



**MINUTES**  
**REGULAR CITY COUNCIL /**  
**REDEVELOPMENT AGENCY MEETING**  
**TUESDAY, JULY 13, 2010, 7:00 P. M.**  
**MULTI-PURPOSE ROOM**  
**SENIOR CITIZEN/COMMUNITY CENTER**  
**201 E. BONITA AVENUE**

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**CITY COUNCIL:**

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

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

**2. RECOGNITION**

- Proclaim July as Parks and Recreation Month

**3. PRESENTATIONS**

- 50th Anniversary Flashbacks
- 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. 2010-40, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CERTAIN DEMANDS FOR THE MONTHS OF JUNE AND JULY 2010.**

- b. Approval of minutes for regular City Council meeting of June 22, 2010 .
- c. Award of Cash Contract No. 2010-06, Street and Pedestrian Safety Enhancement project on Amelia Avenues in the City of San Dimas from 5th Street to Gladstone Street Federal Project No. SRTSL 5367 (005) to ASR Constructors, Inc., in the amount of \$576,000.
- d. Reject claim for damages from Eugene Dallen III.

END OF CONSENT CALENDAR

**6. PLANNING/DEVELOPMENT SERVICES MATTERS**

- a. Consideration of Fences & Walls Guidelines for inclusion into the Town Core Design Guidelines.

**7. OTHER MATTERS**

- a. Consider Sycamore Canyon Equestrian Center proposal for an extension to their lease with the City of San Dimas. 10-year extension - 5 year extension option. Completion schedule and financing for certain improvements.

**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 June 22, 2010 meeting.
- c. Executive Director
- d. Members of the Agency

**9. ORAL COMMUNICATIONS**

- a. Members of the Audience (Speakers are limited to five minutes or as may be determined by the Chair.)
- b. City Manager
  - 1) Update on City Hall, Civic Center, and Stanley Plummer expansion and renovation project.
- c. City Attorney
- d. Members of the City Council
  - 1) Reappoint Youth Member to Parks and Recreation Commission.
  - 2) Reappointments to Planning Commission.
  - 3) Councilmembers' report on meetings attended at the expense of the local agency.
  - 4) Individual Members' comments and updates.

**10. ADJOURNMENT**

The next meeting is on July 27, 2010, 7:00 p.m..

**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 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:** A HEARING ASSISTANCE DEVICE IS AVAILABLE. PLEASE CONTACT THE CITY CLERK PRIOR TO THE MEETING AT 909/394-6216 TO CHECK OUT A RECEIVER.

**POSTING STATEMENT:** ON JULY 9, 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).

*July is Parks & Recreation Month  
Parks Make Life Better!*

*W* *HEREAS, Parks and Recreation makes lives and communities better now and in the future; and*

*W* *HEREAS, 98% of California households indicated they visited a local park at least once in the past year; most often visiting a park with family and friends; and*

*W* *HEREAS, Parks provide access to the serenity and the inspiration of nature and outdoor spaces to play and exercise; and*

*W* *HEREAS, Parks preserve and protect the historic, natural and cultural resources in our community; and*

*W* *HEREAS, Recreation fosters human development, providing positive alternatives for children and youth during non-school hours to reduce crime and mischief thereby helping children and youth develop and grow into healthy and productive adults; and*

*W* *HEREAS, Parks and Recreation offer places, spaces and programs to facilitate social connections, human development, therapy, the arts, and lifelong learning; and*

*W* *HEREAS, Parks and Recreation strengthens community image, sense of place and increase cultural unity; and*

*W* *HEREAS, Parks and recreation provides opportunities for directed and self-directed activities which encourage healthy movement; and*

*W* *HEREAS, thousands of California children, adults and seniors benefit from the wide range of services, facilities and programs provided by the San Dimas Parks and Recreation Department; and*

*W* *HEREAS, the city of San Dimas urges all its residents to recognize that parks and recreation enriches the lives of its residents and visitors as well as adding value to the community's homes and neighborhoods.*

*N* *OW THEREFORE, Be It Resolved, I, Curtis W. Morris, Mayor of the City of San Dimas, Mayor Pro Tem John Ebiner, Councilmembers Emmett Badar, Denis Bertone and Jeffrey Templeman do hereby proclaim that: Parks Make Life Better!" and the month of July 2010 as "Parks & Recreation Month" and in doing so, urge all citizens to use and enjoy our parks and recreational opportunities.*

*I* *n Witness Thereof, I have hereunto set my hand and caused the Seal of the City of San Dimas to be affixed this 13<sup>th</sup> day of July 2010.*

*Curtis W Morris*

\_\_\_\_\_  
Mayor

*Ina Din*

Attest \_\_\_\_\_

City Clerk

**RESOLUTION NO. 2010-40**

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF SAN DIMAS, CALIFORNIA, APPROVING  
CERTAIN DEMANDS FOR THE MONTHS OF  
JUNE AND JULY 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 Prepaid Warrant Register: 06/30/2010; 21255 through 21328; in the amount  
of \$1,509,524.51 (includes Void #20961, 20962, 131135, 131589; reinstate 129588); Warrant  
Register: 07-15/10; 132001 through 132185; in the amount of \$1,348,435.68. (131717 through  
132000 were set aside for Prepays.)

PASSED, APPROVED AND ADOPTED THIS 13th DAY OF JULY, 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 Jul 6 13, 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, JUNE 22, 2010, 7:00 P. M.**  
**SENIOR CITIZEN/COMMUNITY CENTER**  
**MULTIPURPOSE ROOM, 201 E. BONITA AVE.**

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**PRESENT:**

Mayor Curtis W. Morris  
Mayor Pro Tem John Ebner (Arrived 7:02 p.m.)  
Councilmember Emmett Badar  
Councilmember Denis Bertone  
Councilmember Jeff Templeman

City Manager Blaine Michaelis  
City Attorney J. Kenneth Brown  
City Clerk Ina Rios  
Assistant City Manager of Community Development Larry Stevens  
Assistant City Manager Ken Duran  
Director of Public Works Krishna Patel  
Director of Parks and Recreation Theresa Bruns  
Associate Planner Marco Espinoza

**ABSENT:**

Director of Development Services Dan Coleman

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

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

**2. RECOGNITIONS**

- Recognize Firefighter Paramedic of the Year
- Recognize Public Safety Employee of the Year

Mayor Morris said this is an opportunity to recognize the Firefighter Paramedic of the Year and Public Safety Employee of the Year who serve in San Dimas and constitute our public safety protection. He introduced Battalion Chief Vince Peña, Chief of the Los Angeles County Fire Department to provide a brief bio on Firefighter Paramedic Bernardo Diaz.

**Battalion Chief Vince Peña**, Los Angeles County Fire Department, thanked the City Council for honoring dedicated men and woman of Los Angeles County Fire Department for their service in a great city. He provided a brief bio of this year's honoree **Firefighter Paramedic Bernardo Diaz** and his career as a Paramedic.

Mayor Morris congratulated and in appreciation of his efforts, presented a plaque to **Bernardo Diaz**, 2010 Firefighter Paramedic of the Year.

**Bernardo Diaz** said the City has never failed to show support for the Fire Department and he takes great pride in the job he does.

Mayor Morris introduced Captain Joe Hartshorne, San Dimas Station, to provide a brief bio on the Public Safety Employee of the Year **Chris MacKenzie**.

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**Captain Joe Hartshorne**, San Dimas Station, with great pleasure congratulated **Chris MacKenzie**, who is a positive asset to the San Dimas Station and City of San Dimas.

**Chris MacKenzie** thanked the City Council for the recognition and said she enjoys working with the City.

Mayor Morris congratulated and presented a plaque to **Chris MacKenzie**, 2010 Public Safety Employee of the Year and said he appreciates the work by the Sheriff's Department.

### 3. ANNOUNCEMENTS

➤ 50th Anniversary Flashbacks

**Bill Emerson**, Representative, San Dimas Historical Society, said since 1960, there have been 21 elected officials sitting at the dais and the following served as Mayor: 1960-68 Stanley Plummer; 1968-72 Buck Hooper; 1972-73 Tom Nuss; 1973-76 Jim Lough; 1976-80 Dr. Marvin Ersher; 1980-84 Ed Aleks; 1984-88 Don Haefer, 1988-96 Terry Dipple; and 1996-2010 Curt Morris. Mr. Emerson said Mr. Morris was first elected to the City Council in 1980. He highlighted the vendors, restaurants and service providers in the City since 1960.

➤ Pui-Ching Ho, Librarian, San Dimas Library

**Pui-Ching Ho**, Library Manager, San Dimas Library, said the summer Reading Program began and will continue through July 30. Prizes for reading are available. She invited the community to enjoy Wild Wonders and Walk on the Wild Side on Wednesday, June 23; Puppet Show on June 30; For free tickets to Annie's Banany Reading Adventure and Balloon Show on July 7, contact the Reference Desk; she invited everyone to come play board games from June 24 through July 29, from 2:30-4:00 p.m. The Book Party will meet on July 6 and the book for July is The Glass Castle; On July 10, 2:00 p.m. Advocates for Healthy Living will be at the Library with delicious samples of seasonal foods and vegetables from the Farmer's Market. They will share ideas for healthy breakfasts and give tips for getting the most out of local Farmers Markets. She said for information on any program, contact the Library at (909) 599-6738 or access their website [www.co.la.publib.org](http://www.co.la.publib.org).

➤ Crime Stopper presentation - Captain Joe Hartshorne, San Dimas Sheriff's Station

Captain **Joe Hartshorne**, San Dimas Sheriff's Station, presented a short video on the Crime Stopper Program and said the Sheriff's Department, along with 25 other agencies in Los Angeles County, entered into an operational agreement with Crime Stoppers, the newest generation of We-Tip, to encourage people to call in, text, or email anonymous tips through Law Enforcement that will be routed to the appropriate agency for investigation. Tipsters are eligible for a reward up to \$1,000 if information provided leads to an arrest. Captain Hartshorne said the program is self-funded through private and public donations and has proven to be beneficial to law enforcement and the community.

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

1) **Tim Rowe**, President, San Dimas Little League, shared a heartfelt success story of the San Dimas Little League Autistic Division and expressed his appreciation for the City's ongoing support, particularly the Parks and Recreation Department. He announced that the San Dimas Little League will be hosting the 11-year old Tournament for District 20, encompassing nine Little Leagues in San Dimas. The All Star Tournament starts Saturday, June 26 and a schedule can be found on their website at sandimaslittleleague.com.

2) **Councilmember Templeman** acknowledged Jody Roberto from Senator Huff's office, in the audience.

3) **Ted Powl**, President/CEO, Chamber of Commerce, announced the recipients of the Awards for Business of the Year - Saffron; New Business of the Year - Dessert Shoppe on Bonita Avenue; Businessman of the Year - Tim Rowe; Businesswoman of the Year - Deanna Castle, San Dimas Grain Company; and Volunteers of the Year - Theresa Bruns and Edward Wolfe. He said the recipients will be honored at the Annual Installation/Awards Dinner on Thursday, June 24, 2010, along with the installation of Chamber Officers; Margie Green is the new Chairman of the Board.

4) **Mr. Powl** announced the City's 50th Birthday will be celebrated on August 7th, at Civic Center Park, with a deep pit barbecue, free rides and activities for the children, and music by The Answer. Pre-sold tickets are \$5 for adults (\$6 at the door); \$4 for seniors; and \$3 for children under 12. Tickets are available at the Chamber, City Hall, and Senior Citizen/Community Center.

#### 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.)

Mayor Morris reported that corrected minutes were distributed to the City Council.

It was moved by Mayor Pro Tem Ebener, seconded by Councilmember Templeman, and 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:
  - (1) **RESOLUTION NO. 2010-35**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CERTAIN DEMANDS FOR THE MONTH OF JUNE, 2010.
  - (2) **RESOLUTION NO. 2010-36**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS AUTHORIZING THE APPLICATION FOR THE USED OIL PAYMENT PROGRAM ADMINISTERED BY THE DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY AS AUTHORIZED BY THE CALIFORNIA OIL RECYCLING ENHANCEMENT ACT.
- b. Approval of minutes for regular City Council meeting of June 8, 2010. Amended on page 8, line one, changing June 1 to July 1.
- c. Award of Cash Contract 2010-05, Downtown Parking Lots 2 & 3 Landscape Improvements, to D.H. Maintenance Services, in the amount of \$66,400.00.

END OF CONSENT CALENDAR

## 6. PUBLIC HEARINGS

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

- a. Consider Classification of Use 09-04, A request to allow the following uses as permitted within Specific Plan No. 9, Area 4 "Restaurant" & "Research Facilities, General" 343 - 433 E. Foothill Blvd., (APN: 8665-008-013 & -033) Associated Cases: Conditional Use Permit 10-01 (Shared Parking)

- 1) **RESOLUTION NO. 2010-37**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CLASSIFICATION OF USE 09-04, A REQUEST TO ALLOW THE FOLLOWING USES AS PERMITTED WITHIN SPECIFIC PLAN NO. 9, AREA 4 HIGHWAY RETAIL, "RESTAURANT" & "RESEARCH FACILITIES, GENERAL" 343 - 433 E. FOOTHILL BLVD., (APN: 8665-008-013 & -033)

Associate Planner Espinoza stated the subject site was approved in 2005 for an office complex and the applicant would like to expand the permitted uses to include a restaurant and research facility. He stated that the Planning Commission approved a conditional use permit for a shared parking Agreement for the restaurant use and underutilized tenant space within the site. Staff and the Planning Commission recommend that the City Council approve the uses as permitted by right within Specific Plan No. 9, Area 4 Highway Retail, known as Canyon Trail Plaza located at 343-433 E. Foothill Boulevard.

