events  
Non-exempt temporary uses, including special events, shall require a Temporary Use Permit and are identified below.

#### *Exempt Temporary Uses*

The following minor and limited duration temporary uses are exempt from the requirement for a Temporary Use Permit. Permits may be required by the Building and Safety, Health and/or other regulating governmental agency or department, before the beginning of the event/use. Uses that do not fall within the categories defined below shall comply with Permitted Temporary Uses.

1. **Minor Contractors' Construction sites.** On-site contractors' construction/storage uses, in conjunction with an approved construction

project on the same site, subject to the following limitations:

- » No more than one (1) construction trailer may be used at any one time.
- » No more than one (1) adult caretaker may be present, for each construction project, during non-construction hours.
- » The construction and/or storage use(s) shall be removed within 180 days upon completion of the construction project, or within 180 days of the expiration of the companion Building Permit, authorizing the construction project, whichever first occurs.

2. **Minor Outdoor Events.** Minor outdoor events of very limited duration which include, but are not limited to: receptions, gatherings, trainings, small events and festivals. Minor outdoor events are subject to the following limitations:

- » Limited to no more than three (3) days.
- » Hours are limited to 7:00 am to 9:00 pm.
- » Used or attended by no more 300 persons (non-employees or contractors) at any one time; except for employee events, which are not subject to the population limitations.
- » Tents, trailers or other temporary structures are permitted with proper permits, if required, so long as the combined area of all said structures does not exceed 1,000 square feet. In addition to this square footage, tents, trailers or other temporary structures used for catering or food service are permitted and shall not exceed 500 square feet.
- » Events are non-retail in nature, except for Farmers, Food and Craft Markets, defined below.
- » No signage may be oriented to and/or visible from the public right-of-way, except for up to two (2) signs with an aggregate area not to exceed 50 square feet.



3. **Farmers, Food and Craft Markets.** Retail-oriented, outdoor markets, intended for the sale of food products, hand-made crafts and like-products, intended for on-site staff, patients and families, subject to the following limitations:

- » May be located anywhere on the campus, but must not be visible from the public right-of-way.
- » Limited to five (5) events per week, with operating hours from no more than 7:00 am to 9:00 pm.
- » No signage may be oriented to and/or visible from public right-of-way.
- » The sale and/or distribution of alcoholic beverages, or other intoxicants is not allowed.

4. **Car wash fundraiser.** This exempt category includes off-site, non-contracted, non-profit (charitable) organizations, subject to following limitations and NPDES Best Management Practices (BMP's):

- » Limited to no more than two (2) days per month.
- » Proof of non-profit status required to be provided to the appropriate City Finance Department.
- » Washing of cars must be located on gravel, grass or other permeable surface.
- » Wastewater prevention methods during the event that blocks waste water from entering the storm drain system, such as using sand bags for filtration.
- » Collecting and pumping wastewater onto landscaping to provide filtration
- » Using hose nozzles that may be turned off when not in use.

### ***Permitted Temporary Uses & Special Events***

The following temporary uses and special events are allowed, subject to making the required findings needed for the issuance of a Temporary Use Permit, and only when conducted in compliance with Conditions of Approval (section below). Other permits may be required by the Building and Safety, Health and/or other regulating governmental agency or department, before the beginning of the event/use.

1. **Major Contractors' construction sites.** The temporary use of an on-site contractor's construction office, staging, or storage area(s) in conjunction with an approved construction project on the same site, subject to the following limitations:

- » No more than two (2) adult caretakers may be present, for each construction project, during non-construction hours.
- » The permit is effective for up to 12 months, initially, and extended in 180-day increments, with Director approval. The construction and/or storage use(s) shall be removed on or before the expiration of the temporary use permit or the expiration of the companion Building Permit, authorizing the construction project, whichever first occurs.
- » Signage is allowed pursuant to the City of Hope Master Sign Program.
- » Contractor parking must be provided, subject to the parking requirements provided in Section 4 and 7.

2. **Special events.** Any outdoor event or an event housed within a temporary structure that has the potential to generate on or off-site impacts and that must meet the required findings as listed in the section below. Special events include, but are not limited to: receptions; gatherings; trainings; events; festivals; parades;

public assemblies; any use occurring on or within the public rights-of-way or other publicly owned property; carnivals; circuses; concerts; fairs; outdoor entertainment/athletic events; rodeos; swap meets; and any farmers, food and craft market(s) or other minor outdoor event(s) that do not meet the standards listed in Exempt Temporary Uses. Special events are subject to the following limitations:

