



**AGENDA**  
**REGULAR CITY COUNCIL /**  
**REDEVELOPMENT AGENCY MEETING**  
**TUESDAY, MARCH 23, 2010, 7:00 P. M.**  
**SENIOR CITIZEN/COMMUNITY CENTER**  
**MULTI-PURPOSE ROOM, 201 E. BONITA AVE.**

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**CITY COUNCIL:**

Mayor Curtis W. Morris  
Mayor Pro Tem Denis Bertone  
Councilmember Emmett Badar  
Councilmember John Ebner  
Councilmember Jeff Templeman

**1. CALL TO ORDER**

**2. RECOGNITIONS**

- Presentation of banner to Andrew Ortiz, U. S. Air Force, recently discharged from active duty in the Armed Forces.

**3. ANNOUNCEMENTS**

- a. 50th Anniversary Flashbacks
- b. Announce 20th Annual Family Festival and Egg Hunt event to be held on March 27, 2010
- c. Pui-Ching Ho, Librarian, San Dimas Library

**4. ORAL COMMUNICATIONS** (Members of the audience are invited to address the City Council on any item not on the agenda. Under the provisions of the Brown Act, the legislative body is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. If you desire to address the City Council on an item on this agenda, other than a scheduled public hearing item you may do so at this time or asked to be heard when that agenda item is considered. Comments on public hearing items will be considered when that item is scheduled for discussion. The Public Comment period is limited to 30 minutes. Each speaker shall be limited to three (3) minutes.)

- a. Members of the Audience

**5. CONSENT CALENDAR**

(All items on the Consent Calendar are considered to be routine and will be enacted by one motion unless a member of the City Council requests separate discussion.)

- a. Resolutions read by title, further reading waived, passage and adoption recommended as follows:
  - (1) **RESOLUTION NO. 2010-11, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CERTAIN DEMANDS FOR THE MONTH OF MARCH, 2010.**
- b. Approval of minutes for regular meeting of March 9, 2010.
- c. 1) Closure of First Street from the Municipal Parking Lot to San Dimas Avenue from Wednesday, April 21 to Monday, April 26, 2010 for the 2010 San Dimas Festival of Arts.  
2) Walker House Coordination.

- d. Approval to close Iglesia Street between Bonita Avenue and the Public Alley south of 1st Street for Earth Day Event at Farmer's Market on April 23, 2010.
- e. Authorization to Waive Formal bid Process for the Purchase of Video Detection Cameras for the San Dimas Avenue / Foothill Blvd. & San Dimas Avenue / Gladstone Video Detection Projects and award of bid to RodefX, Inc. in the amount of \$53,502.48.

END OF CONSENT CALENDAR

**6. PLANNING/DEVELOPMENT SERVICES**

- a. A request by George Yemetz to agendize reconsideration of an appeal of Planning Department Denial of Request for "re-build" letter for property at 240 W. Third Street.

**7. OTHER MATTERS**

- a. City Council approval of a financing plan for the City Hall, Civic Center Plaza, and Stanley Plummer Building project that includes: Borrowing \$7.5 million - 15 year term - selecting an option for the most favorable provisions to pay off the loan after 10 years. The remainder of the project to be financed from a contribution of up to \$5.5 million from General Fund reserves for the balance of the construction costs.

Direct staff to work with Southwest Securities Inc. as underwriters, and Fulbright & Jaworski LLP for Bond and Disclosure Counsel services to complete a Leased Back Certificate of Participation Bond financing for the project.

**8. SAN DIMAS REDEVELOPMENT AGENCY**

- a. Oral Communications (This is the time set aside for members of the audience to address the Board. Speakers are limited to three minutes.)
- b. Approval of minutes for meeting of March 9, 2010.
- c. Executive Director
  - 1) Oral report on the status of the Bonita Gateway project - Bonita and San Dimas Canyon Road.
- d. Members of the Agency

**9. ORAL COMMUNICATIONS**

- a. Members of the Audience (Speakers are limited to five (5) minutes or as may be determined by the Chair.)
- b. City Manager
- c. City Attorney
- d. Members of the City Council
  - 1) Reorganization of City Council
    - a) Appointment of Mayor Pro Tem
    - b) Confirm Commission, Committee and Organization representations and assignments.
  - 2) Councilmembers' report on meetings attended at the expense of the local agency.
  - 3) Individual Members' comments and updates.

## 10. ADJOURNMENT

The next meeting will be on Tuesday, April 13, 2010. The regular meeting is at 7:00 p.m. Discussion on Water Efficient Landscaping Ordinance will be continued to 5:30 p.m. on April 27, 2010.

**AGENDA STAFF REPORTS:** COPIES OF STAFF REPORTS AND/OR OTHER WRITTEN DOCUMENTATION PERTAINING TO THE ITEMS ON THE AGENDA ARE ON FILE IN THE OFFICE OF THE CITY CLERK AND ARE AVAILABLE FOR PUBLIC INSPECTION DURING THE HOURS OF 8:00 A.M. TO 5:00 P.M. MONDAY THROUGH FRIDAY. INFORMATION MAY BE OBTAINED BY CALLING (909) 394-6216. CITY COUNCIL MINUTES AND AGENDAS ARE ALSO AVAILABLE ON THE CITY'S HOME PAGE ON THE INTERNET: <http://cityofsandimas.com>

**SUPPLEMENTAL REPORTS:** AGENDA RELATED WRITINGS OR DOCUMENTS PROVIDED TO A MAJORITY OF THE SUBJECT BODY AFTER DISTRIBUTION OF THE MARCH 11, 2008 AGENDA PACKET SHALL BE MADE AVAILABLE FOR PUBLIC INSPECTION AT THE CITY CLERK'S OFFICE AT 245 EAST BONITA AVENUE DURING NORMAL BUSINESS HOURS. [PRIVILEGED AND CONFIDENTIAL DOCUMENTS EXEMPTED]

**HEARING ASSISTANCE SYSTEM:** THE CITY OF SAN DIMAS CITY COUNCIL CHAMBERS ARE EQUIPED WITH A HEARING ASSISTANCE SYSTEM. PLEASE CONTACT THE CITY CLERK AT 909/394-6216 TO CHECK OUT A RECEIVER.

**POSTING STATEMENT:** ON MARCH 19, 2010, A TRUE AND CORRECT COPY OF THIS AGENDA WAS POSTED ON THE BULLETIN BOARDS AT 201 EAST BONITA AVENUE (SAN DIMAS SENIOR CITIZEN/COMMUNITY CENTER); 186 VILLAGE COURT (SAN DIMAS TEMPORARY CITY HALL); 145 NORTH WALNUT AVENUE (LOS ANGELES COUNTY PUBLIC LIBRARY, SAN DIMAS BRANCH); AND 300 EAST BONITA AVENUE (UNITED STATES POST OFFICE); AND AS A CONVENIENCE, AT THE VONS SHOPPING CENTER (PUENTE/VIA VERDE) AND THE CITY'S WEBSITE AT [WWW.CITYOFSANDIMAS.COM](http://WWW.CITYOFSANDIMAS.COM).

**RESOLUTION NO. 2010-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF SAN DIMAS, CALIFORNIA, APPROVING  
CERTAIN DEMANDS FOR THE MONTH OF  
MARCH 2010**

WHEREAS, the following listed demands have been audited by the Director of Finance;  
and

WHEREAS, the Director of Finance has certified as to the availability of funds for  
payment thereto; and

WHEREAS, the register of audited demands have been submitted to the City Council for  
approval.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Dimas  
does hereby approve Warrant Register: 03/30/2010; 130617 through 130797; in the amount of  
\$863,025.61 (130317 through 130616 set aside for Prepays.)

PASSED, APPROVED AND ADOPTED THIS 23rd DAY OF MARCH, 2010.

\_\_\_\_\_  
Curtis W. Morris, Mayor of the City of San Dimas

ATTEST:

\_\_\_\_\_  
Ina Rios, CMC, City Clerk

I HEREBY CERTIFY that the foregoing Resolution was adopted by vote of the City  
Council of the City of San Dimas at its regular meeting of March 23, 2010, by the following  
vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Ina Rios, CMC, City Clerk

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***THE WARRANT DISBURSEMENT  
JOURNAL IS NOT AVAILABLE TO  
VIEW THROUGH LASERFICHE***

***A PAPER COPY IS AVAILABLE IN THE  
FINANCE DEPARTMENT***

***SORRY FOR ANY INCONVENIENCES.***

***DOCUMENT IMAGING DEPT.***



**MINUTES**  
**REGULAR CITY COUNCIL**  
**TUESDAY, MARCH 9, 2010, 7:00 P. M.**  
**SENIOR CITIZEN/COMMUNITY CENTER**  
**MULTI-PURPOSE ROOM, 201 E. BONITA AVE.**

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**PRESENT:**

Mayor Curtis W. Morris  
Mayor Pro Tem Denis Bertone  
Councilmember Emmett Badar  
Councilmember John Ebner  
Councilmember Jeff Templeman

City Manager Blaine Michaelis  
City Attorney J. Kenneth Brown  
City Clerk Ina Rios  
Assistant City Manager Ken Duran  
Director of Development Services Dan Coleman  
Director of Public Works Krishna Patel  
Director of Parks and Recreation Theresa Bruns  
Administrative Aide Kevin Frey

**1. CALL TO ORDER AND FLAG SALUTE**

Mayor Morris called the regular meeting to order at 7:00 p.m. and led the flag salute.

**2. ANNOUNCEMENTS**

a. 50th Anniversary Flashbacks

**Bill Emerson**, San Dimas Historical Society, reported that in 1961, the City Council authorized the acquisition of the new City Hall for \$12,500.00; in 1963, the Postmaster announced new zip code 91773 for San Dimas; in August 1963, the Lemon Packing House was shut down; and in August 1966, cow rustling activity was reported.

b. Pui-Ching Ho, Librarian, San Dimas Library

**Pui-Ching Ho**, Library Manager, San Dimas Library, invited the public to a free vegan cooking demonstration at the San Dimas Library on Saturday, March 13, from 1:00 to 3:00 p.m. with food tasting at the end of the program. Ms. Ho invited innovative teens, grades 6-12, to meet on March 27, at 12:00 p.m. to offer ideas to help promote the Library. The Library will present a series of Tony Daniel Young Magicians Magic Workshops in March. Space is limited to 30 students and interested parties can sign up at the Library reference desk. She said a Magic Show will be presented on March 31, 2010. Ms. Ho reported that the Book Party meets at 10:30 a.m. on April 5, 2010 and the book of the month is "Humming Bird's Daughter". For more information, call the Library at (909) 599-6738 or access their website [www.co.la.publib.org](http://www.co.la.publib.org).

**3. ORAL COMMUNICATIONS** (Members of the audience are invited to address the City Council on any item not on the agenda. Under the provisions of the Brown Act, the legislative body is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. If you desire to address the City Council on an item on this agenda, other than a scheduled public hearing item you may do so at this time or asked to be heard when that agenda item is considered. Comments on public hearing items will be considered when that item is scheduled for discussion. The Public Comment period is limited to 30 minutes. Each speaker shall be limited to three (3) minutes.)

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a. Members of the Audience

1) **Susan Crawford**, Branch Hands, reported that on March 3, 2010, Arbor Day was celebrated at Marchant Park with the Third Grade class from Ekstrand Elementary School. The class learned a lot about planting trees and were treated to lunch. Ms. Crawford announced that four local schools received grant funding from the Department of Forestry and Fire Protection to plant over 350 15-gallon trees as part of the United Voices for Healthier Communities Tree Planting Program. She said the first planting will occur at 9:00 a.m. on March 12th at San Dimas High School and volunteers are needed to plant 102 trees. Other events will be held on March 20 at 9:00 a.m. to plant 76 trees at Ekstrand Elementary School; on April 5, at 9:00 a.m. to plant 90 trees at Lone Hill Middle School; and April 17 at 8:00 a.m. to plant 86 trees at Allen Avenue School. She encouraged volunteers to join in the fun and bring shovels and gloves.

2) **Ted Powl**, President/CEO, Chamber of Commerce, said space is still available on the Civic Academy starting March 20, 2010, for anyone interested in learning about how the community works. The cost is \$98.00 and the seminars will conclude with a tour of the city and barbecue celebration on Saturday, May 8th. He said the 3rd Annual Teacher of the Year celebration will be held on May 12 to thank teachers for the work they do for our children. He announced the Chamber is accepting registration for their Golf Tournament to be held on Monday, May 24, 2010. He invited nominations of businesses and businesspersons to be recognized on June 24 at the annual Business Awards installation dinner.