Planner Espinoza responded to Council that the Research Facility currently occupies the first floor of Sea West Enterprises, Inc. and designs/researches components for telescopes. He said the tenant space is not occupied between the hours of 6:00 a.m. to 2:00 p.m. as the employees work offsite for research and site development.

Mayor Morris opened the public hearing and invited the applicant to comment.

**Jillian Thompson**, Sea West Enterprises, Inc. provided a brief background on her culinary credentials and said she has a passion for food, and is looking to fill the need for healthy breakfasts, lunches, and catering. Her hours of operation will be from 6:00 a.m. to 3:00 p.m.

Mayor Morris invited testimony from those in favor of the project.

**Travis Simpson**, La Verne resident, said he works on Foothill Boulevard and supports the idea of having an extra restaurant that serves healthy meals.

Mayor Morris asked if anyone opposed the project. No one came forward to speak.

There being no one else wishing to speak, Mayor Morris closed the public hearing and brought the matter before the City Council for decision.

After the title was read, it was moved by Councilmember Badar, seconded by Councilmember Bertone, to waive further reading and adopt **RESOLUTION NO. 2010-37**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CLASSIFICATION OF USE 09-04, A REQUEST TO ALLOW THE FOLLOWING USES AS PERMITTED WITHIN SPECIFIC PLAN NO. 9, AREA 4 HIGHWAY RETAIL, "RESTAURANT" & "RESEARCH FACILITIES, GENERAL" 343 - 433 E. FOOTHILL BLVD., (APN: 8665-008-013 & -033). The motion carried unanimously.

## 7. PLANNING/DEVELOPMENT SERVICES

- a. Consideration to approve City Energy Efficiency and Conservation Strategy and receive and file the Greenhouse Gas Emissions Inventory.

- 1) **RESOLUTION NO. 2010-39**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS ADOPTING THE CITY-WIDE ENERGY EFFICIENCY & CONSERVATION STRATEGY.

Assistant City Manager of Community Development Steven reported that in September the City was awarded a \$150,200 grant by the Department of Energy under the Energy Efficiency Block Grant program. He said the City contracted with CTG in the amount of \$52,345 for a study and development of a city-wide Energy Strategy, including a greenhouse gas emissions inventory. Mr. Stevens outlined five key goals established based on short-term and long-term objectives. He stated that a list of potential projects will be created based on the highest greenhouse gas emitting areas and assessed to determine the greatest level of impact. He said these measures meet DOE goals of reducing GHG emissions and conserving energy. Staff recommended adopting Resolution No. 2010-39 and recommended receiving and filing the Greenhouse Gas Emissions Inventory.

In response to Councilmember Bertone, Director of Public Works Patel replied that staff is working with Gilead Sciences concerning the possibility of recycling discharged water if Public Works is successful in securing a grant for water reduction strategies. He added that staff is also looking into the use of recycled water for the golf course. Mr. Stevens stated that preliminary indications are that it would be a fairly expensive program, but is included as part of the long-term strategy.

After the title was read, it was moved by Councilmember Bertone, seconded by Mayor Pro Tem Ebner, to waive further reading and adopt **RESOLUTION NO. 2010-39**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS ADOPTING THE CITY-WIDE ENERGY EFFICIENCY & CONSERVATION STRATEGY.

In response to Councilmember Templeman, Mr. Michaelis replied that AB811 program is available for residents county-wide to borrow funds to complete energy improvements on their home.

The motion carried unanimously.

It was moved by Mayor Pro Tem Ebner, seconded by Councilmember Badar, to receive and file the Greenhouse Gas Emissions Inventory. The motion carried unanimously.

- b. Consider DPRB Case No. 10-06, A request to construct a 65-foot high stealth wireless telecommunication facility resembling a water tower. The request also includes a block wall enclosure to house the mechanical equipment at 186 Village Court (APN: 8386-008-057).

- 1) **RESOLUTION NO. 2010-38**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING DEVELOPMENT PLAN REVIEW BOARD CASE NO. 10-06, A REQUEST TO CONSTRUCT A 65-FOOT HIGH STEALTH WIRELESS TELECOMMUNICATION FACILITY RESEMBLING A WATER TOWER AT 186 VILLAGE COURT (APN: 8386-008-057 & -058).

Associate Planner Espinoza presented a request from T-Mobile West Corporation to construct a 65-foot high stealth wireless telecommunication facility resembling a water tower adjacent to the north property line of 186 Village Court. He stated that the Development Plan Review Board reviewed and unanimously approved this request at its April 22, 2010 meeting after the applicant agreed to comply with the recommendations of the Review Board to adjust the plans accordingly, with the exception of graphics. Staff and the Development Plan Review Board recommend adopting Resolution No. 2010-38.

Councilmember Templeman requested that the applicant understand that graffiti must be eradicated within a reasonable period of time. Mr. Espinoza stated language would be incorporated into the conditions of approval.

Mayor Morris invited the applicant to present their request.

**Barbara Saito**, Avila Inc., T-Mobile West Corporation, said she encountered some challenges locating owners of trademarks for the graphic logos. She assured the City Council that graffiti will not be a problem and will be corrected without delay.

After the title was read, it was moved by Mayor Pro Tem Ebner, seconded by Councilmember Templeman, to waive further reading and adopt **RESOLUTION NO. 2010-38**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING DEVELOPMENT PLAN REVIEW BOARD CASE NO. 10-06, A REQUEST TO CONSTRUCT A 65-FOOT HIGH STEALTH WIRELESS TELECOMMUNICATION FACILITY RESEMBLING A WATER TOWER AT 186 VILLAGE COURT (APN: 8386-008-057 & -058). The motion carried unanimously.

- c. Request for extension of deferral of plan check fees for Loma Bonita Residences, an affordable housing project to be located on the northwest corner of East Bonita Avenue and San Dimas Canyon Road.

Assistant City Manager of Community Development Stevens reported that in 2008 the City Council approved a request and deferred 60% of the plan check fees until issuance of building permits contingent upon the submittal of the apartments for plan check by December 2009. The apartments were never submitted for plan check. In November 2009 the City Council approved a six-month time extension until June 30, 2010 subject to an agreement recorded in the form of a Covenant between the City and Developer. The Developer, VCH San Dimas, LLC, is requesting a second six-month time extension to allow them time to secure financing for the plan check fee and construction. Staff recommends approval.

It was moved by Councilmember Bertone, seconded by Councilmember Templeman, to approve a time extension until issuance of building permits or December 29, 2010, whichever occurs first. The motion carried unanimously.

## **8. SAN DIMAS REDEVELOPMENT AGENCY**

Mayor Morris recessed the regular meeting at 8:12 p.m. to convene a meeting of the San Dimas Redevelopment Agency Board of Directors. The regular meeting reconvened at 8:28 p.m..

## **9. ORAL COMMUNICATIONS**

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

There were no comments.

- b. City Manager

There were no comments.

c. City Attorney

There were no comments.

d. Members of the City Council

1) Designate Voting Delegates for 2010 League Annual Conference.

The League of California Cities conducts an annual business meeting to take action on conference resolutions. Councilmember Emmett Badar is the City's delegate and Councilmembers Denis Bertone and Jeff Templeman are the alternates.

It was moved by Councilmember Templeman, seconded by Councilmember Bertone, to appoint Emmett Badar as the City's Delegate to the League of California Cities Annual Convention and to appoint Denis Bertone and Jeff Templeman as Alternates to represent the City of San Dimas at the League of California Cities' Annual Convention. The motion carried unanimously.

2) Appointments to Equestrian Commission

Effective July 31, 2010, there will be two vacancies on the Equestrian Commission. The City Council reconsidered two candidates previously interviewed. Councilmember Templeman recommended that the City Council appoint Yvette Picconi and Marca DeMonaco to the Equestrian Commission.

It was moved by Councilmember Templeman, seconded by Councilmember Badar, to appoint Yvette Picconi and Marca DeMonaco to the Equestrian Commission each for a two-year term expiring on July 31, 2012. The motion carried unanimously.

3) Appointments to Senior Citizen Commission

As of May 31, 2010, there are four vacancies on the Senior Citizen Commission. Twelve candidates were interviewed on Thursday, June 10, 2010.

It was moved by Councilmember Bertone, seconded by Mayor Morris, to appoint Fred Garcia, Lou Gross, Denise Tornatore, and Ed Wolfe to a two-year term expiring on May 31, 2012. The motion carried unanimously.

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

There were no comments.

5) Individual Members' comments and updates.

a) Mayor Pro Tem Ebiner stated that Music in the Park kicked off last Wednesday with a Blues Band.

b) Councilmember Badar praised Public Works staff in conducting a community meeting concerning the Amelia/Gladstone Improvement project, and said, although there was low attendance at the meeting, several persons contacted Mr. Patel with their comments. Mr. Badar said this will be a good improvement for the City and kids going to school. He said Mr. Patel was able to secure grant funds for the project allowing the City to complete the project for under \$100,000 of city funds.

- c) Councilmember Bertone announced that the Metro Gold Line Foothill Extension Construction Authority has released the first contract to construct a bridge over the 210 freeway for Phase II(a) of the Gold Line Extension that will extend from Pasadena to Azusa, and the ground breaking will be held on Saturday, June 26, 2010 in Arcadia. He said in attendance will be Congressman David Dreier, Congresswoman Judy Chu, Representative Grace Napolitano and Congressman Adam Schiff.
- d) Councilmember Bertone stated that Theresa Bruns, Director of Parks and Recreation, will be honored at the Chamber of Commerce Installation Dinner on Thursday evening, for all the extra voluntary work she does for the City. He said many staff members work after hours volunteering when and where needed.
- e) Mayor Morris said people are not aware of the amount of volunteer time city staff puts in with other activities not directly related to their jobs with the City and Ms. Bruns sets a tremendous example.
- f) Councilmember Templeman added that Ms. Main has gone through training to become a docent at the Walker House and several other city staff members have become involved in volunteerism at the Walker House. He mentioned that Mr. Frey is very active with the American Cancer Society Relay for Life.

#### **10. ADJOURNMENT**

Mayor Morris adjourned the meeting at 8:40 p.m. The next meeting is July 13, 2010, at 6:00 p.m. for a joint City Council-Planning Commission study session on the status of the NJD Development project.

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 July 13, 2010*

**From:** Public Works Department *[Signature]*

**Subject:** Award of Cash Contract No. 2010-06, "Street and Pedestrian Safety Enhancement Project on Amelia Avenue from 5<sup>th</sup> Street to Gladstone Street SRTSL 5367 (005)" to ASR Constructors, Inc. for the amount of \$576,000.00

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## Summary

The request is for the City Council to award Cash Contract No. 2010-06, "Street and Pedestrian Safety Enhancement Project on Amelia Avenue from 5<sup>th</sup> Street to Gladstone Street SRTSL 5367 (005)" to ASR Constructors, Inc. for the amount of \$576,000.00. This project is partially funded by a Safe Route to School (SR2S) grant.

## BACKGROUND

In the 2010-11 budget, a total of 776,000 for the Amelia Avenue Street and Pedestrian Enhancement Project has been budgeted. A portion of this project is offset by federal funds from the Safe Route to School Grant in the amount of \$676,646.00

The Street and Pedestrian Safety Enhancement consists of constructing a retaining wall varying in height from 3 to 9 feet approximately 550 feet in length, concrete and asphalt sidewalk, concrete swales, concrete curbs and gutters, asphalt paving, striping, and storm drain modification.

In preparation for the project, Public Works has already started a dialogue with residents that would be severely impacted by the street project. A formal public outreach meeting was held on June 17, 2010.

## DISCUSSION

Sealed bids were received by the City Clerk on Thursday, July 1, 2010 and publicly opened for Cash Contract No. 2010-06, "Street and Pedestrian Safety Enhancement Project on Amelia Avenue from 5<sup>th</sup> Street to Gladstone Street SRTSL 5367 (005)"

The bid results are as follows:

1. ASR Constructors, Inc.	\$ 576,000.00
2. Pivot Group, Inc.	\$ 579,010.00
3. Excavating Engineers	\$ 583,270.00
4. ICE Engineering, Inc.	\$ 590,520.00
5. Yakar	\$ 617,973.00
6. Elite Bobcat Inc.	\$ 619,080.00
7. Vido Samarzich Inc.	\$ 630,570.00
8. Gentry Brothers, Inc.	\$ 652,865.00
9. Imperial Paving Co.	\$ 662,937.75
10. Excel Paving Co.	\$ 724,727.50

50

11 Sully-Miller Contracting Co.	\$ 761,722.00
12.M & E	\$ 789,580.00

Since the funding is offset by federal funds for Safe Routes to School, the project will also require following stringent federal requirements. Complying with these federal requirements is extremely complicated and the cumbersome paperwork associated is intensive and time consuming. Contracting with a consultant that is familiar with federal requirements will not only assist with the federal compliance but will also free Staff to focus on other aspects of this and other projects.

Incorporating the lowest bid, the project budget would be as follows:

ASR Constructors, Inc. Contract Cost	\$ 576,000.00
Contingency (~10% of Contract Amount)	\$ 57,600.00
Construction Survey & Monumentation Services	\$ 25,000.00
Soil Testing & Independent Assurance Testing	\$ 60,000.00
Retaining Wall Special Inspection Services	\$ 10,000.00
Federal Compliance Assistance Services	\$ 25,000.00
Landscape Trimming Services & Tree Planting	\$ 10,000.00
<b>Project Budget</b>	<b>\$ 736,600.00</b>

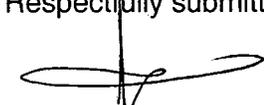
Staff has reviewed the bid proposal and bid bond provided by the lowest responsible bidder, ASR Constructors, Inc. The bid contained an irregularity in regard to the submittal of the race neutral annual Disadvantaged Business Enterprise (DBE) and race conscious Underutilized Disadvantaged Business Enterprises (UDBE) federal requirements. Staff has reviewed this irregularity with the California State Department of Transportation (Caltrans) and it has been determined that the contractor did in fact complete a Good Faith Effort to obtain DBE and UDBE sub-contractors, and therefore the City can move forward with awarding the contract to ASR Constructors, Inc. However, should Council desire, it can dismiss the low bidder's proposal because of the specific irregularity and consider awarding the project to the second lowest bidder, but keep in mind that the second as well as the majority of the bids have a similar irregularity.