- » Each event is limited to 14 consecutive days or less, and up to 12 events per year, within a 12-month period. When an annual special event plan is submitted to and approved by the Director, the frequency and duration of these special events may be extended through the approval of such a plan.
  - » Outdoor display and sale events conducted by a retail business, including auto dealerships, holding a valid Business License, issued in compliance with Municipal Code Section 5.04.020 (License Required), may be allowed a maximum of six outdoor sale events per year (excluding City-sponsored activities). For purposes of this Subsection, an outdoor sale event shall be no longer than seven consecutive days in duration.
3. **Car washes or similar mobile car wash services.** This permitted temporary use involves on-site, non-profit; for profit; and/or contracted car washes and car washing services.
    - » The location of any car washing services must meet NPDES requirements and are subject to the implementation of BMP's, as required by the Public Works Division.
    - » Methods ensuring compliance with NPDES include, but are not limited to: complete containment of car wash wastewater through the use of a clarifier(s), barrels or other City-approved containment method or the use of dry (waterless) carwash.
  4. **Temporary structures.** A temporary classroom, office, or similar portable structure (not including a contractor's construction site), including a manufactured or mobile unit, subject to the following limitations
    - » Limited to four (4) events per month. When a permanent wastewater clarifier is installed and an annual plan is submitted to and approved by the Director, the frequency and duration of these special events may be extended.
    - » A permit for temporary structure may be initially approved for up to 12 months and may be extended in 12 month increments, with Director approval.
    - » In no case shall a temporary structure(s) be located on-site for more than 36 months.
  5. **Temporary Parking Lots**
    - » A permit for a temporary surface parking lot may be initially approved for up to 12 months and may be extended in 12 month increments, with Director approval.
    - » In no case shall a temporary parking lot(s) be located on-site for more than 36 months.
  6. **Other similar temporary uses.** Similar temporary uses that, in the opinion of the Director, are compatible with the Specific Plan and surrounding land uses.

### ***Application Filing, Processing, & Review***

1. **Filing.** An application for a Permitted Temporary Use Permit shall be filed with the Department in the following manner:
  - » An application for a Temporary Use Permit shall be filed and processed in compliance with DDC Chapter 19.112 (Application Processing Procedures). The application shall include the information and materials specified in the Department handout for

Temporary Use Permit applications, together with the required fee in compliance with the Fee Schedule.

- » The application shall be filed with the Department at least 30 days before the date that the proposed temporary use is scheduled to take place.

2. **Evidence.** It is the responsibility of the applicant to establish evidence in support of the findings required by the Findings & Decision Section, below.
3. **Project review procedures.** Following receipt of a completed application, the Director shall investigate the facts necessary for action consistent with the purpose of this Section.
4. **Public hearing not required.** A public hearing shall not be required for the Director's decision on a Temporary Use Permit application.
5. **Director review and referral.** The Director may approve a Permitted Temporary Use Permit for a temporary use that would be operated in compliance with Conditions of Approval below; or the Director may deny the application or defer action and refer the application to the Commission for review and final decision.

### **Findings & Decision.**

1. **Director's review.** The Director shall review the application and shall record the decision in writing with the findings on which the decision is based.
2. **Required findings.** The Director (or the Commission on a referral) may approve a Permitted Temporary Use Permit application, with or without conditions, only after first making all of the following findings:

- A. The operation of the requested temporary use at the location proposed and within the time period specified will not endanger, jeopardize, or otherwise constitute a menace to the public convenience, health, safety, or general welfare;
  - B. The operation of the requested temporary use will not be detrimental to adjoining properties through the creation of excessive dust, light, noise, odor, or other objectionable characteristics;
  - C. The proposed parcel is adequate in size and shape to accommodate the temporary use without detriment to the enjoyment of other properties located adjacent to and in the vicinity of the subject parcel;
  - D. The proposed parcel is adequately served by streets or highways having sufficient width and improvements to accommodate the kind and quantity of traffic that the temporary use will or could reasonably be expected to generate;
  - E. Adequate temporary parking to accommodate vehicular traffic to be generated by the use will be available either on-site or at alternate locations acceptable to the Director; and
  - F. The applicant agrees in writing to comply with any and all of the conditions imposed by the review authority in the approval of the Temporary Use Permit.
3. **Post-decision procedures.** The procedures and requirements in Chapter 19.130 (Permit Implementation, Time Limits, and Extensions), and those related to appeals and revocation in Article 8 (Development Code Administration) shall apply following the decision on a Temporary Use Permit application.

### Conditions of Approval

1. **May impose conditions.** In approving a Temporary Use Permit application, the Director (or the Commission on a referral) may impose conditions that are deemed reasonable and necessary to ensure that the permit would be in full compliance with the findings required by the Findings & Decision Section, above.
2. **Appropriate conditions.** These conditions may address any pertinent factors affecting the operation of the temporary event, or use, and may include the following:
  - » Fixed period of time;
  - » Operating hours and days;
  - » Temporary pedestrian and vehicular circulation;
  - » Regulation of nuisance factors;
  - » Regulation of temporary structures;
  - » Litter, sanitary, and medical facilities;
  - » Waste collection, recycling, and/or disposal;
  - » Police/security and safety measures;
  - » Signs;
  - » Performance bond or other security;
  - » Limitations on alcoholic beverage sales;
  - » Landscaping, fencing, and/or screening;
  - » Provisions for wastewater, BMP's or other factors related to NPDES;
  - » Additional setbacks or regulations that relate to proximity from sensitive uses and/or abutting residential zones;
  - » Compliance with applicable provisions; and
  - » Other conditions.
3. **Condition of site following temporary use.** Each site occupied by a temporary use shall be cleaned of debris, litter, or any other evidence of the temporary use upon completion or removal of the use, and shall continue to be used in compliance with this Specific Plan.