3) **Mike Mohajer** said at the November 24, 2009 City Council meeting, he challenged Waste Management's request for a rate increase and ultimately, Waste Management withdrew their request. He requested documents related to Waste Management's performance as required by the Franchise Agreement.

4) **Dr. Marvin Ersher** suggested re-enacting the first City Council meeting as part of the 50th Anniversary Flashbacks.

5) **Sid Maksoudian** expressed concern with the Mother/Daughter team leaving Saffron Restaurant and said a Financier has taken control of the restaurant.

6) **Margie Green** invited the public to join the Festival of Arts at the Walker House 2nd Story Gallery from 5:00 p.m. to 9:00 p.m. on March 12, 13, 19, and 20th for a tribute to the late Artist Kolan Peterson. She said the Artists reception will be held on Friday, and attendees will be treated to hors d'oeuvres provided by Saffron.

**4. CONSENT CALENDAR**

(All items on the Consent Calendar are considered to be routine and will be enacted by one motion unless a member of the City Council requests separate discussion.)

It was moved by Councilmember Badar, seconded by Mayor Pro Tem Bertone, and carried unanimously to accept, approve and act upon the consent calendar, as follows.

a. Resolutions read by title, further reading waived, passage and adoption recommended as follows:

(1) **RESOLUTION NO. 10-10**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CERTAIN DEMANDS FOR THE MONTHS OF FEBRUARY AND MARCH, 2010.

b. Approval of minutes for regular meeting of February 23, 2010 and special meeting of February 23, 2010.

c. Reject claim for damages from Marcella Sanchez.

END OF CONSENT CALENDAR

## 5. PUBLIC HEARING

*(The following items have been advertised and/or posted. The meeting will be opened to receive public testimony.)*

- a. Municipal Code Text Amendment 10-01 - A request to amend Chapter 18.14 of the City's Municipal Zoning Code, regarding Water Efficient Landscaping, to bring the City in compliance with AB 1881.

### **ORDINANCE NO. 1196, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING MUNICIPAL CODE TEXT AMENDMENT 10-01, TO AMEND CHAPTER 18.14 OF THE CITY'S MUNICIPAL ZONING CODE. FIRST READING AND INTRODUCTION**

Administrative Aide Kevin Frey reported that in 2006, the Governor signed Assembly Bill 1881 amending the Water Conservation Landscape Act. The bill requires 1) the California Department of Water Resources to update the original Model Water Efficient Landscape Ordinance; and 2) cities and counties are to update their local Landscape Ordinances by January 1, 2010. He said the Planning Commission reviewed the proposed code text amendment and voted to recommend approval of the amendment to comply with AB 1881. Staff recommends amending Chapter 18.14 of the Zoning Code titled Water Efficient Landscapes in order to bring the Municipal Code into conformity with the updated State Model Landscape Ordinance.

Mr. Frey responded to Council that cost for the permit has not yet been determined; the Ordinance is a modified version of the State model; and the formula included in the packet is the one provided by the State.

Mayor Pro Tem Bertone said he would like to compare the specific State requirements to the City Ordinance. He reported that State legislation supersedes Local Government mandates on Homeowners Association's decisions. Mr. Bertone expressed his opposition to require an expert landscaper to certify homeowners' plans to landscape residential backyards.

Mr. Frey stated that the ordinance was modified to make it user friendly and a resident is not required to hire a professional landscaper for certification and can self-certify landscaping.

Councilmember Templeman suggested sending the Landscape Documentation Package to a Landscape Consultant for review. Mr. Frey replied that staff is not anticipating this service for homeowners and all costs will be paid by the applicant.

In response to Councilmember Ebner, Mr. Frey replied that the proposed code does not limit the amount of ground to be covered by artificial turf.

Mayor Morris opened the public hearing and invited comments from the audience.

1) **Dr. Marvin Ersher** would appreciate a simple explanation of the technical Ordinance and would like the code to be the least intrusive.

2) **Mike Mohajer** understands that the adoption of the proposed Ordinance is mandated by AB 1881 and said Government Code Section 65595, Subdivisions (c) and (d) provide local government the opportunity to adopt their own code prior to January 1, 2010, otherwise the jurisdiction will be preempted by State law. He requested a copy of the Ordinance adopted prior to January 1, 2010. Mr. Mohajer added that AB1793 proposed by Assembly Member Saldana would amend the Davis-Stirling Common Interest Act by prohibiting a Homeowner's Association's governing documents to prevent the use of artificial turf. He said nothing in AB 1881 authorizes the City to preempt the CC&Rs governing a Homeowners

Association. As a separate issue, he said staff recommended the use of artificial turf to reduce green waste, however, at the end of its useful life, the turf will be sent to the landfill for disposal. He said the proposed Ordinance is too technical and difficult to understand and he would like staff to clarify several issues.

3) **Susan Crawford**, applauded the efforts of staff to require the artificial turf to be permeable. She cautioned that grass and roots can sprout through the fine materials.

4) **Sid Maksoudian** inquired if he would be required to replace his existing landscaping with artificial turf. Mayor Morris replied that the Ordinance permits artificial turf to be installed, and it does not affect existing landscaping. He said the Ordinance will apply to future landscaping projects.

In response to Mr. Maksoudian, Director Coleman explained that a 2,500 square foot landscape project applies to non-homeowners; individual homeowners are allowed a total project landscaped area equal to 5,000 square feet.

Mayor Pro Tem Bertone suggested that after the public hearing, this matter be continued for further discussion at a study session.

5) **Jim McCants** said he removed a pool in the backyard and asked staff to look into the requirement of an experienced inspector for ground compaction.

In response to Mr. Mohajer, Mayor Morris replied that only cities that own and maintain a Water Company have a right to regulate water requirements.

There being no one else wishing to speak, the public hearing was closed for discussion and action.

Councilmember Templeman stated that the purpose and intent of the Ordinance should be helpful to residents to ensure good quality. He said San Dimas should identify a methodology for installing artificial turf and should consider a format similar to the installation of vinyl siding. He expressed concern with enforcement of this Ordinance. Mr. Templeman suggested a simple template be implemented to eliminate confusion. He also agreed with Mayor Pro Tem Bertone that the City should not supersede the CC&Rs governing the Homeowners Association.

Councilmember Ebner said staff should simplify the process, provide assistance in calculating water allowance and water use, and develop installation standards for non-renewable artificial turf, which will need replacement after a period of time.

It was moved by Councilmember Badar, seconded by Mayor Pro Tem Bertone, to continue the public hearing to a study session on April 13, 2010.

Mayor Morris reopened the public hearing for purposes of continuing the public hearing to April 13, 2010.

The motion carried unanimously.

Mayor Morris closed the public hearing.

City Manager Michaelis invited comments to be submitted within the next ten days for incorporation into the staff report.

## 6. SAN DIMAS REDEVELOPMENT AGENCY

Mayor Morris recessed the regular meeting at 8:24 p.m. and convened a meeting of the San Dimas Redevelopment Agency Board of Directors. The regular meeting was reconvened at 8:25 p.m.

## 7. ORAL COMMUNICATIONS

- a. Members of the Audience (Speakers are limited to five (5) minutes or as may be determined by the Chair.)

- 1) **Mike Mohajer** mentioned that a recent article in the San Dimas Community News reported that Waste Management launched a new SHARPS delivery program for use by residents who need to dispose of needles, lancets and other "sharps" required by legislature.

- 2) **Dr. Marvin Ersher** pointed out that he heard on the radio that a Professor is banning laptops in his classroom.

- 3) **Sid Maksoudian** stated that when an entity leaves, restauranteurs should be given the opportunity to bid on the operations of the business.

- b. City Manager

City Manager Michaelis said City Hall has moved into the Temporary City Hall (TCH) at 186 Village Court, also known as the Levitz Building, and he invited the public to stop in and say hello. He said TCH is open for business for all city operations.

Mr. Michaelis said the construction fence will be erected this week at the Civic Center; the ground breaking ceremony will be held at 4:00 p.m. on March 23, 2010 at the City Hall; and construction is projected to be completed by mid-April 2011. He thanked staff for facilitating the move to TCH and broadcasting this meeting. He added that "*Ask the Mayor*" will not be broadcast for the next two weeks.

- c. City Attorney

The City Attorney had nothing to report.

- d. Members of the City Council

- 1) Councilmembers' report on meetings attended at the expense of the local agency.

Councilmembers did not attend any meetings at the expense of the local agency and had nothing to report.

- 2) Appointments to Equestrian Commission

Councilmember Templeman reported that Equestrian Commissioner Misty Reiss relocated from San Dimas and resigned from the Equestrian Commission. Her unexpired term ends on July 31, 2010 and two individuals from a previous recruitment have expressed interest in being considered for the vacancy.

It was moved by Councilmember Templeman to appoint Yvette Picconi to the Equestrian Commission to the unexpired term ending July 31, 2010, with the caveat that upon successful completion Ms. Picconi be eligible for appointment to a full two-year term, with a limit of three terms. The motion was seconded by Mayor Pro Tem Bertone, and carried unanimously.

3) Individual Members' comments and updates.

1) Councilmember Templeman praised staff for the woodwork and countertops constructed at Temporary City Hall and said on Sunday he saw several employees setting up their work stations to be ready for business Monday.

2) Councilmember Templeman mentioned that he received his business license and he suggested including "Thank You for Doing Business in San Dimas" on the letter.

3) In reply to Councilmember Templeman, Director Patel replied that San Dimas Avenue will be reopened on Thursday.

4) Councilmember Templeman said as a volunteer of the Festival of Arts program, he received a letter recruiting volunteers for their next show. He suggested staff be prepared in advance to avoid any logistics problems.

5) Councilmember Ebner reminded everyone that Little League is starting their Parade at 8:00 a.m. on Saturday, March 13, 2010, at Walnut Avenue ending at Marchant Park Little League Field.

6) Councilmember Ebner announced that the exciting Stage III Grand Finale Bicycle Race will be held on Sunday, March 21, 2010 in the towncore area.

7) Councilmember Ebner asked staff to look into providing documentation requested by Mr. Mohajer.

8) Councilmember Badar observed that the sound system is unclear and requested a copy of Mr. Mohajer's opening statement.

9) Councilmember Badar commented on the spacious Temporary City Hall and praised staff for the tremendous job constructing countertops.

10) Councilmember Badar announced that there are two vacancies on the Public Safety Commission and asked the deadline for recruitment. City Clerk Rios replied that deadline to submit applications is March 31, 2010.

11) Mayor Pro Tem Bertone would like to hear from the public regarding any problems with the Pomona Valley Humane Society.

12) Mayor Pro Tem Bertone praised staff on the excellent job at Temporary City Hall.

13) Mayor Morris commended the Moving Company for the tremendous job of getting everyone moved.

**8. ADJOURNMENT**

Mayor Morris adjourned the meeting at 8:50 p.m. The next meeting is Tuesday, March 23, 2010, 7:00 p.m.

Respectfully submitted,

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Ina Rios, CMC, City Clerk



# Agenda Item Staff Report

**To:** Honorable Mayor and Members of the City Council  
*For the Meeting of March 23, 2010*

**From:** Krishna Patel, Director of Public Works

**Subject:** 2010 San Dimas Festival of Arts

- I. Closure of First Street from the Municipal Parking lot to San Dimas Avenue from Wednesday April 21<sup>st</sup> to Monday April 26<sup>th</sup>
- II. Walker House Coordination

## SUMMARY

Staff is requesting that Council approve the closure of First Street for the San Dimas Festival of Arts event. Staff will also provide services at the Walker House including removal of furniture, cleaning, and various other support.

## BACKGROUND

After a successful event in 2009, the Festival of Arts has proposed to hold the Annual Spring Western Art Show at the Walker House from April 23<sup>rd</sup> to April 25<sup>th</sup>. On March 9<sup>th</sup>, 2010, event organizers requested a formal closure of First Street from the Municipal Parking Lot to San Dimas Avenue from Wednesday April 21<sup>st</sup> to Monday April 26<sup>th</sup> in order to have adequate time for set up/tear down without interfering with the three day event activities. The Festival of Arts has also requested the same level of City support from the Facilities Department for the 2010 Spring Show as was provided for the 2009 event.