The contractor's bid bond is issued by an admitted surety, as required by Public Contract Code 20170. Staff confirmed through the State Contractor's License Board that the contractor's license number 615395, Class A expires on 08/31/2011. Based on the contractor's history and the references reviewed, the contractor is competent in this type of work.

**RECOMMENDATION**

Staff recommends the City Council consider awarding Cash Contract No. 2010-06, "Street and Pedestrian Safety Enhancement Project on Amelia Avenue from 5<sup>th</sup> Street to Gladstone Street SRTSL 5367 (005)" to ASR Constructors, Inc for the amount of \$576,000.00 and the project's construction engineering services as outlined in the report.

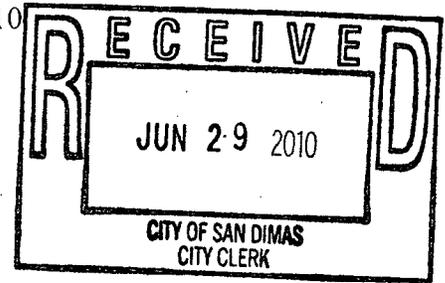
Respectfully submitted,

  
 Steven Barragan  
 Associate Engineer



**CG COPY**

June 23, 2010



TO: The City of San Dimas

ATTENTION: Ken Duran, Risk Management

RE: Claim : Eugene Dallen III v. San Dimas  
Claimant : Eugene Dallen III  
D/Event : 06/05/10  
Date Filed : 06/07/10  
Our File : 1529484 DBQ

We have reviewed the above captioned claim and request that you take the action indicated below:

- CLAIM REJECTION: *Send a standard rejection letter to the claimant.*

Please provide us with a copy of the notice sent, as requested above. If you have any questions please contact the undersigned.

Very truly yours,

CARL WARREN & COMPANY

Deborah Been

## CARL WARREN & CO.

**CLAIMS MANAGEMENT • CLAIMS ADJUSTERS**

770 Placentia Avenue, Placentia, CA 92870-6832

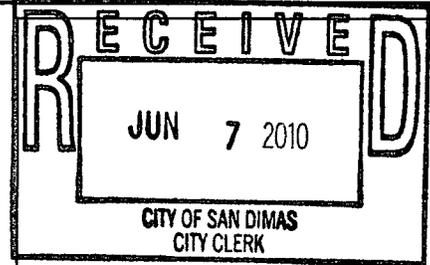
Mail: P.O. Box 25180 • Santa Ana, Ca 92799-5180

Phone: (714) 572-5200 • (800) 572-6900 • Fax: (714) 961-8131

5d



**CO COPY**



**CLAIM AGAINST THE CITY OF SAN DIMAS  
(For damages to Persons or Personal Property)**

Received by DB initials

Via

- U S Mail
- Inter-Office Mail
- Over the Counter

CITY CLERK STAMP

**A claim must be filed with the City Clerk of the City of San Dimas within six (6) months after which the incident or event occurred. Be sure your claim is against the City of San Dimas, not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to the City Clerk, the City of San Dimas, 245 E. Bonita Avenue, San Dimas CA 91773-3002.**

**TO THE HONORABLE MAYOR & CITY COUNCIL, THE CITY OF SAN DIMAS, CALIFORNIA.**

The undersigned respectfully submits the following claim and information relative to damage to persons and/or personal property:

1. Name of Claimant Eugene C. Dallen, III
- a. Address 317 N. Darfield Avenue
  - b. City Covina Zip Code 91724
  - c. Telephone Number ( 626 ) 339-7399 d. Cell Number ( 323 ) 816-3172
  - e. Date of Birth [REDACTED] f. Drivers' license [REDACTED]
  - g. e-mail: skipdallen@yahoo.com

2. Name, telephone and post office address to which claimant desires notices to be sent if other than above:  
N/A

3. Event or occurrence from which the claim arises:
- a. Date June 5, 2010 b. Time approx. 10:10 pm a.m./p.m.
  - c. Place (exact & specific location) Eastbound lane #1 Arrow Hwy between Cataract and San Dimas Ave.

- d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage. (Use additional paper if necessary)
- As my son was driving east on Arrow Hwy, a tree limb fell in front of the vehicle. Fortunately, the limb did not fall on the vehicle. My son was unable to stop in time or otherwise avoid the limb.

- e. What particular action by the City, or its employees, caused the alleged damage or injury?
- Tree limb failure as described by Deborah Day.

4. Give a description of the injury, property damage or loss, so far as is known at the time to this claim. If there were no injuries, state "no injuries".
- Property damage to the vehicle only. No injuries. Scratches in front bumper, driver side headlamp assembly broken and pushed back into fender, hood scratched and dented, fender scratched and dented, left side doors and rear panel are scratched

5. Give the name(s) of the City employee(s) causing the damage or injury:

I visited the site of the accident on 6/7 and met Deborah Day. She took a report.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Name and address of any other person injured:

None.

\_\_\_\_\_  
\_\_\_\_\_

7. Name and address of the owner of any damaged property:

I am the owner.

\_\_\_\_\_  
\_\_\_\_\_

8. Damages claims:

- a. Amount claimed as of this date: \$ 1541.68 (Repair estimate attached)
- b. Estimated amount of future costs: \$ 300.00 (Car rental during repair)
- c. Total amount claimed: \$ 1841.68
- d. Basis for computation of amounts claimed  
(attach copies of all bills, invoices, estimates, etc.)

9. Names and addresses of all witnesses, hospitals, doctors, etc.

- a. Dominick Santiago, 4422 N. Lyman Ave., Covina, 91724 (Passenger in the vehicle.)
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

10. Any additional information that might be helpful in considering this claim:

Pictures of vehicle attached.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM!  
(Penal Code §72: Insurance Code §556.1)**

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is TRUE and CORRECT.

Signed this 7th day of June, 2010  
at Covina, California

*BC Wall #11*

Claimant's signature



Date: 6/7/2010 01:45 PM  
 Estimate ID: 6012  
 Estimate Version: 0  
 Preliminary  
 Profile ID: PLATINUM

## Platinum Coachworks

433 E SAN BERNARDINO RD, COVINA, CA 91723  
 (626) 915-4953  
 Fax: (626) 339-4017  
 Email: ed@platinumcoachworks.com  
 Tax ID: 83-0412167 BAR #: AA237289 EPA #: CAL000290146

Damage Assessed By: WARREN SCHAFFER

Deductible: 0.00  
 Claim Number: 6012

Owner: SKIP DALLEN

Mitchell Service: 910363

Description: 2009 Kia Spectra EX  
 Body Style: 4D Sed  
 VIN: KNAFE222295667199  
 OEM/ALT: O  
 Options: VEHICLE ANTI-THEFT, PASSENGER AIRBAG, DRIVER SIDE AIRBAG, POWER LOCK  
 POWER WINDOW, POWER BRAKE, REAR WINDOW DEFOGGER, MANUAL AIR CONDITION  
 CRUISE CONTROL, TILT STEERING COLUMN, HEATED EXTERIOR MIRROR  
 TIRE INFLATION/PRESSURE MONITOR, AUXILIARY INPUT, REMOTE FUELDOOR RELEASE  
 CD PLAYER, POWER ADJUSTABLE EXTERIOR MIRROR, AUTOMATIC TRANSMISSION  
 FRONT AIR DAM, TINTED GLASS, FIRST ROW BUCKET SEAT, SECOND ROW BENCH SEAT  
 KEYLESS ENTRY, SECOND ROW FOLDING SEAT  
 REAR HEATING, VENTILATION & AIR CONDITIONING, CLOTH SEAT  
 VARIABLE ASSISTED STEERING, TACHOMETER, SIDE AIRBAGS, AUTOMATIC HEADLIGHTS  
 PASSENGER AIRBAG CUTOFF SWITCH/SENSOR, SIDE HEAD CURTAIN AIRBAGS  
 REMOTE DECKLID OR TAILGATE RELEASE

Drive Train: 2.0L Inj 4 Cyl 4A FWD  
 License: 6JKF988 CA  
 Search Code: None

Line Item	Entry Number	Labor Type	Operation	Line Item Description	Part Type/ Part Number	Dollar Amount	Labor Units
1	002403	BDY	REMOVE/INSTALL	Frnt Bumper Cover			1.0
2	001789	BDY	REMOVE/REPLACE	L Front Combination Lamp Assembly	92101 2F530	286.33	0.3
3	AUTO	BDY	CHECK/ADJUST	Headlamps			0.4
4	001428	BDY	REMOVE/INSTALL	R Hood Washer Nozzle			0.2 #
5	001429	BDY	REMOVE/INSTALL	L Hood Washer Nozzle			0.2 #
6	000052	BDY	REPAIR	Hood Panel	Existing		2.5*
7	AUTO	REF	REFINISH	Hood Outside			C 2.5
8	001827	BDY	REMOVE/INSTALL	Frnt Hood Moulding	Existing		0.2 r
9	001815	BDY	REPAIR	L Fender Panel	Existing		5.5* #
10	AUTO	REF	REFINISH	L Fender Outside			C 1.6
11	AUTO	REF	ADD'L OPR	Clear Coat			1.3
12	933003	BDY *	ADD'L OPR	Tint Color			0.5*
13	933005	BDY	ADD'L OPR	Restore Corrosion Protection		5.00 *	0.5*
14	AUTO	REF	ADD'L OPR	Finish Sand And Buff			1.4
15	933018	BDY *	ADD'L OPR	Mask For Overspray		5.00 *	0.5*
16	900500	BDY *	ADD'L LABOR OP	polish scratches lt side front bumper	Existing		0.5*
17	900500	BDY *	ADD'L LABOR OP	polish scratches lt rear door & 1/4 panel	Existing		1.0*
18	AUTO		ADD'L COST	Paint/Materials		189.00	
19	AUTO		ADD'L COST	Hazardous Waste Disposal		5.00	

ESTIMATE RECALL NUMBER: 06/07/2010 13:45:15 6012

Mitchell Data Version: OEM: MAY\_10\_V

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UltraMate Version: 7.0.019

All Rights Reserved

\* - Judgment Item  
 # - Labor Note Applies  
 C - Included in Clear Coat Calc  
 r - CEG R&R Time Used For This Labor Operation

### Estimate Totals

I. Labor Subtotals	Units	Rate	Add'l Labor Amount	Sublet Amount	Totals	II. Part Replacement Summary	Amount
Body	13.3	50.00	10.00	0.00	675.00	Taxable Parts	286.33
Refinish	6.8	50.00	0.00	0.00	340.00	Sales Tax @ 9.750%	27.92
Non-Taxable Labor					1,015.00	Total Replacement Parts Amount	314.25
Labor Summary	20.1				1,015.00		
 						IV. Adjustments	Amount
III. Additional Costs					Amount	Insurance Deductible	0.00
Taxable Costs					189.00	Customer Responsibility	0.00
Sales Tax @ 9.750%					18.43		
Non-Taxable Costs					5.00		
Total Additional Costs					212.43		
Paint Material Method: Rates Init Rate = 35.00 , Init Max Hours = 99.9, Addl Rate = 0.00							
 						I. Total Labor:	1,015.00
						II. Total Replacement Parts:	314.25
						III. Total Additional Costs:	212.43
						Gross Total:	1,541.68
 						IV. Total Adjustments:	0.00
						Net Total:	1,541.68

This is a preliminary estimate.  
Additional changes to the estimate may be required for the actual repair.

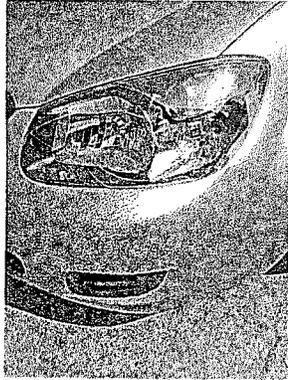
Dallen Tree Damage 6/5/2010



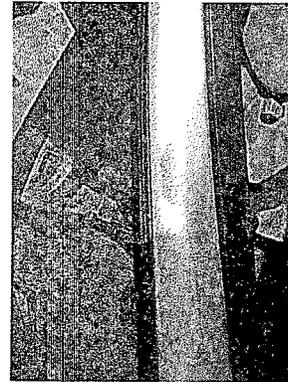
Site of Accident: Clean up on 6/7/10



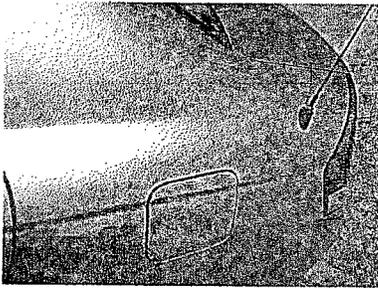
Broken Headlamp Assy, Scratches



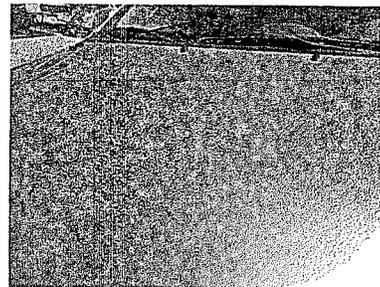
Headlamp damage, bent fender, scratches



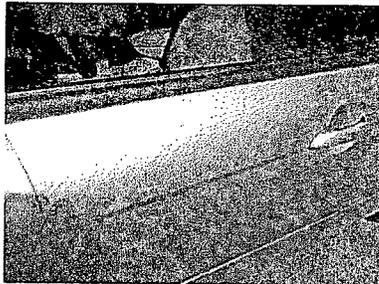
Driver side windshield pillar: scratches, debris



Scratches left rear panel



Scratches and dent on hood



Scratches on door

# Agenda Item Staff Report

**TO** Honorable Mayor and Members of the City Council  
For the Meeting of July 13, 2010

**FROM** Michael Concepcion, Planning Division

**SUBJECT** Consideration of "Fences & Walls Guidelines" for inclusion into the Town Core Design Guidelines

**APPLICANT** City of San Dimas

## SUMMARY

Consideration of proposed "Fences & Walls Guidelines" (attached as **Exhibit A**) for inclusion in the San Dimas Town Core Design Guidelines.