## 7.3 IMPLEMENTATION

### 7.3.1 CERTIFICATION OF ENVIRONMENTAL IMPACT REPORT

An EIR has been prepared to analyze environmental impacts of the full buildout of the Specific Plan Area (subject to the average daily population limitation, building floor area limitation, building densities, building heights, and other regulations set forth in the Specific Plan), discuss feasible alternatives, and recommend feasible mitigation measures in compliance with the provisions of CEQA. The EIR analyzes the entire Specific Plan Area and addresses potential impacts associated with future development and improvements as related to the implementation of the Specific Plan. The EIR includes a Mitigation Monitoring and Reporting Program and analyzes implementing actions allowing development and other physical changes to the Specific Plan area. The Mitigation Monitoring and Reporting Program is included in Appendix B. The EIR was prepared in conformance with the requirements for environmental documentation for implementation of subsequent development permitted under the Specific Plan.

### 7.3.2 PARKING SUPPLY TRACKING SYSTEM

The Parking Supply Tracking System is a mechanism for managing the supply of parking at the City of Hope campus relative to changes in the on-campus population. The on-campus population consists of two groups: Patients/Residents and Employees/Physicians. Visitors are accounted for in the rate developed for Patients/Residents. The average daily campus population will vary based on new patient intakes, the number of out-patient procedures, the number of employees working and the number of residents staying on campus. The population will also increase overtime as the campus expands. However, based upon the maximum amount of

**TABLE 10. PARKING SUPPLY TRACKING SYSTEM WORKSHEET**

		YEAR 1			
Parking Demand Rate Per Person		Population (persons)	Parking Demand	Parking Supply	Difference
Patient/Resident	0.66				
Employee/Physician	0.46				

**Note:** Refer to the Mobility Section (Chapter 4) for sources and assumptions for the factors used.

new development identified in this Specific Plan, a maximum expected population can be determined. Furthermore, this maximum population can also be used to determine the amount of parking that is required to accommodate these different population groups as new development, expansions, or adaptive reuse of buildings takes place.

Although the anticipated phasing of new development at the City of Hope Campus is identified in four phases in this Specific Plan (see Section 3), the final phasing of individual projects will be determined at the discretion of City of Hope. Therefore, in order to manage the available parking capacity, a Parking Supply Tracking System will be monitored and maintained by the City of Duarte’s Community Development Department. The Parking Supply Tracking System Worksheet is shown above in Table 10. Any parking required under this system shall be provided before a certificate of occupancy for the subject building is issued.

The Parking Supply Tracking System will ensure that sufficient parking is being provided or is available as individual projects are processed through either of the City of Duarte or the City of Irwindale. Prior to the construction of a new building, addition, or major renovation over 5,000 square feet, City of Hope shall estimate the employee population and enter into the tracking worksheet.

**Yearly Reporting Requirement**

City of Hope is required to track and report the average daily population on campus in two groups: Patients/Residents and Employees/Physicians. This report will be provided to the City of Duarte Community Development Department on or near June 30 of every year. The City will then incorporate this information into their spreadsheet to determine the surplus or deficit in parking supply. As new projects are processed through either the City of Duarte or the City of Irwindale, the parking demand associated with the Specific Plan Area will be calculated using the population projections and parking demand rates. This parking includes proposed or additional parking spaces to be built (including demolished spaces). The amount of new parking being provided will also be recorded in the Worksheet shown in Table 10. This information will then be compared to the previous year’s analysis to identify any parking deficits or surpluses.

**Parking Demand Rates**

Although parking demand rates may change overtime as ridership on the Gold Line increases or transportation options increases, the maximum ratio for parking will be capped at 0.66 for patients and residents and 0.46 for employees and physicians. Therefore, the City of Duarte and City of Hope will initiate a parking supply assessment to verify campus population, parking supply and utilization on the campus.

A neutral third party consultant will be selected to conduct the population census, parking assessment, and comprehensive review/validation of demand rates once every five years or when 350,000 square feet of new development is built (whichever comes first). City of Hope will fund the assessment and provide a list of consultants whom they wish to perform the assessment, with the ultimate selection of the consultant determined by the Director.

### 7.3.3 DEVELOPMENT PROJECT APPROVAL PROCESS

#### *Applicability*

Development Projects within the Specific Plan area shall be subject to the process below and shall not require any other land use approval from the City of Duarte or the City of Irwindale not set forth in this Specific Plan.

#### *Pre-Development Meeting Process*

A pre-development meeting shall be held with the City of Duarte and/or City of Irwindale when an application for Development Plan and Design Review is submitted for a Development Project.

#### *Conditional Use Permit*

Conditional Use Permits shall be required for Development Projects containing uses identified with "CUP" in Table 2 of this Specific Plan.

**DUARTE.** For a Conditional Use Permit in the City of Duarte, the procedures of Chapter 19.114 Conditional Use Permits of the Municipal Code shall be followed, including application requirements, fees, and processing requirements. Conditional Use Permits shall be approved, conditionally approved, or denied by the Commission, subject to a making a series of required finding per 19.114.050 Findings and Decision.

