

Table of Contents

Agenda	2
Sanitation District Certificates of Recognition	
Presentations	7
CC 1. Minutes of the November 17, 2015, and December 1, 2015, Regular meetings.	
Minutes	9
CC 2. Payment of City demands.	
City Demands.	25
CC 3. Payment of Agency demands.	
Agency Demands..	33
CC 4. Confirmation of Continued Emergency Condition for Roycove Reservoir and Pump Station.	
Resolution No. 15-7436.	37
CC 5. Acceptance of an easement on Hollenbeck Avenue associated with property development at 500 W. San Bernardino Road.	
Resolution No. 15-7437.	47
CC 6. Public Hearing Date of January 5, 2016, for Tentative Parcel Map 73455 at 800 North Banna Avenue.	
Tentative Parcel Map 73455	57
CC 7. Report on State's Model Water Efficient Landscape Ordinance.	
State's Model Water Efficient Landscape Ordinance	87
CC 8. New state-mandated minimum-wage increase.	
Minimum-wage Increase	117
CC 9. Public Hearing Date of January 5, 2016, for amendment to Fee Schedule for Entertainment Permits.	
Fee Schedule Amendment	123
PH 1. Tentative Parcel Map 73595 at 1732 East Ruddock Street.	
Tentative Parcel Map 73595	125
NB 1. Urgency Ordinance No. 15-2047 enacting moratorium on new thrift/second-hand stores.	
Urgency Ordinance No. 15-2047	203

THIS PAGE LEFT INTENTIONALLY BLANK



REGULAR MEETING AGENDA
125 E. College Street, Covina, California
Council Chamber of City Hall
Tuesday, December 15, 2015

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING
AUTHORITY/COVINA HOUSING AUTHORITY
JOINT MEETING—CLOSED SESSION
7:00 p.m.**

CALL TO ORDER

ROLL CALL

Council/Agency/Authority Members Walter Allen III, Peggy A. Delach, Jorge Marquez, Mayor Pro Tem/Vice Chair Kevin Stapleton and Mayor/Chair John C. King

PUBLIC COMMENTS

The Public is invited to make comment on Closed Session items only at this time. To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance and give it to the City Clerk. Your name will be called when it is your turn to speak. Individual speakers are limited to five minutes each.

The City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to closed session for the following:

CLOSED SESSION

- A. G.C. §54957 PUBLIC EMPLOYEE EVALUATION
Title: City Manager

- B. CONFERENCE WITH LEGAL COUNSEL— PENDING LITIGATION
Significant exposure to litigation pursuant to Section 54956.9(d)(2)
Facts and Circumstances: Receipt of a claim pursuant to the Government Claims Act and threat of litigation
Claimant: Loera, Roberto

RECESS



**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING
AUTHORITY/COVINA HOUSING AUTHORITY
JOINT MEETING—OPEN SESSION
7:30 p.m.**

RECONVENE AND CALL TO ORDER

ROLL CALL

Council/Agency/Authority Members Walter Allen III, Peggy A. Delach, Jorge Marquez, Mayor Pro Tem/Vice Chair Kevin Stapleton and Mayor/Chair John C. King

PLEDGE OF ALLEGIANCE

Led by Council Member Delach

INVOCATION

Given by Police Chaplain Truax

PRESENTATIONS

Charter Oak Advanced Choral Ensemble "ACE"

Covina Chamber of Commerce Presentation to the Covina Police Department K-9 Program

Recognition of Reynolds Buick – GMC 100 Years of Serving Covina

Recognition of Recipients of Sanitation Districts of Los Angeles County's Good Corporate Citizens Certificates of Recognition

Report: [Presentations](#)

PUBLIC COMMENTS

To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance and give it to the City Clerk/Agency/Authority Secretary. Your name will be called when it is your turn to speak. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed. Those wishing to speak on an item NOT ON THE AGENDA will be heard at this time. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Individual speakers are limited to five minutes each.

COUNCIL/AGENCY/AUTHORITY COMMENTS

Council/Agency/Authority Members wishing to make any announcements of public interest or to request that specific items be added to future Council/Agency/Authority agendas may do so at this time.

CITY MANAGER COMMENTS

CONSENT CALENDAR

All matters listed under consent calendar are considered routine, and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Council/Agency/Authority votes on them, unless a member of the Council/Agency/Authority requests a specific item be removed from the consent calendar for discussion.

CC 1. Minutes of the November 17, 2015, and December 1, 2015, Regular meetings of the City Council/Successor Agency to the Covina Redevelopment Agency/Public Financing Agency/Housing Authority.

Report: [Minutes](#)

CC 2. Payment of City demands in the amount of \$1,795,074.59.

Report: [City Demands](#)

CC 3. Payment of Agency demands in the amount of \$61,713.67.

Report: [Agency Demands.](#)

CC 4. Consideration of Resolution No. 15-7436 confirming continued existence of an emergency condition for Roycove Reservoir and Pump Station and approval of Change Order No. 1.

Report: [Resolution No. 15-7436](#)

CC 5. Consideration of Resolution No. 15-7437 accepting an easement on Hollenbeck Avenue for street and highway purposes associated with development of property at southwest corner of 500 W. San Bernardino Road.

Report: [Resolution No. 15-7437](#)

CC 6. Setting of a public hearing date of January 5, 2016, for the consideration of Tentative Parcel Map (TPM) 73455 (One Charter Oak project), a subdivision sixty-three single-family lots and two lots for parkland located generally at 800 North Banna Avenue–APN: 8427-003-901.

Report: [Tentative Parcel Map 73455](#)

CC 7. Information on State’s Model Water Efficient Landscape Ordinance adopted July 15, 2015, due to Governor Brown’s Drought Executive Order of April 1, 2015.

Report: [State’s Model Water Efficient Landscape Ordinance](#)

CC 8. Report on new state-mandated minimum-wage increase.

Report: [Minimum-wage Increase](#)

CC 9. Setting of a public hearing date of January 5, 2016, for the consideration of an amendment to the City of Covina Fee Schedule as it pertains to Title 5 of the Covina Municipal Code - Entertainment Permits.

Report: [Fee Schedule Amendment](#)

PUBLIC HEARING

PH 1. Tentative Parcel Map (TPM) 73595, a subdivision of four single-family lots at 1732 East Ruddock Street – APN 8427-022-031.

Report: [Tentative Parcel Map 73595](#)

Staff Recommendation:

Open the public hearing and receive public testimony, determine the proposed subdivision is categorically exempt in accordance with Section 15332 Class 32 of the California Environmental Quality Act Guidelines, and adopt Resolution No. 15-7435 approving Tentative Parcel Map (TPM) 73595.

CONTINUED BUSINESS – NONE

NEW BUSINESS

NB 1. Consideration of Urgency Ordinance No. 15-2047 enacting a moratorium on new thrift/second-hand stores.

Report: [Urgency Ordinance No. 15-2047](#)

ADJOURNMENT

The Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority will adjourn to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, January 5, 2016, at 6:30 p.m. for closed session and 7:30 p.m. for open session inside the Council Chamber, 125 East College Street, Covina, California, 91723.

Any member of the public may address the Council/Agency/Authority during both the public comment period and on any scheduled item on the agenda. Comments are limited to a maximum of five minutes per speaker unless, for good cause, the Mayor/Chairperson amends the time limit. Anyone wishing to speak is requested to submit a yellow Speaker Request Card to the City Clerk; cards are located near the agendas or at the City Clerk's desk.

MEETING ASSISTANCE INFORMATION: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (626) 384-5430. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

If you challenge in court any discussion or action taken concerning an item on this agenda, you may be limited to raising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting.

The Covina City Clerk's Office does hereby declare that, in accordance with California Government Code Section 54954.2(a), the agenda for the Tuesday, December 15, 2015, meeting was posted on December 10, 2015, on the City's website and near the front entrances of: 1) Covina City Hall, 125 East College Street, Covina; 2) the Covina Public Library, 234 N. Second Avenue, Covina; and 3) the Joslyn Center, 815 N. Barranca Avenue, Covina.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE CITY COUNCIL AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 125 E. COLLEGE STREET, COVINA.

THIS PAGE LEFT INTENTIONALLY BLANK



CITY OF COVINA

AGENDA REPORT

MEETING DATE: December 10, 2015

TITLE: Recognition of Recipients of Sanitation Districts of Los Angeles County's Good Corporate Citizens Certificates of Recognition

PRESENTED BY: Angel Carrillo, Assistant to the City Manager

RECOMMENDATION: Present Certificates of Recognition on Behalf of the City of Covina

BACKGROUND:

The County Sanitation Districts of Los Angeles County focus on protecting public health and the environment through innovative and cost effective wastewater and solid waste management. In those efforts, the Sanitation Districts' Industry Advisory Council, which is made up of representatives from user industries, created a program that would promote the good news of industrial compliance to the public. This program applies to approximately 870 facilities within the County designated as "significant industrial users" of the Sanitation District's wastewater management system. This year marks the nineteenth year of the Recognition Program.

DISCUSSION:

This year the County Sanitation Districts of Los Angeles County recognized five qualifying businesses from Covina as good corporate citizens. In order to receive this recognition, businesses are required to have met their limits for wastewater discharge for at least a year, maintained their environmental equipment and fulfilled all permit requirements. The following businesses met the requirements and were recognized as good corporate citizens:

- Apricot Designs Inc.
- CEC Vibration Products Inc.
- Haemonetics Manufacturing Inc.
- Rayne Water Conditioning Inc.
- Stabile Plating Company Inc.

Staff recommends presenting a Certificate of Recognition on behalf of the City to these local businesses and their efforts as being good corporate citizens.

FISCAL IMPACT:

There is no fiscal impact.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

CEQA is not applicable.

Respectfully submitted,

Angel Carrillo
Assistant to the City Manager

THIS PAGE LEFT INTENTIONALLY BLANK



ITEM NO. CC 1

MINUTES OF NOVEMBER 17, 2015

REGULAR MEETING OF THE COVINA CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY /COVINA PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY HELD IN THE COUNCIL CHAMBER OF CITY HALL, 125 EAST COLLEGE STREET, COVINA, CALIFORNIA

CALL TO ORDER

Mayor King called the Council/Agency/Authority meeting to order at 6:45 p.m. All City Council Members were present except Council Member Allen. The closed session items were announced. There were no public comments.

ROLL CALL

Council Members Present: Peggy A. Delach, Jorge Marquez, Mayor Pro Tem/Vice Chair Kevin Stapleton and Mayor/Chair John C. King.

Council Members Absent: Walter Allen III.

Elected Members Present: City Treasurer Geoffrey Cobbett and City Clerk Mary Lou Walczak.

Staff Members Present: City Manager Andrea M. Miller, City Attorney Candice K. Lee, Police Chief Kim Raney, Public Works Director Siobhan Foster, Community Development Director Brian Lee, Human Resources Director Danielle Tellez, Police Captain Derek Webster, Assistant to the City Manager Angel Carrillo, GIS Technician Knox, and Chief Deputy City Clerk Sharon F. Clark.

CLOSED SESSION

A. G.C. §54956.8 – CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 800 North Banna (APN: 842-7003-901)

Agency negotiator: Andrea Miller, City Manager

Negotiating parties: Charter Oak Unified School District representative

Under negotiation: Negotiations to include both price and terms of payment

B. G.C. §54956.8 CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 1162 N. Citrus Avenue

Property Negotiator: Charles McKeag, MLC Holdings, Inc.

Agency Negotiator: Andrea Miller, City Manager

Under negotiation: Negotiations to include both price and terms of payment

RECONVENE AND CALL TO ORDER

The City Council/Successor Agency to the Covina Redevelopment Agency/Public Financing Authority/Housing Authority meeting was called to order at 7:32 p.m.

City Attorney Lee announced that there were no reportable actions related to closed session items and that direction was given to staff.

Mayor King announced that Council Member Allen was not present due to the passing away of his mother.

PLEDGE OF ALLEGIANCE

Police Chief Raney led the Pledge of Allegiance.

INVOCATION

Police Chaplain Dave Truax gave the invocation.

PRESENTATIONS

Presentation by Pueri Cantores San Gabriel Valley.

Mayor King introduced Pueri Cantores San Gabriel Valley (PCSGV), the first American children’s choir to be invited to sing at the Sistine Chapel in Rome, who then performed a song.

Mayor King presented certificates of congratulations from Congresswoman Grace Napolitano, State Senator Dr. Ed Hernandez and the City Council to PCSGV Founder and Artistic Director Patrick Flahive, who accepted on behalf of the choir, and invited everyone to the Christmas Concert at Sacred Heart Church.

Mayor King announced that City Hall is closed for Thanksgiving on November 25 and 26, 2015; commended the Field of Valor event put on by the Covina Rotary Club; expressed condolences to Council Member Allen on the passing of his mother, Gladys Denice Allen; and announced that the meeting would be adjourned in her memory.

PUBLIC COMMENTS

Speaker Leonard Wayne Rose, Jr. commented on El Niño storm preparation.

Speaker Bill McIntyre, applicant for Public Hearing item PH 2, requested that Public Hearing item PH 2 be removed from the agenda as he was withdrawing his appeal of the Planning Commission’s denial of his variance application.

COUNCIL/AGENCY/AUTHORITY COMMENTS

Mayor Pro Tem Stapleton reported on items considered at the Sanitation District meeting he attended on November 16, 2015, including coming rate increases for tipping fees; announced that since the Council of Governments (COG) meets this week on Thursday, November 19, he had nothing new to report; announced the Tree Lighting ceremony to be held on Saturday, November 21, 2015, and the Christmas Parade to be held on December 5, 2015; and wished all a Happy Thanksgiving.

Council Member Marquez commended the Field of Valor event; solicited prayers for those who were affected by the tragedies in Lebanon and France, expressed his appreciation for first

responders and for living in the United States; commented that many residents had contacted him regarding Metrolink and having quiet zones, and requested that staff keep the topic in mind to discuss in the near future at a Study Session or Council Meeting.

Council Member Delach commented that Council cannot create quiet zones, but may request them; commended the Field of Valor event; expressed condolences to the families affected by the Paris terrorist attacks; reminded the community of the tragedy of the 911 event in the United States; and wished all a Happy Thanksgiving.

Mayor King extended blessings, love, and heartfelt sorrow on behalf of the community to the citizens of Paris, Lebanon, Beirut, and Kenya affected by recent tragedies; wished all a Happy Thanksgiving; and announced the Christmas Tree Lighting Ceremony on Saturday, November 21, 2015, at 6:00 p.m. at Heritage Plaza, 400 North Citrus Ave.

CITY MANAGER COMMENTS

City Manager Miller responded to Council Member Marquez's request for quiet zones by stating that Council may request quiet zones, but the decision is in the purview of another agency; commented on Metrolink's discussion of grade separations to help reduce the need for train whistles while maintaining safety issues; and stated that the City will continue to reinforce the City's interest in reducing train whistles and improving safety with new Metrolink leadership.

CONSENT CALENDAR

Council Member Marquez requested that item CC 11 be pulled for separate consideration.

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Delach, the City Council approved Consent Calendar items CC 1 through CC 10.

Motion approved the Consent Calendar items CC 1 – CC 10 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON

NOES: NONE

ABSTAIN: NONE

ABSENT: ALLEN

- CC 1. City Council approved the minutes of the October 6, 2015, and November 3, 2015, Regular meetings of the City Council/Successor Agency to the Covina Redevelopment Agency/Public Financing Agency/Housing Authority.
- CC 2. City Council approved the payment of City demands in the amount of \$1,374,651.47.
- CC 3. Successor Agency to the Covina Redevelopment Agency approved payment of Agency demands in the amount of \$60,411.70.
- CC 4. City Council adopted **Resolution No. 15-7415** amending the FY 2015-2016 Adopted Budget to reflect an appropriation from the Asset Forfeiture Fund for the repair of the Police Department's Armored Rescue Vehicle.
- CC 5. City Council adopted **Resolution No. 15-7416** amending the Fiscal Year 2015-16 Adopted Budget to reflect an appropriation from the Central Replacement Fund to purchase five (5) Police Department vehicles and six (6) aftermarket police package retrofits.

- CC 6. City Council adopted **Resolution No. 15-7417** confirming the continued existence of an emergency condition at Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code.
- CC 7. City Council authorized the City Manager to execute the First Amendment to Letter Agreement with Kimley-Horn and Associates, Inc. for Traffic Engineering Design Services for the Intersection at Workman Avenue and Hollenbeck Avenue, Project No. T-1407 increasing the cost by \$3,300 from \$38,500 to \$41,800.
- CC 8. City Council and the Successor Agency to the Covina Redevelopment Agency received and filed the Quarterly Report of the Treasurer to the City Council and the Successor Agency to the Covina Redevelopment Agency for the Quarter Ended September 30, 2015.
- CC 9. City Council approved an Agreement between the Cities of La Verne and Covina for the Transfer of a Portion of Covina’s Rule 20A Allocation to the City of La Verne and Written Notice to Southern California Edison Making a Formal Request to Transfer and Assign a Portion of Rule 20A Funds Contained in the Covina Allocation to City of La Verne, and authorized the City Manager to execute the necessary documents.
- CC 10. City Council authorized the City Manager to negotiate and execute a Professional Services Agreement with Avery & Associates to conduct an executive search recruitment for the position of Finance Director.

CONSENT CALENDAR ITEM PULLED FOR SEPARATE CONSIDERATION

- CC 11. Professional Services Agreement with Rice, Englander and Associates for Legislative Advocacy.

Council Member Marquez asked about the services provided to ascertain that services are needed. City Manager Miller explained that when the Council adopted the budget, a decision had been made to focus on state measures rather than federal; commented on the importance of having someone acting on the City’s behalf at the state level, gather information, and look for cost-reduction opportunities; recommended the continuance of utilizing services from Rice, Englander and Associates; commented that additional reporting mechanisms had been requested, and recommended re-evaluation after a period with the recently-expanded level of service terms.

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Delach, the City Council approved Consent Calendar item CC 11.

Motion approved the Consent Calendar item CC 11 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: ALLEN

PUBLIC HEARING

PH 1. Proposed Ordinance Repealing Chapter 5.12 (“Billiard Parlors, Billiard And Pool Tables”) and Modifying Regulations Relating To Dancing And Entertainment By Repealing Chapter 5.28 (“Dance And Dance Halls”) And Adopting A New Chapter 5.28 (“Entertainment”) In Title 5 (“Business Licenses And Regulations”) of the Covina Municipal Code.

City Manager Miller presented the staff report and Police Captain Webster presented a PowerPoint presentation.

Mayor Pro Tem Stapleton asked if there is a minimum resolution standard required for video security systems. Captain Webster responded all systems are high quality and are preapproved before permits are issued.

Community Development Director Lee presented a report explaining benefits of the proposed permitting process instead of the existing CUP procedure.

Mayor King opened the public hearing.

Discussion included the effect of new requirements on business operators; exemption from entertainment permits for smaller-capacity businesses; and case-by-case basis for entertainment permits for larger-capacity businesses.

Council Member Marquez asked what the general mood of the meeting with the merchants was. Captain Webster responded that everything went very well; input from the merchants was taken into consideration and some revisions were made based on the input; also, there was an understanding that the City is trying to create a more business-friendly environment while still providing public safety.

Mayor King opened the public hearing. There was no public comment; therefore, Mayor King closed the public hearing.

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Delach, the City Council introduced and waived further reading of **Ordinance No. 15-2046**, and directed staff to agendize the Ordinance for a second reading and adoption; directed staff to analyze costs related to various permits established pursuant to the proposed ordinance and prepare a resolution establishing the fees for City Council consideration; and directed staff to create a “One-time CUP Modification” program for entertainment-related conditions of approval and present the proposed program to the City Council for consideration at a future meeting.

Motion carried for Public Hearing item PH 1 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: ALLEN

City Attorney Lee read Ordinance No. 15-2046 by title only.

PH 2. Appeal of the Planning Commission’s denial of Variance No. 15-001, a variance request for a proposed freestanding sign located at 545-547 North Citrus Avenue to exceed the maximum sign height (20 ft.) and face (75 sq. ft.) limits for property in the Town Center Commercial (TC-C) Zone.

Mayor King announced that Mr. McIntyre had withdrawn his appeal during Public Comment earlier in the meeting.

Mayor King opened the public hearing. There was no public comment; therefore, Mayor King closed the public hearing.

A motion was made by Mayor Pro Tem Stapleton, seconded by Council Member Delach to accept the withdrawal of the appeal by Mr. McIntyre of Public Hearing item PH 2.

Motion carried for Public Hearing item PH 2 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: ALLEN

NEW BUSINESS

NB 1. Request to Amend the Mid-Management, Supervisory and Professional, and Confidential and Technical Employees Compensation Rules to add the classification of Public Works Manager.

City Manager Miller and Human Resources Director Tellez presented the staff report.

Mayor King asked if the records show why the position/title was previously removed. Human Resource Director Tellez responded there are no records indicating a specific reason. City Manager Miller commented that it is important to have someone qualified to deal with day-to-day operations.

Council Member Marquez asked the difference between superintendent and manager positions. City Manager Miller responded that the manager level would address project-management issues.

On a motion made by Council Member Delach, seconded by Mayor King, the City Council adopted **Resolution No. 15-7420**, amending the Mid-Management, Supervisory and Professional, and Confidential and Technical Employees Compensation Rules (2013 version) and established a new classification for Public Works Manager.

Motion approved for New Business item NB1 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: ALLEN

ADJOURNMENT

At 8:31 p.m., the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority was adjourned in memory of Gladys Allen to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, December 1, 2015, at 6:30 p.m., for closed session and 7:30 p.m., for open session in the Council Chamber located inside of City Hall, 125 East College Street, Covina, California, 91723.

Respectfully Submitted:

Sharon F. Clark, CMC
Chief Deputy City Clerk

Approved this 15th day of December 2015:

John C. King, Mayor/Chair



MINUTES OF DECEMBER 1, 2015

REGULAR MEETING OF THE COVINA CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY /COVINA PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY HELD IN THE COUNCIL CHAMBER OF CITY HALL, 125 EAST COLLEGE STREET, COVINA, CALIFORNIA

CALL TO ORDER

Mayor King called the Council/Agency/Authority meeting to order at 7:33 p.m. There was no closed session.

ROLL CALL

Council Members Present: Walter Allen III, Jorge Marquez, Mayor Pro Tem/Vice-Chair Kevin Stapleton, and Mayor/Chair John C. King.

Council Members Absent: Peggy A. Delach.

Elected Members Present: City Treasurer Geoffrey Cobbett and City Clerk Mary Lou Walczak.

Staff Members Present: City Manager Andrea M. Miller, City Attorney Candice K. Lee, Police Chief Kim Raney, Public Works Director Siobhan Foster, Community Development Director Brian Lee, Human Resources Director Danielle Tellez, Parks and Recreation/Library Director Amy Hall-McGrade, Acting Assistant Fire Chief Jim Enriquez, Assistant to the City Manager Angel Carrillo, GIS Technician James Knox, and Chief Deputy City Clerk Sharon F. Clark.

PLEDGE OF ALLEGIANCE

Council Member Marquez led the Pledge of Allegiance.

INVOCATION

Police Chaplain Dave Truax gave the invocation.

PRESENTATIONS

Recognition of the Christmas Parade Committee.

Mayor King thanked all the parade volunteers, introduced Parade Chair Joelle Peelgren, and thanked her for her dedication and leadership in organizing this year's parade. Ms. Peelgren recognized the Parade Executive Committee: Win Patterson, Entry Chair; Steve Horstmann, Parade Control Chair; Bruce Bolton and Paula Reiter, Assistant Parade Control Chairs; Henry Medina, Public Relations Chairs; Roxanne Medina, Tree Lighting Chair; Judy Esquivel, Assistant Public Relations Chair; and Ranae Graham Evans, Volunteer Resources Chair; and the General Parade Committee Members. Special recognition was given to Roxanne and Henry Medina for their contributions to the 26th Annual Tree Lighting Ceremony; 2015 Emeritus

Member Don Baker, who served for over 20 years on the parade committee; and Parks and Recreation/Library Director Hall-McGrade for coordinating the parade planning.

Recognition of the Covina Police Department Volunteer of the Year.

Mayor King, on behalf of the Council, and Police Chief Raney recognized Mark Coon as the Covina Police Department Volunteer of the Year and presented him with a plaque of appreciation.

PUBLIC COMMENTS

Speaker Bishop L. J. Guillory commended city employees for the excellent service he had received, and commended Council and staff for the welcoming atmosphere he feels in Covina.

Speaker Bob Gorski announced the upcoming Covina Concert Band Christmas concerts and commented on City publications *Covina Today* and *City View*.

COUNCIL/AGENCY/AUTHORITY COMMENTS

Council Member Marquez commented that he is looking forward to the Christmas Parade.

Council Member Allen expressed his thanks to Council, City Manager Miller, and city staff for condolences he has received on the passing of his mother, commented on his planned participation in the upcoming Christmas Parade, and thanked parade volunteers for their efforts.

Mayor Pro Tem Stapleton expressed his thanks for the Christmas parade and those who contribute to the community; commented that it is uplifting to receive recognition by city visitors; commended the Tree Lighting event; requested Council support to agendaize for discussion a change in watering restrictions to allow for more flexibility on watering days; and commented on his planned participation in the upcoming Christmas Parade and invited the community to attend.

Council Member Allen thanked Public Works staff for the rededication and re-opening today of Metrolink Plaza, with special appreciation for the new median fencing to keep pedestrians from crossing unsafely.

Mayor King shared his excitement about the upcoming Christmas parade; commended the Tree Lighting event, reported on the rededication of Metrolink station with a special thanks to Public Works Director Foster and staff; commented that the last Council meeting had been adjourned in memory of Council Member Allen's mother, Gladys Allen, and expressed condolences; announced the passing of City Attorney Craig Steele's mother, Robin Steele, and that tonight's meeting would be adjourned in her memory; provided details for the 65th Annual Covina Christmas parade to be held on Saturday, December 5, 2015, at 6:30 p.m.; and announced that Covina is the recipient of the Energy-Savings Impact Award and will also be awarded for achieving "Gold Level" in the Energy Leader Model at an upcoming San Gabriel Valley Energy-Wise Partnership 2015 Awards Luncheon. In closing, he announced the Covina Concert Band's free Christmas Concert with the Chancel Choir to be held on Sunday, December 13, 2015, at 3:00 p.m. at the First Presbyterian Church, 310 N. Second Avenue, Covina.

CITY MANAGER COMMENTS

City Manager Miller requested that Consent Calendar item CC 9, Consideration of Resolution No. 15-7428 amending the Fee Schedule for the Entertainment Ordinance in Title 5 of the Covina Municipal Code, be removed from the agenda and rescheduled for the December 15, 2015, or January 5, 2016, Council meeting to allow for greater review; and commented on *Covina Today* as one of the ways the City is using to communicate with the community.

CONSENT CALENDAR

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Marquez, the City Council approved Consent Calendar items CC 1 through CC 8, and CC 10 through CC 13.

Motion approved the Consent Calendar items CC 1 – CC 8, CC 10 – CC 13 as follows:

AYES: ALLEN, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: DELACH

- CC 1.** City Council approved minutes of the October 20, 2015, Regular and November 17, 2015, Study Session meetings of the City Council/Successor Agency to the Covina Redevelopment Agency/Public Financing Agency/Housing Authority.
- CC 2.** City Council approved the payment of City demands in the amount of \$1,586,716.30.
- CC 3.** Successor Agency to the Redevelopment Agency approved the payment of Agency demands in the amount of \$22,017.54.
- CC 4.** City Council adopted **Resolution No. 15-7425** confirming continued existence of an emergency condition for Roycove Reservoir and Pump Station.
- CC 5.** City Council adopted **Resolution No. 15-7426** appropriating Proposition C Funds, approved a Professional Services Agreement with Willdan Engineering for preparation of the Citywide Engineering and Traffic Survey, and authorized the City Manager to execute the agreement.
- CC 6.** City Council approved the Fourth Amendment to the Professional Services Agreement with Interwest Consulting Group for Transit and Transportation Consulting Services and authorized the City Manager to execute the amendment.
- CC 7.** City Council appointed Henry Morgan to the San Gabriel Valley Mosquito & Vector Control District Board of Trustees for a four-year term expiring December 31, 2019.
- CC 8.** City Council received and filed the update on the Los Angeles Regional Interoperable Communications System Authority.
- CC 10.** City Council approved a Proposal with Cornerstone Communications for Community Communications, Public and Media Relations Services; directed the City Attorney to prepare a Professional Services Agreement; and authorized the City Manager to execute the agreement on behalf of the City.

- CC 11.** City Council directed staff to set a public hearing on December 15, 2015, pursuant to Section 16.08.130 of the Municipal Code, for the consideration of a Tentative Parcel Map (TPM) 73595, a subdivision and four single-family lots at 1732 East Ruddock Street – APN: 8427-022-031.
- CC 12.** City Council adopted **Resolution No. 15-7429** authorizing the City Manager to execute an agreement with the State Board of Equalization for implementation of the Local Prepaid Mobile Telephony Service Collection Act, and adopted **Resolution No. 15-7434** authorizing the examination of prepaid mobile telephony services surcharge and local charge records.
- CC 13.** City Council adopted **Ordinance 15-2046** repealing Chapter 5.12 (“Billiard Parlors, Billiard and Pool Tables”) and modifying regulations relating to dancing and entertainment by repealing Chapter 5.28 (“Dance and Dance Halls”) and adopting a new Chapter 5.28 (“Entertainment”) in Title 5 (Business Licenses and Regulations”) of the Covina Municipal Code.

PUBLIC HEARINGS

- PH 1.** Consideration of Resolutions authorizing annexation of territory to City of Covina Community Facilities District No. 2007-1 (Public Services) (Annexation No. 9) and to call and hold a special election (425 W. Center Street).

Mayor King opened the public hearing.

The staff report was presented by Community Development Director Lee.

There was no public comment.

A motion was made by Council Member Marquez, seconded by Council Member Allen to close the public hearing.

Motion carried to close the Public Hearing as follows:

AYES: ALLEN, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: DELACH

City Clerk Walczak announced that no majority protest had been received and reported the canvass of the votes as follows:

On Proposition A: **One (1) vote cast in support** of the proposition and zero votes cast in opposition to the proposition. Therefore, **Proposition A was approved with a 100 percent vote in favor.**

On Proposition B: **One vote cast in support** of the proposition and zero votes cast in opposition to the proposition. Therefore, **Proposition B was approved with 100 percent vote in favor.**

A motion was made by Council Member Allen, seconded by Council Member Marquez, to:

1. Adopt **Resolution No. 15-7422**, authorizing the annexation of territory to Community Facilities District No. 2007-1 (Annexation No. 9) and authorizing the levy of a special tax and submitting the levy of tax to the qualified electors; and
2. Adopt **Resolution No. 15-7423**, calling a special election and submitting to the voters of Annexation No. 9 of City of Covina Community Facilities District No. 2007-1 (Public Services), propositions regarding the annual levy of special taxes within Annexation No. 9 to finance public services, and the establishment of an appropriations limit; and
3. Adopt **Resolution No. 15-7424**, making certain findings, certifying the results of an election and adding property to Community Facilities District No. 2007-1 (Public Services), Annexation No. 9.

PH 2. Public Hearing of 2015 Annual Report for the Covina Downtown Business Area Enhancement District.

The staff report was presented by Interim Finance Director Michicoff.

Mayor King opened the Public Hearing.

There was no public comment.

A motion was made by Council Member Marquez, seconded by Council Member Allen to close the public hearing.

Motion carried to close the Public Hearing as follows:

AYES: ALLEN, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: DELACH

A motion was made by Council Member Allen, seconded by Council Member Marquez to adopt **Resolution No. 15-7432**, confirming the 2015 Annual Report for the Covina Downtown Business Area Enhancement District, and levying the assessment described therein.

Motion carried to adopt Resolution No. 15-7432 as follows:

AYES: ALLEN, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: DELACH

PH 3. Levy of proposed annual assessment for the Fiscal Year 2015-2016 in the Prospero Park Business Area Enhancement District.

The staff report was presented by Interim Finance Director Michicoff.

In response to a query by Mayor King, Police Chief Raney responded that 500 Rue Royale is not part of the District. City Manager Miller added that the property owners in the District requested that the boundaries remain the same.

Mayor King opened the public hearing.

There was no public comment.

A motion was made by Council Member Marquez, seconded by Mayor King to close the public hearing.

Motion carried to close the Public Hearing as follows:

AYES: ALLEN, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: DELACH

A motion was made by Council Member Marquez, seconded by Council Member Allen to adopt **Resolution No. 15-7433**, confirming the 2015 Annual Report for the Prospero Park Business Area Enhancement District, and levying the assessment described therein.

Motion carried to adopt Resolution No. 15-7433 as follows:

AYES: ALLEN, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: DELACH

In response to a request from Mayor King, City Manager Miller responded that confirmation of whether apartment owners on Rue Royale are included in this assessment district would be provided to Council, and that property owners would be contacted to determine if it would be beneficial to expand the assessment area.

CONTINUED BUSINESS

CB 1. Consideration of Resolution No. 15-7427 voiding and revoking Conditional-Use Permit No. 11-006 authorizing a restaurant with outside dining with alcohol and entertainment located upon real property at 211 North Citrus Avenue, Covina: Applicant: JP United, LLC and temporarily staying said revocation of Conditional-Use Permit No. 11-006 to allow permittee the opportunity to apply for a conditional-use permit modification.

The staff report was presented by Community Development Director Lee.

Council discussion included that there had been one meeting just prior to the October 20, 2015, Council meeting between city staff, the property owner’s representative and a prospective operator at which time information on the conditional-use permit (CUP) modification process was given, and no contact from anyone since; that the applicant is aware that consideration of revocation of the CUP was agendized for tonight’s meeting, but is not present; and that all legally–required notice has been given.

Mayor King opened the public comment period.

Speaker Raul Trevino, owner of 3 Vinos at 201 N. Citrus, spoke in favor of revocation of the CUP due to concerns about the effect on his business of public safety and CUP violations by the applicant.

Speaker Richard Rodriguez, Manager at 3 Vinos, commented on security concerns caused by the applicant's method of operation.

There was no one else wishing to speak; therefore, Mayor King closed the public comment period.

City Manager Miller commented that in-depth evidence had been presented to Council at the October 6, 2015, Council meeting, and based on that evidence, staff recommends revocation of the CUP.

Council Members Allen and Marquez stated that they are ready to move to revoke the CUP.

Mayor Pro Tem Stapleton stated that he has no objection to staying the revocation to January 26, 2016, but also supports revocation now without a stay.

City Attorney Lee commented that Council direction at October 6, 2015, meeting was to institute a revocation with a temporary stay; for staff to present at the October 20, 2015, Council meeting a timeframe for a CUP modification application; that staff had used January 26, 2016, as the 180th day when the CUP lapses; and recommended at least a shortened stay in fairness to the applicant.

City Manager Miller clarified that Council's options are to immediately revoke or provide additional time for the applicant.

Following discussion on the pros and cons of immediate revocation versus granting a stay, a motion was made by Council Member Allen, seconded by Mayor Pro Tem Stapleton to adopt, as presented by staff, **Resolution No. 15-7427** voiding and revoking Conditional-Use Permit No. 11-006 authorizing a restaurant with outside dining with alcohol and entertainment located upon real property at 211 North Citrus Avenue, Covina: Applicant: JP United, LLC and temporarily staying said revocation of Conditional-Use Permit No. 11-006 to allow permittee the opportunity to apply for a conditional-use permit modification.

Motion carried to adopt Resolution No. 15-7427 as follows:

AYES: ALLEN, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: DELACH

NEW BUSINESS

NB 1. Establish a Health Reimbursement Arrangement for City of Covina Retirees.

The staff report was presented by City Manager Miller and Human Resources Director Tellez.

Council discussion included future savings coming from lower salary rates for new hires who replace retiring employees; the entire lump sum would be paid over five years; this is a one-time opportunity for employees with a window of 45 days; the timeframe for roll-out is anticipated to be mid-December; concerns about a loss of institutional knowledge because of encouraging earlier retirements; each employee's separation agreement can be individually negotiated; there

are four or five employees that have expressed interest in this opportunity; confidence in new department heads to manage staff adequately; the recruitment process bringing in the best-qualified applicants; this program assists retiring employees by increasing benefits, including tax benefits; the five-year payment program is beneficial to the City by spreading financial liability and allowing cost-savings and flexibility to reassess positions; a desire for quality-control to maintain the same quality of service; the City's bargaining units are in favor of the program; there are 26 eligible employees with an average of 20 years of service with Covina; and one of the requirements of this program is a minimum of five years' service with Covina.

A motion was made by Council Member Allen, seconded by Council Member Marquez, to authorize the City Manager, or her designee, to execute all required documents to establish a Health Reimbursement Arrangement for City of Covina retirees.

Motion carried as follows:

AYES: ALLEN, KING, MARQUEZ
NOES: STAPLETON
ABSTAIN: NONE
ABSENT: DELACH

NB 2. Exception to the 180-Day wait period to hire an Interim Executive Assistant to the Police Chief.

The staff report was presented by City Manager Miller.

A motion was made by Mayor Pro Tem Stapleton, seconded by Council Member Allen to:

1. Adopt **Resolution No. 15-7430** authorizing an exception to the 180-day wait period for employment of a retiree.
2. Adopt **Resolution No. 15-7431** appointing Debra Quick as Interim Executive Assistant to the Police Chief.
3. Approve a limited-term appointment agreement with Debra Quick.

Motion carried as follows:

AYES: ALLEN, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: DELACH

ADJOURNMENT

Mayor King reminded the community of the Covina Christmas Parade to be held on Saturday, December 5, 2015, beginning at 6:30 p.m.

At 9:23 p.m., the meeting of the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority was adjourned in memory of Robin Steele to the next regular meeting of the Council/Agency/Authority scheduled for Tuesday, December 15, 2015, at 5:00 p.m. for study session in the Covina Library Community Room at 234 N. Second Avenue, Covina, California 91723; and 6:30 p.m. for closed session and 7:30 p.m. for open session inside the Council Chamber, 125 East College Street, Covina, California, 91723.

THIS PAGE LEFT INTENTIONALLY BLANK



CITY OF COVINA AGENDA REPORT

ITEM NO. CC 2

MEETING DATE: December 15, 2015

TITLE: Payment of Demands

PRESENTED BY: John Michicoff, Interim Finance Director

RECOMMENDATION: Approve Payment of Demands in the amount of \$1,795,074.59

BACKGROUND:

Attached is a list of warrants and demands which are being presented for approval and are summarized as follows:

<u>DATE OF DEMANDS</u>		<u>DEMAND NUMBERS</u>	<u>AMOUNT</u>
ACCOUNTS PAYABLE WARRANTS			
Nov. 12 - Nov. 26, 2015	Wires/EFTs	5043-5048	\$ 16,731.53
	Checks	77381-77580	\$ 1,168,576.45
<u>PAYROLL</u>			
11/19/15			\$ 571,622.32
<u>VOIDS</u>			
		76514	\$ (5,749.80)
<u>WORKERS COMPENSATION</u>			
11/13/15			\$ 6,635.23
11/16/15			\$ 4,079.86
11/17/15			\$ 3,118.55
11/18/15			\$ 2,534.36
11/19/15			\$ 24,969.55
11/20/2015			\$ 34.96
11/23/2015			\$ 2,521.58
GRAND TOTAL:			\$ 1,795,074.59

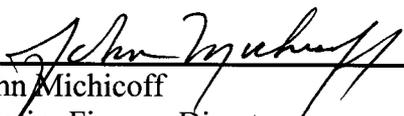
DISCUSSION:

FISCAL IMPACT:

Sufficient funding is available and the related costs are included in the Fiscal Year 15/16 Adopted Budget.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

Respectfully submitted,



 John Michicoff
 Interim Finance Director

ATTACHMENTS:

Attachment A: Check Register

CITY OF COVINA
Check Register
NOV. 13 - NOV. 26, 2015

Check #	Check Date	Vendor	Name	Amount
5043	11/24/15	4160	ICMA	65.00
5044	11/24/15	1405	ICMA RETIREMENT	4,155.87
5045	11/24/15	4003	MidAmerica	2,020.28
5046	11/24/15	2033	NATIONWIDE RETI	6,740.38
5047	11/24/15	4223	ZUMWALT, KRISTI	750.00
5048	11/25/15	3066	WELLS FARGO BAN	3,000.00
			subtotal EFT/wires	\$16,731.53
77381	11/19/15	4159	2FA, INC.	897.00
77382	11/19/15	32	ACE-1 AUTO SERV	861.62
77383	11/19/15	84	AIRGAS-WEST	165.95
77384	11/19/15	4364	AM CONSERVATION	1,047.30
77385	11/19/15	151	AMERICAN LIBRAR	214.00
77386	11/19/15	160	AMERICAN WEST C	50.00
77387	11/19/15	206	ASCAP	13.27
77388	11/19/15	219	AT&T	726.31
77389	11/19/15	219	AT&T	16.06
77390	11/19/15	219	AT&T	34.41
77391	11/19/15	219	AT&T	34.42
77392	11/19/15	219	AT&T	34.42
77393	11/19/15	219	AT&T	1,921.73
77394	11/19/15	260	B & K ELECTRIC	87.10
77395	11/19/15	283	BANK OF THE WES	3,284.76
77396	11/19/15	4279	BOSS JANITORIAL	3,786.00
77397	11/19/15	4353	BREA, CITY OF	30,015.00
77398	11/19/15	437	BURRO CANYON EN	80.00
77399	11/19/15	477	CALIF, STATE OF	63,481.00
77400	11/19/15	4153	CA PROFFESIONAL ENGR	21,800.75
77401	11/19/15	4123	CARDENAS, RUDY	175.00
77402	11/19/15	586	CDCE INC	6,360.20
77403	11/19/15	649	CINTAS CORP #69	504.87
77404	11/19/15	710	COMMUNICATIONS	936.27
77405	11/19/15	717	COMPLETE PAPERL	14,164.50
77406	11/19/15	734	CONTROL AUTOMAT	1,215.00
77407	11/19/15	739	COPWARE	1,105.00
77408	11/19/15	749	COUNSELING TEAM	840.00
77409	11/19/15	771	COVINA IRRIGATI	149,985.00
77410	11/19/15	783	COVINA WATER	1,099.71
77411	11/19/15	796	CPRS DISTRICT 1	50.00
77412	11/19/15	947	DUNN EDWARDS CO	54.71
77413	11/19/15	962	EAST DISTRICT S	207.00
77414	11/19/15	962	EAST DISTRICT S	7,062.50
77415	11/19/15	970	EDISON CO	107.21
77416	11/19/15	4332	ERIC ARROYO	900.00

CITY OF COVINA
Check Register
NOV. 13 - NOV. 26, 2015

77417	11/19/15	1156	GAS COMPANY, TH	344.76
77418	11/19/15	4338	GOKOO, ROBERT	1,662.53
77419	11/19/15	1235	GRAINGER	218.95
77420	11/19/15	1241	GRAND PRINTING	1,744.00
77421	11/19/15	1277	HAEBE, CYNTHIA	5,527.50
77422	11/19/15	1279	HAINES AND CO I	3,557.25
77423	11/19/15	3251	HANSON INVESTIG	3,296.67
77424	11/19/15	1312	HAWK INDUSTRY P	200.00
77425	11/19/15	4391	HOMETOWN BUFFET	1,190.00
77426	11/19/15	1422	INDUSTRIAL CONT	435.00
77427	11/19/15	1427	INGLEWOOD, CITY	3,016.10
77428	11/19/15	1441	INTERSTATE BATT	272.39
77429	11/19/15	1463	J.G. TUCKER AND	261.09
77430	11/19/15	3659	JMDIAZ	1,940.00
77431	11/19/15	1601	L3 COMMUNICATIO	155.52
77432	11/19/15	1619	LA CNTY SHERIFF	853.53
77433	11/19/15	1620	LA CNTY TAX COL	902.47
77434	11/19/15	1646	LANGUAGE LINE S	29.14
77435	11/19/15	1691	LEVEL 3 COMMUNI	1,161.95
77436	11/19/15	4156	LEVERAGE INFORM	218,783.11
77437	11/19/15	1698	LEXIPOL LLC	2,583.00
77438	11/19/15	1754	LOWE'S COMPANIE	612.14
77439	11/19/15	1908	MICHAEL J O'DAY	180.00
77440	11/19/15	1924	MILLERS & ISHAM	104.00
77441	11/19/15	1933	MISSION LINEN S	102.06
77442	11/19/15	3256	MULTI W SYSTEMS	2,273.16
77443	11/19/15	3810	MYERS & SONS HI	453.53
77444	11/19/15	3761	NEOPOST USA INC	271.65
77445	11/19/15	2091	O REILLY AUTO P	104.47
77446	11/19/15	2104	OFFICE DEPOT	51.28
77447	11/19/15	2104	OFFICE DEPOT	423.75
77448	11/19/15	99999	ALFREDO SERRA	335.00
77449	11/19/15	99999	BRENDA MUNOZ	3.00
77450	11/19/15	99999	DONNA DANCE	71.15
77451	11/19/15	99999	KRYSTAL SMITH	111.94
77452	11/19/15	99999	LILIAN PEREIRA	25.98
77453	11/19/15	99999	MARTHA RUIZ	75.00
77454	11/19/15	99999	MELODY HYNES	59.29
77455	11/19/15	2313	PROFORMA	280.92
77456	11/19/15	4101	RANCHO JANITORI	585.90
77457	11/19/15	4385	RESI-SHRED LLC	400.00
77458	11/19/15	2426	REYNOLDS BUICK	345.88
77459	11/19/15	2434	RICE/ENGLANDER	21,000.00
77460	11/19/15	2541	SAN GAB BASIN W	4,738.90

CITY OF COVINA
Check Register
NOV. 13 - NOV. 26, 2015

77461	11/19/15	2557	SANTA ANITA FAM	445.00
77462	11/19/15	2592	SCSBOA	3,000.00
77463	11/19/15	2620	SGV NEWSPAPER G	502.50
77464	11/19/15	2676	SMART AND FINAL	2,008.29
77465	11/19/15	3729	SUNBELT RENTALS	1,118.34
77466	11/19/15	2852	THREE VALLEY MU	35,012.26
77467	11/19/15	3185	TOSHIBA FINANCI	1,872.31
77468	11/19/15	4247	UNITED WATER WO	979.71
77469	11/19/15	4247	UNITED WATER WO	1,488.04
77470	11/19/15	2954	URBAN GRAFFITI	6,000.00
77471	11/19/15	2969	VALLEY TROPHY	1,039.37
77472	11/19/15	3813	VAN DAM ENGINEE	11,266.00
77473	11/19/15	2999	VERIZON CALIFOR	1,901.64
77474	11/19/15	3001	VERIZON WIRELES	4,109.47
77475	11/19/15	3043	WARREN DISTRIBU	26.27
77476	11/19/15	3070	WEST COAST ARBO	14,642.70
77477	11/19/15	3075	WEST COVINA, CI	1,220.00
77478	11/19/15	3082	WESTERN WATER W	475.24
77479	11/19/15	3134	XEROX CORPORATI	54.79
77480	11/19/15	3135	XO COMMUNICATIO	4,883.42
77481	11/19/15	3152	YWCA	2,777.83
77482	11/24/15	68	AFLAC	3,703.24
77483	11/24/15	69	AFSCME	780.00
77484	11/24/15	487	CaIPERS	55,892.00
77485	11/24/15	3846	CLEA	477.75
77486	11/24/15	3846	CLEA	110.25
77487	11/24/15	775	COVINA POLICE A	2,700.00
77488	11/24/15	789	COVINA-FSA, CIT	1,010.86
77489	11/24/15	878	DELTA DENTAL OF	7,321.20
77490	11/24/15	1106	FRANCHISE TAX B	250.00
77491	11/24/15	1106	FRANCHISE TAX B	125.00
77492	11/24/15	1247	GREAT WEST LIFE	4,977.34
77493	11/24/15	3795	LEGAL SHIELD	258.02
77494	11/24/15	2234	PERS	141,973.97
77495	11/24/15	2235	PERS LONG TERM	136.57
77496	11/24/15	2946	UNITED WAY OF G	17.50
77497	11/24/15	3014	VISION SERVICE	741.72
77498	11/24/15	4255	VOYA FINANCIAL	4,374.21
77499	11/24/15	3764	WAGeworks	24.00
77500	11/24/15	3045	WASHINGTON NATI	76.17
77501	11/25/15	23	ABORTA BUG INC	70.00
77502	11/25/15	26	ABSOLUTE SECURI	972.00
77503	11/25/15	4374	ADMINSURE	26,550.00
77504	11/25/15	113	ALL CITY MANAGE	6,119.10

CITY OF COVINA
Check Register
NOV. 13 - NOV. 26, 2015

77505	11/25/15	128	ALLIANT INSURAN	2,202.00
77506	11/25/15	134	ALLSTATE POLICE	217.90
77507	11/25/15	158	AMERICAN TRAFFI	16,185.00
77508	11/25/15	238	AUTOMOTIVE TRAI	597.00
77509	11/25/15	269	BAKER AND TAYLO	2,320.97
77510	11/25/15	411	BRODART CO	26.31
77511	11/25/15	430	BUILDING ELECTR	75.00
77512	11/25/15	4123	CARDENAS, RUDY	175.00
77513	11/25/15	649	CINTAS CORP #69	487.73
77514	11/25/15	656	CITRUS VALLEY F	163.49
77515	11/25/15	657	CITRUS VALLEY H	25.50
77516	11/25/15	692	CODE PUBLISHING	150.15
77517	11/25/15	720	COMPUTER SERVIC	3,446.00
77518	11/25/15	730	CONTEMPORARY IN	48.00
77519	11/25/15	749	COUNSELING TEAM	520.00
77520	11/25/15	783	COVINA WATER	1,644.19
77521	11/25/15	3701	DEPARTMENT OF J	835.00
77522	11/25/15	885	DEPT OF MOTOR V	25.00
77523	11/25/15	3164	DIVERSIFIED TRA	28,829.41
77524	11/25/15	1197	GLOBAL WATER MA	55,429.03
77525	11/25/15	4007	GMZ ENGINEERING	71,273.22
77526	11/25/15	1204	GOLDEN STATE WA	57.20
77527	11/25/15	1206	GOLDEN WEST COL	350.00
77528	11/25/15	1235	GRAINGER	842.23
77529	11/25/15	1312	HAWK INDUSTRY P	920.00
77530	11/25/15	1429	INLAND EMPIRE S	1,300.00
77531	11/25/15	1430	INLAND WATER WO	327.00
77532	11/25/15	1437	INTER-CON SECUR	5,099.10
77533	11/25/15	1449	IRVINE MARRIOTT	933.40
77534	11/25/15	1449	IRVINE MARRIOTT	933.40
77535	11/25/15	3573	JEANNETTE BAAS	62.49
77536	11/25/15	3573	JEANNETTE BAAS	529.75
77537	11/25/15	1484	JEFFERSON SIGN	465.74
77538	11/25/15	1561	KEYSTONE UNIFOR	10.36
77539	11/25/15	1571	KING BOLT CO	8.74
77540	11/25/15	1578	KLYMKIW, MARIE	2,746.98
77541	11/25/15	1586	KOGA INSTITUTE	950.00
77542	11/25/15	1615	LA CNTY MTA	740.00
77543	11/25/15	1694	LEWIS ENGRAVING	119.90
77544	11/25/15	1933	MISSION LINEN S	22.14
77545	11/25/15	3810	MYERS & SONS HI	109.44
77546	11/25/15	2030	NATIONAL ARCHIV	754.00
77547	11/25/15	4390	NORTH AMERICAN	871.70
77548	11/25/15	2104	OFFICE DEPOT	257.77

CITY OF COVINA
Check Register
NOV. 13 - NOV. 26, 2015

77549	11/25/15	2104	OFFICE DEPOT	203.73
77550	11/25/15	4201	OFFICE TEAM	433.68
77551	11/25/15	99999	ALLAN VILCHEZ	176.21
77552	11/25/15	99999	ALPHA PROPERTY MGMT GROUP	93.77
77553	11/25/15	99999	ANDI PUTRO	104.03
77554	11/25/15	99999	ANDREA MILLER	30.00
77555	11/25/15	99999	ATLANTIC & PACIFIC REAL ESTATE INC	131.79
77556	11/25/15	99999	CAESAR CONTRERAS	71.15
77557	11/25/15	99999	DIANA SWEARENGIN	130.12
77558	11/25/15	99999	FRANK LONI	85.95
77559	11/25/15	99999	GABRIEL MARTINEZ	18.18
77560	11/25/15	99999	LUISITO ILAGAN	72.41
77561	11/25/15	99999	TAMI MCHARG	87.09
77562	11/25/15	99999	TARPON ACQUISTIONS LLC	242.99
77563	11/25/15	4387	PETERS, DONALD	175.00
77564	11/25/15	2407	REGIONAL TAP SE	1,195.04
77565	11/25/15	2466	RODRIGUEZ, DAVI	215.50
77566	11/25/15	2546	SAN GABRIEL VAL	209.97
77567	11/25/15	2619	SGV EXAMINER	693.00
77568	11/25/15	2620	SGV NEWSPAPER G	335.68
77569	11/25/15	4389	SOCIAL VOCATION	969.00
77570	11/25/15	2711	SOUTHEAST CONST	6.21
77571	11/25/15	2715	SOUTHERN CA TRA	103.30
77572	11/25/15	2775	SUPERB GRAPHICS	172.85
77573	11/25/15	2838	THEMATIC ATTIC	152.16
77574	11/25/15	2935	UNDERGROUND SER	117.00
77575	11/25/15	2954	URBAN GRAFFITI	7,304.54
77576	11/25/15	2999	VERIZON CALIFOR	546.67
77577	11/25/15	3004	VICTORY EXTERMI	50.00
77578	11/25/15	3023	VULCAN MATERIAL	490.89
77579	11/25/15	3070	WEST COAST ARBO	3,041.25
77580	11/25/15	3155	ZAVALA, ANTONIO	283.94

<i>subtotal checks</i>	\$ 1,168,576.45
<i>subtotal payroll</i>	\$ 571,622.32
<i>subtotal voids</i>	\$ (5,749.80)
<i>subtotal Worker's Compensation</i>	\$ 43,894.09

TOTAL checks/EFTs	\$ 1,795,074.59
--------------------------	------------------------

THIS PAGE LEFT INTENTIONALLY BLANK



**SUCCESSOR AGENCY TO THE
COVINA REDEVELOPMENT AGENCY**

AGENDA REPORT

ITEM NO. CC 3

MEETING DATE: December 15, 2015

TITLE: Payment of Demands

PRESENTED BY: John Michicoff, Interim Finance Director

RECOMMENDATION: Approve Payment of Demands in the amount of \$61,713.67

BACKGROUND:

Attached is a list of warrants and demands which are being presented for approval and are summarized as follows:

<u>DATE OF DEMANDS</u>	<u>DEMAND NUMBERS</u>	<u>AMOUNT</u>
ACCOUNTS PAYABLE WARRANTS		
Nov. 13 - Nov. 26, 2015	Checks 1256-1258	\$50,100.59
 PAYROLL		
Nov. 19, 2015		\$11,613.08
 VOIDS		
	GRAND TOTAL:	\$61,713.67

DISCUSSION:

FISCAL IMPACT:

Sufficient funding is available and the related costs are included in the Fiscal Year 15/16 Adopted Budget.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

Respectfully submitted,



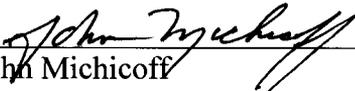
 John Michicoff
 Interim Finance Director

ATTACHMENTS:

Attachment A: Check Register

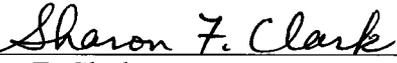
STATE OF CALIFORNIA)
) ss:
COUNTY OF LOS ANGELES)

I, John Michicoff, first duly sworn, declare that I am the Interim Finance Director of the City of Covina and have read the attached Register(s) of Audited Demands for the Covina Successor Agency to the Covina Redevelopment Agency Accounts Payable for 11/13 - 11/26/15 and Payroll for 11/19/15; know the contents thereof, and do certify as to the accuracy of the attached demands and the availability of funds for their payment pursuant to the Government Code Section 37202.



John Michicoff
Interim Finance Director

Subscribed and sworn to before me
this 9th day of December, 2015



Sharon F. Clark
Chief Deputy City Clerk

SUCCESSOR AGENCY TO THE
COVINA REDEVELOPMENT AGENCY
Check Register
Nov. 13 - Nov. 26, 2015

Check #	Check Date	Vendor	Name	Amount
1256	11/19/15	2452	RJS FINANCIAL	49,840.00
1257	11/19/15	2999	VERIZON CALIFOR	82.64
1258	11/19/15	3135	XO COMMUNICATIO	177.95
			<i>subtotal checks</i>	<i>\$50,100.59</i>
			<i>subtotal Payroll</i>	<i>\$11,613.08</i>
			TOTAL CHECKS/EFT's	\$61,713.67

THIS PAGE LEFT INTENTIONALLY BLANK



CITY OF COVINA

AGENDA REPORT

ITEM NO. CC 4

MEETING DATE: December 15, 2015

TITLE: **Resolution No. 15-7436** Confirming Continued Existence of An Emergency Condition for Roycove Reservoir and Pump Station Pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code and Approval of Change Order No. 1

PRESENTED BY: Siobhan Foster, Director of Public Works

RECOMMENDATION:

- 1) Adopt **Resolution No. 15-7436** confirming continued existence of an emergency condition for the Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code; and
- 2) Approve Change Order No. 1 to upgrade Variable Frequency Drive (VFD) design to allow pumps 2 and 3 to run on the VFD system or in bypass mode, increasing the contract cost with Brithinee Electric by \$970, from \$28,127 to \$29,097.

