



**AGENDA**  
**REGULAR CITY COUNCIL MEETING**  
**TUESDAY, JANUARY 12, 2016, 7:00 P. M.**  
**SAN DIMAS COUNCIL CHAMBERS**  
**245 E. BONITA AVE.**

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**CITY COUNCIL:**

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

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

**2. ANNOUNCEMENT**

- The Parks and Recreation Commission will host a Community Meeting on January 19, 2016 at 6:30 pm in the Community Building for the countywide Park Needs Assessment project being conducted by the Los Angeles County Parks and Recreation Department.

**2. RECOGNITIONS**

- Recognize the members of the San Dimas High School Boy's Water Polo Team and Cross Country 2015 CIF Finalists

**3. ORAL COMMUNICATIONS** (Members of the audience are invited to address the City Council on any item not on the agenda. Under the provisions of the Brown Act, the legislative body is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. If you desire to address the City Council on an item on this agenda, other than a scheduled public hearing item you may do so at this time and ask 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

**4. CONSENT CALENDAR**

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

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

**RESOLUTION 2016-01**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, APPROVING CERTAIN DEMANDS FOR THE MONTHS OF DECEMBER 2015 AND JANUARY 2016.

- b. Approval of minutes for the City Council Meeting of November 24, 2015 and December 12<sup>th</sup>, 2015.

- c. **ORDINANCE 1237**, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES ADOPTING MUNICIPAL CODE TEXT AMENDMENT 15-08 TO AMEND SECTION 18.540, SPECIFIC PLAN NO. 24, UPDATING THE PERMITTED AND CONDITIONALLY PERMITTED USES IN AREA I. (**SECOND READING AND ADOPTION**)
  
- d. **ORDINANCE 1239**, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING MUNICIPAL CODE TEXT AMENDMENT 15-09 TO AMEND CHAPTER 18.194 MEDICAL MARIJUANA TO PROHIBIT THE CULTIVATION OF MARIJUANA AND THE ESTABLISHMENT OR OPERATION OF MOBILE MARIJUANA DISPENSARIES CITYWIDE, AND OTHER MISCELLANEOUS EDITS (**SECOND READING AND ADOPTION**)
  
- e. Approval of Pre-Qualified Concrete Flatwork Specialty Contractor(s) for Bonita Avenue Boardwalk Streetscape Replacement and Renovation Project
  
- f. **ORDINANCE 1238**, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING MUNICIPAL CODE TEXT AMENDMENT 15-06 TO AMEND THE USES IN SPECIFIC PLAN NO. 17 AREA 1 (CODE SEC. 18.528), TO ALLOW FOR THE OFF-SITE SALE OF BEER AND WINE IN CONJUNCTION WITH A CONDITIONALLY PERMITTED SERVICE STATION WITH A CONVENIENCE STORE. (**SECOND READING AND ADOPTION**)
  
- g. Approval of Budget, Waiver of Formal Bid Process & Authorization to Pre-Purchase Certain Specialty Items for the Bonita Ave Boardwalk Streetscape Replacement and Renovation Project

**RECOMMENDED ACTION:** Approve consent calendar as presented.

END OF CONSENT CALENDAR

## 5. PUBLIC HEARING

- a. **CONSIDERATION OF CONDITIONAL USE PERMIT 15-10** – A request to allow for the off-site sale of beer and wine (Type 20) in conjunction with a conditionally permitted service station with convenience store located at 1790 S. San Dimas Avenue (Via Verde 76). (APN: 8396-017-025) The Planning Commission recommended approval at their regular meeting of November 19, 2015 by a 4-0-1 vote. **Item continued from December 8, 2016 council meeting.**

**RESOLUTION 2015-54**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CONDITIONAL USE PERMIT 15-10, A REQUEST TO ALLOW OFF-SITE SALES OF BEER AND WINE (TYPE 20 LICENSE) IN ASSOCIATION WITH A SERVICE STATION CONVENIENCE STORE (VIA VERDE 76) LOCATED AT 1790 SOUTH SAN DIMAS AVENUE (APN: 8396-017-025)

**RECOMMENDED ACTION:** Approve Conditional Use Permit 15-10 and Resolution 2015-54

- b. **MUNICIPAL CODE TEXT AMENDMENT 15-07** – A City initiated request to amend Municipal Zoning Code Chapter 18.14, Water Efficient Landscapes to bring the City into compliance with Governor Brown’s Drought Executive Order B-19-25.