A large tent will be erected on First Street to house dinner banquets, a trading post, auctions, and other events associated with the show. In addition, organizers requested to utilize the red zone on San Dimas Avenue in front of the Walker House for loading/unloading (see Attachment A). Directional signs for the event will be placed on Bonita Avenue at Monte Vista, at Exchange Place and San Dimas Avenue, and on San Dimas Avenue at First Street. These signs will read: "GARDEN AFFAIR AND ART SHOW PARKING". The signs will have directional arrows and will be mounted on barricades and placed in the parkways.

The Traffic Safety Committee (TSC) reviewed and approved the same request in 2009 and as such, this year's event will be subject to the same Conditions of Approval as developed by the Public Works Department (see Attachment B). Due to scheduling constrictions associated with the City Hall move, TSC did not schedule a March meeting and therefore will not formally review this year's proposal. As no changes have been made to the proposed plan, additional review is not anticipated to be necessary.

## DISCUSSION

Staff will coordinate with professional movers for the removal of all furnishings from all rooms scheduled to be utilized by the Festival of Arts. This includes all rooms on the first floor and the conference room on the second floor. In 2009 the furniture was removed on Monday prior to the show and was returned on Monday after the event.

50 (1-2)

Staff will remove, prior to the show and re-hang after the event, all pictures and artwork from all first floor rooms and hallways. Part-time maintenance staff will be scheduled throughout the weekend to clean and restock restrooms. In 2009 staff also picked up and returned the pancake griddles and steam trays that had been borrowed from a local Church; various items specific to the show that are stored at the City yard and other locations. These items include podiums, portfolios, panels, easels, lighting, ladders and coffee pots, which are delivered Tuesday through Thursday prior to the show, and returned on Monday and Tuesday after the event.

Staff will also coordinate with the following service contractors; Waste Management for the delivery and pick up of extra dumpsters, event boxes and trash liners; DH Maintenance for cleaning the house prior to and after the show. This level of City support, with the exception of the coordination of professional movers, is the same as what was provided for the shows conducted in the Community Building/Civic Center.

### **RECOMMENDATION**

To contribute to the success and safety of the Festival of Arts Annual Spring Western Art Show at the Walker House, staff recommends that the City Council approve staff support for the event as well as the closure of First Street from the Municipal Parking lot to San Dimas Avenue from Wednesday April 21<sup>st</sup> to Monday April 26<sup>th</sup> with the attached Conditions of Approval, together with incorporation of any minor changes or revisions as recommended by the Traffic Safety Committee.

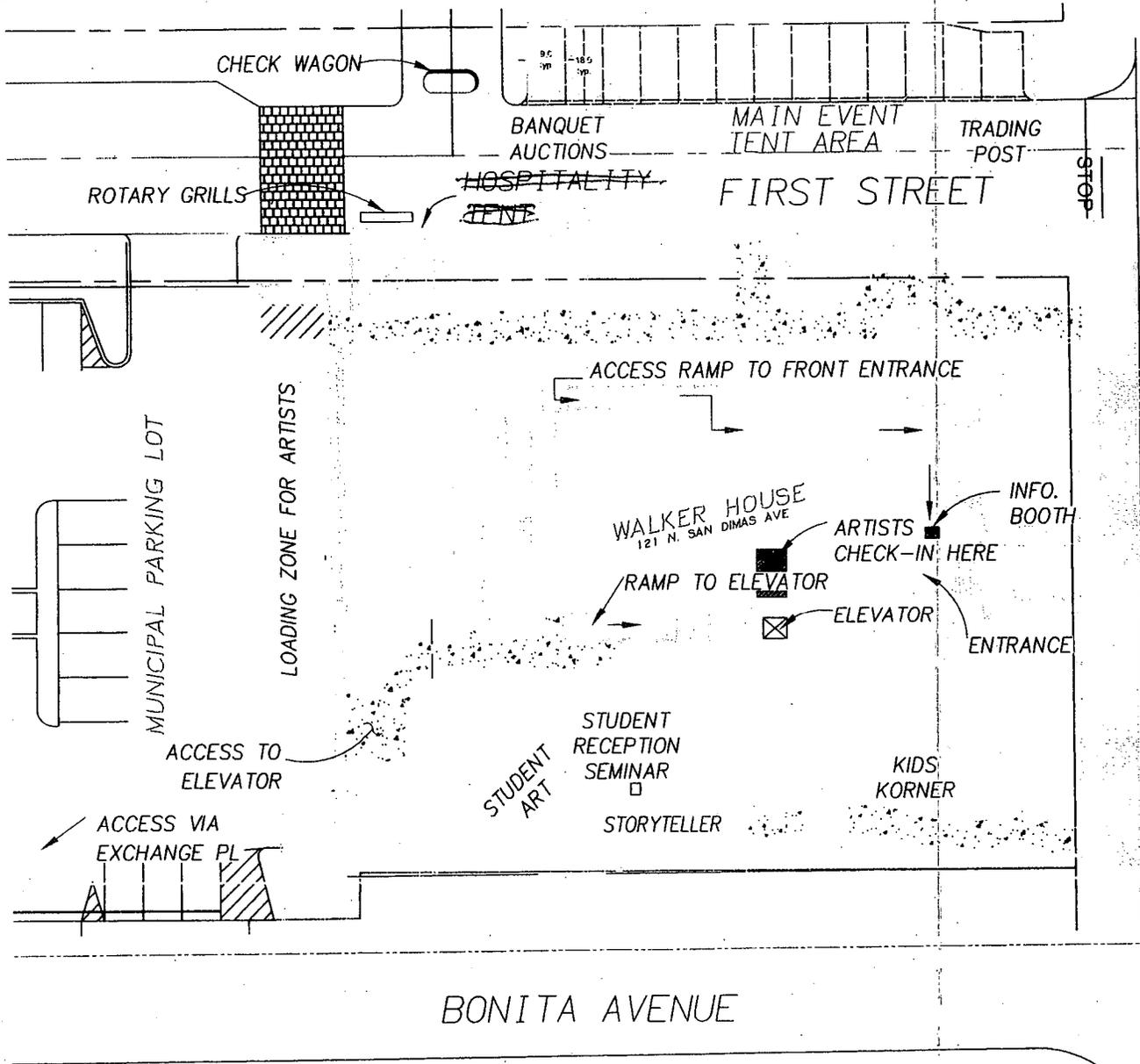
Respectfully submitted,



Krishna Patel  
Director of Public Works

Attachment A: Event Site Plan and Aerial Map  
Attachment B: Conditions of Approval

kp/lm 03-10-13



|                  |          |
|------------------|----------|
| <b>ARTIST PA</b> |          |
| <b>WALK</b>      |          |
| DATE: 4/1/09     | SCALE: 1 |



147 ft  
CityGIS

**FESTIVAL OF ARTS at WALKER HOUSE**

## **Attachment B**

### **Conditions of Approval**

For holding the Festival of Arts Annual Spring Western Art Show at the Walker House from April 21<sup>st</sup> to April 26<sup>th</sup> 2010.

1. Post General Liability Insurance for \$1,000,000 naming the city of San Dimas as "Additional Insured", showing the City of San Dimas as "Certificate Holder".
2. Obtain Special Event Permit in compliance with San Dimas Municipal Code Chapter 12.16, sec 12.16.010-30.
3. Applicant shall notify all impacted residents and business owners at least 7 days prior to the event with a plan to maintain local access during the event.
4. Festival of Arts shall provide and maintain emergency access at all times.
5. Festival of Arts shall provide traffic control plans. All temporary traffic control shall be provided in accordance with the CA Standard Specifications and Caltrans "Manual of Uniform Traffic Control Devices" (2003 Edition w/ rev).
6. Following the event, Festival of Arts shall be responsible for removing all temporary signs and traffic control on all closed streets.
7. Festival of Arts shall obtain the necessary permit for any membrane structures (such as "EZ-up") erected in the street or any public parking areas as per the Building Code requirement.
8. Festival of Arts shall obtain a Temporary Use Permit from the City Development Services at least 7 days prior to the event.
9. Festival of Arts shall reimburse the City for the costs associated with providing any City staff during the duration of the event.
10. Festival of Arts shall post "Tow Away, No Parking from April 21<sup>st</sup> to April 26<sup>th</sup>" signs on Monday, April 19, 2010 for the area on First St to be closed.
11. Festival of Arts shall place at several locations additional notification signs that read, "Access to Downtown Businesses Open".
12. Festival of Arts shall ensure that 6 parking stalls in the municipal parking lot adjacent to the bank, salon, and antique shop (SE corner of lot) are delineated as "Customer Parking Only. No Festival Parking". Festival of Arts shall provide a volunteer to deter any festival participants or visitors from parking in these areas.



# Agenda Item Staff Report

**To:** Honorable Mayor and Members of the City Council  
*For the Meeting of March 23, 2010*

**From:** Krishna Patel, Director of Public Works

**Subject:** **Approval to Close Iglesia Street between Bonita Avenue and the Public Alley south of 1<sup>st</sup> Street for Earth Day Event at Farmer's Market on April 23<sup>rd</sup>, 2010**

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## **BACKGROUND**

Following last year's inaugural Earth Day festival, it was determined that partnering with another established event would likely increase community awareness, attendance, and continued success. As the community has come to look forward to and enjoy the weekly Farmer's Market, staff felt this venue would be a good fit for future Earth Day celebrations. In looking at the logistics of location, staff felt it is important to retain continuity so the events are easy to maneuver between, and patrons coming to one event will venture to the second, thereby increasing participation to both events.

## **DISCUSSION**

To ensure the success of the Farmer's Market event, Council has approved the Wednesday night closure of Bonita Avenue from Walnut to Iglesia for the spring/summer. Although participation numbers have not been fully established for Farmer's Market this early in the season, there is a potential that additional space will be needed to accommodate the Earth Day celebration. With parking restricted at the Civic Center, and the need to have continuity with Farmer's Market, closure of Iglesia Street from Bonita to the alley at US Bank would allow for ample room for both events to run concurrently. This restricted closure would still allow left turns out of the Albertson's parking lot, as well as the alley on Iglesia.

In an effort to foster the success of this combined event, and to improve efficiency and operations of safe traffic control, Staff requests that Council consider authorizing the closure of Iglesia Street for this City sponsored event held with Farmer's Market.

## **RECOMMENDATION**

Staff recommends that City Council approve the closure of Iglesia Street between Bonita Avenue and the public alley south of 1<sup>st</sup> Street on April 21, 2010 in order to expand and hold the Earth Day Event.

Respectfully submitted,

  
Krishna Patel  
Director of Public Works

Attachment: Aerial Map  
kp/lm 03-10-19

5d

### ATTACHMENT A: AERIAL MAP



161 ft

CityGIS



# Agenda Item Staff Report

**To:** Honorable Mayor and Members of the City Council  
*For the Meeting of March 23, 2010*

**From:** Blaine Michaelis, City Manager

**Initiated By:** Public Works Department *LM*

**Subject:** **Authorization to Waive Formal Bid Process for the Purchase of Video Detection Cameras for the San Dimas Avenue/Foothill Boulevard and San Dimas Avenue/Gladstone Street Video Detection Projects and Award bid to Rodef, Inc. in the Amount of \$53,502.48**

## SUMMARY

This request is for Council to waive the formal bid process for the purchase of video detection cameras to enhance two signalized intersections and award bid to Rodef, Inc., in the amount of \$53,502.48.

## BACKGROUND

The City of San Dimas has installed video detection cameras at seven (7) intersections in the city and has had a high measure of success with the operation and maintenance of the cameras. The type system installed previously is an Iteris Vantage Edge system.

An evaluation process used found the Iteris system to be the most effective with regards to operation, maintenance as well as integration with the 170 type controllers used in the city. The following are some of the criteria used to evaluate various camera systems that resulted in choosing the Iteris system.

- The new Wide Range Dynamic Camera provides more consistent and processing that is an improvement over previous model color camera systems.
- The Iteris Vantage Edge II system integrates directly into 170 controller cabinets with no modifications.
- Iteris cameras have been tested in a variety of weather conditions (fog and rain) that occur in this area and have performed well in these conditions.
- Iteris systems are manufactured in Anaheim, California, therefore providing access to parts and service promptly, if needed.
- Video cameras presently cost approximately \$5,200.00 per camera and related equipment. A minimum of four (4) cameras are need per intersection.
- Video detection is not affected by pavement maintenance activities and allows for changes in detection zones if construction occurs in the area, unlike loops that are subject to damage.
- Iteris systems require no computer equipment to set up detection zones or to perform normal field maintenance activities.