BACKGROUND:

Roycove Reservoir and Pump Station, constructed in 1993 and located at 3001 N. Roycove Drive, has a 500,000-gallon capacity and provides water to Water Zone 5, which includes Terry Way, part of Via Verde Street, three residences on East Covina Hills Road, and Roycove Street. Recently two significant impediments to the operation of Roycove Reservoir and Pump Station have emerged and are in need of immediate attention.

The station recently failed two fire flow tests and did not perform adequately when field conditions simulated a third fire flow test due to the aged VFD system that controls the station's booster pumps. Frequent communication failures between the Roycove Reservoir and Pump Station Supervisory Control and Data Acquisition (SCADA) system and the SCADA base station located at the City Yard are also occurring.

These conditions are indicative of the station's inability to provide adequate water supply to Water Zone 5 for fire protection purposes, in the event of a major fire in Water Zone 5. Upgrade of the booster pump control panel and VFD and SCADA systems at the Roycove Reservoir and Pump Station, including the associated demolition and installation services, must be performed immediately to safeguard and mitigate the loss or impairment of life, health, property, or essential public services.

On October 6, 2015, the City Council adopted Resolution No. 15-7400 for the Roycove Reservoir and Pump Station Emergency Repair Project, declaring that the public interest and

necessity demand the immediate expenditure of public money and completion of certain work without competitive bidding to safeguard life, health, or property pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code and authorizing the City Manager to execute all necessary contracts and documents with qualified contractors and vendors to respond to the emergency conditions at Roycove Reservoir and Pump Station.

On October 20, 2015, the City Council adopted Resolution No. 15-7405 confirming the continued existence of an emergency condition for the Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code.

On November 3, 2015, the City Council adopted Resolution No. 15-7411 confirming the continued existence of an emergency condition for the Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code.

On November 17, 2015, the City Council adopted Resolution No. 15-7417 confirming the continued existence of an emergency condition for the Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code.

On December 1, 2015, the City Council adopted Resolution No. 15-7425 confirming the continued existence of an emergency condition for the Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code.

Public Contracts Code Section 22050 requires a governing body that takes action pursuant to subdivision (a) of that Section to review the emergency action at its next regularly scheduled meeting and, by a four-fifths vote, determine that there is a need to continue the action. Adoption of Resolution No. 15-7417 will confirm the continued existence of an emergency condition for Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code.

DISCUSSION:

The City Council's adoption of Resolution No. 15-7405 on October 20, 2015 made the findings needed pursuant to the Public Contracts Code Sections 20168 and 22050 to allow the City Manager to immediately retain the services necessary to rehabilitate the Roycove Reservoir and Pump Station. The City retained without competitive bidding Brithinee Electric to design and build the booster pump control panel (VFD system), A & B Electric to perform demolition and booster pump control panel installation, and Control Automation Design, Inc. to complete the configuration and installation of the SCADA system controls.

The updated project schedule is outlined below with project completion expected in mid-to-late January 2016. Brithinee Electric has ordered and received 85% of the materials needed to build the control panel. The steel enclosure and internal mounting is due to arrive on December 9, 2015 at which time fabrication will begin. Brithinee Electric requires seven to ten days to build, cable, and wire the control panel plus one day for VFD controller programming and system testing. The estimated shipping date is December 21, 2015.

During the City's review of the VFD system design, the City requested Brithinee Electric to upgrade the control schemes to allow pumps 2 and 3 to run on the VFD system or in bypass mode. This adjustment will allow all four pumps to run at any given time, which is critical for providing fire protection services. As of December 4, 2015, the City Engineer and Water Services Supervisor have reviewed Change Order No. 1 for completeness and accuracy as to the materials and labor included.

- Change Order No. 1: Allow the following control schemes: if pump 2 is selected for VFD operation, then pump 3 can run at full speed across the line operation; and, if pump 3 is selected for VFD operation, then pump 2 can run at full speed across the line operation. This will allow for all four pumps to run at any given time, which is critical for providing fire protection services.

A & B Electric will then install the booster pump control panel once it is received. Given the Christmas and New Year's holidays fall within the project schedule, completion is expected in mid-January barring any unforeseen circumstances.

Control Automation is handling the configuration and installation of SCADA system controls. Ninety-five percent of the panel assembly and 50% of the PLC programming is complete.

October 2015	November 2015	December 2015	January 2016
Brithinee Electric: Design and build the booster pump control panel (VFD system)			
A & B Electric: Demolition and booster pump control panel installation			
Control Automation Design, Inc.: Configuration and installation of SCADA system controls			

A & B Electric will coordinate with the Water Division to relocate and rewire one operational VFD to a different location in the pump station before the demolition of the existing booster pump control panel. This will allow one motor and pump to remain operational at all times without interruption in pumping services to Zone 5. One pump is sufficient to operate the station to meet daily water needs in Zone 5.

As a contingency, the City's water distribution system is designed to automatically have Zone 4 open by pressure control valves and pressurize Zone 5, if the Roycove Station fails. When this has occurred previously, the automatic transition occurred as designed. Other zones are also able to provide water to and pressurize Zone 5, if needed. The only repercussion of this zone turnover is it provides the Zone 5 residences with 15 pounds per square inch (psi) of pressure instead of the normal 45 psi.

If there was a major fire in Zone 5, the Roycove Reservoir and Pump Station would not be able to provide adequate water supply for fire protection. While contingency plans are in place to provide Zone 5 with water from other booster stations, ongoing reliance on other stations is not optimal, especially in longer-term, emergency conditions. Zone 4 is able to provide water supply for Zone 5 fire protection with a gravity flow system from Roycove's 500,000 gallon reservoir. As an added measure of protection, the Water Division will contact the Los Angeles County Fire Department prior to the start of the emergency repair project to alert the Fire Department of possible compromised fire protection in Zone 5. This will allow the Fire Department to be prepared ahead of time to ensure adequate water supply by, for example, using Zone 4 hydrants, which are located across the street from Zone 5 hydrants.

Pursuant to Public Contracts Code Section 22050, the City Manager, through the Department of Public Works, will provide project updates at every regularly scheduled City Council meeting until the emergency project is completed.

FISCAL IMPACT:

The estimated fiscal impact associated with the Roycove Reservoir and Pump Station Emergency Repair Project is approximately \$80,000. Sufficient funding for the proposed project is available in the Department of Public Works Department/Water Utility budget (account no. 6011-5060-55420). Proposed Change Order No. 1 to upgrade VFD design would increase the contract cost with Brithinee Electric by \$970, from \$28,127 to \$29,097 and reduce the Contingency Allowance by an equivalent amount from \$1,210 to \$240. The following table represents an updated summary of the proposed project:

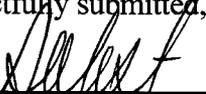
Booster Pump Control Panel/VFD System Upgrade	\$29,097
SCADA Upgrade	\$30,930
Demolition and Installation Services	\$12,570
Contingency Allowance	\$240
Contract Administration/Inspection	\$7,163
Estimated Total	\$80,000

The proposed emergency project has no General Fund impact.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

This project has been determined to be categorically exempt under CEQA in accordance with Section 15301 Existing Facilities (Class 1). The project involves negligible or no expansion of an existing use.

Respectfully submitted,



Siobhan Foster
Director of Public Works

City Manager	City Attorney	Finance	City Clerk

ATTACHMENTS:

Attachment A: Resolution No. 15-7436

Attachment B: Change Order No. 1

RESOLUTION NO. 15-7436

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COVINA, CALIFORNIA, CONFIRMING THE CONTINUED
EXISTENCE OF AN EMERGENCY CONDITION FOR ROYCOVE
RESERVOIR AND PUMP STATION EMERGENCY REPAIR
PROJECT, PURSUANT TO SECTION 22050 OF THE CALIFORNIA
PUBLIC CONTRACT CODE**

WHEREAS, the City of Covina is a municipal corporation duly organized and existing pursuant to the Constitution and laws of the State of California ("City"); and

WHEREAS, the City endeavors to provide safe and reliable public facilities for public use; and

WHEREAS, from time-to-time City facilities will experience unexpected failure, stress, or damage in the course of routine operations; and

WHEREAS, the resolution of any unexpected failure, stress, or damage may occur at times when the competitive bidding process is not possible in order to bring a swift resolution to the interruption of regular services, requiring that the City contract with the vendors who are most readily and reasonably available to address the urgent situation; and

WHEREAS, the City of Covina has identified that one of the City's water pumping stations, Roycove Reservoir and Pump Station, is in need of immediate attention. The station recently failed two fire flow tests and did not perform adequately when unexpected field conditions simulated a third fire flow test due to aged Variable Frequency Drive (VFD) system that controls the Station's booster pumps. Frequent communication failures between the Roycove Reservoir and Pump Station Supervisory Control and Data Acquisition (SCADA) system and the SCADA base station located at the City Yard are also occurring. These conditions are indicative of the Station's inability to provide adequate water supply to Water Zone 5 for fire protection purposes, in the event of a major fire in Water Zone 5. Upgrade of the booster pump control panel and VFD and SCADA systems at the Roycove Reservoir and Pump Station, including the associated demolition and installation services, must be performed immediately to safeguard and mitigate the loss or impairment of life, health, property, or essential public services; and

WHEREAS, on October 6, 2015, the Covina City Council adopted Resolution No. 15-7400 declaring an emergency condition and declaring that the public interest and necessity requires certain work to be performed without competitive bidding pursuant to California Public Contract Code Sections 20168 and 22050; and

WHEREAS, under Section 22050 of the California Public Contract Code "a public agency, pursuant to a four-fifths vote of its governing body may repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary

equipment, services, and supplies for those purposes, without giving notice for bids to let contracts;” and

WHEREAS, the City Manager immediately retained the services necessary to rehabilitate the Roycove Reservoir and Pump Station without competitive bidding, including Brithinee Electric to design and build the booster pump control panel (VFD system), A & B Electric to perform demolition and booster pump control panel installation, and Control Automation Design, Inc. to complete the configuration and installation of the SCADA system controls; and

WHEREAS, the schedule for the Roycove Reservoir and Pump Station Emergency Repair Project runs tentatively from early-October 2015 through project completion estimated to occur in mid-to-late January 2016; and

WHEREAS, on October 20, 2015, the Covina City Council adopted Resolution No. 15-7405 confirming the continued existence of an emergency condition for the Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code; and

WHEREAS, on November 3, 2015, the Covina City Council adopted Resolution No. 15-7411 confirming the continued existence of an emergency condition for the Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code; and

WHEREAS, on November 17, 2015, the Covina City Council adopted Resolution No. 15-7417 confirming the continued existence of an emergency condition for the Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code; and

WHEREAS, on December 1, 2015, the Covina City Council adopted Resolution No. 15-7425 confirming the continued existence of an emergency condition for the Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code; and

WHEREAS, California Public Contract Code Section 22050, subdivision (c) provides that “If the governing body orders any action specified in subdivision (a), the governing body shall review the emergency action at its next regularly scheduled meeting and...at every regularly scheduled meeting thereafter until the action is terminated, to determine, by a four-fifths vote, that there is a need to continue the action;” and

WHEREAS, Resolution No. 15-7436 constitutes action specified in subdivision (a) of California Public Contract Code Section 22050; and

WHEREAS, emergency repairs to Roycove Reservoir and Pump Station are ongoing.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Covina, as follows:

SECTION 1. The City Council hereby reviews the emergency action approved in City Council Resolution No. 15-7400 to repair Roycove Reservoir and Pump Station pursuant to California Public Contract Code Section 22050.

SECTION 2. The City Council hereby determines that the emergency action to repair Roycove Reservoir and Pump Station needs to continue through project completion estimated to occur in mid-to-late January 2016 in order to respond to the emergency pursuant to California Public Contract Code Section 22050.

SECTION 3. Such action shall be reviewed by the City Council at subsequent regular meetings to determine whether there is a need to further continue the action.

SECTION 4. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 15th day of December 2015.

John C. King, Mayor

ATTEST:

Sharon F. Clark, Chief Deputy City Clerk

APPROVED AS TO FORM:

Candice K. Lee, City Attorney



CITY OF COVINA

125 East College Street • Covina, California 91723-2199
www.covinaca.gov

Public Works Department
Engineering

(626) 384-5490 FAX (626) 384-5479

CHANGE ORDER

Change Order No.1

DATE: December 15, 2015
CONTRACT: Roycove Reservoir and Pump Station Emergency Repair
CONTRACTOR: Brithinee Electric

.....
.....

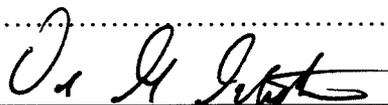
Upgrade Roycove Booster panel to allow for all four (4) pumps to run at any given time.

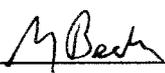
1. Upgrade the Roycove Booster panel to allow Pumps 2 and 3 to operate on either the VFD or Bypass.

Total increase = \$970.00

2. Time Extension: 10 days.
3. Change in contract cost: Increase of \$970.00

.....

Submitted by  Date 12/7/15
 Title: David Gilbertson, City Engineer

Accepted by:  Date 12/7/15
 Title: Contractor, Brithinee Electric

Approved by: _____ Date _____
 Title: Andrea M. Miller, City Manager



Phone 909-825-7971 Fax 909-825-6312
 620 So. Rancho Ave, Colton, CA 92324-3243

Dean Dospital ddospital@covinaca.gov
 Covina, City of
 125 E College Street
 Covina CA 91723-2199

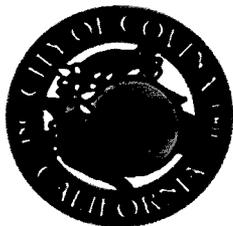
Date 11/21/2015 Refer to: Quote No. **25876**
 Ph. No. 626-384-5230
 Fax No.
 Freight Our Truck Delivery

Your contact at Brithinee Electric: **Greg Beebe Greg@Brithinee.com**

Description	Price	Delivery	FOB
Change Order Quote to upgrade the Roycove Booster panel to allow Pumps 2 and 3 to operate on either the VFD or Bypass.			
This new operation will allow the following control schemes: If Pump 2 is selected for VFD operation, then Pump 3 can run at full speed across the line operation.			
If Pump 3 is selected for VFD operation, then Pump 2 can run at full speed across the line operation. This will allow for all 4 pumps to run at any given time.			
Total Additional Net Cost	\$970.00		

Comments

Sales Tax is additional if applicable. Prices good for 30 days, subject to change without notice.
 Please Note: that this is not an offer to contract, but merely a quotation of current prices for your convenience and information. Orders based on this quotation are subject to our acceptance on the terms and conditions stated in our written Acknowledgment of order. We make no representations with respect to compliance with job specifications.



CITY OF COVINA

AGENDA REPORT

ITEM NO. CC 5

MEETING DATE: December 15, 2015

TITLE: **Resolution No. 15-7437** Accepting an Easement on Hollenbeck Avenue for Street and Highway Purposes Associated with Development of Property at Southwest Corner of 500 W. San Bernardino Road

PRESENTED BY: Siobhan Foster, Director of Public Works

RECOMMENDATION: Adopt **Resolution No. 15-7437** accepting an easement on Hollenbeck Avenue for street and highway purposes associated with the development of property at southwest corner of 500 W. San Bernardino Road.

BACKGROUND:

On December 3, 2013, the City Council adopted Resolution No. 13-7188 approving a General Plan Amendment and Mitigated Negative Declaration of Environmental Impact to change the General Plan Land Use Map designation of the property at 500 W. San Bernardino Road from "Low Density Residential" to "General Commercial" to permit the development of an 8,913 square-foot commercial/medical office building and associated parking and other improvements located on the southwest corner of 500 W. San Bernardino Road.

DISCUSSION:

As part of the approval, the proposed development was conditioned to dedicate the easterly seven feet of the subject property along Hollenbeck Avenue to the City of Covina for street widening purposes, as depicted on the site map contained in Attachment A. The property owner and developer have submitted the executed street dedication documents to the City for formal acceptance.

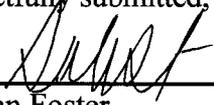
FISCAL IMPACT:

There is no fiscal impact to the City associated with the acceptance of the street dedication. There will be an ongoing maintenance requirement which will be included in the capital improvement budgets in future fiscal years.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

During the approval process in 2013, the City Council found that the proposed project conforms to the California Environmental Quality Act (CEQA).

Respectfully submitted,



Siobhan Foster

Director of Public Works

ATTACHMENTS:

Attachment A: Road Deed and Site Map

Attachment B: Resolution No. 15-7437

CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

State of California

County of Los Angeles

On 11/14/15 before me, Venon Hemphill (Notary Public)
(Here insert name and title of the officer)

personally appeared Samy Metyas

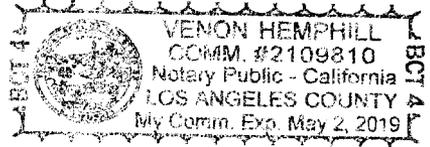
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Venon Hemphill
Signature of Notary Public

(Notary Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____ Document Date _____

(Additional information)

CAPACITY CLAIMED BY THE SIGNER

Individual (s)

Corporate Officer

(Title)

Partner(s)

Attorney-in-Fact

Trustee(s)

Other _____

- INSTRUCTIONS FOR COMPLETING THIS FORM**
- Any acknowledgment completed in California must contain verbiage exactly as appears above in the notary section or a separate acknowledgment form must be properly completed and attached to that document. The only exception is if a document is to be recorded outside of California. In such instances, any alternative acknowledgment verbiage as may be printed on such a document so long as the verbiage does not require the notary to do something that is illegal for a notary in California (i.e. certifying the authorized capacity of the signer). Please check the document carefully for proper notarial wording and attach this form if required.*
- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
 - Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
 - The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
 - Print the name(s) of document signer(s) who personally appear at the time of notarization.
 - Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. he/she/~~they~~, is /are) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
 - The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
 - Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
 - Securely attach this document to the signed document

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

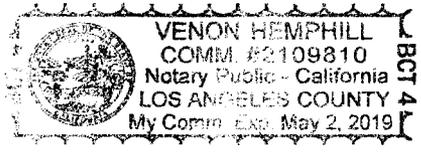
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)
On 11/14/15 before me, Venon Hemphill (Notary Public)
Date Here Insert Name and Title of the Officer
personally appeared Samy Metgas
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature [Handwritten Signature]
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____
Document Date: _____ Number of Pages: _____
Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
 Corporate Officer — Title(s): _____
 Partner — Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: _____

Signer's Name: _____
 Corporate Officer — Title(s): _____
 Partner — Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: _____

EXHIBIT "A"

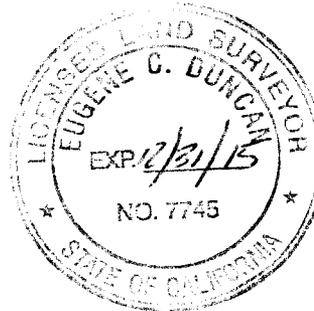
IRREVOCABLE DEDICATION FOR STREET PURPOSES. (AFFECTS APN 8432-023-012)

IN THE CITY OF COVINA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, BEING AN IRREVOCABLE DEDICATION FOR STREET PURPOSES OVER AND UNDER THAT PORTION OF LOT 1, IN BLOCK 4, OF THE PHILLIPS TRACT, RANCHO LA PUENTE, AS PER MAP FILED IN BOOK 9, PAGES 3 AND 4, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE REGISTRAR-RECORDER FOR SAID COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE EASTERLY 7.00 FEET OF THAT PORTION OF LOT 1, BLOCK 4, OF THE PHILLIPS TRACT, RANCHO LA PUENTE, DESCRIBED IN DEED TO HOLLENBECK, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, RECORDED JANUARY 8, 2013, AS INSTRUMENT NO. 20130027468, IN THE OFFICIAL RECORDS OF SAID COUNTY.

AREA OF SAID DEDICATION = 1353.22 SQUARE FEET, OR 0.031 ACRES, MORE OR LESS.

PREPARED BY: Eugene C. Duncan
WESTERN STATES SURVEYING, INC.
EUGENE C. DUNCAN, LS 7745
DATE: 9 Nov. 2015



SAN BERNARDINO ROAD

N85°27'36"E 165.72'

N89°46'37"E 7.00'

L=44.45'
R=27.00'
Δ=94°19'01"

N0°13'23"W 205.19'

N0°13'23"W 193.36'

PHILLIPS TRACT
RANCHO LA PUENTE

BLOCK 4

POR. LOT 1

M.R. 9/3-4

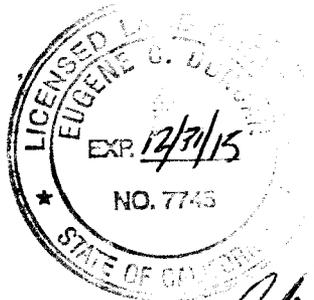
N89°28'38"W 201.30'

7'
DEDICATION

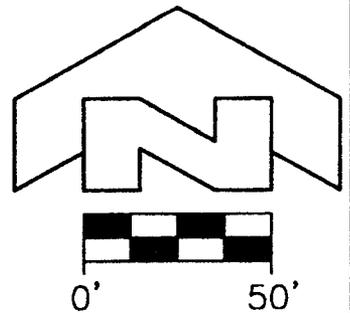
EXISTING R/W

PROPOSED R/W

HOLLENBECK STREET



Eugene S. Dutton
9 Nov. 2015



Barbara L. Hall, P.E., Inc.

318 West Evergreen Avenue
Monrovia, CA 91016
Phone: (626) 256-3220
Fax: (626) 256-3218

EXHIBIT B

HOLLENBECK, LLC
500 W. SAN BERNARDINO ROAD
COVINA, CA 91723

RESOLUTION NO. 15-7437

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COVINA, CALIFORNIA, ACCEPTING AN EASEMENT ON
HOLLENBECK AVENUE FOR STREET AND HIGHWAY PURPOSES
ASSOCIATED WITH THE DEVELOPMENT OF PROPERTY ON
SOUTHWEST CORNER OF 500 W. SAN BERNARDINO ROAD**

WHEREAS, the City of Covina is a municipal corporation duly organized and existing pursuant to the Constitution and laws of the State of California (“City”); and

WHEREAS, an application for a General Plan Amendment (GPA 13-001) and its accompanying land use entitlements, Site Plan Review (SPR 13-004) and Tree Preservation Permit (TPP 13-001) was submitted to the City of Covina to change the land use map designation for 500 W. San Bernardino Road from “Low Density Residential” to “General Commercial” in order to develop an 8,913 square-foot commercial/medical office building and associated parking and other improvements; and

WHEREAS, GPA 13-001, SPR 13-004, and TPP 13-001, a 8,913 square-foot commercial/medical office building and associated parking and other improvements located on the southwest corner of 500 W. San Bernardino Road was principally approved by the City Council on December 3, 2013; and

WHEREAS, it has been found that GPA 13-001, SPR 13-004, and TPP 13-001 conforms to the California Environmental Quality Act (CEQA); and

WHEREAS, GPA 13-001, SPR 13-004, and TPP 13-001 was conditioned to dedicate the easterly 7 feet of the subject property along Hollenbeck Avenue to the City of Covina for street widening purposes; and

WHEREAS, the property owner and developer have submitted the executed street dedication documents to the City for formal acceptance; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Mayor and City Council of the City of Covina, as follows:

SECTION 1. The City Council does hereby find that GPA 13-001, SPR 13-004, and TPP 13-001 conform to CEQA.

SECTION 2. The City Council does hereby approve and accept the dedication of an easement for street and highway purposes for the easterly 7 feet of the subject property along Hollenbeck Avenue located at 500 W. San Bernardino Road.

SECTION 3. The City Clerk shall certify to the passage and adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 15th day of December 2015.

John C. King, Mayor

ATTEST:

Sharon F. Clark, Chief Deputy City Clerk

APPROVED AS TO FORM:

Candice K. Lee, City Attorney

THIS PAGE LEFT INTENTIONALLY BLANK



CITY OF COVINA

AGENDA REPORT

ITEM NO. CC 6

MEETING DATE: December 15, 2015

TITLE: Set a public hearing date of January 5, 2016 for the consideration of Tentative Tract Map (TPM) 73455 (One Charter Oak project), a subdivision sixty-three single-family lots and two lots for parkland located generally at 800 North Banna Avenue–APN: 8427-003-901.

PRESENTED BY: Brian K. Lee, AICP, Community Development Director

RECOMMENDATION: Direct staff to set a public hearing date of January 5, 2016.

BACKGROUND:

Sheldon Development, LLC (applicant) submitted a residential development proposal in April 2015 that included multiple applications such as a General Plan Amendment, Zone Change, Planned Community Development, Tentative Tract Map and Site Plan Review. At that time, the proposed development consisted of 108 single-family lots on the 8.15-acre site, for a density of approximately 13.3 units per acre. In May 2015, the City held a neighborhood meeting to present the proposed project, where the community raised major concerns related to density, scale, orientation, traffic, and environmental impacts associated with safety and noise.

DISCUSSION:

Based on comments received at the neighborhood meeting, the applicant submitted revised plans in September 2015 to respond to community concerns. The revised development proposal reduced the density from 108 lots to 63 lots to be built on 6.15 acres and the remainder approximately 2 acres will be set aside as a public park. The proposed house product will be all 2-story plans with a maximum height of 26 feet, addressing the massing and bulk of units. The intent of the revised plans was to achieve a more compatible design with the surrounding neighborhood and reduce traffic and other impacts through a lower-density project.

The Planning Commission held a study session/neighborhood meeting of the revised development proposal on September 29, 2015. Comments received at the study session addressed a continued concern with the proposed density, traffic, safety, maintenance of the proposed park, and the style of the homes compared to the style of existing residences in the neighborhood. The applicant has been working with staff to prepare the development plans that meet the technical standards and requirements of the Zoning Codes in preparation for the scheduled Planning Commission public hearing of December 8, 2015.

Since the Planning Commission is a recommending body of the legislative applications –

General Plan, Zone Change, Planned Community Development, the proposed development will have to be reviewed by the City Council. Furthermore, Municipal Code Chapter 16.08.130 states: "At the next regular meeting of the City Council following the filing of the Planning Commission's recommendation report with the Council, the City Council shall fix the public hearing date at which the tentative tract map will be considered by it, which date shall not be later than 30 days thereafter." This section of the Municipal Code requires additional time in scheduling the proposed development for City Council review. The City Council already received the December 8, 2015 Planning Commission agenda for the proposed development, as a result, staff requests to set a public hearing date of January 5, 2015 for the project.

FISCAL IMPACT:

There is no fiscal impact.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

Setting a public hearing is exempt from CEQA.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Lee", is written over a horizontal line. The signature is stylized and cursive.

Brian K. Lee, AICP, Director of Community Development

ATTACHMENTS:

Attachment A: December 8, 2015-Planning Commission Staff Report



CITY OF COVINA

PLANNING COMMISSION AGENDA REPORT ITEM NUMBER PH 2 December 8, 2015

TO: Chairman and Members of the Planning Commission

FROM: Brian K. Lee, AICP, Director of Community Development

SUBJECT: Applications for General Plan Amendment (GPA) 15-001, Development Agreement (DA) 15-001, Zone Change (ZCH) 15-001, Planned Community Development Overlay District (PCD) 15-001, Tentative Tract Map (TTM) 73455 and Site Plan Review (SPR) 15-009. A proposed development on the 8.15 acre site (former Banna Elementary School), consisting of a residential development of 63 lots on approximately 6.15 acres and a proposed public park on approximately 2 acres, for property located generally at 800 North Banna Avenue – APN: 8427-003-901.

BACKGROUND

The following provides a brief background of the project from the first submittal up until the Planning Commission hearing.

- **July 2014:** Property Owner, Charter Oak Unified School District, approved a purchase agreement with applicant Sheldon Development Group for the development of the project site.
- **April 2015:** Applicant submitted an application for a 108-lot subdivision.
- **May 2015:** Mitigated Negative Declaration circulated for 30 days; received six agency comment letters. On May 13, 2015, the City held a neighborhood meeting.
- **June 17, 2015:** City staff met with a small group of residents representing a larger group of residents to discuss the proposed project.
- **September 2015:** The Applicant revised the proposed development in response to community concerns, resulting in a smaller 63-lot subdivision.

- **September 12 and September 14, 2015:** The Applicant held two informational and community meetings (on a Saturday morning and Monday evening) at Charter Oak High School to present the revised plans to residents within the surrounding neighborhood.
- **September 29, 2015:** The City held a combined Planning Commission study session/neighborhood meeting of the revised development plans to present the Planning Commission with a brief background and overview of the proposed project, and allow the community to comment further on the project.
- **October 30 – November 30, 2015:** The Revised Mitigated Negative Declaration was recirculated for 30 days; no comments have been received to date.

PROJECT HISTORY

In July 2014, Charter Oak Unified School District approved a purchase agreement with the developer, Sheldon Development Group, for the development of the project site. The developer initially submitted plans for development of the site in April 2015. At that time, the proposed development (One Charter Oak) consisted of 108 single-family lots on the 8.15-acre site, for a density of approximately 13.3 units per acre. An Initial Study/Mitigated Negative Declaration (IS/MND) was released for public review in May 2015, at which time the City held a neighborhood meeting to present the proposed project. Subsequently, City staff met with a small group of residents in June 2015. Based on comments received on the IS/MND and at the neighborhood meeting, the applicant resubmitted revised plans in September 2015 to respond to community concerns related to density, scale, orientation, traffic, and environmental impacts associated with safety and noise. These changes are summarized as follows:

- The density of the proposed residential development was reduced from 108 units to 63 units, with 2 acres of the site proposed for use as a City park. The City of Covina would program the park space, which may include active and passive recreation areas, gathering spaces and walking paths.
- The previously proposed residential density was reduced from 13.3 units per acre to 7.7 units per acre.
- The previously proposed residential development included two- and three-story residences. Maximum heights were approximately 35 feet. The currently proposed residential development includes only two-story residences, with maximum heights of approximately 26 feet, addressing the massing and bulk of units to be more in scale with the surrounding neighborhood.
- The previously proposed development was surrounded by a wall, with the backyard of units facing surrounding neighborhoods. The currently proposed residential development removes the wall and orients residences towards the streets of Banna and Kidder Avenues and Colver Place, with direct driveway access to units from the street, similar to the orientation of surrounding residences.

- The previously proposed development included interior site access from Banna Avenue and Cypress Street. The currently proposed residential development includes interior site access from Banna Avenue and Kidder Avenue. As such, the raised medians and turn pockets proposed for Cypress Street have also been removed from the Proposed Project.
- The previously proposed residential development included a number of design features to address safety concerns related to the adjacent railroad crossing at the intersection of Banna Avenue and Cypress Street. However, because the proposed residential uses would no longer front this intersection, the originally proposed design features have been eliminated.
- To address potential traffic concerns, new design features have been incorporated consisting of restriping along Colver Place and adding a new crosswalk on Cypress Street.

The intent of the revised plans was to achieve a more compatible design with the surrounding neighborhood and reduce traffic and other impacts through a lower-density project. The developer held two informational and community meetings (on a Saturday morning and Monday evening) at Charter Oak High School to present the revised plans to residents within the surrounding neighborhood. The majority felt satisfied with the revisions; however, some still expressed concern over the density, traffic and the associated safety issues that additional traffic could cause on local streets, particularly at the intersection of Banna Avenue and Cypress Street.

The City held a combined Planning Commission study session/neighborhood meeting of the revised development plans on September 29, 2015. Comments received addressed a continued concern with the proposed density, traffic, safety, maintenance of the proposed park, and the style of the homes compared to the style of existing residences in the neighborhood. Additional concerns related to the inconvenience during construction as a result of noise, dust and rodents. The residents also proposed to move the 2-acre public park to the south end of the project fronting on to Colver Place instead of Cypress Street. Staff considered relocating the park as requested; however, after conferring with Police, it was determined that the park fronting onto Cypress Street is preferred for public safety purposes.

Due to the changes made to the site plan, a revised MND was circulated to the public for review and comment beginning October 30 and ending November 30, 2015. No comments have been received to date from the public.

PROJECT LOCATION AND SETTING

The project site is 8.15 acres in size and was originally developed as an elementary school. The project site has not been used as a school for approximately 15 years. The property is currently leased to the Vision of Faith International Church. Six single-story classroom and administration buildings, two restroom buildings, a parking lot, playground facilities, and field areas currently occupy the project site. The perimeter of the project is surrounded by chain link fencing. Access to the project site is provided via driveways located along North Banna Avenue.

The following table provides the General Plan designation, Zoning and existing uses for the site and surrounding areas.

Table 1: Site and Surrounding Land Uses

	School	R-1-7500 (Single Family Residential)	Owned by Charter Oak Unified School District; Leased to Vision of Faith International Church
	Medium Density Residential, School	RD (Multiple Family Residential)	Charter High School, fire station and railroad tracks
	Low Density Residential	R-1-7500 (Single Family Residential)	Single-family homes
	Low Density Residential	R-1-7500 (Single Family Residential)	Single-family homes
	Low Density Residential	R-1-7500 (Single Family Residential)	Single-family homes

ANALYSIS

A. Project Description:

The Applicant is proposing to demolish the existing structures located on the project site and construct 63 detached single-family homes, oriented towards the existing residential neighborhoods on Banna and Kidder Avenues and Colver Place. The applicant will set aside two acres of land for a neighborhood park. The remaining acreage (6.15 acres) will be developed with the single-family homes, private streets and small landscaped area intended for use a storm water treatment. The following describes the project in more detail. The full development package is provided in Exhibit 3, Project Plans.

1. **Density:** The project density is calculated as a ratio of the total lot area (8.15 acres) to the total number of units (63), resulting in a density of 7.7 units per acre.
2. **Subdivision:** The proposed project includes the subdivision of the site into 71 lots, including 63 lots for single-family residential development and 6 letter lots for common areas on approximately 6.15 acres; and 2 lots (lots 64 and 65) for the proposed public park.

3. **Access and Circulation:** Access to the project site is provided on Banna Avenue and Kidder Avenue. Both access locations are proposed to be un-signalized with full-access, and with no gate control. On-site vehicular circulation is proposed to generally be one inner loop drive aisle (private streets). The streets would vary from 26 feet to 36 feet in width to accommodate on-street parking on either one or both sides of portions of the street loop. Each of the new lots within the development would take direct access from the new street segments and street loop, while the lots on the perimeter would take access directly from the existing streets.

The proposed project would include reconstruction of the existing public sidewalk around the external perimeter of the project site, including a landscaped parkway according to the City's requirements. Additionally, the following traffic improvements would be part of the proposed project:

- Restripe the east leg of the Glendora Avenue/Colver Place intersection to provide two westbound approach lanes and one eastbound return lane. The westbound approach will be striped to have a shared left plus through lane, and a dedicated right turn lane. The additional westbound lane approach would improve vehicle delays and levels of service at the intersection (Condition No. C8).
 - Install a crosswalk, with appropriate signage and warning beacons (if warranted), across Cypress Street on the west leg of the intersection of Kidder Avenue/Cypress Street. This would provide for improved sight distance for pedestrians and bicyclists on the east side of the existing Metrolink train crossing. The existing crosswalk on the west side of the tracks would remain to serve pedestrians and bicyclists on the west side of the tracks (Condition No. C9).
4. **Parking:** 276 total parking spaces are provided, including two-car garages and two driveway spaces for each unit, and 24 guest spaces along the new private streets. Based on the City's parking code, the proposed project requires 139 spaces consisting of two garage spaces and 0.2 guest spaces per unit. Therefore, the project's parking supply exceeds the City's parking code requirement for the Proposed Project.
 5. **Grading and drainage:** The proposed site drainage and water quality design would drain westerly and southwesterly as it currently does. Storm water management would include a "dry well system" installed throughout the site that would reduce the volume of runoff into the City's existing storm water system. The dry well system would retain and infiltrate surface runoff generated from the homes, private

streets, and parking areas, and would remove potential pollutants as water is absorbed into the subsurface soil. The only areas of the project site that would not be treated are the entrances at Banna Avenue and Kidder Avenue, which constitute 0.2 percent of the project area. Stormwater from these two areas would sheet flow to the street. For larger storm events, overflow from the drywells would be discharged to Banna Avenue or Colver Place via culverts, storm drain pipes, curb outlets, and/or sheet flow. Drainage would be collected at an existing flood control channel.

The project site is currently 37 percent impervious. Post-development, the project site would be a maximum of 55 percent impervious. According to the low impact development plan, the proposed project would increase the infiltration capacity of the project site due to the proposed addition of an infiltration system (i.e., thirteen drywells) to the site. Currently, the project site does not contain any infiltration system.

With respect to the infiltration capacity, 7 of the 13 drywells are located in common areas and on private streets while 6 of the drywells are located within front yards of lots 16, 22, 27, 28, 33 and 59. The placement of the drywell (typically looks like a grated design manhole cover with rock around it) within the front yard areas created concerns about the aesthetics and visual impact. Staff has included a condition of approval to place the drywells away from the front yard areas and/or in below grade facilities. (Condition No. D11)

6. **Common Open space:** 85,000 square feet (sq. ft.) of common open space is provided through the conveyance of land for the development of an approximately 2-acre park by the City. A small pocket park is provided at the entry into the project off Banna Avenue. The small pocket park contained 4 drywells and is used also to increase the storm water treatment infiltration capacity.
7. **Private Open Space:** 120,154 sq. ft. total of private open space is provided through private backyard and front yard areas for each single-family home. Private open space for the homes would range from 2,095 to 2,492 square feet with an average of 1,907 square feet of private open space per lot.
8. **Walls and Fencing:** An articulated masonry wall will be located at the perimeter of the project bordering the new park. Vinyl privacy fencing will be installed between the residential units.
9. **Landscaping:** A full complement of new landscaping will be installed, including both traditional and drought-tolerant species. These drought-tolerant plantings will include trees, shrubs, ground cover and grass. Plantings will include parkway areas

along the perimeter of the project and front yards for the new homes, as well as landmark landscaping for the main entry to the site on Kidder Avenue. The applicant proposed to install front yard landscaping for each lot. Staff has included a condition of approval requiring a demonstration front yard and back yard landscape design that addresses the City's Water Efficient Landscape requirements and the latest July 2015 Updated Model Water Efficient Landscape Ordinance (Condition No. E1 through E 10).

10. Product Type and Architectural Style: The proposed project will include two-story detached homes with three unique plan types providing four and five-bedroom floor plans. Each product type and floor plan is shown in Exhibit 3, Project Plans. Architectural styles for the proposed project consists of Spanish, California Ranch and Craftsman vernaculars. All units would have stucco exteriors and tile roofing, and would include design elements respective of its architectural style. Proposed design elements would include decorative shutters, gable accents, decorative trims, corbels, iron grilles, stone veneers, decorative rafters, and ornamental iron work. Each plan type would provide a minimum of two exterior style options. Proposed elevations for each plan type are shown in Exhibit 3, Project Plans.

11. Floor Area: The floor area for each unit ranges from approximately 2,095 square feet to 2,492 square feet (4 bedroom + loft or 5-bedroom units). Initially, the applicant proposed to have the option of a 5th bedroom for all House Plan 1 through House Plan 3. Staff raised concerns with 5 bedroom houses that have only 2-car garages. Having a 5th bedroom would increase the need for additional parking spaces. Therefore, staff recommends that no more than 20 lots of the total 63 lots can have a 5th bedroom. The applicant is in agreement with the requirement This item has been placed as a condition of approval (Condition No. D23).

B. General Plan Amendment:

The proposed project includes the request for a General Plan Amendment from the site's current designation of School to Medium Density Residential (6.1 -14 dwelling unit per acre) for 6.15 acres and Park for 2 acres. The site is currently surrounded by single-family homes located immediately east, west and south; and a fire station and Charter Oak High School to the north. The General Plan land use designations for the surrounding area include Low Density Residential (1-6 dwelling unit per acre) adjacent to the west, south and east of the project site; and Medium Density Residential (6.1-14 dwelling unit per acre) and School to the north.

Covina takes pride in the quality of its residential neighborhoods and the predominantly single-family character. The General Plan seeks to retain that primary character while also providing for a variety of housing densities. Diversity of housing types is important for long-term sustainability of the community. Furthermore, the General Plan encourages the development of

underutilized infill site where they are largely surrounded by other residential development to maximize efficient use of existing infrastructure and to meet housing demand.

The proposed change in land use designation from School to Medium Density Residential (6.1-14 dwelling units per acre) will allow a wide range of housing types. The lower range of intensity (6.1-10 dwelling units per acre) is characterized by detached or attached housing structures such as small-lot subdivisions, single-unit zero-lot-line homes, cluster and patio homes. The higher range of intensity (10.1 -14 dwelling unit per acre) is characterized by duplexes and triplexes, and attached townhouse-type developments. Typically higher building intensity is more appropriate adjacent to parks, along transit routes and arterial roads. Therefore, the Medium Density Residential designation serves as an appropriate buffer (transition of density) between low-density residential areas.

The proposed project supports the General Plan by developing an underutilized infill site in an established single-family neighborhood with compatible low-rise, owner-occupied, detached single-family homes. The homes will be set back a minimum of 13 feet and provide aesthetic architectural treatments and landscaping. The proposed project also addresses the deficiency in parkland by setting aside approximately two acres for the development of a neighborhood park. The proposed project would also contribute 63 housing units to the City's remaining unmet need for 991 housing units, reducing the unmet housing need in the City by more than 6 percent (Covina Draft Housing Element Update, dated November 15, 2010).

Specifically, the proposed project would support the following General Plan Land Use policies:

- **Objective 1, Policy 1.6: *Facilitate, through Zoning provisions and applicable procedures, infill development, development of now-underutilized or vacant parcels, and, where necessary, redevelopment of deteriorating properties, particularly for housing creation and rehabilitation and economic development purposes.***

This policy is supported as the proposed project represents the development of an underutilized infill parcel (i.e., a parcel that is in a developed urban area that is no longer fulfilling its original purpose as a school). Furthermore, the proposed project supports this policy by creating new housing on a now-underutilized site.

- **Objective 1, Policy 1.7: *Require that new or expanded commercial, industrial, and medium- to high-density residential projects, when adjacent to single-family residences, hospitals, nursing homes, schools, day care centers, and other sensitive uses, incorporate sufficient physical and visual buffers to ensure compatibility. Such buffers shall include, but not be limited to, building setback and architecture, landscaping, walls, and other physical and aesthetic elements and shall adequately***

protect the single family residences or sensitive uses from noise, light, trash, vehicular traffic, and other visual and environmental disturbances.

The proposed project supports this policy by ensuring that the proposed medium-density residential development incorporates sufficient physical and visual buffers to ensure compatibility with the adjacent single-family homes. Homes are set back a minimum of 13 feet, and provide landscaped front yard setbacks, in addition to a landscaped parkway. The second floor of each unit is set back further to reduce the scale and massing of each home, and all homes are well articulated to soften the facades and create an aesthetic visual environment within the neighborhood.

- ***Objective 1, Policy 1.10: Preserve the predominantly low-rise, low- to medium-intensity character of Covina's residential neighborhoods and commercial and industrial districts.***

This policy is achieved as the proposed project is of medium-intensity and all units are two stories in height. Originally, the applicant proposed a 108-unit subdivision with 54 3-story units and 54 two-story units. Given the single-story character of the surrounding neighborhood, Staff required that all units be limited to two stories in height.

- ***Objective 1, Policy 1.25: Utilize Zoning's Planned Community Development (PCD) process (which allows for development standard modifications if certain conditions are met) as a vehicle for attaining spatially compatible, attractive, functional, and innovative projects, thus facilitating residential and non-residential development and General Plan implementation.***

The proposed project meets this policy by utilizing the Planned Community Development process for facilitating the proposed small-lot subdivision. The proposed project is able to introduce a new housing variety in the City while still maintaining compatibility with the surrounding single-family neighborhood.

- ***Objective 1, Policy 1.26: Continue requiring developers to mitigate development impacts in the form of street improvements and public dedications as well as other reasonable requirements.***

This policy is met as the proposed project will include street improvements to improve traffic conditions in the project vicinity (See Conditions No. C.8 and C.9); and will convey two acres of the site to the City for the development of a neighborhood park. In addition, other mitigation measures are required to minimize environmental impacts of the proposed project to less than significant levels (See Mitigation Monitoring and Reporting Program).

- **Objective 1, Policy 1.27: *Address its park/open space deficiency and attempt to mitigate the problem to the greatest extent possible.***

The proposed project addresses the City's park deficiency by conveying two acres of the total site to the City for the development of a neighborhood park. A dedication of 0.57 acres is required to meet the City's parkland dedication requirement. An additional 1.4 acres of the site will be acquired by the City to help create a space large enough to support a new neighborhood park.

- **Objective 1, Policy 2.1: *Permit development at density ranges and quantities that reflect existing and desired scales of building construction and revitalization in the community, as well as physical and environmental constraints, that address the intent of regional housing obligations, that will allow for moderate future growth, and that will not inhibit the City's ability to meet street capacities and to provide other infrastructure, adequate community services, and utilities.***

The proposed project meets this policy by contributing 63 housing units to the City's remaining unmet need for 991 housing units, reducing the unmet housing need in the City by more than 6 percent. The proposed density of the project falls within the density range permitted by the RD (Multiple Family) Zone, and allows for more units than otherwise allowed in the R-1-7500 zone, while still meeting street capacities and other infrastructure, community service, and utility capacities.

- **Objective 1, Policy 2.4: *Preserve the predominantly low-rise, low- to medium-density character of Covina's neighborhoods.***

The proposed project preserves the predominately low-rise and low- to medium-density character of Covina' neighborhoods through introducing a two-story housing product in the medium-density residential housing range.

- **Objective 1, Policy 2.5: *Protect, to the greatest extent possible, single-family detached neighborhoods from incompatible encroachments.***

The proposed project will include single-family detached homes, consistent and compatible with the surrounding neighborhood.

- **Objective 1, Policy 2.8: *Encourage the construction of owner-occupied housing.***

This policy is met as the proposed development is intended for owner-occupied housing.

- **Objective 1, Policy 2.11:** *Permit only single-family detached residences to be developed on large, underutilized single-family or “R-1”-designated parcels, in single-family detached neighborhoods, to ensure land use compatibility.*

This policy is met as only single-family detached residences will be developed on the site, as well as a neighborhood park, which will ensure land use compatibility with the existing neighborhood.

C. Development Agreement:

A development agreement is a means of providing both the City of Covina and the property owner with assurances that the proposed project will be completed under the terms, conditions and regulations in effect at the time that the authority to proceed with the project is granted. In order for the City to approve a development agreement, the City Council must find that the agreement is in the best public interest of the City and its residents, that it is consistent with the goals and policies of the City’s General Plan and imposes appropriate standards and requirements with respect to the development of the property in order to maintain the overall quality of life and of the environment within the City. The Development Agreement addresses such topics as the timing of development, processing fees, periodic review, terms of agreement, and other provisions.

Staff has analyzed the proposed project for consistency with the General Plan and has worked with the applicant to ensure that the project imposes appropriate standards and requirements with respect to the development of the property in order to maintain the overall quality of life and of the environment within the City. An IS/MND has been prepared and mitigation measures have been imposed to ensure that impacts to the environment as a result of implementation of the proposed project are less than significant. Such mitigation measures are included as conditions of approval. Staff has also determined that the setting aside of approximately 2 acres of land for the development and use by the City as a public park provides a public benefit to the City. Therefore, Staff supports the approval of the Development Agreement and recommends the Planning Commission make the recommendation of approval to the City Council.

D. Zone Change:

Related to the General Plan Amendment is a request for a Zone Change, from R-1-7500 to RD-3000 (Multiple Family) with a PCD overlay District for 6.15 acres of the project site and from R-1-7500 to Residential Recreation (RR) for approximately 2 acres of the project site. The site is currently surrounded by single-family homes located immediately east, west and south; and a fire station and Charter Oak High School to the north. Surrounding zoning designations include R-1-7,500 (Single-Family) to the west, south and east; and RD (Multiple Family) to the north.

The existing General Plan designation (School) and zoning (R-1-7500) for the site are inconsistent. A General Plan re-designation and zone change to Medium Density Residential

would create consistency between the General Plan and Zoning Code and be consistent with the zoning and designation to the north of the project site. Staff has worked with the applicant to ensure that the design and orientation of the development provides a degree of compatibility in size and scale with surrounding neighborhoods to the south, east and west. The applicant proposed to reduce the overall number and density of units on site from 108 units with a density of 13.3 units per acre, to 63 units with a density of 7.7 units per acre. The initial development was surrounded by a wall, with the backyard of units facing surrounding neighborhoods. The applicant removed the wall and modified the design to orient residences towards the streets of Banna and Kidder Avenues and Colver Place, with direct driveway access to units from the street similar to the orientation of surrounding residences. The applicant also reduced the height of all units to two stories and 26 feet maximum and set aside 2 acres of land onsite for the development of a neighborhood park.

In summary, the proposed project provides a transition of density with the intent to achieve a more compatible design with the surrounding neighborhood and reduce traffic and other impacts through a lower-density project. As such, Staff has found that the proposed project, with conditions and mitigation measures, is compatible with surrounding neighborhoods and creates consistency between the General Plan and the Zoning Code. Therefore, Staff supports the approval of the Zone Change and recommends the Planning Commission make the recommendation of approval to the City Council.

E. Planned Community Development (PCD):

The creation and adoption of a PCD is an implementation tool of the General Plan, which allows a more flexible application of development standards. A PCD is permitted when the applicant can demonstrate that the project will maintain compatibility with existing surrounding uses and consistency with the General Plan. A PCD may provide diversification in location of structures, uses and other site qualities while ensuring compatibility with uses and future developments in the surrounding areas as indicated within the General Plan. The PCD will allow for custom design and development regulations that deviate from conventional zoning requirements. It is typically accompanied by thorough design guidelines to ensure a coherent, quality result as the project area is built out.

The intent of these custom development standards is to create a small lot subdivision with a detached single-family housing product consistent with the existing surrounding single-family neighborhoods. While the applicant proposed a Zone Change from R-1-7500 to RD (Multiple Family), the current RD zone is more for multi-family housing products and not single-family housing products. The proposed development is more consistent in character with the surrounding neighborhood.

The following Table 2 compares the current RD (Multiple Family) development standards (Section 17.28 of the Covina Municipal Code) with the proposed custom development standards for the small lot single-family subdivision as provided in the PCD.

Table 2: Comparison of RD (Multiple Family) and PCD Overlay Zone Development Standards

Development Standards		Code Requirement (RD Zone)	Proposed (PCD)
1.	<i>Density</i>	1 unit per 1,250 sq. ft. of lot area (35 units per acre)	1 unit per 5,635 sq. ft. (7.7 units per acre)
2.	<i>Lot Area</i>	Min 7,200 sq. ft.	Min 3,200 sq. ft.; Range of 3,414-5,227 sq. ft.)
3.	<i>Lot Dimensions</i>		
	<i>Width, Interior</i>	Min 60 ft.	Min 40 ft.; Range of 40 – 51 ft.
	<i>Width, Corner</i>	Min 67.5 ft.	Min 40 ft.; Range of 40 – 51 ft.
	<i>Depth</i>	120 ft.	Min 80 ft.; Range of 80-86 ft. (80-91 ft. of usable lot depth)
4.	<i>Land Coverage</i>	35%	Range of 30.2% - 46.4% for individual lots; average coverage for project 39.6%.
5.	<i>Building Height</i>	2 stories or 35-feet	2 stories/ 26 ft. maximum
6.	<i>Number and Types of Unit</i>	Single-family detached	(20) Plan 1 = 2,095 SF (4BD + Loft or 5 th BD) (20) Plan 2 = 2,210 SF (4BD + Loft) (23) Plan 3 = 2,492 SF (4BD + Loft)
7.	<i>Setbacks</i>		
	<i>Front</i>	25 ft for first story; 40 ft. for second story	Minimum 13 ft.; Range of 13-23 ft. from back of sidewalk
	<i>Interior Side</i>	10 ft.	Minimum of 5 ft.; Range of 5-15 ft.
	<i>Street Side</i>	12.5 ft.	5-14 ft.

	Rear	25 ft.	11-23 ft.
8.	Distance between Buildings	5 feet min. (plus additional for windows facing habitable rooms, and units above one story)	10 ft.
9.	Off-Street Parking	2 spaces per unit; plus one guest space per every 5 units	2 within garage plus two driveway spaces
10.	Fence/Wall Height	6 ft. on rear and side property lines, behind the front setback area	5'6" on rear and side property lines behind the front setback area; 6 ft. theme wall between subdivision and 2-acre park

The Planned Community Development (PCD) Section 17.58.090 requires the applicant to provide additional information to address school impact, traffic impact and financial feasibility of the project. The applicant has provided such reports to City for review.

School Impact Report

A school impact report was prepared to provide an assessment of school impacts related to the development of the One Charter Oak project. The Proposed Project is currently located within the boundaries of the Charter Oak Unified School District (COUSD). The analysis evaluated available school capacity at COUSD. Existing assigned neighborhood COUSD schools to the project site are Badillo Elementary, Royal Oak Middle School, and Charter Oak High School. Based on enrollment figures during the 2015–2016 school year and information provided by COUSD staff, there are 434 elementary seats available, 507 intermediate seats available and 316 high school seats available.

COUSD has not experienced a significant amount of new residential construction in the last ten years. The Proposed Project would include the development of 63 new detached single-family residential homes on the project site and would generate approximately 32 new elementary and middle school students and 13 new high school students. The number of new students was calculated using a student generation factor of 0.5 student per unit for elementary and middle school and 0.205 student per unit for high school.

The increase in the number of students is not expected to significantly impact school services because there is adequate classroom space available at Badillo Elementary School, Royal Oak Middle School, and Charter Oak High School, and payment of school impact fees as required by Senate Bill 50 render any impacts to be less than significant.

Feasibility Study

A feasibility study was prepared for the One Charter Oak project to determine 1) the projected recurring fiscal impacts, 2) the estimated major one-time City development

impact fees and 3) projected economic impacts of the proposed project. Based on this analysis, the total estimated recurring annual fiscal impact of revenue from this project (including property and sales tax, community facilities district, and other taxes and service fees) would be approximately \$138,000. The total estimated one-time investments (including infrastructure construction, impact fees, permit and development fees) would be approximately \$4,325,000.

Traffic Impact Study.

A Traffic Impact Study/Analysis (TIA) was prepared for the project to address any potential traffic to the neighborhood with the proposed project, and as part of the environmental impact analysis in compliance with California Environmental Quality Act (CEQA). The full TIA document is part of the Technical Appendixes of the Mitigated Negative Declaration (MND). The document is available on City's website - <http://www.covinaca.gov/city-departments/community-development/planning>.

The TIA conducted field studies of 9 intersections and 4 roadway segments within the neighborhood area. The TIA found that the proposed project, the development of 63 single-family homes and a 2.0 acre passive park, would generate approximately 600 daily trips, 47 a.m. peak hour trips (12 inbound and 35 outbound), and 63 p.m. peak hour trips (40 inbound and 23 outbound). Based on the existing conditions plus proposed project, the short term 2018 plus proposed project, and the significance threshold criteria of the City, the proposed project would not create any significant impacts to the study area intersections and its roadway segments. Therefore, mitigations are not required. Although no significant project-related traffic impacts are anticipated, the TIA recommended that City requires the project, through Conditions of Approval, to install the following improvements in improving traffic conditions in the project vicinity:

- Restripe the east leg of the Glendora Avenue/Colver Place intersection to provide two westbound approach lanes and one eastbound return lane. The westbound approach will be striped to have a shared left plus through lane, and a dedicated right turn lane. The additional westbound lane approach would improve vehicle delays and levels of service at the intersection. A conceptual striping plan of this improvement is shown in Exhibit 7. (Condition No. C8)
- Install a crosswalk, with appropriate signage and warning beacons (if warranted), across Cypress Street on the west leg of the intersection of Kidder Avenue/ Cypress Street. This would provide for improved sight distance for pedestrians and bicyclists on the east side of the existing Metrolink train crossing. The existing crosswalk on the west side of the tracks would remain to serve pedestrians and bicyclists on the west side of the tracks. (Condition No. C9)

In order to make a recommendation of approval to the City Council, the Planning Commission must make the following findings:

1) **That the site for the proposed use is adequate in size and shape to accommodate the use.**

The project site consists of one parcel 8.15 acres in size with frontages on Banna Avenue, Colver Place and Kidder Avenue. The proposed small-lot subdivision contains 63 lots ranging in size from 3,414 to 5,227 square feet, which are adequate in size to accommodate the proposed unit sizes ranging from 2,095 to 2,492 square feet. The average lot coverage for individual lots is 39.6%, which is more than the maximum lot coverage required of single-family lots in the RD zone (35%); however, appropriate for small-lot subdivisions. The proposed density of 7.73 units per acre is also consistent with the zoning standards for the RD Zone, which allows a density of 6.1 to 14 units per acre. Therefore, the site for the proposed use is adequate in size and shape to accommodate the use.