Both the Development Plan Review Board and Planning Commission have reviewed and recommended approval of these guidelines. Staff recommends that the City Council **APPROVE** the attached "Fences & Walls Guidelines".

## BACKGROUND

Since 1991, the San Dimas Town Core Design Guidelines have shaped future development and rehabilitation in the historic Town Core. These guidelines helped to preserve existing housing stock as well as make sure that proposed development is compatible with the historic fabric of the neighborhood. The Town Core Areas Map (**Figure 1**) shows the boundaries of the Town Core.

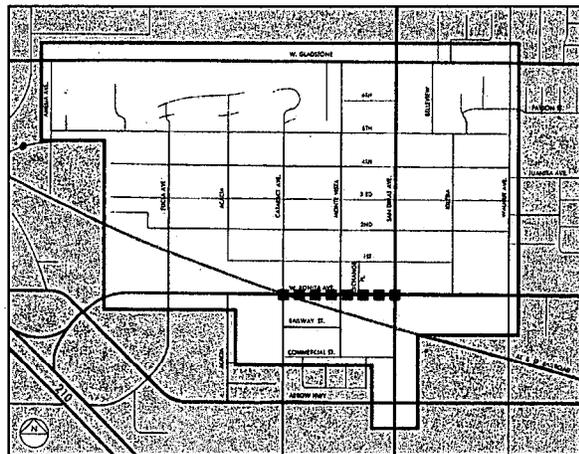


Figure 1: Town Core Areas Map (from The Town Core Design Guidelines page 5)

6a

Fences and walls should enhance the streetscape and historic nature of the Town Core. The type of fences and walls in the Town Core can contribute and enhance the historic character of the Town Core. In contrast, fences and walls can also detract from the historic character of the Town Core. Materials and types of finishes for fences and walls should be compatible with the historic houses and structures in the Town Core.

Both the DPRB and Planning Commission recommended approval of the Draft Guidelines. The DPRB first reviewed the guidelines on April 22, 2010 and May 27, 2010 and recommended approval. Then on July 16, 2010, the Planning Commission reviewed the guidelines and recommended approval. The City Council may now decide whether to adopt the Fences & Walls Guidelines.

## **RELATION TO GENERAL PLAN AND ZONING CODE**

### **General Plan**

The proposed "Fences and Walls Guidelines" would promote and strengthen the policies set forth in the Housing Element of the General Plan:

***Policy 1.1:*** *Preserve the character, scale and quality of established residential neighborhoods.*

***Policy 2.2:*** *Continue to encourage design consistent with the General Plan and appropriate to the community context.*

### **Zoning Code**

The majority of residential areas in the Town Core are zoned Single-Family Downtown Residential (SF-DR), with some areas zoned Single-Family Residential (SF) and Specific Plan No. 3 (SP-3). The suggested guidelines are consistent with the zoning code. Passages related to fences and walls from the zoning chapters of SF-DR, SF, and SP-3 zones, respectively, are listed below.

***SF-DR: Chapter 18.35.050***

***H. Fences and Walls.*** *Fences and wall construction materials shall consist of masonry, wood or decorative tubular steel/wrought iron.*

***SF: Chapter 18.24.040***

***G. Fences and Walls.***

- 1. Required.*** *A fence or wall six feet in height or greater may be required due to conditions on the property or physical hazards, such as frequent inundation, erosion, excavation or grade separation when such are determined by the planning director to be dangerous to health or safety.*

2. *Permitted. Except as provided in this chapter, fences and walls not greater than six feet in height shall be permitted on or within all rear and side property lines, and on or to the rear of all front setback lines. Fences and walls not over forty-two inches in height shall be permitted in any required front yard abutting a street and in any required side yard abutting a street.*

**SP-3: Chapter 18.502.060**

- D. *The following elements are shown and so arranged that disturbance to natural terrain is minimized, existing ridgelines are preserved, traffic congestion is avoided, pedestrian and vehicular safety and welfare are protected, and that there will be no adverse affect on surround property:*

*6. Walls*

## PROPOSED AMENDMENTS TO THE TOWN CORE DESIGN GUIDELINES

Because the original purpose of the guidelines was to identify and describe various historic architectural housing styles and to propose rehabilitation and new construction recommendations for those historic structures, not much is mentioned concerning fences and walls. As a result, fences and walls are only briefly mentioned in the guidelines.

Currently, in pages 53 and 77, the guidelines only mention wood, brick, and stone as appropriate materials for fences and walls. It does not address the myriad of options that are available today in the fencing and walls market. For internal consistency, the following changes are recommended to pages 53 and 77 of the existing Town Core Design Guidelines, in addition to the proposed two new pages. The changes reflect the guidance given from the DPRB.

### Page 53: Recommended Private Improvements

**Fences and walls should be made of ~~wood~~ natural materials such as wood, stone, brick, slumpstone, or split-face concrete block.**

### Page 77: Recommended Private Improvements

#### Discourage:

- **Avoid precision concrete block walls; consider wood fences, brick walls, or stone walls instead. Split-face and slumpstone walls are acceptable.**

## APPROPRIATE VS. DISCOURAGED MATERIALS FOR FENCES & WALLS

### Appropriate Materials

Materials and types of finishes for fencing and walls should be compatible with the historic houses and structures in the Town Core. The DPRB prefers natural materials as opposed to modern materials. Natural materials that the DPRB deemed appropriate for fences and walls include wood (**Figure 2**), stone, brick, split-face block (**Figure 3**), and slumpstone. Wood-like composite materials which simulate wood are also appropriate.



Figure 2: Appropriate: Wood picket fence



Figure 3: Appropriate: Split-face block

### Suggested Text for Appropriate Materials:

#### Materials - Appropriate

Natural fence materials, such as wood, stone, brick, split face block, and slumpstone, are appropriate. Wood-like composite materials which simulate the architectural character and historic nature of traditional fencing are also appropriate. Attention should be paid to the scale, surface texture, and color of the material selected. When selecting a fence or wall style and material, consider compatibility with the buildings on the property.

### Discouraged Materials

The DPRB determined that white vinyl fencing is not appropriate for the Town Core. They did realize, however, that new vinyl fencing products have been coming into the market and have been made to look more natural and “wood-like” than in previous years. DPRB came up with a list of qualities they found undesirable for vinyl fences within the Town Core. The DPRB recommended that vinyl fencing in the Town Core with one or more of the following qualities would not be appropriate: white, smooth, or shiny (**Figures 4 and 5**). This guideline on vinyl would be for the Town Core and not City-Wide.



**Figure 4:** Discouraged: Shiny, white, and smooth vinyl fence



**Figure 5:** Discouraged: Shiny and white vinyl fence, despite "wood-like" texture

The Town Core Design Guidelines discourage modern materials in the Town Core, including glass, aluminum, and polished metal. Other materials that the DPRB discourages in the Town Core include chain link, railroad ties, landscape timbers, bare concrete block walls, and wrought iron fencing.

#### **Suggested Text for Discouraged Materials:**

##### **Materials – Discouraged**

Chain link, railroad ties, landscape timbers, and bare concrete block walls and fences are discouraged. Wood fences of 1x vertical slats are also inappropriate. Modern materials such as glass, aluminum, and polished metal are discouraged.

Vinyl fencing having one or more of the following qualities is strongly discouraged: smooth, white, or shiny.

Wrought iron fencing is discouraged. However, there may be instances where wrought iron may be appropriate, subject to review and approval by the Planning Division (i.e. wrought iron fencing meant to match historic wrought iron detailing on windows of Spanish Colonial Houses).

#### **Other Materials**

Not every single material can be covered in the guidelines.

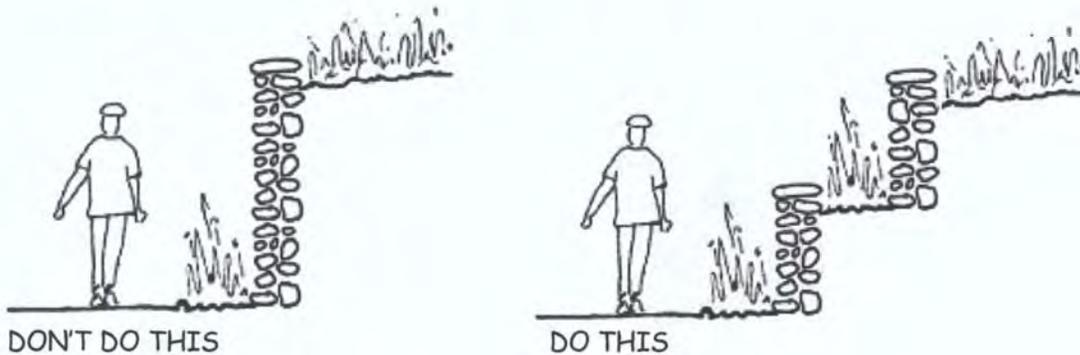
#### **Suggested Text for Other Materials:**

##### **Materials – Other**

For other materials not covered here in these guidelines, check with the Planning Division for review and approval.

## RETAINING WALLS

Retaining walls are commonplace in the Town Core. For steeper slopes, larger retaining walls should be avoided by breaking up the large retaining wall into smaller retaining walls, as shown in **Figure 6**. If there is a question whether a proposed retaining wall needs a building permit, the applicant should contact the Building Division for further information.



**Figure 6:** A large retaining wall (left) may be broken up into smaller retaining walls (right).

### Suggested Text for Retaining Walls:

When necessary due to grade, retaining walls may be appropriate if designed properly. In areas with steeper slopes, a succession of smaller retaining walls is preferred over one large retaining wall to prevent the appearance of massive-looking retaining walls. Some walls may require a permit and approval. Contact Building and Safety Division for specific requirements regarding your proposed project.

## LANDSCAPING

Using landscape in combination with fences and walls is a useful technique in softening the hard edges of these fences and walls. A planting strip located between a sidewalk and the bottom of a fence or wall allows the opportunity to plant shrubs or flowers to visually soften the edges between the sidewalk and fence or walls.

### Suggested Text for Landscaping:

Landscaping should be installed along fences and retaining walls to soften their appearance and provide a layering of plants in front of the fence. Hedges can be effectively used, instead of a fence, to separate private from public space.

## EXISTING NONCONFORMING FENCES AND WALLS

There may be situations where materials for *existing* fences and walls may not be consistent with the guidelines. In these instances, repairs or extensions for these existing fences and walls shall be reviewed on a case by case basis by the Planning Division. Some of these existing fences and walls may be considered historic but technically not meet the guidelines. In cases like these, planning staff would see these materials as appropriate. For most of these situations, they should be reviewed by staff on a case by case



**Figure 7:** Manufactured stone on pilasters compliment the historic house.

basis. **Figure 7** shows a historic house with manufactured stone pilasters next to the sidewalk which may be considered historic.

### Suggested Text for Nonconforming Fences and Walls:

If original to the property, existing historic materials for fences and walls are appropriate. For existing walls and fences that do not comply with the guidelines, minor repairs or extensions shall be reviewed on a case by case basis by the Planning Division.

## ENTRY GATES

Entry gates are not as common in the Town Core; however, they contribute to the character of the neighborhood just like fences and walls. For traffic safety purposes, driveway gates must be setback at least 18 feet behind the sidewalk. This allows vehicles to back out safely from the driveway and into the street.

### Suggested Text for Entry Gates:

Pedestrian and car gates should reflect the architectural design of the home. Driveway gates must be setback at least 18 feet behind sidewalk to allow a vehicle to pull safely off the street in front of gate. Vehicle entry gates should be reviewed by the Public Works Division for traffic safety purposes.

## **ENFORCEMENT OF GUIDELINES**

The guidelines are exactly what they are: guidelines. They provide recommendations and suggestions to serve as a tool in the development of the Town Core, but they do not have the force of law. The proposed “Fences and Walls Guidelines” would become part of the overall Town Core Design Guidelines that are enforced at the staff level, and by DPRB for certain types of projects.

In addition to the proposed guidelines, the DPRB discussed implementing a new Planning Review and Approval Process for fences and walls. Even though a building permit is currently not required for freestanding fences and walls up to six feet, a Planning Approval was suggested. Applicants would submit a site plan indicating location, type, material, and size of fence or wall. Such a review process would ensure that new fences and walls meet the zoning code standards for location and height, ensure that materials used are permissible, and be useful for record keeping purposes. This review process would extend beyond the Town Core and would be implemented City-Wide.

### **Suggested Text for Approval Process:**

#### **Approval Process**

Even though a building permit is not required for freestanding (and non-load bearing) fences and walls up to six feet, a site plan indicating location, height, and materials used for fencing or walls should be submitted to the Planning Division for review and approval.