Some factors considered for the various camera projects are:

- Iteris has provided consistent support for the video detection systems presently in-service in the city.
- Iteris cameras have the flexibility to create detection zones for all size vehicles as well as bicycles.
- Rodefex, Inc. is the exclusive Iteris sales representative for Southern California and is located in Claremont, California, which allows for continued prompt service.
- Video detection has been in place in the city for over eight years with no equipment failures.
- The flexibility of the cameras allow for specific detection zones to be created that will detect vehicles consistently, therefore allowing the traffic signal to be more responsive to traffic conditions.

### **DISCUSSION**

In our ongoing efforts to continuously improve traffic movements at signalized intersections, \$60,000 in Prop C Funds has been budgeted in Fiscal Year 2009-10 for the installation of the video detection system for the San Dimas Avenue/Foothill Boulevard and San Dimas Avenue/Gladstone Street intersections.

As part of the current quote, dated March 17, 2010, Iteris offered to upgrade six (6) cameras the City has in stock to the New Wide Range Dynamic Camera for no additional charge. In addition, Rodefex Inc., purchase offer also includes a 5% discount of \$2,571.00 if the cameras are ordered by March 24, 2010. Furthermore, the City is also negotiating upgrades at other intersections where Iteris cameras have been recently installed.

### **RECOMMENDATION**

The City has had optimal performance with the video detection systems in place along with consistent support from the manufacturer and local service provider, Rodefex. Therefore, Staff recommends authorization to waive formal bid process for the purchase of video detection cameras for the San Dimas Avenue/Foothill Blvd. and San Dimas Avenue/Gladstone Video Detection Projects and award of bid to Rodefex, Inc., in the amount of \$53,502.48

Respectfully submitted,



Krishna Patel, Director of Public Works for  
John Campbell  
Maintenance Superintendent

jgc/kp/gdh/03-10-24



# Agenda Item Staff Report

**TO:** Honorable Mayor and Members of City Council  
*For the Meeting of March 23, 2010*

**FROM:** Dan Coleman, Director of Development Services *DC*

**SUBJECT:** A REQUEST BY GEORGE YEMETZ TO AGENDIZE  
RECONSIDERATION OF AN APPEAL OF PLANNING  
DEPARTMENT DENIAL OF REQUEST FOR "RE-BUILD"  
LETTER FOR PROPERTY AT 240 W. THIRD STREET

## SUMMARY

George Yemetz' original appeal was denied by City Council on March 14, 2006. This is a request for City Council to approve placing on their agenda for discussion the reconsideration of staff's denial for a re-build letter to facilitate the sale of property. The Council concluded after reviewing documents that the structure in question was built as a shed in 1922 and expanded in 1934; however, there are no records of building permits for converting from a shed into a guest house.

**Staff does not recommend placing this on an agenda for reconsideration for a shed structure to be used as a living quarters.**

**BACKGROUND:** On March 14, 2006, the City Council unanimously denied without prejudice the appeal request "until additional evidence is presented to establish the shed was converted to a second residence prior to 1934" when the County of Los Angeles law was changed to require a building permit.

**ANALYSIS:** Mr. Yemetz has submitted a letter from the Tax Assessor (see Exhibit C) that he believes is new information. Staff has reviewed the letter and concluded that it simply repeats old information that was previously considered by the City Council. The Assessor records indicate that one of their appraisers happened to discover the alteration to living quarters in a random field check in 1974. The Assessor's letter makes the same conclusion that the City reached in 2006: that there are "no permits on file to indicate that the alteration of the shed was or was not built to code."

**RECOMMENDATION:** Deny the request to be placed on a Council agenda, thus upholding the previous Council decision to deny the request for a re-build.

Attachments: Exhibit A – March 14, 2006 Staff Report  
Exhibit B – March 14, 2006 Minutes  
Exhibit C – February 19, 2010 Letter from Assessor



# Agenda Item Staff Report

**TO:** Honorable Mayor and Members of City Council  
For the Meeting of March 14, 2006

**FROM:** Blaine Michaelis, City Manager

**INITIATED BY:** Planning Department

**SUBJECT:** Appeal of Planning Department denial of request for "re-build" letter by George Yemetz for property at 240 W. Third Street

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## **SUMMARY**

*George Yemetz has appealed a decision that a "re-build" letter will not be provided. The letter was sought as a condition precedent to re-financing. A review of documents indicates that the structure in question was built as a shed in 1922 and 1934 but do not indicate that there were ever permits to convert it to a guest house.*

*Staff does not recommend authorizing a "re-build letter" letter without satisfactory demonstration that permits were issued to allow conversion of the shed to a residential use.*

## **BACKGROUND**

The subject property is a 50' x 140' (7000 square foot) lot zoned SF-DR (Single Family – Downtown Residential). It is currently occupied by three structures including a 908/922 square foot, two bedroom, one bath single family residence (built in 1911 or 1916); a 20' x 24' (480 square foot) detached garage (built in 1964); and, a 392/435 square foot detached shed (built at 280 square feet in 1922 with a 112 square foot addition in 1934). It is the latter structure which is at issue as the appellant contends that it is a guest house. Notes from the Assessor Building Description Blanks, which appear to be "est. 1966", indicate that the shed was a guest house/living quarters at that time.

## **ANALYSIS**

The SF-DR Zone now permits single family residential uses. It also sets forth special provisions allowing limited rebuilding of previously existing residential units where such units were built in conformance with building and zoning regulations in effect at the time of construction. In this case, a "re-build" letter could be issued for the additional

EXHIBIT A 5a

residential unit if there was a satisfactory demonstration that it was built with permits or was built prior to the time when permits were required in Los Angeles County.

Staff's review of available records regarding the shed/guest house reveals the following:

- A 280 square foot structure was built in 1922. The Building Description Blank clearly describes it as a shed with a dirt floor.
- A 112 square foot addition was made in about 1934. The Building Description Blank clearly describes it as a shed. None of the areas for plumbing, heating, lighting, etc. are marked.
- A site plan on the rear of one of the Building Description Blanks contains notes which include "living qrs, FP stucco ext" and "est. 1966" seem to indicate that shed was observed to be living quarters at that time.

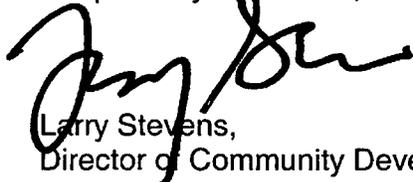
The structure, or at least most of it (Note: There is minor square footage discrepancy between 392 and 435 that is not fully explained.), was established as a shed by 1934. Permits for interior walls, electrical, plumbing, occupancy change, etc. would have been required to convert the shed to living quarters after that date. At this point no records have been submitted to demonstrate that the conversion from a shed to living quarters was done in conformance with applicable building regulations. Available records seem to indicate that the conversion took place in the mid 1960's.

Based on the above information, Staff has concluded that the second residential unit is not eligible to rebuilt pursuant to the SF-DR Zone because it was not lawfully established.

### **RECOMMENDATION**

Staff does not recommend authorization of a "re-build" letter unless there is satisfactory demonstration that the shed was converted to a residential use with required permits/approvals.

Respectfully Submitted,



Larry Stevens,  
Director of Community Development

#### Attachments:

1. Appeal letter with attachments received February 1, 2006
2. Letters dated June 27, 2005 and January 18, 2006 setting forth the Planning Department Decision
3. Aerial Photograph of property
4. Property detail report

LARRY STEVENS, DIRECTOR  
COMMUNITY DEVELOPMENT  
CITY OF SAN DIMAS

George Yemetz  
1312 N. MAPLE ST.  
BURBANK, CA. 91505

1-31-06

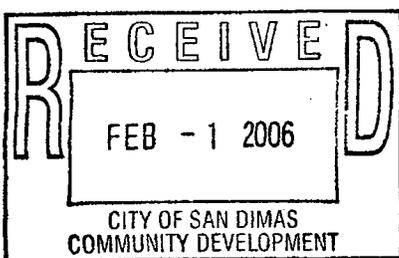
Dear Sir,

I am appealing your June 27, 2005  
decision regarding a re-build letter  
for my guest cottage built as a  
simple structure in 1922, and upgraded  
and enlarged in 1933/1934.

My appeal is based on documents  
from County Archives which clearly show  
the habitable structure in existence  
and complying with the norms of  
the time.

Please inform me of the  
appeal procedures.

Sincerely,  
George Yemetz



Kenneth Brown  
San Dimas City Attorney

George Yemetz  
1312 N. Maple St.  
Burbank Ca. 91505

8-31-05

Sir,

I have not heard from you since I last recommended you look at the notations and diagrams on the back of the building slips to help clarify my position.

Please note the second structure was built in 1922 as per the building slip dated 10-31-22. The same structure was remodeled and square footage was added in 1934 as per the building slip dated 11-16-36. Please note the diagram on the back of the building slip also dated 11-16-36, but, dealing with the main, older structure. You will see a description of the secondary living quarters as having a fireplace, stucco exterior, "etc."

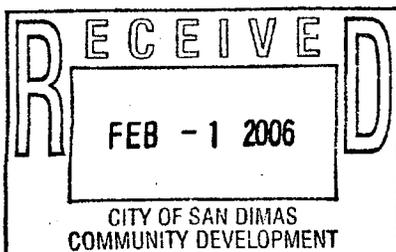
Finally there is another diagram from the tax assessor's office which notes the "shed" was converted to a guest house in the 1930's and gives the current square footage.

Again, I see no reason why the City of San Dimas would not issue me a rebuild letter for my guest house. Please respond.

Sincerely,



George Yemetz  
818-823-7833



DESCRIPTION OF BUILDING

SINGLE RESIDENTIAL BUILDING RECORD

8387  
MAP BOOK

CLASS SHAPE NO. STY. ARCHITECTURE YR. BLT.

L.A. CO. ASSESSOR CITY San Dimas ADDRESS 24

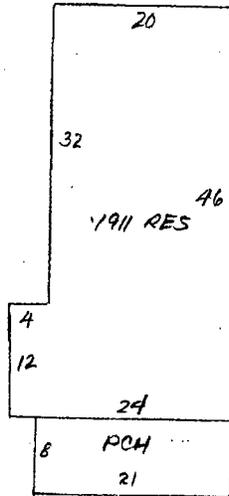
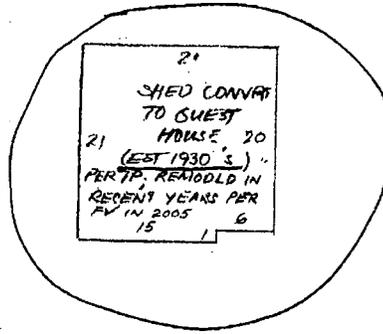
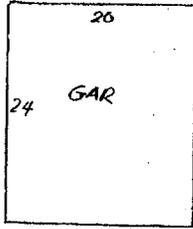
D3A 1 BUNGALOW 1916