**IRWINDALE.** For a Conditional Use Permit in the City of Irwindale, the procedures of Chapter 17.80 of the Irwindale Municipal Code shall be followed, including application requirements, fees, and processing requirements. Conditional Use Permits shall be approved, conditionally approved, or denied by the Commission, subject to making a series of findings per Chapter 17.80.040 of the Irwindale Municipal Code.

#### *Development Plan and Design Review*

All Development Projects, as that term is defined in this Specific Plan, shall be subject to Development Plan and Design Review. The City with Design Review authority over a Development Project shall be determined by the Jurisdictional Authority provisions in Section 7.1 of this Specific Plan. The Development Plan and Design Review provisions in this Specific Plan shall supersede Chapter 19.122 of the Duarte Development Code and Chapter 17.70 of the Irwindale Municipal Code.

#### *Purpose and Intent*

**PURPOSE.** The purpose of this section is to provide a process for the appropriate review of Development Projects by each City's applicable review authority specified in Table 11 (Development Project Review Approval Process), below.

**INTENT.** The intent of this section is to ensure that an approved Development Project.

1. Promotes the orderly development of the City in compliance with the goals, objectives, and policies of the General Plan and this Specific Plan,
2. Respects the physical and environmental characteristics of the site;
3. Ensures safe and convenient access and circulation for pedestrians and vehicles;

TABLE 11. DEVELOPMENT PROJECT REVIEW AUTHORITY TABLE

LEVEL OF REVIEW	STAFF	DIRECTOR	ARB	PC	CC
<b>CONSTRUCTION ACTIVITIES</b>					
New Construction (including Accessory Structures)					
All new structures, except accessory structures and signs			Decision	Appeal	Appeal
Accessory structures		Decision	Appeal	Appeal	Appeal
<b>Additions and Modifications</b>					
Additions <1,000 sq. ft	Decision	Appeal	Appeal	Appeal	Appeal
Additions <1,000 - 5,000 sq. ft		Decision	Appeal	Appeal	Appeal
Additions > 5,000 sq. ft.			Decision	Appeal	Appeal
Placement of rooftop mechanical units and/or architectural screening	Decision	Appeal	Appeal	Appeal	Appeal
Facade or exterior improvements (inclusive of color changes)		Decision	Appeal	Appeal	Appeal
Fences and walls (all)	Decision	Appeal	Appeal	Appeal	Appeal
Roof and pitch changes	Decision	Appeal	Appeal	Appeal	Appeal
<b>Signs and Sign Programs</b>					
Comprehensive Sign Programs			Decision	Appeal	Appeal
Monument and high-rise building signs		Decision	Appeal	Appeal	Appeal

Notes: “Decision” means that the review authority makes the final decision on the matter; “Appeal” means that the review authority may consider and decide upon appeals to the decision of an earlier decision-making body, in compliance with this Specific Plan.

- 4. Exemplifies high-quality design practices;
- 5. Encourages the maintenance of a distinct Campus identity; and Minimizes or eliminates negative or undesirable visual impacts.

**APPLICABILITY.**

**A. Development and Design Review required.**

No one shall undertake any Development Project pursuant to this Specific Plan, unless a Development Plan and Design Review application is first reviewed and approved by the applicable review authority in compliance with this section.

**B. Compliance with Specific Plan required.** No grading permit, foundation permit, building

permit, or excavation permit shall be issued for a Development Project until a Development Plan and Design Review application has been approved pursuant to the procedures of this Specific Plan.

**REVIEW AUTHORITY.**

**A. Applicable review authority.** The applicable review authority for Development Plan and Design Review shall be as specified in either Table 11 (Development Project Review Approval Process), below, or Subsections B or C, based on the type and/or size of structure or site improvement. Any review items requiring Staff, Director, or ARB review shall be subject to the application process specified in this Specific Plan.

1. **Staff review.** Development Projects listed as Department Staff review in Table 11 or Subsection B below shall be subject to the review and approval of the Community Development Department Staff.
  2. **Director review.** Development Projects listed as Director review in Table 11 or Subsection C below shall be subject to the review and approval of the Director. The Director shall also act as the review authority for appeals of Staff review decisions, where applicable.
  3. **ARB review.** Development Projects located in the City of Duarte that are listed as ARB review in Table 11 shall be subject to the review and approval of the City of Duarte's Architectural Review Board. Development Projects located in the City of Irwindale that are listed as ARB review in Table 11 shall be subject to the review and approval of the City of Irwindale's Director. The ARB shall also act as the review authority for appeals of Director review decisions, where applicable.
  4. **Planning Commission review.** When accompanied by other quasi-judicial action items, Planning Commission review shall be subject to the review and approval of the Planning Commission after consideration at a scheduled Commission meeting. The Planning Commission shall also act as the review authority for appeals of ARB decisions, or Director decisions in the City of Irwindale, where applicable.
  5. **Council review.** When accompanied by other related legislative action items, the Council may provide the final review decision. The Council shall also act as the review authority for appeals of Commission decisions.
- B. Staff-level review items.** The following Development Projects shall be subject to the review and approval of the Department Staff. For these items, there shall be no right of appeal except by City of Hope, who shall have the right to appeal any decision by Department Staff to the Director, any denial of an appeal by the Director to the ARB, any denial of an appeal by the ARB to the Commission, and any denial of an appeal by the Commission to the City Council.
1. Landscaping < 500 square feet (new).
  2. Landscaping < 2,500 square feet (rehabilitated).
  3. Restriping of parking lots.
  4. Signs (excluding high rise building and monument signs), permanent and temporary, if proposed under an already approved Comprehensive Sign Program.
- C. Director-level review items.** The following Development Projects, as well as any others not listed in Table 11, shall be subject to the review and approval of the Director. For the followings items, there shall be no right of appeal except by City of Hope, who shall have the right to appeal any decision by the Director to the ARB, any denial of an appeal by the ARB to the Commission, and any denial of an appeal by the Commission to the City Council.
1. Landscaping > 500 square feet (new).
  2. Landscaping > 2,500 square feet (rehabilitated).