**ORDINANCE 1240**, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES ADOPTING MUNICIPAL CODE TEXT AMENDMENT 15-07 TO AMEND SECTION 18.14, WATER-EFFICIENT LANDSCAPES. (*FIRST READING AND INTRODUCTION*)

**RECOMMENDED ACTION:** Read by title and introduce Ordinance 1240.

**6. ORAL COMMUNICATIONS**

- a. Members of the Audience (Speakers are limited to five (5) minutes or as may be determined by the Chair.)
- b. City Manager
- c. City Attorney
- d. Members of the City Council
  - 1) Appointment to the Parks and Recreation Commission
  - 2) Appointment to the Focus groups for the Downtown Study
  - 3) Appoint 2 members of the City Council to work with staff regarding potential changes to the Memorandum of Understanding with the San Dimas chamber of Commerce.
  - 4) Councilmembers' report on meetings attended at the expense of the local agency.
  - 5) Individual Members' comments and updates.

**7. ADJOURNMENT** - The next meeting is January 26, 2016, 7:00 p.m.



**Notice Regarding American with Disabilities Act:** In compliance with the ADA, if you need assistance to participate in a city meeting, please contact the City Clerk’s Office at (909) 394-6216. Early notification before the meeting you wish to attend will make it possible for the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II].

Copies of documents distributed for the meeting are available in alternative formats upon request. Any writings or documents provided to the City Council regarding any item on this agenda will be made available for public inspection at the Administration Counter at City Hall and at the San Dimas Library during normal business hours. In addition most documents are posted on the City’s website at [cityofsandimas.com](http://cityofsandimas.com).

**Posting Statement:** On January 8, 2016, a true and correct copy of this agenda was posted on the bulletin board at 245 East Bonita Avenue (San Dimas City Hall), 145 North Walnut Avenue (Los Angeles County Library), 300 East Bonita Avenue (United States Post Office), Von’s Shopping Center (Puente/Via Verde Avenue) and the City’s website [www.cityofsandimas.com/minutes.cfm](http://www.cityofsandimas.com/minutes.cfm)

# *City of San Dimas*

*Congratulates*

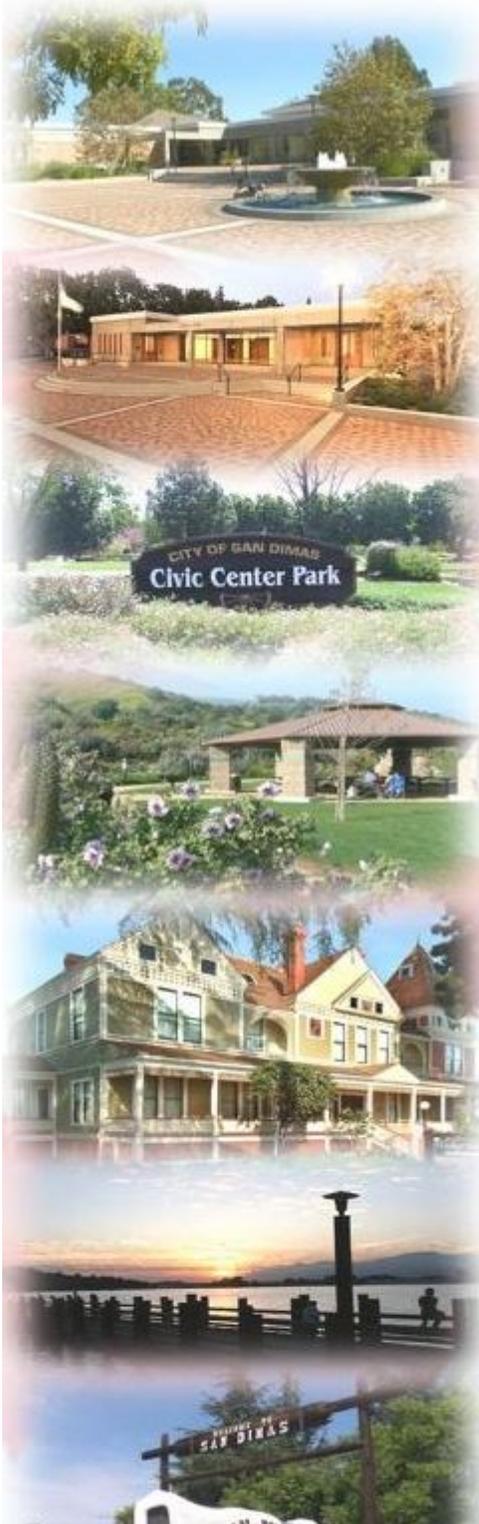
*Joe Doonan*

*2015 CIF Finalist  
Boys Water Polo*

*Curtis W Morris*

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Curtis W. Morris, Mayor City of San Dimas



**RESOLUTION 2016-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF SAN DIMAS, CALIFORNIA, APPROVING  
CERTAIN DEMANDS FOR THE MONTH DECEMBER 2015**

**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 12/31/15 (25394-25442) in the amount of  
\$825,383.97; Warrant Register 12/30/15 (153625-153765) in the amount of \$860,439.67 and  
Warrant Register 01/15/2016 in the amount of \$510,407.30.