| FOUNDATION   | EXTERIOR      | ROOF STYLE    | LIGHTING        | AIR COND.       | ROOM & FINISH DETAIL |     |        |       |          |                       |
|--------------|---------------|---------------|-----------------|-----------------|----------------------|-----|--------|-------|----------|-----------------------|
| Conc. Raised | Stucco        | Gable         | Wiring          | Heating         | ROOMS                | No  | FLOORS | FLOOR | INTERIOR | FINISH                |
| Conc. Slab   |               | Hip           | Amps            | Forced Air      |                      | Pib | L      | 1     | 2        | MATER. WALLS CEILINGS |
|              | Siding "x"    | Shed          | K.T. Conduit    | Gravity         | All                  |     |        |       |          | Cabine                |
| Cross Walls  | Siding B&B    | Flat          | B.X. NM Cable   | Floor Furn.     | Entry                |     |        |       |          | Countr.               |
| Piers        |               | Cut up        |                 | Wall - Elec.    | Living               |     |        |       |          | Gar. D                |
| Heavy        | Veneer        |               | Fixtures        | Wall - Gas      | Liv - Din.           |     |        |       |          | Range -               |
| Light        |               |               |                 | Radiant - Elec. | Family               |     |        |       |          | Hood - F              |
| STRUCTURAL   |               | Pitch: L M H  | Few Cheap       | Radiant - H.W.  | Den                  |     |        |       |          | Fi. No.               |
| Wood Frame   | Trim: Wood    | O'Hang Ft.    | Avg. Med.       |                 | Bedroom              |     |        |       |          |                       |
| Steel Frame  | Brick         | Fin. Unf.     | Many Spec.      | Heat Pump       | Dress                |     |        |       |          |                       |
| Masonry      | Stone         |               |                 | Master Control  | Both                 |     |        |       |          |                       |
|              |               | ROOF COVER    |                 | Cooling         |                      |     |        |       |          |                       |
| Sub-Floor    | Sliding Doors | Shingle: Wood | Dim. Switches   | Refrig: H.P.    | Bath 3/4             |     |        |       |          |                       |
| Insul. Clg.  | Lin. Feet     | Compo.        |                 | Thru Wall       | Bath 1/2             |     |        |       |          |                       |
| Insul. Walls |               | Asbest.       |                 | Evap. Cooler    | Powder               |     |        |       |          | Backcos               |
| WINDOWS      | FIREPLACES    | Snake         | PLUMBING        |                 | Kitchen              |     |        |       |          |                       |
| D.H. Csm't.  | Single        | Tile          | Door Med. Spec. | Ducting         | Brkfst.              |     |        |       |          |                       |
| Sliding      | Double        | Gravel-Rock   | No. Fixtures    |                 | UTILITY              |     |        |       |          | Cond.                 |
| Metal        | Hearth        | Composition   | Laundry         | 7in             |                      |     |        |       |          |                       |
| Screens      | Length:       |               | Water Htr.      | Galvanized      |                      |     |        |       |          |                       |
|              | Raised        | Gutters       | Size: No:       | Perimeter       |                      |     |        |       |          |                       |
|              |               |               |                 |                 | TOTAL                |     |        |       |          |                       |

| YEAR | USE TYPE | CLASS SHAPE | UNITS | EFF. YR. | DEPR. TABLE | SQ. FEET MAIN IMP. | UNIT COST | R.C.N. MAIN IMP. | R.C.N. OTHER | R.C.N. TOTAL | % GOOD | R.C.L.N.D. | SP | APPRAISER | DA  |
|------|----------|-------------|-------|----------|-------------|--------------------|-----------|------------------|--------------|--------------|--------|------------|----|-----------|-----|
| 65   | 0110     | D3A         |       | 16       | R-50        | 1014               |           |                  |              | 410          | 84     | 2840       |    | Reveree   | 7/3 |
|      |          |             |       |          |             |                    |           |                  |              |              |        |            |    |           |     |

| COMPUTATIONS     |      |           |      |      |           |       |      |           |      |       |           | INFO ONLY |      |           |
|------------------|------|-----------|------|------|-----------|-------|------|-----------|------|-------|-----------|-----------|------|-----------|
| Unit             | Area | Unit Cost | Cost | Area | Unit Cost | Cost  | Area | Unit Cost | Cost | Area  | Unit Cost | Cost      | Area | Unit Cost |
| RCLND            |      |           | 1640 |      |           |       | 768  | 1100      | 8450 | 908   | 1175      | 9710      |      |           |
| 64 ADD           |      |           | 1200 |      |           |       |      |           |      |       |           |           |      |           |
| Per              |      |           |      | 308  | 16        | 490   | 308  | 150       | 4660 | 168   | 2.10      | 3560      |      | 4.687     |
| Leaving quarters |      |           |      | 426  | 4.00      | 1720  | 420  | 4.50      | 1890 | 640   | 4.80      | 3072      |      | 4.687     |
| 51.10            |      |           |      | 160  | 100       | 16000 | 160  | 3.00      | 4800 | 24000 | 7.50      | 18000     |      | 86.60     |
|                  |      |           |      |      |           |       |      |           | 3100 |       |           | 4340      |      |           |
|                  |      |           |      |      |           |       |      |           |      |       |           |           |      |           |

GUEST HOUSE 435  
RCLND OTHER



| MISCELLANEOUS |        |       |       |
|---------------|--------|-------|-------|
| STRUCTURE     | FOUND. | FLOOR | EXTER |
|               |        |       |       |
|               |        |       |       |
|               |        |       |       |
|               |        |       |       |
|               |        |       |       |
|               |        |       |       |
|               |        |       |       |
|               |        |       |       |

| COMPUT.    |       |
|------------|-------|
| MAIN AREAS |       |
| EXIST:     |       |
| 32 x 20 =  | 640   |
| 12 x 24 =  | 288   |
| TOTAL RES  | 928 # |

**REMARKS:**  
 See slip dated 11/1964 add garage siding ext. and int. 1475.MN F.P.V. enclosed permit to building department  
 REMEAS DIMS OF ALL IMRS, UPDATE BOL

| OWNERS NAME: | BUILDER NAME: |        |     |
|--------------|---------------|--------|-----|
| Narrod Cagle |               |        |     |
| PERMIT NO.   | DATE          | AMOUNT | IMP |
| 3396         | 3-4-64        | 1500   | gar |
|              |               |        |     |
|              |               |        |     |
|              |               |        |     |

FRONT HOME

Form 6- 2/ PARCEL #  
**Building Description Blank** Index Book **8387** Page **15**  
 STREET No. 240 W. 3rd St  
 TRACT Dani Jimas

LOT No. 285 BLOCK No. \_\_\_\_\_  
 EXAMINED BY Fee DATE 11/16 1936

| CLASS   | EXTERIOR   | HEATING   | EXT. FEATURES  |
|---|--|---|--|
| Single Double<br>Maverick California<br>Bungalow Residence<br>Cottage Dwelling<br>Flat Apartment<br>Factory Church<br>School Store<br>Garage Barn<br>Shed Poultry House | 1 1/2 2 3 Story<br>Stucco Shakes Rustic<br>Siding B & B Sheet Steel<br>Brick Veneer Corrugated Iron<br>Frame Steel Frame Wood<br>Adobe Plaster on Adobe<br>Plaster on Tile                               | Fireplace False Mantel<br>Gas Furnace NG Pipes<br>Gas Radiators Steam<br>Elec. Heaters  | Copper Down Spouts<br>Tile-Trim Steel Sash<br>Brick " Wood-Trim<br>Stone " Plaster "   |
| FOUNDATION  | ROOF   | PLUMBING  | INSIDE FINISH  |
| Stone Concrete<br>Brick Wood  | Flat 1/2 3/4 1/2<br>Hip Dormers<br>Gables Cut-up<br>Shed Shingles<br>Slate Gravel<br>Shakes Corrugated Iron<br>Composition Compo. Shingle<br>Tile-Trim Amt. Sm. Lce.<br>Tile 3/4 1/2 3/4 Full<br>Quality | Number of Fixtures<br><u>5</u><br>Cheap Medium<br>Good Special<br>(Tile Floor Bath (Tile Walls<br>(Height (Over Tub<br>Shower (Stall (Tile Walls) | Plaster Plaster Board<br>Interior Stucco Ply-Board<br>Canvas or Sanitas<br>Paper Paint Unfinished<br>Woodwork Plain Ornamental |
| BASEMENT  | BUILT-IN FEATURES  | LIGHTING  | CLASSIFICATION   |
| feet x feet x feet deep<br>sq. ft. @  | Refrigerator Buffet<br>Patent Beds Bookcases<br>BUILT 19 <u>31</u><br>Re. " " " " " "<br>Dec. 19 <u>36</u>   | Cheap Medium Good Special   | Cheap Medium Good Special<br><u>2 1/2</u>  |

| BUILDING VALUES         |      |                    |            | CHANGES ONLY |                              |
|-------------------------|------|--------------------|------------|--------------|------------------------------|
|                         | Bamt | 1                  | 2          | 3            | No. of Square Ft. <u>922</u> |
| Living Room             |      |                    |            |              | At \$ <u>110</u>             |
| Bedrooms                |      |                    |            |              | Building Value <u>1014</u>   |
| Bathroom                |      |                    |            |              | Basement Value               |
| " No Tub                |      |                    |            |              | Heating Value                |
| Kitchen                 |      |                    |            |              | Garage Value                 |
| Bfst. R. or Kit.        |      |                    |            |              | Outbuildings Value           |
| Hdwd. Floors            |      |                    |            |              | Total Value <u>1014</u>      |
| Hdwd. Finish            |      |                    |            |              | Dep. <u>45.55</u>            |
| No. of Permit           | Date | <u>337</u>         |            |              | Special Dep.                 |
| Estimated Cost of Bldg. |      | <u>240</u>         |            |              | Depreciated Value <u>557</u> |
| No. of Permit           |      | <u>110</u>         |            |              | <u>450</u>                   |
| Estimated Cost of Bldg. |      | <u>110</u>         |            |              | Assessed Value <u>280</u>    |
| Owner's Name            |      | <u>W. L. Jimas</u> |            |              | <u>230</u>                   |
| C. F. Checked           | Date | <u>1-13-37</u>     |            |              |                              |
| Compt. Checked          |      |                    |            |              |                              |
| E. on M. E. S           |      |                    |            |              |                              |
| Compared                |      | <u>S</u>           |            |              |                              |
| P. C. by                | Date | %                  | P. C. Val. |              |                              |



Guest House

Form 6-

Building Description Blank

Index

Book 8387

Page 15

STREET No. 2240 W. 3rd St

TRACTS San Dimas

PARCEL #

LOT No. 285

BLOCK No.

EXAMINED BY Fee DATE 11/16/1936

| CLASS  | EXTERIOR  | HEATING   | EXT. FEATURES  |
|--|---|---|--|
| Single<br>Double<br>Maverick<br>California<br>Ranchlow<br>Residence<br>Cottage<br>Dwelling<br>Flat<br>Apartment<br>Factory<br>Church<br>School<br>Store<br>Garage<br>Barn<br>Shed<br>Poultry House | 1 1/2 2 3 Story<br>Stucco<br>Shakes, Rustic<br>Siding, B & B<br>Sheet Steel<br>Brick Veneer<br>Corrugated Iron<br>Frame, Steel<br>Frame, Wood<br>Adobe<br>Plaster on Adobe<br>Plaster on Tile         | Fireplace<br>False Mantel<br>Gas Furnace<br>No. Pipes<br>Gas Radiators<br>Steam<br>Elec. Heaters                              | Copper Down Spouts<br>Tile-Trim Steel Sash<br>Brick " Wood-Trim<br>Stone " Plaster "   |
|  | <b>ROOF</b><br>Flat 1/4 1/2 3/4<br>Hip<br>Gables Out-up<br>Shed<br>Shingles<br>Slate<br>Gravel<br>Shakes<br>Corrugated Iron<br>Composition<br>Composite Shingle<br>Tile-Trim<br>Amt. Sm. Lcc.<br>Tile | <b>PLUMBING</b><br>Number of<br>Fixtures  | <b>INSIDE FINISH</b><br>Plaster<br>Plaster-Board<br>Interior Stucco<br>Fly-Beard<br>Canvas or Sanitas<br>Paper<br>Paint<br>Unfinished<br>Woodwork, Plain<br>" Ornamental |
| <b>FOUNDATION</b><br>Stone<br>Concrete<br>Brick<br>Wood  |   | Cheap<br>Medium<br>Good<br>Special<br>(Tile Floor<br>Bath (Tile Walls<br>(Height<br>(Over Tub<br>Shower (Stall<br>(Tile Walls | <b>BUILT-IN FEATURES</b><br>Refrigerator<br>Buffet<br>Patent Beds<br>Bookcases   |
| <b>BASEMENT</b><br>feet x<br>feet x<br>feet deep<br>sq. ft.  | 1/4 1/2 3/4 Full<br>Quality   | <b>LIGHTING</b><br>Cheap<br>Medium<br>Good<br>Special   | <b>CLASSIFICATION</b><br>Cheap<br>Medium<br>Good<br>Special  |

BUILT 1934  
1934

| BUILDING VALUES    |     | CHANGES ONLY    |
|--------------------|-----|-----------------|
| No. of Square Ft.  | 112 |                 |
| At \$              | 40  | ADDED 50 SQUARE |
| Building Value     | 44  |                 |
| Basement Value     |     |                 |
| Heating Value      |     | in open         |
| Garage Value       |     | 1934 on earlier |
| Outbuildings Value |     |                 |
| Total Value        | 44  |                 |
| Depr. 14.5         |     |                 |
| Special Depr.      |     |                 |
| Depreciated Value  | 37  |                 |
| Assessed Value     | 20. |                 |

|                         |      |              |
|-------------------------|------|--------------|
| No. of Permit           | Date | 607          |
| Estimated Cost of Bldg. |      | 30           |
| No. of Permit           | Date | 110          |
| Estimated Cost of Bldg. |      |              |
| Owner's Name            |      |              |
| O. F. Checked           |      |              |
| Compt. Checked          |      |              |
| E. on M. B.             |      | 5            |
| Compared                |      | 5            |
| P. C. by                | Date | % P. C. Val. |