**D. Repairs and Maintenance to Existing Structures.** No Development Plan and Design Review shall be required for any repairs and maintenance to structures within the Specific Plan Area, inclusive of, but not limited to exterior repainting with the same color, provided that such repairs and/or maintenance do not increase the square footage of the structure or modify the design of the façade or exterior of the structure.

### **APPLICATION FILING, PROCESSING, AND REVIEW.**

#### **A. Application filing.**

1. **Staff level reviews.** Staff level review does not require a formal Development Plan and Design Review application; however, sufficient detail shall be provided to Department Staff in order to make a determination to approve or deny the Development Plan and Design Review.
2. **All other reviews.** All other reviews shall require an application for Development Plan and Design Review which shall be filed and processed in compliance with this Specific Plan. The application shall include the information and materials specified below, together with all applicable fees.

The following documents are generally necessary to review a proposed Development Project and should be included with each Development Plan and Design Review application submitted pursuant to the Specific Plan, as deemed necessary by the City, depending upon the scope and complexity of the Development Project. Details on the types and quantity of plans, documents or other information necessary for a particular Development

Project review shall be discussed during the pre-development review process.

- a) Vicinity Plan showing the location of the project in the Specific Plan area;
- b) Site plan showing details of the Development Project, including the proposed building envelope;
- c) A summary chart describing the Development Project including gross and net square footages by use, the applicable zone, if the Development Project crosses zone boundaries and/or jurisdictional boundaries;
- d) Narrative indicating the role of the proposed Development Project in meeting the Goals and Objectives of the Specific Plan and describing how the Development Project would meet the Development Standards and Design Guidelines of this Specific Plan;
- e) Floor plans;
- f) Elevations including architectural details;
- g) Cross-sections;
- h) Color and Materials Board;
- i) Renderings;
- j) Lighting Plan;
- k) Landscape, Irrigation, Hardscape and Outdoor Furniture Plan;
- l) Parking Supply and Population Tracking Worksheet;
- m) Roof Plan;
- n) Mechanical and equipment screening plan; and

- o) Other plans reasonably related to the Development Project

**B. Review with other land use applications.** If the Development Project for which the request for Development Plan and Design Review is being made also requires some other approval under this Specific Plan (e.g., Conditional Use Permit, Minor Modification, etc.), the applicant shall file the information required by Subsection A. (Application Filing), above, together with any other required application materials required for concurrent review.

**C. Application review.**

1. Each application for Development Plan and Design Review shall be reviewed by the applicable review authority to ensure that the proposed Development Project is within the scope of this Specific Plan. The review authority shall first determine whether a complete application has been submitted with all materials required under subsection A(2) above.
2. After the Development Plan and Design Review application has been deemed complete, the review authority shall review the design, location, and site plan configuration by comparing the project plans to the applicable Development Standards and Design Guidelines of this Specific Plan. The review authority shall either approve or deny the Development Plan and Design Review application. An approved Development Plan and Design Review application must be in substantial conformance with this Specific Plan and satisfy the findings required by this Specific Plan. Development Projects that meet these requirements have been previously analyzed under CEQA in the Specific Plan's

EIR. Accordingly, the review authority shall not have the authority to impose new or modified mitigation measures under CEQA in the Design Review process.

**D. Standards of Review.** When reviewing development plans that are subject to Development Site Plan and Design Review, the following criteria, in addition to other principles of good design and standards and guidelines within this Specific Plan, shall be considered as part of the review:

1. **Compatibility.** Compatibility shall be ensured and determined by use of the following criteria:
  - a) The arrangement, design, location, and size of all structures should be visually harmonious with the project site and with the surrounding sites and structures.
  - b) New development, alteration, and/or enlargement of existing development should enhance and improve the appearance of the project's vicinity and be compatible with the character and quality of surrounding development.
  - c) The proposed development should protect the development site as well as surrounding properties from noise, odor, vibration, and other impacts that may have an adverse impact.
  - d) The height and bulk of proposed structures on the site should be in scale with the height and bulk of structures on surrounding sites, and should not visually dominate their sites or call undue attention.
  - e) The location and configuration of structures should minimize interference

with the privacy and views of occupants of surrounding structures.