2) **That the site for the proposed use relates to streets and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use;**

The surrounding streets (Colver Place, Cypress Street, Banna and Kidder Avenues) are Local and Collector Streets in the City of Covina which have been determined to have sufficient capacity to handle future project-related traffic in a safe manner as long as the project conditions are met. The City will ensure that the conditions of approval and mitigation measures are fulfilled through project inspection and adherence to the approved site plan. The project is responsible to install new curb, gutter, sidewalk and parkway for the entire street frontage around the perimeter of the proposed project, and re-finish half the street on the project side of all surrounding streets. In addition, the following traffic improvements would be part of the proposed project:

- Restripe the east leg of the Glendora Avenue/Colver Place intersection to provide two westbound approach lanes and one eastbound return lane. The westbound approach will be striped to have a shared left plus through lane, and a dedicated right turn lane. The additional westbound lane approach would improve vehicle delays and levels of service at the intersection. (Condition No. C8)
- Install a crosswalk, with appropriate signage and warning beacons (if warranted), across Cypress Street on the west leg of the intersection of Kidder Avenue/Cypress Street. This would provide for improved sight distance for pedestrians and bicyclists on the east side of the existing Metrolink train crossing. The existing crosswalk on the west side of the tracks would remain to serve pedestrians and bicyclists on the west side of the tracks. (Condition No. C9)

The above-mentioned improvements will satisfactorily mitigate adverse effects to surrounding properties.

3) That the proposed use is not detrimental to the surrounding properties or uses permitted in the general area;

The proposed use of the proposed development is single-family detached residential, similar in character and scale with the single-family detached housing products in the surrounding neighborhood. As the use would be compatible in type and scale to the surrounding neighborhood, it will not be detrimental to the surrounding properties or uses permitted in the general area.

The City has included a condition of approval to address any short term impacts to the surrounding properties with a Construction Mitigation Plan (Condition No. F2). The Construction Mitigation Plan addresses such issues as 1) site supervision, 2) construction access and schedule, 3) delivery/haul route and traffic control, 4) material storage and staging, 5) construction parking, 6) work hours, 7) noise reduction, 8) erosion control, 9) dust and mud control, 10) debris cleanup, 11) street sweeping, 12) pedestrian and neighborhood safety, 13) project contact-related signage, and 14) subcontractor education and security measures. (Condition No. F2)

Furthermore, the hours for construction-related and grading activities are more restrictive than the hours allow by City Codes. Any construction or grading activities are prohibited between 6:00 p.m. and 7:00 a.m. Monday through Friday and between 5:00 p.m. and 8:00 a.m. on Saturday and all day on Sundays and Holidays (except by special permit), whichever is stricter. At least one (1) on-site security guard shall be provided 24 hours 7 days a week for preventing nuisance problems for the duration of the construction of the project. (Condition Nos. F2)

4) That the conditions stated in the decision are deemed necessary to protect the health, safety and general welfare.

The IS/MND prepared for the proposed project identified all potential impacts of the proposed project on the environment, including health-related impacts associated with hazards and hazardous waste, air quality, water quality, noise and public services (i.e., police, fire, etc.). Mitigation measures have been provided, where applicable, to reduce all potential impacts to less than significant levels. Mitigation measures have been included as conditions of approval and are necessary to protect the health, safety and general welfare. For example, the applicant would be required to implement mitigation measure MM-HM-1, which requires the applicant to conduct a Phase 2 Environmental Site Assessment to evaluate the project site for the presence of herbicides or pesticides, and MM-HM-2, which requires testing for asbestos-containing material and/or lead-based paint. Implementation of MM-HM-1 and MM-HM-2 would ensure that impacts to the public or the environment through the transport and disposal of hazardous materials are less than significant during both construction and operation of the project. In addition, with implementation of mitigation measure MM-NO-1, interior noise levels would meet the City's required noise thresholds as established in the General Plan or Noise Ordinance.

F. Tentative Tract Map:

The proposed subdivision consists of 71 lots, including 63 lots for single-family residential development and 6 letter lots for common areas on approximately 6.15 acres; and 2 lots (lots 64 and 65) for the proposed public park. The single-family lots ranged from a low of 3,400 square feet in size to over 5,000 square feet. Of the 63 lots, 16 lots are over 4,000 square feet in size, 1 lot over 5,000 square feet and 46 lots ranged from 3,400 square feet to 3,900 square feet. The average lot size is 3,883 square feet. The density of the proposed subdivision is well within the proposed Medium Residential Density (6.1-14 dwelling units per acre). The related Planned Community Development will allow the custom lot size for the subdivision design.

In order to make a recommendation of approval to the City Council, the Planning Commission must make the following findings:

1) The proposed subdivision is consistent with the general plan and all applicable codes and regulations.

After the adoption of the related applications General Plan Amendment GPA 15-001, Zone Change ZCH 15-001 and Planned Community Development PCD 15-001, the proposed project will be consistent with the General Plan and all applicable codes and regulations. The creation and adoption of a PCD is an implementation tool of the General Plan, which allows a more flexible application of development standards while maintaining compatibility with existing surrounding uses and consistency with the General Plan. The proposed project supports policies of the General Plan by developing an underutilized infill site in an established single-family neighborhood with compatible low-rise, owner-occupied, detached single-family homes. The homes will be set back from the property line ranging from a minimum of 13 feet to 23 feet and provided with aesthetic architectural treatments and landscaping. The proposed project also addresses the deficiency in parkland by setting aside two acres for the development of a neighborhood park. The PCD would also contribute 63 housing units to the City's remaining unmet need for 991 housing units, reducing the unmet need by more than 6 percent (Covina Draft Housing Element Update, dated November 15, 2010).

The proposed parkway dimensions for Kidder Avenue and Colver Place include a 5-foot landscape strip at property line, a 4-foot sidewalk and a 3-foot landscape strip at curb face. The proposed parkway dimensions for Banna Avenue include a 3-foot landscape strip at property line, a 4-foot sidewalk and a 3-foot landscape strip at curb face. The proposed 5-foot or 3-foot landscape strip is within the City's public-right-of-way and adjacent to the front property line so as to visually lengthen the front yard setback area of each unit. However, this design is inconsistent with the General Plan Circulation Element. Staff is recommending that the parkway dimensions be made consistent with the City's General Plan Circulation element and the surrounding neighborhood as shown in Exhibit 18, and recommends either a 7-foot landscape strip adjacent to curb face and 5-foot sidewalk, or a

5-foot landscape strip adjacent to curb face and 5-foot sidewalk. Making this change will ensure that the proposed subdivision is consistent with the General Plan. (Condition No. C7)

2) The design and improvements of the proposed subdivision is consistent with the General Plan.

The Covina General Plan contains design-related policies to ensure that new medium- to high-density residential projects, when adjacent to single-family residences, incorporate sufficient physical and visual buffers to ensure compatibility. Such buffers shall include, but not be limited to, building setback and architecture, landscaping, walls, and other physical and aesthetic elements and shall adequately protect the single family residences or sensitive uses from noise, light, trash, vehicular traffic, and other visual and environmental disturbances.

The proposed project is surrounded by single-family residences to the south, east and west, and includes a Zone Change from R-1-7500 to RD (Multiple Family) with a PCD Overlay. Due to the project's proposed medium-density designation, the proposed project is required to address the design of the site to ensure compatibility with the surrounding neighborhood. The proposed project has been designed to reflect the same orientation and scale as surrounding residences. All homes will be single-family detached and oriented to the exterior streets of Banna Avenue, Kidder Avenue and Colver Place. The maximum height of each unit will be two stories and 26 feet in height, which is less than the maximum permitted in the single-family neighborhoods (2 ½ stories or 35 feet in height). The perimeter streets surrounding the development will have a new tree line within the front yard areas of the new homes and a landscaped parkway. Staff has included a condition of approval to require the planting of trees in the public parkway, to ensure adequate shade and an aesthetic interface between the new development and surrounding neighborhood. Also, as specified in Finding No. 1 above, Staff is recommending that the parkway dimensions be made consistent with the City's General Plan and recommends either a 7-foot landscape strip adjacent to the street and 5-foot sidewalk, or a 5-foot landscape strip and 5-foot sidewalk, instead of the proposed configuration. Making this change will ensure that the proposed subdivision is consistent with the General Plan

The architectural styles will be of the Spanish, California Ranch and Craftsman vernaculars of varying colors and details to lend variety and interest to the neighborhood. Staff has also placed a condition of approval to ensure that no five residences in a row provide the same architectural style or exterior detailing (Condition No. D24). With the conditions of approval and proposed changes, the design of the proposed subdivision will be consistent with the general plan.

3) The subdivision is physically suitable for the type and proposed density of development proposed by the tentative map.

The proposed subdivision includes the development of an 8.15 acre site with 63 single-family detached residential units and an approximate 2-acre park, resulting in a density of 7.7 units per acre. The proposed density requires a change in zone from R-1-7500 to RD (Multiple Family) with a PCD Overlay. The proposed density of 7.73 units per acre is also consistent with the zoning standards for the Medium Density Residential Zone, which allows a density of 6.1 to 14 units per acre. Therefore, the site for the proposed use is physically suitable for the type and proposed density of development proposed by the tentative map.

4) The design of the subdivision and proposed improvements, with conditions of approval, will not cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

The project site is about 8.15 acres in size, in a predominantly urban location and is surrounded by existing single family homes to the south, east and west; and a school to the north. The project site is currently underutilized, and the development proposal would constitute an in-fill development. The site is not designated fish or wildlife habitat nor is it located nearby to any such territory. Further, as noted in the Mitigated Negative Declaration for this Project, with mitigation measures incorporated, the City finds that the project will result in less than significant environmental impacts. Therefore, the subdivision will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

5) The design of the subdivision and the type of improvements are not likely to cause serious public health problems.

The overall project design would incorporate sufficient amenities, such as on-site parking that meets the required standard for guest parking (Site Plan), a 2-acre neighborhood park, front yard setbacks and parkways around the perimeter of the site (Site Plan), and dwelling unit-related construction methods that would attenuate exterior noise (Mitigation Measures No. MM-NO-1), to name a few. The overall project design and the development and use of the overall project in a manner conforming to the various Mitigation Measures and Conditions of Approval will ensure development harmony with surrounding land uses and will not cause serious public health problems. (Land Use Element Section III – Goals, Objectives and Policies D-1a (6) and E-1a)

6) The design of the subdivision provides for future passive or natural heating and cooling opportunities in the subdivision to the extent feasible.

The design of the subdivision as a single-family detached development provides for both passive and natural heating and cooling opportunities. The units will be spaced a minimum of 10 feet apart. And all sides of each unit will provide operable windows for passive and natural heating. Due to the proximity of the railroad and the associated noise, mechanical heating and ventilation will also be provided for each unit. The development will also be required to comply with Title 24 of the Uniform Building Code.

- 7) **The design of the subdivision and the type of improvements will not conflict with easements acquired by the public at large for access through or use of property within the proposed subdivision.**

The design of the subdivision will not conflict with existing City rights-of-way or other public access easements. According to City records, there are no alternate or potential easements that would be affected by the Project.

- 8) **The subdivision is consistent with the city's parkland dedication requirements (Quimby Act – see Chapter 16.28 CMC).**

The City's parkland dedication requirement is three acres of property for every 1,000 persons residing within the City to be devoted to local park and recreational purposes. Using the City's dwelling unit occupancy factor of 3.02 persons per household for owner-occupied dwelling units, the proposed 63-unit subdivision will generate a population of 190 persons, requiring a parkland dedication of .57 acres (63 x 3.02 x .003). The applicant is responsible for the dedication of the 0.57 acres of parkland to the City. With respect to the remainder 1.4 acres, the City Council has provided direction for staff and City Attorney to work with the applicant through a Development Agreement and a Purchase Agreement to acquire the remainder area for parkland.

- 9) **The subdivider is able to demonstrate that a sufficient water supply will be available to serve the subdivision, in accordance with California Government Code Section 66473.7. (Ord. 05-1915 § 1, 2005.)**

According to the City's Public Works Department, the City has sufficient capacity to provide water to serve the subdivision without negative impact to other properties in the City. However, given the progression and advancement of the State of California drought conditions and the continued emphasis on water conservation and efficiency, the PCD includes a Water Conservation and Efficiency Plan, in accordance with Covina Municipal Code Chapter 17.82. This plan will apply to the entire project, including both public and private spaces. This plan will include several exterior water conservation measures, including: Smart Irrigation Controllers, Central Computer Irrigation Controllers for Common Areas, Soil Moisture Sensor Systems, Large Rotary Nozzles, bubblers, micro-sprays and drip irrigation. Each resident will have the option to direct rainwater from the roof into a rain barrel or shrub bed. Interior water conservation strategies will include low flow fixtures (faucets) and appliances (tank toilets and clothes washers). This plan will be implemented in accordance with Section 17.82.050 of the Covina Municipal Code and with California Government Code Section 66473.7. Further, Staff has placed a condition of approval to provide each resident the option of installing underground cisterns in backyard areas for use as water storage and for irrigation purpose (Condition No. E10). Through these measures and conditions, the applicant is able to demonstrate that a sufficient water supply will be available to serve the subdivision.

G. Site Plan Review:

Analysis Section A of the staff report describes fully the proposed project. In order to approve the Site Plan Review, the Planning Commission must make the following findings. Further, the approval of the Site Plan Review is not valid unless the City Council has approved the preceding applications – General Plan Amendment, Zone Change, Planned Community Development, Tentative Tract Map and the issuance of the a Mitigated Negative Declaration:

- 1) **All provisions of the Zoning Ordinance are complied with:**
After approval of the General Plan Amendment, Zone Change and Planned Community Development Overlay Zone related to this project, as well as the applications of the conditions of approval and the mitigation measures, then, the overall project proposal will meet applicable zoning provisions.

- 2) **The basic project elements are so arranged that traffic congestion is avoided, pedestrian and vehicular safety and welfare are protected, and there will be no adverse effect on surrounding property:**
The proposed 63-unit subdivision is arranged to resemble the orientation and scale of the surrounding neighborhood to the extent possible. Similar to other homes in the neighborhood, the proposed units are two stories in height, detached and oriented to face the street, with garage access provided directly from the street. Interior units are accessed from Banna Avenue and Kidder Avenue. Both access locations are proposed to be unsignalized with full-access, and with no gate control, so the public can enter if desired and walk the neighborhood similar to other blocks. On-site vehicular circulation is proposed to generally be one inner loop drive aisle. The streets would vary from 26 feet to 36 feet in width to accommodate on-street parking on either one or both sides of portions of the street loop. This would ensure ample parking for the development and avoid spill-over onto surrounding streets. Each of the new lots within the development would take direct access from the new street segments and street loop.

Traffic improvements are also required for the proposed project. The Glendora Avenue/Colver Place intersection will be restriped to provide two westbound approach lanes and one eastbound return lane to improve vehicle delays and levels of service at the intersection. A crosswalk will also be installed across Cypress Street on the west leg of the intersection of Kidder Avenue/Cypress Street. This would provide for improved sight distance for pedestrians and bicyclists on the east side of the existing Metrolink train crossing. The existing crosswalk on the west side of the tracks would remain to serve pedestrians and bicyclists on the west side of the tracks.

A front yard landscaped setback ranging from 13 feet to 23 feet from the back of sidewalk is also provided to resemble other homes in the neighborhood. A full complement of new landscaping will be installed, including both traditional and

drought-tolerant species. In addition to front yard areas, plantings will also be located in the parkway area along the perimeter of the project, and enhance the main entry to the site on Kidder Avenue.

With the proposed arrangement of the subdivision, and installation of traffic improvements, and the implementation of other conditions of approval and mitigation measures, traffic congestion will be avoided, pedestrian and vehicular safety and welfare will be protected, and there will be no adverse effect on surrounding property.

3) The project design conforms to the general plan, the design guidelines, transportation demand management regulations, and any specific plans or guidelines which may be applicable to the project.

With the approval of General Plan Amendment GPA 15-001, Zone Change ZCH 15-001, and Planned Community Development PCD 15-001, the proposed project will be consistent with the General Plan. During early submittals of the project, Staff worked with the applicant to address inconsistencies with the City's design guidelines. As a result, the entire subdivision was redesigned to create a more pedestrian-friendly and community-oriented development. The density of the project was significantly reduced; the heights of the units were reduced from three to two stories; and a wall that originally surrounded the development and turned the backs of houses onto the neighborhood was removed, and units were re-oriented to face the street. A center median that was originally proposed on Cypress Street, preventing left turns onto Cypress from Banna Avenue, was removed. And a 2-acre portion of the property along Cypress Street to the north will be set aside for a neighborhood park, which also improved the safety of the site as homes were no longer located along the busy arterial of Cypress Street.

As a result of the above changes to the design of the proposed project, Staff has found the project to be consistent with the General Plan and citywide design guidelines.

4) The project design is harmonious, consistent and complete within itself and functionally and visually compatible with neighboring structures and the area in which it is located;

The proposed subdivision is designed to fit compatibly within the existing neighborhood. The units are all detached and oriented towards the streets of Banna Avenue, Colver Place and Kidder Avenue to face existing residences on the opposite side of each street. Only one break in the block along Kidder Avenue and Banna Avenue are formed to provide access to the internal loop street and residences, ensuring minimal disruption in the established block pattern. While surrounding homes are primarily one story, the proposed units are well articulated and the second floors are set back to reduce the massing. A landscaped front yard setback and parkway will also contribute to an aesthetic streetscape, as will the new neighborhood

park. Architectural styles for the proposed project consist of Spanish, California Ranch and Craftsman vernaculars. All units would have stucco exteriors and tile roofing, and would include design elements respective of its architectural style, including decorative shutters, gable accents, decorative trims, corbels, iron grilles, stone veneers, decorative rafters, and ornamental ironwork. Each plan type would provide a minimum of two exterior style options. Staff has included a condition of approval to ensure that no five residences in a row provide the same architectural style or exterior detailing (Condition No. D24). In this way, the proposed subdivision will support a variety of facades that add interest to the streetscape similar to the varied homes in the neighborhood.

Based on the design and function of the subdivision and individual units, the project design is harmonious, consistent and complete within itself and functionally and visually compatible with neighboring structures and the area in which it is located.

- 5) **The development will constitute an adequate environment for the intended use by sustaining the desirability and stability of the neighborhood and community;**
The design of the proposed subdivision sustains the desirability and stability of the neighborhood and community by revitalizing an underutilized parcel with additional single-family homes and a neighborhood park. The new homes and park will be arranged to fit seamlessly into the surrounding neighborhood, add value to the neighborhood and community, and bring needed homes to the City of Covina.
- 6) **Proposed lighting is so arranged as to reflect the light away from adjoining properties;**
Construction of the new homes would produce nighttime lighting that is more than what is currently produced on the project site. However, the amount of lighting would be minimal and consist mostly of internal street lights and outdoor residential security lighting similar to what already exists in the area. Given the urban nature of the project area and the existing amount of light and glare generated by the surrounding residential, institutional, and transportation uses, light and glare from the proposed project would not be substantially noticeable over the existing conditions. Thus, the amount of lighting would not be substantial or adversely affect day or nighttime views in the area, nor impact adjoining properties. All outside lighting will be required as a standard condition of approval to be designed and sited in a manner that prohibits glare onto adjacent properties.
- 7) **Proposed signs will not by size, location, color or lighting, interfere with traffic or limit visibility;**
There are no proposed signs associated with the subdivision. However, to improve pedestrian site distances on the east side of the existing Metrolink train crossing, the proposed project would include installation of a crosswalk with appropriate signage

and warning beacons (if warranted) across Cypress Street on the west leg of the intersection of Kidder Avenue and Cypress Street. Proposed signage would be installed by the City and be sized and located appropriately to maximize pedestrian safety.

8) Utility and street improvements pursuant to CMC 17.64.120 and 17.64.130. (Ord. 93-1750 § 4, 1993; Ord. 1661 § 1, 1988.)

Electrical and communication utilities serving the proposed subdivision will be provided underground in accordance with the City's Municipal Code. As a condition of approval, the applicant shall submit a composite utility plan depicting the location of all above ground utility equipment. The exact location of the equipment shall be approved by the Planning Division, during the plan check process, and shall be installed as per approved plans. They shall not be allowed within the parking, turnaround and landscape areas or on any façade facing a public street. All equipment shall be screened, located out of public view or be architectural integrated into the project design. As a condition of approval, the applicant shall also submit a street improvements plan that details all proposed improvements to the street and public right-of-way, which shall be reviewed and approved by the Public Works Department (Condition No. D5).

ENVIRONMENTAL DETERMINATION

An Initial Study/Mitigated Negative Declaration (IS/MND) and a Notice of Intent (NOI) to adopt an MND were released for public review for the original proposed project consisting of 108 units with 54 units of 2-story single-family housing product and 54 units of 3-story townhouse product in May 2015. Subsequent to the release of the May 2015 IS/MND and NOI, changes were made to the design of the proposed project. The proposed changes made were to reduce the number of units/lots from 108 to 63 and to set aside approximately 2 acres for a public park.

The changes to the project design are not considered substantial revisions under the California Environmental Quality Act (CEQA). A substantial revision is defined in CEQA Guidelines Section 15073.5 as follows: (1) a new avoidable significant effect is identified and mitigation measures or project revisions must be added in order to reduce the effect to insignificance; or, (2) the lead agency determines that the proposed mitigation measures or project revisions will not reduce potential effects to less than significant and new measures or revisions must be required.

The City has determined that the changes that were made to the proposed project would not add any new significant effects that were not already identified in the May 2015 MND. Further, the City has not determined that the previously proposed mitigation measures would fail to reduce potential effects to below a level of significance. However, the City has revised the originally released MND and NOI in accordance with the changes that were made to the proposed project and released the revised MND and NOI for a 30-day public comment period

between October 30, 2015 and November 30, 2015. Furthermore, a Notice of Intent to adopt a Mitigated Negative Declaration was published in the San Gabriel Valley Tribune on October 29, 2015.

The revised IS/MND determined that there could be significant impacts related to Cultural Resources, Hazards and Hazardous Materials, Noise, and Biological Resources but through the incorporation of mitigation measures, these impacts would be reduced to less than significant levels. Impacts to all other study areas were found to be less than significant.

PUBLIC HEARING NOTICE AND NOTIFICATION

The applicant was given a copy of the staff report with associated attachments, and all property owners within a radius of at least 1,000 feet from the overall project site were mailed notices of the Planning Commission public hearing on November 20, 2015, a minimum of ten (10) days before the hearing as required by law. In addition, the public hearing notice was published in the San Gabriel Valley Tribune newspaper on November 23, 2015

REQUIRED ACTIONS FROM THE PLANNING COMMISSION

Staff recommends that the Planning Commission hold a public hearing and consider the entitlement applications. If the Planning Commission can make the findings for approval of each application, than they may recommend approval to the City Council with the following actions:

- A. Adopt Resolution No. 2015-23 PC recommending to City Council certification and adoption of a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program with the mitigation measures contained therein; and
- B. Adopt Resolution No. 2015-24 PC recommending to City Council adoption of General Plan Amendment (GPA) No. 15-001; and
- C. Adopt Resolution No. 2015-25 PC recommending to City Council approval of Development Agreement (DA) No. 15-001 by ordinance; and
- D. Adopt Resolution No. 2015-26 PC recommending to City Council adoption of Zone Change (ZCH) No. 15-001 by ordinance; and
- E. Adopt Resolution No. 2015-27 PC recommending to City Council adoption of Planned Community Development Overlay District (PCD) No. 15-001 by ordinance; and
- F. Adopt Resolution No. 2015-28 PC recommending to City Council approval of Tentative Tract Map (TTM) 73455; and

- G. Adopt Resolution No. 2015-29 PC approving Site Plan Review (SPR) No. 15-001, subject to conditions of approval. The SPR shall not be valid until the preceding six items are approved by the City Council.

OPTIONS FOR THE PLANNING COMMISSION

- A. If the Planning Commission can make the findings, approve the attached resolutions recommending approval of the project to the City Council.
- B. If the Planning Commission cannot make the findings, then direct staff to prepare the appropriate resolutions recommending denial to the City Council for the Planning Commission's action at the next available meeting. The Planning Commission will need to continue the public hearing.
- C. Continue the public hearing and allow the Applicant time to revise the development proposal to address any concerns or impacts raised by the Planning Commission.

Prepared by:

Shannon Wages, AICP;
Senior Contract Planner;

Nancy Fong, AICP
Community Development Consultant

Approved by:

Brian K. Lee, AICP
Director of Community Development

EXHIBITS

- 1. Area Map
- 2. 1,000-foot Radius Map and Notification
- 3. Project Plans (reductions), full size under separate cover
- 4. May 13, 2015 Neighborhood Meeting Attendance Sheet and Summary Notes of Meeting
- 5. June 17, 2015 Summary meeting notes with small group of residents representing part of neighborhood
- 6. September 29, 2015 Planning Commission Study Session Minutes
- 7. Striping concept for Glendora and Colver Intersection

8. Planned Community Development with School Impact Report and Financial Feasibility Report
9. Mitigated Negative Declaration – due to large file, the document is available at <http://www.covinaca.gov/city-departments/community-development/planning>
10. Technical Appendices for MND (Noise Impact Analysis, Air Quality Analysis, Cultural Resources and Traffic Impact Analysis) – due to large file, the document is available at <http://www.covinaca.gov/city-departments/community-development/planning>
11. Resolution No. 2015-023 PC - Mitigated Negative Declaration
12. Resolution No. 2015-024 PC - General Plan Amendment
13. Resolution No. 2015-025 PC - Development Agreement with attached Draft Ordinance
14. Resolution No. 2015-026 PC - Zone Change with attached Draft Ordinance
15. Resolution No. 2015-027 PC - Planned Community Development with Attached Draft Ordinance
16. Resolution No. 2015-028 PC - Tentative Tract Map
17. Resolution No. 2015-029 PC - Site Plan Review
Exhibit A – Conditions of Approval
Exhibit B – Mitigation Monitoring and Reporting Program
18. Excerpts of General Plan Circulation Element and Examples of Parkways within Neighborhood



CITY OF COVINA

AGENDA REPORT

ITEM NO. CC 7

MEETING DATE: December 15, 2015

TITLE: Information on State's Model Water Efficient Landscape Ordinance adopted July 15, 2015 due to Governor Brown's Drought Executive Order of April 1, 2015.

PRESENTED BY: Brian K. Lee, AICP, Director of Community Development

RECOMMENDATION: Receive and file.

BACKGROUND:

The purpose of this report is to inform the City Council about the Model Water Efficient Landscape Ordinance updated by the State of California (State) recently and discuss how the provisions of the ordinance will affect City of Covina.

The State has originally adopted a Model Water Efficient Landscape Ordinance in 1992 and subsequently updated it in 2009. Prompted by the impact of the drought, Governor Brown issued an Executive Order (EO B-29-15) on April 1, 2015 and directed Department of Water Resources (DWR) to update the State's Model Water Efficient Landscape Ordinance (MWELo) through expedited regulation. After involving various stakeholders in drafting the revisions, the California Water Commission approved the revised MWELo Ordinance on July 15, 2015 (See Attachment A). The significant revisions concentrate on five items as follows:

- More efficient irrigation systems
- Greywater usage or on-site rainwater usage
- Onsite stormwater capture
 - Tillage & compost to increase water infiltration
 - Stormwater best management practices
- Limiting the percentage of turf planted in landscapes
 - Lower water allowance
 - Lower landscape size threshold from 2,500 square feet to 500 square feet
- Requiring reporting on the implementation and enforcement of the ordinance by local agencies (first reporting due by December 31, 2015 and then annual reporting)

Additionally, a local agency has until December 1, 2015 to adopt the MWELo or to adopt a local Ordinance, which must be at least as effective in conserving water as MWELo. Local Agencies working together to develop a Regional Ordinance, have until February 1, 2016. Local Agencies have the following options:

- Adopt by reference the MWELo in detail – Sections 490-495, Chapter 2.7, Division 2,

Title 23 in the California Code of Regulations

- Amend an existing or adopt a new Local Ordinance or Regional Ordinance to meet the requirements contained in the regulations
- Take no action and allow the MWELO to go in effect by default. A local agency may choose to allow MWELO to become effective by default and then adopt a Local or Regional Ordinance at a later time.

DISCUSSION:

When the State updated the Model Water Efficient Landscape Ordinance in 2009, the City adopted revised landscape regulations under Section 17.82 of the Zoning Code, in compliance with the 2009 MWELO. With the newest update in July 2015 by the State, the City once again will have to review the existing landscape regulations and revise them to be consistent with the State’s MWELO. Subsequent to the updated MWELO, the DWR released a brief “Guidance for California Local Agencies” summarized the changes to the MWELO (See Attachment B). Between October and November, DWR conducted statewide training workshops in various locations on the updated MWELO. Staff attended the training workshop on November 4, 2015 held in South Pasadena. Given the short time frame to revise the City’s Water Efficient Landscape Ordinance and the available time and resources to tackle this unfunded mandate, staff is of the opinion that the City takes no action at this point, thus the State’s MWELO will be in effect by default. Staff has learned that the San Gabriel Valley Council of Government is contemplating to create a Regional Ordinance where City may have the option of adopting it at a later date. Staff will continue to track this subject matter and inform City Council the next steps for the city. In the meantime, staff will complete the reporting for the month of December 2015, which is due by December 31, 2015 (See Attachment C for reporting form).

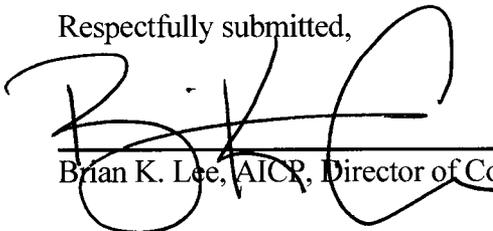
FISCAL IMPACT:

There is no fiscal impact.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

Exempt from CEQA.

Respectfully submitted,



Brian K. Lee, AICP, Director of Community Development

City Manager	City Attorney	Finance	City Clerk

ATTACHMENTS:

- Attachment A: 2015 State’s Model Water Efficient Landscape Ordinance
- Attachment B: Guidance for California Local Agencies on 2015 MWELO
- Attachment C: Water Efficient Landscape Ordinance Reporting Form

entering into the loan contract. For investor-owned utilities, meetings or hearings held by the Public Utilities Commission may serve as Project Feasibility Meetings.

(b) Before a Project Feasibility Meeting, the supplier shall:

(1) Make available information describing the project in a form and location that will enable the water users to review it and to make appropriate comments. The information must be made available for a period of at least fifteen days before the Project Feasibility Meeting.

(2) Establish a date for the meeting agreeable to the Department and Department of Health Services.

(3) Notify the Department, the Department of Health Services and appropriate county health agencies in writing at least twenty calendar days before the meeting, and notify all water users and the local news media in writing at least fifteen calendar days before the meeting. The notice shall state: the date, time, location, and purpose of the meeting and the location of information describing the project for review by the water users. Sample notice forms will be provided by the Department.

(4) Obtain a meeting place of sufficient size and at a convenient location to accommodate the anticipated attendance.

(c) The agenda of the meeting shall include the following matters: (1) A discussion of applicable public health and water works standards, existing and potential health hazards associated with the water system, how the proposed project will bring the system to minimum health standards, and alternative solutions to the problem. (2) The supplier shall describe the proposed project in detail, using maps, charts, and other illustrative devices, if appropriate. The discussion shall include the costs, sources of funds, the amount of the loan-grant commitment, and changes in water costs resulting from the project.

(3) A representative of the State may describe the Act, the State's role in its administration and the Department's recommendation regarding the supplier's loan application. Persons present at the meeting shall be permitted to ask questions regarding all subjects discussed at the meeting.

(d) If no representative of the Department is present at the meeting, the supplier shall submit an official written report to the Department describing the meeting and its outcome including the results of any vote taken. NOTE: Authority cited: Section 13834, Water Code. Reference: Section 13834, Water Code.

§ 489.1. Plans and Specifications.

Before commencing construction, each Supplier shall provide detailed plans and specifications to the Department of Health Services for review and approval by a registered Civil Engineer employed by the Department of Health Services. Unless otherwise authorized in writing by the Department of Health Services, the supplier shall not commence construction without written notification from the Department of Health Services that the plans and specifications have been approved.

NOTE: Authority cited: Section 13834, Water Code. Reference: Section 13837, Water Code.

§ 489.2. Certification of Completion.

Department of Health Services shall inspect the completed project and if satisfied that the project has been completed in accordance with approved plans and specifications, shall provide the supplier and the Department with written certification to that effect.

NOTE: Authority cited: Section 13834, Water Code. Reference: Section 13834, Water Code.

Chapter 2.6. Weather Resources Management [Repealed]

NOTE: Authority cited: Sections 161, 401, 403 and 6078, Water Code. Reference: Sections 401, 402 and 403, Water Code and Sections 21000 et seq., Public Resources Code.

HISTORY

1. New Subchapter 2.6 (Articles 1-5, Sections 490-495.03, not consecutive) filed 9-28-79; effective thirtieth day thereafter (Register 79, No. 39).
2. Repealer of Subchapter 2.6 (Articles 1-5, Sections 490-495.03, not consecutive, not previously repealed by OAL Order of Repeal) filed 6-5-86; effective

thirtieth day thereafter (Register 86, No. 23). For prior history, see Register 85, No. 26; 81, Nos. 40 and 38; and 80, No. 7.

Chapter 2.7. Model Water Efficient Landscape Ordinance

§ 490. Purpose.

(a) The State Legislature has found:

(1) that the waters of the state are of limited supply and are subject to ever increasing demands;

(2) that the continuation of California's economic prosperity is dependent on the availability of adequate supplies of water for future uses;

(3) that it is the policy of the State to promote the conservation and efficient use of water and to prevent the waste of this valuable resource;

(4) that landscapes are essential to the quality of life in California by providing areas for active and passive recreation and as an enhancement to the environment by cleaning air and water, preventing erosion, offering fire protection, and replacing ecosystems lost to development;

(5) that landscape design, installation, maintenance and management can and should be water efficient;

(6) that Section 2 of Article X of the California Constitution specifies that the right to use water is limited to the amount reasonably required for the beneficial use to be served and the right does not and shall not extend to waste or unreasonable method of use.

(b) Consistent with the legislative findings, the purpose of this model ordinance is to:

(1) promote the values and benefits of landscaping practices that integrate and go beyond the conservation and efficient use of water;

(2) establish a structure for planning, designing, installing, maintaining and managing water efficient landscapes in new construction and rehabilitated projects by encouraging the use of a watershed approach that requires cross-sector collaboration of industry, government and property owners to achieve the many benefits possible;

(3) establish provisions for water management practices and water waste prevention for existing landscapes;

(4) use water efficiently without waste by setting a Maximum Applied Water Allowance as an upper limit for water use and reduce water use to the lowest practical amount;

(5) promote the benefits of consistent landscape ordinances with neighboring local and regional agencies;

(6) encourage local agencies and water purveyors to use economic incentives that promote the efficient use of water, such as implementing a tiered-rate structure; and

(7) encourage local agencies to designate the necessary authority that implements and enforces the provisions of the Model Water Efficient Landscape Ordinance or its local landscape ordinance.

(c) Landscapes that are planned, designed, installed, managed and maintained with the watershed based approach can improve California's environmental conditions and provide benefits and realize sustainability goals. Such landscapes will make the urban environment resilient in the face of climatic extremes. Consistent with the legislative findings and purpose of the Ordinance, conditions in the urban setting will be improved by:

(1) Creating the conditions to support life in the soil by reducing compaction, incorporating organic matter that increases water retention, and promoting productive plant growth that leads to more carbon storage, oxygen production, shade, habitat and esthetic benefits.

(2) Minimizing energy use by reducing irrigation water requirements, reducing reliance on petroleum based fertilizers and pesticides, and planting climate appropriate shade trees in urban areas.

(3) Conserving water by capturing and reusing rainwater and graywater wherever possible and selecting climate appropriate plants that need minimal supplemental water after establishment.

(4) Protecting air and water quality by reducing power equipment use and landfill disposal trips, selecting recycled and locally sourced materi-

als, and using compost, mulch and efficient irrigation equipment to prevent erosion.

(5) Protecting existing habitat and creating new habitat by choosing local native plants, climate adapted non-natives and avoiding invasive plants. Utilizing integrated pest management with least toxic methods as the first course of action.

NOTE: Authority cited: Section 65593, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Sections 65591, 65593 and 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New chapter 2.7 (sections 490-495) filed 7-31-92; operative 7-31-92 (Register 92, No. 32).
2. Amendment of section and NOTE filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
3. Amendment of subsections (a)(4) and (b)(1)-(2), new subsections (c)-(5) and amendment of NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 490.1. Applicability.

(a) After December 1, 2015, and consistent with Executive Order No. B-29-15, this ordinance shall apply to all of the following landscape projects:

(1) new construction projects with an aggregate landscape area equal to or greater than 500 square feet requiring a building or landscape permit, plan check or design review;

(2) rehabilitated landscape projects with an aggregate landscape area equal to or greater than 2,500 square feet requiring a building or landscape permit, plan check, or design review;

(3) existing landscapes limited to Sections 493, 493.1 and 493.2; and

(4) cemeteries. Recognizing the special landscape management needs of cemeteries, new and rehabilitated cemeteries are limited to Sections 492.4, 492.11, and 492.12; and existing cemeteries are limited to Sections 493, 493.1, and 493.2.

(b) For local land use agencies working together to develop a regional water efficient landscape ordinance, the reporting requirements of this ordinance shall become effective December 1, 2015 and the remainder of this ordinance shall be effective no later than February 1, 2016.

(c) Any project with an aggregate landscape area of 2,500 square feet or less may comply with the performance requirements of this ordinance or conform to the prescriptive measures contained in Appendix D.

(d) For projects using treated or untreated graywater or rainwater captured on site, any lot or parcel within the project that has less than 2500 sq. ft. of landscape and meets the lot or parcel's landscape water requirement (Estimated Total Water Use) entirely with treated or untreated graywater or through stored rainwater captured on site is subject only to Appendix D section (5).

(e) This ordinance does not apply to:

(1) registered local, state or federal historical sites;

(2) ecological restoration projects that do not require a permanent irrigation system;

(3) mined-land reclamation projects that do not require a permanent irrigation system; or

(4) existing plant collections, as part of botanical gardens and arboreturns open to the public.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 491. Definitions.

The terms used in this ordinance have the meaning set forth below:

(a) "applied water" means the portion of water supplied by the irrigation system to the landscape.

(b) "automatic irrigation controller" means a timing device used to remotely control valves that operate an irrigation system. Automatic irrigation controllers are able to self-adjust and schedule irrigation events using either evapotranspiration (weather-based) or soil moisture data.

(c) "backflow prevention device" means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.

(d) "Certificate of Completion" means the document required under Section 492.9.

(e) "certified irrigation designer" means a person certified to design irrigation systems by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency's WaterSense irrigation designer certification program and Irrigation Association's Certified Irrigation Designer program.

(f) "certified landscape irrigation auditor" means a person certified to perform landscape irrigation audits by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency's WaterSense irrigation auditor certification program and Irrigation Association's Certified Landscape Irrigation Auditor program.

(g) "check valve" or "anti-drain valve" means a valve located under a sprinkler head, or other location in the irrigation system, to hold water in the system to prevent drainage from sprinkler heads when the sprinkler is off.

(h) "common interest developments" means community apartment projects, condominium projects, planned developments, and stock cooperatives per Civil Code Section 1351.

(i) "compost" means the safe and stable product of controlled biologic decomposition of organic materials that is beneficial to plant growth.

(j) "conversion factor (0.62)" means the number that converts acres-inches per acre per year to gallons per square foot per year.

(k) "distribution uniformity" means the measure of the uniformity of irrigation water over a defined area.

(l) "drip irrigation" means any non-spray low volume irrigation system utilizing emission devices with a flow rate measured in gallons per hour. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

(m) "ecological restoration project" means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.

(n) "effective precipitation" or "usable rainfall" (Eppt) means the portion of total precipitation which becomes available for plant growth.

(o) "emitter" means a drip irrigation emission device that delivers water slowly from the system to the soil.

(p) "established landscape" means the point at which plants in the landscape have developed significant root growth into the soil. Typically, most plants are established after one or two years of growth.

(q) "establishment period of the plants" means the first year after installing the plant in the landscape or the first two years if irrigation will be terminated after establishment. Typically, most plants are established after one or two years of growth. Native habitat mitigation areas and trees may need three to five years for establishment.

(r) "Estimated Total Water Use" (ETWU) means the total water used for the landscape as described in Section 492.4.

(s) "ET adjustment factor" (ETAF) means a factor of 0.55 for residential areas and 0.45 for non-residential areas, that, when applied to reference evapotranspiration, adjusts for plant factors and irrigation efficiency, two major influences upon the amount of water that needs to be applied to the landscape. The ETAF for new and existing (non-rehabilitated) Special Landscape Areas shall not exceed 1.0. The ETAF for existing non-rehabilitated landscapes is 0.8.

(l) "evapotranspiration rate" means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time.

(u) "flow rate" means the rate at which water flows through pipes, valves and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.

(v) "flow sensor" means an inline device installed at the supply point of the irrigation system that produces a repeatable signal proportional to flow rate. Flow sensors must be connected to an automatic irrigation controller, or flow monitor capable of receiving flow signals and operating master valves. This combination flow sensor/controller may also function as a landscape water meter or submeter.

(w) "friable" means a soil condition that is easily crumbled or loosely compacted down to a minimum depth per planting material requirements, whereby the root structure of newly planted material will be allowed to spread unimpeded.

(x) "Fuel Modification Plan Guideline" means guidelines from a local fire authority to assist residents and businesses that are developing land or building structures in a fire hazard severity zone.

(y) "graywater" means untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthful processing, manufacturing, or operating wastes. "Graywater" includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines, and laundry tubs, but does not include wastewater from kitchen sinks or dishwashers. Health and Safety Code Section 17922.12.

(z) "hardscapes" means any durable material (pervious and non-pervious).

(aa) "hydrozone" means a portion of the landscaped area having plants with similar water needs and rooting depth. A hydrozone may be irrigated or non-irrigated.

(bb) "infiltration rate" means the rate of water entry into the soil expressed as a depth of water per unit of time (e.g., inches per hour).

(cc) "invasive plant species" means species of plants not historically found in California that spread outside cultivated areas and can damage environmental or economic resources. Invasive species may be regulated by county agricultural agencies as noxious species. Lists of invasive plants are maintained at the California Invasive Plant Inventory and USDA invasive and noxious weeds database.

(dd) "irrigation audit" means an in-depth evaluation of the performance of an irrigation system conducted by a Certified Landscape Irrigation Auditor. An irrigation audit includes, but is not limited to: inspection, system tune-up, system test with distribution uniformity or emission uniformity, reporting overspray or runoff that causes overland flow, and preparation of an irrigation schedule. The audit must be conducted in a manner consistent with the Irrigation Association's Landscape Irrigation Auditor Certification program or other U.S. Environmental Protection Agency "Watersense" labeled auditing program.

(ee) "irrigation efficiency" (IE) means the measurement of the amount of water beneficially used divided by the amount of water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The irrigation efficiency for purposes of this ordinance are 0.75 for overhead spray devices and 0.81 for drip systems.

(ff) "irrigation survey" means an evaluation of an irrigation system that is less detailed than an irrigation audit. An irrigation survey includes, but is not limited to: inspection, system test, and written recommendations to improve performance of the irrigation system.

(gg) "irrigation water use analysis" means an analysis of water use data based on meter readings and billing data.

(hh) "landscape architect" means a person who holds a license to practice landscape architecture in the state of California Business and Professions Code, Section 5615.

(ii) "landscape area" means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Wa-

ter Allowance calculation. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

(jj) "landscape contractor" means a person licensed by the state of California to construct, maintain, repair, install, or subcontract the development of landscape systems.

(kk) "Landscape Documentation Package" means the documents required under Section 492.3.

(ll) "landscape project" means total area of landscape in a project as defined in "landscape area" for the purposes of this ordinance, meeting requirements under Section 490.1.

(mm) "landscape water meter" means an inline device installed at the irrigation supply point that measures the flow of water into the irrigation system and is connected to a totalizer to record water use.

(nn) "lateral line" means the water delivery pipeline that supplies water to the emitters or sprinklers from the valve.

(oo) "local agency" means a city or county, including a charter city or charter county, that is responsible for adopting and implementing the ordinance. The local agency is also responsible for the enforcement of this ordinance, including but not limited to, approval of a permit and plan check or design review of a project.

(pp) "local water purveyor" means any entity, including a public agency, city, county, or private water company that provides retail water service.

(qq) "low volume irrigation" means the application of irrigation water at low pressure through a system of tubing or lateral lines and low-volume emitters such as drip, drip lines, and bubblers. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

(rr) "main line" means the pressurized pipeline that delivers water from the water source to the valve or outlet.

(ss) "master shut-off valve" is an automatic valve installed at the irrigation supply point which controls water flow into the irrigation system. When this valve is closed water will not be supplied to the irrigation system. A master valve will greatly reduce any water loss due to a leaky station valve.

(tt) "Maximum Applied Water Allowance" (MAWA) means the upper limit of annual applied water for the established landscaped area as specified in Section 492.4. It is based upon the area's reference evapotranspiration, the ET Adjustment Factor, and the size of the landscape area. The Estimated Total Water Use shall not exceed the Maximum Applied Water Allowance. Special Landscape Areas, including recreation areas, areas permanently and solely dedicated to edible plants such as orchards and vegetable gardens, and areas irrigated with recycled water are subject to the MAWA with an ETAF not to exceed 1.0. $MAWA = (ETo) (0.62) [(ETAF \times LA) + ((1-ETAF) \times SLA)]$

(uu) "median" is an area between opposing lanes of traffic that may be unplanted or planted with trees, shrubs, perennials, and ornamental grasses.

(vv) "microclimate" means the climate of a small, specific area that may contrast with the climate of the overall landscape area due to factors such as wind, sun exposure, plant density, or proximity to reflective surfaces.

(ww) "mined-land reclamation projects" means any surface mining operation with a reclamation plan approved in accordance with the Surface Mining and Reclamation Act of 1975.

(xx) "mulch" means any organic material such as leaves, bark, straw, compost, or inorganic mineral materials such as rocks, gravel, or decomposed granite left loose and applied to the soil surface for the beneficial purposes of reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion.

(yy) "new construction" means, for the purposes of this ordinance, a new building with a landscape or other new landscape, such as a park, playground, or greenbelt without an associated building.

(zz) “non-residential landscape” means landscapes in commercial, institutional, industrial and public settings that may have areas designated for recreation or public assembly. It also includes portions of common areas of common interest developments with designated recreational areas.

(aaa) “operating pressure” means the pressure at which the parts of an irrigation system are designed by the manufacturer to operate.

(bbb) “overhead sprinkler irrigation systems” or “overhead spray irrigation systems” means systems that deliver water through the air (e.g., spray heads and rotors).

(ccc) “overspray” means the irrigation water which is delivered beyond the target area.

(ddd) “parkway” means the area between a sidewalk and the curb or traffic lane. It may be planted or unplanted, and with or without pedestrian egress.

(eee) “permit” means an authorizing document issued by local agencies for new construction or rehabilitated landscapes.

(fff) “pervious” means any surface or material that allows the passage of water through the material and into the underlying soil.

(ggg) “plant factor” or “plant water use factor” is a factor, when multiplied by ETo, estimates the amount of water needed by plants. For purposes of this ordinance, the plant factor range for very low water use plants is 0 to 0.1, the plant factor range for low water use plants is 0.1 to 0.3, the plant factor range for moderate water use plants is 0.4 to 0.6, and the plant factor range for high water use plants is 0.7 to 1.0. Plant factors cited in this ordinance are derived from the publication “Water Use Classification of Landscape Species”. Plant factors may also be obtained from horticultural researchers from academic institutions or professional associations as approved by the California Department of Water Resources (DWR).

(hhh) “project applicant” means the individual or entity submitting a Landscape Documentation Package required under Section 492.3, to request a permit, plan check, or design review from the local agency. A project applicant may be the property owner or his or her designee.

(iii) “rain sensor” or “rain sensing shutoff device” means a component which automatically suspends an irrigation event when it rains.

(jjj) “record drawing” or “as-builts” means a set of reproducible drawings which show significant changes in the work made during construction and which are usually based on drawings marked up in the field and other data furnished by the contractor.

(kkk) “recreational area” means areas, excluding private single family residential areas, designated for active play, recreation or public assembly in parks, sports fields, picnic grounds, amphitheaters or golf course tees, fairways, roughs, surrounds and greens.

(lll) “recycled water,” “reclaimed water,” or “treated sewage effluent water” means treated or recycled waste water of a quality suitable for nonpotable uses such as landscape irrigation and water features. This water is not intended for human consumption.

(mmm) “reference evapotranspiration” or “ETo” means a standard measurement of environmental parameters which affect the water use of plants. ETo is expressed in inches per day, month, or year as represented in Appendix A, and is an estimate of the evapotranspiration of a large field of four- to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the Maximum Applied Water Allowances so that regional differences in climate can be accommodated.

(nnn) “Regional Water Efficient Landscape Ordinance” means a local Ordinance adopted by two or more local agencies, water suppliers and other stakeholders for implementing a consistent set of landscape provisions throughout a geographical region. Regional ordinances are strongly encouraged to provide a consistent framework for the landscape industry and applicants to adhere to.

(ooo) “rehabilitated landscape” means any relandscaping project that requires a permit, plan check, or design review, meets the requirements of Section 490.1, and the modified landscape area is equal to or greater than 2,500 square feet.

(ppp) “residential landscape” means landscapes surrounding single or multifamily homes.

(qqq) “run off” means water which is not absorbed by the soil or landscape to which it is applied and flows from the landscape area. For example, run off may result from water that is applied at too great a rate (application rate exceeds infiltration rate) or when there is a slope.

(rrr) “soil moisture sensing device” or “soil moisture sensor” means a device that measures the amount of water in the soil. The device may also suspend or initiate an irrigation event.

(sss) “soil texture” means the classification of soil based on its percentage of sand, silt, and clay.

(ttt) “Special Landscape Area” (SLA) means an area of the landscape dedicated solely to edible plants, recreational areas, areas irrigated with recycled water, or water features using recycled water.

(uuu) “sprinkler head” or “spray head” means a device which delivers water through a nozzle.

(vvv) “static water pressure” means the pipeline or municipal water supply pressure when water is not flowing.

(www) “station” means an area served by one valve or by a set of valves that operate simultaneously.

(xxx) “swing joint” means an irrigation component that provides a flexible, leak-free connection between the emission device and lateral pipeline to allow movement in any direction and to prevent equipment damage.

(yyy) “submeter” means a metering device to measure water applied to the landscape that is installed after the primary utility water meter.

(zzz) “turf” means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

(aaaa) “valve” means a device used to control the flow of water in the irrigation system.

(bbbb) “water conserving plant species” means a plant species identified as having a very low or low plant factor.

(cccc) “water feature” means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of water features is included in the high water use hydrozone of the landscape area. Constructed wetlands used for on-site wastewater treatment or stormwater best management practices that are not irrigated and used solely for water treatment or stormwater retention are not water features and, therefore, are not subject to the water budget calculation.

(dddd) “watering window” means the time of day irrigation is allowed.

(eeee) “WUCOLS” means the Water Use Classification of Landscape Species published by the University of California Cooperative Extension and the Department of Water Resources 2014.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor’s Exec. Order No. B-29-15 (April 1, 2015). Reference: Sections 65592 and 65596, Government Code; and section 11, Governor’s Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 7-31-92; operative 7-31-92 (Register 92, No. 32).
2. Amendment of section and NOTE filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
3. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor’s Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492. Provisions for New Construction or Rehabilitated Landscapes.

(a) A local agency may designate by mutual agreement, another agency, such as a water purveyor, to implement some or all of the requirements contained in this ordinance. Local agencies may collaborate with water purveyors to define each entity’s specific responsibilities relating to this ordinance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor’s Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596,

Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 7-31-92; operative 7-31-92 (Register 92, No. 32).
2. Amendment of section heading, repealer and new section and amendment of NOTE filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
3. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.1. Compliance with Landscape Documentation Package.

(a) Prior to construction, the local agency shall:

(1) provide the project applicant with the ordinance and procedures for permits, plan checks or design reviews;

(2) review the Landscape Documentation Package submitted by the project applicant;

(3) approve or deny the Landscape Documentation Package;

(4) issue a permit or approve the plan check or design review for the project applicant; and

(5) upon approval of the Landscape Documentation Package, submit a copy of the Water Efficient Landscape Worksheet to the local water purveyor.

(b) Prior to construction, the project applicant shall:

(1) submit a Landscape Documentation Package to the local agency.

(c) Upon approval of the Landscape Documentation Package by the local agency, the project applicant shall:

(1) receive a permit or approval of the plan check or design review and record the date of the permit in the Certificate of Completion;

(2) submit a copy of the approved Landscape Documentation Package along with the record drawings, and any other information to the property owner or his/her designee; and

(3) submit a copy of the Water Efficient Landscape Worksheet to the local water purveyor.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

§ 492.2. Penalties.

(a) A local agency may establish and administer penalties to the project applicant for non-compliance with the ordinance to the extent permitted by law.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

§ 492.3. Elements of the Landscape Documentation Package.

(a) The Landscape Documentation Package shall include the following six (6) elements:

(1) project information;

(A) date

(B) project applicant

(C) project address (if available, parcel and/or lot number(s))

(D) total landscape area (square feet)

(E) project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed)

(F) water supply type (e.g., potable, recycled, well) and identify the local retail water purveyor if the applicant is not served by a private well

(G) checklist of all documents in Landscape Documentation Package

(H) project contacts to include contact information for the project applicant and property owner

(I) applicant signature and date with statement, "I agree to comply with the requirements of the water efficient landscape ordinance and submit a complete Landscape Documentation Package".

(2) Water Efficient Landscape Worksheet;

(A) hydrozone information table

(B) water budget calculations

1. Maximum Applied Water Allowance (MAWA)

2. Estimated Total Water Use (ETWU)

(3) soil management report;

(4) landscape design plan;

(5) irrigation design plan; and

(6) grading design plan.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

§ 492.4. Water Efficient Landscape Worksheet.

(a) A project applicant shall complete the Water Efficient Landscape Worksheet in Appendix B which contains information on the plant factor, irrigation method, irrigation efficiency, and area associated with each hydrozone. Calculations are then made to show that the evapotranspiration adjustment factor (ETAF) for the landscape project does not exceed a factor of 0.55 for residential areas and 0.45 for non-residential areas, exclusive of Special Landscape Areas. The ETAF for a landscape project is based on the plant factors and irrigation methods selected. The Maximum Applied Water Allowance is calculated based on the maximum ETAF allowed (0.55 for residential areas and 0.45 for non-residential areas) and expressed as annual gallons required. The Estimated Total Water Use (ETWU) is calculated based on the plants used and irrigation method selected for the landscape design. ETWU must be below the MAWA.

(1) In calculating the Maximum Applied Water Allowance and Estimated Total Water Use, a project applicant shall use the ETo values from the Reference Evapotranspiration Table in Appendix A. For geographic areas not covered in Appendix A, use data from other cities located nearby in the same reference evapotranspiration zone, as found in the CIMIS Reference Evapotranspiration Zones Map, Department of Water Resources, 1999.

(b) Water budget calculations shall adhere to the following requirements:

(1) The plant factor used shall be from WUCOLS or from horticultural researchers with academic institutions or professional associations as approved by the California Department of Water Resources (DWR). The plant factor ranges from 0 to 0.1 for very low water using plants, 0.1 to 0.3 for low water use plants, from 0.4 to 0.6 for moderate water use plants, and from 0.7 to 1.0 for high water use plants.

(2) All water features shall be included in the high water use hydrozone and temporarily irrigated areas shall be included in the low water use hydrozone.

(3) All Special Landscape Areas shall be identified and their water use calculated as shown in Appendix B.

(4) ETAF for new and existing (non-rehabilitated) Special Landscape Areas shall not exceed 1.0.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.5. Soil Management Report.

(a) In order to reduce runoff and encourage healthy plant growth, a soil management report shall be completed by the project applicant, or his/her designee, as follows:

(1) Submit soil samples to a laboratory for analysis and recommendations.

(A) Soil sampling shall be conducted in accordance with laboratory protocol, including protocols regarding adequate sampling depth for the intended plants.

(B) The soil analysis shall include:

1. soil texture;
2. infiltration rate determined by laboratory test or soil texture infiltration rate table;
3. pH;
4. total soluble salts;
5. sodium;
6. percent organic matter; and
7. recommendations.

(C) In projects with multiple landscape installations (i.e. production home developments) a soil sampling rate of 1 in 7 lots or approximately 15% will satisfy this requirement. Large landscape projects shall sample at a rate equivalent to 1 in 7 lots.

(2) The project applicant, or his/her designee, shall comply with one of the following:

(A) If significant mass grading is not planned, the soil analysis report shall be submitted to the local agency as part of the Landscape Documentation Package; or

(B) If significant mass grading is planned, the soil analysis report shall be submitted to the local agency as part of the Certificate of Completion.

(3) The soil analysis report shall be made available, in a timely manner, to the professionals preparing the landscape design plans and irrigation design plans to make any necessary adjustments to the design plans.

(4) The project applicant, or his/her designee, shall submit documentation verifying implementation of soil analysis report recommendations to the local agency with Certificate of Completion.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of subsection (a)(1)(B), new subsection (a)(1)(C) and amendment of NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.6. Landscape Design Plan.

(a) For the efficient use of water, a landscape shall be carefully designed and planned for the intended function of the project. A landscape design plan meeting the following design criteria shall be submitted as part of the Landscape Documentation Package.