Guest House

BUILDING DESCRIPTION BLANK

No. 240 222 W Third St Index 115  
 Tract Town of Sanderson  
 PARCEL A

Lot No. 285 Block No. \_\_\_\_\_  
 Examined by mccxc Date 10/31/22

| CLASS      | EXTERIOR           | HEATING         | TRIMMINGS         |
|------------|--------------------|-----------------|-------------------|
| Single     | Bay Windows        | Fire Place      | Cobblestone       |
| Double     | 1 sty 2 sty        | Wood, Coal, Oil | Brick, Plaster    |
| California | Number             | and Gas Furnace | Stone, Wood       |
| Bungalow   | Wall               | Steam           | Plain             |
| Residence  | Plaster, Mar. Lath | Stove           | Ornamental        |
| Flat       | " Wood Lath        |                 |                   |
| Apartment  | Shakes, Rustic     | PLUMBING        | INSIDE FINISH     |
| Factory    | Siding, B & B      | No. of Fixtures | Plain             |
| Garage     | Brick, P or C      |                 | Ornamental        |
| Shed       | Corr. Iron         |                 | Stock             |
| Barn       |                    |                 | Special           |
| Church     | ROOF               |                 | BUILT-IN FEATURES |
| School     | Flat Hip           | Good, Medium    | Buffet            |
| Store      | Gables, Dormers    | Cheap           | Patent Beds       |
| Storage    | Cut up, Ordinary   | Sewer           | Refrigerator      |
|            | Plain, Gravel      | Cesspool        | Bookcases         |
|            | Tile, Shingle      | LIGHTING        | Plain             |
|            | Corr. Iron         | Gas, Electric   | Ornamental        |
|            | Composition        | Good            | CONDITION         |
| FOUNDATION | CONSTRUCTION       | Medium          | Good              |
| Stone      | Good               | 2 1/2           | Medium            |
| Concrete   | Medium             |                 | Poor              |
| Brick      | Cheap              |                 |                   |
| Wood       |                    |                 |                   |

| OCCUPANCY             |                | 1 | 2 | 3 | 4 | 5 | 6 |
|-----------------------|----------------|---|---|---|---|---|---|
| Owner, Rented, Vacant | Living Room    |   | 2 |   |   |   |   |
| Rent Paid \$ Per Mo.  | Bed            |   | 2 |   |   |   |   |
| Basement              | Bath           |   | 1 |   |   |   |   |
| ft. x ft.             | Kitchen        |   | 1 |   |   |   |   |
| ft. deep              | Storage        |   |   |   |   |   |   |
| cu. ft. @             | Store          |   |   |   |   |   |   |
| Lot Grade +           | Hardwood Floor |   |   |   |   |   |   |
|                       | Hardwood Fin   |   |   |   |   |   |   |
|                       | Cement Floor   |   |   |   |   |   |   |
|                       | Finished       |   |   |   |   |   |   |

Remarks: 2 1/2

| OWNER                |                | BUILDING VALUES  |            |
|----------------------|----------------|------------------|------------|
| No. of Permit        | <u>444</u>     | No. Cu. Ft.      | <u>280</u> |
| Date of              | <u>10</u>      | No. Sq. Ft.      | <u>35</u>  |
| Amt.                 | <u>30</u>      | At \$            | <u>52</u>  |
| Cost Factor Checked  | <u>4</u> X     | Bldg. Cost \$    | <u>70</u>  |
| Computations Checked | <u>7</u> X     | Basmt. Cost \$   |            |
| Entered On Map Book  | <u>5, 11</u> X | Heat Cost \$     |            |
| Compared             | <u>m/s</u> X   | Garage Cost \$   |            |
|                      |                | Total Cost \$    |            |
|                      |                | Depreciation     | <u>32</u>  |
|                      |                | Utility Dep.     | <u>29</u>  |
|                      |                | Depreciated Val. | <u>48</u>  |
|                      |                | Assessed Value   | <u>30</u>  |

add to



# San Dimas

City Council  
CURTIS W. MORRIS, Mayor  
JOHN EBINER  
DENIS BERTONE  
F.D. "SANDY" McHENRY  
JEFF TEMPLEMAN, Mayor Pro Tem

City Manager  
BLAINE M. MICHAELIS

Assistant City Manager / Treasurer  
KENNETH J. DURAN

City Attorney  
J. KENNETH BROWN

Director of Public Works  
KRISHNA PATEL

Director of Community  
Development  
LAWRENCE STEVENS

Director of Parks  
and Recreation  
THERESA BRUNS

City Clerk  
INA RIOS

June 27, 2005

George Yemetz  
1312 N. Maple Street  
Burbank, CA 91508

**Re: Rebuild Letter Request**  
240 W. Third Street

Dear Mr. Yemetz:

Staff has reviewed your request for a "Rebuild Letter", along with the supplemental documents acquired from the Los Angeles County Assessor's Office, for the property located at 240 W. Third Street. The subject property is located within the Historical "Town Core" and zoned Single Family Downtown Residential (SFDR). According to *SFDR zoning ordinance 18.35.080 Provisions for existing residential and noncommercial improvements.*

*C. Existing nonconforming residential and noncommercial improvements, or portions of nonconforming residential and noncommercial improvements, destroyed or substantially damaged by natural catastrophe may be repaired, rebuilt, or enlarged pursuant to the following provisions:*

*1. Such work shall be permitted only on those improvements permitted and constructed in conformance with the building and zoning codes in effect at the time of original construction.*

The documents provided do not exhibit that a secondary unit had ever been legally permitted. The assessor "building slips" do reference two structures prior to the County requiring permits (1932), however, no documentation appears to exist indicating the approximately 20' x 20' structure in question has ever been approved as anything other than a shed. In fact, the submitted documentation seems to indicate that the "conversion" of the structure to a habitable use occurred after the installation of the permitted garage in 1964. The square footage of the structure in question (with the exception of the east addition) appears to match the total of the square footage of the sheds indicated on the 1922 and 1936 Building Description Blanks. However, the documents submitted do not indicate that the secondary housing unit had ever been approved. Therefore, the structure in question does not meet the requirements of the zoning and could not be rebuilt. The City cannot issue a rebuild letter as this property historically has been approved for a single unit and all new development would be required to follow the current SFDR zoning. The SFDR zoning ordinance in its entirety has been enclosed for your review.

Sincerely,



Laura Lockett

**Enclosures:**

1. **Single Family Downtown Residential Zoning Ordinance**

**CC:** Ken Brown, City Attorney  
Eric Beilstein, Superintendent of Building and Safety  
Larry Stevens, Director of Community Development

# San Dimas

City Council  
CURTIS W. MORRIS, Mayor  
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J. KENNETH BROWN

Director of Public Works  
KRISHNA PATEL

Director of Community  
Development  
LAWRENCE STEVENS

Director of Parks  
and Recreation  
THERESA BRUNS

City Clerk  
INA RIOS

January 18, 2006

George Yemetz  
1312 N. Maple Street  
Burbank, CA 91505

RE: 240 W. Third Street ~ Rebuild Letter

Dear Mr. Yemetz:

The Planning Department has carefully reviewed your request for a rebuild letter and our determination is as set forth in the June 27, 2005 letter previously sent to you. The records and information presented do not satisfactorily demonstrate that the second unit was legally constructed or otherwise approved.

As I previously advised you on the phone you may appeal this determination to the City Council. Your appeal must be filed within 14 days of the date of this letter. The appeal must include a letter detailing the basis of the appeal and all supporting documents and a \$100 appeal fee.

Please contact the Planning Department if you have any further questions on this matter.

Sincerely,



Larry Stevens,  
Director of Community Development

cc: Ken Brown, City Attorney



240 W. Third Street

Scale: 1" = 53'  
 N CityGIS5

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**Property Detail Report**  
240 W 3RD ST, SAN DIMAS CA 91773-2639

**Owner Information:**

Owner Name: YEMETZ GEORGE A  
 Mailing Address: 1312 N MAPLE ST, BURBANK CA 91505- 2133  
 Phone Number: Vesting Codes: SE / MM

**Location Information:**

Legal Description: SAN DIMAS  
 County FIPS: 6037 APN: 8387-015-021  
 Census Tract/Block: 4013112012 Thomas Bros. Map #: 600-B2  
 Legal Book/Page: 8387-015 / Tract #: SAN DIMAS  
 Legal Lot: 285 Tract Name: SAN DIMAS  
 Legal Block: Township-Range-Sect: --

**Last Market Sale Information:**

Recording/Sale Date: 05/27/2004 / 05/11/2004 1<sup>st</sup> Mtg Amount/Type: \$292,000 / CNV  
 Sale Price: \$365,000 1<sup>st</sup> Mtg Term/Due Date: 30 06/01/2034  
 Sale Type: F 1<sup>st</sup> Mtg Deed Type: TR  
 Document Number: 000001363043 2<sup>nd</sup> Mtg Amount/Type: \$36,500 / CNV  
 Deed Type: G 2<sup>nd</sup> Mtg Deed Type: TR  
 Title Company: LANDSAFE TITLE Lender: COUNTRYWIDE HM  
 Seller Name: STANLEY DAVID E & HERSHEL E LNS INC

**Prior Sale Information:**

Prior Rec/Sale Date: 04/28/1975 Prior Sale Type: F  
 Prior Sale Price: \$6,000 Prior Deed Type:  
 Prior Doc Number: Prior 1<sup>st</sup> Mtg Amt: \$

**Property Characteristics:**

|                             |                    |                    |
|-----------------------------|--------------------|--------------------|
| Gross Area: 0               | Garage Area: 0     | Construct Type:    |
| Living Area: 908            | Garage Type:       | Heat Type: 001     |
| Building Area: 0            | Parking Type:      | Exterior wall: SGS |
| Total Rooms: 5              | Parking Spaces: 0  | Building Type:     |
| Bedrooms: 2                 | Basement Area: 0   | Pool:              |
| Bath(F/H): 1/0              | Bsmnt Finish Type: | Pool Type:         |
| Year Built/Eff: 1911 / 1916 | Foundation: RAS    | Air Conditioning:  |
| # of Stories: 1.0           | Roof Shape: G00    | Style Type: CON    |
| Stories Type:               | Roof Cover: 015    | Quality:           |
| Units #: 1                  | Roof Framing:      | Floor:             |
| Condition:                  | Fireplace: Y       |                    |

**Site Information:**

|                             |                           |                 |
|-----------------------------|---------------------------|-----------------|
| Zoning: SDMFD*              | Acres: 0.1606             | Fuel Type:      |
| Property Indicator: 10      | Lot Area:                 | Sewer Type: 001 |
| Flood Panel ID: 0601540001C | Lot Width/Depth: 50 x 140 | Water Type:     |
| County Use: 0100            | Land Use: 163             |                 |

**Tax Information:**

|                             |                       |                      |
|-----------------------------|-----------------------|----------------------|
| Assessed Value: \$197,417   | Property Tax: \$2,454 | Tax Year: 2004       |
| Land Value: \$140,270       | Tax Area: 12156       | Homestead Exemption: |
| Improvement Value: \$57,147 |                       |                      |

2) Councilmember Ebner removed item 4(d) involving Iglesia Street/Bonita Avenue traffic calming measure, which was not decided upon and funds cannot be allocated.

3) Councilmember McHenry requested that item 4a(1) be removed.

It was moved by Councilmember McHenry, seconded by Councilmember Ebner, and unanimously carried to accept, approve and act upon the consent calendar, as amended, as follows:

a. Resolutions read by title, further reading waived, passage and adoption recommended as follows:

2) **RESOLUTION NO. 06-11**, A Resolution of the City Council of the City of San Dimas, California, amending Section 2 of Resolution No. 05-71 to provide for an increase in the City's Optional Benefit Plan.