## **2. Architectural design and detail.**

Architectural design and detail shall be provided in all proposed development and shall be determined by use of the following criteria and in compliance with the applicable provisions of Chapter 5 (Design Guidelines):

- a) Every effort should be given to design new structures in keeping with a recognized and established architectural style utilizing massing, materials, details, and similar elements of that style.
- b) Elements of good urban design and architecture should be implemented in all projects including, but not limited to building articulation, building colors, fenestration, massing, materials, and other architectural elements.
- c) Where no consistent architectural style or pattern is present, building design and massing should be used to complement existing development.
- d) Architectural treatment of all structures should be visually coordinated.
- e) Long, plain building walls should be avoided by incorporating building articulation (e.g., arcades, decks, material variation, porches, public art, roofline variation, varied setbacks, and windows) and other similar methods.
- f) Garish, inharmonious, or out-of-character colors should not be used on any structure, face, or roof visible from the street or from an adjoining site.
- g) Roof-mounted equipment shall be fully screened. Acceptable methods of

screening may include parapet walls or some other creative manner as an architectural solution. Individual equipment screens may only be used for structures after all other methods of screening have been explored.

- h) Rooflines on a structure should create design interest and be compatible throughout the structure and with existing structures and surrounding development.
- i) The design of the structures, driveways, landscaping, lighting, loading facilities, parking areas, signs, solar facilities, and other sight features should show proper consideration for the functional aspects of the site (e.g., automobile, pedestrian and bicycle circulation) and the visual effect of the development on surrounding development.
- j) Amenities (e.g., arbors, architectural lighting, fountains, hardscape, public art, and trellis) and other design features should be provided on larger development projects.
- k) Green building practices, in addition to those required by Chapter 19.52 (Sustainable Development Standards) should be used when feasible.
- l) Electrical rooms with switchgear and similar items should be located within an electrical room and integrated into the building footprint.
- m) Interior roof access shall be used. Exterior roof ladders are prohibited.

**E. Landscape, lighting, parking, signs, and other design details.** Landscaping, lighting, parking, signs, and other design details shall be provided

in all proposed development and shall be determined by use of the following criteria:

a) Equipment and utilities.

- (1) Utility boxes and other similar equipment should be located where they are well screened from public view.
- (2) Mechanical equipment on the site shall be appropriately screened from view.
- (3) When possible, all utilities should be installed underground.

b) Fences/walls.

- (1) Fencing, walls, solid waste enclosures, and accessory structures should be harmonious with the principal structure and other structures on the site.
- (2) Retaining walls that are visible from public views should be limited in height, when possible. Decorative block should be used for all retaining walls. When taller retaining walls are necessary, they should be designed to reduce visual impact.

c) Landscaping.

- (1) Landscaping should be designed in a way as to accent the property. Special effort should be given to colorful, creative, and varied planting designs that use native and native-compatible species that provide visual interest and water efficiency.
- (2) Attention shall be given to selecting parking lot trees that provide shade.
- (3) When mature trees are present on

a site, every effort should be made to assess the value of the trees and, if reasonable, the trees should be incorporated into the proposed landscape plans.

- (4) Pedestrian paths should be incorporated into site design to provide access and visual interest and to provide the most effective pedestrian access to structures.
- (5) Decorative hardscape should be integrated into project areas to provide visual interest.

d) Lighting.

- (1) Lighting shall be located so as to avoid glare and to reflect the light away from adjoining property and rights-of-way while recognizing the importance of security.
- (2) Wall-mounted lighting fixtures should be decorative and be compatible with the architectural style of the structure(s). Wall packs and fixtures that spread uncontrolled light shall be prohibited.
- (3) Pole-mounted lighting should be of an appropriate scale to compliment the structure that it serves. Wherever possible, decorative poles and fixtures should be used.

e) Parking.

- (1) Parking and loading facilities should function efficiently with minimum obstruction of traffic on surrounding streets while facilitating on-site circulation.
- (2) Wherever possible, driveway access to parking areas should have as

shallow of slope as possible to provide proper drainage and facilitate ease of access.

f) Signs.

- (1) Signs should be creatively designed so as to improve the aesthetic aspects of the development as well as identify a business or location.
- (2) With a focus on graphic design, signs shall be clearly readable and shall utilize materials, textures, colors, and illumination that compliment the structure and site design.
- (3) During project design and review, consideration should also be given to the location and size of signs to ensure visual compatibility and vehicular and pedestrian safety.
- (4) For ground-mounted signs, landscape shall be incorporated with plans for the signs.

**F. On-site inspection.** An application for Development Plan and Design Review may require that Staff or the Director perform an on-site inspection(s) of the subject parcel before confirming that the request complies with all of the applicable criteria and provisions specified in this Chapter.

**G. Public hearing and notice provisions.**

1. A public hearing shall not be required for any Development Plan and Design Review application, except when the Design Review application is accompanied by a companion quasi-judicial or legislative matter that would otherwise require a public hearing.