At the Planning Commission meeting of June 16, 2010, there was much discussion over whether some sort of enforcement mechanism for the Fences & Walls Guidelines was appropriate (See PC Meeting Minutes at **Exhibit H**). In a separate motion by Planning Commissioner Davis to consider creating some sort of enforcement mechanism for the Fences & Walls Guidelines, the motion failed 2-3 (Bratt, Rahi, Schoonover voted no).

## **RECOMMENDATION**

Staff recommends that the City Council **APPROVE** the attached “Fences & Walls Guidelines”.

Respectfully Submitted,

A handwritten signature in black ink, reading "Michael Concepcion". The signature is fluid and cursive, with a long horizontal stroke at the end.

Michael Concepcion  
Planning Department

- Attachments:
- Exhibit A: Fences & Walls Guidelines
  - Exhibit B: Town Core Design Guidelines, pages 53 and 77
  - Exhibit C: DPRB Fact Sheet from April 22, 2010
  - Exhibit D: DPRB Fact Sheet from May 27, 2010
  - Exhibit E: DPRB Minutes from April 22, 2010
  - Exhibit F: DPRB Minutes from May 27, 2010
  - Exhibit G: Planning Commission Staff Report from June 16, 2010
  - Exhibit H: Planning Commission Minutes from June 16, 2010

# Fences & Walls

One of the more prominent features of the Town Core landscape is the low fences and retaining walls which provide definition between public and private spaces.

Traditional fence styles are appropriate for the historic character of the Town Core. No more than 42-inches high in the front yard, these fences can range from simple pickets to ornate designs.

Privacy fences should only be used in the rear yard and corner side yard, and should not exceed 6 feet in height.

## Materials - *Appropriate*

Natural fence materials, such as wood, stone, brick, split face block, and slumpstone, are appropriate. Wood-like composite materials which simulate the architectural character and historic nature of traditional fencing are also appropriate. Attention should be paid to the scale, surface texture, and color of the material selected. When selecting a fence or wall style and material, consider compatibility with the buildings on the property.



STONE WALL WITH PILASTERS



WOOD GATE WITH STONE PILASTERS AND SMOOTH STUCCO WALL COVERED WITH VINES



WOOD GATE WITH PILASTERS AND PICKET FENCE

**Materials – *Discouraged***  
Chain link, railroad timbers, and bare concrete and fences are discouraged. Modern materials such as aluminum, and polycarbonate are discouraged.

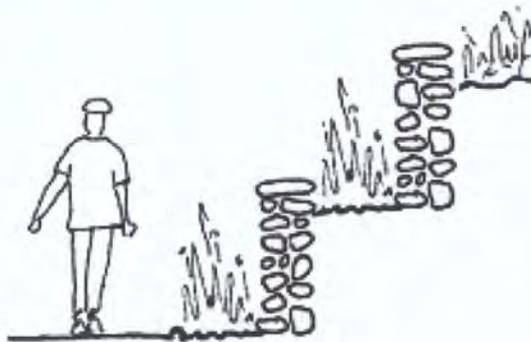
Vinyl fencing has the following qualities discouraged: smooth

Wrought iron fences. However, there may be wrought iron may be used to review and approve the Division (i.e. wrought iron to match historic windows of Spanish Houses).

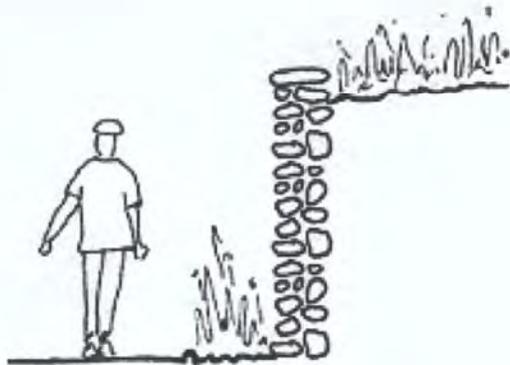
**Materials – *Other***  
For other materials not in these guidelines, check with the Division for review.

**Retaining Walls**  
Retaining walls due to grade, retaining walls are appropriate if designed. In areas with steep slopes, use of smaller retaining walls over one large retaining wall improves the appearance of retaining walls. Some retaining walls require a permit and approval.

and Safety Division for specific requirements regarding your proposed project.



DO



DON'T

**Landscaping** – Landscaping should be installed along fences and retaining walls to soften their appearance and provide a layering of plants in front of the fence. Hedges can be effectively used, instead of a fence, to separate private from public space.



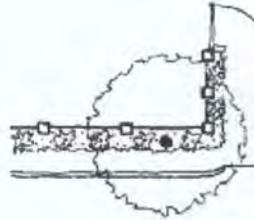
FENCING SOFTENED BY LANDSCAPING

**Existing Nonconforming Fences and Walls** – If original to the property, existing historic materials for fences and walls are appropriate. For existing walls and fences that do not comply with the guidelines, minor repairs or extensions shall be reviewed on a case by case basis by the Planning Division.



MANUFACTURED STONE ON PILASTERS COMPLIMENT THE HISTORIC HOUSE

**Entry Gates** – Entry gates should reflect the design of the home. They should be setback at least 5 feet from the sidewalk to allow for a clear path off the street in front of the house. Entry gates should be reviewed by the Public Works Division for safety purposes.



**Approval Process** – A building permit is required for freestanding (and non-historic) fences and walls. The permit indicates location, height, and materials. It is used for fencing or walls submitted to the Planning Division for review and approval.

# Town Core Residential

## KEY ISSUES

- Maintenance and enhancement of qualities inherent in the original planning of this district.
- Protection of existing historic buildings.
- Enhancement of the streetscape with public improvement projects.
- Protection of existing mature landscape.
- Consider providing park or recreational facilities within the district east of San Dimas Avenue and north of Bonita Avenue.

## GENERAL RECOMMENDATIONS

- Large mature trees should be protected.
- North-south streets should meet similar planning standards as east-west streets (e.g. setback landscaping, sidewalks, etc.).
- A consistent setback policy should be established for the alleys.
- Develop an incentive program for alley cleanup by residents.
- Parkways should be retained between sidewalks and streets.

## RECOMMENDED PUBLIC IMPROVEMENTS

- Parkway that have been replaced with concrete should be returned to landscape.
- A street lighting program should be introduced.
- Overhead power and telephone lines along streets should be placed underground or along the alleys.
- Pave alleys and add street lights with low level lighting (max. 12 feet high), so that they are an attractive alternative to on-street parking.

## RECOMMENDED PRIVATE IMPROVEMENTS

- Limit building height to 30 feet for residential buildings.
- Existing setback requirements should be maintained. Front setbacks should not be less than those for adjoining properties.
- Landscaped front yards should be maintained and never paved for parking or vehicular access.
- Fences should be made of wood.

- Additions to his harmonize with building. (Note: for additions to page 77)
- New building slab the existing grad to the historic bu
- Roof pitches for not be less than
- Parking should. back alleys, and provided in gara
- Walls, fences or should be includ construction or m

## DISCOURAGED PR

- Infilling or trans porches should b
- Additional curb
- Multi-family apa buildings out of c
- Garages and par streets should be

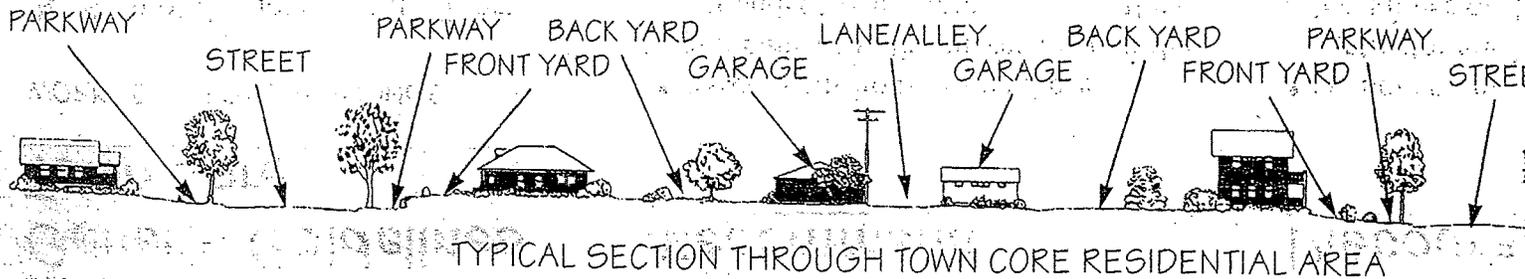


EXHIBIT B

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## General Guidelines

### Town Core

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#### WORK TO EXISTING BUILDINGS

Most of the houses in the Town Core that were built prior to World War II contribute to the historic ambience of San Dimas. These buildings are often modest, yet they represent our inheritance and should be treated with respect. Those who have lived in these older buildings understand their qualities and charm.

San Dimas is unique in that it has a large number of historic buildings that, together, form complete neighborhoods. Many similar buildings throughout Southern California have been bulldozed in recent years for freeway projects and new tract development. These neighborhoods are within walking distance of the downtown shopping areas, a fact that should not be overlooked when considering the increased traffic congestion within the region. These neighborhoods will become increasingly more attractive as higher density and lower-quality development spreads throughout the Valley, and these buildings will become more valuable. As such, they are a resource.

EXHIBIT B

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## Recommend

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- Assess your house using these guidelines and the survey form in the appendix to determine how it differs from the examples sighted. Are the differences the results of the original construction or later alterations?
- Consult these guidelines and historic documents regarding your particular building, or documents that describe a similar building, before undertaking rehabilitation work.
- Insist that work carried out on your behalf be properly done, with a view to historic accuracy. Shortcuts often yield shortsighted and regrettable results.
- For original items, consider repair instead of replacement.
- When considering additions, modifications, or new decorating schemes, your tastes should not be the sole determining factor. Try to determine how your desires best fit with the architecture of your building.
- Consult an architect for advice regarding major rehabilitation or for the design of large additions.
- Consider accurate renovations of earlier, poorly done remodels.
- Consult the following pages of the guidelines for general advice on the dos and don'ts, which should be followed when undertaking additions to older homes in the Town Core.

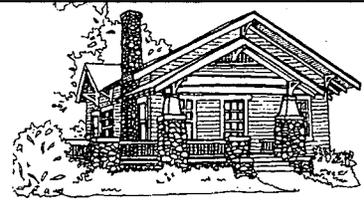
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## Discouraged

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- Do not assume that contractor are using techniques or rehabilitation practices that are documented in historic documents and
- Avoid inappropriate second-story additions that will not likely be
- Do not infill porches
- Do not consider materials such as aluminum
- Repair original materials where possible or plastic replacement
- Do not use tin
- When re-roofing, use materials that have a visual quality similar to the original roof
- Avoid block walls, chain-link fences, brick walls, and
- Do not paint r

# DEVELOPMENT PLAN REVIEW BOARD FACT SHEET



**DATE:** April 22, 2010

**TO:** Development Plan Review Board

**FROM:** Michael Concepcion

**SUBJECT:** Establishing New Guidelines for Fences & Walls within the Town Core Design Guidelines

## FACTS

The San Dimas Town Core Design Guidelines provide a blueprint for future development and rehabilitation in the Town Core. Since 1991, these guidelines have helped to preserve existing housing stock while ensuring that future development within the Town Core is compatible with the historic fabric of the neighborhood.

The guidelines briefly mention fencing and walls for residential areas. On page 53, Recommended Private Improvements include the statement that “Fences should be made of wood”. On page 77, the guidelines list items under the heading of “Discouraged”, stating to “Avoid block walls; consider wood fences, brick walls, or stone walls instead.” Today, there are a variety of fencing materials readily available in any hardware store that have not yet been addressed in the Town Core Design Guidelines.

Since fencing and walls are significant contributors to the Town Core’s streetscape and because there is currently a mish-mash of fencing and walls ranging from chain link and wood fencing to river rock stone walls, staff felt it necessary to introduce guidelines to specifically address fencing and walls appropriate for the Town Core.

A Draft “Fences & Walls Guidelines” page, meant to be inserted into the Town Core Design Guidelines, can be found as **Exhibit A**. This document addresses appropriate materials, retaining walls, landscaping, and entry gates for our Town Core residential areas, as well as providing diagrams and photographs of appropriate types of fencing and retaining walls. It is meant to be a “working document”, for which the DPRB may suggest and infuse their own ideas, so we can collectively provide written guidelines for fencing and walls in the Town Core.

It is important to note that these guidelines would not actively prevent inappropriate fencing in the Town Core such as chain link or glass block walls from being installed. Because a building permit is not required for free-standing (and non-load bearing) fences up to six-feet, the City can only recommend these guidelines.

## ANALYSIS

### RELATION TO GENERAL PLAN and ZONING CODE

#### General Plan

In extending the Town Core Design Guidelines, it promotes the policies set forth in the Housing Element of the General Plan.

*Policy 1.1: Preserve the character, scale and quality of established residential neighborhoods.*

*Policy 2.2: Continue to encourage design consistent with the General Plan and appropriate to the community context.*

#### Zoning Code

The majority of residential areas in the Town Core is zoned Single-Family Downtown Residential (SF-DR), with some areas zoned Single-Family Residential (SF). The guidelines suggested are consistent with the zoning code. Below is an excerpt on the fences and walls section of the SF-DR and SF zones, respectively:

**SF-DR: Chapter 18.35.050**

**H. Fences and Walls.** *Fences and wall construction materials shall consist of masonry, wood or decorative tubular steel/wrought iron.*

**SF: Chapter 18.24.040**

**G. Fences and Walls.** *1. Required. A fence or wall six feet in height or greater may be required due to conditions on the property or physical hazards, such as frequent inundation, erosion, excavation or grade separation when such are determined by the planning director to be dangerous to health or safety. 2. Permitted. Except as provided in this chapter, fences and walls not greater than six feet in height shall be permitted on or within all rear and side property lines, and on or to the rear of all front setback lines. Fences and walls not over forty-two inches in height shall be permitted in any required front yard abutting a street and in any required side yard abutting a street.*

### FENCING MATERIALS AND APPROPRIATENESS IN TOWN CORE

Fencing and walls should enhance the streetscape and historic nature of the Town Core. The type of fences and walls allowed in the Town Core have the capability to contribute (as well as degrade) the historic character of the Town Core.