3) **RESOLUTION NO. 06-12**, A Resolution of the City Council of the City of San Dimas, granting an appeal approving Development Plan Review Board Case No. 03-09, a request for a 586 square foot attached garage conversion to family room and 2906 square foot detached garage with second story loft/recreation area on the property located at 525 N. Amelia Avenue.

b. Approval of minutes for regular meeting of February 14, 2006, as amended, and Study Session of February 28, 2006.

c. Rejection of claim for damages from Metropolitan Water District.

END OF CONSENT CALENDAR

Consideration of Item 4 a (1):

(1) **RESOLUTION NO. 06-10**, A Resolution of the City Council of the City of San Dimas approving certain demands for the month of March, 2006.

It was moved by Councilmember Ebner, seconded by Councilmember Bertone, and carried with Councilmember McHenry abstaining.

The following item 4 d was removed for further consideration by the City Council at a future meeting:

d. Authorization of Change-Order in the estimated amount of \$36,000 to Martinez Concrete for Construction of Bow-Out and Median at Bonita Avenue Iglesia Street.

## 5. PLANNING

a. Hear Appeal regarding Planning Department denial of request by George Yemetz for "re-build" letter for property at 240 W. Third Street.

Community Development Director Stevens reported that George Yemetz has appealed a decision that a "re-build" letter will not be provided as a condition precedent to refinancing. Staff conducted a review of documents that indicate the structure was built as a shed in 1922 and 1934, but does not indicate that there were permits to convert it to a guest house. Staff does not recommend authorizing a "re-build" letter without satisfactory demonstration that permits were issued to allow conversion of the shed to a residential use.

In response to Councilmember Ebner, Director Stevens reviewed the building blanks dated November 16, 1936 and replied that most of the references relate to the main building unit. He indicated that permits were required after 1934 and most structures have permits; however, remodeling, expansion or alterations do not appear to be permitted.

In response to Councilmember Bertone, Director Stevens stated that the original garage is permitted under the zoning; however, the shed unit and additional living quarters could be rebuilt as a shed, not as a habitable dwelling unit.

Mayor Morris asked the applicant to speak.

George Yemetz provided his interpretation of documents obtained from the Tax Assessor's Office. He felt the assessor's remarks reflected that the shed was converted to a guest house in the 1930's when permits were not required.

Mayor Morris replied that the sheet describes circumstances that occurred in 1964 and inquired if Mr. Yemetz could provide records that reflected the conversion in 1934 or prior.

Mr. Yemetz contended that the building blank dated November 16, 1936 reflects the addition of a garage in 1964 and the guest unit built in 1934 having a fireplace, concrete foundation, knotty pine exterior, gable roof, wood flooring, and one bath.

Mayor Morris stated that he lived in the house west of the property during the 1940's and until at least 1945 the structure was a shed. He added that there were no duplexes to the east; it was a single family residence until the 1950's.

Mr. Yemetz stated there are two cottages on the lot. He said when he first approached Building and Safety, he was told all he needed was to show the unit was legally constructed with permits or whatever was necessary at the time constructed. He indicated that the shed was started in 1922, added to and refurbished prior to 1934, so there are no permits available. He is also unable to locate permits for the cottage in front. He stated that until 1993 under the zoning code, two units or duplexes were permitted. He expressed concern that should the unit be destroyed, he would lose the ability to rent and raised issues with insuring the property if the unit could not be rebuilt.

Mayor Morris replied that the zoning code was changed in 1992 and the issue Mr. Stevens raised is that in order to have more than one dwelling unit on a lot in that area, the second unit has to have been permitted at the time of construction. He explained that the front residence is permitted under the current zoning.

In response to Mayor Pro Tem Templeman, Mr. Yemetz replied that the garage built in 1964 is not and was never used as living quarters. He stated that the tax assessor who visited the property in 2005 wrote shed converted to guest house.

In response to Mayor Pro Tem Templeman, Director Stevens stated that according to the Assessors' records, David E. and Herschel E. Stanley sold the property to Mr. Yemetz. He continued that if there are documents substantiating the estimate, it would be credible evidence to determine the unit was built pre-1934. He added that the word "shed" is checked as the class of structure on the 1936 slip.

Councilmember McHenry pointed out that the Assessor used bold, clear checkmarks throughout the document and the only thing out of proportion is the alleged bath. He added that the comments were written in 2005 by the Assessor that the unit was converted into guest quarters.

Mayor Morris stated that there is a section provided on the blank for the Assessor to classify any changes. He indicated that at best it has not been established clearly that it was living quarters.

Councilmember Ebner explained the zone change requirements and said he has read all correspondence submitted by the applicant and staff. From all evidence, the main slip is the 1936 slip, which is two years after permits were required and clearly marked "shed." He said taking everything into consideration, including the next door neighbor's recollection in the 1940's, he does not doubt it was an unpermitted structure. He felt the burden was on the applicant to bring forth evidence that justifies a rebuilt letter.

In response to Mayor Pro Tem Templeman, Director Stevens replied that in 1934 San Dimas was unincorporated, and when the County adopted the first Building Code in 1934, permits were then required. He mentioned that this appears to be a case where permits were not obtained when the unit was converted. He indicated he would be happy to review additional documents to support the note that the applicant used to conclude it was built in the 1930's. He further replied that the habitable structure if rebuilt would have to comply with setback requirements, which is a minimum of five feet. He mentioned that although he does not have a copy of the 1934 Code, it is highly unlikely that a habitable structure would have been permitted to be built on the property line even then.

Councilmember McHenry expressed willingness to have staff investigate further with the Assessor's Office on the two building slips dated November 16, 1936 before making a decision.

It was moved by Mayor Morris to deny without prejudice the request until additional evidence is presented to establish the shed was converted to a second residence prior to 1934. The motion was seconded by Councilmember Ebner and carried unanimously.

- b. Request to set appeal for Attorney's office on first floor at 129 and 131 West Bonita Avenue. DPRB Case No. 06-08.

Councilmember Ebner felt the appeal should be heard. He thought this would be a good opportunity to confirm or change the policy followed by the Development Plan Review Board for the last four-five years.

In response to Councilmember Bertone, Director Stevens replied that offices are permitted on the second floor unless the DRPB approves the use on the first floor.

It was moved by Councilmember Ebner, seconded by Mayor Morris, to schedule the appeal for Tuesday, March 28, 2006 if the applicant is ready. Staff was directed to contact the applicant. The motion carried unanimously.

## 6. OTHER

- a. Status of second unit projects and Ordinance 1156.

Planning Manager Hensley reported that Ordinance No. 1156 to reduce the maximum size of second units was introduced on February 14, 2006 and adopted on February 28, 2006. At their February 28, 2006 meeting, Council directed staff to respond to Mr. Robert Mathis' desire to construct a second unit on his property. Staff reported that Mr. Mathis claims that various Planning staff members either approved or suggested that his project would be approved. Mr. Hensley presented staff's memorandum outlining the history of the Mathis request and indicated that although Mr. Mathis has been to the DPRB, a complete set of plans has never been submitted for a rehearing before the DPRB. He also presented recommendations from the City Attorney providing staff's recommendation on compliance with the new ordinance and recommended adoption by the City Council.

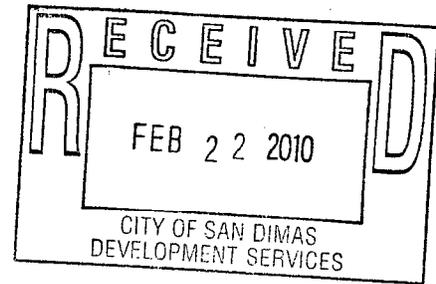


**RICK AUERBACH • ASSESSOR**  
EAST DISTRICT OFFICE  
1190 DURFEE AVENUE  
SOUTH EL MONTE, CALIFORNIA 91733-4412  
lacountyassessor.com  
626.258.6001



February 19, 2010

George Yemetz  
1312 N Maple St  
Burbank, CA 91505



Dear Mr. Yemetz,

**REGARDING ASSESSOR PARCEL NUMBER: 8387-015-021**  
**PROPERTY ADDRESS: 240 W 3<sup>rd</sup> St, San Dimas**

This letter is in response to your inquiry dated 2/4/2010, where you requested that our office change the property description to include the guest house as a second unit. The original permit for the shed was taken out in 1922 and square footage was added to the shed in 1934. Our records indicate that one of our appraisers happen to discover the alteration on a random field check in 1974. His notes indicate that the shed had been altered to living quarters. We have no permits on file to indicate that the alteration of the shed was or was not built to code. Furthermore our appraiser was unable to determine date of alteration. All we did in August 2, 1974 is note it on our records for assessment purposes.

It is the responsibility of the City of San Dimas and the Department of Building and Safety to make any zoning changes and to determine the legality of any new construction. Please see the attached disclaimer that can be found on our Assessor's Web page.

If you need any further assistance, please contact Adelina Bujanda at (626)258-6001 or visit our office at 1190 Durfee Avenue, South El Monte.

Sincerely,

Roy Cossio  
Principal Appraiser  
East District Office



# Agenda Item Staff Report

**TO:** Honorable Mayor and Members of City Council  
*For the Meeting of March 23, 2010*

**FROM:** Blaine Michaelis, City Manager *BM*

**SUBJECT:** Financing for the Civic Center renovation and expansion project – designation of the most cost effective financing strategy and designation of an underwriter and bond and disclosure counsel to complete the financing transaction

---

## **SUMMARY**

*Staff has requested and received financing proposals in accordance with the following criteria: 15 year term, maintain the option to prepay the remaining principle after the 10<sup>th</sup> year, with the most favorable and cost effective provisions.*

*We received proposals representing 3 different strategies. The 3 strategies are summarized below. The recommendation is to proceed with a Lease Back Certificate of Participation financing strategy.*

### **Lease Purchase through California Communities JPA**

The advantages of this approach is that the cost to borrow the money is less – the costs and fees to put the financing together are included in the interest rate for the debt. The process to secure the financing is efficient and the interest rate is known at the time the financing is established (compared to other strategies where the ultimate interest rate and costs are not fully determined until the date the bonds are sold in the market).

We have been following the lease purchase interest rate over the last several months. When we received the updated numbers for this most recent review, the interest rate had crept up slightly, but the more substantive change was the request for bidders only produced one proposal – and that proposal wanted to charge a 2-3% penalty to pay off the financing early. The current rate and the new condition are still favorable, but it does represent a slightly higher cost that what we looked at in January 2010.

*7a*

### **Lease Back Certificate of Participation**

This is a traditional means of financing – San Dimas most recently used this tool as the financing vehicle to complete the Senior Center renovation and expansion. That 15 year financing will be completely paid off in June 2012. This approach involves more initial costs to secure the financing (setting aside the equivalent of 1 year's debt payment, legal fees, paying the underwriter to prepare and sell the bonds, printing costs, and the purchase of bond insurance which makes the bonds more attractive to investors giving us a better rate when the bonds go into the market). The higher costs in financing are offset by a lower interest rate for the debt.

We had two vendors provide proposals to utilize a Certificate of Participation for the financing – Southwest Securities, and Kinsell, Newcom and De Dios Inc. We looked at each proposal carefully and feel that the assumptions and strategy of the Southwest Securities proposal is just a bit more realistic and probable. In some key areas, the direct costs with Southwest are less than Kinsell, Newcom and De Dios and the proposed budgets for issuance costs are a little more realistic. Southwest Securities has provided underwriting services for San Dimas before. They are a very capable firm.

### **Lease Revenue Bonds**

We included this proposal for comparison purposes. The costs for this particular approach exceed the others, but it is an alternative that was proposed for your consideration and review.

### **Discussion and recommendation**

Perhaps the most practical way to decide which alternative to pursue is a comparison with the following key points:

1. Lowest annual net payment due
2. The option that leaves the lowest amount of principle to be paid off after 10 years
3. The option that has the least cost over the full term of the financing

Staff has prepared the attached summary chart of the 3 financing options to compare their performance with these key points. The chart indicates that a Lease Back Certificate of Participation is our best option. As noted before, the specific interest rate for a Certificate of Participation is determined at the date the bonds go to market. The proposed rate used for this recommendation came from the best estimate from Southwest Securities if we would have been in the market for the sale of bonds the second week of March 2010. The general conclusion is that the bond market will be about where it is today for at least the next 90 days or so. Therefore our assumption is that we could achieve an all inclusive interest rate of 4.306% plus or minus. That is a very good interest rate. The school district bonds completed last September 2009 secured by voter approved property tax assessments came in at an all inclusive interest rate of 4.5095%.