2. Required notice for specified Design Review applications shall be as follows:

- a) The required public notification process for Development Projects subject to Development Plan and Design Review under this Specific Plan is limited to Development Projects that include (a) any building or structure that is three stories or larger; or (b) any building, structure, or addition that is equal to or greater than 25,000 square feet, regardless of the number of stories.
- b) Notification shall be mailed to non-City of Hope property owners within a 300' radius, as measured from the extent of the proposed building or structure a minimum of 10 days prior to the applicable review authority's decision.

3. ARB, Planning Commission and City Council review of Development Plan and Design Review applications or associated appeals shall comply with all applicable provisions of the Ralph M. Brown Act, California Government Code 54950 et seq.

**FINDINGS AND DECISION.**

**A. Review authority's action.**

1. An application for a Development Plan and Design Review may be approved or denied by the review authority.
2. The review authority shall consider an application in a timely manner after it is deemed complete. A decision of review authority shall be made in writing. An approval by review authority may be in the form of a signature, stamp, or similar form of documentation.
3. The written decision including any findings

shall be mailed to the applicant and kept on file by the review authority.

**B. Required findings.** The review authority may approve a Development Plan and Design Review application only after first making all of the following findings:

1. The Development Project is in compliance with all applicable provisions of this Specific Plan and the General Plan(s).
2. The Development Project would be constructed on a portion of the Specific Plan area that is adequate in shape, size, topography, and other circumstances to accommodate the proposed development.
3. The Development Project is in compliance with the applicable Standards of Review (located earlier in this chapter).
4. The Development Project is designed and arranged to provide adequate consideration to ensure the public health, safety, and general welfare, and to prevent adverse effects on neighboring property outside the Specific Plan area.
  - a) **Parking Requirements.** The Parking Supply and Population Tracking Worksheet demonstrates that there is sufficient parking supply for the City of Hope campus, or that sufficient additional parking will be developed in connection with the Development Project.
  - b) **Environmental Mitigation.** The Development Project has been designed to comply with all applicable mitigation measures in the Mitigation Monitoring and Reporting Program.

## ISSUANCE OF OTHER REQUIRED PERMITS AND APPROVALS.

**A. Permits for grading, structures, and uses.**

Upon approval of a Development Plan and Design Review, or a revised Development Plan and Design Review, permits may be issued for grading, structures, and uses.

**B. Compliance with Design Review.** Grading shall not be commenced and no structure shall be altered, enlarged, erected, moved, or rebuilt subject to the provisions of this Specific Plan, except in compliance with the approved Development Plan and Design Review and the conditions imposed on the review.

**C. Determination by Director.** Before a Building Permit may be issued for any structure in a development requiring Design Review, compliance with an approved Development Plan and Design Review shall be determined by the Director or their designee, or in the case of disagreement with the applicant, by the applicable review authority.

**D. Determination by building official.** Before a Building Permit may be issued for any structure in a development requiring Development Plan and Design Review, the Building Official shall make a determination that the proposed structure(s) is in compliance with the approved Development Plan and Design Review.

**E. Expiration.** Construction of improvements permitted by a Development Plan and Design Review approval shall be “exercised” or commenced within 24 months of the actual date of approval; provided, that this time limit may be increased or decreased, at the time of granting the approval, in order to allow the time limit to be concurrent with any other entitlement to construct.

**F. Extension.** Upon receiving a written request before the expiration of any approval time period, the Director may grant an extension for a period not exceeding 12 additional months; provided, that it is found that there has been no subsequent change in the findings, conditions of approval, and applicable regulations governing the approval.

### 7.3.4 AMORTIZATION OF TEMPORARY MODULAR BUILDINGS

The Campus currently contains many relocatable or temporary modular buildings. Within one year following the approval of this Specific Plan, City of Hope shall provide the City of Duarte with a plan for amortization of these structures. In determining a reasonable amortization period for these buildings, the following factors should be considered:

- The amount of investment in or original cost of the building or structure.
- The present actual or depreciated value of the use, building, or structure.
- The remaining time period, if any, to amortize the cost of the building or structure using the provisions of the Internal Revenue Code on amortization.
- The salvage value of the building.
- Age of the building.
- The compatibility of the building with the Specific Plan regulations and design guidelines.
- The phasing of new development based on this Specific Plan.

The amortization plan shall address each temporary building existing as of adoption of the Specific Plan, and shall include the information noted above, along with a proposed schedule for removing the buildings. The Director shall have authority to approve the amortization plan. The decision of the Director may be appealed to the Planning Commission, in accordance with the appeal provisions of the Duarte Development Code.

### 7.3.5 IMPLEMENTATION ACTION PLAN

Implementation of the Specific Plan will require collaboration between City of Hope and the divisions of the Community Development Department, including Planning, Public Works, Engineering, Building and Safety, Economic Development, and Field Services. The Implementation Action Plan (Table 12) summarizes specific implementation plans and actions that are required by this Specific Plan (i.e. Alternative Roadway & Expansion Plan, RV Parking Plan and Valet Plan), timeframes, and primary responsibility for such actions. This is intended to be used by the Cities of Duarte and Irwindale and City of Hope throughout buildout of the Specific Plan.