(1) Plant Material

(A) Any plant may be selected for the landscape, providing the Estimated Total Water Use in the landscape area does not exceed the Maximum Applied Water Allowance. Methods to achieve water efficiency shall include one or more of the following:

1. protection and preservation of native species and natural vegetation;
2. selection of water-conserving plant, tree and turf species, especially local native plants;
3. selection of plants based on local climate suitability, disease and pest resistance;
4. selection of trees based on applicable local tree ordinances or tree shading guidelines, and size at maturity as appropriate for the planting area; and
5. selection of plants from local and regional landscape program plant lists.
6. selection of plants from local Fuel Modification Plan Guidelines.

(B) Each hydrozone shall have plant materials with similar water use, with the exception of hydrozones with plants of mixed water use, as specified in Section 492.7(a)(2)(D).

(C) Plants shall be selected and planted appropriately based upon their adaptability to the climatic, geologic, and topographical conditions of the

project site. Methods to achieve water efficiency shall include one or more of the following:

1. use the Sunset Western Climate Zone System which takes into account temperature, humidity, elevation, terrain, latitude, and varying degrees of continental and marine influence on local climate;

2. recognize the horticultural attributes of plants (i.e., mature plant size, invasive surface roots) to minimize damage to property or infrastructure [e.g., buildings, sidewalks, power lines]; allow for adequate soil volume for healthy root growth; and

3. consider the solar orientation for plant placement to maximize summer shade and winter solar gain.

(D) Turf is not allowed on slopes greater than 25% where the toe of the slope is adjacent to an impermeable hardscape and where 25% means 1 foot of vertical elevation change for every 4 feet of horizontal length (rise divided by run x 100 = slope percent).

(E) High water use plants, characterized by a plant factor of 0.7 to 1.0, are prohibited in street medians.

(F) A landscape design plan for projects in fire-prone areas shall address fire safety and prevention. A defensible space or zone around a building or structure is required per Public Resources Code Section 4291(a) and (b). Avoid fire-prone plant materials and highly flammable mulches. Refer to the local Fuel Modification Plan guidelines.

(G) The use of invasive plant species, such as those listed by the California Invasive Plant Council, is strongly discouraged.

(H) The architectural guidelines of a common interest development, which include community apartment projects, condominiums, planned developments, and stock cooperatives, shall not prohibit or include conditions that have the effect of prohibiting the use of low-water use plants as a group.

(2) Water Features

(A) Recirculating water systems shall be used for water features.

(B) Where available, recycled water shall be used as a source for decorative water features.

(C) Surface area of a water feature shall be included in the high water use hydrozone area of the water budget calculation.

(D) Pool and spa covers are highly recommended.

(3) Soil Preparation, Mulch and Amendments

(A) Prior to the planting of any materials, compacted soils shall be transformed to a friable condition. On engineered slopes, only amended planting holes need meet this requirement.

(B) Soil amendments shall be incorporated according to recommendations of the soil report and what is appropriate for the plants selected (see Section 492.5).

(C) For landscape installations, compost at a rate of a minimum of four cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six inches into the soil. Soils with greater than 6% organic matter in the top 6 inches of soil are exempt from adding compost and tilling.

(D) A minimum three inch (3") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife, up to 5 % of the landscape area may be left without mulch. Designated insect habitat must be included in the landscape design plan as such.

(E) Stabilizing mulching products shall be used on slopes that meet current engineering standards.

(F) The mulching portion of the seed/mulch slurry in hydro-seeded applications shall meet the mulching requirement.

(G) Organic mulch materials made from recycled or post-consumer shall take precedence over inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local Fuel Modification Plan Guidelines or other applicable local ordinances.

(b) The landscape design plan, at a minimum, shall:

(1) delineate and label each hydrozone by number, letter, or other method;

(2) identify each hydrozone as low, moderate, high water, or mixed water use. Temporarily irrigated areas of the landscape shall be included in the low water use hydrozone for the water budget calculation;

(3) identify recreational areas;

(4) identify areas permanently and solely dedicated to edible plants;

(5) identify areas irrigated with recycled water;

(6) identify type of mulch and application depth;

(7) identify soil amendments, type, and quantity;

(8) identify type and surface area of water features;

(9) identify hardscapes (pervious and non-pervious);

(10) identify location, installation details, and 24-hour retention or infiltration capacity of any applicable stormwater best management practices that encourage on-site retention and infiltration of stormwater. Project applicants shall refer to the local agency or regional Water Quality Control Board for information on any applicable stormwater technical requirements. Stormwater best management practices are encouraged in the landscape design plan and examples are provided in Section 492.16.

(11) identify any applicable rain harvesting or catchment technologies as discussed in Section 492.16 and their 24-hour retention or infiltration capacity;

(12) identify any applicable graywater discharge piping, system components and area(s) of distribution;

(13) contain the following statement: "I have complied with the criteria of the ordinance and applied them for the efficient use of water in the landscape design plan"; and

(14) bear the signature of a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape. (See Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the Food and Agriculture Code.)

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; Section 1351, Civil Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.7. Irrigation Design Plan.

(a) This section applies to landscaped areas requiring permanent irrigation, not areas that require temporary irrigation solely for the plant establishment period. For the efficient use of water, an irrigation system shall meet all the requirements listed in this section and the manufacturers' recommendations. The irrigation system and its related components shall be planned and designed to allow for proper installation, management, and maintenance. An irrigation design plan meeting the following design criteria shall be submitted as part of the Landscape Documentation Package.

(1) System

(A) Landscape water meters, defined as either a dedicated water service meter or private submeter, shall be installed for all non-residential irrigated landscapes of 1,000 sq. ft. but not more than 5,000 sq. ft. (the level at which Water Code 535 applies) and residential irrigated landscapes of 5,000 sq. ft. or greater. A landscape water meter may be either:

1. a customer service meter dedicated to landscape use provided by the local water purveyor; or

2. a privately owned meter or submeter.

(B) Automatic irrigation controllers utilizing either evapotranspiration or soil moisture sensor data utilizing non-volatile memory shall be required for irrigation scheduling in all irrigation systems.

(C) If the water pressure is below or exceeds the recommended pressure of the specified irrigation devices, the installation of a pressure regu-

lating device is required to ensure that the dynamic pressure at each emission device is within the manufacturer's recommended pressure range for optimal performance.

1. If the static pressure is above or below the required dynamic pressure of the irrigation system, pressure-regulating devices such as inline pressure regulators, booster pumps, or other devices shall be installed to meet the required dynamic pressure of the irrigation system.

2. Static water pressure, dynamic or operating pressure, and flow reading of the water supply shall be measured at the point of connection. These pressure and flow measurements shall be conducted at the design stage. If the measurements are not available at the design stage, the measurements shall be conducted at installation.

(D) Sensors (rain, freeze, wind, etc.), either integral or auxiliary, that suspend or alter irrigation operation during unfavorable weather conditions shall be required on all irrigation systems, as appropriate for local climatic conditions. Irrigation should be avoided during windy or freezing weather or during rain.

(E) Manual shut-off valves (such as a gate valve, ball valve, or butterfly valve) shall be required, as close as possible to the point of connection of the water supply, to minimize water loss in case of an emergency (such as a main line break) or routine repair.

(F) Backflow prevention devices shall be required to protect the water supply from contamination by the irrigation system. A project applicant shall refer to the applicable local agency code (i.e., public health) for additional backflow prevention requirements.

(G) Flow sensors that detect high flow conditions created by system damage or malfunction are required for all on non-residential landscapes and residential landscapes of 5000 sq. ft. or larger.

(H) Master shut-off valves are required on all projects except landscapes that make use of technologies that allow for the individual control of sprinklers that are individually pressurized in a system equipped with low pressure shut down features.

(I) The irrigation system shall be designed to prevent runoff, low head drainage, overspray, or other similar conditions where irrigation water flows onto non-targeted areas, such as adjacent property, non-irrigated areas, hardscapes, roadways, or structures.

(J) Relevant information from the soil management plan, such as soil type and infiltration rate, shall be utilized when designing irrigation systems.

(K) The design of the irrigation system shall conform to the hydrozones of the landscape design plan.

(L) The irrigation system must be designed and installed to meet, at a minimum, the irrigation efficiency criteria as described in Section 492.4 regarding the Maximum Applied Water Allowance.

(M) All irrigation emission devices must meet the requirements set in the American National Standards Institute (ANSI) standard, American Society of Agricultural and Biological Engineers' International Code Council's (ASABE/ICC) 802-2014 "Landscape Irrigation Sprinkler and Emitter Standard, All sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.

(N) It is highly recommended that the project applicant or local agency inquire with the local water purveyor about peak water operating demands (on the water supply system) or water restrictions that may impact the effectiveness of the irrigation system.

(O) In mulched planting areas, the use of low volume irrigation is required to maximize water infiltration into the root zone.

(P) Sprinkler heads and other emission devices shall have matched precipitation rates, unless otherwise directed by the manufacturer's recommendations.

(Q) Head to head coverage is recommended. However, sprinkler spacing shall be designed to achieve the highest possible distribution uniformity using the manufacturer's recommendations.

(R) Swing joints or other riser-protection components are required on all risers subject to damage that are adjacent to hardscapes or in high traffic areas of turfgrass.

(S) Check valves or anti-drain valves are required on all sprinkler heads where low point drainage could occur.

(T) Areas less than ten (10) feet in width in any direction shall be irrigated with subsurface irrigation or other means that produces no runoff or overspray.

(U) Overhead irrigation shall not be permitted within 24 inches of any non-permeable surface. Allowable irrigation within the setback from non-permeable surfaces may include drip, drip line, or other low flow non-spray technology. The setback area may be planted or unplanted. The surfacing of the setback may be mulch, gravel, or other porous material. These restrictions may be modified if:

1. the landscape area is adjacent to permeable surfacing and no runoff occurs; or

2. the adjacent non-permeable surfaces are designed and constructed to drain entirely to landscaping; or

3. the irrigation designer specifies an alternative design or technology, as part of the Landscape Documentation Package and clearly demonstrates strict adherence to irrigation system design criteria in Section 492.7 (a)(1)(I). Prevention of overspray and runoff must be confirmed during the irrigation audit.

(V) Slopes greater than 25% shall not be irrigated with an irrigation system with a application rate exceeding 0.75 inches per hour. This restriction may be modified if the landscape designer specifies an alternative design or technology, as part of the Landscape Documentation Package, and clearly demonstrates no runoff or erosion will occur. Prevention of runoff and erosion must be confirmed during the irrigation audit.

(2) Hydrozone

(A) Each valve shall irrigate a hydrozone with similar site, slope, sun exposure, soil conditions, and plant materials with similar water use.

(B) Sprinkler heads and other emission devices shall be selected based on what is appropriate for the plant type within that hydrozone.

(C) Where feasible, trees shall be placed on separate valves from shrubs, groundcovers, and turf to facilitate the appropriate irrigation of trees. The mature size and extent of the root zone shall be considered when designing irrigation for the tree.

(D) Individual hydrozones that mix plants of moderate and low water use, or moderate and high water use, may be allowed if:

1. plant factor calculation is based on the proportions of the respective plant water uses and their plant factor; or

2. the plant factor of the higher water using plant is used for calculations.

(E) Individual hydrozones that mix high and low water use plants shall not be permitted.

(F) On the landscape design plan and irrigation design plan, hydrozone areas shall be designated by number, letter, or other designation. On the irrigation design plan, designate the areas irrigated by each valve, and assign a number to each valve. Use this valve number in the Hydrozone Information Table (see Appendix B Section A). This table can also assist with the irrigation audit and programming the controller.

(b) The irrigation design plan, at a minimum, shall contain:

(1) location and size of separate water meters for landscape;

(2) location, type and size of all components of the irrigation system, including controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices;

(3) static water pressure at the point of connection to the public water supply;

(4) flow rate (gallons per minute), application rate (inches per hour), and design operating pressure (pressure per square inch) for each station;

(5) recycled water irrigation systems as specified in Section 492.14;

(6) the following statement: "I have complied with the criteria of the ordinance and applied them accordingly for the efficient use of water in the irrigation design plan"; and

(7) the signature of a licensed landscape architect, certified irrigation designer, licensed landscape contractor, or any other person authorized

to design an irrigation system. (See Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the Food and Agricultural Code.)

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.8. Grading Design Plan.

(a) For the efficient use of water, grading of a project site shall be designed to minimize soil erosion, runoff, and water waste. A grading plan shall be submitted as part of the Landscape Documentation Package. A comprehensive grading plan prepared by a civil engineer for other local agency permits satisfies this requirement.

(1) The project applicant shall submit a landscape grading plan that indicates finished configurations and elevations of the landscape area including:

(A) height of graded slopes;

(B) drainage patterns;

(C) pad elevations;

(D) finish grade; and

(E) stormwater retention improvements, if applicable.

(2) To prevent excessive erosion and runoff, it is highly recommended that project applicants:

(A) grade so that all irrigation and normal rainfall remains within property lines and does not drain on to non-permeable hardscapes;

(B) avoid disruption of natural drainage patterns and undisturbed soil; and

(C) avoid soil compaction in landscape areas.

(3) The grading design plan shall contain the following statement: "I have complied with the criteria of the ordinance and applied them accordingly for the efficient use of water in the grading design plan" and shall bear the signature of a licensed professional as authorized by law.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

§ 492.9. Certificate of Completion.

(a) The Certificate of Completion (see Appendix C for a sample certificate) shall include the following six (6) elements:

(1) project information sheet that contains:

(A) date;

(B) project name;

(C) project applicant name, telephone, and mailing address;

(D) project address and location; and

(E) property owner name, telephone, and mailing address;

(2) certification by either the signer of the landscape design plan, the signer of the irrigation design plan, or the licensed landscape contractor that the landscape project has been installed per the approved Landscape Documentation Package;

(A) where there have been significant changes made in the field during construction, these "as-built" or record drawings shall be included with the certification;

(B) A diagram of the irrigation plan showing hydrozones shall be kept with the irrigation controller for subsequent management purposes.

(3) irrigation scheduling parameters used to set the controller (see Section 492.10);

(4) landscape and irrigation maintenance schedule (see Section 492.11);

(5) irrigation audit report (see Section 492.12); and

(6) soil analysis report, if not submitted with Landscape Documentation Package, and documentation verifying implementation of soil report recommendations (see Section 492.5).

(b) The project applicant shall:

(1) submit the signed Certificate of Completion to the local agency for review;

(2) ensure that copies of the approved Certificate of Completion are submitted to the local water purveyor and property owner or his or her designee.

(c) The local agency shall:

(1) receive the signed Certificate of Completion from the project applicant;

(2) approve or deny the Certificate of Completion. If the Certificate of Completion is denied, the local agency shall provide information to the project applicant regarding reapplication, appeal, or other assistance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. New subsection (a)(2)(B) and amendment of NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.10. Irrigation Scheduling.

(a) For the efficient use of water, all irrigation schedules shall be developed, managed, and evaluated to utilize the minimum amount of water required to maintain plant health. Irrigation schedules shall meet the following criteria:

(1) Irrigation scheduling shall be regulated by automatic irrigation controllers.

(2) Overhead irrigation shall be scheduled between 8:00 p.m. and 10:00 a.m. unless weather conditions prevent it. If allowable hours of irrigation differ from the local water purveyor, the stricter of the two shall apply. Operation of the irrigation system outside the normal watering window is allowed for auditing and system maintenance.

(3) For implementation of the irrigation schedule, particular attention must be paid to irrigation run times, emission device, flow rate, and current reference evapotranspiration, so that applied water meets the Estimated Total Water Use. Total annual applied water shall be less than or equal to Maximum Applied Water Allowance (MAWA). Actual irrigation schedules shall be regulated by automatic irrigation controllers using current reference evapotranspiration data (e.g., CIMIS) or soil moisture sensor data.

(4) Parameters used to set the automatic controller shall be developed and submitted for each of the following:

- (A) the plant establishment period;
- (B) the established landscape; and
- (C) temporarily irrigated areas.

(5) Each irrigation schedule shall consider for each station all of the following that apply:

- (A) irrigation interval (days between irrigation);
- (B) irrigation run times (hours or minutes per irrigation event to avoid runoff);
- (C) number of cycle starts required for each irrigation event to avoid runoff;
- (D) amount of applied water scheduled to be applied on a monthly basis;
- (E) application rate setting;
- (F) root depth setting;
- (G) plant type setting;
- (H) soil type;
- (I) slope factor setting;
- (J) shade factor setting; and
- (K) irrigation uniformity or efficiency setting.

NOTE: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

§ 492.11. Landscape and Irrigation Maintenance Schedule.

(a) Landscapes shall be maintained to ensure water use efficiency. A regular maintenance schedule shall be submitted with the Certificate of Completion.

(b) A regular maintenance schedule shall include, but not be limited to, routine inspection; auditing, adjustment and repair of the irrigation system and its components; aerating and dethatching turf areas; topdressing with compost, replenishing mulch; fertilizing; pruning; weeding in all landscape areas, and removing obstructions to emission devices. Operation of the irrigation system outside the normal watering window is allowed for auditing and system maintenance.

(c) Repair of all irrigation equipment shall be done with the originally installed components or their equivalents or with components with greater efficiency.

(d) A project applicant is encouraged to implement established landscape industry sustainable Best Practices for all landscape maintenance activities.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.12. Irrigation Audit, Irrigation Survey, and Irrigation Water Use Analysis.

(a) All landscape irrigation audits shall be conducted by a local agency landscape irrigation auditor or a third party certified landscape irrigation auditor. Landscape audits shall not be conducted by the person who designed the landscape or installed the landscape.

(b) In large projects or projects with multiple landscape installations (i.e. production home developments) an auditing rate of 1 in 7 lots or approximately 15% will satisfy this requirement.

(c) For new construction and rehabilitated landscape projects installed after December 1, 2015, as described in Section 490.1:

(1) the project applicant shall submit an irrigation audit report with the Certificate of Completion to the local agency that may include, but is not limited to: inspection, system tune-up, system test with distribution uniformity, reporting overspray or run off that causes overland flow, and preparation of an irrigation schedule, including configuring irrigation controllers with application rate, soil types, plant factors, slope, exposure and any other factors necessary for accurate programming;

(2) the local agency shall administer programs that may include, but not be limited to, irrigation water use analysis, irrigation audits, and irrigation surveys for compliance with the Maximum Applied Water Allowance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.13. Irrigation Efficiency.

(a) For the purpose of determining Estimated Total Water Use, average irrigation efficiency is assumed to be 0.75 for overhead spray devices and 0.81 for drip system devices.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596,

Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.14. Recycled Water.

(a) The installation of recycled water irrigation systems shall allow for the current and future use of recycled water.

(b) All recycled water irrigation systems shall be designed and operated in accordance with all applicable local and State laws.

(c) Landscapes using recycled water are considered Special Landscape Areas. The ET Adjustment Factor for new and existing (non-rehabilitated) Special Landscape Areas shall not exceed 1.0.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.15. Graywater Systems.

(a) Graywater systems promote the efficient use of water and are encouraged to assist in on-site landscape irrigation. All graywater systems shall conform to the California Plumbing Code (Title 24, Part 5, Chapter 16) and any applicable local ordinance standards. Refer to § 490.1 (d) for the applicability of this ordinance to landscape areas less than 2,500 square feet with the Estimated Total Water Use met entirely by graywater.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Renumbering of former section 492.15 to 492.16, new section 492.15 and amendment of NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.16. Stormwater Management and Rainwater Retention.

(a) Stormwater management practices minimize runoff and increase infiltration which recharges groundwater and improves water quality. Implementing stormwater best management practices into the landscape and grading design plans to minimize runoff and to increase on-site rainwater retention and infiltration are encouraged.

(b) Project applicants shall refer to the local agency or Regional Water Quality Control Board for information on any applicable stormwater technical requirements.

(c) All planted landscape areas are required to have friable soil to maximize water retention and infiltration. Refer to § 492.6(a)(3).

(d) It is strongly recommended that landscape areas be designed for capture and infiltration capacity that is sufficient to prevent runoff from impervious surfaces (i.e. roof and paved areas) from either: the one inch, 24-hour rain event or (2) the 85th percentile, 24-hour rain event, and/or additional capacity as required by any applicable local, regional, state or federal regulation.

(e) It is recommended that storm water projects incorporate any of the following elements to improve on-site storm water and dry weather runoff capture and use:

- Grade impervious surfaces, such as driveways, during construction to drain to vegetated areas.

- Minimize the area of impervious surfaces such as paved areas, roof and concrete driveways.
- Incorporate pervious or porous surfaces (e.g., gravel, permeable pavers or blocks, pervious or porous concrete) that minimize runoff.
- Direct runoff from paved surfaces and roof areas into planting beds or landscaped areas to maximize site water capture and reuse.
- Incorporate rain gardens, cisterns, and other rain harvesting or catchment systems.
- Incorporate infiltration beds, swales, basins and drywells to capture storm water and dry weather runoff and increase percolation into the soil.
- Consider constructed wetlands and ponds that retain water, equalize excess flow, and filter pollutants.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Renumbering of former section 492.16 to section 492.17 and renumbering of former section 492.15 to new section 492.16, including amendment of section heading, section and NOTE, filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.17. Public Education.

(a) Publications. Education is a critical component to promote the efficient use of water in landscapes. The use of appropriate principles of design, installation, management and maintenance that save water is encouraged in the community.

(1) A local agency or water supplier/purveyor shall provide information to owners of permitted renovations and new, single-family residential homes regarding the design, installation, management, and maintenance of water efficient landscapes based on a water budget.

(b) Model Homes. All model homes that are landscaped shall use signs and written information to demonstrate the principles of water efficient landscapes described in this ordinance.

(1) Signs shall be used to identify the model as an example of a water efficient landscape featuring elements such as hydrozones, irrigation equipment, and others that contribute to the overall water efficient theme. Signage shall include information about the site water use as designed per the local ordinance; specify who designed and installed the water efficient landscape; and demonstrate low water use approaches to landscaping such as using native plants, graywater systems, and rainwater catchment systems.

(2) Information shall be provided about designing, installing, managing, and maintaining water efficient landscapes.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Renumbering of former section 492.17 to new section 492.18 and renumbering of former section 492.16 to new section 492.17, including amendment of section and NOTE, filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 492.18. Environmental Review.

(a) The local agency must comply with the California Environmental Quality Act (CEQA), as appropriate.

NOTE: Authority cited: Section 21082, Public Resources Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Sections 21080 and 21082, Public Resources Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. Renumbering of former section 492.17 to new section 492.18, including amendment of NOTE, filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 493. Provisions for Existing Landscapes.

(a) A local agency may by mutual agreement, designate another agency, such as a water purveyor, to implement some or all of the requirements contained in this ordinance. Local agencies may collaborate with water purveyors to define each entity's specific responsibilities relating to this ordinance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 7-31-92; operative 7-31-92 (Register 92, No. 32).
2. Repealer and new section and amendment of NOTE filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
3. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 493.1. Irrigation Audit, Irrigation Survey, and Irrigation Water Use Analysis.

(a) This section, 493.1, shall apply to all existing landscapes that were installed before December 1, 2015 and are over one acre in size.

(1) For all landscapes in 493.1 (a) that have a water meter, the local agency shall administer programs that may include, but not be limited to, irrigation water use analyses, irrigation surveys, and irrigation audits to evaluate water use and provide recommendations as necessary to reduce landscape water use to a level that does not exceed the Maximum Applied Water Allowance for existing landscapes. The Maximum Applied Water Allowance for existing landscapes shall be calculated as: $MAWA = (0.8)(ET_o)(LA)(0.62)$.

(2) For all landscapes in 493.1(a), that do not have a meter, the local agency shall administer programs that may include, but not be limited to, irrigation surveys and irrigation audits to evaluate water use and provide recommendations as necessary in order to prevent water waste.

(b) All landscape irrigation audits shall be conducted by a certified landscape irrigation auditor.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of subsection (a) and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 493.2. Water Waste Prevention.

(a) Local agencies shall prevent water waste resulting from inefficient landscape irrigation by prohibiting runoff from leaving the target landscape due to low head drainage, overspray, or other similar conditions where water flows onto adjacent property, non-irrigated areas, walks, roadways, parking lots, or structures. Penalties for violation of these prohibitions shall be established locally.

(b) Restrictions regarding overspray and runoff may be modified if:

(1) the landscape area is adjacent to permeable surfacing and no runoff occurs; or

(2) the adjacent non-permeable surfaces are designed and constructed to drain entirely to landscaping.

NOTE: Authority cited: Section 65594, Government Code. Reference: Section 65596, Government Code.

HISTORY

1. New section filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

§ 494. Effective Precipitation.

(a) A local agency may consider Effective Precipitation (25% of annual precipitation) in tracking water use and may use the following equation to calculate Maximum Applied Water Allowance:

$MAWA = (ET_o - Eppt)(0.62) [(0.55 \times LA) + (0.45 \times SLA)]$ for residential areas.

$MAWA = (ET_o - EPPT)(0.62) [(0.45 \times LA) + (0.55 \times SLA)]$ for non-residential areas.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. Repealer and new section; new NOTE and new Appendices A-C filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).
2. Amendment of section and NOTE filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

§ 495. Reporting.

(a) Local agencies shall report on implementation and enforcement by December 31, 2015. Local agencies responsible for administering individual ordinances shall report on their updated ordinance, while those agencies developing a regional ordinance shall report on their existing ordinance. Those agencies crafting a regional ordinance shall also report on their new ordinance by March 1, 2016. Subsequently, reporting for all agencies will be due by January 31st of each year. Reports shall be submitted to the Department of Water Resources.

(b) Local agencies are to address the following:

(1) State whether you are adopting a single agency ordinance or a regional agency alliance ordinance, and the date of adoption or anticipated date of adoption.

(2) Define the reporting period. The reporting period shall commence on December 1, 2015 and the end on December 28, 2015. For local agencies crafting regional ordinances with other agencies, there shall be an additional reporting period commencing on February 1, 2016 and ending on February 28, 2016. In subsequent years, all local agency reporting will be for the calendar year.

(3) State if using a locally modified Water Efficient Landscape Ordinance (WELO) or the MWELO. If using a locally modified WELO, how is it different than MWELO, is it at least as efficient as MWELO, and are there any exemptions specified?

(4) State the entity responsible for implementing the ordinance.

(5) State number and types of projects subject to the ordinance during the specified reporting period.

(6) State the total area (in square feet or acres) subject to the ordinance over the reporting period, if available.

(7) Provide the number of new housing starts, new commercial projects, and landscape retrofits during the reporting period.

(8) Describe the procedure for review of projects subject to the ordinance.

(9) Describe actions taken to verify compliance. Is a plan check performed; if so, by what entity? Is a site inspection performed; if so, by what entity? Is a post-installation audit required; if so, by whom?

(10) Describe enforcement measures.

(11) Explain challenges to implementing and enforcing the ordinance.

(12) Describe educational and other needs to properly apply the ordinance.

NOTE: Authority cited: Section 65595, Government Code; and sections 11 and 30, Governor's Exec. Order No. B-29-15 (April 1, 2015). Reference: Section 65596, Government Code; and section 11, Governor's Exec. Order No. B-29-15 (April 1, 2015).

HISTORY

1. New section filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38). For prior history, see Register 2009, No. 37.

Appendix A. Reference Evapotranspiration (ET_o) Table

Appendix A - Reference Evapotranspiration (ET _o) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ET _o
ALAMEDA													
Fremont	1.5	1.9	3.4	4.7	5.4	6.3	6.7	6.0	4.5	3.4	1.8	1.5	47.0
Livermore	1.2	1.5	2.9	4.4	5.9	6.6	7.4	6.4	5.3	3.2	1.5	0.9	47.2
Oakland	1.5	1.5	2.8	3.9	5.1	5.3	6.0	5.5	4.8	3.1	1.4	0.9	41.8
Oakland Foothills	1.1	1.4	2.7	3.7	5.1	6.4	5.8	4.9	3.6	2.6	1.4	1.0	39.6
Pleasanton	0.8	1.5	2.9	4.4	5.6	6.7	7.4	6.4	4.7	3.3	1.5	1.0	46.2
Union City	1.4	1.8	3.1	4.2	5.4	5.9	6.4	5.7	4.4	3.1	1.5	1.2	44.2
ALPINE													
Markleeville	0.7	0.9	2.0	3.5	5.0	6.1	7.3	6.4	4.4	2.6	1.2	0.5	40.6
AMADOR													
Jackson	1.2	1.5	2.8	4.4	6.0	7.2	7.9	7.2	5.3	3.2	1.4	0.9	48.9
Shanandoah Valley	1.0	1.7	2.9	4.4	5.6	6.8	7.9	7.1	5.2	3.6	1.7	1.0	48.8
BUTTE													
Chico	1.2	1.8	2.9	4.7	6.1	7.4	8.5	7.3	5.4	3.7	1.7	1.0	51.7
Durham	1.1	1.8	3.2	5.0	6.5	7.4	7.8	6.9	5.3	3.6	1.7	1.0	51.1
Gridley	1.2	1.8	3.0	4.7	6.1	7.7	8.5	7.1	5.4	3.7	1.7	1.0	51.9
Oroville	1.2	1.7	2.8	4.7	6.1	7.6	8.5	7.3	5.3	3.7	1.7	1.0	51.5
CALAVERAS													
San Andreas	1.2	1.5	2.8	4.4	6.0	7.3	7.9	7.0	5.3	3.2	1.4	0.7	48.8
COLUSA													
Colusa	1.0	1.7	3.4	5.0	6.4	7.6	8.3	7.2	5.4	3.8	1.8	1.1	52.8
Williams	1.2	1.7	2.9	4.5	6.1	7.2	8.5	7.3	5.3	3.4	1.6	1.0	50.8
CONTRA COSTA													
Brentwood	1.0	1.5	2.9	4.5	6.1	7.1	7.9	6.7	5.2	3.2	1.4	0.7	48.3
Concord	1.1	1.4	2.4	4.0	5.5	5.9	7.0	6.0	4.8	3.2	1.3	0.7	43.4
Courtland	0.9	1.5	2.9	4.4	6.1	6.9	7.9	6.7	5.3	3.2	1.4	0.7	48.0
Martinez	1.2	1.4	2.4	3.9	5.3	5.6	6.7	5.6	4.7	3.1	1.2	0.7	41.8
Moraga	1.2	1.5	3.4	4.2	5.5	6.1	6.7	5.9	4.6	3.2	1.6	1.0	44.9
Pittsburg	1.0	1.5	2.8	4.1	5.6	6.4	7.4	6.4	5.0	3.2	1.3	0.7	45.4
Walnut Creek	0.8	1.5	2.9	4.4	5.6	6.7	7.4	6.4	4.7	3.3	1.5	1.0	46.2
DEL NORTE													
Crescent City	0.5	0.9	2.0	3.0	3.7	3.5	4.3	3.7	3.0	2.0	0.9	0.5	27.7
EL DORADO													
Camino	0.9	1.7	2.5	3.9	5.9	7.2	7.8	6.8	5.1	3.1	1.5	0.9	47.3
FRESNO													
Clovis	1.0	1.5	3.2	4.8	6.4	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.4
Coalinga	1.2	1.7	3.1	4.6	6.2	7.2	8.5	7.3	5.3	3.4	1.6	0.7	50.9
Firebaugh	1.0	1.8	3.7	5.7	7.3	8.1	8.2	7.2	5.5	3.9	2.0	1.1	55.4
FivePoints	1.3	2.0	4.0	6.1	7.7	8.5	8.7	8.0	6.2	4.5	2.4	1.2	60.4
Fresno	0.9	1.7	3.3	4.8	6.7	7.8	8.4	7.1	5.2	3.2	1.4	0.6	51.1
Fresno State	0.9	1.6	3.2	5.2	7.0	8.0	8.7	7.6	5.4	3.6	1.7	0.9	53.7
Friant	1.2	1.5	3.1	4.7	6.4	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.3
Kerman	0.9	1.5	3.2	4.8	6.6	7.7	8.4	7.2	5.3	3.4	1.4	0.7	51.2
Kingsburg	1.0	1.5	3.4	4.8	6.6	7.7	8.4	7.2	5.3	3.4	1.4	0.7	51.6
Mendota	1.5	2.5	4.6	6.2	7.9	8.6	8.8	7.5	5.9	4.5	2.4	1.5	61.7
Orange Cove	1.2	1.9	3.5	4.7	7.4	8.5	8.9	7.9	5.9	3.7	1.8	1.2	56.7
Panoche	1.1	2.0	4.0	5.6	7.8	8.5	8.3	7.3	5.6	3.9	1.8	1.2	57.2
Parlier	1.0	1.9	3.6	5.2	6.8	7.6	8.1	7.0	5.1	3.4	1.7	0.9	52.0

Appendix A - Reference Evapotranspiration (ET_o) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ET_o
FRESNO													
Reedley	1.1	1.5	3.2	4.7	6.4	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.3
Westlands	0.9	1.7	3.8	6.3	8.0	8.6	8.6	7.8	5.9	4.3	2.1	1.1	58.8
GLENN													
Orland	1.1	1.8	3.4	5.0	6.4	7.5	7.9	6.7	5.3	3.9	1.8	1.4	52.1
Willows	1.2	1.7	2.9	4.7	6.1	7.2	8.5	7.3	5.3	3.6	1.7	1.0	51.3
HUMBOLDT													
Eureka	0.5	1.1	2.0	3.0	3.7	3.7	3.7	3.7	3.0	2.0	0.9	0.5	27.5
Ferndale	0.5	1.1	2.0	3.0	3.7	3.7	3.7	3.7	3.0	2.0	0.9	0.5	27.5
Garberville	0.6	1.2	2.2	3.1	4.5	5.0	5.5	4.9	3.8	2.4	1.0	0.7	34.9
Hoopa	0.5	1.1	2.1	3.0	4.4	5.4	6.1	5.1	3.8	2.4	0.9	0.7	35.6
IMPERIAL													
Brawley	2.8	3.8	5.9	8.0	10.4	11.5	11.7	10.0	8.4	6.2	3.5	2.1	84.2
Calipatria/Mulberry	2.4	3.2	5.1	6.8	8.6	9.2	9.2	8.6	7.0	5.2	3.1	2.3	70.7
El Centro	2.7	3.5	5.6	7.9	10.1	11.1	11.6	9.5	8.3	6.1	3.3	2.0	81.7
Holtville	2.8	3.8	5.9	7.9	10.4	11.6	12.0	10.0	8.6	6.2	3.5	2.1	84.7
Meloland	2.5	3.2	5.5	7.5	8.9	9.2	9.0	8.5	6.8	5.3	3.1	2.2	71.6
Palo Verde II	2.5	3.3	5.7	6.9	8.5	8.9	8.6	7.9	6.2	4.5	2.9	2.3	68.2
Seeley	2.7	3.5	5.9	7.7	9.7	10.1	9.3	8.3	6.9	5.5	3.4	2.2	75.4
Westmoreland	2.4	3.3	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.4
Yuma	2.5	3.4	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.6
INYO													
Bishop	1.7	2.7	4.8	6.7	8.2	10.9	7.4	9.6	7.4	4.8	2.5	1.6	68.3
Death Valley Jct	2.2	3.3	5.4	7.7	9.8	11.1	11.4	10.1	8.3	5.4	2.9	1.7	79.1
Independence	1.7	2.7	3.4	6.6	8.5	9.5	9.8	8.5	7.1	3.9	2.0	1.5	65.2
Lower Haiwee Res.	1.8	2.7	4.4	7.1	8.5	9.5	9.8	8.5	7.1	4.2	2.6	1.5	67.6
Oasis	2.7	2.8	5.9	8.0	10.4	11.7	11.6	10.0	8.4	6.2	3.4	2.1	83.1
KERN													
Arvin	1.2	1.8	3.5	4.7	6.6	7.4	8.1	7.3	5.3	3.4	1.7	1.0	51.9
Bakersfield	1.0	1.8	3.5	4.7	6.6	7.7	8.5	7.3	5.3	3.5	1.6	0.9	52.4
Bakersfield/Bonanza	1.2	2.2	3.7	5.7	7.4	8.2	8.7	7.8	5.7	4.0	2.1	1.2	57.9
Bakersfield/Greenlee	1.2	2.2	3.7	5.7	7.4	8.2	8.7	7.8	5.7	4.0	2.1	1.2	57.9
Belridge	1.4	2.2	4.1	5.5	7.7	8.5	8.6	7.8	6.0	3.8	2.0	1.5	59.2
Blackwells Corner	1.4	2.1	3.8	5.4	7.0	7.8	8.5	7.7	5.8	3.9	1.9	1.2	56.6
Buttonwillow	1.0	1.8	3.2	4.7	6.6	7.7	8.5	7.3	5.4	3.4	1.5	0.9	52.0
China Lake	2.1	3.2	5.3	7.7	9.2	10.0	11.0	9.8	7.3	4.9	2.7	1.7	74.8
Delano	0.9	1.8	3.4	4.7	6.6	7.7	8.5	7.3	5.4	3.4	1.4	0.7	52.0
Famoso	1.3	1.9	3.5	4.8	6.7	7.6	8.0	7.3	5.5	3.5	1.7	1.3	53.1
Grapevine	1.3	1.8	3.1	4.4	5.6	6.8	7.6	6.8	5.9	3.4	1.9	1.0	49.5
Inyokern	2.0	3.1	4.9	7.3	8.5	9.7	11.0	9.4	7.1	5.1	2.6	1.7	72.4
Isabella Dam	1.2	1.4	2.8	4.4	5.8	7.3	7.9	7.0	5.0	3.2	1.7	0.9	48.4
Lamont	1.3	2.4	4.4	4.6	6.5	7.0	8.8	7.6	5.7	3.7	1.6	0.8	54.4
Lost Hills	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
McFarland/Kern	1.2	2.1	3.7	5.6	7.3	8.0	8.3	7.4	5.6	4.1	2.0	1.2	56.5
Shafter	1.0	1.7	3.4	5.0	6.6	7.7	8.3	7.3	5.4	3.4	1.5	0.9	52.1
Taft	1.3	1.8	3.1	4.3	6.2	7.3	8.5	7.3	5.4	3.4	1.7	1.0	51.2
Tehachapi	1.4	1.8	3.2	5.0	6.1	7.7	7.9	7.3	5.9	3.4	2.1	1.2	52.9
KINGS													
Caruthers	1.6	2.5	4.0	5.7	7.8	8.7	9.3	8.4	6.3	4.4	2.4	1.6	62.7

Appendix A - Reference Evapotranspiration (ETo) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ETo
KINGS													
Corcoran	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
Hanford	0.9	1.5	3.4	5.0	6.6	7.7	8.3	7.2	5.4	3.4	1.4	0.7	51.5
Kettleman	1.1	2.0	4.0	6.0	7.5	8.5	9.1	8.2	6.1	4.5	2.2	1.1	60.2
Lemoore	0.9	1.5	3.4	5.0	6.6	7.7	8.3	7.3	5.4	3.4	1.4	0.7	51.7
Stratford	0.9	1.9	3.9	6.1	7.8	8.6	8.8	7.7	5.9	4.1	2.1	1.0	58.7
LAKE													
Lakeport	1.1	1.3	2.6	3.5	5.1	6.0	7.3	6.1	4.7	2.9	1.2	0.9	42.8
Lower Lake	1.2	1.4	2.7	4.5	5.3	6.3	7.4	6.4	5.0	3.1	1.3	0.9	45.4
LASSEN													
Buntingville	1.0	1.7	3.5	4.9	6.2	7.3	8.4	7.5	5.4	3.4	1.5	0.9	51.8
Ravendale	0.6	1.1	2.3	4.1	5.6	6.7	7.9	7.3	4.7	2.8	1.2	0.5	44.9
Susanville	0.7	1.0	2.2	4.1	5.6	6.5	7.8	7.0	4.6	2.8	1.2	0.5	44.0
LOS ANGELES													
Burbank	2.1	2.8	3.7	4.7	5.1	6.0	6.6	6.7	5.4	4.0	2.6	2.0	51.7
Claremont	2.0	2.3	3.4	4.6	5.0	6.0	7.0	7.0	5.3	4.0	2.7	2.1	51.3
El Dorado	1.7	2.2	3.6	4.8	5.1	5.7	5.9	5.9	4.4	3.2	2.2	1.7	46.3
Glendale	2.0	2.2	3.3	3.8	4.7	4.8	5.7	5.6	4.3	3.3	2.2	1.8	43.7
Glendora	2.0	2.5	3.6	4.9	5.4	6.1	7.3	6.8	5.7	4.2	2.6	2.0	53.1
Gorman	1.6	2.2	3.4	4.6	5.5	7.4	7.7	7.1	5.9	3.6	2.4	1.1	52.4
Hollywood Hills	2.1	2.2	3.8	5.4	6.0	6.5	6.7	6.4	5.2	3.7	2.8	2.1	52.8
Lancaster	2.1	3.0	4.6	5.9	8.5	9.7	11.0	9.8	7.3	4.6	2.8	1.7	71.1
Long Beach	1.8	2.1	3.3	3.9	4.5	4.3	5.3	4.7	3.7	2.8	1.8	1.5	39.7
Los Angeles	2.2	2.7	3.7	4.7	5.5	5.8	6.2	5.9	5.0	3.9	2.6	1.9	50.1
Monrovia	2.2	2.3	3.8	4.3	5.5	5.9	6.9	6.4	5.1	3.2	2.5	2.0	50.2
Palmdale	2.0	2.6	4.6	6.2	7.3	8.9	9.8	9.0	6.5	4.7	2.7	2.1	66.2
Pasadena	2.1	2.7	3.7	4.7	5.1	6.0	7.1	6.7	5.6	4.2	2.6	2.0	52.3
Pearblossom	1.7	2.4	3.7	4.7	7.3	7.7	9.9	7.9	6.4	4.0	2.6	1.6	59.9
Pomona	1.7	2.0	3.4	4.5	5.0	5.8	6.5	6.4	4.7	3.5	2.3	1.7	47.5
Redondo Beach	2.2	2.4	3.3	3.8	4.5	4.7	5.4	4.8	4.4	2.8	2.4	2.0	42.6
San Fernando	2.0	2.7	3.5	4.6	5.5	5.9	7.3	6.7	5.3	3.9	2.6	2.0	52.0
Santa Clarita	2.8	2.8	4.1	5.6	6.0	6.8	7.6	7.8	5.8	5.2	3.7	3.2	61.5
Santa Monica	1.8	2.1	3.3	4.5	4.7	5.0	5.4	5.4	3.9	3.4	2.4	2.2	44.2
MADERA													
Chowchilla	1.0	1.4	3.2	4.7	6.6	7.8	8.5	7.3	5.3	3.4	1.4	0.7	51.4
Madera	0.9	1.4	3.2	4.8	6.6	7.8	8.5	7.3	5.3	3.4	1.4	0.7	51.5
Raymond	1.2	1.5	3.0	4.6	6.1	7.6	8.4	7.3	5.2	3.4	1.4	0.7	50.5
MARIN													
Black Point	1.1	1.7	3.0	4.2	5.2	6.2	6.6	5.8	4.3	2.8	1.3	0.9	43.0
Novato	1.3	1.5	2.4	3.5	4.4	6.0	5.9	5.4	4.4	2.8	1.4	0.7	39.8
Point San Pedro	1.1	1.7	3.0	4.2	5.2	6.2	6.6	5.8	4.3	2.8	1.3	0.9	43.0
San Rafael	1.2	1.3	2.4	3.3	4.0	4.8	4.8	4.9	4.3	2.7	1.3	0.7	35.8
MARIPOSA													
Coulterville	1.1	1.5	2.8	4.4	5.9	7.3	8.1	7.0	5.3	3.4	1.4	0.7	48.8
Mariposa	1.1	1.5	2.8	4.4	5.9	7.4	8.2	7.1	5.0	3.4	1.4	0.7	49.0
Yosemite Village	0.7	1.0	2.3	3.7	5.1	6.5	7.1	6.1	4.4	2.9	1.1	0.6	41.4
MENDOCINO													
Fort Bragg	0.9	1.3	2.2	3.0	3.7	3.5	3.7	3.7	3.0	2.3	1.2	0.7	29.0
Hopland	1.1	1.3	2.6	3.4	5.0	5.9	6.5	5.7	4.5	2.8	1.3	0.7	40.9

Appendix A - Reference Evapotranspiration (ET_o) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ET_o
MENDOCINO													
Point Arena	1.0	1.3	2.3	3.0	3.7	3.9	3.7	3.7	3.0	2.3	1.2	0.7	29.6
Sanel Valley	1.0	1.6	3.0	4.6	6.0	7.0	8.0	7.0	5.2	3.4	1.4	0.9	49.1
Ukiah	1.0	1.3	2.6	3.3	5.0	5.8	6.7	5.9	4.5	2.8	1.3	0.7	40.9
MERCED													
Kesterson	0.9	1.7	3.4	5.5	7.3	8.2	8.6	7.4	5.5	3.8	1.8	0.9	55.1
Los Banos	1.0	1.5	3.2	4.7	6.1	7.4	8.2	7.0	5.3	3.4	1.4	0.7	50.0
Merced	1.0	1.5	3.2	4.7	6.6	7.9	8.5	7.2	5.3	3.4	1.4	0.7	51.5
MODOC													
Modoc/Alturas	0.9	1.4	2.8	3.7	5.1	6.2	7.5	6.6	4.6	2.8	1.2	0.7	43.2
MONO													
Bridgeport	0.7	0.9	2.2	3.8	5.5	6.6	7.4	6.7	4.7	2.7	1.2	0.5	43.0
MONTEREY													
Arroyo Seco	1.5	2.0	3.7	5.4	6.3	7.3	7.2	6.7	5.0	3.9	2.0	1.6	52.6
Castroville	1.4	1.7	3.0	4.2	4.6	4.8	4.0	3.8	3.0	2.6	1.6	1.4	36.2
Gonzales	1.3	1.7	3.4	4.7	5.4	6.3	6.3	5.9	4.4	3.4	1.9	1.3	45.7
Greenfield	1.8	2.2	3.4	4.8	5.6	6.3	6.5	6.2	4.8	3.7	2.4	1.8	49.5
King City	1.7	2.0	3.4	4.4	4.4	5.6	6.1	6.7	6.5	5.2	2.2	1.3	49.6
King City-Oasis Rd.	1.4	1.9	3.6	5.3	6.5	7.3	7.4	6.8	5.1	4.0	2.0	1.5	52.7
Long Valley	1.5	1.9	3.2	4.1	5.8	6.5	7.3	6.7	5.3	3.6	2.0	1.2	49.1
Monterey	1.7	1.8	2.7	3.5	4.0	4.1	4.3	4.2	3.5	2.8	1.9	1.5	36.0
Pajaro	1.8	2.2	3.7	4.8	5.3	5.7	5.6	5.3	4.3	3.4	2.4	1.8	46.1
Salinas	1.6	1.9	2.7	3.8	4.8	4.7	5.0	4.5	4.0	2.9	1.9	1.3	39.1
Salinas North	1.2	1.5	2.9	4.1	4.6	5.2	4.5	4.3	3.2	2.8	1.5	1.2	36.9
San Ardo	1.0	1.7	3.1	4.5	5.9	7.2	8.1	7.1	5.1	3.1	1.5	1.0	49.0
San Juan	1.8	2.1	3.4	4.6	5.3	5.7	5.5	4.9	3.8	3.2	2.2	1.9	44.2
Soledad	1.7	2.0	3.4	4.4	5.5	5.4	6.5	6.2	5.2	3.7	2.2	1.5	47.7
NAPA													
Angwin	1.8	1.9	3.2	4.7	5.8	7.3	8.1	7.1	5.5	4.5	2.9	2.1	54.9
Carneros	0.8	1.5	3.1	4.6	5.5	6.6	6.9	6.2	4.7	3.5	1.4	1.0	45.8
Oakville	1.0	1.5	2.9	4.7	5.8	6.9	7.2	6.4	4.9	3.5	1.6	1.2	47.7
St Helena	1.2	1.5	2.8	3.9	5.1	6.1	7.0	6.2	4.8	3.1	1.4	0.9	44.1
Yountville	1.3	1.7	2.8	3.9	5.1	6.0	7.1	6.1	4.8	3.1	1.5	0.9	44.3
NEVADA													
Grass Valley	1.1	1.5	2.6	4.0	5.7	7.1	7.9	7.1	5.3	3.2	1.5	0.9	48.0
Nevada City	1.1	1.5	2.6	3.9	5.8	6.9	7.9	7.0	5.3	3.2	1.4	0.9	47.4
ORANGE													
Irvine	2.2	2.5	3.7	4.7	5.2	5.9	6.3	6.2	4.6	3.7	2.6	2.3	49.6
Laguna Beach	2.2	2.7	3.4	3.8	4.6	4.6	4.9	4.9	4.4	3.4	2.4	2.0	43.2
Santa Ana	2.2	2.7	3.7	4.5	4.6	5.4	6.2	6.1	4.7	3.7	2.5	2.0	48.2
PLACER													
Auburn	1.2	1.7	2.8	4.4	6.1	7.4	8.3	7.3	5.4	3.4	1.6	1.0	50.6
Blue Canyon	0.7	1.1	2.1	3.4	4.8	6.0	7.2	6.1	4.6	2.9	0.9	0.6	40.5
Colfax	1.1	1.5	2.6	4.0	5.8	7.1	7.9	7.0	5.3	3.2	1.4	0.9	47.9
Roseville	1.1	1.7	3.1	4.7	6.2	7.7	8.5	7.3	5.6	3.7	1.7	1.0	52.2
Soda Springs	0.7	0.7	1.8	3.0	4.3	5.3	6.2	5.5	4.1	2.5	0.7	0.7	35.4
Tahoe City	0.7	0.7	1.7	3.0	4.3	5.4	6.1	5.6	4.1	2.4	0.8	0.6	35.5
Truckee	0.7	0.7	1.7	3.2	4.4	5.4	6.4	5.7	4.1	2.4	0.8	0.6	36.2

Appendix A - Reference Evapotranspiration (ETo) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ETo
PLUMAS													
Portola	0.7	0.9	1.9	3.5	4.9	5.9	7.3	5.9	4.3	2.7	0.9	0.5	39.4
Quincy	0.7	0.9	2.2	3.5	4.9	5.9	7.3	5.9	4.4	2.8	1.2	0.5	40.2
RIVERSIDE													
Beaumont	2.0	2.3	3.4	4.4	6.1	7.1	7.6	7.9	6.0	3.9	2.6	1.7	55.0
Blythe	2.4	3.3	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.4
Cathedral City	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
Coachella	2.9	4.4	6.2	8.4	10.5	11.9	12.3	10.1	8.9	6.2	3.8	2.4	88.1
Desert Center	2.9	4.1	6.4	8.5	11.0	12.1	12.2	11.1	9.0	6.4	3.9	2.6	90.0
Elsinore	2.1	2.8	3.9	4.4	5.9	7.1	7.6	7.0	5.8	3.9	2.6	1.9	55.0
Indio	3.1	3.6	6.5	8.3	10.5	11.0	10.8	9.7	8.3	5.9	3.7	2.7	83.9
La Quinta	2.4	2.8	5.2	6.5	8.3	8.7	8.5	7.9	6.5	4.5	2.7	2.2	66.2
Mecca	2.6	3.3	5.7	7.2	8.6	9.0	8.8	8.2	6.8	5.0	3.2	2.4	70.8
Oasis	2.9	3.3	5.3	6.1	8.5	8.9	8.7	7.9	6.9	4.8	2.9	2.3	68.4
Palm Desert	2.5	3.4	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.6
Palm Springs	2.0	2.9	4.9	7.2	8.3	8.5	11.6	8.3	7.2	5.9	2.7	1.7	71.1
Rancho California	1.8	2.2	3.4	4.8	5.6	6.3	6.5	6.2	4.8	3.7	2.4	1.8	49.5
Rancho Mirage	2.4	3.3	5.3	6.9	8.7	9.6	9.6	8.7	6.9	5.0	3.0	2.2	71.4
Ripley	2.7	3.3	5.6	7.2	8.7	8.7	8.4	7.6	6.2	4.6	2.8	2.2	67.8
Salton Sea North	2.5	3.3	5.5	7.2	8.8	9.3	9.2	8.5	6.8	5.2	3.1	2.3	71.7
Temecula East II	2.3	2.4	4.1	4.9	6.4	7.0	7.8	7.4	5.7	4.1	2.6	2.2	56.7
Thermal	2.4	3.3	5.5	7.6	9.1	9.6	9.3	8.6	7.1	5.2	3.1	2.1	72.8
Riverside UC	2.5	2.9	4.2	5.3	5.9	6.6	7.2	6.9	5.4	4.1	2.9	2.6	56.4
Winchester	2.3	2.4	4.1	4.9	6.4	6.9	7.7	7.5	6.0	3.9	2.6	2.1	56.8
SACRAMENTO													
Fair Oaks	1.0	1.6	3.4	4.1	6.5	7.5	8.1	7.1	5.2	3.4	1.5	1.0	50.5
Sacramento	1.0	1.8	3.2	4.7	6.4	7.7	8.4	7.2	5.4	3.7	1.7	0.9	51.9
Twitchell Island	1.2	1.8	3.9	5.3	7.4	8.8	9.1	7.8	5.9	3.8	1.7	1.2	57.9
SAN BENITO													
Hollister	1.5	1.8	3.1	4.3	5.5	5.7	6.4	5.9	5.0	3.5	1.7	1.1	45.1
San Benito	1.2	1.6	3.1	4.6	5.6	6.4	6.9	6.5	4.8	3.7	1.7	1.2	47.2
San Juan Valley	1.4	1.8	3.4	4.5	6.0	6.7	7.1	6.4	5.0	3.5	1.8	1.4	49.1
SAN BERNARDINO													
Baker	2.7	3.9	6.1	8.3	10.4	11.8	12.2	11.0	8.9	6.1	3.3	2.1	86.6
Barstow NE	2.2	2.9	5.3	6.9	9.0	10.1	9.9	8.9	6.8	4.8	2.7	2.1	71.7
Big Bear Lake	1.8	2.6	4.6	6.0	7.0	7.6	8.1	7.4	5.4	4.1	2.4	1.8	58.6
Chino	2.1	2.9	3.9	4.5	5.7	6.5	7.3	7.1	5.9	4.2	2.6	2.0	54.6
Crestline	1.5	1.9	3.3	4.4	5.5	6.6	7.8	7.1	5.4	3.5	2.2	1.6	50.8
Lake Arrowhead	1.8	2.6	4.6	6.0	7.0	7.6	8.1	7.4	5.4	4.1	2.4	1.8	58.6
Lucerne Valley	2.2	2.9	5.1	6.5	9.1	11.0	11.4	9.9	7.4	5.0	3.0	1.8	75.3
Needles	3.2	4.2	6.6	8.9	11.0	12.4	12.8	11.0	8.9	6.6	4.0	2.7	92.1
Newberry Springs	2.1	2.9	5.3	8.4	9.8	10.9	11.1	9.9	7.6	5.2	3.1	2.0	78.2
San Bernardino	2.0	2.7	3.8	4.6	5.7	6.9	7.9	7.4	5.9	4.2	2.6	2.0	55.6
Twentynine Palms	2.6	3.6	5.9	7.9	10.1	11.2	11.2	10.3	8.6	5.9	3.4	2.2	82.9
Victorville	2.0	2.6	4.6	6.2	7.3	8.9	9.8	9.0	6.5	4.7	2.7	2.1	66.2
SAN DIEGO													
Chula Vista	2.2	2.7	3.4	3.8	4.9	4.7	5.5	4.9	4.5	3.4	2.4	2.0	44.2
Escondido SPV	2.4	2.6	3.9	4.7	5.9	6.5	7.1	6.7	5.3	3.9	2.8	2.3	54.2
Miramar	2.3	2.5	3.7	4.1	5.1	5.4	6.1	5.8	4.5	3.3	2.4	2.1	47.1