**PASSED, APPROVED AND ADOPTED** this 12<sup>th</sup>, day of January 2016.

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

**ATTEST:**

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Debra Black, Assistant City Clerk

**I HEREBY CERTIFY** that Resolution 2016-01 was approved by vote of the City  
Council of the City of San Dimas at its regular meeting of January 12<sup>th</sup>, 2016 by the following  
vote:

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

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Debra Black, Assistant City Clerk

12/30/2015

WARRANT REGISTER

Ck#'s 153625-153765

Total: \$860,439.67

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
153625	12/30/15	ACCO ENGINEERED SYST	2,000.00		650183		N D 001.4411.015.000
153625	12/30/15	ACCO ENGINEERED SYST	2,663.00	*CHECK	650183		N D 001.4412.015.000
				TOTAL			
153626	12/30/15	AGI ACADEMY	74.80				N D 001.4420.020.000
153627	12/30/15	AGUIRRE/GLORIA	24.30				M D 001.4420.013.009
153628	12/30/15	ALBERTSON'S	6.54		009600		N D 001.4420.013.003
153628	12/30/15	ALBERTSON'S	45.71		009870		N D 001.4420.013.003
153628	12/30/15	ALBERTSON'S	90.00		013346		N D 001.4420.013.003
				*CHECK	TOTAL		
153629	12/30/15	ALESHIRE & WYNDER, L	10,045.00		35670		N D 001.4170.020.000
153629	12/30/15	ALESHIRE & WYNDER, L	13,612.00		35671		N D 001.4170.020.000
153629	12/30/15	ALESHIRE & WYNDER, L	2,442.00		35672		N D 001.4170.020.000
153629	12/30/15	ALESHIRE & WYNDER, L	90.00		35673		N D 038.41120.020.502
				*CHECK	TOTAL		
153630	12/30/15	ALVAREZ/SOFIA	26,189.00				N D 001.341.002
153631	12/30/15	AMERINATIONAL COMM.	500.00				N D 001.214.020
153632	12/30/15	AMERIPRIDE UNIFORM	1.26		1401214681-2		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	1.26		14012201958		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	9.56		14012355508		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	9.56		14012440591		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	9.56		14012555907		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	9.56		14012650907		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	4.80		14012755867		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	62.80		14012855867		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	62.80		14012955867		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	61.70		14013055867		N D 001.4410.029.000
153632	12/30/15	AMERIPRIDE UNIFORM	32.55		14013155867		N D 001.4410.029.000
				*CHECK	TOTAL		
153633	12/30/15	ANDERSEN PLUMBING	500.00				N D 001.341.002
153634	12/30/15	ARCHITERRA DESIGN GR	11,017.49		20599		N D 012.4841.692.001
153634	12/30/15	ARCHITERRA DESIGN GR	1,485.75		20622		N D 020.4410.557.003
153634	12/30/15	ARCHITERRA DESIGN GR	23.00		20675		N D 020.4410.557.003
153634	12/30/15	ARCHITERRA DESIGN GR	869.47		20705		N D 110.211.915
				*CHECK	TOTAL		
153635	12/30/15	BATTERY WORX, INC.	61.21		1-59796		N D 001.4342.033.000
153636	12/30/15	BAVCO	435.68		737698		N D 008.4415.033.000
153637	12/30/15	BELL ROOF CO., INC.	5,463.85		5887		N D 034.4802.855.002