Materials and types of finishes for fencing and walls should be compatible with the historic houses and structures in the Town Core. Staff's general approach is that more natural materials like wood, stone, brick, slump stone and split face are appropriate. More modern materials like glass, aluminum, and polished metal are discouraged.

**Vinyl Fencing**

Is vinyl fencing an appropriate material for fencing in the Town Core? Many homeowners choose vinyl fencing for its durability, ease of installation, relatively low maintenance, and because it is readily available. However, staff is concerned that it usually has a shiny appearance and does not resemble wood. In addition, when the vinyl is white, it has a bright and plastic appearance in the sun. Historically, staff has prohibited the shiny, white vinyl-type fencing in the past within the Town Core. There are some vinyl fences options, such as Trex product, that have a wood-like texture and are available in earth tones.

As a point of comparison, in 2008 the City Council approved the use of vinyl *siding* for single-family residences citywide, with the exception of residences on the City’s Historic Resources Survey. Smooth or wood grain finish is allowed. For a complete list of standards for the Vinyl Siding Standard Policy, refer to **Exhibit B**.



Vinyl Fencing



Vinyl Fencing with Wood Texture

**Concrete Block Walls**

Split face block wall and slump stone wall would be appropriate materials for the Town Core because they have more natural textures than other types of walls. Precision block wall (i.e., smooth block wall) would not be appropriate.



Split-Face Block



Slump Stone



Precision Block



**Stucco Walls**

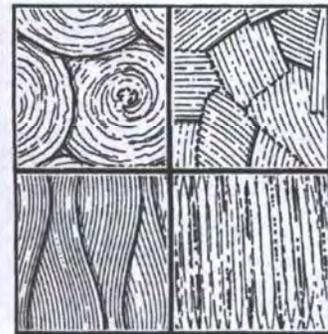
Some types of stucco may be appropriate for the Town Core. A smooth plaster-like stucco finish would be appropriate. Some types of rough-textured stucco would not be appropriate.



Smooth Plaster Finish



Rough Stucco Finish



Rough Stucco Finishes

**Trex Fencing**

Trex material is a composite of recycled wood and plastic. Commonly used as a decking material, fencing comes in a variety of earth tones and has a smooth finish. A simulated wood-grain texture is not available for Trex Fencing (although it is available for decking and railings).



Trex Fence



Trex Fence

**AMENDMENTS TO THE TOWN CORE DESIGN GUIDELINES**

For internal consistency, the following changes are recommended to the existing Town Core Design Guidelines (see **Exhibit C** for existing writeup) in addition to the proposed new page (see **Exhibit A**):

Page 53:

**RECOMMENDED PRIVATE IMPROVEMENTS**

- o Fences and walls should be made of ~~wood~~ **natural materials such as wood, stone, brick, slump stone, and split face concrete block.**

Page 77:

**DISCOURAGE**

- Avoid **precision concrete** block walls; consider wood fences, brick walls, or stone walls instead. **Split-face and slumpstone walls are acceptable.**

**RECOMMENDATION:**

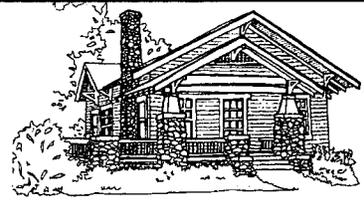
Staff recommends that the DPRB review and provide recommendations regarding the proposed guidelines. The DPRB recommendations will be forwarded to the Planning Commission and City Council.

Exhibit A: Draft Fences & Walls Writeup for the Town Core Design Guidelines

Exhibit B: DPRB Case No. 07-38 - Vinyl Siding Standards and Policy

Exhibit C: Town Core Design Guidelines - Existing

# DEVELOPMENT PLAN REVIEW BOARD FACT SHEET



**DATE:** May 27, 2010

**TO:** Development Plan Review Board

**FROM:** Michael Concepcion

**SUBJECT:** **CONTINUED from April 22, 2010**  
Establishing New Guidelines for Fences & Walls within the  
Town Core Design Guidelines

## FACTS

At the Development Plan Review Board Meeting of April 22, 2010, the DPRB discussed issues related to establishing guidelines for Fences & Walls for inclusion within the Town Core Design Guidelines. Much was discussed at the meeting and a consensus was reached on some items. Other items were briefly discussed, but no consensus was reached. In addition, the DPRB brought up other issues to be discussed at this meeting. Staff's intent is for the DPRB to either reach a consensus concerning these issues or provide direction, so that the attached Draft Guidelines for Fences and Walls (See **Exhibit A**) along with DPRB's recommendations can be forwarded to the Planning Commission and City Council for review.

## DPRB REACHED CONSENSUS ON THE FOLLOWING ITEMS:

### MATERIALS

- Prohibit new vinyl fencing having one or more of the following qualities: smooth, white, or shiny.
- Prohibit new chain link fencing.
- Prohibit new precision block walls, unless finished in stucco, brick veneer, or other decorative finish with approval by the Planning Division.

### EXISTING NON-CONFORMING FENCES AND WALLS

- Some existing fencing and walls, such as precision block walls, were originally built with the house, and may be considered historic in its own right. Minor repairs or extension of such historic fences would be appropriate.

## DPRB SHOULD PROVIDE DIRECTION ON THE FOLLOWING ITEMS:

### MATERIALS

- Prohibit new wrought-iron fencing, except in cases where the fencing is meant to match architectural details on a historic building.
- Prohibit modern materials such as glass as a fencing material.

### RETAINING WALLS

- In areas with steeper slopes, a succession of smaller retaining walls is preferred over one large retaining wall to prevent the appearance of massive-looking retaining walls.

### ENFORCEMENT OF GUIDELINES

- If a resident wanted to build a new white shiny vinyl fence in the Town Core and was informed that the vinyl material is prohibited for his property, but the resident still built the white shiny vinyl fence anyways, would the City require the resident to remove the vinyl fence? As guidelines, these would not have the force of law. Therefore, from a practical standpoint, compliance with these fence guidelines would be the same as all of the other Town Core Guidelines:
  - Through planning review prior to construction;
  - Through plan check where fence or walls are proposed as part of a larger project requiring a building permit, such as a room addition; and
  - Through plan check of retaining walls requiring a building permit.

### ADDITIONAL ITEMS BROUGHT UP RELATING TO THE GUIDELINES:

These items were not part of the original scope of work that staff brought to the DPRB, but these items were brought up by various DPRB members. Staff asks DPRB to discuss direction regarding these items:

#### REVIEW REQUIREMENTS

- Staff recommends that even though a building permit is not required for freestanding (and non-loading bearing) fences and walls up to six feet, approval from the Planning Department is still required. A site plan indicating location, height, and materials used for fencing or walls shall be submitted to the Planning Division for review and approval. This requirement would be initiated on a city-wide basis.

#### CITY NOTIFICATION

- Discuss options for notifying residents of new guidelines either through traditional mail, e-blast, newsletter, website, and/or other options.

### RECOMMENDATION:

Staff recommends that the DPRB approve the attached Draft Fences & Walls Guidelines and provide recommendations to be forwarded to the Planning Commission and City Council.

Exhibit A: Draft Fences & Walls Writeup for the Town Core Design Guidelines

- as suggested by the Board;  
4. Graphic concept to come back to the Board for final review.

Motion Carried 7.0.0.0.

**DPRB Case No. 09-28**

Request to change equipment enclosure material located at 299 East Foothill Boulevard (San Dimas Equestrian Center.)

APN: 8665-008-017 Zone: Light Agricultural

Susan Chong, T-Mobile, was present.

Associate Planner, Laura Lockett, explained that during the plan check process, the approved material of high pressure foam could not be used as an all weather material for the equipment enclosure. The applicant is requesting to use a composite material called "Trex". Issues of Staff are that Trex can only be painted once it has faded. This would be an issue if enclosure was subject to graffiti as well. The long term viability of Trex is another issue based on 2004 Class Action Law Suit against Trex regarding warping, fading, mold and rot. This suit was settled out of court.

Mr. Beilstein stated that Trex was not consistent with the existing tower material and that wood would be the most appropriate to match existing legs of the tower.

Mr. Sorcinelli felt did not like the vinyl appearance of Trex and was concerned that it would not match existing.

**Motion:** Dan Coleman moved, second by Krishna Patel to approve change of material for the equipment enclosure to a 2" x 8" or greater wood board with appropriate staining and weathering to match legs of the existing water tower.

Motion carried 7.0.0.0.

**Town Core Design Guidelines**

Establishing new guidelines for Fences & Walls within the Town Core Design Guidelines.

Assistant Planner, Michael Concepcion explained that fencing and walls are significant contributors to the Town Core's streetscape. Currently there are many different kinds of fencing and walls ranging from chain link and wood fencing to river rock stone walls in the Town Core. Staff felt it necessary to introduce guidelines to specifically address fencing walls that are appropriate for the Town Core.

The Board viewed types of fencing and walls and possible guidelines.

### Vinyl Fencing

Mr. Coleman stated that he did not support mixing vinyl fencing with wood fencing in the Town Core.

Mr. Sorcinelli stated that vinyl fencing is typically prohibited in historic neighborhoods. Vinyl fences are not neighbor friendly as they are highly reflective due to their smooth, shiny surface. Emphasis should be to encourage a natural palette to retain the character that exists in the Town Core.

Mr. Michaelis stated that there have been marked improvements in vinyl fencing and that these improvements should be considered.

The consensus of the Board was to prohibit smooth, shiny white vinyl fencing.

### Concrete Block Walls

Mr. Sorcinelli stated that precision block was used in the early 1900's. Suggested to add wording to address existing conditions of precision block walls.

Mr. Beilstein suggested that design approval be required for all types of fences and walls.

### Chainlink Fencing

If existing condition, allow for repairs. Not allow for new fences.

In response to Mr. Patel, Mr. Coleman stated that with alley encroachments, the City may replace like for like.

Issues to be further considered by Staff and brought back to the Board:

- Cost
- Code Enforcement
- Special Circumstances
- Review requirements
- City-wide vs. Town Core
- Glass walls
- City-wide noticing: e-blast, newsletter, website

**ADJOURNMENT**

There being no further business the meeting was adjourned at 11:10 a.m.  
to the meeting of May 13, 2010 at 8:30 a.m.

~~approved today, proposal then would go before Planning Commission as required in Specific Plan No. 11.~~

~~**Motion:** Blaine Michaelis moved, second by Scott Dilley to approve subject to standard conditions.~~

~~Motion carried 5.0.2.0. (Patel and Sorcinelli absent.)~~

### **Town Core Design Guidelines**

**Continued from April 22, 2010.** Request to establish new guidelines for fences and walls within the Town Core Design Guidelines.

Planner Michael Concepcion presented revised guidelines and outstanding issues to be discussed by the Board. The Board reviewed the draft Fences and Walls Guidelines for inclusion into the within Town Core Design Guidelines.

The Board recommended the following:

- Remove wording, "prohibited", and replace with "discouraged" under materials section of handout;
- Add "Contact Building and Safety Division for code requirements and landscaping/irrigation requirements" under retaining wall section of handout;
- Revise diagram under retaining walls section for "don't" example of retaining wall;
- Add under entry gates "Entry gates should be reviewed for compliance by Traffic Safety Committee".

The Board discussed chainlink fencing and what is acceptable for replacement and/or repairs. Property owner should be able to fix *existing* only.

Mr. Sorcinelli stated that in alleys, decorative block walls should be encouraged over chainlink.

Mr. Espinoza stated that defining property line situations for walls and fences would be difficult and would probably have to be reviewed case by case basis, ie: corner lots, alleys, etc.

Mr. Sorcinelli stated that the guidelines should be very general and stated what is discouraged and to convey feeling that natural fencing materials is appropriate as it relates to the town core.

In response to Mr. Michaelis, Mr. Coleman stated that vinyl fencing would be discouraged in the town core if it were installed without prior review, but removal

of the vinyl fencing could not be required if it was part of an approved project. An amendment to town core ordinance would be required to add weight of the law to the guidelines.

**Motion:** Dan Coleman moved, second by Jim Schoonover to approve Fence and Wall Design Guidelines for Town Core.

Motion carried 5.0.1.1. (Patel absent. Badar abstain)

### **ADJOURNMENT**

There being no further business the meeting was adjourned at 9:40 a.m. to the meeting of June 10, 2010 at 8:30 a.m.