Appendix A - Reference Evapotranspiration (ETo) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ETo
SAN DIEGO													
Oceanside	2.2	2.7	3.4	3.7	4.9	4.6	4.6	5.1	4.1	3.3	2.4	2.0	42.9
Otay Lake	2.3	2.7	3.9	4.6	5.6	5.9	6.2	6.1	4.8	3.7	2.6	2.2	50.4
Pine Valley	1.5	2.4	3.8	5.1	6.0	7.0	7.8	7.3	6.0	4.0	2.2	1.7	54.8
Ramona	2.1	2.1	3.4	4.6	5.2	6.3	6.7	6.8	5.3	4.1	2.8	2.1	51.6
San Diego	2.1	2.4	3.4	4.6	5.1	5.3	5.7	5.6	4.3	3.6	2.4	2.0	46.5
Santee	2.1	2.7	3.7	4.5	5.5	6.1	6.6	6.2	5.4	3.8	2.6	2.0	51.1
Torrey Pines	2.2	2.3	3.4	3.9	4.0	4.1	4.6	4.7	3.8	2.8	2.0	2.0	39.8
Warner Springs	1.6	2.7	3.7	4.7	5.7	7.6	8.3	7.7	6.3	4.0	2.5	1.3	56.0
SAN FRANCISCO													
San Francisco	1.5	1.3	2.4	3.0	3.7	4.6	4.9	4.8	4.1	2.8	1.3	0.7	35.1
SAN JOAQUIN													
Farmington	1.5	1.5	2.9	4.7	6.2	7.6	8.1	6.8	5.3	3.3	1.4	0.7	50.0
Lodi West	1.0	1.6	3.3	4.3	6.3	6.9	7.3	6.4	4.5	3.0	1.4	0.8	46.7
Manteca	0.9	1.7	3.4	5.0	6.5	7.5	8.0	7.1	5.2	3.3	1.6	0.9	51.2
Stockton	0.8	1.5	2.9	4.7	6.2	7.4	8.1	6.8	5.3	3.2	1.4	0.6	49.1
Tracy	1.0	1.5	2.9	4.5	6.1	7.3	7.9	6.7	5.3	3.2	1.3	0.7	48.5
SAN LUIS OBISPO													
Arroyo Grande	2.0	2.2	3.2	3.8	4.3	4.7	4.3	4.6	3.8	3.2	2.4	1.7	40.0
Atascadero	1.2	1.5	2.8	3.9	4.5	6.0	6.7	6.2	5.0	3.2	1.7	1.0	43.7
Morro Bay	2.0	2.2	3.1	3.5	4.3	4.5	4.6	4.6	3.8	3.5	2.1	1.7	39.9
Nipomo	2.2	2.5	3.8	5.1	5.7	6.2	6.4	6.1	4.9	4.1	2.9	2.3	52.1
Paso Robles	1.6	2.0	3.2	4.3	5.5	6.3	7.3	6.7	5.1	3.7	2.1	1.4	49.0
San Luis Obispo	2.0	2.2	3.2	4.1	4.9	5.3	4.6	5.5	4.4	3.5	2.4	1.7	43.8
San Miguel	1.6	2.0	3.2	4.3	5.0	6.4	7.4	6.8	5.1	3.7	2.1	1.4	49.0
San Simeon	2.0	2.0	2.9	3.5	4.2	4.4	4.6	4.3	3.5	3.1	2.0	1.7	38.1
SAN MATEO													
Hal Moon Bay	1.5	1.7	2.4	3.0	3.9	4.3	4.3	4.2	3.5	2.8	1.3	1.0	33.7
Redwood City	1.5	1.8	2.9	3.8	5.2	5.3	6.2	5.6	4.8	3.1	1.7	1.0	42.8
Woodside	1.8	2.2	3.4	4.8	5.6	6.3	6.5	6.2	4.8	3.7	2.4	1.8	49.5
SANTA BARBARA													
Betteravia	2.1	2.6	4.0	5.2	6.0	5.9	5.8	5.4	4.1	3.3	2.7	2.1	49.1
Carpenteria	2.0	2.4	3.2	3.9	4.8	5.2	5.5	5.7	4.5	3.4	2.4	2.0	44.9
Cuyama	2.1	2.4	3.8	5.4	6.9	7.9	8.5	7.7	5.9	4.5	2.6	2.0	59.7
Goleta	2.1	2.5	3.9	5.1	5.7	5.7	5.4	5.4	4.2	3.2	2.8	2.2	48.1
Goleta Foothills	2.3	2.6	3.7	5.4	5.3	5.6	5.5	5.7	4.5	3.9	2.8	2.3	49.6
Guadalupe	2.0	2.2	3.2	3.7	4.9	4.6	4.5	4.6	4.1	3.3	2.4	1.7	41.1
Lompoc	2.0	2.2	3.2	3.7	4.8	4.6	4.9	4.8	3.9	3.2	2.4	1.7	41.1
Los Alamos	1.8	2.0	3.2	4.1	4.9	5.3	5.7	5.5	4.4	3.7	2.4	1.6	44.6
Santa Barbara	2.0	2.5	3.2	3.8	4.6	5.1	5.5	4.5	3.4	2.4	1.8	1.8	40.6
Santa Maria	1.8	2.3	3.7	5.1	5.7	5.8	5.6	5.3	4.2	3.5	2.4	1.9	47.4
Santa Ynez	1.7	2.2	3.5	5.0	5.8	6.2	6.4	6.0	4.5	3.6	2.2	1.7	48.7
Sisquoc	2.1	2.5	3.8	4.1	6.1	6.3	6.4	5.8	4.7	3.4	2.3	1.8	49.2
Solvang	2.0	2.0	3.3	4.3	5.0	5.6	6.1	5.6	4.4	3.7	2.2	1.6	45.6
SANTA CLARA													
Gilroy	1.3	1.8	3.1	4.1	5.3	5.6	6.1	5.5	4.7	3.4	1.7	1.1	43.6
Los Gatos	1.5	1.8	2.8	3.9	5.0	5.6	6.2	5.5	4.7	3.2	1.7	1.1	42.9
Morgan Hill	1.5	1.8	3.4	4.2	6.3	7.0	7.1	6.0	5.1	3.7	1.9	1.4	49.5
Palo Alto	1.5	1.8	2.8	3.8	5.2	5.3	6.2	5.6	5.0	3.2	1.7	1.0	43.0

Appendix A - Reference Evapotranspiration (ET _o) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ET _o
SANTA CLARA													
San Jose	1.5	1.8	3.1	4.1	5.5	5.8	6.5	5.9	5.2	3.3	1.8	1.0	45.3
SANTA CRUZ													
De Laveaga	1.4	1.9	3.3	4.7	4.9	5.3	5.0	4.8	3.6	3.0	1.6	1.3	40.8
Green Valley Rd	1.2	1.8	3.2	4.5	4.6	5.4	5.2	5.0	3.7	3.1	1.6	1.3	40.6
Santa Cruz	1.5	1.8	2.6	3.5	4.3	4.4	4.8	4.4	3.8	2.8	1.7	1.2	36.6
Watsonville	1.5	1.8	2.7	3.7	4.6	4.5	4.9	4.2	4.0	2.9	1.8	1.2	37.7
Webb	1.8	2.2	3.7	4.8	5.3	5.7	5.6	5.3	4.3	3.4	2.4	1.8	46.2
SHASTA													
Burney	0.7	1.0	2.1	3.5	4.9	5.9	7.4	6.4	4.4	2.9	0.9	0.6	40.9
Fall River Mills	0.6	1.0	2.1	3.7	5.0	6.1	7.8	6.7	4.6	2.8	0.9	0.5	41.8
Glenburn	0.6	1.0	2.1	3.7	5.0	6.3	7.8	6.7	4.7	2.8	0.9	0.6	42.1
McArthur	0.7	1.4	2.9	4.2	5.6	6.9	8.2	7.2	5.0	3.0	1.1	0.6	46.8
Redding	1.2	1.4	2.6	4.1	5.6	7.1	8.5	7.3	5.3	3.2	1.4	0.9	48.8
SIERRA													
Downieville	0.7	1.0	2.3	3.5	5.0	6.0	7.4	6.2	4.7	2.8	0.9	0.6	41.3
Sierraville	0.7	1.1	2.2	3.2	4.5	5.9	7.3	6.4	4.3	2.6	0.9	0.5	39.6
SISKIYOU													
Happy Camp	0.5	0.9	2.0	3.0	4.3	5.2	6.1	5.3	4.1	2.4	0.9	0.5	35.1
MacDoel	1.0	1.7	3.1	4.5	5.9	7.2	8.1	7.1	5.1	3.1	1.5	1.0	49.0
Mt Shasta	0.5	0.9	2.0	3.0	4.5	5.3	6.7	5.7	4.0	2.2	0.7	0.5	36.0
Tule lake FS	0.7	1.3	2.7	4.0	5.4	6.3	7.1	6.4	4.7	2.8	1.0	0.6	42.9
Weed	0.5	0.9	2.0	2.5	4.5	5.3	6.7	5.5	3.7	2.0	0.9	0.5	34.9
Yreka	0.6	0.9	2.1	3.0	4.9	5.8	7.3	6.5	4.3	2.5	0.9	0.5	39.2
SOLANO													
Benicia	1.3	1.4	2.7	3.8	4.9	5.0	6.4	5.5	4.4	2.9	1.2	0.7	40.3
Dixon	0.7	1.4	3.2	5.2	6.3	7.6	8.2	7.2	5.5	4.3	1.6	1.1	52.1
Fairfield	1.1	1.7	2.8	4.0	5.5	6.1	7.8	6.0	4.8	3.1	1.4	0.9	45.2
Hastings Tract	1.6	2.2	3.7	5.1	6.8	7.8	8.7	7.8	5.7	4.0	2.1	1.6	57.1
Putah Creek	1.0	1.6	3.2	4.9	6.1	7.3	7.9	7.0	5.3	3.8	1.8	1.2	51.0
Rio Vista	0.9	1.7	2.8	4.4	5.9	6.7	7.9	6.5	5.1	3.2	1.3	0.7	47.0
Suisun Valley	0.6	1.3	3.0	4.7	5.8	7.0	7.7	6.8	5.3	3.8	1.4	0.9	48.3
Winters	0.9	1.7	3.3	5.0	6.4	7.5	7.9	7.0	5.2	3.5	1.6	1.0	51.0
SONOMA													
Bennett Valley	1.1	1.7	3.2	4.1	5.5	6.5	6.6	5.7	4.5	3.1	1.5	0.9	44.4
Cloverdale	1.1	1.4	2.6	3.4	5.0	5.9	6.2	5.6	4.5	2.8	1.4	0.7	40.7
Fort Ross	1.2	1.4	2.2	3.0	3.7	4.5	4.2	4.3	3.4	2.4	1.2	0.5	31.9
Healdsburg	1.2	1.5	2.4	3.5	5.0	5.9	6.1	5.6	4.5	2.8	1.4	0.7	40.8
Lincoln	1.2	1.7	2.8	4.7	6.1	7.4	8.4	7.3	5.4	3.7	1.9	1.2	51.9
Petaluma	1.2	1.5	2.8	3.7	4.6	5.6	4.6	5.7	4.5	2.9	1.4	0.9	39.6
Santa Rosa	1.2	1.7	2.8	3.7	5.0	6.0	6.1	5.9	4.5	2.9	1.5	0.7	42.0
Valley of the Moon	1.0	1.6	3.0	4.5	5.6	6.6	7.1	6.3	4.7	3.3	1.5	1.0	46.1
Windsor	0.9	1.6	3.0	4.5	5.5	6.5	6.5	5.9	4.4	3.2	1.4	1.0	44.2
STANISLAUS													
Denair	1.0	1.9	3.6	4.7	7.0	7.9	8.0	6.1	5.3	3.4	1.5	1.0	51.4
La Grange	1.2	1.5	3.1	4.7	6.2	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.2
Modesto	0.9	1.4	3.2	4.7	6.4	7.7	8.1	6.8	5.0	3.4	1.4	0.7	49.7
Newman	1.0	1.5	3.2	4.6	6.2	7.4	8.1	6.7	5.0	3.4	1.4	0.7	49.3
Oakdale	1.2	1.5	3.2	4.7	6.2	7.7	8.1	7.1	5.1	3.4	1.4	0.7	50.3

Appendix A - Reference Evapotranspiration (ET _o) Table*													
County and City	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual ET _o
STANISLAUS													
Patterson	1.3	2.1	4.2	5.4	7.9	8.6	8.2	6.6	5.8	4.0	1.9	1.3	57.3
Turlock	0.9	1.5	3.2	4.7	6.5	7.7	8.2	7.0	5.1	3.4	1.4	0.7	50.2
SUTTER													
Nicolaus	0.9	1.6	3.2	4.9	6.3	7.5	8.0	6.9	5.2	3.4	1.5	0.9	50.2
Yuba City	1.3	2.1	2.8	4.4	5.7	7.2	7.1	6.1	4.7	3.2	1.2	0.9	46.7
TEHAMA													
Corning	1.2	1.8	2.9	4.5	6.1	7.3	8.1	7.2	5.3	3.7	1.7	1.1	50.7
Gerber	1.0	1.8	3.5	5.0	6.6	7.9	8.7	7.4	5.8	4.1	1.8	1.1	54.7
Gerber Dryland	0.9	1.6	3.2	4.7	6.7	8.4	9.0	7.9	6.0	4.2	2.0	1.0	55.5
Red Bluff	1.2	1.8	2.9	4.4	5.9	7.4	8.5	7.3	5.4	3.5	1.7	1.0	51.1
TRINITY													
Hay Fork	0.5	1.1	2.3	3.5	4.9	5.9	7.0	6.0	4.5	2.8	0.9	0.7	40.1
Weaverville	0.6	1.1	2.2	3.3	4.9	5.9	7.3	6.0	4.4	2.7	0.9	0.7	40.0
TULARE													
Alpaugh	0.9	1.7	3.4	4.8	6.6	7.7	8.2	7.3	5.4	3.4	1.4	0.7	51.6
Badger	1.0	1.3	2.7	4.1	6.0	7.3	7.7	7.0	4.8	3.3	1.4	0.7	47.3
Delano	1.1	1.9	4.0	4.9	7.2	7.9	8.1	7.3	5.4	3.2	1.5	1.2	53.6
Dinuba	1.1	1.5	3.2	4.7	6.2	7.7	8.5	7.3	5.3	3.4	1.4	0.7	51.2
Lindcove	0.9	1.6	3.0	4.8	6.5	7.6	8.1	7.2	5.2	3.4	1.6	0.9	50.6
Porterville	1.2	1.8	3.4	4.7	6.6	7.7	8.5	7.3	5.3	3.4	1.4	0.7	52.1
Visalia	0.9	1.7	3.3	5.1	6.8	7.7	7.9	6.9	4.9	3.2	1.5	0.8	50.7
TUOLUMNE													
Groveland	1.1	1.5	2.8	4.1	5.7	7.2	7.9	6.6	5.1	3.3	1.4	0.7	47.5
Sonora	1.1	1.5	2.8	4.1	5.8	7.2	7.9	6.7	5.1	3.2	1.4	0.7	47.6
VENTURA													
Camarillo	2.2	2.5	3.7	4.3	5.0	5.2	5.9	5.4	4.2	3.0	2.5	2.1	46.1
Oxnard	2.2	2.5	3.2	3.7	4.4	4.6	5.4	4.8	4.0	3.3	2.4	2.0	42.3
Piru	2.8	2.8	4.1	5.6	6.0	6.8	7.6	7.8	5.8	5.2	3.7	3.2	61.5
Port Hueneme	2.0	2.3	3.3	4.6	4.9	4.9	4.9	5.0	3.7	3.2	2.5	2.2	43.5
Thousand Oaks	2.2	2.6	3.4	4.5	5.4	5.9	6.7	6.4	5.4	3.9	2.6	2.0	51.0
Ventura	2.2	2.6	3.2	3.8	4.6	4.7	5.5	4.9	4.1	3.4	2.5	2.0	43.5
YOLO													
Bryte	0.9	1.7	3.3	5.0	6.4	7.5	7.9	7.0	5.2	3.5	1.6	1.0	51.0
Davis	1.0	1.9	3.3	5.0	6.4	7.6	8.2	7.1	5.4	4.0	1.8	1.0	52.5
Esparto	1.0	1.7	3.4	5.5	6.9	8.1	8.5	7.5	5.8	4.2	2.0	1.2	55.8
Winters	1.7	1.7	2.9	4.4	5.8	7.1	7.9	6.7	5.3	3.3	1.6	1.0	49.4
Woodland	1.0	1.8	3.2	4.7	6.1	7.7	8.2	7.2	5.4	3.7	1.7	1.0	51.6
Zamora	1.1	1.9	3.5	5.2	6.4	7.4	7.8	7.0	5.5	4.0	1.9	1.2	52.8
YUBA													
Browns Valley	1.0	1.7	3.1	4.7	6.1	7.5	8.5	7.6	5.7	4.1	2.0	1.1	52.9
Brownsville	1.1	1.4	2.6	4.0	5.7	6.8	7.9	6.8	5.3	3.4	1.5	0.9	47.4

* The values in this table were derived from:

- 1) California Irrigation Management Information System (CIMIS);
- 2) Reference Evapo/Transpiration Zones Map, UC Dept. of Land, Air & Water Resources and California Dept of Water Resources 1999; and
- 3) Reference Evapotranspiration for California, University of California, Department of Agriculture and Natural Resources (1987) Bulletin 1922;
- 4) Determining Daily Reference Evapotranspiration, Cooperative Extension UC Division of Agriculture and Natural Resources (1987), Publication Leaflet 21426

HISTORY

1. New Appendix A filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Repealer and new Appendix A filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

Appendix B — Sample Water Efficient Landscape Worksheet.

WATER EFFICIENT LANDSCAPE WORKSHEET

This worksheet is filled out by the project applicant and it is a required element of the Landscape Documentation Package.

Reference Evapotranspiration (ET_o) _____

Hydrozone # /Planting Description ^a	Plant Factor (PF)	Irrigation Method ^b	Irrigation Efficiency (IE) ^c	ETAF (PF/IE)	Landscape Area (sq. ft.)	ETAF x Area	Estimated Total Water Use (ETWU) ^d
Regular Landscape Areas							
				Totals	(A)	(B)	
Special Landscape Areas							
				1			
				1			
				1			
				Totals	(C)	(D)	
						ETWU Total	
						Maximum Allowed Water Allowance (MAWA)^e	

^aHydrozone #/Planting Description
 E.g.
 1.) front lawn
 2.) low water use plantings
 3.) medium water use planting

^bIrrigation Method
 overhead spray
 or drip

^cIrrigation Efficiency
 0.75 for spray head
 0.81 for drip

^dETWU (Annual Gallons Required) =
 E_{to} x 0.62 x ETAF x Area
 where 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year.

^eMAWA (Annual Gallons Allowed) = (E_{to}) (0.62) [(ETAF x LA) + ((1-ETAF) x SLA)]
 where 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year, LA is the total landscape area in square feet, SLA is the total special landscape area in square feet, and ETAF is .55 for residential areas and 0.45 for non-residential areas.

ETAF Calculations

Regular Landscape Areas

Total ETAF x Area	(B)
Total Area	(A)
Average ETAF	B ÷ A

Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for non-residential areas.

All Landscape Areas

Total ETAF x Area	(B+D)
Total Area	(A+C)
Sitewide ETAF	(B+D) ÷ (A+C)

HISTORY

1. New Appendix B filed 9-10-2009; operative 9-10-2009 pursuant to Government Code section 11343.4 (Register 2009, No. 37).

2. Repealer and new Appendix B filed 9-15-2015; operative 9-15-2015. Exempt from OAL review and submitted to OAL for printing only pursuant to Governor's Executive Order No. B-29-15 (4-1-2015) (Register 2015, No. 38).

Appendix C — Sample Certificate of Completion.

CERTIFICATE OF COMPLETION

This certificate is filled out by the project applicant upon completion of the landscape project.

PART 1. PROJECT INFORMATION SHEET

Date		
Project Name		
Name of Project Applicant	Telephone No.	
	Fax No.	
Title	Email Address	
Company	Street Address	
City	State	Zip Code

Project Address and Location:

Street Address		Parcel, tract or lot number, if available
City		Latitude/Longitude (optional)
State	Zip Code	

Property Owner or his/her designee:

Name	Telephone No.	
	Fax No.	
Title	Email Address	
Company	Street Address	
City	State	Zip Code

Property Owner

"I/we certify that I/we have received copies of all the documents within the Landscape Documentation Package and the Certificate of Completion and that it is our responsibility to see that the project is maintained in accordance with the Landscape and Irrigation Maintenance Schedule."

 Property Owner Signature Date

Please answer the questions below:

1. Date the Landscape Documentation Package was submitted to the local agency _____
2. Date the Landscape Documentation Package was approved by the local agency _____
3. Date that a copy of the Water Efficient Landscape Worksheet (including the Water Budget Calculation) was submitted to the local water purveyor _____

The 2015 Updated Model Water Efficient Landscape Ordinance

Guidance for California Local Agencies

INTRODUCTION

Governor Brown's Drought Executive Order of April 1, 2015 (EO B-29-15) directed DWR to update the State's Model Water Efficient Landscape Ordinance (MWELo) through expedited regulation. The California Water Commission approved the revised MWELo Ordinance on July 15, 2015. This fact sheet provides guidance to cities and counties (local agencies) in California, who are responsible for adopting and reporting on a water efficient landscape ordinance. The focus is on major changes in the MWELo which must be addressed when local agencies are revising their own local or regional ordinances.

DEADLINES AND OPTIONS FOR LOCAL AGENCY ACTIONS (Section 490.1)

Local agencies have until **December 1, 2015** to adopt the MWELo or to adopt a Local Ordinance which must be at least as effective in conserving water as MWELo. Local agencies working together to develop a Regional Ordinance have until **February 1, 2016** to adopt, but they are still subject to the December 2015 reporting requirements (see Reporting Requirements). A local agency will either integrate MWELo into an existing ordinance or establish a new, separate program. To comply, a local agency must perform one of the following actions:

- Adopt *by reference* Sections 490-495, Chapter 2.7, Division 2, Title 23 in the California Code of Regulations
- Adopt the MWELo *in detail* - Sections 490-495, Chapter 2.7, Division 2, Title 23 in the California Code of Regulations
- Amend an existing or adopt a new Local Ordinance or Regional Ordinance to meet the requirements contained in the regulations
- Take no action and allow the MWELo to go into effect by default

A local agency may choose to allow MWELo to become effective by default and then adopt a Local or Regional Ordinance at a later time. Subsequent reporting must include the details of Local or Regional Ordinances.

Local agencies are not limited to require only the levels of water conservation stipulated by MWELo. The Local or Regional Ordinance can require higher levels of water conservation, as determined appropriate by the local agency to address one of these local conditions:

- climate
- geology
- topography
- environmental conditions.

However, in such situations where a more restrictive requirement is incorporated, the local agency must make express findings that the requirement is reasonably necessary for one or more of the above conditions. Like all ordinance adoption processes, the adoption must follow the applicable rules for a public process including a public comment period and formal public proceeding during adoption.

SIGNIFICANT REVISIONS TO MWELO

Projects Subject to the Ordinance (Section 490.1)

The size of landscapes subject to the ordinance has been lowered from 2500 sq. ft. to 500 sq. ft. The size threshold applies to residential, commercial, industrial and institutional projects that require a permit, plan check or design review.

To reduce the complexity and costs for the smaller landscapes now subject to ordinance, the revised MWELO has a prescriptive compliance approach (Appendix D) for landscapes between 500 and 2500 sq. ft. Landscapes within this size range can comply either through meeting the traditional MWELO approach or through the prescriptive approach in Appendix D. The size threshold for existing landscapes that are being rehabilitated has not changed, remaining at **2500 square feet**. Only rehabilitated landscapes that are associated with a building or landscape permit, plan check, or design review are subject to the Ordinance.

Definitions (Section 491)

The definitions section of MWELO has been expanded to include new terms and concepts. Please see the strike-out version of MWELO at <http://www.water.ca.gov/wateruseefficiency/landscapeordinance/> to review definition changes.

Water Efficient Worksheet and Water Budget (Section 492.4)

The maximum applied water allowance (MAWA) has been lowered from 70% of the reference evapotranspiration (ET_o) to 55% for residential landscape projects, and to 45% of ET_o for non-residential projects. This water allowance reduces the landscape area that can be planted with high water use plants such as cool season turf. For typical residential projects, the reduction in the MAWA reduces the percentage of landscape area that can be planted to high water use plants from 33% to 25%. In typical non-residential landscapes, the reduction in MAWA limits the planting of high water use plants to special landscape areas. The revised MWELO still uses a water budget approach and larger areas of high water use plants can be installed if the water use is reduced in the other areas provided the overall landscape stays within the budget. The use of special landscape areas (SLA) was not changed in the revised MWELO. The SLA provides for an extra water allowance in non-residential areas for specific functional landscapes, such as recreation, areas for public assembly, and edible gardens or for areas irrigated with recycled water.

The revised MWELO allows the irrigation efficiency to be entered for each area of the landscape. The site-wide irrigation efficiency of the previous ordinance (2010) was 0.71; for the purposes of estimating total water use, the revised MWELO defines the irrigation efficiency (IE) of drip irrigation as 0.81 and overhead irrigation and other technologies must meet a minimum IE of 0.75.

The worksheets for Maximum Applied Water Allowance (MAWA) and the Estimated Total Water Use (ETWU) have been combined into one table. (See Appendix B, Water Efficient Landscape Worksheet). As explained above, rather than using a site-wide default IE, irrigation efficiency is calculated for each hydrozone.

The revised ordinance also precludes the use of high water use plants in street median strips.

Also because of the requirement to irrigate areas less than ten feet wide with subsurface irrigation or other means that produces no runoff or overspray, the use of cool season turf in parkways is limited.

Soil Management Report (Section 492.5)

For multi-lot projects, the revised MWELo added clarification that soil testing should be completed using a soil sampling rate of approximately 1 in 7 lots or 15 percent.

Landscape Design Plan (Section 492.6)

The following changes were made to Landscape Design Plan section:

Prior to planting, 4 yards of compost must be incorporated per 1000 sq. ft. of permeable area. Compacted soils must be transformed to a friable condition. The depth of mulch required was increased from 2 to 3 inches. Graywater and storm retention components must be indicated on the landscape plan.

Irrigation Design Plan (Section 492.7)

The following changes were made to the Irrigation Design section:

Dedicated landscape water meters or submeters are required for residential landscapes over 5,000 square feet and non-residential landscapes over 1000 square feet. Dedicated meters or submeters may be either a meter supplied by the local water supplier or a privately owned submeter.

Irrigation systems are required to have ***pressure regulation*** to ensure correct and efficient operation.

All irrigation emission devices must meet the American National Standards Institute standard, American Society of Agricultural and Biological Engineers'/International Code Council's 802-2014 "Landscape Irrigation Sprinkler and Emitter Standard". ***Flow sensors*** that detect and report high flow conditions due to broken pipes and/or popped sprinkler heads are required for landscape areas greater than 5,000 square feet. Master shut-off valves that prevent water waste in case of large failures of irrigation systems due to breakage or vandalism are required on all landscapes except where sprinklers can be individually controlled.

The ***minimum width of areas that can be overhead irrigated was increased from 8 feet to 10 feet***; areas less than 10 feet wide must be irrigated with subsurface drip or other technology that produces no over spray or runoff.

The revised update requires ***the irrigation auditor to be a local agency auditor or third party auditor*** to reduce conflicts of interest. All landscape irrigation auditors must be certified by one of the U.S. EPA WaterSense labeled auditing programs. EPA WaterSense: http://www.epa.gov/watersense/outdoor/cert_programs.html

Graywater Systems (Section 492.15)

The revised MWELo added a graywater section that specifies that landscapes less than 2,500 square feet that are irrigated entirely with graywater or captured rainwater are subject only to the irrigation system requirements of Appendix D, Prescriptive Compliance Option. Graywater is allowed throughout the state under the California Plumbing Code, Ch. 16. Applicants should consult with the local building authority regarding graywater systems.

Stormwater and Rainwater Retention (Section 492.16)

A requirement was added that landscape area should have friable soil to maximize stormwater infiltration. Additional stormwater measures were recommended, but not required.

Reporting (Section 495)

Executive Order B-29-15 and the revised ordinance require that local agencies report on the implementation and enforcement of their single agency Local Ordinances to DWR by December 31, 2015. Local agencies developing a Regional Ordinance must report on adoption by March 1, 2016. Reporting for all agencies is due by January 31st of each year thereafter. The reporting requirement is a new addition to the MWELo.

In the initial reporting, a local agency states whether they are adopting a single agency ordinance or a regional agency ordinance, and specifies the date of adoption or anticipated date of adoption.

The following information is to be included in the first report by the local agency. Once stated, the information does not have to be repeated in subsequent reports unless the information changes.

- State if using a locally modified Water Efficient Landscape Ordinance (Local or Regional Ordinance) or the MWELo. If using a Local or Regional Ordinance, how is it different than MWELo; is it at least as efficient as MWELo; and are there any exemptions specified?
- State the entity responsible for implementing the ordinance.

In subsequent years, all local agency reporting will be for the calendar year. For the initial reporting period after new ordinance adoption and each year thereafter, include the following information during each reporting period:

- Number and types of projects subject to the ordinance
- Total area (in square feet or acres) subject to the ordinance
- Number of new housing starts, new commercial projects, and landscape retrofits

For the initial reporting period after new ordinance adoption and each year thereafter, describe the following:

- The procedure for review of projects subject to the ordinance
- The actions taken to verify compliance- Is a plan check performed; if so, by what entity? Is a site inspection performed; if so, by what entity? Is a post-installation audit required; if so, by whom?
- Enforcement measures
- The challenges to implementing and enforcing the ordinance
- The educational, training, and other needs to properly apply the ordinance

Contact Information:

Julie Saare-Edmonds, DWR Senior Environmental Scientist at Julie.Saare-Edmonds@water.ca.gov or (916) 651-9676



Water Efficient Landscape Ordinance Reporting Form

C1	Agency Name:	
C2	Address:	
C3	Contact Name:	
C4	Title:	
C5	Phone Number:	
C6	Phone Extention:	
C6	Email:	
1a	Is your agency adopting a single agency ordinance OR a regional agency alliance ordinance?	▼
1b	Date of adoption OR anticipated adoption:	
2a	Reporting period:	
2b	December 1, 2015 through December 28, 2015 (all agencies)	<input type="radio"/>
2c	February 1, 2016 through February 28, 2016 (additional reporting period for agencies crafting regional ordinances with other agencies)	<input type="radio"/>
3a	Are you using:	▼
3b	For agencies who have adopted a modified WELO	
3c	Is it at least as efficient as MWELO?	▼
3d	URL for your WELO	
3e	List major changes from the State's MWELO	
3f	If specific types of projects are exempt (other than those already specified in MWELO), state what they are and the sections of the ordinance that they are exempt from.	
3g	Have elements from other regulations been incorporated (e.g., tree shading percent coverage requirement, stormwater capture requirements).	▼
3h	If yes, describe:	
4	If other agencies are implementing the ordinance, explain their role:	
5	Permitted projects subject to the ordinance during the reporting period (*e.g., single family residences, commercial projects, landscape retrofits for which permits were finalized during the reporting period, etc.):	
6a	Total landscape area subject to the ordinance over the reporting period:	
6b	Unit of Measure (sq. ft. or acres)	▼



Water Efficient Landscape Ordinance Reporting Form

7a	During the reporting period, how many of the following types of projects did your agency issue final permits on:	
7b	new housing starts	
7c	new commercial projects	
7d	landscape retrofits	
8	Describe the procedure for review of projects subject to the ordinance:	
9a	Describe actions taken to verify compliance:	
9b	Is a plan check performed?	▼
9c	If so, by what entity?	
10	Describe implementation and enforcement measures:	
11	Explain challenges to implementing and enforcing the ordinance:	
12	Describe educational and other needs to properly apply the ordinance:	
13	Additional Comments:	

Please submit reports, including a copy of your local water efficient landscape ordinance, via email to WELO@water.ca.gov by December 31, 2015. Agencies preparing a regional ordinance must submit an additional report by March 1, 2016. For questions, please call Ms. Julie Saare-Edmonds at (916) 651-9676.

THIS PAGE LEFT INTENTIONALLY BLANK



CITY OF COVINA

AGENDA REPORT

ITEM NO. CC 8

MEETING DATE: December 15, 2015

TITLE: Approval of Salary Rate Adjustments for Classifications Subject to the State Mandated Minimum Wage Increase for 2016

PRESENTED BY: Danielle Tellez, Director of Human Resources

RECOMMENDATION: Approve Salary Rate Adjustments for Classifications Subject to the State Mandated Minimum Wage Increase for 2016

BACKGROUND:

The State of California passed House Bill AB10 in September 2013, which provided for two Minimum Wage Increases. On July 1, 2014 the first increase raised the minimum wage to \$9.00 per hour and the second increase, which will be effective January 1, 2016, will raise the minimum wage to \$10.00 per hour.

DISCUSSION:

The City has six classifications subject to the increase as follows:

Classification		1	2	3	4	5
ADMINISTRATIVE INTERN	Hourly	10.00	10.50	11.03	11.58	12.16
COMMUNITY RESOURCES AIDE	Hourly	10.00	10.50	11.03	11.58	12.16
LIBRARY PAGE SHELVER	Hourly	10.00	10.50	11.03	11.58	12.16
COMMUNITY RESOURCES ASSISTANT I	Hourly	10.50	11.03	11.58	12.16	12.76
COMMUNITY RESOURCES ASSISTANT II	Hourly	11.03	11.58	12.16	12.76	13.40
POLICE CADET	Hourly	10.00	10.50	11.03	11.58	12.16
POOL MAINTENANCE ASSISTANT	Hourly	10.00	10.50	11.03	11.58	12.16
STUDENT AIDE	Hourly	10.00	10.50	11.03	11.58	12.16

FISCAL IMPACT:

The fiscal impact is ultimately dependent upon the number of employees who fall into one of the above classifications and the number of hours worked. The increases will primarily affect the Parks and Recreation Department budget. Staff estimates that the increase will be approximately \$10,000 per year. This amount has been included in the fiscal year 2015/2016 Budget. Additionally, staff recommends that the City implement the rate increases effective the first day of the pay period in which this law becomes effective, which is December 26, 2015.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):
None.

Respectfully submitted,



Danielle Tellez
Director of Human Resources

ATTACHMENTS:

Attachment A: Part Time Salary Schedule Effective January 1, 2016

CITY OF COVINA
 UNAFFILIATED SALARY SCHEDULE PART-TIME
 EFFECTIVE DECEMBER 26, 2015

DESCRIPTION	STEP	HOURLY
9040 ADMINISTRATIVE INTERN	1	10.00
	2	10.50
	3	11.03
	4	11.58
	5	12.16
9050 ASSISTANT POOL MANAGER	1	11.98
	2	12.58
	3	13.21
	4	13.87
	5	14.56
9054 BACKGROUND INVESTIGATOR	1	27.47
	2	28.84
	3	30.29
	4	31.80
	5	33.39
9090 COMMUNITY RESOURCES AIDE	1	10.00
	2	10.50
	3	11.03
	4	11.58
9100 COMMUNITY RESOURCES ASSISTANT I	1	10.50
	2	11.03
	3	11.58
	4	12.16
	5	12.76
9110 COMMUNITY RESOURCES ASSISTANT II	1	11.03
	2	11.58
	3	12.16
	4	12.76
	5	13.40
9120 COMMUNITY RESOURCES SPECIALIST	1	13.41
	2	14.07
	3	14.78
	4	15.52
	5	16.30

CITY OF COVINA
 UNAFFILIATED SALARY SCHEDULE PART-TIME
 EFFECTIVE DECEMBER 26, 2015

9355 CUSTODIAN	1	12.59
	2	13.22
	3	13.88
	4	14.57
	5	15.30
9150 ENGINEERING INTERN	1	11.06
	2	11.61
	3	12.19
	4	12.80
	5	13.44
9180 LIBRARY CLERK	1	12.13
	2	12.73
	3	13.36
	4	14.03
	5	14.74
9091 LIBRARY PAGE SHELVING	1	10.00
	2	10.50
	3	11.03
	4	11.58
	5	12.16
9200 LIFEGUARD	1	10.09
	2	10.59
	3	11.12
	4	11.68
	5	12.26
9210 LIFEGUARD / INSTRUCTOR	1	11.13
	2	11.68
	3	12.26
	4	12.88
	5	13.52
9220 OVERNIGHT ENFORCEMENT OFFICER	1	15.20
	2	15.96
	3	16.76
	4	17.60
	5	18.48

CITY OF COVINA
 UNAFFILIATED SALARY SCHEDULE PART-TIME
 EFFECTIVE DECEMBER 26, 2015

DESCRIPTION	STEP	HOURLY
9230 PARK MAINTENANCE ASSISTANT	1	13.09
	2	13.75
	3	14.44
	4	15.15
	5	15.91
9265 POLICE CADET	1	10.00
	2	10.50
	3	11.03
	4	11.58
	5	12.16
9300 POOL MAINTENANCE ASSISTANT	1	10.00
	2	10.50
	3	11.03
	4	11.58
	5	12.16
9310 POOL MANAGER	1	14.58
	2	15.30
	3	16.07
	4	16.87
	5	17.71
	6	18.16
	7	18.61
	8	19.08
9260 RESERVE POLICE OFFICER	1	20.00
9340 STUDENT AIDE	1	10.00
	2	10.50
	3	11.03
	4	11.58
	5	12.16

THIS PAGE LEFT INTENTIONALLY BLANK



CITY OF COVINA

AGENDA REPORT

ITEM NO. CC 9

MEETING DATE: December 15, 2015

TITLE: Set a public hearing date of January 5, 2016 for consideration of a Resolution of the City Council of the City of Covina, California Amending the City of Covina Fee Schedule as it pertains to Title 5 of the Covina Municipal Code – Entertainment Permits.

PRESENTED BY: Kim Raney, Chief of Police
Derek Webster, Police Captain
Stephanie Stabio, Associate Planner
Brian Lee, Director of Community Development
John Michicoff, Interim Finance Director

RECOMMENDATION: That the City Council set a public hearing date of January 5, 2016, for consideration of all testimony regarding the adoption of a Resolution amending the City’s Fee Schedule as it pertains to the Entertainment Ordinance in Title 5 of the Covina Municipal Code.

BACKGROUND:

In November 2010, California voters approved Proposition 26, which amended Article XIIC of the State Constitution regarding the adoption of fees and taxes and provides that any “fee” enacted by a local government is deemed a “tax” and requires voter approval unless the fee falls within one of seven exceptions.

Of those seven exceptions, the proposed fees pertaining to the new Entertainment Ordinance are categorically exempt from Propositions 26’s voter approval and fall under the following three exceptions: (1) where the payer of the fee is receiving a special benefit or privilege; (2) where the payer of the fee is receiving a specific government service or product; (3) where the payer of the fee is covering the reasonable regulatory costs relating the licenses, permits, investigations, inspections, audits, and related enforcement activities.

DISCUSSION:

On December 1, 2015, the City Council conducted a public hearing and after considering all available testimony, adopted Ordinance No. 15-2046. The Ordinance regulates both live and non-live forms of entertainment in the City by business establishments and requires operators of businesses and others providing entertainment, to obtain various permits and meet certain requirements. These new regulations resulted in the establishment of new permits which are not addressed in the current fee schedule.

If staff’s recommendation is approved, at the January 5, 2016 City Council meeting a resolution

to establish the new permit fees referenced in Ordinance No. 15-2046 will be discussed during a public hearing at which time the City Council would consider all testimony regarding the new permit fees. The City Council will also have the opportunity to further review and discuss their respective position on the fees and give staff recommendations accordingly.

The fee schedule to be discussed has different categories based on criteria such as occupancy load and non-live versus live entertainment. Additionally, there are separate fees for processing applications submitted by promoters and for filing an appeal (details are outlined in the Entertainment Ordinance No. 15-2046). The new permit fees were determined by estimating the amount of staff time each review would require and apply a fully burdened (salary plus benefits) hourly rate to that time estimate. The estimated time was based on similar applications that have been processed in the past. Since the City is prohibited from charging fees in excess of the cost to provide the service for which the fee is paid, staff will contemporaneously review the time spent on entertainment permit applications to confirm the City is not collecting an excess amount. As the amount of time incurred and related costs change, future Fee Schedules will be modified to reflect those changes.

FISCAL IMPACT:

According to State law, the City must conduct a public hearing in order to set and collect the new permit fees established pursuant to Ordinance No. 15-2046. The fees are designed to recover actual costs associated with enforcement of the entertainment regulations. If the fee resolution to be discussed during the public hearing on January 5, 2016 is approved, the new fees would become effective immediately because Ordinance No. 15-2046 would have run its required 30-day review period subsequent to its initial approval by the City Council as well as the second reading conducted on December 1, 2015.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

The adoption of this Resolution is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

Respectfully submitted,



Kim Raney, Chief of Police
Police Department



CITY OF COVINA

AGENDA REPORT

ITEM NO. PH 1

MEETING DATE: December 15, 2015

TITLE: City Council to conduct a public hearing to consider Tentative Parcel Map (TPM) 73595, a subdivision of four single-family lots at 1732 East Ruddock Street – APN 8427-022-031.

PRESENTED BY: Brian K. Lee, AICP, Community Development Director

RECOMMENDATION: Open the public hearing and receive public testimony, determine the proposed subdivision is categorically exempt in accordance with Section 15332 Class 32 of the California Environmental Quality Act Guidelines, and adopt **Resolution No. 15-7435**, approving Tentative Parcel Map (TPM) 73595.

BACKGROUND:

On November 10, 2015, under Resolution No. 2015-021 PC, the Planning Commission unanimously (5-0) a) recommended to the City Council approval of application Tentative Parcel Map (TPM) 73595, which would subdivide a larger residential property at 1732 East Ruddock Street (south side of Ruddock Street, just west of Reeder Avenue) currently consisting of an older single family residence and multiple accessory structures into four single family residential lots and b) recommended to the Council that the TPM application be considered Categorical Exempt from review under the California Environmental Quality Act (CEQA). At this meeting, under Resolution No. 2015-019 PC, the Planning Commission also unanimously granted application Site Plan Review (SPR) 15-014 and (separately) directed staff to administratively approve Minor Variance (MV) 15-003, which, respectively, would permit one single-family house to be constructed on each of the four newly-created lots (or, would permit four total single family houses on the site) and would allow for certain minor deviations of zoning requirements to accommodate the project.

At the November 10th Planning Commission meeting, there were no public comments. In its deliberation on the overall project proposal, the Commission asked general questions of staff and the applicant's representative and recommended to the City Council approval of or approved the aforementioned development-associated applications and CEQA Categorical Exemption determination with only one minor change to the proposed Conditions of Approval. The Commission, in response to a request from the applicant's representative, clarified Condition 3.4(R) of Resolution No. 2015-021 PC, which concerns a requirement to dedicate to the City five feet of land on the northern/Ruddock Street side of the project site for street widening purposes.

On December 1, 2015, in accordance with Section 16.08.130.A of the Covina Municipal Code (CMC), the City Council directed staff to set a public hearing date of December 15, 2015 for consideration of Tentative Parcel Map (TPM) 73595. The Council therefore is requested this evening to commence its consideration of the Planning Commission's recommendation on the TPM application and on the underlying CEQA-related determination.

DISCUSSION:

Key elements of the overall project proposal consist of the following:

1. The subdivision of a 39,730-square foot (or .91-acre) residential site into four single family lots averaging roughly 9,800 square feet in area. Two of the project-related lots and associated new dwelling units generally described below would be oriented to the north or face and have access from Ruddock Street; the other two dwellings would be oriented to the south or face and attain their access off of Badillo Street.
2. On each new lot, one two-story single family detached house, approximately 3,600-square feet or 4 bedrooms and 3½ bathrooms in size and with an attached three-car garage, would be constructed. The proposed architecture of the houses would be Craftsman, which features a low-pitch roof gable roof with asphalt shingles, wood siding and (on two of the houses) limited stucco, and ledger stone accents. And the overall development would conform to the prevailing surrounding single family character (with an elementary school being located on the south side of Badillo Street).
3. The front yards of all four houses would be required to be landscaped and irrigated, in accordance with all general and water-efficient-related provisions.
4. General site grading would be performed to accommodate the project and necessary drainage.
5. Relative to ultimate dwelling unit occupancy, the project applicant intends to sell each of the newly created properties to private parties. Because the project does not entail the creation of common areas warranting shared management and expenditures concerning maintenance and repairs, the City would not require that a homeowners association be formed.

For full project details, the City Council should refer to the attached staff report and Resolution No. 2015-021 PC (regarding the Tentative Parcel Map (TPM)) and Resolution No. 2015-019 PC (concerning the Site Plan Review (SPR)) from the November 10, 2015 Planning Commission meeting, under, respectively, Attachments A, G, and H, and to the proposed City Council **Resolution No. 15-7435**, which appertains to the TPM application and which includes the recommended associated Conditions of Approval, under Attachment I. We clarify here that the focus of your review this evening is a) to determine whether the Tentative Parcel Map (TPM) request conforms to the related Site Plan Review and Minor Variance applications or whether the findings under **Resolution No. 15-7435** can be made and b) to determine whether the TPM application would be Categorically Exempt from environmental review under the California Environmental Quality Act (CEQA), not on the (previously considered) design adequacy of the project. (Project design-related information has been provided in this report and attachments only to provide to Council with a proper background on the project proposal and to address likely questions that you may have.)

As noted in the recommendation above, the Planning staff recommends that the City Council approve application Tentative Parcel Map (TPM) 73595 and determine that the application would be categorically exempt under CEQA. We base this recommendation on the following points:

1. The overall site and individual lot sizes and dimensions plus all of the house-related improvements that are depicted on the Tentative Parcel Map conform to the corresponding elements included in the approved project plans (refer to Attachment D), relative to the previously-addressed, related project applications, Site Plan Review (SPR) 15-014 and Minor Variance (MV) 15-003.
2. In recommending approval to the City Council of the Tentative Parcel Map application under Resolution No. 2015-021 PC, the Planning Commission made specific findings that the Parcel Map would be in the best interests of the City, would comply with applicable State subdivision laws, would be consistent with the Covina General Plan, would comply with the previously-stated zoning applications, and would be Categorical Exempt from CEQA review because it would not have the potential to cause any adverse effects on the environment.
3. The Tentative Parcel Map is consistent with all of the proposed Conditions of Approval associated with **Resolution No. 15-7435** (again, Attachment I).

FISCAL IMPACT:

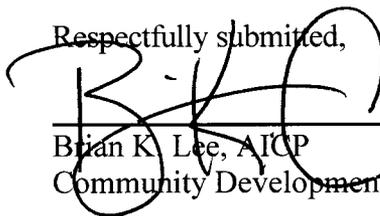
There is no direct fiscal impact. The approval of this application, when considered with the Planning Commission- or staff-approved land use entitlements for the property, while resulting in a housing development that would impose some additional service-related costs on the City, would also generate additional property and utility user taxes for the community. In addition, project is subject to development impact fees and annexation into the Communities Facilities District 2007-01 for the purpose of financing the project's proportionate share of the cost for municipal services. Although not a positive fiscal impact per se, by enhancing the physical condition of the existing site and better harmonizing with the surroundings, the project proposal could result in at least some higher property tax revenue generation regarding certain adjacent properties.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

Pursuant to the California Environmental Quality Act (CEQA), the City has analyzed the proposed project and concluded that it will not have the potential for causing a significant effect on the environment. Therefore, it has been determined that the proposed action would be categorically exempt in accordance with Section 15332 Class 32 of the CEQA Guidelines and the following conditions:

- (a) The proposed project is consistent with the general plan designation and all applicable general plan policies as well as with the zoning designation and regulations.
- (b) The proposed development occurs within the city limits on a project site of no more than five acres and substantially surrounded by urban uses.
- (c) The project site has no value as habitat for endangered, rare, or threatened species.
- (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
- (e) The site can be adequately served by all required utilities and public services.

Respectfully submitted,



Brian K. Lee, AICP
Community Development Director

City Manager	City Attorney	Finance	City Clerk

ATTACHMENTS:

Attachment A: November 10, 2015 – Planning Commission Staff Report

Attachment B: Project Site Photographs

Attachment C: Area Map

Attachment D: 300 Foot Radius Map and Property Owners List

Attachment E: Project Plans

Attachment F: Water District Service Letter

Attachment G: Resolution No. 2015-019 PC

Attachment H: Resolution No. 2015-021PC

Attachment I: Resolution No. 15-7435 with Conditions of Approval



CITY OF COVINA

PLANNING COMMISSION AGENDA REPORT ITEM NUMBER PH1 NOVEMBER 10, 2015

TO: Chairman and Members of the Planning Commission

FROM: Brian K. Lee, Community Development Director

SUBJECT: Application(s) Tentative Parcel Map (TPM) 73595, Site Plan Review (SPR) 15-014, and Minor Variance (MV) 15-003 - a proposed subdivision of four lots with the development of four new detached single-family dwelling units on a .91-acre property in the "R-1-10,000 Residential Single Family Zone" at 1732 East Ruddock Street

SITE AND PROJECT DESCRIPTION

A. Project Information:

Request: Four lot subdivision and development of four detached single-family houses
 Applicant and Property Owner: Mark Volk
 Applicant's Architect: RED Architectural Group
 Location: 1732 East Ruddock Street
 Assessor Parcel Map No: 8427-022-031

B. Site and Surrounding Land Uses-Table 1:

	General Plan	Zoning	Existing Uses
Site	Low Density Residential	R-1-10,000 (Single Family Residential)	Single Family Dwelling Unit
North	Low Density Residential	R-1-10,000 (Single Family Residential)	Single Family Dwelling Unit
South	School	R-1-7,500 (Single Family Residential)	Badillo Elementary School
East	Low Density Residential	R-1-10,000 (Single Family Residential)	Single Family Dwelling Unit
West	Low Density Residential	R-1-10,000/PCD-Planned Community Development (Single Family Residential)	Single Family Dwelling Unit

C. Site Characteristics:

The overall site is 39,730 sq. ft. or .91 acres. The site slopes from Ruddock Street southerly towards the existing single-family residence at approximately 11 percent grade, and from

the rear of the house and towards Badillo Street, it is relatively flat. The street frontage of Ruddock Street is not improved with curb, gutter and sidewalks abutting this site while the street frontage of Badillo Street is fully improved with curb, gutter and sidewalks abutting the site.

- D. Development Standards and Project Data: The following Table 2 illustrates the propose project compliance with Development standards Section 17.22 of the Covina Municipal Code (CMC).

	Development Standards	Code Requirements	Proposal	Comments
1.	Density	0-6 Units Per Acre (or 1 single family dwelling unit per lot)	1 single family dwelling unit per lot	
2.	Lot Area	Min. 10,000 Sq. Ft.		
	Parcel 1		9,026.75 Sq. Ft.	Addressed under minor variance
	Parcel 2		9,032.65 Sq. Ft.	Addressed under minor variance
	Parcel 3		10, 475.55 Sq. Ft.	
	Parcel 4		10, 511.67 Sq. Ft.	
3.	Lot Dimensions			
	Width	80 Feet		
	Parcel 1		73 Feet	Addressed under minor variance
	Parcel 2		73 Feet	Addressed under minor variance
	Parcel 3		72 Feet	Addressed under minor variance
	Parcel 4		72 Feet	Addressed under minor variance
	Depth	120 Feet	123 Feet or more	
4.	Land Coverage	35%	33%	
5.	Building Height	2 ½ Stories or 35 Ft	23 Feet, 8 Inches	
7.	Setbacks			
	Front	25 Feet	25 Feet	
	Interior Side	10 Feet	10 Feet	
	Second Story	12 Feet 6 Inches	12 Feet 7 Inches	
	Rear	25 Feet	25 Feet or more	
9.	Off-Street Parking	2 car garages	3 car garages	
10.	Fence/Wall Height	3 Feet Front Yard 6 Feet Side Yard	3 Feet Front Yard 6 Feet Side Yard	

ANALYSIS

A. Background and Proposed Project:

The Applicant and his team has contacted staff back in January and February 2015 to obtain information on the City's development standards and review process for his proposed development concept of a 4-lot subdivision. According to the Applicant, it is his intention to demolish the existing single-family house, the pool and accessory structures to accommodate his proposed development. The Applicant formally submitted the applications on May 15, 2015. Since that time, staff has maintained a dialogue with the applicant on various project and site deficiencies including grading, setbacks and other architectural design elements. The final project design was submitted on September 16, 2015 for Planning Commission review. As stated previously, the proposed project is to subdivide the 39,730 square-foot parcel into 4 lots with the development of a two-story house on each lot. Each house will have 4 bedrooms and 3 ½ bathrooms and an attached 3-car garage. Further, each house is provided with a front porch, a small covered patio, and an open lath patio in the rear of the house.

B. Site Plan Review:

1. **Site Design.** The proposed subdivision will create 2 new lots that face East Ruddock Street and East Badillo Street. The proposed project will require to complete the required public improvements such as but not limited to curb, gutter, sidewalk and new drive approaches. The houses and their garages are oriented parallel to the streets. The size of the rear yard for each lot exceeds the minimum required 25 feet. In summary, the site design generally meets the development standards and the provisions of the Covina Design Guidelines, with the exception of the lot sizes and widths as noted in the Summary Table above. The proposed 10 percent deviation from the Development Standards will be addressed under the Minor Variance section the report.
2. **Parking.** The required parking for a single-family house is a two-car garage. Each lot proposes to construct an attached three-car garage consisting of 720 square feet. The proposed development meets the required parking for each lot.
3. **Architecture.** The proposed architecture for the houses is reflective of Craftsman style with low-pitch gable roof, asphalt shingles for roof material, wood siding and ledger stones accent. The applicant proposes two design schemes. The first scheme proposes lap siding to simulate natural grain wood, ledger stacked stones and stucco walls and the second scheme will share similar exterior wall materials with the exception of river rock. These styles will compliment and add variety to the diverse architectural styles that are evident in many surrounding houses. Therefore, staff concluded that the materials and colors conform to the Covina Design Guidelines.

4. Landscape Design. Front yard landscaping is proposed for each lot with more than 20 new trees, various shrubs, ground cover for all four lots and an overall landscape design which considers drought and water efficient provisions to generally meet the Zoning Code- development standards and the provisions of the Covina Design Guidelines. In addition, only one oak tree is identified on site but it does not meet the size requirements for preservation under the Covina Municipal Code. Finally, one mature amber tree will be conserved in place and will be integrated into the landscape design.
 5. Grading. The proposed grading concept consists of a cut of 2,144 cubic yards and a fill of 2,054 cubic yards with an export of 90 cubic yards. The site is almost balanced in the earthwork and the export of 90 cubic yards is not considered a significant environmental impact.
- C. Minor Variance (MV) 15-003. The purpose of a Minor Variance is to allow a slight modification to certain development standards such as lot area, lot width, lot depth, fence height and setback, to name a few. The slight modification in the development standards may allow creative design and accommodate unique site conditions for the proposed project. The Applicant requests a Minor Variance for the reduction of the lot area (parcels 1 and 2) and lot width (4 parcels) by 10 percent. Staff found that the odd shape of the project site and the double street frontages do create exceptional and unique circumstances not applicable to other properties of the same zone. The existing lots adjacent to the project site already have reduction of lot width to 72 feet. Therefore, staff could make the findings to support the Minor Variance. According to Section 17.78.160, the designated planning official has the authority to approve a Minor Variance. Upon approval by the Planning Commission of the proposed Tentative Parcel Map and Site Plan Review, staff will follow up with approval of the Minor Variance.
- D. Tentative Maps Findings (CMC 16.08.140).
1. The design and improvements of the proposed subdivision is consistent with the General Plan and all applicable codes and regulations.

Facts: The proposed development, the key elements of which would be building size/location, usable yard areas, parking areas, and landscaping, would meet or conform to the intent of the development standards of Ch. 17.22 of the Covina Municipal Code and General Plan. A Minor Variance application to address the 10 percent reduction of lot area and lot width was submitted to the City in conjunction with the Tentative Parcel Map. Upon approval by the Planning Commission of the proposed application, the planning official will subsequently grant approval of the Minor Variance.
 2. The subdivision is physically suitable for the type and proposed density of development proposed by the tentative map.

Facts: The overall size of the site is 39,730 sq. ft. or .91 acres. The proposed density is within the allowed by the “LDR- Low Density Residential” General Plan Land Use Designation. The subdivision is physically suitable for the development of single-family houses per lot.

3. The design of the subdivision and proposed improvements, with conditions of approval will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat; or

Facts: The site currently contains an existing single-family dwelling unit. The site is not designated a fish or wildlife habitat nor is it located nearby to any such territory. The design of the subdivision and proposed improvements will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

4. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.

Facts: The design of the proposed project is generally attractive, functional, and well integrated to the surrounding properties. It will be harmonious, consistent, and complete within itself. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.

5. The design of the subdivision provide for future passive or natural heating and cooling opportunities in the subdivision to the extent feasible.

Facts: The design of the subdivision and its proposed residential development will provide the possibility and opportunity to have passive or natural heating and cooling for the buildings. Furthermore, the residential development will have to comply with Title 24 of the Uniform Building Code.

6. Focusing on the design of the subdivision and the type of improvements to be required, the project will not conflict with easements acquired by the public at large for access through or the use of the subdivision or with the design of alternate easements that are substantially equivalent to those previously acquired by the public.

Facts: The design of the subdivision will not conflict with existing City rights-of-way or other public access easements.

7. The proposed project with its subdivision design is consistent with the city’s parkland dedication requirements (Quimby Act – Chapter 16.28 CMC).

Facts: The proposed subdivision of 5 or fewer parcels is exempt from the city’s parkland dedication requirements. Development Impact fees and annexation into the

city's Communities Facilities District is applicable. A condition of approval is in place to address fiscal impacts to city services and parks.

8. The applicant has demonstrated that a sufficient water supply will be available to serve the subdivision, in accordance with California Government Code Section 66473.7.

Facts: According to the water purveyor which services this area in the City of Covina, Golden State Water Company, there is sufficient capacity to provide water to serve the subdivision without negative impact to other properties in the City as identified in the letter dated October 12, 2015 (Exhibit 5 of the Staff Report).

E. Site Plan Review Findings (CMC 17.64.070)

1. All provisions of the Zoning Ordinance are complied with.

Facts: The proposed development, the key elements of which would be building size/location, usable yard areas, parking areas, and landscaping, would meet or conform to the intent of the development standards of the Single-Family Residential Zone and other provisions of the Zoning Code. A Minor Variance application to address the 10 percent reduction of lot area and lot width was submitted to the City in conjunction with the Tentative Parcel Map and the Site Plan Review. Upon approval by the Planning Commission of the proposed applications, the planning official will subsequently grant approved of the Minor Variance.

2. The basic project elements are so arranged that traffic congestion is avoided, pedestrian and vehicular safety and welfare are protected, and no adverse effects will occur on surrounding property.