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA								
153638	12/30/15	BERGQUIST-DEVOE/CARL	12441 INSTR.PIANO DEC	324.36				M D 001.4420.020.000
153639	12/30/15	BEVERAGE & FOOD GROU	.00001 REFUND BUS.LIC.BUS.CL	124.80				N D 001.315.901
153639	12/30/15	BEVERAGE & FOOD GROU	.00001 REFUND BUS.LIC.BUS.CLOS	125.80				N D 110.214.925
*CHECK TOTAL								
153640	12/30/15	BONITA UNIFIED SCH D	11210 WRAPPED STAR COOKIES	323.73		7138		N D 001.4420.034.010
153641	12/30/15	BRATT/DAVID	10671 BRATT MTG 11/5,11/19	100.00				M D 001.4309.021.001
153642	12/30/15	BRYANT/ARIEL	10906 REIMB.GAME SUPPLIES	111.46				N D 001.4420.033.000
153642	12/30/15	BRYANT/ARIEL	10906 REIMB.HOLIDAY SUPPLIES	174.41				N D 001.4420.033.000
*CHECK TOTAL								
153643	12/30/15	CASTILLO'S MOBILE TR	11049 WASH/WAX CITY TRUCKS	420.00		1946		M D 001.4342.020.001
153644	12/30/15	CHARTER OAK GYMNASI	11525 INSTR.GYMNASIICS NO 1,	161.44				N D 001.4420.020.000
153645	12/30/15	CHARTER OAK MOBILE H	11850 JAN RESCHKE SP.#142	267.00				N D 034.341.034
153646	12/30/15	CHILDRENS' MONTESSOR	.00006 REFUND DEPOSIT 12/7	500.00				N D 001.341.002
153647	12/30/15	COAST FITNESS REPAIR	11649 TREADMILL PARTS & LAB	450.50		62025		N D 001.4430.015.000
153648	12/30/15	COELHO/BECKY	10613 INSTR.PILATES DEC	299.20				M D 001.4420.020.000
153649	12/30/15	COMMUNITY ACTION-EAP	11688 JAN'16 EMP.ASSIT	350.00				N D 001.4150.435.000
153650	12/30/15	COMPUTER SERVICE COM	11690 JULY INV#3645-3689	12,900.00				N D 007.4345.020.000
153650	12/30/15	COMPUTER SERVICE COM	11690 JULY INV#3645-3689	452.80				N D 007.4345.020.003
153650	12/30/15	COMPUTER SERVICE COM	11690 JULY INV#3645-3689	4,811.30				N D 007.4345.020.002
*CHECK TOTAL								
153651	12/30/15	CORODATA	10678 RECORD STORAGE/BOX OR	160.68		RS4203921		N D 001.4190.019.000
153652	12/30/15	COSTCO WHOLESALE	12205 PLANTER SET, BUCKET	81.17		12/07/2015		N D 001.4420.033.000
153653	12/30/15	CSG CONSULTANTS INC	10871 BLDG PLAN REVIEW SE	3,017.50		B150709		N D 001.4311.020.001
153654	12/30/15	CT WEST	10781 LOCK KIT CABINET	267.05		1737		N D 007.4345.020.002
153655	12/30/15	CT&T CONCRETE PAVING	11109 ALLEY 'M' RECONSTRU	4,050.64		11/16/15		N D 012.210.003
153656	12/30/15	D.H. MAINTENANCE SER	11950 DEC WALKER HOUSE	85.43		18185		N D 003.4410.023.001
153656	12/30/15	D.H. MAINTENANCE SER	11950 DEC LADERA & MARCHANT	885.41		18185		N D 001.4410.023.000
153656	12/30/15	D.H. MAINTENANCE SER	11950 DEC CITY HALL COMM.	3,554.69		18185		N D 001.4411.023.000
153656	12/30/15	D.H. MAINTENANCE SER	11950 DEC SR. CNT. COMM. CNT	1,548.71		18185		N D 001.4412.023.000
153656	12/30/15	D.H. MAINTENANCE SER	11950 DEC SWIM & RACQUET	1,133.64		18185		N D 001.4430.023.000
153656	12/30/15	D.H. MAINTENANCE SER	11950 STEAM CLEAN CARPET@WAL	7,279.88		18234		N D 003.4410.023.001
*CHECK TOTAL								





WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	ACCOUNT
BANK OF AMERICA										
153677	12/30/15	GOLDEN STATE	STATE WATER	728.78				N	D	008.44414.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	99.47				N	D	072.44415.453.002
153677	12/30/15	GOLDEN STATE	STATE WATER	95.53				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	37.83				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	60.72				N	D	008.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	37.83				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	562630000004				N	D	008.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	577.77				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	432.84				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	327.83				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	464.55				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	189.34				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	256.68				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	41.35				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	30.45				N	D	001.44415.022.004
153677	12/30/15	GOLDEN STATE	STATE WATER	260.21				N	D	001.44415.022.004
				15,491.72						*CHECK TOTAL
153678	12/30/15	GOLDEN STATE	STATE WATER	14,093.93				N	D	053.4410.022.004
153679	12/30/15	GRAINGER	STEEL UTILITY CART	283.98		9908190284		N	D	001.4310.033.000
153680	12/30/15	GREEN/MARGIE	GREEN MTG 10/15	50.00				M	D	001.4309.021.001
153680	12/30/15	GREEN/MARGIE	GREEN MTG 11/5,11/19	150.00				M	D	001.4309.021.001
				150.00						*CHECK TOTAL
153681	12/30/15	GROVER & ASSOCIATES/	T.E. SERVICES OCT 2	7,060.00		15519-IN		N	D	001.4345.020.001
153682	12/30/15	HEINEMAN/ERIC MARTIN	REFUND CITE#122124723	45.00				N	D	001.332.001
153683	12/30/15	HI-SHEEN	DEC JANITORIAL SERVIC	476.50		397		M	D	001.4342.020.003
153684	12/30/15	HOFFMAN SOUTHWEST CO	HYDRO-JETTING	786.50		IE270103		N	D	012.4841.813.003
153685	12/30/15	HOME DEPOT CREDIT SE	HITCH BALL FOR UNIT#66	58.95		6073284		N	D	001.4342.033.000
153685	12/30/15	HOME DEPOT CREDIT SE	DRILL BIT TOOL KIT	25.85		9074246		N	D	001.4410.033.000
153685	12/30/15	HOME DEPOT CREDIT SE	BATTERY,TOOLS UNIT#66	102.51		9083501		N	D	001.4410.041.000
				187.31						*CHECK TOTAL
153686	12/30/15	ICR INC.	REFUND DEPOSIT 12/11	500.00				N	D	001.341.002
153687	12/30/15	INCYCLE	100 KIDS BIKE HELME	1,440.94		6428		M	D	001.4210.428.000
153688	12/30/15	INLAND EMPIRE	DAY@HISTORICAL TOUR12	781.75		46074		N	D	072.4125.434.000
153688	12/30/15	INLAND EMPIRE	DAY@HISTORICAL TOUR 2	494.00		46074		N	D	072.4125.434.000
153688	12/30/15	INLAND EMPIRE	DAY@TAWALE FESTIVAL 5	206.75		46078		N	D	072.4125.434.000
				5,206.75						*CHECK TOTAL
153689	12/30/15	INLAND VALLEY HUMANE	HUMANE SOCEITY JAN 10	957.00				N	D	001.4210.413.000

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#
BANK OF AMERICA						
153690	12/30/15	IRWINDALE INDUSTRIAL	250.00		104393-637303	N D 001.4150.433.000
153691	12/30/15	JMG SECURITY SYSTEMS	271.20		61668	N D 001.4342.020.003
153692	12/30/15	JOHNNY ALLEN TENNIS	569.84			M D 001.4420.020.000
153693	12/30/15	JOHNSON/BARBARA	57.60			M D 001.4420.013.009
153694	12/30/15	JOLLY JUMPS	745.00		120515CSDCREDI	N D 001.4420.019.000
153695	12/30/15	KIRBY EXCAVATION, IN	1,260.00		16413	N D 012.4841.813.003
153696	12/30/15	L & G ADVERTISING	244.16		11686	N D 001.4210.428.000
153697	12/30/15	L.A. CO. DEPT OF PUB	2,067.24		PW-15110506037	N D 006.4310.020.002
153698	12/30/15	L.A. COUNTY SHERIFF	368.814.96		161785NH	N D 001.4210.020.006
153699	12/30/15	L.A. COUNTY SHERIFF	39.915.00		161785NH	N D 001.4210.020.021
153700	12/30/15	L.A. COUNTY SHERIFF	4,267.32		161785NH	N D 001.4210.020.009
153701	12/30/15	L.A. COUNTY SHERIFF	17,499.97		161785NH	N D 001.4210.020.016
153702	12/30/15	L.A. COUNTY SHERIFF	484,890.53		161785NH	N D 001.4210.020.014
153703	12/30/15	LA VERNE POWER EQUIP	80.88		79218	M D 001.4342.020.001
153704	12/30/15	LA VERNE POWER EQUIP	133.16		79261	M D 001.4342.011.000
153705	12/30/15	LAND DESIGN CONSULTA	4,991.90		15093022	N D 012.210.001
153706	12/30/15	LAND DESIGN CONSULTA	1,250.14		1510041	N D 012.4841.616.001
153707	12/30/15	LAND DESIGN CONSULTA	3,834.86		1511012	N D 012.4841.616.001
153708	12/30/15	LAND DESIGN CONSULTA	25,595.90		1511012	N D 012.4841.616.001
153709	12/30/15	LEAGUE OF CALIF CITI	400.00		102797	N D 001.4190.016.000
153710	12/30/15	LEPE/MAURO	65.00			M D 034.4802.015.000
153711	12/30/15	LOWE'S HOME IMPROVEM	45.37		02011	N D 008.4414.033.000
153712	12/30/15	LOWE'S HOME IMPROVEM	13.93		09236	N D 001.4430.033.000
153713	12/30/15	LOWE'S HOME IMPROVEM	6.15		19417	N D 008.4414.033.000
153714	12/30/15	LOWE'S HOME IMPROVEM	425.67		60908	N D 053.4410.033.000
153715	12/30/15	LOWE'S HOME IMPROVEM	125.57		901299	N D 001.4342.033.000
153716	12/30/15	MAR-CO EQUIPMENT CO	57.23		129004	N D 001.4342.011.000
153717	12/30/15	MARIPOSA LANDSCAPES	2,531.87		70874	N D 001.4414.020.004
153718	12/30/15	MARIPOSA LANDSCAPES	7,650.96		70874	N D 001.4415.020.001
153719	12/30/15	MARIPOSA LANDSCAPES			70874	N D 008.4414.020.001