# Planning Commission Staff Report

**TO:** Chairman and Members of the Planning Commission  
*For the Meeting of June 16, 2010*

**FROM:** Michael Concepcion, Planning Department

**SUBJECT:** Consideration of Fences & Walls Guidelines for inclusion into the Town Core Design Guidelines

**APPLICANT:** City of San Dimas

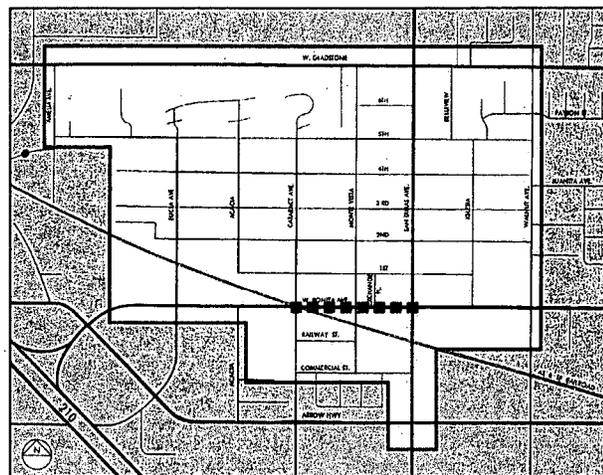
## **SUMMARY**

*Proposed "Fences & Walls Guidelines" for inclusion in the San Dimas Town Core Design Guidelines.*

*The DPRB recommended approval of the "Fences & Walls Guidelines" Draft (attached as **Exhibit A**) at the DPRB Meeting of May 22, 2010. The next step is for the Planning Commission to review and comment on the guidelines. If the Planning Commission recommends approval of these guidelines, it will be forwarded to the City Council for final review and approval.*

## **BACKGROUND**

Since 1991, the San Dimas Town Core Design Guidelines have shaped future development and rehabilitation in the historic Town Core. These guidelines helped to preserve existing housing stock as well as make sure that proposed development is compatible with the historic fabric of the neighborhood. The Town Core Areas Map to the right (**Figure 1**) shows the boundaries of the Town Core.



**Figure 1: Town Core Areas Map** (from The Town Core Design Guidelines page 5)

Fences and walls should enhance the streetscape and historic nature of the Town Core. The type of fences and walls in the Town Core can contribute and enhance the historic character of the Town Core (**Figure 2**). In contrast, fences and walls can also detract from the historic character of the Town Core (**Figure 3**). Materials and types of finishes for fences and walls should be compatible with the historic houses and structures in the Town Core.

A "Fences & Walls Guidelines" Draft (**Exhibit A**) has been prepared by staff as a guideline for future development. DPRB reviewed these guidelines on April 22, 2010 and provided feedback and comments which shaped the latest version of the guidelines. On May 27, 2010, the DPRB recommended approval of the draft guidelines to the Planning Commission. Should the Planning Commission also recommend approval of these guidelines, the guidelines would then be forwarded to the City Council for final review and approval.

## RELATION TO GENERAL PLAN AND ZONING CODE

### General Plan

The proposed "Fences and Walls Guidelines" would promote and strengthen the policies set forth in the Housing Element of the General Plan:

***Policy 1.1:*** *Preserve the character, scale and quality of established residential neighborhoods.*

***Policy 2.2:*** *Continue to encourage design consistent with the General Plan and appropriate to the community context.*

### Zoning Code

The majority of residential areas in the Town Core are zoned Single-Family Downtown Residential (SF-DR), with some areas zoned Single-Family Residential (SF) and Specific Plan No. 3 (SP-3). The suggested guidelines are consistent with the zoning code. Passages related to fences and walls from the zoning chapters of SF-DR, SF, and SP-3 zones, respectively, are listed below.

***SF-DR: Chapter 18.35.050***

***H. Fences and Walls.*** *Fences and wall construction materials shall consist of masonry, wood or decorative tubular steel/wrought iron.*

***SF: Chapter 18.24.040***

***G. Fences and Walls.***

- 1. Required.*** *A fence or wall six feet in height or greater may be required due to conditions on the property or physical hazards, such as frequent inundation, erosion, excavation or grade separation when such are*

*determined by the planning director to be dangerous to health or safety.*

- 2. Permitted. Except as provided in this chapter, fences and walls not greater than six feet in height shall be permitted on or within all rear and side property lines, and on or to the rear of all front setback lines. Fences and walls not over forty-two inches in height shall be permitted in any required front yard abutting a street and in any required side yard abutting a street.*

**SP-3: Chapter 18.502.060**

- D. The following elements are shown and so arranged that disturbance to natural terrain is minimized, existing ridgelines are preserved, traffic congestion is avoided, pedestrian and vehicular safety and welfare are protected, and that there will be no adverse affect on surround property:*

*6. Walls*

## **PROPOSED AMENDMENTS TO THE TOWN CORE DESIGN GUIDELINES**

Because the intent of the residential portion of the guidelines is to focus primarily on houses, the current guidelines briefly mention fences and walls. As a result, fences and walls are only mentioned in two pages of the guidelines: pages 53 and 77 (**Exhibit B**). For internal consistency, the following changes are recommended to the existing Town Core Design Guidelines in addition to the proposed two new pages. The changes reflect the guidance given from the DPRB.

### **Page 53: Recommended Private Improvements**

**Fences and walls should be made of ~~wood~~ natural materials such as wood, stone, brick, slumpstone, or split-face concrete block.**

### **Page 77: Recommended Private Improvements**

#### **Discourage:**

- **Avoid precision concrete block walls; consider wood fences, brick walls, or stone walls instead. Split-face and slumpstone walls are acceptable.**

## APPROPRIATE VS. DISCOURAGED MATERIALS FOR FENCES & WALLS

### Appropriate Materials

Materials and types of finishes for fencing and walls should be compatible with the historic houses and structures in the Town Core. The DPRB prefers natural materials as opposed to modern materials. Natural materials that the DPRB deemed appropriate for fences and walls include wood (**Figure 4**), stone, brick, split-face block (**Figure 5**), and slumpstone. Wood-like composite materials which simulate wood are also appropriate.



Figure 4: Appropriate: Wood picket fence



Figure 5: Appropriate: Split-face block

### Suggested Text for Appropriate Materials:

#### Materials - Appropriate

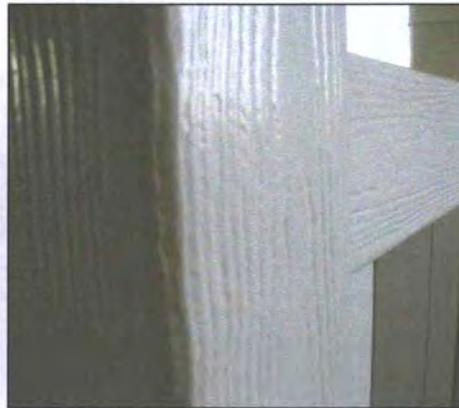
Natural fence materials, such as wood, stone, brick, split face block, and slumpstone, are appropriate. Wood-like composite materials which simulate the architectural character and historic nature of traditional fencing are also appropriate. Attention should be paid to the scale, surface texture, and color of the material selected. When selecting a fence or wall style and material, consider compatibility with the buildings on the property.

### Discouraged Materials

The DPRB determined that white vinyl fencing is not appropriate for the Town Core. They did realize, however, that new vinyl fencing products have been coming into the market and have been made to look more natural and “wood-like” than in previous years. DPRB came up with a list of qualities they found undesirable for vinyl fences within the Town Core. The DPRB recommended that vinyl fencing in the Town Core with one or more of the following qualities would not be appropriate: white, smooth, or shiny (**Figures 6 and 7**). This guideline on vinyl would be for the Town Core and not City-Wide.



**Figure 6:** Discouraged: Shiny, white, and smooth vinyl fence



**Figure 7:** Discouraged: Shiny and white vinyl fence, despite "wood-like" texture

The Town Core Design Guidelines discourage modern materials in the Town Core, including glass, aluminum, and polished metal. Other materials that the DPRB discourages in the Town Core include chain link, railroad ties, landscape timbers, bare concrete block walls, and wrought iron fencing.

#### **Suggested Text for Discouraged Materials:**

##### **Materials - Discouraged**

Chain link, railroad ties, landscape timbers, and bare concrete block walls and fences are discouraged. Wood fences of 1x vertical slats are also inappropriate. Modern materials such as glass, aluminum, and polished metal are discouraged.

Vinyl fencing having one or more of the following qualities is strongly discouraged: smooth, white, or shiny.

Wrought iron fencing is discouraged. However, there may be instances where wrought iron may be appropriate, subject to review and approval by the Planning Division (i.e. wrought iron fencing meant to match historic wrought iron detailing on windows of Spanish Colonial Houses).

#### **Other Materials**

Not every single material can be covered in the guidelines.

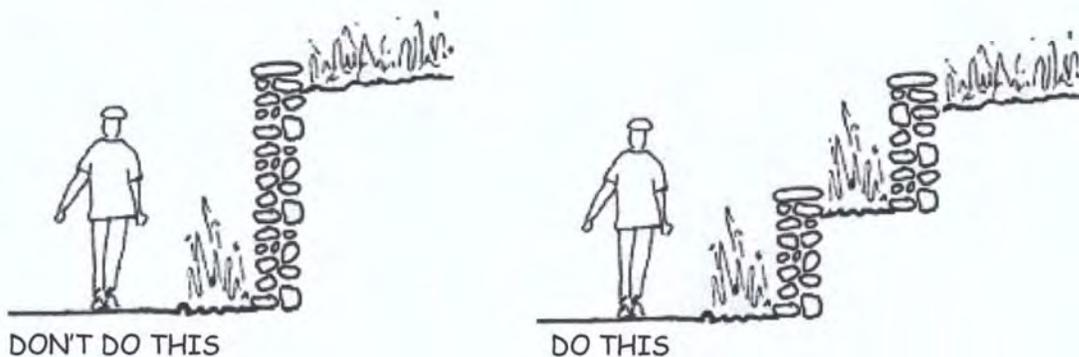
#### **Suggested Text for Other Materials:**

##### **Materials - Other**

For other materials not covered here in these guidelines, check with the Planning Division for review and approval.

## RETAINING WALLS

Retaining walls are commonplace in the Town Core. For steeper slopes, larger retaining walls should be avoided by breaking up the large retaining wall into smaller retaining walls, as shown in **Figure 8**. If there is a question whether a proposed retaining wall needs a building permit, the applicant should contact the Building Division for further information.



**Figure 8:** A large retaining wall (left) may be broken up into smaller retaining walls (right).

### Suggested Text for Retaining Walls:

When necessary due to grade, retaining walls may be appropriate if designed properly. In areas with steeper slopes, a succession of smaller retaining walls is preferred over one large retaining wall to prevent the appearance of massive-looking retaining walls. Some walls may require a permit and approval. Contact Building and Safety Division for specific requirements regarding your proposed project.

## LANDSCAPING

Using landscape in combination with fences and walls is a useful technique in softening the hard edges of these fences and walls. A planting strip located between a sidewalk and the bottom of a fence or wall allows the opportunity to plant shrubs or flowers to visually soften the edges between the sidewalk and fence or walls.

### Suggested Text for Landscaping:

Landscaping should be installed along fences and retaining walls to soften their appearance and provide a layering of plants in front of the fence. Hedges can be effectively used, instead of a fence, to separate private from public space.

## EXISTING NONCONFORMING FENCES AND WALLS

There may be situations where materials for *existing* fences and walls may not be consistent with the guidelines. In these instances, repairs or extensions for these existing fences and walls shall be reviewed on a case by case basis by the Planning Division. Some of these existing fences and walls may be considered historic but technically not meet the guidelines. In cases like these, planning staff would see these materials as appropriate. For most of these situations, they should be reviewed by staff on a case by case basis.



**Figure 9:** Manufactured stone on pilasters compliment the historic house

### Suggested Text for Nonconforming Fences and Walls:

If original to the property, existing historic materials for fences and walls are appropriate. For existing walls and fences that do not comply with the guidelines, minor repairs or extensions shall be reviewed on a case by case basis by the Planning Division.

## ENTRY GATES

Entry gates are not as common in the Town Core; however, they contribute to the character of the neighborhood just like fences and walls. For traffic safety purposes, driveway gates must be setback at least 18 feet behind the sidewalk. This allows vehicles to back out safely from the driveway and into the street.

### Suggested Text for Entry Gates:

Pedestrian and car gates should reflect the architectural design of the home. Driveway gates must be setback at least 18 feet behind sidewalk to allow a vehicle to pull safely off the street in front of gate. Vehicle entry gates should be reviewed by the Public Works Division for traffic safety purposes.

## **ENFORCEMENT OF GUIDELINES**

The guidelines are exactly what they are: guidelines. They provide recommendations and suggestions to serve as a tool in the development of the Town Core, but they do not have the force of law. The proposed "Fences and Walls Guidelines" would become part of the overall Town Core Design Guidelines that are enforced at the staff level, and by DPRB for certain types of projects.

In addition to the proposed guidelines, the DPRB discussed implementing a new Planning Review and Approval Process for fences and walls. Even though a building permit is currently not required for freestanding fences and walls up to six feet, a Planning Approval was suggested. Applicants would submit a site plan indicating location, type, material, and size of fence or wall. Such a review process would ensure that new fences and walls meet the zoning code standards for location and height, ensure that materials used are permissible, and be useful for record keeping purposes. This review process would extend beyond the Town Core and would be implemented City-Wide.

### **Suggested Text for Approval Process:**

#### **Approval Process**

Even though a building permit is not required for freestanding (and non-load bearing) fences and walls up to six feet, a site plan indicating location, height, and materials used for fencing or walls should be submitted to the Planning Division for review and approval.

## **RECOMMENDATION**

Staff recommends that the Planning Commission approve the attached Fences & Walls Guidelines Draft and provide recommendations to the City Council.