Facts: The development will require a street dedication and public improvements on East Ruddock Street where a new sidewalk and two drive approaches will be constructed per city standards. In addition, the development will construct two new drive approaches on East Badillo Street. The garages and driveways have been designed so that vehicles will exit in a forward motion and not back out onto the street. In addition, the number of new trips that would be generated would have a negligible impact on existing, surrounding traffic conditions. It can be concluded that project-related traffic congestion would be avoided, and the project would have no negative impact on adjacent streets and sidewalks.

3. The project design conforms to the General Plan and any Design Guidelines or Specific Plan that may be applicable to the project.

Facts: The project would comply with the land use-, circulation-, and housing-related components of the General Plan. Moreover, the overall design of the proposed building will comply with the applicable provisions of the Covina Design Guidelines.

4. The project design is harmonious, consistent, and complete within itself and functionally and visually compatible with neighboring land uses.

Facts: The design of the proposed project is generally attractive, functional, and well integrated—or, harmonious, consistent, and complete within itself. Furthermore, the proposed project would be functionally and visually compatible with neighboring developments and land uses.

6. The development will constitute an adequate environment for the intended use by sustaining the desirability and stability of the neighborhood and community.

Facts: The proposed project is well designed for the intended residential use. Also, the project will provide viable, additional housing in the neighborhood and the overall community. In addition, the proposed conditions of approval will provide the City with adequate safeguards for preventing any issues.

7. Proposed lighting is so arranged as to reflect the light away from adjoining properties.

Facts: The proposed project will include exterior wall-mounted lighting. The light fixtures will be required to be directed downwards to prevent light spilling over onto adjacent properties. A detailed lighting plan must be submitted for review for compliance with the applicable safety-, security-, and design-related provisions of the Zoning Code and the Design Guidelines.

8. Proposed signs will not, by size, location, color, or lighting, interfere with traffic or limit visibility.

Facts: The proposed development will not contain any signage. Any signs are not permitted in residential zones. The project will comply with the provisions of the Zoning Code.

- F. Conclusion: Staff believes the findings can be made for Tentative Parcel Map and Site Plan Review and recommends approval for the subdivision of four lots and the development of four detached single-family dwelling units.

PUBLIC HEARING NOTICE AND NOTIFICATION

The applicant was given a copy of the staff report with the attachments. All property owners within a radius of at least 300 feet from the overall project site were mailed notices of the

Planning commission public hearing on October 29, 2015, a minimum of ten (10) days before the hearing as required by law. In addition, the public hearing notice was published in the San Gabriel Examiner newspaper on October 29, 2015.

ENVIRONMENTAL DETERMINATION

Staff has determined that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) Guidelines. The project qualified as a Class 32 exemption under State CEQA Guidelines Section 15332, which consists of projects characterized as in-fill development meeting the conditions described below. The project consists of a subdivision of four lots and the development of four detached single-family dwelling units on .91 acres property. Staff finds that there is no substantial evidence that the project will have a significant effect on the environment and no additional analysis is required. The proposed development meets the following conditions:

- (a) The proposed project is consistent with the general plan designation and all applicable general plan policies as well as with zoning designation and regulations.
- (b) The proposed development occurs within city limits on a project site of no more than five acres and substantially surrounded by urban uses.
- (c) The project site has no value as habitat for endangered, rare or threatened species.
- (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
- (e) The site can be adequately served by all required utilities and public services.

RECOMMENDATION

- 1. Adopt Resolution No. 2015-021PC recommending approval to the City Council Tentative Parcel Map (TPM) 73595, and
- 2. Adopt Resolution No. 2015-019PC approving Site Plan Review (SPR) 15-014, and
- 3. Direct Staff to approve the Minor Variance.

Prepared by:

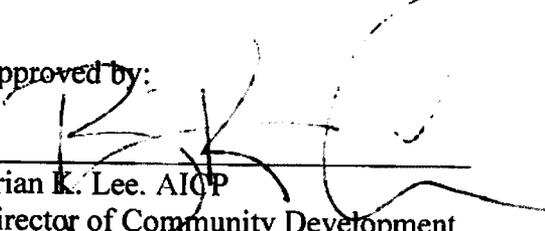


Vidal F. Marquez, Assistant Planner

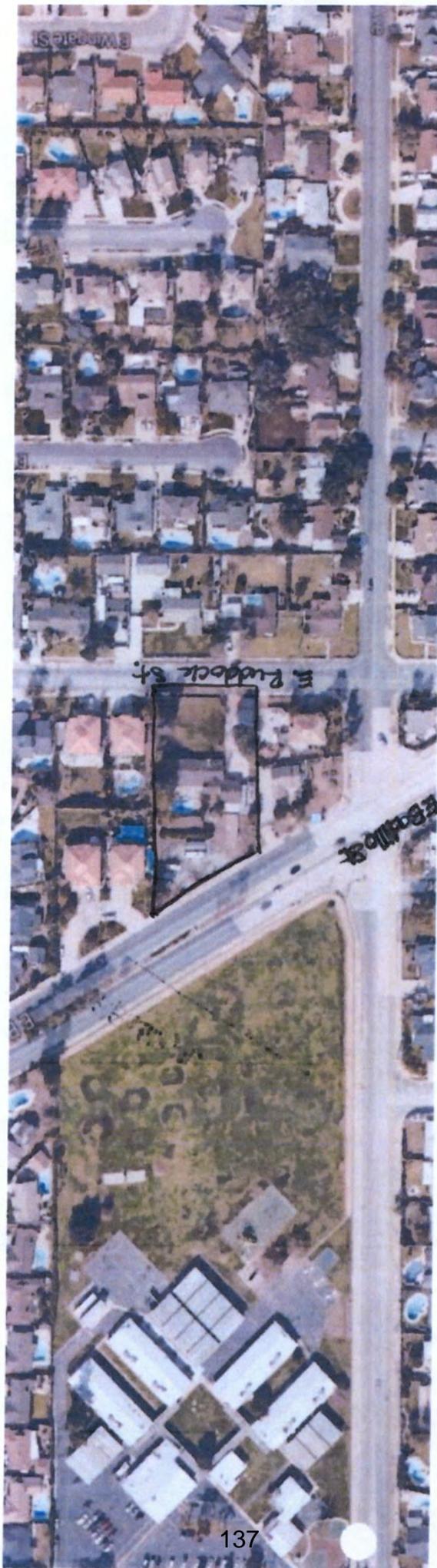
Reviewed by

Alan Carter, City Planner

Approved by:

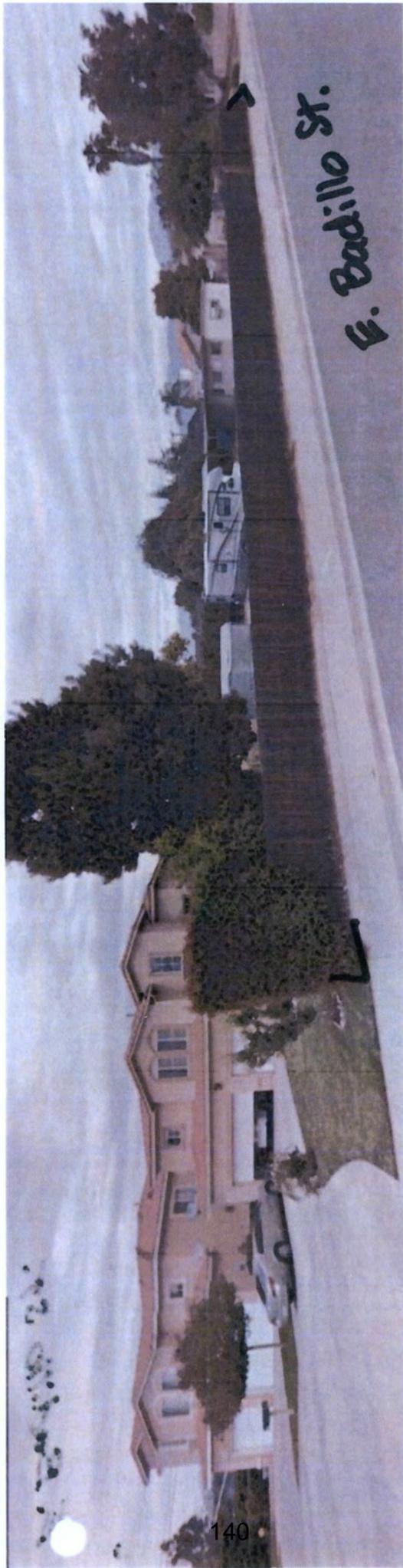


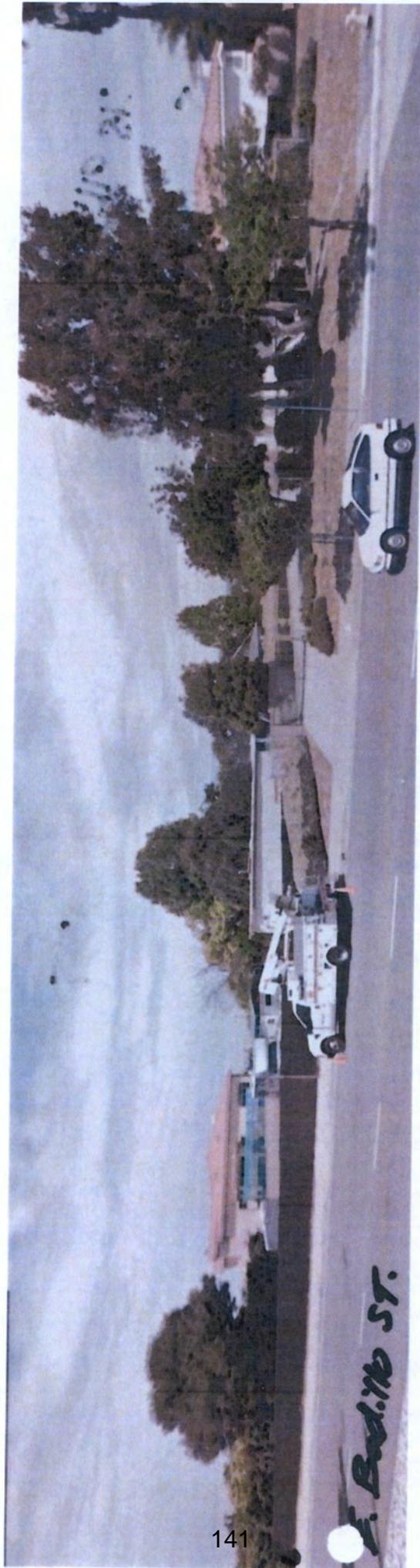
Brian K. Lee, AICP
Director of Community Development













E. Ruddock St.

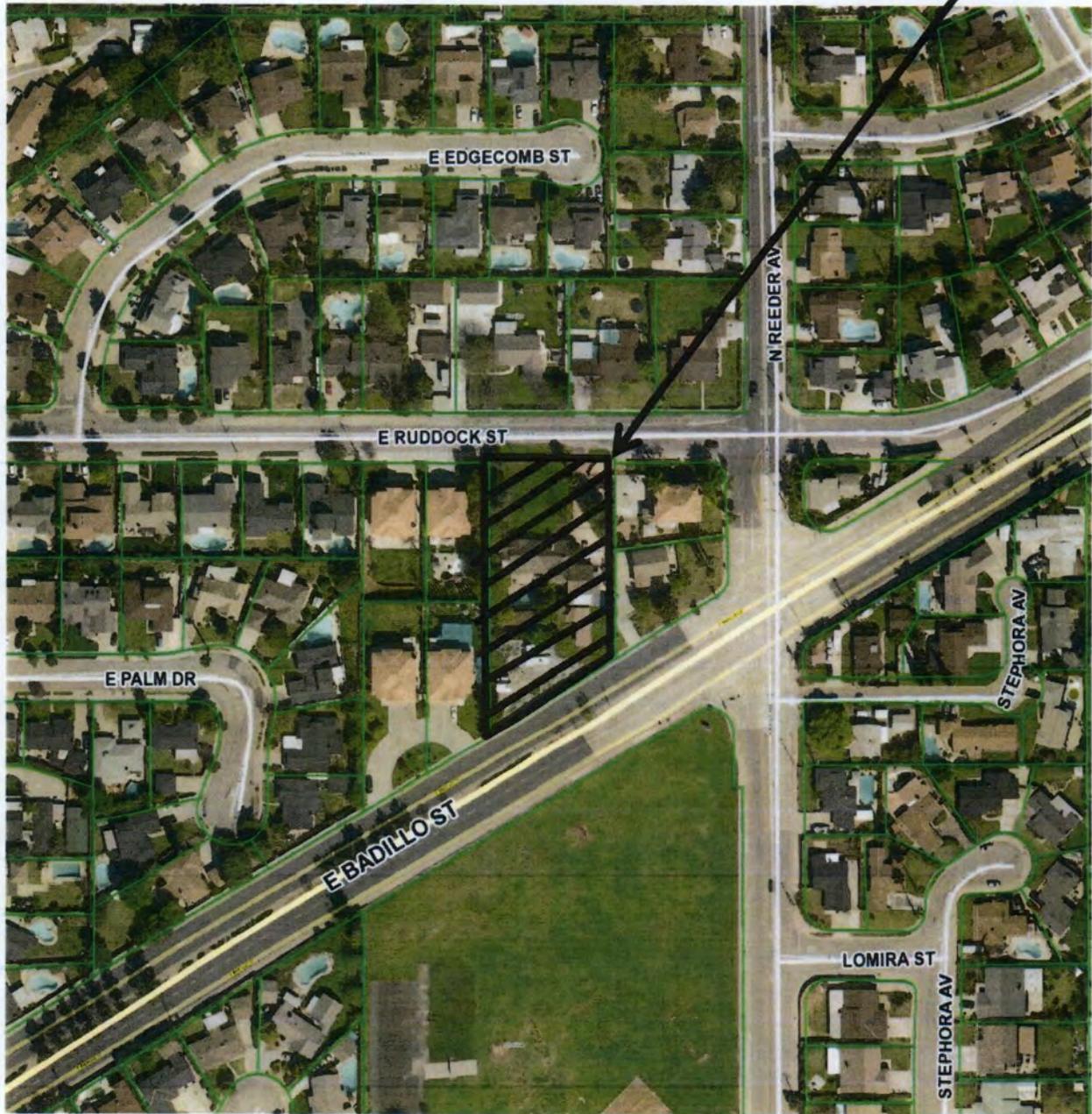


142 E Ruddock St
677 E Ruddock St
Covina, California
Street View - Nov 2011

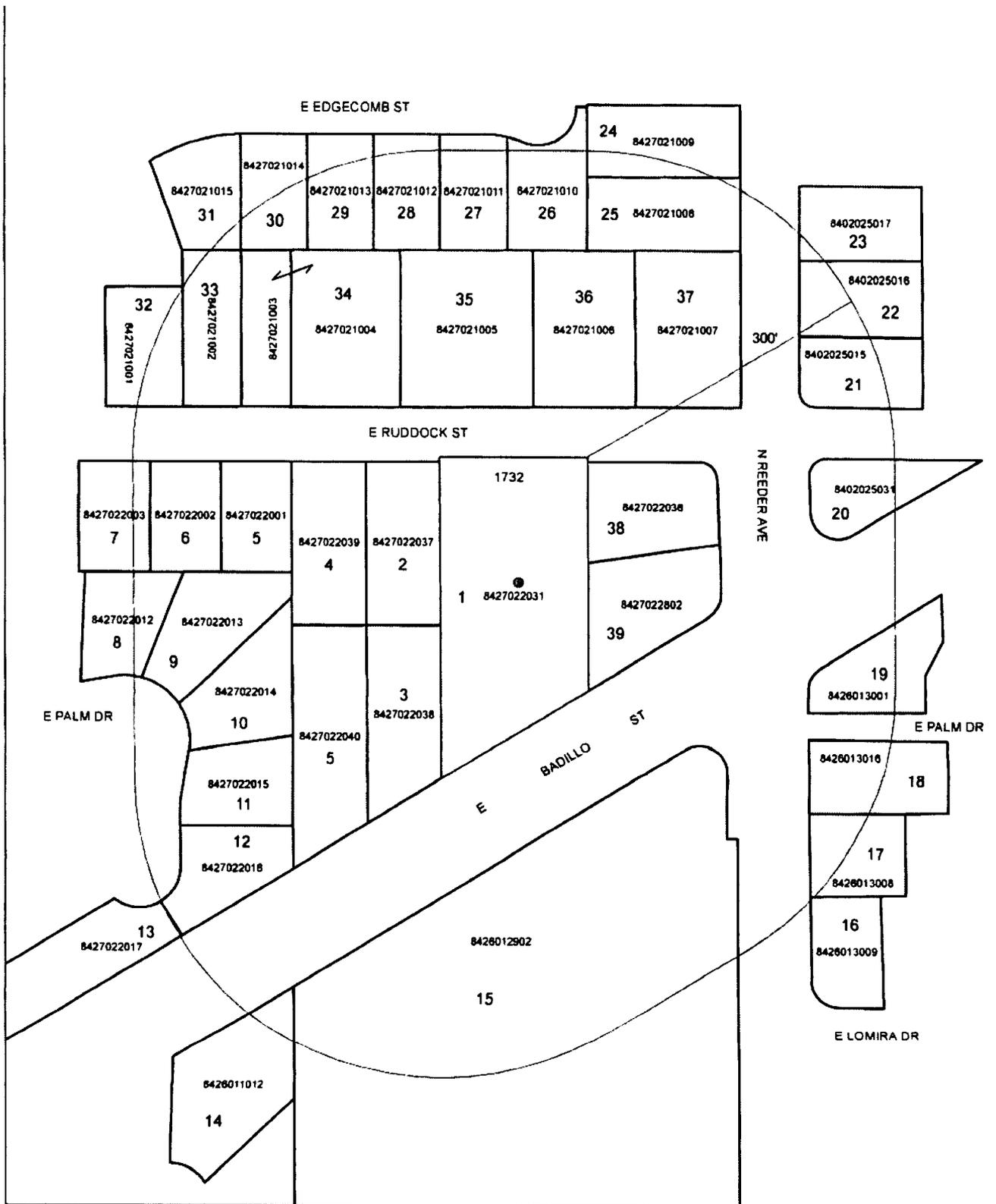
E. Ruddock St
Hide imagery

CITY OF COVINA
NOTICE OF PUBLIC HEARING
TENTATIVE PARCEL MAP (TPM) 73595, SITE PLAN REVIEW (SPR) 15-014 AND
MINOR VARIANCE (MV) 15-003
1732 EAST RUDDOCK STREET

SUBJECT SITE



N



Legal Description: POR. 8 *TR=PARTITIONS OF THE HOLLENBECK RANCH
 1732 E RUDDOCK ST COVINA CA 91724
 APN 8427-022-031



Map Prepared by: Leon Mapping & GIS Services 15031 Chatsworth St, Ste 17 Mission Hills, CA 91345 818-235-7649 <i>leonmapping@hotmail.com</i> <i>www.laradiusmaps.com</i>	CITY OF COVINA		DATE:01/24/2015	OWNERS 300'
			UPDATE: _____	
<ul style="list-style-type: none"> SITE_1732_E_Ruddock_St_Covina RADIUS_300 OWNERS 145 	CONTACT: RED ARCHITECTURAL GROUP MIKE KARAYAN PHONE :(818) 957-7765			



COPY OWNERS LABELS

1732 E RUDDOCK ST COVINA CA 91724
01/24/2015

LEON MAPPING & GIS SERVICES
15031 CHATSWORTH ST # 17
MISSION HILLS, CA 91345
PHONE 818-235-7649

e-mail: leonmapping@hotmail.com
www.laradiusmaps.com

RED ARCHITECTURAL GROUP
3436 N. VERDUGO ROAD
GLENDALE, CA 91208

LEON MAPPING GIS SERVICES
15031 CHATSWORTH ST #17
MISSION HILLS, CA 91345

1
MARK E VOLK
1732 E RUDDOCK ST
COVINA, CA 91724

2
MUHAMMAD A & ADIL A KHAN
1716 E RUDDOCK ST
COVINA, CA 91724

3
VINH Q & TUYET BACH LUONG
1717 E BADILLO ST
COVINA, CA 91724

4
IBRAHIM BEDROS
1708 E RUDDOCK ST
COVINA, CA 91724

5
CASH J BIRKETT
PO BOX 1697
ONTARIO, CA 91762

5
LUNG SHENG CHIU
1709 E BADILLO ST
COVINA, CA 91724

6
DOLORES A CISNEROS
1674 E RUDDOCK ST
COVINA, CA 91724

7
JEAN A ROELLE
1664 E RUDDOCK ST
COVINA, CA 91724

8
SIMON M CONTRERAS
1665 E PALM DR
COVINA, CA 91724

9
WEN TZER & SHU HUEI L YEH
1671 E PALM DR
COVINA, CA 91724

10
HENRY L & PATRICE J JANNACE
1675 E PALM DR
COVINA, CA 91724

11
SU HSUN LIN
1679 E PALM DR
COVINA, CA 91724

12
MARISA W KOEPP
1685 E PALM DR
COVINA, CA 91724

13
GARY J & JOAN E DASTE
20921 BLACK STALLION DR
COVINA, CA 91724

14
BEN T & SARA J KAWAGUCHI
228 N HENTON AVE
COVINA, CA 91724

15
COVINA CITY
1771 E OLD BADILLO ST
COVINA, CA 91724

16
MICHAEL N & MARLENE MELINTE
1805 E LOMIRA DR
COVINA, CA 91724

17
KEITH W & LISA PARSONS
304 N REEDER AVE
COVINA, CA 91724

18
RICHARD O & AMY M REA
314 N REEDER AVE
COVINA, CA 91724

19
MANUEL R RODRIGUEZ
326 N REEDER AVE
COVINA, CA 91724

20
MARIO & MARGARET GUERRERO
1772 E RUDDOCK ST
COVINA, CA 91724

21
JONI & KEVIN N STILL
1771 E RUDDOCK ST
COVINA, CA 91724

22
ZBIGNIEW & MARIA L GIZA
414 N REEDER AVE
COVINA, CA 91724

23
RENE L MARTINEZ
424 N REEDER AVE
COVINA, CA 91724

24
ALBERT & CLAUDIA ALEMAN
433 N REEDER AVE
COVINA, CA 91724

25
MICHAEL T & SUSIE B MONTOYA
421 N REEDER AVE
COVINA, CA 91724

26
MARTHA E OLSON
1736 E EDGECOMB ST
COVINA, CA 91724

27
RUBEN & BEATRIZ A QUINTANA
1726 E EDGECOMB ST
COVINA, CA 91724

28
ROBERT & FIDELIA POAGE
1716 E EDGECOMB ST
COVINA, CA 91724

29
DILLA DUVAL
1708 E EDGECOMB ST
COVINA, CA 91724

30
BENNY & DENISE ESSELING
4657 TERRY AVE
CHINO, CA 91710

31
NICK N UNG
1674 E EDGECOMB ST
COVINA, CA 91724

32
XUAN T TRINH
1673 E RUDDOCK ST
COVINA, CA 91724

33
EUSTOLIA GOULD
1683 E RUDDOCK ST
COVINA, CA 91724

34
THOMAS E & CHERYL A BEINTEMA
1703 E RUDDOCK ST
COVINA, CA 91724

35
KEITH B & HA LINH L MATSUO
1721 E RUDDOCK ST
COVINA, CA 91724

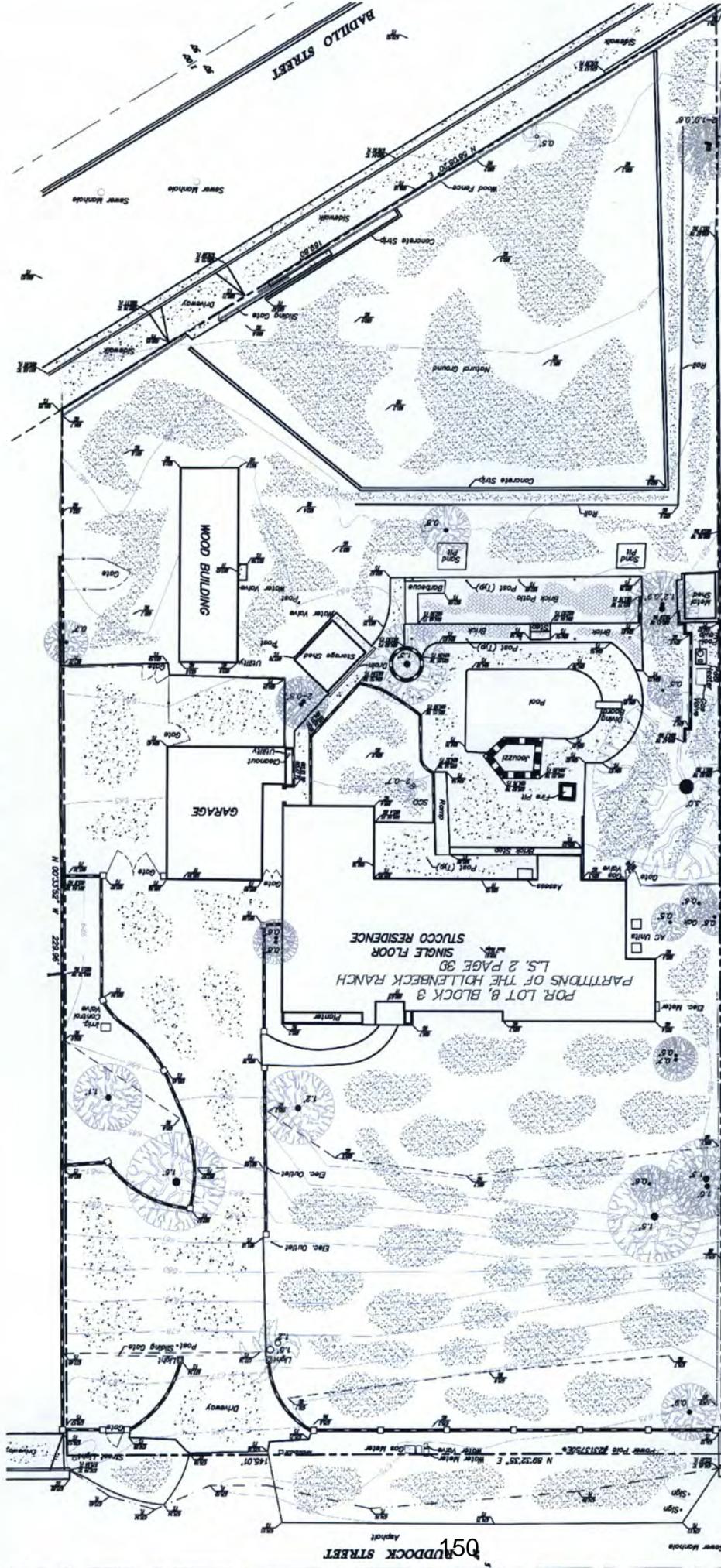
36
MARCO A & ELSA MORALES
1737 E RUDDOCK ST
COVINA, CA 91724

37
ANDREW PRINCE
1751 E RUDDOCK ST
COVINA, CA 91724

38
KINH V DO
1750 E RUDDOCK ST
COVINA, CA 91724

39
GTE CALIF INC SBE 201 19 421B PAR 7
1747 E BADILLO ST
COVINA, CA 91724

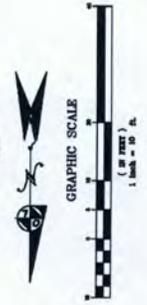
1732 E RIDDOCK STREET - COVINA, CA 91794
A.P.N.: 8427-022-031



THIS PLAN WAS PREPARED UNDER THE SUPERVISION
OF THE SIGNATURED LICENSED LAND SURVEYOR
MARK VOLK
AUGUST 12, 2015
PROJECT & ADDRESS: L.S. 008

1657 E. ORLANCE CROYE
PASADENA, CA 91104
(626)791-3980 ofncv/jac

TOPOGRAPHIC SURVEY



MARK VOLK (626) 331-3881
DATE: AUGUST 12, 2015
PROJECT NO: 428.1401.01

COVINA PARCEL ENTITLEMENTS

COVINA, CALIFORNIA

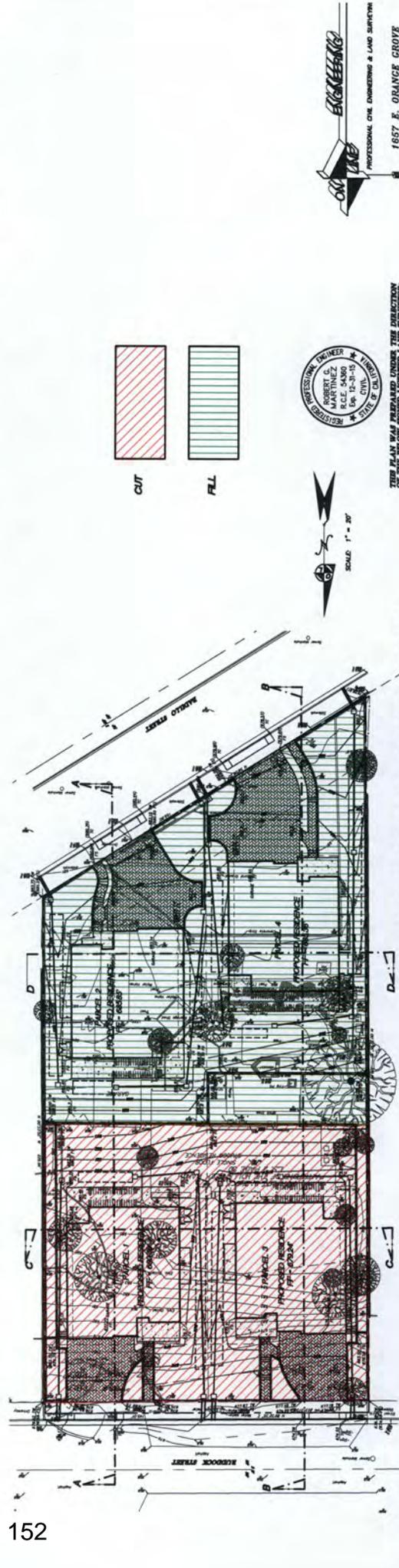
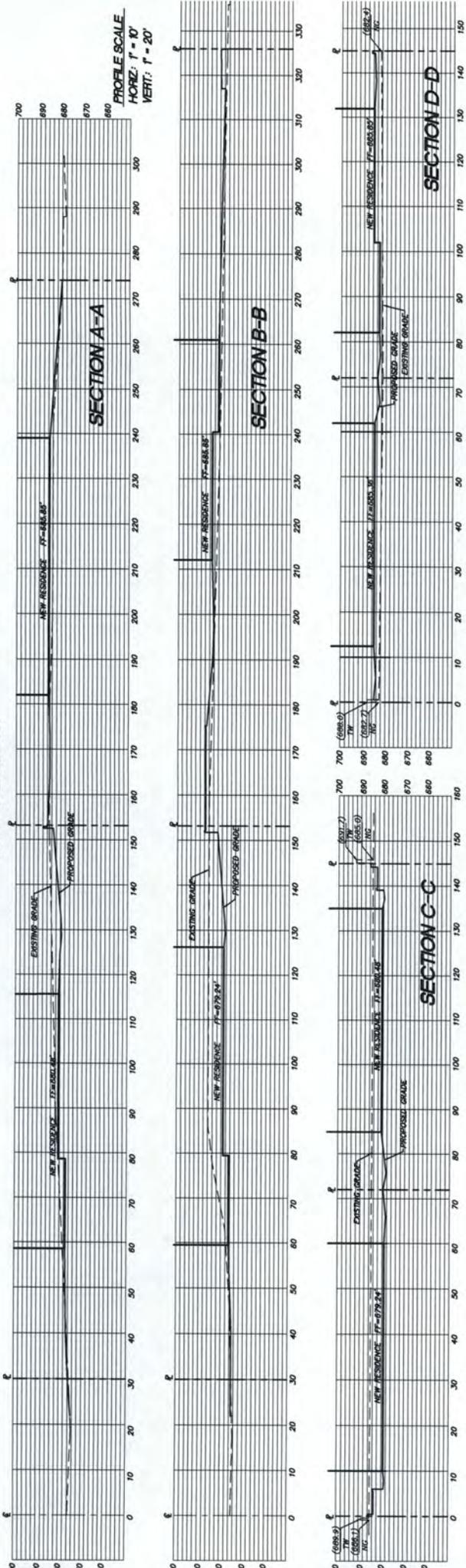
R-E-D Architectural Group

PLANNING ■ ARCHITECTURE ■ INTERIORS
3436 N. VERDUGO ROAD, STE 200, GLENDALE, CALIFORNIA 91208
P 618.957.7765 ■ 618.957.7767 F

PAGE 2

150 RIDDOCK STREET

1732 E RIDDOCK STREET - COVINA, CA 91724
 APN: 8427-022-031



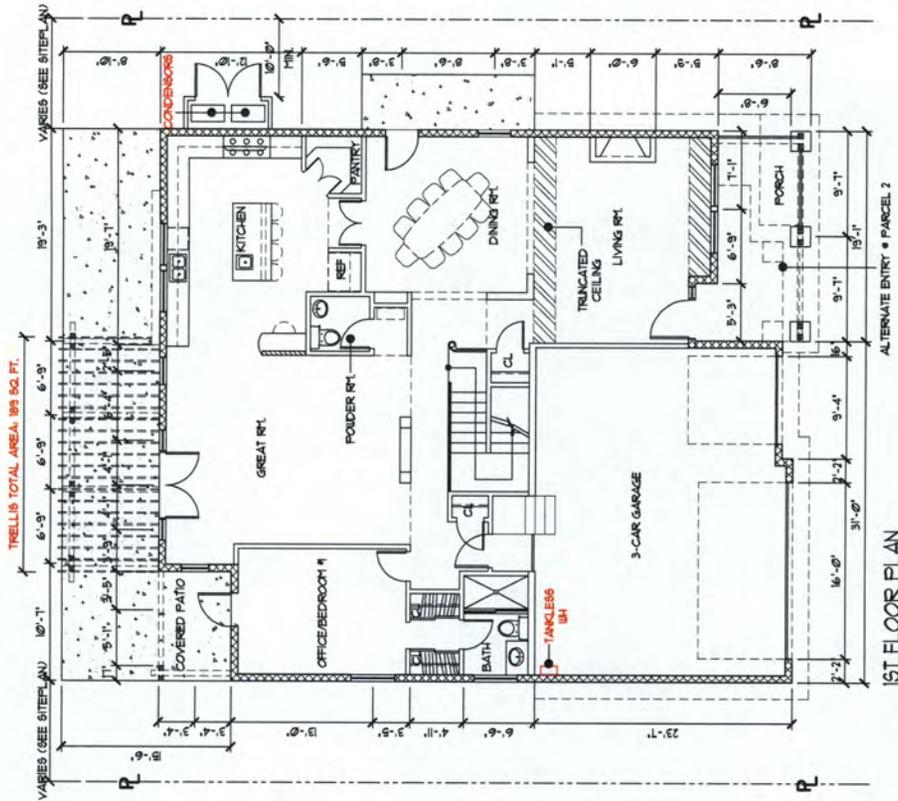
PRELIMINARY GRADING PLAN
COVINA PARCEL ENTITLEMENTS
 COVINA, CALIFORNIA

R-E-D Architectural Group
 PLANNING ■ ARCHITECTURE ■ INTERIORS
 3436 N. VERBURGO ROAD, STE 200, GLENDALE, CALIFORNIA 91208
 P 818.957.7765 ■ 818.957.7767 F

MARK VOLK (626) 331-3881
 DATE: AUGUST 17, 2015
 PROJECT NO: 428.1401.01

ENGINEERING
 PROFESSIONAL CIVIL ENGINEERING & LAND SURVEYING
 1657 E. ORANGE GROVE
 PASADENA, CA 91104
 (626)791-3980 ofnet/jax

THIS PLAN WAS PREPARED UNDER THE DIRECTION
 OF THE BELOW BOND LICENSED LAND SURVEYOR
 ROBERT C. MARTINEZ
 R.C.E. 54360
 Exp. 12-31-15
 DATE: 8-17-15



1ST FLOOR: 1949 SF (GROSS)
 2ND FLOOR: 1700 SF (GROSS)
 EXCLUDES: GARAGES, BALCONIES, PORCHES & PATIOS

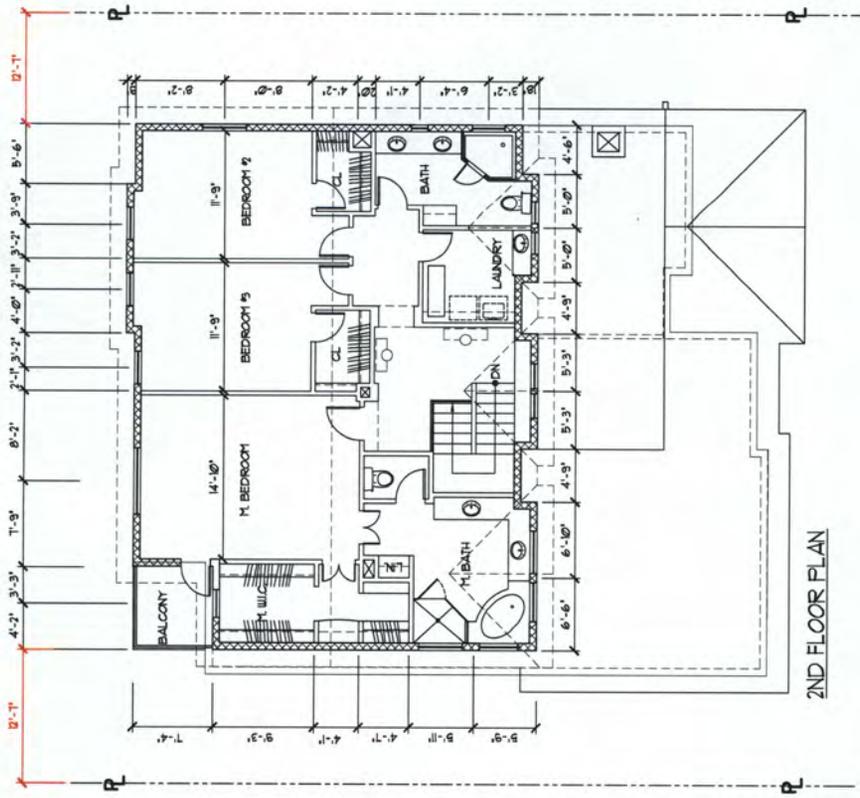
TENTATIVE PARCEL 1 & 2 MAP NO. 13595
 NFFA-19D FIRE SPRINKLER
 SYSTEM REQUIRED

NORTH & LOTS FRONTING E. BADILLO &
 SOUTH FRONTING E. RUDDOCK
 GRAPHIC SCALE: 1/8" = 1' - 0"

PROPOSED FLOOR PLAN PARCELS 1 & 2

MARK VOLK (626) 331-3881

DATE: AUGUST 12, 2015
 PROJECT NO: 428.1401.01

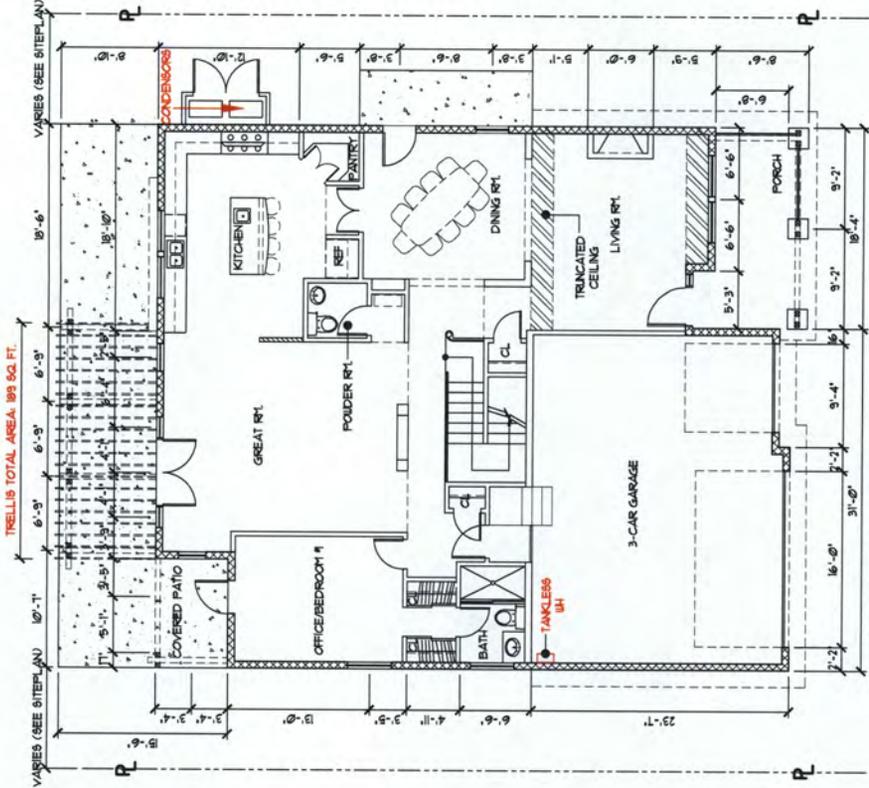


COVINA PARCEL ENTITLEMENTS

COVINA, CALIFORNIA

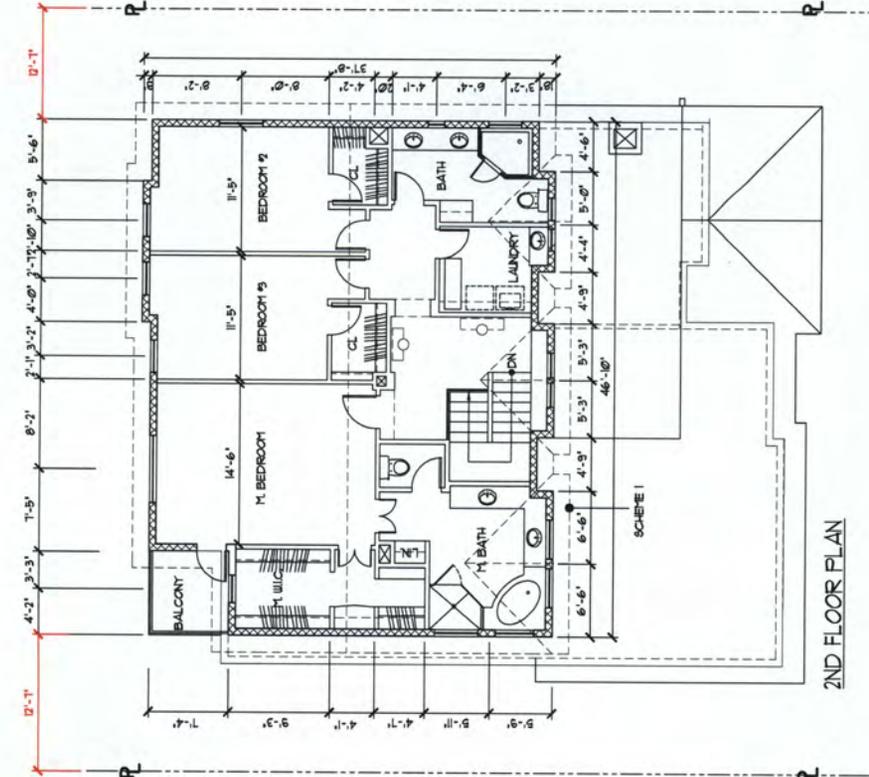
R·E·D Architectural Group

PLANNING ■ ARCHITECTURE ■ INTERIORS
 3436 N. VERDUGO ROAD, STE 200, GLENDALE, CALIFORNIA 91208
 P 818.957.7765 ■ 818.957.7767 F



1ST FLOOR PLAN

1ST FLOOR: 1310 SF. (GROSS)
 2ND FLOOR: 1662 SF. (GROSS)
 EXCLUDES: GARAGES, BALCONIES, PORCHES & PATIOS



2ND FLOOR PLAN

TENTATIVE PARCEL 3 & 4 MAP NO. 19595
 NFPA-1010 FIRE SPRINKLER SYSTEM REQUIRED

NORTH • LOTS FRONTING E. BADIILLO &
 SOUTH FRONTING E. RUDDOCK
 GRAPHIC SCALE: 1/8" = 1' - 0"

PROPOSED FLOOR PLAN PARCELS 3 & 4

R·E·D Architectural Group

PLANNING ■ ARCHITECTURE ■ INTERIORS
 3436 N. VERDUGO ROAD, STE 200, GLENDALE, CALIFORNIA 91208
 P 818.957.7765 ■ 818.957.7767 F

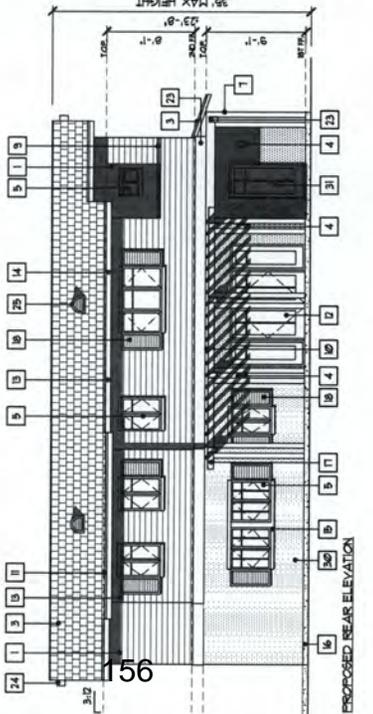
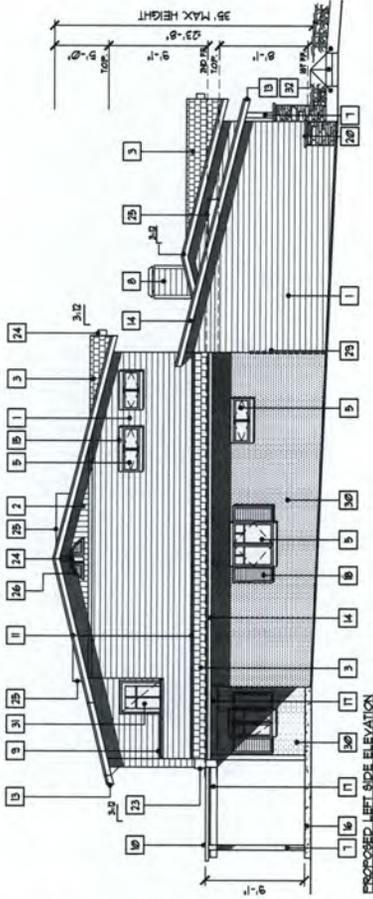
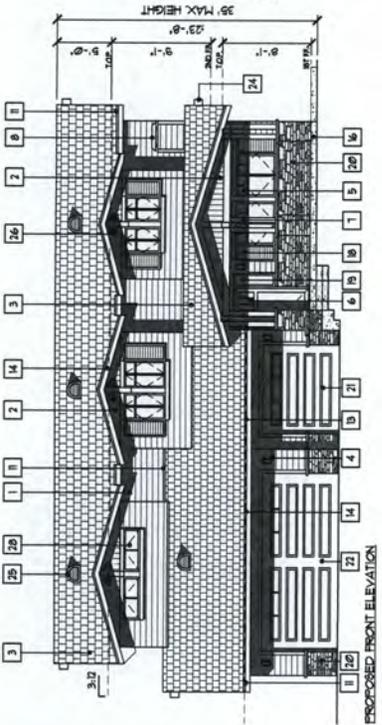
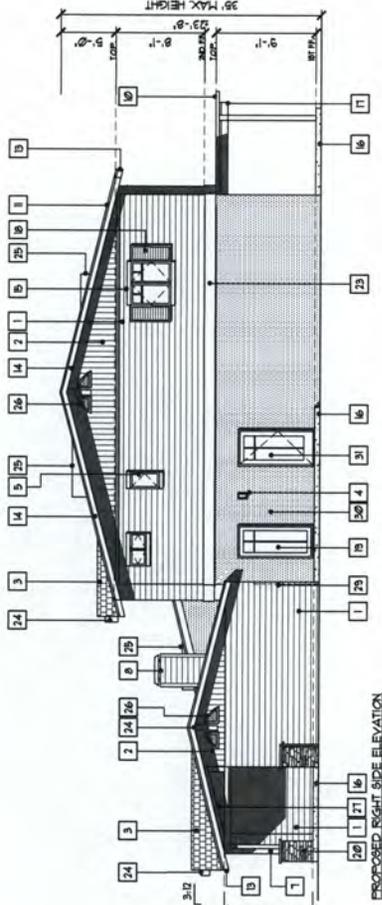
COVINA PARCEL ENTITLEMENTS
 COVINA, CALIFORNIA

MARK VOLK (626) 331-3881

DATE: AUGUST 12, 2015
 PROJECT NO: 428.1401.01

KEY NOTES

- 1 HORIZONTAL HARDIE FLANK LAP SIDING
COLOR: MONTEREY TAPE
- 2 VERTICAL HARDIE FLANK SIDING
COLOR: MONTEREY TAPE
- 3 CERTAINTED LANDMARK SOLARIS GOLD-WEATHERED WOOD
CL. 65 'X' 3-7/8 ASPHALT COPPERATION ROOF SHANK
- 4 VISA LIGHTING, MIDLAND CRAFTS, OMP19-VS-ORCZ-ORCZ
- 5 MILGARD VINYL STYLE LINE SERIES CASHERIT UNCOUS MICAL PANE
EXTERIOR FRAME COLOR TAPE: GLASS W/ LOW E LIGHT GRAY TINT
- 6 WOOD DOOR WITH-TEMPERED GLASS VEU PANEL
- 1 6X WOOD COLUMN PAINT: FRAIZE CL.2885A, JACK-IN-THE-PULPIT
DICK DOWN
- 2 PREFACE W/CHNEY CAP 1 HARDIE FLANK HORIZONTAL SIDING
- 3 METAL HANDRAIL 4 BALLSTRACHES (WHERE OCCURS)
PAINT: FRAIZE CL.2885A, JACK-IN-THE-PULPIT
- 10 2X WOOD TRELLIS
PAINT: FRAIZE CL.2885A, JACK-IN-THE-PULPIT
- 11 2X 6A G1 FLANKING
PAINT: FRAIZE CL.2833Y1 SALARY
- 12 MILGARD VINYL PANEL DOOR W/ SIDE LIGHT, EXTERIOR FRAME
COLOR TAPE: 'TEMPERED GLASS, DUAL PANE, LOW E LIGHT GRAY
- 13 METAL DOWNPOUT AND GUTTERS
(WHERE OCCURS) (SEE SCHEDULE FOR PURPOSES)
PAINT: FRAIZE CL.2833Y1 SALARY
- 14 2X FASCIA BOARD, PAINT: FRAIZE CL.2833Y1, DUCK DOWN
- 15 1' X 35' HARDIE TRIM, COLOR 'TIBER BARK'
- 16 CONCRETE SLAB W/ SMOOTH FINISH
- 17 6X WOOD BEAM W/IR, ASHING CAP PAINT: FRAIZE CL.2885A,
JACK-IN-THE-PULPIT
- 18 COMPOSITE SAUTERS, PAINT: FRAIZE CL.2885A, JACK-IN-THE-PULPIT
- 19 MILGARD VINYL, FROD UNCOUS MICAL PANE, EXTERIOR FRAME COLOR
TAPE: GLASS W/ LOW E LIGHT GRAY TINT
- 20 CONOMADO 'CAFE COOZE GREY' VERGINIA LEDGE STONE W/ STONE CAP
- 21 8' X 7' GARAGE DOOR, PAINT FRAIZE CL.2833Y1, DUCK DOWN
- 22 12' X 7' GARAGE DOOR, PAINT FRAIZE CL.2833Y1, DUCK DOWN
- 23 12' X 12' HARDIE TRIM CONTINUOUS HORIZONTAL BAND, COLOR 'YUAK
BROWN'
- 24 6' X 10' OUTRIGGER W/ 6X KOOKER, PAINT FRAIZE CL.2885A,
JACK-IN-THE-PULPIT
- 25 HALF ROUND ATTIC VENT, FRAIZE CL.2885A, JACK-IN-THE-PULPIT
- 26 QUARTER ROUND LOVERED GABLE VENT
PAINT FRAIZE CL.2885A, JACK-IN-THE-PULPIT
- 27 OPEN TRUSS, COLOR FRAIZE CL.2885A, JACK-IN-THE-PULPIT
- 28 MILGARD VINYL STYLE LINE SERIES W/ HOPPER UNCOUS MICAL PANE,
EXTERIOR FRAME COLOR TAPE: GLASS, LOW E LIGHT GRAY TINT
- 29 6' WOOD FENCE WHERE OCCURS (SEE SITE PLAN)
PAINT FRAIZE CL.2885A, JACK-IN-THE-PULPIT
- 30 MEDIUM SAND FLOAT FINISH PLASTER
COLOR: FRAIZE CL. 2833Y1 SALARY
- 31 MILGARD VINYL, PANEL DOOR, EXTERIOR FRAME COLOR TAPE, TEMPER
GLASS, DUAL PANE, LOW E LIGHT GRAY
- 32 CONCRETE STAIRS AND FLANTER W/ DROUGHT TOLERANT PLANTS



TENTATIVE PARCEL MAP NO. 135935
GRAPHIC SCALE: 1/8" = 1' - 0"



SCHEME 1 PROPOSED ELEVATIONS

COVINA PARCEL ENTITLEMENTS

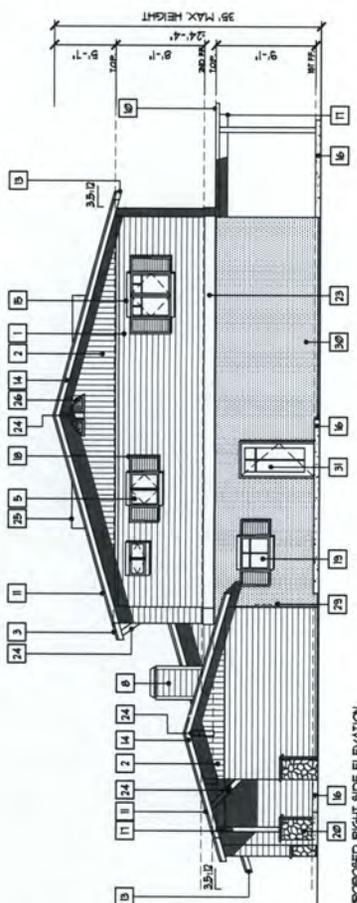
COVINA, CALIFORNIA

R-E-D Architectural Group

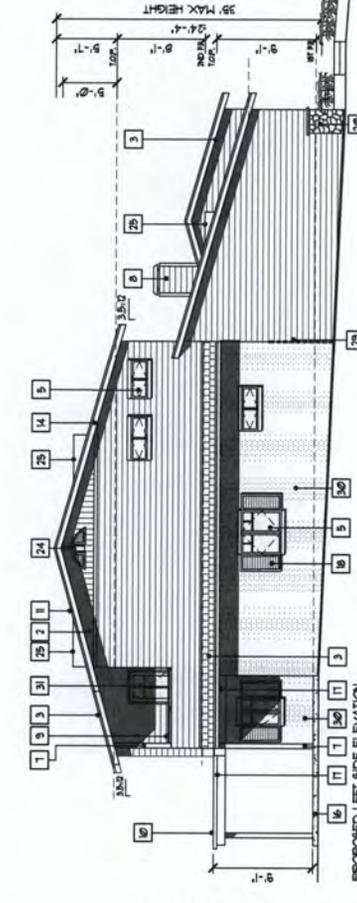
PLANNING ■ ARCHITECTURE ■ INTERIORS
3436 N. VERDUGO ROAD, STE 200, GLENDALE, CALIFORNIA 91208
P 818.957.7765 ■ 818.957.7767 F