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WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	ACCOUNT
153705	12/30/15	BANK OF AMERICA								
153705	12/30/15	MARIPOSA LANDSCAPES	NO SPORTSPLEX	3,010.07		70874				D 008.4414.020.011
153705	12/30/15	MARIPOSA LANDSCAPES	NOV PARKWAYS&DOWNTOWN	881.09		70874				D 008.4415.020.002
153705	12/30/15	MARIPOSA LANDSCAPES	NOV MISC LANDSCAPED A	975.77		70874				D 008.4415.020.005
153705	12/30/15	MARIPOSA LANDSCAPES	NOV PLANTER AREAS	3,383.97		70874				D 008.4415.020.019
153705	12/30/15	MARIPOSA LANDSCAPES	NOV TRASH CANS&PARKWA	999.45		70874				D 020.4410.927.003
153705	12/30/15	MARIPOSA LANDSCAPES	NOV HORSETHIEF CYN	2,317.87		70874				D 072.4125.455.000
153705	12/30/15	MARIPOSA LANDSCAPES	NOV PARK & RIDE	91.55		70874				D 008.4414.020.016
153705	12/30/15	MARIPOSA LANDSCAPES	NOV BUS TRASH CANS	28,793.55		70874				D 008.4414.020.016
153706	12/30/15	MARSAN TURF & IRRIGA	IRRIGATION PARTS&SUPP	141.14		407896				N D 008.4414.020.016
153706	12/30/15	MARSAN TURF & IRRIGA	IRRIGATION PARTS&SUPPL	48.01		407898				N D 001.4342.851.040
153706	12/30/15	MARSAN TURF & IRRIGA	IRRIGATION PARTS&SUPPL	55.16		407921				N D 001.4342.851.040
153706	12/30/15	MARSAN TURF & IRRIGA	IRRIGATION PARTS&SUPPL	14.17		407952				N D 008.4414.020.016
153706	12/30/15	MARSAN TURF & IRRIGA	IRRIGATION PARTS&SUPPL	298.66		408090				N D 008.4414.020.016
153706	12/30/15	MARSAN TURF & IRRIGA	IRRIGATION PARTS&SUPPL	557.14		408090				N D 008.4414.020.016
153707	12/30/15	MARTIN HTG & AIR INC	1245W CIENEGA BL #2	3,000.00		25864				N D 034.4802.851.040
153707	12/30/15	MARTIN HTG & AIR INC	INSTALL NEW THEROMSTA	214.30		25874				N D 001.4342.851.040
153707	12/30/15	MARTIN HTG & AIR INC	11245W CIENEGA #55	3,000.00		25885				N D 034.4802.851.040
153708	12/30/15	MATHISEN OIL COMPANY	GASOLINE REGULAR	2,521.85		11127286				N D 001.4342.011.001
153708	12/30/15	MATHISEN OIL COMPANY	DIESEL FUEL	1,026.97		11127286				N D 001.4342.011.001
153708	12/30/15	MATHISEN OIL COMPANY	DIESEL FUEL	3,618.82		11127286				N D 001.4342.011.001
153709	12/30/15	MC LAY SERVICES INC	PREVENTIVE MAINT. NOV	883.00		INV48636				N D 003.4410.015.000
153709	12/30/15	MC LAY SERVICES INC	SYS&PR AUGURED TOILE	125.00		INV49057				N D 001.4342.020.003
153709	12/30/15	MC LAY SERVICES INC	PREVENTIVE MAINT. DEC	883.00		INV49162				N D 003.4410.015.000
153709	12/30/15	MC LAY SERVICES INC	SYS&R CLUB HVAC UNIT	325.00		INV6663				N D 001.4430.023.000
153709	12/30/15	MC LAY SERVICES INC	PREVENTIVE MAINT. SEPT	1208.00		INV6717				N D 053.4410.023.000
153709	12/30/15	MC LAY SERVICES INC	BI-MTHLY PREVENT. NOV	205.00		INV6812				N D 001.4410.023.000
153709	12/30/15	MC LAY SERVICES INC	PREVENTIVE MAINT. NOV	2,634.00		INV6813				N D 053.4410.023.000
153710	12/30/15	MILLER/BEVERLY	SR.GIFT BOUTIQUE SALES	12.60						M D 001.4420.013.009
153711	12/30/15	MOHAGEN/ PETER ALBER	REFUND CITE#133124196	45.00						N D 001.332.001
153712	12/30/15	MOLINA/TOMAS E.	MOLINA MTG 10/15	50.00						M D 001.4309.021.001
153712	12/30/15	MOLINA/TOMAS E.	MOLINA MTG 11/5,11/19	150.00						M D 001.4309.021.001
153713	12/30/15	O'BRIEN/MICHAEL	REIMB.MILEAGE CONFERE	129.37						N D 001.4150.021.000
153714	12/30/15	OFFICE SOLUTIONS	OFFICE SUPPLIES	28.02		I-00870084				N D 001.4130.030.000
153714	12/30/15	OFFICE SOLUTIONS	OFFICE SUPPLIES	156.16		I-00870964				N D 001.4130.030.000
153714	12/30/15	OFFICE SOLUTIONS	DESK SUPPLER	31.08		I-00872720				N D 001.4130.030.000
153714	12/30/15	OFFICE SOLUTIONS	OFFICE SUPPLIES	23.12		I-00874158				N D 001.4130.030.000
153714	12/30/15	OFFICE SOLUTIONS	OFFICE SUPPLIES	70.157		I-00875648				N D 001.4130.030.000