It may be helpful to compare the numbers we looked at in January – you can see how the Certificate of Participation represents a more cost effective approach:

|   | Annual Payment | Principle left to pay after 10 yrs | Total 15 year Cost |
|---|----------------|------------------------------------|--------------------|
| January 2010 Lease Purchase financing   | \$741,739      | \$3,202,697                        | \$11,126,087       |
| March 2010 Certificate of Participation | \$695,782      | \$2,591,000                        | \$10,436,727       |

**Bond and Disclosure Legal Services**

A Certificate of Participation requires legal work from Bond Counsel and Disclosure Counsel. In the past the city has used Straddling, Yocca, Carlson & Rauth; Fulbright & Jaworski; and Quint & Thimmig. They are all very competent and capable firms – their past work on the city’s financings was excellent. We received the following proposals:

|                    | Fulbright & Jaworski LLP | Quint & Thimmig             | Straddling, Yocca, Carlson & Rauth |
|--------------------|--------------------------|-----------------------------|------------------------------------|
| Bond Counsel       | \$40,000 plus expenses   | \$35,000 including expenses | \$45,000 plus expenses             |
| Disclosure Counsel | \$15,000                 | \$25,000                    | \$17,500                           |
| Total              | \$55,000 plus expenses   | \$60,000                    | \$62,500 plus expenses             |

Expenses could range from \$1,500 to \$5,000

The proposals are very close. Fulbright & Jaworski represent the potential for the lowest cost. Staff is recommending that we proceed with Fulbright & Jaworski, they are located in Los Angeles. They provided the legal work for the financing to purchase Charter Oak Mobile Home Park. The cost for legal work will be included in the cost of issuance for the Certificate of Participation financing.

**Timing for the financing**

The projected date to have the financing completed is the middle to late June. The legal work, bond rating process, and final approvals can take several weeks. There is an expectation that at some point in the future, interest rates will rise, but the general thought is that the bond market may not change appreciably in the next 90 days.

**RECOMMENDATION**

1. Receive report from staff – ask questions as desired.
2. Proceed to utilize a lease back Certificate of Participation financing to provide \$7,500,000 toward the expansion and renovation project.
3. Authorize staff to enter into the necessary agreements and process with Southwest Securities Group as underwriters and Fulbright & Jaworski L.L.P as Bond Counsel and Disclosure Counsel to complete the financing.

Attachment

Summary chart of the 3 proposed financing strategies

## Renovation and Expansion Project Financing Alternatives March Recommendation Lease Back COP

|  | Lease Revenue Bonds                          | Lease Back Certificate of Participation  | Lea through Co         |
|--|--|--|------------------------|
| Description                                    | Tax exempt financing                         | Same financing used for Senior Center expansion  | Joint                  |
| Term   | 15 years                                     | 15 years   |                        |
| Interest Rate                                  | 5.5% all in true interest cost               | 4.12% true interest<br>4.31% all in rate   | 5.63%                  |
| Financing costs, reserve requirement, and fees | \$1,236,800                                  | \$1,013,069  |                        |
| Total borrowed to receive \$7,500,000 net      | \$8,840,000                                  | \$8,480,000  | \$                     |
| Gross Annual Payment                           | \$843,005                                    | \$762,073  |                        |
| Net Annual Payment                             | <b>\$786,637</b>                             | <b>\$695,782</b>   | \$                     |
| Remaining principal due after 10 years         | <b>\$2,819,500</b>                           | <b>\$2,591,000</b>   | \$                     |
| Total net debt cost for full term of financing | <b>\$11,799,567</b>                          | <b>\$10,436,727</b>  | <b>\$1</b>             |
|  | Note: no cost on early payoff after 10 years | Note: no cost on early payoff after 10 years - this proposal includes bond insurance to secure a lower interest rate | Note: n for early \$96 |

Note: Staff and consultants also explored Build America Bonds and Build to Suit Lease Back financing as well. The costs for these alternatives exceeded the Certificate of Participation financing approach.



CITY OF SAN DIMAS  
MINUTES  
SAN DIMAS REDEVELOPMENT AGENCY MEETING  
TUESDAY, MARCH 9, 2010  
COUNCIL CHAMBERS  
245 E. BONITA AVENUE

---

**PRESENT:**

Chairman Curtis W. Morris  
Vice Chairman Denis Bertone  
Mr. Emmett G. Badar  
Mr. John Ebner  
Mr. Jeffrey W. Templeman  
Executive Director Blaine Michaelis  
Agency Attorney Ken Brown  
Secretary Ina Rios  
Assistant City Manager Ken Duran  
Director of Development Services Dan Coleman  
Director of Public Works Krishna Patel  
Director of Parks and Recreation Theresa Bruns

**CALL TO ORDER**

Chairman Morris called the meeting to order at 8:24 p.m.

**ORAL COMMUNICATIONS** (This is the time set aside for members of the audience to address the Board. Speakers are limited to three minutes.)

There were no speakers.

**APPROVAL OF MINUTES**

It was moved by Mr. Bertone, seconded by Mr. Badar, to approve the minutes for the meeting of February 23, 2010. The motion carried unanimously.

**EXECUTIVE DIRECTOR**

There were no comments.

**MEMBERS OF THE AGENCY**

There were no comments.

**ADJOURNMENT**

Chairman Morris adjourned the meeting at 8:25 p.m.

Respectfully submitted,

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Ina Rios, Secretary

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# Agenda Item Staff Report

**To:** Honorable Mayor and Members of the City Council  
*For the meeting of March 23, 2010*

**From:** Blaine Michaelis, City Manager *BM*

**Subject:** **City Council Reorganization**

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## SUMMARY

The City Council customarily considers adjustments to the various commission and board representation assignments of its members after the completion of an election. Additionally, the Mayor Pro Tem position is determined.

Staff has provided a listing of the current representation assignments for reference in the discussion and appointment decision process.

Staff recommendation:  
Council pleasure

Attachment:  
City Council/Commission/Committee/Board Assignments

*qd<sup>(1)</sup>*



**CITY COUNCIL/COMMISSION  
COMMITTEE/BOARD ASSIGNMENTS**

**CALIFORNIA CONTRACT CITIES ASSOCIATION**

8119 Somerset Blvd.  
Paramount, CA 90723

562 633-9555

Delegate: Mayor Morris  
Alternate: All Councilmembers  
Meeting Date: 3<sup>rd</sup> Wednesday of the month; Social hr. 6 p.m.; Dinner Meeting-7 p.m.  
Location: Varies according to host city.

**LEAGUE OF CALIFORNIA CITIES BOARD OF DIRECTORS**

602 E. Huntington Dr.  
Monrovia 91016

626 305-1315

Delegate: Councilmember Badar  
Alternate: Mayor Pro Tem Bertone  
Meeting Date: Board-4<sup>th</sup> Wednesday of the month; 7 p.m.  
Location: same

**General Membership**

Meeting Date: 1<sup>st</sup> Thursday of the month; 7 p.m. Dinner/Meeting at 7:30 p.m.  
Location: Stevens Steakhouse  
5332 Stevens Pl  
City of Commerce

**L. A. COUNTY-CITY SELECTION COMMITTEE**

(Piggyback with League of California Cities)

Delegate: Mayor Morris (automatic delegate)

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS**

3452 E. Foothill Blvd. Ste. 810  
Pasadena, CA 91107-3142

626 564-8700  
FAX 626 564-1116

Delegate: Mayor Pro Tem Bertone  
Alternate: Councilmember Ebner  
Meeting Date: 1<sup>st</sup> Thursday of the month; 12 p.m.  
Location: same

**L. A. COUNTY-SANITATION DISTRICT BOARD**

1955 Workman Mill Rd. 562 699-7411  
Whittier 90601 FAX 562 695-2897

Delegate: Mayor Morris (automatic delegate)  
Alternate: Mayor Pro Tem Bertone  
Meeting Date: 4<sup>th</sup> Wednesday of the month; 1:30 p.m.  
Location: same

**CALIFORNIA JOINT POWERS INSURANCE AUTHORITY**

8081 Moody Street 562 467-8700  
La Palma 90623-2045 FAX 562 860-4992  
Rep. Allan Amico email: [allan@cjpia.org](mailto:allan@cjpia.org) 562 467-8720  
DIR FAX 562 402-8692

Delegate: Mayor Morris  
Alternate: City Manager Blaine Michaelis  
Meeting Date: 4<sup>th</sup> Wednesday of the month; 6:30 p.m.  
Location: same

**POMONA VALLEY TRANSPORTATION AUTHORITY**

2120 Foothill Blvd.  
La Verne 91750 909 596-7664  
Secretary: Delal

Delegate: Councilmember Emmett Badar  
Alternate: Asst. City Manager, Ken Duran, City Mgr. Blaine Michaelis  
Meeting Date: 2<sup>nd</sup> Wednesday of the month; 5:30 p.m.  
Location: La Verne City Hall  
3660 D Street  
La Verne 91750

**FOOTHILL TRANSIT ZONE JOINT POWERS AUTHORITY**

100 N. Barranca 626 967-3147  
West Covina 91791 FAX 626 915-1143

Delegate: Councilmember Badar  
Alternate: Councilmember Ebiner  
Meeting Date: Last Friday of the month; 8:00 a.m.  
Location: same

**SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**

3452 E. Foothill Blvd, Suite 810

Pasadena 91107-3142

email: [sgv@sgvcog.org](mailto:sgv@sgvcog.org)

626 654-8700

FAX 626 546-1116

Delegate: Mayor Pro Tem Bertone  
Alternate: Councilmember Templeman  
Meeting Date: 3<sup>rd</sup> Thursday of the month; 5:30 p.m. Dinner 6 p.m. meeting  
Location: CTA Center/Southern California  
6090 N. Irwindale Ave.  
Irwindale 91702

**SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT**

1145 N. Azusa Canyon Rd

West Covina 91790

626 814-9466

FAX 626 337-5686

Delegate: Councilmember Templeman  
Alternate:  
Meeting Date: 2<sup>nd</sup> Friday of the month; 7:00 a.m.  
Location: same

**CITY OF SAN DIMAS-BONITA UNIFIED SCHOOL DISTRICT**  
**AD HOC COMMITTEE**

Council Rep: Councilmember Templeman and Councilmember Ebiner  
Meeting Date: as scheduled, generally every 3 months  
Location: alternating District Office and City Hall

**METRO GOLD LINE FOOTHILL EXTENSION**

240 W. Huntington Drive

Arcadia, CA 91066

626 471-9050

Council Rep: Councilmember Denis Bertone  
Alternate:  
Meeting Date: 2<sup>nd</sup> & 4<sup>th</sup> Wednesday of the month, 7:00 p.m.  
Location: same as above

**RIVERS MOUNTAINS CONSERVANCY**

100 N. Old San Gabriel Canyon Road  
Azusa 91702

626 815-1019

Council Rep: Councilmember Denis Bertone  
Alternate:  
Meeting Date: 3<sup>rd</sup> Monday of the month, 3:00 p.m.  
Location: various locations

DRAFT

## **CITY COMMISSIONS**

### **DEVELOPMENT PLAN REVIEW BOARD**

Council Rep: Mayor Morris & Councilmember Badar  
Meeting Date: 2<sup>nd</sup> & 4<sup>th</sup> Thursday of each month; 8:30 a.m.

### **EQUESTRIAN COMMISSION**

Council Rep: Councilmember Templeman  
Meeting Date: 1<sup>st</sup> Tuesday of the month; 7:00 p.m.

### **GOLF COURSE ADVISORY COMMITTEE**

Council Reps: Mayor Morris & Councilmember Badar  
Meeting Date: Quarterly; 7:30 a.m.  
Location: San Dimas Canyon Golf Course-Clubhouse

### **PARKS & RECREATION COMMISSION**

Council Rep: Councilmember Ebner  
Meeting Date: 3<sup>rd</sup> Tuesday every other month (odd months) 7:00 p.m.  
Location: City Hall

### **PUBLIC SAFETY COMMISSION**

Council Rep: Mayor Morris & Councilmember Badar  
Meeting Date: 3<sup>rd</sup> Tuesday of the month, 5:30 p.m.  
Location: City Hall

### **SENIOR CITIZENS COMMISSION**

Council Rep: Mayor Pro Tem Bertone  
Meeting Date: 1<sup>st</sup> Thursday every other month (odd months) 7:00 p.m.  
Location: Sr. Citizens Community Center