KEY NOTES

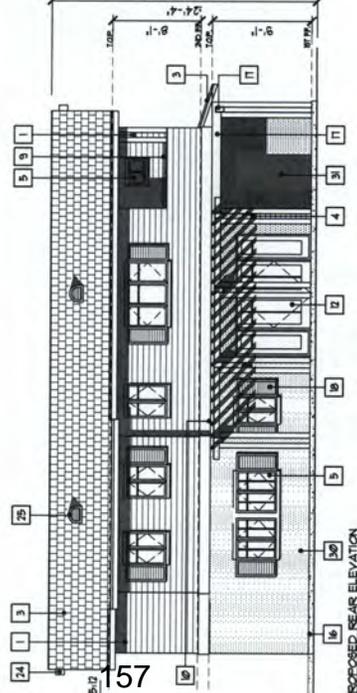
- 1 HORIZONTAL HARDE PLANK LAP SIDING
COLOR: KHAKI BROWN
- 2 VERTICAL HARDE PLANK SIDING
COLOR: KHAKI BROWN
- 3 CERTAINTED LANDMARK SOLARS GOLD-WEATHERED WOOD
CLASS 'A', 3-7/8 ASPHALT COMPOSITION ROOF SHINGL
- 4 VISA LIGHTING, MIDLAND CRAFTS, OMBP8-VS-ORCZ-ORCZ
- 5 MELGARD VINYL STYLE LINE SERIES CASSETT WINDOWS MIDUAL PANE,
EXTERIOR FRAME COLOR 'TAUPE', GLASS W/ LOW E LIGHT GRAY TINT.
- 6 WOOD DOOR W/TEMPERED GLASS VENT PANEL.
- 1 6" X WOOD COLUMN PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 2 6" X WOOD COLUMN PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 3 20 GA G1 FLASHING
- 4 PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 5 MELGARD VINYL PANEL DOOR W/ SIDE LIGHT, EXTERIOR FRAME
COLOR 'TAUPE', TEMPERED GLASS, DUAL PANE, LOW E LIGHT GRAY
- 6 METAL DOWNSPOUT AND GUTTERS
DOWNSPOUT: OMBP8-VS-ORCZ-ORCZ
PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 7 2X FASCIA BOARD, PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 8 1" X 3.5" HARDE TRIM, COLOR: 'COBBLE STONE'
- 9 CONCRETE SLAB W/ SMOOTH FINISH
- 10 6" X WOOD BEAM W/FLASHING CAP, PAINT: FRAZZE CL2888A,
JACK-IN-THE-PULPIT
- 11 COMPOSITE SHUTTERS, PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 12 MELGARD VINYL RIGID WINDOW MIDUAL PANE, EXTERIOR FRAME COLOR
'TAUPE', GLASS W/ LOW E LIGHT GRAY TINT.
- 13 CORONADO 'SEASIDE' RIVER ROCK, STONE W/ STONE CAP
- 14 8" X T GARAGE DOOR, PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 15 8" X T GARAGE DOOR, PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 16 1" X 12" HARDE TRIM, CONTINUOUS HORIZONTAL BAND, COLOR: 'COBBLE
STONE'
- 17 6" X 10" OUTRIGGER W/ 6X KICKER
PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 18 HALF ROUND AITC, VENT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 19 QUARTER ROUND LOUVERED GABLE, VENT.
PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 20 OPEN TRUSS, COLOR: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 21 MELGARD VINYL STYLE LINE SERIES W/ HOPPER WINDOW MIDUAL PANE,
EXTERIOR FRAME COLOR 'TAUPE', GLASS, LOW E LIGHT GRAY TINT.
- 22 6" TALL FENCE WHERE OCCURS (SEE SITE PLAN)
PAINT: FRAZZE CL2888A, JACK-IN-THE-PULPIT
- 23 MEDIUM SAND FLAT FINISH PLASTER
COLOR: FRAZZE CL 2888D, FERGAN TEA
- 24 MELGARD VINYL PANEL DOOR, EXTERIOR FRAME COLOR 'TAUPE', TEMPER
GLASS, DUAL PANE, LOW E LIGHT GRAY
- 25 CONCRETE STAIRS AND PLANTER W/ DROUGHT TOLERANT PLANTS



PROPOSED FRONT ELEVATION



PROPOSED RIGHT SIDE ELEVATION



PROPOSED LEFT SIDE ELEVATION



SCHEME 2 PROPOSED ELEVATIONS

TENTATIVE PARCEL MAP NO. 13595
 GRAPHIC SCALE: 1/8" = 1' - 0"
 MARK VOLK (626) 331-3881

DATE: AUGUST 12, 2015
 PROJECT NO: 428.1401.01

COVINA PARCEL ENTITLEMENTS

COVINA, CALIFORNIA

R·E·D Architectural Group

PLANNING ■ ARCHITECTURE ■ INTERIORS
 3436 N. VERDUGO ROAD, STE 200, GLENDALE, CALIFORNIA 91208
 P 818.957.7765 ■ 818.957.7767 F

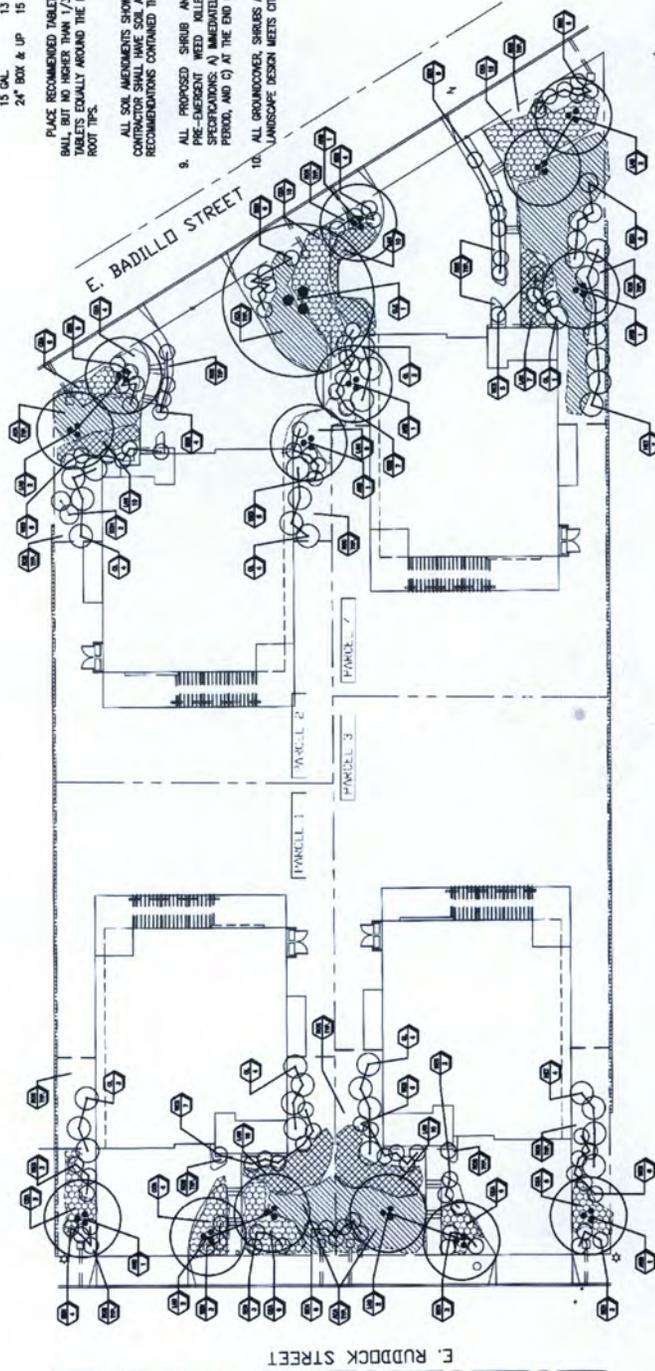
DROUGHT TOLERANT PLANTS

KEY	BOTANICAL NAME / COMMON NAME	SIZE	QTY	REMARKS
TREES				
ARB	ABUTILON MARIANA	24" BOX	X	MULTI
HET	HEBESMAELLES BRUTICOLA / TOTON	15 GAL	X	BUSHY
LAG	LAGERSTROEMIA X 'MIDAZEE'	24" BOX	X	MULTI
OLE	OLEA EUROPEA 'FRUITLESS OLIVE'	36" BOX	X	MULTI
SHRUBS				
ECH	EGONIA CAROLINENSIS / PRIDE OF MADIRA	5 GAL	X	BUSHY
SEN	SEMPERPARVULA 'LITTLE EMERALD' / CASCA	15 GAL	X	BUSHY
WES	WESTRINGIA FRUITICOSA 'MORNING LIGHT'	5 GAL	X	BUSHY
SC				
ACA	ACACIA RETROCURVA 'LOW BOY'	1 GAL	X	BUSHY
COU	COULONIA 'MIDNIGHT POINT'	1 GAL	X	BUSHY
LAM	LAMARCKIA X 'NEW GOLD'	1 GAL	X	BUSHY
ODN	ODONTOPHORA SPECIOSA / MEXICAN BURNING PRUNOSE	1 GAL	X	BUSHY
ROS	ROSMARINUS 'HUNTINGTON CARPET'	1 GAL	X	BUSHY

PLANTING NOTES

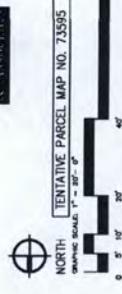
- DRAWING IS DIMENSIONAL. CONTRACTOR TO VERIFY ALL LOCATIONS AND CONDITIONS ON SITE. COUNT ALL PLANT MATERIAL BEFORE BRIDING.
- CONTRACTOR TO INSPECT ALL EXISTING CONDITIONS ON SITE AND LOCATE ALL EXISTING UTILITIES BEFORE CONSTRUCTION BEGINS.
- CONTRACTOR TO REPAIR AT HIS OWN EXPENSE ALL PROPERTY DAMAGE WHICH OCCURS DURING PROJECT INSTALLATION.
- NOTE ADDITIONAL REMARKS ON SPECIFIC PLANTS IN PLANT LIST.
- CONTRACTOR TO GUARANTEE ALL PLANT MATERIAL FOR 90 DAYS FROM DATE OF ACCEPTANCE BY OWNER.
- FINISH GRADE TO BE 1/2" BELOW ALL WALKS, CURBS, AND PAVING.
- ALL PLANTING AREAS SHALL RECEIVE THE FOLLOWING AMENDMENTS PER 1,000 SQ. FT. OF SURFACE AREA. ROTI-TILL AMENDMENTS TO A DEPTH OF 6" IN TWO DIRECTIONS.
150 LBS. GRO-POWER
100 LBS. SUPERPHOSPHATE
ADD 8 LBS. OF GRO-POWER CONTROLLED RELEASE 12-9-8 PER CUBIC YD. OF MIX
- PLANT HOLE TO BE TWICE AS WIDE AND DEEP AS THE PLANT ROOT BALL. BACKFILL AND COMPACT TO 80% WITH 70% SOIL OF SITE, 30% FINE BARK, AND 8 LBS. OF GRO-POWER CONTROLLED RELEASE 12-9-8 PER CUBIC YARD UNLESS OTHERWISE NOTED. PROVIDE 7 GPM GRO-POWER PLANT TABLETS AT THE FOLLOWING NOTES.
1 GAL 2
5 GAL 7
15 GAL 13
24" BOX & UP 15

- PLACE RECOMMENDED TABLETS BETWEEN THE BOTTOM AND THE TOP OF THE ROOT BALL, BUT NO HIGHER THAN 1/3 OF THE WAY UP TO THE TOP OF THE ROOT BALL. SPACE TABLETS EQUALLY AROUND THE PERIMETER OF THE ROOT BALL APPROXIMATELY 2" FROM THE ROOT TIPS.
- ALL SOIL AMENDMENTS SHOWN HERE ARE FOR BRIDING PURPOSES ONLY. CONTRACTOR SHALL HAVE SOIL ANALYSIS PERFORMED AND FOLLOW RECOMMENDATIONS CONTAINED THEREIN.
- ALL PROPOSED SHRUBS AND GROUNDCOVER AREAS ARE TO BE TREATED WITH A PRE-EMERGENT WEED KILLER (OPTAIN RANXAS) AT THE BEGINNING OF THE MAINTENANCE PERIOD, AND C) AT THE END OF THE MAINTENANCE PERIOD.
- ALL GROUNDCOVER, SHRUBS AND TREES PROPOSED ARE DROUGHT TOLERANT. PROPOSED LANDSCAPE DESIGN MEETS CITY OF COVINA WATER EFFICIENT LANDSCAPING REGULATIONS.



LAURENCE R. MOSS ASLA & ASSOCIATES INC
 3486 N. VERDUGO ROAD, STE 200, GLENDALE, CALIFORNIA 91208
 P 818.957.7785 F 818.957.7767

MOSS
 LANDSCAPE ARCHITECTURE



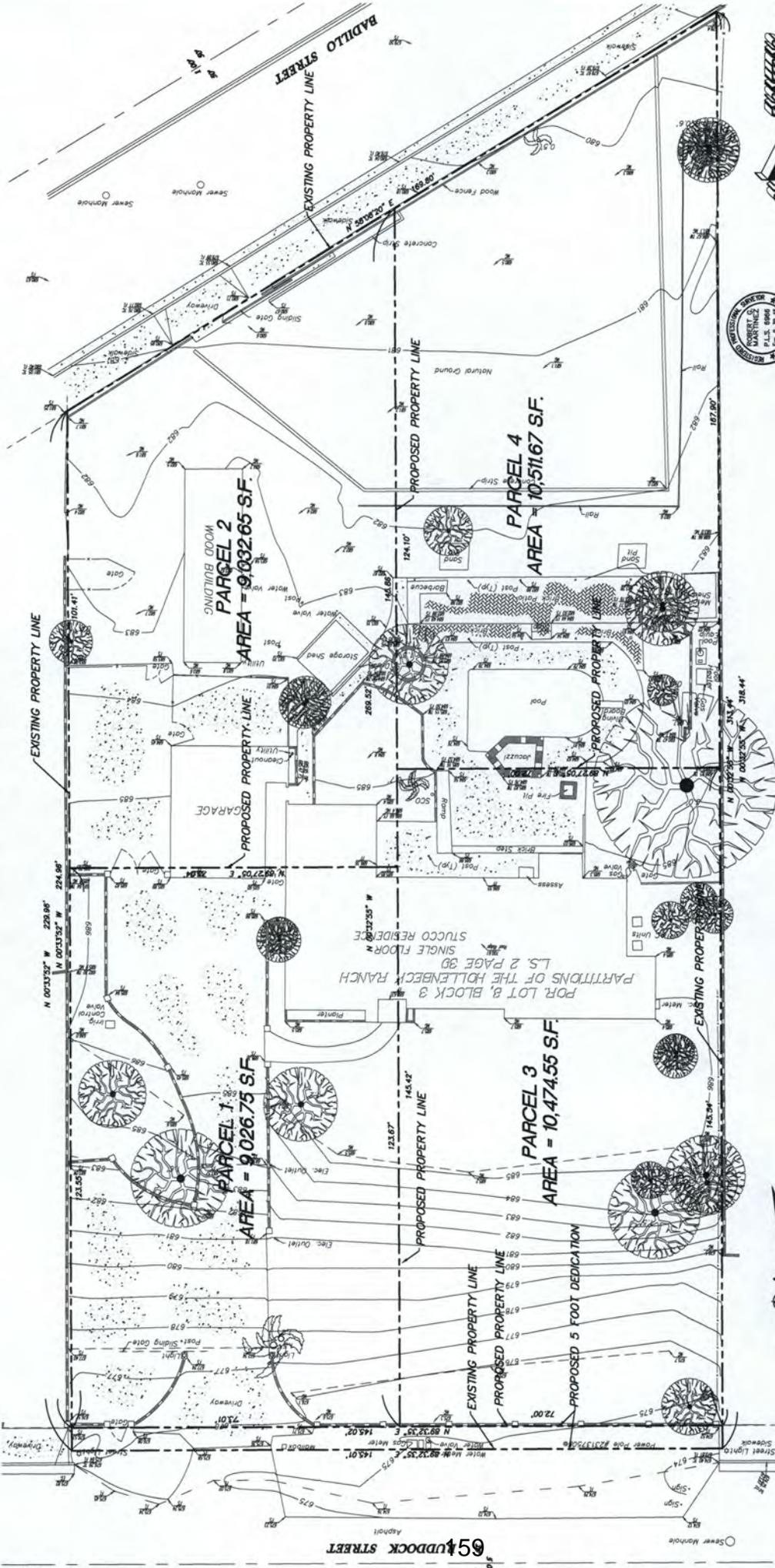
R·E·D Architectural Group
 PLANNING ■ ARCHITECTURE ■ INTERIORS
 3486 N. VERDUGO ROAD, STE 200, GLENDALE, CALIFORNIA 91208
 P 818.957.7785 F 818.957.7767

CONCEPTUAL LANDSCAPE PLAN
 COVINA PARCEL ENTITLEMENTS, COVINA, CALIFORNIA

DATE: AUGUST 12, 2015
 PROJECT NO: 428-1401.01

MARK VOLK (626) 331-3881

1732 E RUDDOCK STREET - COVINA, CA 91724
APN: 8427-022-031



ON LINE ENGINEERING
 PROFESSIONAL CIVIL ENGINEERING & LAND SURVEYING
 1657 E. ORANGE GROVE
 PASADENA, CA 91104
 (626)791-3980 office/fax

THIS PLAN WAS PREPARED UNDER THE DIRECTION
 OF THE BELOW NAMED LICENSED LAND SURVEYOR.
 ROBERT G. MARTINEZ, L.S. 6996
 8-17-15 DATE

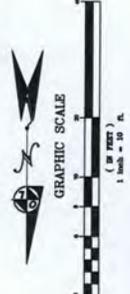


TENTATIVE PARCEL MAP NO. 73595

MARK VOLK (626) 331-3881 **PAGE 10**

DATE: AUGUST 17, 2015
 PROJECT NO: 428.1401.01

COVINA PARCEL ENTITLEMENTS
 COVINA, CALIFORNIA



R-E-D Architectural Group
 PLANNING ■ ARCHITECTURE ■ INTERIORS
 3436 N. VERUGO ROAD, STE 200, GLENDALE, CALIFORNIA, 91208
 P. 818.957.7765 ■ 818.957.7767 F



1 | 2 | HARDIEPLANK LAP SIDING 9 | HARDIE TRIM 12 | HARDIE TRIM



3 | CERTAINTIED, PRESIDENTIAL ROOF



4 | EXTERIOR LIGHT FIXTURE



5 | 6 | 7 | MILGARD VINYL WINDOW EXTERIOR FRAME COLOR



8 | 21 | 22 | QUARTER ROUND COVERED GABLE VENT. PAINT: FRAZEE, CL2833U, DUCK DOWN



24 | MEDIUM SAND FLOAT FINISH PLASTER. PAINT: FRAZEE, CL 2833M, SALSIFY



26 | PERMEABLE PAVERS.



11 | CORONADO, LEDGESTONE, CAPE CODE GREY, DRYSTACK



24 | MEDIUM SAND FLOAT FINISH PLASTER



25 | ENTRY WOOD DOOR



10 | COMPOSITE SHUTTERS.

11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | CORONADO 'CAPE CODE GREY' VIRGINIA LEDGE STONE W/ STONE CAP PAINT: FRAZEE, CL2885A, JACK-IN-THE-PULPIT



18 | METAL HANDRAIL. 4 BALLUSTRADES (WHERE OCCURS) PAINT FRAZEE, CL2885A, JACK-IN-THE-PULPIT



21 | 8'X7' GARAGE DOOR 22 | 16'X7' GARAGE DOOR

MATERIALS KEYNOTES

- 1 | HORIZONTAL HARDIEPLANK LAP SIDING
COLOR: MONTEREY TAUPE
- 2 | VERTICAL HARDIEPLANK SIDING
COLOR: MONTEREY TAUPE
- 3 | CERTAINTIED LANDMARK SOLARIS GOLD-LEATHERED WOOD CLASS 'A' 3-1/8" ASPHALT COMPOSITION ROOF SHINGLE
- 4 | VISA LIGHTING, MIDLAND CRAFTS, CUM978-VG-ORFZ-ORFZ
- 5 | MILGARD VINYL STYLE LINE SERIES CASSETT WINDOW W/IDUAL PANE, EXTERIOR FRAME COLOR 'TAUPE', GLASS W/ LOW E LIGHT GRAY TINT.
- 6 | MILGARD W/ HOPPER WINDOW W/IDUAL PANE, EXTERIOR FRAME COLOR 'TAUPE', GLASS W/ LOW E LIGHT GRAY TINT.
- 7 | MILGARD VINYL FIXED WINDOW W/IDUAL PANE, EXTERIOR FRAME COLOR 'TAUPE', GLASS W/ LOW E LIGHT GRAY TINT.
- 8 | 2X FASCIA BOARD, PAINT: FRAZEE, CL2833U, DUCK DOWN
- 9 | 1" X 3.5" HARDIE TRIM, COLOR 'TIMBER BARK'.
- 10 | COMPOSITE SHUTTERS, PAINT: FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 11 | CORONADO 'CAPE CODE GREY' VIRGINIA LEDGE STONE W/ STONE CAP
- 12 | 1" X 12" HARDIE TRIM CONTINUOUS HORIZONTAL BAND, COLOR KHAKI BROWN
- 13 | 20. GA. G.I. FLASHING, PAINT FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 14 | QUARTER ROUND COVERED GABLE VENT.
COLOR: FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 15 | HALF ROUND ATTIC VENT, PAINT FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 16 | 6X BEAM, COLOR FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 17 | 6X WOOD COLUMN, FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 18 | METAL HANDRAIL. 4 BALLUSTRADES (WHERE OCCURS)
PAINT FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 19 | 2X WOOD TRELLIS.
COLOR: PAINT FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 20 | 6 X 10 OUTRIGGER W/ 6X KICKER
COLOR: FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 21 | 8' X 7' GARAGE DOOR PAINT:
COLOR: FRAZEE CL 2833U, DUCK DOWN
- 22 | 16' X 7' GARAGE DOOR PAINT:
COLOR: FRAZEE CL 2833U, DUCK DOWN
- 23 | METAL DOWNPOUT AND GUTTERS.
COLOR: FRAZEE CL 2833M, SALSIFY
- 24 | MEDIUM SAND FLOAT FINISH PLASTER
COLOR: FRAZEE CL 2833M, SALSIFY
- 25 | WOOD ENTRY DOOR W/ TEMPERED GLASS VIEW PANEL
- 26 | BELGARD PERMEABLE PAYER, COLOR TUSCANA

SCHEME 1
MATERIAL FINISH AND COLOR BOARD

COVINA, CALIFORNIA



1 | 2 | HARDIEPLANK LAP SIDING | 9 | 12 | HARDE TRIM, COBBLE STONE



3 | CERTAINTED, PRESIDENTIAL ROOF



4 | EXTERIOR LIGHT FIXTURE



5 | 6 | 7 | MILGARD VINYL WINDOW EXTERIOR FRAME COLOR



8 | 20 | 21 | 22 | COMPOSITE SHUTTERS



23 | PAINT: FRAZEE, CL 2889D, MEXICAN TEA



14 | QUARTER ROUND LOUVERED GABLE VENT



15 | HALF ROUND ATTIC VENT



11 | CORONADO, RIVER ROCK, 'SEASIDE'



24 | MEDIUM SAND FLOAT FINISH PLASTER



25 | ENTRY WOOD DOOR



13 | 14 | 15 | 16

11 | 18 | 19 | PAINT: FRAZEE, CL2885A, JACK-IN-THE-PULPIT



10 | COMPOSITE SHUTTERS | 26 | PERMEABLE PAVERS



21 | 8'X11' GARAGE DOOR

22 | 16'X11' GARAGE DOOR

MATERIALS KEYNOTES

- 1 HORIZONTAL HARDIEPLANK LAP SIDING
COLOR: KHAKI BROIN
- 2 VERTICAL HARDIEPLANK SIDING
COLOR: KHAKI BROIN
- 3 CERTAINTED LANDMARK SOLARIS GOLD-HEATHERED WOOD CLAS6 'A' 3-TAB ASPHALT COMPOSITION ROOF SHINGLE
- 4 VISA LIGHTING, MIDLAND CRAFTS, 01M/19-VG-CBRZ-CBRZ
- 5 MILGARD VINYL STILE LINE SERIES CASERTENT WINDOW W/DUAL PANE EXTERIOR FRAME COLOR 'TAUPE', GLAS6 W/ LOW E LIGHT GRAY TINT.
- 6 MILGARD W/ KOFFER WINDOW W/DUAL PANE EXTERIOR FRAME COLOR 'TAUPE', GLAS6 W/ LOW E LIGHT GRAY TINT.
- 7 MILGARD VINYL FIXED WINDOW W/DUAL PANE, EXTERIOR FRAME COLOR 'TAUPE', GLAS6 W/ LOW E LIGHT GRAY TINT.
- 8 2X8 FASCIA BOARD, PAINT: FRAZEE, CL2889H, PACKING NIT
- 9 1" X 33' HARDE TRIM, COLOR COBBLE STONE
- 10 COMPOSITE SHUTTERS, PAINT: FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 11 CORONADO 'SEASIDE' RIVER ROCK STONE W/ STONE CAP
- 12 1" X 12' HARDE TRIM CONTINUOUS HORIZONTAL BAND, COLOR COBBLE STONE
- 13 2X 6A, G.I. FLASHING, PAINT FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 14 QUARTER ROUND LOUVERED GABLE VENT.
- 15 HALF ROUND ATTIC VENT, PAINT FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 16 6X BEAM, COLOR FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 17 6X WOOD COLUMN, COLOR FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 18 METAL HANDRAIL, 1 BALUSTRADES (WHERE COCCIRS) COLOR: FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 19 2X WOOD TRELLIS, COLOR: FRAZEE, CL2885A, JACK-IN-THE-PULPIT
- 20 6 X 10 OUTRIGGER W/ 6X KICKER COLOR: FRAZEE, CL2889H, PACKING NIT
- 21 8' X 11' GARAGE DOOR COLOR: FRAZEE, CL2889H, PACKING NIT
- 22 16' X 11' GARAGE DOOR COLOR: FRAZEE, CL2889H, PACKING NIT
- 23 METAL DOWNPOUT AND GUTTERS COLOR: FRAZEE CL 2883D, MEXICAN TEA
- 24 MEDIUM SAND FLOAT FINISH PLASTER COLOR: FRAZEE CL 2889D, MEXICAN TEA
- 25 WOOD ENTRY DOOR W/ TEMPERED GLAS6 VIEW PANEL
- 26 BELGARD PERMEABLE PAVER, COLOR: CHARCOAL MARK VOLK (626) 331-3881

SCHEME 2 MATERIAL FINISH AND COLOR BOARD

COVINA, CALIFORNIA

DATE : AUGUST 12, 2015
PROJECT NO: 428.1401.01

R-E-D Architectural Group

PLANNING ■ ARCHITECTURE ■ INTERIORS
3436 N. VERDUGO ROAD, STE 200, GLENDALE, CALIFORNIA 91208
P 818.957.7765 ■ 818.957.7767 F



Planning Division
City of Covina
OCT 12 2015
125 E. College Street
(626) 858-7231

**STATEMENT OF WATER SERVICE TO NEW SUBDIVISIONS
For New or Upgraded Water Distribution Systems**

October 12, 2015

Mr. Michael Karayan
RED Architectural Group
3436 N. Verdugo Rd.
Glendale, CA 91208

STATEMENT OF WATER SERVICE FOR: 1732 E. Ruddock St., Covina, CA

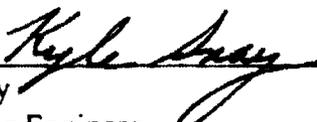
This is to certify that the proposed water system to serve the above referenced address will be operated by:

Golden State Water Company

630 E. Foothill Blvd.

San Dimas, CA 91773

Upon completion of satisfactory financial arrangements under our rules and regulations on file with the California Public Utilities Commission, the proposed water distribution system for the above referenced subdivision will be adequate during normal operating conditions for the water system of this subdivision as provided in Chapter 20.16 of Title 20 of the Los Angeles County (Water Code) and as shown on the plans and specifications approved by the Department of Public Works. This includes meeting minimum domestic flow requirements as provided by Section 20.16.070 and minimum fire flow and fire hydrant requirements as provided by Section 20.16.060.



Kyle Snay
Operations Engineer
(909) 592-4271 Ext. 103

RESOLUTION NO. 2015-019 PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA RECOMMENDING APPROVAL OF SITE PLAN REVIEW (SPR) 15-014 AND MINOR VARIANCE (MV) 15-003 FOR THE DEVELOPMENT OF FOUR DETACHED SINGLE-FAMILY HOUSES ON FOUR LOTS AT 1732 EAST RUDDOCK STREET – APN: 8427-022-031

WHEREAS, Mark Volk (Applicant and Property Owner) has filed a Site Plan Review and Minor Variance (Applications) to subdivide and construct four new detached single family dwelling units (one dwelling unit on each lot) and associated improvements on a 39,730 sq. ft or .91-acre property located at 1732 East Ruddock Street, California 91724 (Property); and

WHEREAS, on November 10, 2015 the Planning Commission conducted a duly noticed public hearing at which time the oral and written evidence along with written recommendation from the Planning Division was presented to the Planning Commission. The Planning Commission concluded said hearing on that date.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

SECTION 2. Based upon the entire record made available at the November 10, 2015 public hearing, the staff report, the oral presentation, and related documents submitted to the Planning Commission prior to and at the public hearing, the Planning Commission hereby finds and determines as follows:

A. Site Plan Review Findings (CMC 17.64.070)

1. All provisions of the Zoning Ordinance are complied with.

Facts: The proposed development, the key elements of which would be building size/location, usable yard areas, parking areas, and landscaping, would meet or conform to the intent of the development standards of the Single-Family Residential Zone and other provisions of the Zoning Code. A Minor Variance application to address the 10 percent reduction of lot area and lot width was submitted to the City in conjunction with the Tentative Parcel Map. Upon approval by the Planning Commission of the proposed application, the planning official will subsequently grant approval of the Minor Variance.

2. The basic project elements are so arranged that traffic congestion is avoided, pedestrian and vehicular safety and welfare are protected, and no adverse effects will occur on surrounding property.

Facts: The development will require a street dedication and public improvements on East Ruddock Street where a new sidewalk and two drive approaches will be constructed per city standards. In addition, the development will construct two new drive approaches on East Badillo Street. The garages and driveways have been designed so that vehicles will exit in a forward motion and not back out onto the street. In addition, the number of new trips that would be generated would not have a negligible impact on existing, surrounding traffic conditions. In other words, project-related traffic congestion would be avoided. It can be concluded that project-related traffic congestion would be avoided, and the project would have no negative impact on adjacent streets and sidewalks.

3. The project design conforms to the General Plan and any Design Guidelines or Specific Plan that may be applicable to the project.

Facts: The project would comply with the land use-, circulation-, and housing-related components of the General Plan. Moreover, the overall design of the proposed building will comply with the applicable provisions of the Covina Design Guidelines.

4. The project design is harmonious, consistent, and complete within itself and functionally and visually compatible with neighboring land uses.

Facts: The design of the proposed project is generally attractive, functional, and well integrated—or, harmonious, consistent, and complete within itself. Furthermore, the proposed project would be functionally and visually compatible with neighboring developments and land uses.

5. The development will constitute an adequate environment for the intended use by sustaining the desirability and stability of the neighborhood and community.

Facts: The proposed project is well designed for the intended residential use. Also, the project will provide viable, additional housing in the neighborhood and the overall community. In addition, the proposed conditions of approval will provide the City with adequate safeguards for preventing any issues.

6. Proposed lighting is so arranged as to reflect the light away from adjoining properties.

Facts: The proposed project will include exterior wall-mounted lighting. The light fixtures will be required to be directed downwards to prevent light spilling over onto adjacent properties. A detailed lighting plan must be submitted for review for compliance with the applicable safety-, security-, and design-related provisions of the Zoning Code and the Design Guidelines.

7. Proposed signs will not, by size, location, color, or lighting, interfere with traffic or limit visibility.

Facts: The proposed development will not contain any signage. Any signs are not permitted in residential zones. The project will comply with the provisions of the Zoning Code.

SECTION 3. Pursuant to and in compliance with the provisions of the California Environmental Quality Act (CEQA) Guidelines, Staff has determined that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) Guidelines. The project qualified as a Class 32 exemption under State CEQA Guidelines Section 15332, which consists of projects characterized as in-fill development meeting the conditions described below. The project entails the subdivision of four lots and the development of four detached single family dwelling units on .91 acres property. Staff finds that there is no substantial evidence that the project will have a significant effect on the environment and no additional analysis is required. The proposed development meets the following conditions:

- (a) The proposed project is consistent with the general plan designation and all applicable general plan policies as well as with zoning designation and regulations.
- (b) The proposed development occurs within city limits on a project site of no more than five acres and substantially surrounded by urban uses.
- (c) The project site has no value as habitat for endangered, rare or threatened species.
- (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
- (e) The site can be adequately served by all required utilities and public services.

SECTION 4. Based upon the findings and conclusion set forth in Sections 1, 2 and 3 above, the Planning Commission hereby approves the application:

- A. Application Site Plan Review (SPR) 15-014 is hereby approved, subject to the conditions of approval set forth in the written record before the Commission incorporated herein and attached hereto as Exhibit "A."
- B. Approval of Site Plan Review (SPR) 15-014 is contingent upon approval of Tentative Parcel Map 73595 by the City Council; and, approval of Minor Variance (MV) 15-003 for 10 percent reduction of lot area for Parcels 1 and 2, and 10 percent reduction of lot width for Parcels 1 through 4.
- C. The Secretary of the Planning Commission is directed to serve, by first-class mail, a written notice of this decision to the Applicant within five (5) days.

SECTION 5. This Resolution shall become effective immediately upon its adoption, subject to a 10 calendar-day appeal period.

PASSED, APPROVED AND ADOPTED by the members of the Planning Commission of the City of Covina at a regular meeting thereof held on the 10th day of November, 2015.



CHARLES HODAPP
CITY OF COVINA PLANNING COMMISSION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Planning Commission of the City of Covina at a regular meeting thereof held on the 10th day of November, 2015 by the following vote of the Planning Commission:

AYES: CONNORS, HODAPP, MANNING, MCMEEKIN, PATTERSON
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE



COVINA PLANNING COMMISSION SECRETARY

**CITY OF COVINA
RESOLUTION NO. 2015-019 PC FOR
SITE PLAN REVIEW (SPR) 15-014 AND MINOR VARIANCE (MV) 15-003
1732 EAST RUDDOCK STRET
EXHIBIT A - CONDITIONS OF APPROVAL
NOVEMBER 10, 2015**

1.0 TIME LIMITS:

- 1.1** The approval shall expire one year from the date of the project approval by the Planning Commission.

2.0 GENERAL REQUIREMENTS:

- 2.1** The approval is for the construction of four detached single family dwelling units (one dwelling unit on each lot) and associated improvements on a 39,730 sq. ft or .91-acre property, as shown in the submitted plans and associated representations of record on file with the City.
- 2.2** All conditions of approval under Resolution 2015-021 PC, Tentative Parcel Map (TPM) 73595 shall be applicable to this project.
- 2.3** Under the provisions of the California Environmental Quality Act (CEQA), the project qualified as a Class 32 exemption under State CEQA Guidelines Section 15332, which consists of projects characterized as in-fill development meeting the conditions described. The project entails the subdivision of four lots and the development of four detached single family dwelling units on .91 acres property. The proposed project has been determined to be categorically exempt in accordance to 15332 of the CEQA Guidelines.
- 2.4** This approval will not be effective until the applicant/property owner has filed with the Planning Division an affidavit of acceptance stating that he/she is aware of and agrees to all of the conditions of the approval.
- 2.5** The project or uses may proceed only in accordance with the approved plans on file with the Community Development Department, all representations of record made by the applicant(s), the conditions contained herein, the Covina Municipal Code, and the Covina Design Guidelines.
- 2.6** Minor modifications to this approval that are determined by the City Planner or his/her designee to be in substantial conformance with the approved project plans and that do not intensify or change the use or require any deviations from adopted standards may be approved by the City Planner upon submittal of an administrative application and the required fee.

- 2.7** Failure to comply with any conditions of approval noted herein or any future violation of conditions may result in revocation of project approval by the City.
- 2.8** A complete building materials illustration board, describing material, brands, types, and applicable reference numbers shall be submitted to the Planning Division. Minor modifications in elevation details and/or colors may be submitted with detailed drawings and/or information to the City Planner for review and approval prior to or during the subsequent Plan Check process.
- 2.9** Approval of this request shall not waive compliance with all other sections of the Covina Municipal Code, the Covina Design Guidelines, and all other applicable plans and non-City laws and regulations that are in effect at the time of building permit issuance.
- 2.10** Any future proposed new uses, building or interior expansions, and/or site improvement modifications shall first be reviewed and approved by the City for conformance with these approvals, the Covina Municipal Code, the Covina Design Guidelines, and the applicable permit issuance processes. If determined by the City Planner to exceed the scope or intent of these approvals or in any way conflict with the appurtenant conditions, then the City may require the approval of a new or additional zoning application (if needed), and/or the submittal of certain use- or impact-related studies to address any identified concerns.
- 2.11** Any outdoor ground mounted mechanical and utility equipment shall be placed away from the street frontage and public view, and shall be screened in conformance with Covina Municipal Code and Covina Design Guidelines. All projections, wall-mounted equipment, and utility meters must be screened from public view with appropriate building materials that are architecturally integrated with the building design.
- 2.12** Any future building or other improvements shall conform to all provisions noted herein and shall address all applicable City planning- and building-related codes and standards and permit issuance requirements and processes.
- 2.13** All landscape or planter areas shown on the approved landscape plan shall remain landscaped in perpetuity. These areas shall not be paved or used for storage or any similar purpose inconsistent with the intent of this approval.
- 2.14** The property and all improvements, including landscaping, must be maintained in a sound, healthy, and attractive condition free of weeds, visible deterioration, graffiti, debris and/or other conditions that violate the Covina Municipal Code.
- 2.15** The City shall have the reasonable right of entry to inspect the properties on the overall project site to verify compliance with the Conditions of Approval.

- 2.16** Applicant shall, at its own expense and with counsel selected by City, fully defend, indemnify and hold harmless City, its officials, officers, employees, and agents ("Indemnified Parties"), from and against any and all claims, suits, causes of action, fines, penalties, proceedings, damages, injuries or losses of any name, kind or description, specifically including attorneys' fees, ("Liabilities"), arising in any way out of City's approval of the Applications or the Project. Applicant's indemnification obligation shall include, but not be limited to, actions to attack, set aside, void, or annul the City's approval of the Applications, and Liabilities premised on, related to or invoking CEQA, including those arising out of City's decisions related to the Project's CEQA documents. City shall promptly notify Applicant of any such claim, action or proceeding, and shall cooperate fully in the defense of such claim, action, or proceeding. Applicant's indemnification obligations shall not be limited to the amount of insurance coverage that may be available to Applicant, and shall not otherwise be restricted or confined by the presence or absence of any policy of insurance held by City or Applicant.
- 2.17** Applicant's obligations, as set forth above, shall survive the completion or abandonment of the Project or the issuance of a certificate of occupancy with respect thereto. However, Applicant's obligations after the issuance of a certificate of compliance for the Project shall be limited to indemnifying and defending the Indemnified Parties from legal challenges filed to set aside any part of the Project or its related components. The provisions of this condition are intended by the Parties to be interpreted and construed to provide the fullest protection possible under the law to the City. Further, all obligations and Liabilities under this Agreement are to be paid by the Applicant as they are incurred. Applicant's obligations to indemnify under this Agreement shall include the obligation of the Applicant to defend City with legal counsel of City's own choosing. In the event City elects not to select such counsel, the designation of such counsel shall be made by the Applicant but shall be subject to prior approval by City.
- 2.18** If any provision of this approval is held or declared to be invalid, then the entire approval shall be void and the privileges granted hereunder shall lapse.
- 2.19** The costs and expenses of any code enforcement activities, including, but not limited to, attorneys' fees, caused by applicant's violation of any condition or mitigation measure imposed by this application or any provision of the Covina Municipal Code must be paid by the applicant.
- 2.20** All grading and all exterior (during construction and following project completion) drainage on the property shall conform to all applicable requirements of the Public Works and Community Development Departments.
- 2.21** All exterior lighting shall match the building architecture and shall be installed and oriented in a manner that meets the minimum foot-candle standards of the

City for safety and that will not generate any glare on surrounding streets or properties.

- 2.22** Any proposed site features for the disabled that are associated with this project approval, including, but not limited to, property access identification, parking stall and unloading area dimensions, path of travel, and building access, must comply with all applicable State Codes and must first be reviewed and approved by the Building Division (please contact the Building Division for specific requirements).
- 2.23** During project construction, the applicant shall make a reasonable attempt(s) to address any construction related issues affecting any adjacent property(ies).
- 2.24** The provisions of application Minor Variance (MV) 15-003, which addressed certain minor shortfalls in building setbacks, shall remain applicable to the overall project and may be formally approved by Planning staff following approval of the SPR and TPP applications.

3.0 PRIOR TO THE ISSUANCE OF A BUILDING PERMIT:

- 3.1** Final plans incorporating all conditions of approval and any plan-related changes required in the approval process shall be submitted for review and approval by the City Planner prior to building permit issuance. The construction plan/documents must include specific details and delineation incorporating these conditions of approval, including any required Planning Division-related modifications.
- 3.2** All conditions of approval listed herein must be printed upon the face of and included as part of the final plans and specifications during the plan check process.
- 3.3** All required plans must be coordinated for consistency and any easements of record or required easements shall be reflected on the site plan along with off-site improvements and off-site conditions of approval and buildings within 10 feet any property line.
- 3.4** The project is subject to a total Development Impact Fee of \$34,782.00 (refer to calculation attachment). This fee must be paid prior to the Final occupancy of the first dwelling unit. (Credit for the one originally established dwelling unit on the site has been provided, thus resulting in the total Impact Fee being based on 3 new dwelling units created.)
- 3.5** To eliminate the negative fiscal impact on certain municipal services associated with this proposal, the Project will be required to annex to Community Facilities District 2007-01 (the "CFD") for the purpose of financing the Project's proportionate share of the cost for police response, fire and emergency medical response, and park services. The applicant shall petition the City to annex to the

CFD under the California Mello-Roos Community Facilities Act (Government Code, Section 53311 et seq.) (the "Act"). The applicant agrees to cooperate and not to oppose annexation to the CFD for purposes set forth above.

Alternatively, at the applicant's option, in lieu of annexation to the CFD as set forth above, applicant may make a lump sum payment to the City ("In Lieu Payment") representing the Project's proportionate share of the cost for police response, fire and emergency medical response, and park services. The In Lieu Payment shall be calculated based upon the net present value of the special tax that would be levied upon the Project under the CFD over the term of the CFD special tax. The In Lieu Payment must be paid not later than prior to occupancy of any dwelling within the development.

- 3.6** Detailed on-site landscape and irrigation plans must be submitted for review and approval by, respectively, the City Planner and the City Engineer, conforming to applicable standards and requirements. The landscaped and planter areas shall conform to the same areas depicted on the conceptual landscape plan. In addition, the on-site landscape plans shall reflect an enhanced landscape design for all areas where planters are to be installed. These plans shall conform to the provisions of the City's Water-Efficient Landscape Ordinance (Chapter 17.82 of the Covina Municipal Code).
- 3.7** Failure to comply with any conditions of approval noted herein shall be deemed just cause for revocation of project approval by the Planning Commission.
- 3.8** In accordance with Chapter 11.36 of the Covina Municipal Code, no street trees adjacent to the site shall be cut or trimmed in any manner by any persons associated with property unless a written permit from the Public Works Department is first obtained.
- 3.9** The construction-related activities concerning the project shall conform to the following requirements that address potential noise and associated impacts:

 - A. The applicant shall prepare a construction mitigation plan to mitigate noise as well as other construction-related impacts. The construction mitigation plan shall address the following areas: 1) site supervision, 2) site access, 3) delivery/haul route and traffic control, 4) material storage, 5) construction parking, 6) work hours, 7) noise reduction, 8) erosion control, 9) dust and mud control, 10) debris cleanup, 11) street sweeping, 12) pedestrian and neighborhood safety, 13) project contact-related signage, and 14) subcontractor education.
 - B. All project construction activities shall only occur on Monday through Saturdays from 7:00 a.m. to 8:00 p.m. only (unless a special construction permit is granted by the City). No construction shall occur on Sundays or legal holidays.

- C. All construction equipment shall be in proper operating condition and shall be fitted with standard factory noise attenuation features. All equipment shall further be properly maintained to assure that no additional noise, due to worn or improperly maintained parts, would be generated.
 - D. The applicant and/or his representative(s) shall frequently monitor for and, if detected, remove any and all graffiti on and/or repair damaged or vandalized construction-related fencing and/or related elements as quickly as possible.
- 3.10** At least thirty days prior to the commencement of any project-related grading, the applicant and/or his/her representative(s) shall notify the occupants of all residential and institutional properties that lie within 150 feet of the subject property of the general parameters of the impending grading and construction activities. In addition, the applicant and/or his/her representative(s) shall attempt to address any neighbor complaints to the greatest extent practical and as expeditiously as possible.
- 3.11** A complete exterior lighting plan, including photometric, shall be submitted for review and approval during building plan check. The plan shall illustrate light fixture features, locations, and compliance with applicable City Code provisions on illumination, design, and lighting orientation/glare prevention, the City's minimum one-foot candle standard. No exterior lighting on the site shall generate any glare onto any adjacent properties. The new lighting fixtures shall be reviewed with the construction plans to ensure design compatibility with the building architecture.
- 3.12** Locate, identify and provide cross-sectional details of screening material in the construction documents to demonstrate that all new roof, wall, and ground-mounted mechanical equipment, utility equipment, and utility meters are screened from public view.
- 3.13** The installation of any security system that is associated with the use, as addressed under Chapter 8.20 of the Covina Municipal Code, shall first be coordinated with the Covina Police Department. Please determine at the earliest possible time whether a security system is to be utilized, as failure to inform Police of security system installation plans may delay building permit issuance relating to the Plan Check process.
- 3.14 The following are requirements from the Building Division:**
- A. Submit (8) sets of complete plans including any proposed utilities and earthwork; two sets shall be "stamped approved" by the Covina Planning Division and include the Building Section's comments for consultant review. This project must comply with the 2013 California Building Standards and 2013 energy code.

- B. Two sets each of any structural and energy calculations shall be submitted with the above mentioned plans. All calculations must bear an original signature from the documented author.
- C. This project must comply with Federal and State Accessibility requirements to and throughout the building. Include compliance methods and structural details on the plans.
- D. Demolition and renovations activities require an asbestos containing materials (ACM) survey. (SCAQMD RULE 1403) The ACM report shall be prepared by an accredited testing laboratory in accordance with SCAQMD rules and regulations. Proof of notification to the South Coast Air Quality Management District (SCAQMD), Office of Operations, shall be submitted to the Building Division with your permit application for all renovations and demolition activities. Contact the SCAQMD at the address or number below for more information. Once any demolition activity has been approved by the SCAQMD, a formal demolition plan and permit must be obtained from the Building Division.
 - SCAQMD Headquarters; 21865 Copley Drive, Diamond Bar, CA, (909) 396-2381
- E. The Los Angeles County Fire Department needs to review your construction plans, to expedite this process you will need to contact one or more of their Regional plan check office(s): Appointments to discuss Fire Department requirements may be made between 7:30 a.m. and 10:30 a.m. The main office is located at 5823 Rickenbacker Road, Commerce, CA 90040-3027. Phone number is (323) 890-4125.
 - i. Regional plan check offices for the Los Angeles County Fire Department:
 - Glendora Office, Building Plan Review Only
231 W. Mountain View Avenue
Glendora, CA 91740
(626) 963-0067
 - Commerce Office, Sprinkler & Alarm Plan Review
5823 Rickenbacker Road
Commerce, CA 90040-3027
(323) 890-4125
 - Commerce Office, Land Development / Access
Rickenbacker Road
Commerce, CA 90040-3027
(323) 890-4243
- F. Please provide an additional digital copy (pdf preferred) of the building floor plan, elevations, and site plan to be submitted to the LA County Assessor. This copy should be in sufficient detail to allow the assessor to

determine the square footage of the building and, in the case of residential buildings, the intended use of each room.

- i. **For additional information, please contact the LA County Assessor's, Public Service Desk at 888-807-2111.**
- G. The City of Covina has formally adopted a public noticing program for residential construction projects to provide the public with an opportunity to verify the validity of construction within their neighborhoods. This program requires the property owner and/or contractor to place a sign 14" high x 22" wide using a minimum black 24 point font (Arial) on a white background. The noticing sign must be suitable for outdoor use and placed within the front yard where it is clearly visible from the public right-of-way. The following items must be included on the residential noticing sign:
 - i. Address of construction project.
 - ii. Type of construction project.
 - iii. Name of the contractor/owner.
 - iv. Telephone number of contact person.
 - v. Contractor's license number.
 - vi. Permit number with a date of issuance.
 - vii. City of Covina Building Section telephone number.
 - viii. Construction activity prohibited Monday through Saturday from 8pm – 7am and all day on Sundays or Holidays unless otherwise permitted
- H. School District application and approval including any related fees must be provided before permit issuance.
- I. Construction activity within 500 feet of a residential zone is prohibited between the hours of 8:00pm and 7:00am and on Sundays and Holidays unless otherwise permitted by the City.
- J. The Building Section plan check process may address additional concerns.

3.15 The following are requirements from the Engineering Division: Any off-site improvements within the public right-of-way will require a permit from Engineering Division of the Public Works Department.

- A. The provisions of Chapter 16 of the Covina Municipal Code entitled "Subdivision" will be applied and full public improvements are required for this project
- B. Submit all required documentation per section Chapter 16.08.080 of the Covina Municipal Code entitled "Tentative Maps." A deposit will be required for final map checking once the required documentation is received by Planning
- C. The developer shall install the following public improvements in accordance with the City Standards.
 - i. Construct proposed driveway approaches per City of Covina Standard Drawing No. 1

- ii. Install new sidewalk, curb and gutter along Ruddock Street and relocate/adjust utility boxes to new sidewalk grade.
- iii. Remove and replace any raised or damaged sidewalk, curb and gutter along Badillo Street.
- iv. Construct street pavement on Ruddock Street where existing paving does not exist with 3" thick asphalt concrete on 4" aggregate base.
- D. The following cash deposits are required:
 - i. Engineering and inspection
 - ii. Site plan review fee
 - iii. Sanitary Sewer Connection fee
 - iv. Address change
- E. All utilities serving this development shall be placed underground per section 16.30.020.
- F. A sewer line shall be constructed to serve the residential site.
- G. The contractor constructing the public improvements shall obtain a city business license and permit and shall satisfy the city's insurance requirements.
- H. Construction drawings prepared by a licensed engineer showing the public improvements to be constructed shall be submitted for approval by Engineering Division.
- I. A quantity and cost estimate that covers all required public improvements shall be submitted by the developer's engineer. The performance bond amount and engineering and inspection fee will be based on this amount.

3.16 The following are requirements from the Environmental Services Division:

- A. The following fees shall be paid to the City:
- B. Initial plan review: \$40
- C. Paid Initial plan review fee
- D. SWPPP: \$600 plus fee for additional review or consultant if requested.
- E. SUSMP Parking lot (5,000 sq. ft. or more surface area or 25 or more parking spaces): \$1,200 plus fee for additional review or consultant if requested.
- F. A geotechnical letter must be submitted stating that soil will not exhibit instability as a result of implementing proposed treatment BMPs, and infiltration base is at least 10ft above groundwater, along with wet signature/stamp.
- G. COMPLY WITH THE DETAILED SUSMP/LOW IMPACT DEVELOPMENT REQUIREMENTS IN ACCORDANCE TO THE STORMWATER PLAN CHECK CORRECTION SHEET. A COPY OF THE STORMWATER PLAN CORRECTION SHEET CAN BE OBTAINED FROM THE ENVIRONMENTAL SECTION OF THE PUBLIC WORKS DEPARTMENT.

- OC1 - Complete form, sign, return original. attach copy to field plans.
 - ES-CD1: Construction & Demolition Debris Recycling - Complete form, sign, return original, attach copy to field plans, fax copy to Athens Services when requesting waste container; also request Athens Load Characterization upon completion of C&D.
 - ES-CD2: Construction & Demolition Debris Recycling - Upon completion of C&D, complete form, sign, return original with Athens Load Characterization Report.
- H. Only Athens Services/Covina Disposal, 888-336-6100, is allowed to provide bins and pickup and dispose of trash and recyclables, including all C&D projects. Exception: Project contractor, using his own equipment and staff, can take recyclables to a recycling facility.
- I. PC: Priority Project Checklist - Complete form, sign, return original.
- J. P1: Priority Development & Redevelopment Projects - Complete form, return original.
- K. P2: Stormwater Treatment Certification - Complete form, return original.
- L. Soil erosion and sediment control plan must be submitted for project.
- M. LSWPPP: Local Stormwater Pollution Prevention Plan - Complete form, return original.
- N. SUSMP Maintenance Covenant: See application instructions, checklist, and Agreement.
- O. Report, SWPPP: Project area is 1 acre or greater (required by State Water Resources Control Board). 3 reports, including plans; signatures and stamps must have wet-ink application.
- P. Report, SUSMP: Project meets LA Regional Water Quality Control Board's criteria for a Priority Planning Project. 3 reports, including plans; signatures and stamps must have wet-ink application. SWPPP must be provided.
- Q. No trash/debris or wash water is to go into the public right-of-way (sidewalk, street, gutter, storm drain).

3.17 The following are requirements from the Los Angeles County Fire Department:

- A. Final Map Requirements: The Final Map shall be submitted to our office for review and approval prior recordation. All existing streets shall be clearly depicted on the Final Map.
- B. Verification for compliance will be performed during the architectural plan review prior to building permit issuance.
- C. Fire Department apparatus shall be extended to within 150 feet of all portions of the exterior walls of any future buildings or structures.
- D. Access as noted on the Tentative and Exhibit Maps shall comply with Title 21 (County of Los Angeles Subdivision Code) and Section 503 of the Title 32 (County of Los Angeles Fire Code), which requires all weather access.
- E. Provide a minimum unobstructed width of 20 feet, exclusive of shoulders, and an unobstructed vertical clearance "clear to sky" Fire Department

- vehicular access to within 150 of all portions of the exterior walls of the first story of the building, as measured by an approved route around the exterior of the building. Fire Code 503.1.1 & 503.2.1.
- i. Badillo Street & Ruddock Street serves as the Fire Apparatus Access Roads for the proposed development
 - F. All hydrants shall measure 6" x 4" x 2-1/2" brass or bronze, conforming to current AWWA standard C503 or approved equal.
 - G. The required fire flow for public fire hydrants on this residential development is **1750 gallons per minute at 20 psi for duration of 2 hours**, over and above maximum daily demand.
 - i. The fire flow for the public fire hydrant on Badillo Street (08/28/2015) and on Ruddock Street (09/16/15) is adequate per the Golden State Water Company.
 - H. All proposed structures shall be equipped with fire sprinkler systems that are designed and maintained in accordance with NFPA 13D
 - I. Projects associated with a land development permit such as a tract or parcel map, conditional use permit, zone change or other such permits, shall submit plans to the Land Development Unit (LDU) for review and approval prior to submitting to Fire Prevention Engineering for building plan review. To contact LDU please call (323) 890-4243 or submit to our office located at 5823 Rickenbacker Road, Commerce, CA 90040.
 - J. Submit two sets of architectural plans to the Fire Prevention Engineering Office located at 231 W. Mountain Avenue, Glendora CA 91741. Plan sets shall contain a minimum of a site plan, floor plan(s), elevations, door and window schedules, wall details, and appropriate section details. Please provide architectural sheets only. **No civil, electrical, mechanical, plumbing, etc.**
 - K. Indicate on plans the project address, assessor's parcel number, type of construction, occupancy classification (Multi Family Dwelling "R3" Occupancies Shall be submitted to LDU for plan review), area of each floor level and building area increase modifications in accordance with the Building Code.
 - L. Provide a minimum unobstructed width of 26 feet, clear to the sky, Fire Department vehicular access to within 150 feet of all portions of exterior walls. Dead-end access roadways greater than 150 feet in length, shall be provided with an approved fire apparatus turnaround. A 32 foot centerline turning radius is required at each change of direction in vehicle travel regardless of the required width.
 - M. On the site plan, show the location of all existing public fire hydrants within 300 feet of all property lines and call out the hydrant size and dimensions to property lines. Additionally, show all existing on-site fire hydrants.
 - N. Complete and return the original "Fire Flow Availability" Form No. 195.
 - O. Additional Requirements, including the installation of additional fire hydrants, may be imposed, in accordance with applicable codes, regulations, standards and policies after the above information is

reviewed. Fire Department requirements are based on the information provided on the plans submitted for review.

- P. Provide an approved automatic fire sprinkler system as set forth by Residential Building Code R313 and Fire Code 903. Plans shall be submitted to the Sprinkler Plan Check Unit for review and approval prior to installation.
- Q. Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved Fire Department turnaround.

3.18 The following item is required in order to comply with the Public Works Department Water Division as they pertain to this proposal:

- A. A minimum 2" meter with an RP backflow device as meter protection is required, if fire sprinklers are going in a dedicated fire line.

4.0 PRIOR TO THE ISSUANCE OF CERTIFICATES OF OCCUPANCY/FINAL BUILDING PERMITS:

- 4.1 All building and site improvements along with landscaping and irrigation must be installed in accordance with plans and information on file with the Planning, Building, and Engineering Divisions, and the irrigation systems must be fully operational. Furthermore, all on-site landscaped areas must be maintained free of weeds and debris.
- 4.2 All building, structural, parking, lighting, and landscape improvements shall be constructed, installed, or handled in a good workmanlike manner, consistent with the standard best practices of the subject trades and in a manner acceptable to the City.
- 4.3 All exterior lighting fixtures must be installed in accordance with plans and analyses on file with the Planning and Building Divisions, and the lighting fixtures must be fully operational.
- 4.4 The project site must be clean and free of trash and construction debris, and all construction equipment must be removed from the site.
- 4.5 Any broken, damaged, or blighted features of the property or any building(s) thereon shall be repaired or removed.
- 4.6 The applicant must comply with all of the requirements listed above as well as requirements determined during the Building Plan Check process.
- 4.7 Final occupancy shall not be granted until such time as the applicant has obtained approval from the City Planner who has inspected the premises and the use for compliance with all terms and conditions of this of approval.

- END OF CONDITIONS -

RESOLUTION NO. 2015-021 PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA RECOMMENDING TO THE CITY COUNCIL APPROVAL OF TENTATIVE PARCEL MAP (TPM) 73595 FOR THE SUBDIVISION AND DEVELOPMENT OF FOUR DETACHED SINGLE-FAMILY HOUSES ON FOUR LOTS AT 1732 EAST RUDDOCK STREET – APN: 8427-022-031

WHEREAS, Mark Volk (Applicant and Property Owner) has filed a Tentative Parcel Map (Application) to subdivide and construct four detached single family dwelling units (one dwelling unit on each lot) and associated improvements on a 39,730 sq. ft or .91-acre property located at 1732 East Ruddock Street, California 91724 (Property); and

WHEREAS, on November 10, 2015 the Planning Commission conducted a duly noticed public hearing at which time the oral and written evidence along with written recommendation from the Planning Division was presented to the Planning Commission. The Planning Commission concluded said hearing on that date.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

SECTION 2. Based upon the entire record made available at the November 10, 2015 public hearing, the staff report, the oral presentation, and related documents submitted to the Planning Commission prior to and at the public hearing, the Planning Commission hereby finds and determines as follows:

A. Tentative Maps Findings (CMC 16.08.140)

1. The design and improvements of the proposed subdivision is consistent with the General Plan and all applicable codes and regulations.