\*CHECK TOTAL  
12/1-3/2015  
I-00870084  
I-00870964  
I-00872720  
I-00874158  
I-00875648

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
153714	BANK OF AMERICA	12/30/15 OFFICE SOLUTIONS	50.80	*CHECK	PCR-150649		N D 001.4210.428.000
			258.15	TOTAL			
153715	ORIENTAL TRADING COM	14885 HOLIDAY SUPPLIES	79.94		674769440-01		N D 001.4420.034.010
153716	PARK/SEONG	.00013 REFUND, CUSTOMER W/DREW	70.00				N D 001.367.003
153717	PARTIES UNLIMITED	15032 X-MAS DINNER PYMT 1	1,116.16		12/18/2015		M D 001.4420.013.003
153718	PEERLESS MATERIALS C	11763 OFF WHITE TURKISH 40#	138.46		54625		N D 001.4410.031.000
153719	PHOENIX GROUP INFORM	12381 ADMINISTRATIVE CITATION 6	59		1020151188		N D 001.4309.020.000
153719	PHOENIX GROUP INFORM	12381 REGULAR CITATIONS 1	298.50		1020151188		N D 001.4210.411.000
			1,303.09	*CHECK	TOTAL		
153720	PITNEY BOWES INC	15095 RENTAL CHRGS 1/1-3/31	258.34		346973		N D 001.4190.019.000
153721	PLUMBING WHOLESALE O	15093 SPUD FOR MEN'S RESTROOM	5.68		S100059642.001		N D 053.4410.023.000
153722	PROSOURCE FACILITY S	10139 FACILITY SUPPLIES	373.21		8426		N D 001.4410.031.000
153722	PROSOURCE FACILITY S	10139 FACILITY SUPPLIES	373.21		8426		N D 001.4411.031.000
153722	PROSOURCE FACILITY S	10139 FACILITY SUPPLIES	373.21		8426		N D 001.4412.031.000
153722	PROSOURCE FACILITY S	10139 FACILITY SUPPLIES	373.21		8426		N D 001.4430.031.000
153722	PROSOURCE FACILITY S	10139 FACILITY SUPPLIES	373.21		8426		N D 003.4410.031.000
			1,866.05	*CHECK	TOTAL		
153723	PRUDENTIAL OVERALL S	15632 MATS/GRAY	22.93		23139770		N D 001.4430.019.000
153723	PRUDENTIAL OVERALL S	15632 MATS/GRAY	22.93		23143299		N D 001.4430.019.000
153723	PRUDENTIAL OVERALL S	15632 MATS/GRAY	22.93		23146831		N D 001.4430.019.000
153723	PRUDENTIAL OVERALL S	15632 MATS/GRAY	91.72		23150358		N D 001.4430.019.000
			91.72	*CHECK	TOTAL		
153724	QUALITY INSTANT PRIN	15661 BUSINESS CARDS	46.87		37426		N D 001.4190.018.000
153724	QUALITY INSTANT PRIN	15661 BUSINESS CARDS	18.53		37615		N D 001.4311.033.000
153724	QUALITY INSTANT PRIN	15661 BUSINESS CARDS	46.87		37629		N D 001.4190.018.000
153724	QUALITY INSTANT PRIN	15661 BUSINESS CARDS	46.37		37727		N D 001.4190.018.000
			158.64	*CHECK	TOTAL		
153725	QUINTANAR/ELIZABETH	11540 REIMB.MILEAGE OCT,NOV	22.42				N D 001.4150.012.000
153726	RADIANT WATER INC	15682 SOFT WATER JAN/2016	39.00				N D 001.4430.019.000
153727	RDO EQUIPMENT CO.	10943 BRUSH CHIPP,PARTS&LAB	490.10		W29657		N D 001.4342.020.001
153728	REIMER/KATYA	10154 INSTR.SUNSHINE GEN.DE	244.80				M D 001.4420.020.000
153729	RESERVE ACCOUNT	15392 POSTAGE BY PHONE JA	1,500.00				N D 001.4190.017.000
153730	RINGER/FREDERICK J.	.00009 REFUND CITE#122124398	20.00				N D 001.332.001