The Director shall have the final authority for the implementation of items on the Implementation Action Plan, unless otherwise stated within Table 12, or in the Specific Plan.

### 7.3.6 DIRECTOR'S APPROVAL OF IMPLEMENTATION PLANS

The Specific Plan requires City of Hope to submit various implementation plans to the Cities of Duarte and/or Irwindale for review and approval. Those implementation plans are either described in the text of the Specific Plan and/or are shown in the Implementation Action Plan below (Table 12). The Director with authority to review an implementation plan shall approve it upon determining the

following: (i) the implementation plan substantially conforms with the purpose(s) and intent set forth for such plan as outlined in the applicable provisions of this Specific Plan; (ii) the implementation plan is otherwise substantially consistent with this Specific Plan; and (iii) the implementation plan will not adversely affect properties adjacent to the Specific Plan area. If the Director denies the approval of an implementation plan, the Director shall indicate in

writing to City of Hope how the implementation plan does not satisfy the above requirements. The Director's determination on any submitted implementation plan shall not be subject to appeal except by City of Hope who shall have the right to appeal any such determination to the City Council of the Permitting Municipality. The City Council's determination shall be final and effective. If a proposed implementation plan is denied, City of Hope may revise the proposed implementation plan and resubmit without prejudice.



TABLE 12. IMPLEMENTATION ACTION PLAN

SPECIFIC ACTIONS	TIMEFRAME	PRIMARY RESPONSIBILITY/ PARTNERS	FUNDING	STATUS	NOTES
Accessibility & Pedestrian Connectivity	A campus wide Accessibility & Pedestrian Connectivity Plan shall be provided to the Cities within one (1) year of Specific Plan adoption. Construction of accessible and pedestrian pathways will be outlined in the Connectivity Plan and be conducted in concert with the development of roadways, buildings and other construction projects that require pedestrian and accessibility upgrades; and other portions of campus where pedestrian and accessibility upgrades are necessary but may not be improved due to a lack of a project in the vicinity.	City of Hope (primary) City of Duarte (responsible) and/or City of Irwindale (responsible)	City of Hope		
Campus Sign Program	Within one (1) year of Specific Plan adoption OR before permits are issued for any new permanent sign. Otherwise sign regulations prescribed within the Duarte Development Code at the current time are applicable.	City of Hope	City of Hope		
Existing Temporary Building Amortization Plan	Within one (1) year of Specific Plan adoption.	City of Hope	City of Hope		
Fire Lanes Analysis	Within one (1) year of Specific Plan adoption. Thereafter, every five years from original adoption of Specific Plan (e.g. years 5, 10, 15 and 20)	City of Hope (primary) City of Duarte (responsible) and/or City of Irwindale (responsible) Los Angeles Co. Fire Department (responsible)	City of Hope		
Parking Supply Tracking System Update	Yearly- on or before June 30th of each year until plan expiration, except for years where a Parking Supply Tracking System Validation is required.	City of Hope	City of Hope		
Parking Supply Tracking System Validation	Required every five years from original adoption of Specific Plan (e.g. years 5, 10, 15 and 20) OR the construction of 350,000 sq. ft., whichever comes first.	City of Hope (primary) City of Duarte (responsible) and consultant selection	City of Hope		
Public Art Program	An annual report showing the amount of funds in the Public Arts Fund shall be submitted by June 30th of each year to the City of Duarte Community Development Director.	City of Hope	City of Hope		
Roadways	For roadways leading to new parking structure(s), roadways must be constructed before issuance of a Certificate of Occupancy for the new structure. For all other roadways, see Section 4, p. 46.	City of Hope (primary) City of Duarte (responsible) and/or City of Irwindale (responsible)	City of Hope		
Sewage	When a Development Project is proposed that affects the stormwater system.	City of Hope (primary) City of Duarte (responsible) and/or City of Irwindale (responsible) Los Angeles Co. Sanitation Districts (responsible)	City of Hope		It is recommended that City of Hope project the needs of its sewage system as a campus (or by quadrant or other logical area division) rather than by project, as to not under design the system.

SPECIFIC ACTIONS	TIMEFRAME	PRIMARY RESPONSIBILITY/ PARTNERS	FUNDING	STATUS	NOTES
Stormwater	When impact is proposed.	City of Hope (primary) City of Duarte (responsible) and/or City of Irwindale (responsible)	City of Hope		It is recommended that City of Hope project the needs of its stormwater system as a campus (or by quadrant or other logical area division) rather than by project, as to not under design the system.
Utilities	When a Development Project is proposed that affects utilities.	City of Hope (primary) City of Duarte (responsible) and/or City of Irwindale (responsible) Affected Utility Company (responsible)	City of Hope		It is recommended that City of Hope project the needs of its utilities system as a campus (or by quadrant or other logical area division) rather than by project, as to not under design the system.
Valet Plan	Within one (1) year of specific plan adoption. Thereafter, every five years from original adoption of specific plan (e.g. years 5, 10, 15 and 20), or as the need arises dependent upon changes to the previous valet plan approval. Mobile valet stations require approval before use.	City of Hope	City of Hope		