Facts: The proposed development, the key elements of which would be building size/location, usable yard areas, parking areas, and landscaping, would meet or conform to the intent of the development standards of Ch. 17.22 of the Covina Municipal Code and General Plan. A Minor Variance application to address the 10 percent reduction of lot area and lot width was submitted to the City in conjunction with the Tentative Parcel Map. Upon approval by the Planning Commission of the proposed application, the planning official will subsequently grant approval of the Minor Variance.

2. The subdivision is physically suitable for the type and proposed density of development proposed by the tentative map.

Facts: The overall size of the site is 39,730 sq. ft. or .91 acres. The proposed

density is within the allowed by the "LDR- Low Density Residential" General Plan Land Use Designation. The subdivision is physically suitable for the development of single family houses per lot.

3. The design of the subdivision and proposed improvements, with conditions of approval will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat: or
Facts: The site currently contains an existing single family dwelling unit. The site is not designated a fish or wildlife habitat nor is it located nearby to any such territory. The design of the subdivision and proposed improvements will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

4. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.

Facts: The design of the proposed project is generally attractive, functional, and well integrated to the surrounding properties. It will be harmonious, consistent, and complete within itself. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.

5. The design of the subdivision provide for future passive or natural heating and cooling opportunities in the subdivision to the extent feasible.
Facts: The design of the subdivision and its proposed residential development will provide the possibility and opportunity to have passive or natural heating and cooling for the buildings. Furthermore, the residential development will have to comply with Title 24 of the Uniform Building Code.

6. Focusing on the design of the subdivision and the type of improvements to be required, the project will not conflict with easements acquired by the public at large for access through or the use of the subdivision or with the design of alternate easements that are substantially equivalent to those previously acquired by the public.

Facts: The design of the subdivision will not conflict with existing City rights-of-way or other public access easements.

7. The proposed project with its subdivision design is consistent with the city's parkland dedication requirements (Quimby Act – Chapter 16.28 CMC).

Facts: The proposed subdivision of 5 or fewer parcels is exempt from the city's parkland dedication requirements. Development Impact fees and annexation into the city's Communities Facilities District is applicable. A condition of approval is in place to address fiscal impacts to city services and parks.

8. The applicant has demonstrated that a sufficient water supply will be available to serve the subdivision, in accordance with California Government Code Section

66473.7.

Facts: According to the water purveyor which services this area in the City of Covina, Golden State Water Company, there is sufficient capacity to provide water to serve the subdivision without negative impact to other properties in the City as identified in the letter dated October 12, 2015 (Exhibit 5 of the Staff Report).

SECTION 3. Pursuant to and in compliance with the provisions of the California Environmental Quality Act (CEQA) Guidelines. Staff has determined that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) Guidelines. The project qualified as a Class 32 exemption under State CEQA Guidelines Section 15332, which consists of projects characterized as in-fill development meeting the conditions described below. The project entails the subdivision of four lots and the development of four detached single family dwelling units on .91 acres property. Staff finds that there is no substantial evidence that the project will have a significant effect on the environment and no additional analysis is required. The proposed development meets the following conditions:

- (a) The proposed project is consistent with the general plan designation and all applicable general plan policies as well as with zoning designation and regulations.
- (b) The proposed development occurs within city limits on a project site of no more than five acres and substantially surrounded by urban uses.
- (c) The project site has no value as habitat for endangered, rare or threatened species.
- (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
- (e) The site can be adequately served by all required utilities and public services.

SECTION 4. Based upon the findings and conclusion set forth in Sections 1, 2 and 3 above, the Planning Commission hereby approves the application:

- A. Application Tentative Parcel Map (TPM) 73595 is hereby recommended for approval to the City Council, subject to the conditions of approval set forth in the written record before the Commission incorporated herein and attached hereto as Exhibit "A."
- B. The Secretary of the Planning Commission is directed to serve, by first-class mail, a written notice of this decision to the Applicant within five (5) days.
- C. The Planning Commission's approval of Applications Site Plan Review (SPR) 15-014 is contingent upon approval of the Tentative Parcel Map by the City Council.

SECTION 5. This Resolution shall become effective immediately upon its adoption, subject to a 10 calendar-day appeal period.

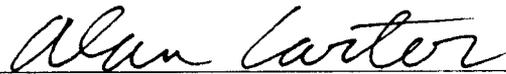
PASSED, APPROVED AND ADOPTED by the members of the Planning Commission of the City of Covina at a regular meeting thereof held on the 10th day of November, 2015.



CHARLES HODAPP
CITY OF COVINA PLANNING COMMISSION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Planning Commission of the City of Covina at a regular meeting thereof held on the 10th day of November, 2015 by the following vote of the Planning Commission:

AYES: CONNORS, HODAPP, MANNING, MCMEEKIN, PATTERSON
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE



COVINA PLANNING COMMISSION SECRETARY

**CITY OF COVINA
RESOLUTION NO. 2015-021 PC
TENTATIVE PARCEL MAP (TPM) 73595
1732 EAST RUDDOCK STRET
EXHIBIT A - CONDITIONS OF APPROVAL
NOVEMBER 10, 2015**

1.0 TIME LIMITS:

- 1.1 The approval of Tentative Parcel Map (TPM) 73595 shall expire 24 months from the date of the map approval by the Planning Commission.
- 1.2 Failure to cause a timely filing in accordance with CMC 16.08.160 (Extensions of time for tentative map) with the city within 24 months after approval shall terminate all proceedings, and any subdivision of the same land shall require the filing and processing of a new tentative map. The subdivider shall be responsible for keeping a record as to when a map will expire.

2.0 GENERAL REQUIREMENTS:

- 2.1 The approval is for the subdivision and construction of four detached single family dwelling units (one dwelling unit on each lot) and associated improvements on a 39,730 sq. ft or .91-acre property, as shown in the submitted plans and associated representations of record on file with the City.
- 2.2 Failure to comply with any conditions of approval noted herein or any future violation of conditions may result in revocation of project approval by the City.
- 2.3 Under the provisions of the California Environmental Quality Act (CEQA), the project qualified as a Class 32 exemption under State CEQA Guidelines Section 15332, which consists of projects characterized as in-fill development meeting the conditions described. The project entails the subdivision of four lots and the development of four detached single family dwelling units on .91 acres property. The proposed project has been determined to be categorically exempt in accordance to 15332 of the CEQA Guidelines. Notice of Exemption shall be filed within
- 2.4 This approval will not be effective until the applicant/property owner has filed with the Planning Division an affidavit of acceptance stating that he/she is aware of and agrees to all of the conditions of the approval.
- 2.5 The project or uses may proceed only in accordance with the approved plans on file with the Community Development Department, all representations of record

made by the applicant(s), the conditions contained herein, the Covina Municipal Code, and the Covina Design Guidelines.

- 2.6 Approval of this request shall not waive compliance with all other sections of the Covina Municipal Code, the Covina Design Guidelines, and all other applicable plans and non-City laws and regulations that are in effect at the time of building permit issuance.
- 2.7 Applicant shall, at its own expense and with counsel selected by City, fully defend, indemnify and hold harmless City, its officials, officers, employees, and agents ("Indemnified Parties"), from and against any and all claims, suits, causes of action, fines, penalties, proceedings, damages, injuries or losses of any name, kind or description, specifically including attorneys' fees, ("Liabilities"), arising in any way out of City's approval of the Applications or the Project. Applicant's indemnification obligation shall include, but not be limited to, actions to attack, set aside, void, or annul the City's approval of the Applications, and Liabilities premised on, related to or invoking CEQA, including those arising out of City's decisions related to the Project's CEQA documents. City shall promptly notify Applicant of any such claim, action or proceeding, and shall cooperate fully in the defense of such claim, action, or proceeding. Applicant's indemnification obligations shall not be limited to the amount of insurance coverage that may be available to Applicant, and shall not otherwise be restricted or confined by the presence or absence of any policy of insurance held by City or Applicant.
- 2.8 Pursuant to California Government §66474.9, the subdivider also agrees to defend, indemnify and hold harmless, the Indemnified Parties from any claim, action or proceeding against the Indemnified Parties to attack, set aside, void or annul any map approval of the City, whether by its City Council, Planning Commission or other authorized board or officer of this subdivision, which action is brought within the time period provided for in Government Code §66499.37. The City shall promptly notify the subdivider and applicant of any such claim, action or proceeding, and the City shall cooperate fully in the defense.
- 2.9 Applicant's obligations, as set forth above, shall survive the completion or abandonment of the Project or the issuance of a certificate of occupancy with respect thereto. However, Applicant's obligations after the issuance of a certificate of compliance for the Project shall be limited to indemnifying and defending the Indemnified Parties from legal challenges filed to set aside any part of the Project or its related components. The provisions of this condition are intended by the Parties to be interpreted and construed to provide the fullest protection possible under the law to the City. Further, all obligations and Liabilities under this Agreement are to be paid by the Applicant as they are incurred. Applicant's obligations to indemnify under this Agreement shall include the obligation of the Applicant to defend City with legal counsel of City's own choosing. In the event City elects not to select such counsel, the designation of

such counsel shall be made by the Applicant but shall be subject to prior approval by City.

- 2.10 If any provision of this approval is held or declared to be invalid, then the entire approval shall be void and the privileges granted hereunder shall lapse.
- 2.11 The permittee shall reimburse the City for all fees and costs for special review of this application by both (i) the City's retained planning, engineering, and related consultants and (ii) the Covina City Attorney's Office. Such special review includes, but is not limited to, review of the Project's compliance with Covina parking regulations. City shall invoice the permittee for said fees and costs and permittee shall pay the invoiced amount not later than sixty (60) calendar days following permittee's receipt of the invoice.
- 2.12 The costs and expenses of any code enforcement activities, including, but not limited to, attorneys' fees, caused by applicant's violation of any condition or mitigation measure imposed by this application or any provision of the Covina Municipal Code must be paid by the applicant.
- 2.13 All grading and all exterior (during construction and following project completion) drainage on the property shall conform to all applicable requirements of the Public Works and Community Development Departments.
- 2.14 A Phasing Plan must be submitted illustrating the number and sequence of each development phase (if phasing is proposed).
- 2.15 The provisions of application Minor Variance (MV) 15-003, which addressed certain minor shortfalls in lot area and lot widths, shall remain applicable to the overall project and may be formally approved by Planning staff following approval of the SPR and TPM applications by the Planning Commission and City Council.
- 2.16 The TPM, SPR and MV zoning approvals shall run with the project site in perpetuity (unless revoked under appropriate procedures by the City for failure to comply with any conditions of approval) and shall supersede any prior similar site-related entitlements.

3.0 PRIOR TO THE FILING OF THE FINAL MAP AND/OR ISSUANCE OF A BUILDING PERMIT, WHICHEVER COME FIRST:

3.0 The following are requirements for tentative maps:

- A. A signed statement by all owners in fee simple estate, or authorized agents thereof, consenting to such filing of the subdivision of the parcel(s) involved.
- B. A legal description of the land within the proposed subdivision.

- C. The disposition to be made of all existing structures, tree rows, and other significant vegetation and natural features, wells, tanks, irrigation facilities and public utility lines.
- D. A statement as to the intention of the subdivider in regard to slope planting and erosion control.
- E. Source, name of supplier, quality and estimate of available quantity of water, or, if to be served by an established mutual water company or an established public utility, a letter shall be furnished to indicate that satisfactory arrangements have been made or can be made for water supply.
- F. A description of the proposed method and plan of sewage disposal.
- G. A certification by the applicant supported by a preliminary title report, that the design of the subdivision and the type of improvements will not conflict with easements acquired by the public at large for access through, or use of, land within the proposed subdivision.
- H. List of all proposed deviations to city standards for map, street and storm drainage design, together with justification for each.
- I. A preliminary drainage report describing the proposed method and plan of storm water disposal prepared by a state registered civil engineer.
- J. A soils report, prepared by a civil or geotechnical engineer registered in the state of California and based upon adequate test borings to adequate depths, will be required for use in evaluating and reporting the impact that the subdivision may have upon the environment.

- 3.1** The project is subject to a total Development Impact Fee of \$34,782.00 (refer to calculation attachment). This fee must be paid prior to the Final occupancy of the first dwelling unit. (Credit for the one originally established dwelling unit on the site has been provided, thus resulting in the total Impact Fee being based on 3 new dwelling units created.)
- 3.2** The proposed subdivision of 5 or fewer parcels is exempt from the city's parkland dedication requirements. Development Impact fees and annexation into the city's Communities Facilities District is applicable.
- 3.3** To eliminate the negative fiscal impact on certain municipal services associated with this proposal, the Project will be required to annex to Community Facilities District 2007-01 (the "CFD") for the purpose of financing the Project's proportionate share of the cost for police response, fire and emergency medical response, and park services. The applicant shall petition the City to annex to the CFD under the California Mello-Roos Community Facilities Act (Government Code, Section 53311 et seq.) (the "Act"). The applicant agrees to cooperate and not to oppose annexation to the CFD for purposes set forth above.

Alternatively, at the applicant's option, in lieu of annexation to the CFD as set forth above, applicant may make a lump sum payment to the City ("In Lieu Payment") representing the Project's proportionate share of the cost for police

- L. All easements existing at the time of the Tract Map approval must be accounted for on the approved Tentative Map. This includes the location, owner, purpose, and recording reference for all existing easements. If an easement is blanket in nature or indeterminate in nature, a statement to that effect must be shown on the Tentative Map in lieu of its location.
- M. Prior to issuance of any permits, all utilities shall be placed underground in accordance with Covina Municipal Code Section 16.30.020, including facilities and wires for the supply and distribution of electrical energy, telephone, cable television, etc., to the satisfaction of the Community Development Director and City Engineer
- N. The applicant shall obtain a public works permit for all work in or adjacent to the public right-of-way (ROW). All work within the public ROW shall be in accordance with applicable standards of the City of Covina, i.e. Standard Specifications for Public Works Construction (green Book), and the Work Area Traffic Control Handbook (WATCH), and further that construction equipment ingress and egress be controlled by a plan approved by the City Engineer.
- O. The applicant shall be responsible for any repairs within the limits of the development, including streets and paving, curbs and gutters, sidewalks, and street lights, as determined by the City Engineer.
- P. Building foundation inspections shall not be performed until a rough grading certification, survey stakes in place, and a final soils report have been filed with the City and approved. All drainage facilities must be operable.
- Q. The applicant shall provide drainage improvements to carry runoff of storm water in the area proposed to be developed, and for contributing drainage from adjoining properties to the satisfaction of the City Engineer. The proposed drainage improvements shall be based on a detailed hydrology study conforming to the current Los Angeles County Methodology. The proposed storm drain improvements shall be privately maintained by each property owner.
- R. The applicant shall dedicate an additional 5-feet of street right-of-way on Ruddock Street to the satisfaction of the City Engineer.
- S. The applicant shall submit street improvement plans for the widening of Ruddock Street including but not limited to AC pavement, curb and gutter, sidewalk, and drive approaches to the satisfaction of the City Engineer.
- T. The applicant shall submit street improvements plans for Badillo Street including but not limited to drive approaches to the satisfaction of the City Engineer.

3.5 The following are requirements from the Los Angeles County Fire Department – Land Development Unit :

- A. Final Map Requirements: The Final Map shall be submitted to our office for review and approval prior recordation. All existing streets shall be clearly depicted on the Final Map.

- B. Verification for compliance will be performed during the architectural plan review prior to building permit issuance.
- C. Fire Department apparatus shall be extended to within 150 feet of all portions of the exterior walls of any future buildings or structures.
- D. Access as noted on the Tentative and Exhibit Maps shall comply with Title 21 (County of Los Angeles Subdivision Code) and Section 503 of the Title 32 (County of Los Angeles Fire Code), which requires all weather access.
- E. Provide a minimum unobstructed width of 20 feet, exclusive of shoulders, and an unobstructed vertical clearance "clear to sky" Fire Department vehicular access to within 150 of all portions of the exterior walls of the first story of the building, as measured by an approved route around the exterior of the building. Fire Code 503.1.1 & 503.2.1.
 - i. Badillo Street & Ruddock Street serves as the Fire Apparatus Access Roads for the proposed development.
- F. All hydrants shall measure 6" x 4" x 2-1/2" brass or bronze, conforming to current AWWA standard C503 or approved equal.
- G. The required fire flow for public fire hydrants on this residential development is **1750 gallons per minute at 20 psi for duration of 2 hours**, over and above maximum daily demand.
 - i. The fire flow for the public fire hydrant on Badillo Street (08/28/2015) and on Ruddock Street (09/16/15) is adequate per the Golden State Water Company.
- H. All proposed structures shall be equipped with fire sprinkler systems that are designed and maintained in accordance with NFPA 13D.
- I. This project will require an additional review by the Fire Prevention Engineering Unit during the Building Plan Check phase.

4.0 PRIOR TO THE ISSUANCE OF CERTIFICATES OF OCCUPANCY/FINAL BUILDING PERMITS:

- 4.1 All building and site improvements along with landscaping and irrigation must be installed in accordance with plans and information on file with the Planning, Building, and Engineering Divisions, and the irrigation systems must be fully operational. Furthermore, all on-site landscaped areas must be maintained free of weeds and debris.
- 4.2 All building, structural, parking, lighting, and landscape improvements shall be constructed, installed, or handled in a good workmanlike manner, consistent with the standard best practices of the subject trades and in a manner acceptable to the City.
- 4.3 All exterior lighting fixtures must be installed in accordance with plans and analyses on file with the Planning and Building Divisions, and the lighting fixtures must be fully operational.

- 4.4 The project site must be clean and free of trash and construction debris, and all construction equipment must be removed from the site.
- 4.5 Any broken, damaged, or blighted features of the property or any building(s) thereon shall be repaired or removed.
- 4.6 The applicant must comply with all of the requirements listed above as well as requirements determined during the Building Plan Check process.
- 4.7 Final occupancy shall not be granted until such time as the applicant has obtained approval from the City Planner who has inspected the premises and the use for compliance with all terms and conditions of this of approval.

- END OF CONDITIONS -

RESOLUTION NO. 15-7435

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, APPROVING APPLICATION TENTATIVE PARCEL MAP (TPM)73595 FOR THE SUBDIVISION OF FOUR SINGLE-FAMILY LOTS AT 1732 EAST RUDDOCK STREET – APN: 8427-022-031

WHEREAS, Mark Volk (Applicant and Property Owner) has filed a Tentative Parcel Map (Application) to subdivide and construct four detached single family dwelling units (one dwelling unit on each lot) and associated improvements on a 39,730 sq. ft or .91-acre property located at 1732 East Ruddock Street, California 91724 (Property); and

WHEREAS, on November 10, 2015 the Planning Commission conducted a duly noticed public hearing at which time the oral and written evidence along with written recommendation from the Planning Division was presented to the Planning Commission. The Planning Commission concluded said hearing on that date; and

WHEREAS, on December 1, 2015 the City Council set a fixed public hearing date of December 15, 2015 for the consideration of the Application; and

WHEREAS, on December 15, 2015, the City Council conducted a duly noticed public hearing at which time oral and written evidence along with a written recommendation from the Planning Commission was presented to the City Council, and all parties were afforded the opportunity to rebut the evidence presented; and

WHEREAS, all legal prerequisites prior to adoption of this Resolution have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

SECTION 2. Based upon the entire record made available at the December 15, 2015 public hearing, the staff report, the oral presentation, and related documents submitted to the City Council prior to and at the public hearing, the City Council hereby finds and determines as follows:

- A. Tentative Maps Findings (CMC 16.08.140)
 - 1. The design and improvements of the proposed subdivision is consistent with the General Plan and all applicable codes and regulations.

Facts: The proposed development, the key elements of which would be building size/location, usable yard areas, parking areas, and landscaping, would meet or conform to the intent of the development standards of Ch. 17.22 of the Covina Municipal Code and General Plan. A Minor Variance application to address the 10

percent reduction of lot area and lot width was submitted to the City in conjunction with the Tentative Parcel Map. Upon approval by the Planning Commission of the proposed application, the planning official will subsequently grant approval of the Minor Variance.

2. The subdivision is physically suitable for the type and proposed density of development proposed by the tentative map.

Facts: The overall size of the site is 39,730 sq. ft. or .91 acres. The proposed density is within the allowed by the "LDR- Low Density Residential" General Plan Land Use Designation. The subdivision is physically suitable for the development of single family houses per lot.

3. The design of the subdivision and proposed improvements, with conditions of approval will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat; or

Facts: The site currently contains an existing single family dwelling unit. The site is not designated a fish or wildlife habitat nor is it located nearby to any such territory. The design of the subdivision and proposed improvements will not be likely to cause significant environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

4. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.

Facts: The design of the proposed project is generally attractive, functional, and well integrated to the surrounding properties. It will be harmonious, consistent, and complete within itself. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.

5. The design of the subdivision provide for future passive or natural heating and cooling opportunities in the subdivision to the extent feasible.

Facts: The design of the subdivision and its proposed residential development will provide the possibility and opportunity to have passive or natural heating and cooling for the buildings. Furthermore, the residential development will have to comply with Title 24 of the Uniform Building Code.

6. Focusing on the design of the subdivision and the type of improvements to be required, the project will not conflict with easements acquired by the public at large for access through or the use of the subdivision or with the design of alternate easements that are substantially equivalent to those previously acquired by the public.

Facts: The design of the subdivision will not conflict with existing City rights-of-

way or other public access easements.

7. The proposed project with its subdivision design is consistent with the city's parkland dedication requirements (Quimby Act – Chapter 16.28 CMC).

Facts: The proposed subdivision of 5 or fewer parcels is exempt from the city's parkland dedication requirements. Development Impact fees and annexation into the city's Communities Facilities District is applicable. A condition of approval is in place to address fiscal impacts to city services and parks.

8. The applicant has demonstrated that a sufficient water supply will be available to serve the subdivision, in accordance with California Government Code Section 66473.7.

Facts: According to the water purveyor which services this area in the City of Covina, Golden State Water Company, there is sufficient capacity to provide water to serve the subdivision without negative impact to other properties in the City as identified in the letter dated October 12, 2015 (on file with Planning Division).

SECTION 3. Pursuant to and in compliance with the provisions of the California Environmental Quality Act (CEQA) Guidelines, Staff has determined that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) Guidelines. The project qualified as a Class 32 exemption under State CEQA Guidelines Section 15332, which consists of projects characterized as in-fill development meeting the conditions described below. The project entails the subdivision of four lots and the development of four detached single family dwelling units on .91 acres property. Staff finds that there is no substantial evidence that the project will have a significant effect on the environment and no additional analysis is required. The proposed development meets the following conditions:

- (a) The proposed project is consistent with the general plan designation and all applicable general plan policies as well as with zoning designation and regulations.
- (b) The proposed development occurs within city limits on a project site of no more than five acres and substantially surrounded by urban uses.
- (c) The project site has no value as habitat for endangered, rare or threatened species.
- (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
- (e) The site can be adequately served by all required utilities and public services.

SECTION 4. In consideration of the findings stated above, the City Council of City of Covina hereby approves this application, subject to all Conditions of Approval as shown in Exhibit "A," incorporated herein by reference.

SECTION 5. This Resolution shall take effect upon the effective vote of the City Council and the appropriate signatures below.

SECTION 6. The City Clerk shall certify to the adoption of Resolution No. 15-7435.

PASSED, APPROVED AND ADOPTED on the 15th day of December, 2015.

John C. King, Mayor

ATTEST:

Sharon F. Clark, Chief Deputy City Clerk

APPROVED AS TO FORM:

Candice K. Lee, City Attorney

I, Sharon F. Clark, Chief Deputy City Clerk of the City of Covina, California, do hereby certify that the foregoing **Resolution No. 15-7435** was introduced and adopted by City Council of the City of Covina at a regular meeting thereof held on the 15th day of December, 2015, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sharon F. Clark
Chief Deputy City Clerk

**CITY OF COVINA
RESOLUTION NO. 15-7435
TENTATIVE PARCEL MAP (TPM) 73595
1732 EAST RUDDOCK STRET
EXHIBIT A - CONDITIONS OF APPROVAL
DECEMBER 15, 2015**

1.0 TIME LIMITS:

- 1.1 The approval of Tentative Parcel Map (TPM) 73595 shall expire 24 months from the date of the map approval by City Council.
- 1.2 Failure to cause a timely filing in accordance with CMC 16.08.160 (Extensions of time for tentative map) with the city within 24 months after approval shall terminate all proceedings, and any subdivision of the same land shall require the filing and processing of a new tentative map. The subdivider shall be responsible for keeping a record as to when a map will expire.

2.0 GENERAL REQUIREMENTS:

- 2.1 The approval is for the subdivision and construction of four detached single family dwelling units (one dwelling unit on each lot) and associated improvements on a 39,730 sq. ft or .91-acre property, as shown in the submitted plans and associated representations of record on file with the City.
- 2.2 Failure to comply with any conditions of approval noted herein or any future violation of conditions may result in revocation of project approval by the City.
- 2.3 Under the provisions of the California Environmental Quality Act (CEQA), the project qualified as a Class 32 exemption under State CEQA Guidelines Section 15332, which consists of projects characterized as in-fill development meeting the conditions described. The project entails the subdivision of four lots and the development of four detached single family dwelling units on .91 acres property. The proposed project has been determined to be categorically exempt in accordance to 15332 of the CEQA Guidelines. Notice of Exemption shall be filed within 5 days the application is deemed complete and approved.
- 2.4 This approval will not be effective until the applicant/property owner has filed with the Planning Division an affidavit of acceptance stating that he/she is aware of and agrees to all of the conditions of the approval.
- 2.5 The project or uses may proceed only in accordance with the approved plans on file with the Community Development Department, all representations of record

made by the applicant(s), the conditions contained herein, the Covina Municipal Code, and the Covina Design Guidelines.

- 2.6** Approval of this request shall not waive compliance with all other sections of the Covina Municipal Code, the Covina Design Guidelines, and all other applicable plans and non-City laws and regulations that are in effect at the time of building permit issuance.
- 2.7** Applicant shall, at its own expense and with counsel selected by City, fully defend, indemnify and hold harmless City, its officials, officers, employees, and agents (“Indemnified Parties”), from and against any and all claims, suits, causes of action, fines, penalties, proceedings, damages, injuries or losses of any name, kind or description, specifically including attorneys’ fees, (“Liabilities”), arising in any way out of City’s approval of the Applications or the Project. Applicant’s indemnification obligation shall include, but not be limited to, actions to attack, set aside, void, or annul the City’s approval of the Applications, and Liabilities premised on, related to or invoking CEQA, including those arising out of City’s decisions related to the Project’s CEQA documents. City shall promptly notify Applicant of any such claim, action or proceeding, and shall cooperate fully in the defense of such claim, action, or proceeding. Applicant’s indemnification obligations shall not be limited to the amount of insurance coverage that may be available to Applicant, and shall not otherwise be restricted or confined by the presence or absence of any policy of insurance held by City or Applicant.
- 2.8** Pursuant to California Government §66474.9, the subdivider also agrees to defend, indemnify and hold harmless, the Indemnified Parties from any claim, action or proceeding against the Indemnified Parties to attack, set aside, void or annul any map approval of the City, whether by its City Council, Planning Commission or other authorized board or officer of this subdivision, which action is brought within the time period provided for in Government Code §66499.37. The City shall promptly notify the subdivider and applicant of any such claim, action or proceeding, and the City shall cooperate fully in the defense.
- 2.9** Applicant's obligations, as set forth above, shall survive the completion or abandonment of the Project or the issuance of a certificate of occupancy with respect thereto. However, Applicant’s obligations after the issuance of a certificate of compliance for the Project shall be limited to indemnifying and defending the Indemnified Parties from legal challenges filed to set aside any part of the Project or its related components. The provisions of this condition are intended by the Parties to be interpreted and construed to provide the fullest protection possible under the law to the City. Further, all obligations and Liabilities under this Agreement are to be paid by the Applicant as they are incurred. Applicant's obligations to indemnify under this Agreement shall include the obligation of the Applicant to defend City with legal counsel of City's own choosing. In the event City elects not to select such counsel, the designation of

such counsel shall be made by the Applicant but shall be subject to prior approval by City.

- 2.10** If any provision of this approval is held or declared to be invalid, then the entire approval shall be void and the privileges granted hereunder shall lapse.
- 2.11** The permittee shall reimburse the City for all fees and costs for special review of this application by both (i) the City's retained planning, engineering, and related consultants and (ii) the Covina City Attorney's Office. Such special review includes, but is not limited to, review of the Project's compliance with Covina parking regulations. City shall invoice the permittee for said fees and costs and permittee shall pay the invoiced amount not later than sixty (60) calendar days following permittee's receipt of the invoice.
- 2.12** The costs and expenses of any code enforcement activities, including, but not limited to, attorneys' fees, caused by applicant's violation of any condition or mitigation measure imposed by this application or any provision of the Covina Municipal Code must be paid by the applicant.
- 2.13** All grading and all exterior (during construction and following project completion) drainage on the property shall conform to all applicable requirements of the Public Works and Community Development Departments.
- 2.14** A Phasing Plan must be submitted illustrating the number and sequence of each development phase (if phasing is proposed).
- 2.15** The provisions of application Minor Variance (MV) 15-003, which addressed certain minor shortfalls in lot area and lot widths, shall remain applicable to the overall project and may be formally approved by Planning staff following approval of the SPR and TPM applications by the Planning Commission and City Council.
- 2.16** The TPM, SPR and MV zoning approvals shall run with the project site in perpetuity (unless revoked under appropriate procedures by the City for failure to comply with any conditions of approval) and shall supersede any prior similar site-related entitlements.

3.0 PRIOR TO THE FILING OF THE FINAL MAP AND/OR ISSUANCE OF A BUILDING PERMIT, WHICHEVER COME FIRST:

3.1 The following are requirements for tentative maps:

- A. A signed statement by all owners in fee simple estate, or authorized agents thereof, consenting to such filing of the subdivision of the parcel(s) involved.
- B. A legal description of the land within the proposed subdivision.

- C. The disposition to be made of all existing structures, tree rows, and other significant vegetation and natural features, wells, tanks, irrigation facilities and public utility lines.
- D. A statement as to the intention of the subdivider in regard to slope planting and erosion control.
- E. Source, name of supplier, quality and estimate of available quantity of water, or, if to be served by an established mutual water company or an established public utility, a letter shall be furnished to indicate that satisfactory arrangements have been made or can be made for water supply.
- F. A description of the proposed method and plan of sewage disposal.
- G. A certification by the applicant supported by a preliminary title report, that the design of the subdivision and the type of improvements will not conflict with easements acquired by the public at large for access through, or use of, land within the proposed subdivision.
- H. List of all proposed deviations to city standards for map, street and storm drainage design, together with justification for each.
- I. A preliminary drainage report describing the proposed method and plan of storm water disposal prepared by a state registered civil engineer.
- J. A soils report, prepared by a civil or geotechnical engineer registered in the state of California and based upon adequate test borings to adequate depths, will be required for use in evaluating and reporting the impact that the subdivision may have upon the environment.

3.2 The project is subject to a total Development Impact Fee of \$34,782.00 (refer to calculation attachment provided by Planning Staff). This fee must be paid prior to the Final occupancy of the first dwelling unit. (Credit for the one originally established dwelling unit on the site has been provided, thus resulting in the total Impact Fee being based on 3 new dwelling units created.)

3.3 The proposed subdivision of 5 or fewer parcels is exempt from the city's parkland dedication requirements. Development Impact fees and annexation into the city's Communities Facilities District is applicable.

3.4 To eliminate the negative fiscal impact on certain municipal services associated with this proposal, the Project will be required to annex to Community Facilities District 2007-01 (the "CFD") for the purpose of financing the Project's proportionate share of the cost for police response, fire and emergency medical response, and park services. The applicant shall petition the City to annex to the CFD under the California Mello-Roos Community Facilities Act (Government Code, Section 53311 et seq.) (the "Act"). The applicant agrees to cooperate and not to oppose annexation to the CFD for purposes set forth above.

Alternatively, at the applicant's option, in lieu of annexation to the CFD as set forth above, applicant may make a lump sum payment to the City ("In Lieu Payment") representing the Project's proportionate share of the cost for police

response, fire and emergency medical response, and park services. The In Lieu Payment shall be calculated based upon the net present value of the special tax that would be levied upon the Project under the CFD over the term of the CFD special tax. The In Lieu Payment must be paid not later than prior to occupancy of any dwelling within the development.

3.5 The following are requirements from the Engineering Division:

- A. The applicant shall submit a Precise Grading Plans showing building footprints, pad elevations, finished grades, drainage routs, retaining walls, slope easements and other pertinent information in accordance with Appendix J of the California Building Code, latest edition for review and approval of the City Engineer.
- B. The applicant shall submit a Soils and Geological Report to the satisfaction of the City Engineer.
- C. The applicant shall submit a temporary erosion control plan to the satisfaction of the City Engineer.
- D. The applicant shall install sewer and water improvements for the proposed development to the satisfaction of the City Engineer and Golden State Water District.
- E. Prior to issuance of any permits, the applicant shall verify that any required sewer connection fees have been paid to the City of Covina and the County of Los Angeles Department of Public Works, Sewer Maintenance District
- F. A Parcel Map prepared by or under the direction of a Registered Civil Engineer or Licensed Land Surveyor must be processed through the City Engineer prior to being filed with the Los Angeles County Recorder.
- G. A preliminary title report and guarantee is required and such document shall show all fee interest holders; all interest holders whose interest could ripen into a fee; all trust deeds, together with the name of the trustee; all easement holders. The account for this title report should remain open until the Final Map is filed with the Los Angeles County Recorder.
- H. The applicant/developer shall submit a preliminary subdivision guarantee if grants, dedications, or offers of dedication are to be made by certificate on the Parcel Map. A final subdivision guarantee will be required at the time of filing of the Parcel Map with the Los Angeles County Recorder.
- I. The applicant shall execute a Subdivision Agreement and submit security in an amount acceptable to the City Engineer to guarantee construction of the public improvements. All security must be accessible to the City at any time and in a form acceptable to the City Engineer.
- J. The applicant shall provide a Monumentation Bond in an amount specified in writing by a Registered Engineer or Licensed Land Surveyor of Record
- K. The applicant's engineer or surveyor shall set durable monuments to the satisfaction of the City Engineer in conformance with Section 66495 of the Subdivision Map Act.

- L. All easements existing at the time of the Tract Map approval must be accounted for on the approved Tentative Map. This includes the location, owner, purpose, and recording reference for all existing easements. If an easement is blanket in nature or indeterminate in nature, a statement to that effect must be shown on the Tentative Map in lieu of its location.
- M. Prior to issuance of any permits, all utilities shall be placed underground in accordance with Covina Municipal Code Section 16.30.020, including facilities and wires for the supply and distribution of electrical energy, telephone, cable television, etc., to the satisfaction of the Community Development Director and City Engineer
- N. The applicant shall obtain a public works permit for all work in or adjacent to the public right-of-way (ROW). All work within the public ROW shall be in accordance with applicable standards of the City of Covina, i.e. Standard Specifications for Public Works Construction (green Book), and the Work Area Traffic Control Handbook (WATCH), and further that construction equipment ingress and egress be controlled by a plan approved by the City Engineer.
- O. The applicant shall be responsible for any repairs within the limits of the development, including streets and paving, curbs and gutters, sidewalks, and street lights, as determined by the City Engineer.
- P. Building foundation inspections shall not be performed until a rough grading certification, survey stakes in place, and a final soils report have been filed with the City and approved. All drainage facilities must be operable.
- Q. The applicant shall provide drainage improvements to carry runoff of storm water in the area proposed to be developed, and for contributing drainage from adjoining properties to the satisfaction of the City Engineer. The proposed drainage improvements shall be based on a detailed hydrology study conforming to the current Los Angeles County Methodology. The proposed storm drain improvements shall be privately maintained by each property owner.
- R. The applicant shall dedicate 5-feet of street right-of-way on Ruddock Street to the satisfaction of the City Engineer.
- S. The applicant shall submit street improvement plans for the widening of Ruddock Street including but not limited to AC pavement, curb and gutter, sidewalk, and drive approaches to the satisfaction of the City Engineer.
- T. The applicant shall submit street improvements plans for Badillo Street including but not limited to drive approaches to the satisfaction of the City Engineer.

3.6 The following are requirements from the Los Angeles County Fire Department – Land Development Unit :

- A. Final Map Requirements: The Final Map shall be submitted to our office for review and approval prior recordation. All existing streets shall be clearly depicted on the Final Map.

- B. Verification for compliance will be performed during the architectural plan review prior to building permit issuance.
- C. Fire Department apparatus shall be extended to within 150 feet of all portions of the exterior walls of any future buildings or structures.
- D. Access as noted on the Tentative and Exhibit Maps shall comply with Title 21 (County of Los Angeles Subdivision Code) and Section 503 of the Title 32 (County of Los Angeles Fire Code), which requires all weather access.
- E. Provide a minimum unobstructed width of 20 feet, exclusive of shoulders, and an unobstructed vertical clearance “clear to sky” Fire Department vehicular access to within 150 of all portions of the exterior walls of the first story of the building, as measured by an approved route around the exterior of the building. Fire Code 503.1.1 & 503.2.1.
 - i. Badillo Street & Ruddock Street serves as the Fire Apparatus Access Roads for the proposed development.
- F. All hydrants shall measure 6” x 4” x 2-1/2” brass or bronze, conforming to current AWWA standard C503 or approved equal.
- G. The required fire flow for public fire hydrants on this residential development is **1750 gallons per minute at 20 psi for duration of 2 hours**, over and above maximum daily demand.
 - i. The fire flow for the public fire hydrant on Badillo Street (08/28/2015) and on Ruddock Street (09/16/15) is adequate per the Golden State Water Company.
- H. All proposed structures shall be equipped with fire sprinkler systems that are designed and maintained in accordance with NFPA 13D.
- I. This project will require an additional review by the Fire Prevention Engineering Unit during the Building Plan Check phase.

4.0 PRIOR TO THE ISSUANCE OF CERTIFICATES OF OCCUPANCY/FINAL BUILDING PERMITS:

- 4.1** All building and site improvements along with landscaping and irrigation must be installed in accordance with plans and information on file with the Planning, Building, and Engineering Divisions, and the irrigation systems must be fully operational. Furthermore, all on-site landscaped areas must be maintained free of weeds and debris.
- 4.2** All building, structural, parking, lighting, and landscape improvements shall be constructed, installed, or handled in a good workmanlike manner, consistent with the standard best practices of the subject trades and in a manner acceptable to the City.
- 4.3** All exterior lighting fixtures must be installed in accordance with plans and analyses on file with the Planning and Building Divisions, and the lighting fixtures must be fully operational.

- 4.4** The project site must be clean and free of trash and construction debris, and all construction equipment must be removed from the site.
- 4.5** Any broken, damaged, or blighted features of the property or any building(s) thereon shall be repaired or removed.
- 4.6** The applicant must comply with all of the requirements listed above as well as requirements determined during the Building Plan Check process.
- 4.7** Final occupancy shall not be granted until such time as the applicant has obtained approval from the City Planner who has inspected the premises and the use for compliance with all terms and conditions of this of approval.

- END OF CONDITIONS -

THIS PAGE LEFT INTENTIONALLY BLANK



CITY OF COVINA

AGENDA REPORT

ITEM NO. NB 1

MEETING DATE: December 15, 2015

TITLE: Urgency Ordinance No. 15-2047 Establishing a Moratorium on Issuing Any Permits For Any New Used, Secondhand and/or Thrift Stores Or The Expansion Of Any Existing Used, Secondhand and/or Thrift Stores For 45 Days.

PRESENTED BY: Brian K. Lee, AICP, Director of Community Development
Paula Kelly, Contract Planner

RECOMMENDATION: Adopt Urgency Ordinance No. 15-2047, establishing a moratorium.

BACKGROUND

Recently, the City has received inquiries from proprietors of for-profit types of secondhand and/or thrift stores that want to locate their businesses in Covina. However, the Covina Municipal Code (CMC) does not adequately define or list secondhand stores as an allowed or conditionally permitted use. Further, the CMC lacks specific regulations for the operation of thrift stores and does not address secondhand stores. To provide the staff with an opportunity to fully explore this issue and develop proposed regulations that ensure that the City's commercially zoned areas maintain an appropriate and balanced mix of commercial and retail uses so as to maintain a vibrant and healthy local economy, it is recommended the City Council establish a moratorium on issuing any permits for any new used, secondhand, and/or thrift stores or any expansion of these uses.

DISCUSSION

A review of the Covina Municipal Code (CMC) indicates that regulations and development standards related to thrift stores, secondhand and used merchandise stores are either outdated or lack clarity. This section of the report examines the similarities and the operational characteristics of thrift stores, secondhand and used merchandise stores.

Thrift Stores, Secondhand and Used Merchandise Stores

According to CMC (Section 17.04.576), a thrift store is defined as an establishment operated by a non-profit organization; therefore, a for-profit type thrift store would not comply with the Zoning Code. Yet, the Zoning Code does not have provisions to address the for-profit type thrift stores, secondhand or used merchandised stores. Based on the research of North American Industrial Classification System (NAIC, US Department of Commerce), any retail stores that sell used merchandise and secondhand goods except for motor vehicles is classified as "Used Merchandise Stores." The NAIC lists a wide variety of used merchandise stores ranging from

clothing (men, women, children), books, furniture, music and records, household items, consignment shops, antique shops, used stores for collectable items such as coins, stamps or cards, etc. Therefore, the CMC definition of Thrift Store as a non-profit organization is very limiting.

Similarities of Thrift Store, Secondhand and Used Merchandise Stores

Thrift stores, secondhand and used merchandise stores have similar operational characteristics. Generally, non-profit organizations, which are usually charities themselves, receive donations and sell them directly to consumers. With respect to for-profit used merchandise stores, they typically purchase donations from charitable organizations, yard sales, overstock stores, as well as accepting donations, and sell them to consumers. Used merchandise stores generally appeal to bargain hunters, consumers in need of inexpensive merchandise or consumers who are environmentally conscious in recycling and not wasting.

General Plan Goals

A General Plan policy (Chapter III3a13) on commercial land use is to “Encourage the capturing of a greater variety of retail business, including stores, shops, and restaurants so as to attract more patrons, generate more sale tax, and improve the community’s image.” The current CMC definition of “Thrift Store” would not encourage the variety of stores and shops that provide a balanced mix of commercial and retail stores for the City. Another General Plan policy (Chapter III 3a7) on commercial land use is to “accommodate new and expanded commercial and industrial developments, for community betterment and image enhancement and related reasons, in a fashion that neither adversely affects the integrity of established commercial and/or industrial areas” Therefore, it is the intent of the General Plan to expand the variety of commercial and retail stores available in the city. Based on the intent of the General Plan policies, staff is of the opinion that there is a need to update the CMC to address this particular retail land use category.

Need for Update of CMC

The CMC has not been comprehensively updated since approximately 1975. The provisions of the Commercial Zones need to be updated to consolidate uses, more clearly define uses, add uses, and generally clarify the code. As mentioned earlier, City staff is developing a work program to evaluate all commercial zones and uses, and thrift stores, secondhand and used merchandise stores will be included in that effort. Staff intends to bring this comprehensive evaluation and study of the Commercial Zones through the Planning Commission and City Council review in the coming months (beginning of the 2016). Therefore, it would be appropriate to establish a moratorium on the development and operation of new secondhand and used merchandise stores in the City, and on the expansion of existing similar uses in the City, while staff is in the process of preparing an update of the regulations for Commercial Zones.

Proposed Moratorium

The proposed moratorium would prohibit the issuance of any new permits for used and secondhand stores or the expansion of any existing used merchandise stores and secondhand stores. For purposes of this Urgency Ordinance, the terms, “used merchandise store” and “secondhand store” mean any retail establishment selling used or secondhand merchandise, including, without limitation, an antique store, collectible store, thrift store or consignment shop. For purposes of this Urgency Ordinance, the terms “used merchandise” and “secondhand merchandise” shall mean any item that was previously owned or used, or was donated, including, without limitation, clothing, jewelry, furniture, books, household items, antiques, toys and tools. For purposes of this Urgency Ordinance, the term “new” shall mean any used merchandise and secondhand store in the City that has not obtained City Planning Division approval of plans and/or a building permit from Building Division for the development or operation in its present

location prior to the effective date of this Ordinance.

Adoption of the Urgency Ordinance will give staff time to address an update of all of the Commercial zones. The moratorium would be adopted as an Urgency Ordinance pursuant to Government Code Section 36937(b) and would be passed immediately upon its introduction. To adopt the ordinance, the City Council must make specific findings in the ordinance and approve the ordinance on an interim basis by a four-fifths vote. Staff anticipates that a draft Zoning Code Amendment will be ready to take to the Planning Commission and City Council at the beginning of next year.

The Urgency Ordinance and moratorium would expire 45 days after its adoption unless extended by the City Council at a regularly noticed public hearing pursuant to Government Code Section 65858.

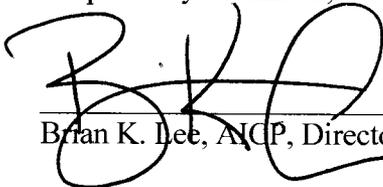
FISCAL IMPACT

There is no fiscal impact.

ENVIRONMENTAL DETERMINATION

The City Council hereby finds that it can be seen with certainty that there is no possibility the adoption of this Urgency Ordinance and establishment of the interim moratorium hereby, will have a significant effect on the environment, because the moratorium will serve to reduce potential significant adverse environmental impacts caused by the establishment of any new used, secondhand store or expansion of any existing used, secondhand store. It is therefore exempt under California Environmental Quality Act review pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations.

Respectfully submitted,



Brian K. Lee, AICP, Director of Community Development

ATTACHMENT:

A. Ordinance No. 15-2047

ORDINANCE NO. 15-2047

AN URGENCY ORDINANCE OF THE CITY OF COVINA ENACTED PURSUANT TO GOVERNMENT CODE SECTION 65858 ESTABLISHING A MORATORIUM ON THE ESTABLISHMENT OF ANY NEW USED MERCHANDISE STORES AND SECONDHAND STORES, OR THRIFT STORES IN THE CITY OF COVINA, OR THE EXPANSION OF ANY EXISTING USED MERCHANDISE STORES, SECONDHAND STORES OR THRIFT STORES, DECLARING THE URGENCY THEREOF, AND MAKING A DETERMINATION OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

THE CITY COUNCIL OF THE CITY OF COVINA DOES ORDAIN AS FOLLOWS:

Section 1. Purpose and Intent. The City of Covina intends to ensure that the City’s commercially zoned areas maintain an appropriate and balanced mix of commercial and retail uses so as to maintain a vibrant and healthy local economy. A review of Covina Municipal Code (CMC) indicates that regulations and development standards related to used merchandise stores, secondhand stores and thrift stores are either outdated or lack clarity. The City intends to establish a moratorium on the development and operation of new used merchandise stores, secondhand stores, and thrift stores in the City, and on the expansion of existing similar uses in the City, for the period of time as specified in this Ordinance, so as to permit further study of the City’s zoning regulations.

Section 2. Legislative Findings.

- A. On December 15, 2015, the City Council considered the adoption of this Urgency Ordinance at a duly noticed public meeting and on the basis of the record thereof makes the following findings in support of the immediate adoption and application of this Urgency Ordinance regulating land use within the City.
- B. The City is responsible for adopting and implementing land use regulations within its boundaries. The Covina Municipal Code (CMC), which has not been comprehensively updated since 1975, generally regulates the entitlement, establishment and operation of antique shops and thrift shops within the City. Section 17.04.051 of the CMC defines an “antique shop” as “a place where articles, merchandise and furniture are sold which are over 50 years old, or are sold for a higher price than originally purchased.” Section 17.04.576 of the CMC defines “thrift shop” as “a retail establishment operated by a chartered nonprofit organization, offering for sale to the general public various items which have been donated to the organization.”

organizations. Since 1975, the character of used merchandise stores, secondhand stores, and thrift stores has changed significantly, including their increased popularity and proliferation. A General Plan goal and policy is to encourage the capturing of a greater variety of retail stores, shops, and restaurants to attract more patrons, generate sales tax and further improve the community's image (General Plan, Chapter III 3a13). It is therefore necessary to update the CMC to encompass all variations of used merchandise stores, secondhand stores and thrift stores, in order to ensure and maintain a balance of a variety of stores in the commercial areas. Another General Plan goal and policy (Chapter III 3a7) is to "accommodate new and expanded commercial and industrial developments, for community betterment and image enhancement and related reasons, in a fashion that neither adversely affects the integrity of established commercial and/or industrial areas nor unreasonably encroaches into residential neighborhoods and that not impose an undue burden on local infrastructure or services." Because it is the intent of the general plan to expand the variety of commercial and retail stores available in the City, therefore, there is a need to update the CMC to address and expand this particular retail land use category.

- D. There is a current and immediate threat to the public health, safety and welfare presented by the establishment of new used merchandise stores, secondhand stores and thrift stores and the expansion of existing used merchandise stores, secondhand stores, and thrift stores. Without establishing appropriate zoning regulations within the various Commercial Zones that could accommodate this particular type of land use category, it would be inconsistent with the General Plan goals and policies of capturing a greater variety of retail stores and a providing a balanced mix of retail stores.
- E. The City Council finds that additional planning and research are necessary to study the adequacy of its existing ordinances before the City adopts any regulation governing used merchandise stores, secondhand stores and thrift stores. The City requires a sufficient and reasonably limited time to consider and study legally appropriate and reasonable policies regulating these businesses in order to prevent negative impacts on City residents, businesses and visitors. The City intends to undertake such a study within a reasonable time. Given the time required to undertake the study and planning, the City Council finds that it is necessary that this urgency moratorium be declared to ensure that no used merchandise stores, secondhand stores, or thrift stores that may be in conflict with the contemplated new development or use policies are permitted in the interim.
- F. Absent the passage of this Urgency Ordinance, continued approval of entitlements for used stores, secondhand stores or thrift stores poses a current and immediate threat to the public health, safety or general welfare. If this Urgency Ordinance does not become effective immediately, but instead becomes effective thirty (30) days after a second reading, there is a risk that further harm will be done to prevent the orderly development of used stores, secondhand stores and thrift stores in the City. There is therefore an urgent

necessity for the City to adopt a moratorium on the establishment of new used stores, secondhand stores and thrift stores and the expansion of existing used merchandise stores, secondhand stores, and thrift stores to take effect immediately. This moratorium is intended to provide the City with an opportunity to strengthen its zoning provisions to promote an appropriate and healthy mix of commercial retail uses in the City.

- G. For the reasons specified in above, and based on all the evidence in the record, the City Council finds that there is a current and immediate threat to the public health, safety and welfare presented by the unregulated development or operation of new used merchandise stores, secondhand stores and thrift stores and the expansion of existing used merchandise stores, secondhand stores and thrift stores in the City that would be inconsistent with the City's land use goals. In the absence of immediate effectiveness, the approval of building permits or any other applicable entitlements for such development or use or will frustrate the City's ability to adopt and enforce appropriate regulations designed to protect surrounding development, use, and the public health, safety, and welfare from the potentially adverse effects of new or expanded used stores, secondhand stores, and thrift stores. Due to the foregoing circumstances, the City Council finds and determines that the immediate preservation of the public health, safety, and welfare requires that this Urgency Ordinance be enacted as an urgency ordinance pursuant to Government Code Section 65858, that it take effect immediately upon adoption, and that its urgency is hereby declared.

Section 3. CEQA Finding. The City Council hereby finds that it can be seen with certainty that there is no possibility the adoption of this Urgency Ordinance will have a significant effect on the environment because the adoption of this Urgency Ordinance will maintain the current environmental conditions arising from the current land use regulatory structure as adopted by the City, will preclude the establishment of a category of uses for a limited period of time, and will serve to reduce potential significant adverse environmental impacts caused by the establishment of any new used stores, secondhand stores, or thrift stores or expansion of any existing used merchandise stores, secondhand stores, or thrift stores. The City Council therefore determines that the adoption of this Urgency Ordinance and the effects derivative from its adoption are exempt from California Environmental Quality Act review pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations.

Section 4. Moratorium Established.

- A. Based upon the findings contained in Sections 1 through 3, the City of Covina hereby establishes a moratorium on the development or operation of new used merchandise stores, secondhand stores and thrift stores in the City and the expansion of existing used merchandise stores, secondhand store and thrift stores in the City.
- B. For purposes of this Urgency Ordinance, the terms, "used merchandise store", "secondhand store" and "thrift store" mean any retail establishment selling

used or secondhand merchandise, including, without limitation, an antique store, collectible store, thrift store or consignment shop.

- C. For purposes of this Urgency Ordinance, the terms “used merchandise” and “secondhand merchandise” shall mean any item that was previously owned or used, including, without limitation, clothing, jewelry, furniture, books, household items, antiques, toys and tools.
- D. For purposes of this Urgency Ordinance, the term “new” shall mean any used merchandise store, secondhand store or thrift store in the City that has not obtained approval of the land use from City’s Planning Division and a building permit from City’s Building Division or operation in its present location prior to the effective date of this Ordinance.

Section 5. Moratorium Defined. Notwithstanding any other ordinance or provision of the CMC:

- A. The establishment or operation of any new used merchandise store, secondhand store or thrift store use, or the expansion of any existing used merchandise store, secondhand store, or thrift store use, is prohibited during the term of the moratorium established in Section 4 above.
- B. The City shall not approve any new or pending application for any permit, license or other entitlement for the establishment, operation or expansion of any used merchandise store, secondhand store or thrift store use during the term of the moratorium established in Section 4 above.

Section 6. Moratorium Term. This Urgency Ordinance shall expire, and the moratorium established hereby, shall terminate forty-five (45) days after the date of adoption of this Urgency Ordinance, unless extended by the City Council, at a regularly noticed public hearing, pursuant to California Government Code Section 65858.

Section 7. Exceptions. This Urgency Ordinance and the moratorium enacted hereby shall not affect any existing used store, secondhand store, or thrift store use, including, without limitation, antique and thrift shops, previously approved pursuant to the CMC that do not seek an expansion in use. All existing used or secondhand and/or thrift store permittees shall comply with the requirements of the CMC and the terms and conditions of any permit issued pursuant thereto. Further, the provisions of Section 4 of this Urgency Ordinance shall not apply to vehicle sales establishments and vehicle parts sales establishments.

Section 8. Immediate Effect. This Urgency Ordinance is an urgency ordinance for the immediate preservation of the public peace, health, and safety within the meaning of Government Code Section 36937(b) and therefore shall be passed immediately upon its introduction and shall become effective immediately upon its adoption, by a minimum four-fifths (4/5) vote of the City Council.

Section 9. Penalty. A violation of any provision of this Urgency Ordinance shall constitute a misdemeanor and shall be punishable by a fine not to exceed One Thousand Dollars (\$1,000) or by imprisonment for a period not to exceed six (6) months, or by both such fine and imprisonment. Each and every day such a violation exists shall constitute a separate and distinct violation of this Ordinance. In addition to the foregoing, any violation of this Ordinance shall constitute a public nuisance and shall be subject to abatement as provided by all applicable provisions of law.

Section 10. Planning Studies and Written Report. The City staff shall promptly commence the studies they may deem necessary and appropriate to make recommendations to this City Council regarding the development, use and expansion of used stores, secondhand stores and thrift stores in the City and the criteria for regulating these uses. Pursuant to Government Code Section 65858(d), City staff shall prepare and submit for City Council adoption, at least ten (10) days prior to the expiration of this Urgency Ordinance, or any extension hereof, a written report describing the measures taken to alleviate the conditions that led to the adoption of this Urgency Ordinance.

Section 11. Extension of Time. The Director of Community Development and the City Clerk shall undertake all actions legally necessary to extend this Urgency Ordinance in the event the report desired by this City Council will not be concluded on or before the forty-fifth (45th) day subsequent to the adoption of this Urgency Ordinance.

Section 12. Severability. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Urgency Ordinance or any part thereof is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining portions of this Urgency Ordinance or any part hereof. The City Council of the City of Covina hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared invalid.

Section 13. Publication and Posting. The City Clerk shall certify to the passage and adoption of this Urgency Ordinance and shall cause the same or a summary thereof to be published and posted in the manner required by law.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Covina at a meeting thereof held on December 15, 2015.

John C. King
Mayor

ATTEST:

By: _____
Sharon F. Clark
Chief Deputy City Clerk

APPROVED AS TO FORM:

By: _____
Candice K. Lee
City Attorney

CERTIFICATION

I, Sharon F. Clark, Chief Deputy City Clerk of the City of Covina, California, do hereby certify that the foregoing Urgency Ordinance was introduced and adopted at a regular meeting of the City Council of the City of Covina, California duly held on the 15th day of December 2015, by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Covina, California, this 15th day of December, 2015.

Sharon F. Clark
Chief Deputy City Clerk

THIS PAGE LEFT INTENTIONALLY BLANK