Respectfully Submitted,



Michael Concepcion  
Planning Department

- Attachments:
- Exhibit A: Fences & Walls Guidelines
  - Exhibit B: Town Core Design Guidelines, pages 53 and 77
  - Exhibit C: DPRB Fact Sheet from April 22, 2010
  - Exhibit D: DPRB Fact Sheet from May 27, 2010
  - Exhibit E: DPRB Minutes from April 22, 2010
  - Exhibit F: Draft DPRB Minutes from May 27, 2010

~~would still be the issue of compatibility with other uses in the area, and that might be difficult to do within the current zone. Because of that it might be better to look at a zone change.~~

~~Commissioner Ensberg stated after hearing the discussion he would consider looking at this property separately to see if there is something they could do differently here without allowing it in all of CG-1.~~

~~**MOTION:** Moved by Bratt, seconded by Davis to continue this item to the next regular Planning Commission meeting and direct Staff to prepare an analysis of rezoning the property to be discussed along with consideration of amending the current zoning. Motion carried unanimously, 5-0.~~

4. **CONSIDERATION OF FENCES & WALLS GUIDELINES FOR INCLUSION INTO THE TOWN CORE DESIGN GUIDELINES**

Staff report presented by Planner Michael Concepcion, who stated these guidelines were first presented to the DPRB for review and comment, and the next step is for the Planning Commission to provide comments for final review and decision by the City Council. Having these guidelines will promote and strengthen policies contained in the Housing Element. The current Town Core Design Guidelines have limited information regarding fences and walls, and adopting these guidelines will provide internal consistency. The guidelines address retaining walls, and landscaping in conjunction with fences and walls, as well as property line fencing and walls. He stated the DPRB supported the use of materials that were natural in nature, and discourage other materials such as chain link, wrought iron except in special circumstances, rough stucco, bare concrete, and vinyl if it is white, smooth, and shiny. The guidelines will also address existing nonconforming fences and walls, along with entry gates. Staff is recommending the Commission recommend approval of the Fences and Walls Guidelines to the City Council.

Commissioner Davis asked if there was a way to enforce these guidelines.

Assistant City Manager Larry Stevens stated these amended guidelines would encourage people to get Planning approval but they are not legally binding unless you modify the DPRB code to make it mandatory. If Staff received a call that someone is putting up a precision block wall, then they would try to encourage them to comply with the guidelines. If a fence was being installed in conjunction with a room addition, then complying with the Guidelines might be required.

Commissioner Davis asked why they were not recommending enforcement authority.

Assistant City Manager Stevens stated currently there is not a problem but if it became a problem with a number of inappropriate fences and walls being installed, they could look at amending the code.

Commissioner Ensberg felt if they were going to the effort of establishing guidelines, there should be the ability to enforce them.

Chairman Schoonover asked why they should treat someone living in the downtown differently than elsewhere in the City.

Assistant City Manager Stevens stated the guidelines are focused on the downtown due to the historic properties there. He believed this was initiated to be more flexible about the permissible

materials because originally only wood fences were allowed. They are trying to make it clearer for homeowners in regards to acceptable materials, but if the Commission would like to create some type of approval process, they could make that recommendation.

Commissioner Rahi felt if approval was required from Planning, then Staff could enforce the guidelines better.

Commissioner Bratt was reluctant to give the force of law to this. He felt most people who buy a property in the Town Core understand that the rules may be different and didn't think they should be heavy-handed. He stated there is a general feeling that San Dimas makes it difficult to do anything and he would be reluctant to add another layer of approval on homeowners.

Commissioner Rahi concurred that he did not want to add another layer of approval for the homeowners.

**MOTION:** Moved by Davis, seconded by Bratt to recommend the Fences and Walls Guidelines to the City Council for approval as presented by Staff with no further comments or additions. Motion carried unanimously, 5-0.

**MOTION:** Moved by Davis, seconded by Ensberg to recommend the City Council consider creating some sort of enforcement mechanism for the Fences and Walls Guidelines. Motion failed 2-3 (Bratt, Rahi, Schoonover voted no).

Chairman Schoonover thanked Planner Concepcion for an excellent report.

~~5. **CONSIDERATION OF AMENDING PLANNING COMMISSION MEETING SCHEDULE**~~

~~Commissioner Davis stated the reason this item was back on the agenda is that most of his clients are located on the East coast, and he would usually return to town on Thursday, which would make it easier for him to attend Commission meetings if the schedule was changed to Thursday nights. Changing to Tuesday night would not help him at all, only moving to Thursday. He was unable to participate in the discussion the last time this item was on the agenda because he was out of town on business. He thought he would ask the Commission for consideration, but did not want to cause a conflict for anyone else.~~

~~Commissioner Bratt stated the first time this was brought up he was not able to change to Thursday nights, but he would be available now.~~

~~Commissioner Ensberg stated he is taking a course on Thursday nights that goes on for another two years, so he would not be able to change his schedule.~~

~~Commissioner Rahi stated he had no conflicts.~~

~~Assistant City Manager Larry Stevens stated since there was no clear consensus at this time, the Commission could think about this and bring the topic back up whenever they wanted to discuss it further.~~



# Agenda Item Staff Report

**TO:** Honorable Mayor and Members of City Council  
For the Meeting of July 13, 2010

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

**SUBJECT:** Sycamore Canyon Equestrian Center proposal for an extension to their lease with the city of San Dimas

## **SUMMARY**

*General concepts and parameters for a potential extension to the Sycamore Canyon Equestrian Center lease were reviewed at the April 13, 2010 council meeting. Some initial feedback was provided at the meeting with the direction to bring back the matter at a future meeting with recommendations for a council decision.*

*A summary of recommended changes is provided below. Attached is a notice that was posted at the ranch since June 14<sup>th</sup> to let the boarders know the basics of the extension along with an invitation to contact the city with questions and attend this meeting if desired.*

## **BACKGROUND**

The following is a summary of the proposed changes:

**Proposed term:** 10 year extension to December 1, 2020 with Lessee's right to exercise an option to extend for 5 years under the same conditions and process outlined in the current agreement (Section 3.2 - which is printed below for reference):

### 3.2 Options to Extend.

*Tenant shall have the option to extend the original term of this Lease, subject to all the provisions of this Lease, for one (1) additional period of five (5) years. Tenant may exercise its option hereunder by giving Landlord written notice (in the manner prescribed by Section 15.1) of Tenant's irrevocable exercise of said option not less than six (6) months and not more than one (1) year before the end of the Term then in effect..*

*Lessee's right to exercise the option to extend is subject to satisfaction of the following' conditions precedent: (i) this Lease shall be in effect at the time notice of exercise of an option to extend is given and on the last day of the Term of the Lease prior to its extension; (ii) Tenant shall not be in Default under any provision of this Lease at the time notice of exercise of the option is given or on*

*7a*

*the last day of the Term prior to its extension, and (iii) the notice of exercise the option to extend shall be delivered in strict compliance with the requirements and limitations set forth in this Section, unless waived in writing by Landlord. The option to extend the Term provided in this Section shall immediately and automatically terminate and shall be of no further force or effect in the event that the Lease is terminated.*

**Capital Projects and financing:**

Projects to be completed by April 30, 2011.

- Lower restroom replacement/refurbishment
- New upper restroom
- Office in the upper area

These projects will be financed by the city – the costs for the projects will be factored into a loan to be paid by the tenant – 20 year overall term at an interest rate adjusted annually to reflect the city’s investment earnings plus .5% with a maximum interest rate of 6% during the term of the agreement. The total amount of the loan will include design and construction costs and it will ultimately be determined after the project is completed. The total loan amount is capped at \$125,000. If the various costs of the projects exceed \$125,000, the city and tenant will meet to discuss how to address the additional expenses. Tenant will be responsible for annual payments only for the term of their lease with the city

Projects to be completed by tenant:

- Replacement horse stalls for the lower area – project to begin within 1 year after the restrooms and office projects are completed with at least 15 stalls refurbished each year and all stalls to be replaced no later than April 30, 2017.
- Pasture facility – to be completed no later than April 30, 2017.

These projects and improvements are completed at the tenant’s expense – ownership of the improvements will then rest with the landlord (City).

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**RECOMMENDATION**

1. Receive report from staff – ask questions as desired.
2. Receive comments from the tenant – Sycamore Canyon Equestrian Center.
3. Receive any public comments.
4. Authorize the City Manager and City Attorney to prepare and execute lease documents to incorporate the approved changes to the lease agreement.

Attachments: Notice posted at the ranch since June 14, 2010



## Sycamore Canyon Equestrian Center – proposal to extend the lease with the City of San Dimas

At their meeting July 13, 2010 at 7 pm, the city council will consider an extension to the lease agreement with Sycamore Canyon Equestrian Center. The extension will provide for an additional 10 years of operation to 2020, with an option for an additional 5 years should all of the provisions of the agreement be met. The extension calls for the following projects and improvements to be completed:

Before April 30, 2011

Lower area restroom replacement/refurbishment

New restroom in the upper area

Ranch Office located in the upper area

Other projects

Replacement of horse stalls in the lower area – to begin 1 year after the completion of the restrooms and office with at least 15 stalls refurbished/replaced each year and all stalls to be refurbished/replaced no later than April 30, 2017.

Pasture facility to be completed no later than April 30, 2017.

All other provisions of the existing agreement which have been in effect for the past 4 ½ years remain the same.

This notice is provided so that you know what is being proposed. The July 13, 2010 meeting is a public meeting, you are welcome to attend. Please contact Blaine Michaelis City Manager with any questions 909-394-6213. Thank you.



CITY OF SAN DIMAS  
MINUTES  
SAN DIMAS REDEVELOPMENT AGENCY MEETING  
TUESDAY, JUNE 22, 2010  
SENIOR CITIZEN/COMMUNITY CENTER  
MULTIPURPOSE ROOM, 201 E. BONITA AVENUE

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**PRESENT:**

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

**ABSENT:**

Director of Development Services Dan Coleman

**CALL TO ORDER**

Chairman Morris called the meeting of the San Dimas Redevelopment Agency to order at 8:12 p.m.

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

There were no comments.

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

- 1) Adoption of 2010-2015 Five Year Implementation Plan for its Creative Growth and Rancho San Dimas Redevelopment Project Areas. (Continued from June 8, 2010)
  - a. **RESOLUTION NO. 191**, A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF SAN DIMAS, CALIFORNIA, ADOPTING AN IMPLEMENTATION PLAN FOR ITS CREATIVE GROWTH AND RANCHO SAN DIMAS PROJECT AREAS.

Assistant City Manager Duran reported that California Redevelopment law requires that each redevelopment agency adopt a five-year implementation plan that provides documentation for the link between the elimination of blight and the proposed actions of the redevelopment agency. The last plan was adopted in July 2007 for the period 2005-2010. The Plan includes a description of the Agency's past actions, identifies blighted conditions, and proposes Agency goals and objectives and actions. The Plan also includes a description of affordable housing programs, and proposed actions necessary to accomplish Agency affordable housing goals and objectives. Staff recommends adoption of Resolution No. 191.

Mr. Templeman asked staff to be aware of a neighboring city regarding the loss of one of their redevelopment projects to the County of Los Angeles due to insufficient finding of blight.

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Chairman Morris stated that it would be difficult to attack any of San Dimas' redevelopment projects because Agency Attorney Brown requires sufficient findings before proceeding with any project.

Mr. Ebner mentioned that specific goals that affect Bonita Avenue/Cataract are included in the Plan and he inquired about his role in voting on this item. Agency Attorney Brown stated that Mr. Ebner can participate in discussions of and vote on the Implementation Plan.

Chairman Morris opened the public hearing and invited testimony from the audience. There being no one wishing to speak, Chairman Morris closed the public hearing.

After the title was read, it was moved by Mr. Bertone, seconded by Mr. Badar, to waive further reading and adopt **RESOLUTION NO. 191**, A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF SAN DIMAS, CALIFORNIA, ADOPTING AN IMPLEMENTATION PLAN FOR ITS CREATIVE GROWTH AND RANCHO SAN DIMAS PROJECT AREAS. The motion carried unanimously.

### **APPROVAL OF MINUTES**

It was moved by Mr. Templeman, seconded by Mr. Ebner, to approve the minutes of the June 8, 2010 meeting. The motion carried unanimously.

### **EXECUTIVE DIRECTOR**

There were no comments.

### **MEMBERS OF THE AGENCY**

- 1) Chairman Morris said a recent newspaper article reported that the Redevelopment Agency of a city in the San Gabriel Valley is being penalized \$23 million by the State for failing to recognize that they were making a level of contribution to a redevelopment project that required the use of prevailing wages.
- 2) Councilmember Templeman mentioned that the County would like to eliminate redevelopment areas for the tax increment dollars associated with the projects.
- 3) Agency Attorney Brown explained that redevelopment plans have limited lifetimes and when the San Dimas Redevelopment Agency plan completes its term, the benefit of tax increment dollars that come to San Dimas will then flow back to the County. He said in the meanwhile, it has been a tool that has provided the City the opportunity to provide affordable housing to a significant number of persons.

### **ADJOURNMENT**

Chairman Morris adjourned the meeting at 8:28 p.m.

Respectfully submitted,

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Ina Rios, Secretary



# Agenda Item Staff Report

**To:** Honorable Mayor and Members of the City Council  
*For the meeting of July 13, 2010*

**From:** Blaine Michaelis, City Manager

**Initiated By:** Theresa Bruns, Director of Parks and Recreation *tb*

**Subject:** Parks and Recreation Commission Youth Member Reappointment

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## BACKGROUND

The Commission term for Parks and Recreation Youth Member Commissioner Shannon McKee will expire at the end of July, 2010. Commissioner McKee is eligible for and requests reappointment.

## RECOMMENDATION

Staff recommends the reappointment of Shannon McKee to the Parks and Recreation Commission as youth member for a one-year term.

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



# Agenda Item Staff Report

**TO:** Honorable Mayor and Members of City Council  
*For the Meeting of July 13, 2010*

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

**SUBJECT:** REAPPOINTMENTS TO PLANNING COMMISSION

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## BACKGROUND

The following Commissioners' terms expire on August 31, 2009:

- Jim Schoonover (Chairman)
- John Davis

Planning Commissioners serve two year terms; however, there are no term limits for the Planning Commission. These Commissioners have served on the Planning Commission as noted:

Jim Schoonover	Since August 2000
John Davis	Since May 2007

Both Commissioners have indicated their desire to be reappointed.

## RECOMMENDATION

Staff recommends that the City Council reappoint Jim Schoonover and John Davis for two years.

qd(2)