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DESCRIPTION

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
153731	12/30/15	RKA CONSULTING GROUP	DEVL SVS PLAN CK ENG	786.00				D 001.4308.020.002
153731	12/30/15	RKA CONSULTING GROUP	CITY ENG INER CHECKS	483.00				D 001.4308.020.002
153731	12/30/15	RKA CONSULTING GROUP	GRADING PLAN	437.00				D 001.4308.020.002
153731	12/30/15	RKA CONSULTING GROUP	ON CALL BLDG PLAN C 2	422.00				D 001.4308.020.002
153731	12/30/15	RKA CONSULTING GROUP	ON CALL BLDG PLAN C 1	493.00				D 001.4308.020.002
153731	12/30/15	RKA CONSULTING GROUP	HOLD RSETHLEH / SYCA. DIMAS	697.00				D 012.4412.031.004
153731	12/30/15	RKA CONSULTING GROUP	GOLD LINE / SAN. DIMAS	697.00				D 012.4412.031.004
153731	12/30/15	RKA CONSULTING GROUP	ON-CALL BLDG PLAN C 1	411.00				D 001.4308.020.002
153731	12/30/15	RKA CONSULTING GROUP	DEV-LIN PLAN CK ENG SVS	393.00				D 001.4308.020.002
153731	12/30/15	RKA CONSULTING GROUP	GRADING PLAN CK NOV 9	222.50				D 001.4308.020.002
153732	12/30/15	ROSS/TED	ROSS MTG 10/15	50.00				M D 001.4309.031.001
153732	12/30/15	ROSS/TED	ROSS MTG 11/5,11/19	150.00				M D 001.4309.031.001
153733	12/30/15	ROYAL CORPORATION	FACILITY SUPPLIES	66.24				N D 001.4410.031.000
153733	12/30/15	ROYAL CORPORATION	FACILITY SUPPLIES	66.24				N D 001.4410.031.000
153733	12/30/15	ROYAL CORPORATION	FACILITY SUPPLIES	198.73				N D 001.4412.031.000
153734	12/30/15	SALMO/MELISSA	REIMB. MILLAGE DEC 2015	10.12				N D 001.4308.021.000
153735	12/30/15	SAN DIMAS CHAMBER OF	PROMOTIONAL SVS JAN 3	750.00				N D 001.4190.010.003
153736	12/30/15	SAN DIMAS GROVE STAT	DEC HOA 364 S.S.D.AVE	309.81				N D 034.4802.865.512
153736	12/30/15	SAN DIMAS GROVE STAT	DEC HOS 334 S.S.D.AVE	305.29				N D 034.4802.865.512
153737	12/30/15	SAN DIMAS HARDWARE	MISC HARDWARE	15.22				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	ADAPTER BIT EYEBOLT, CHAI	1.17				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	DRILL BIT PAINT	41.19				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	STRIPPING PAINT	26.83				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	CONDUIT, ELBOW, COUPLE	47.14				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	PVC PIPE, TAPS, SETS CREWS	6.19				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	MASKBELT RAZORS	80.97				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	STRIP LIGHT TESTER	16.37				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	WEATHER STRIP	17.50				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	BUCKET PAINT, EZ-OFF, SPR	41.24				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	TAPE FRICITION TAPE	113.31				D 001.4342.033.000
153737	12/30/15	SAN DIMAS HARDWARE	WD SPRAY	15.17				D 008.4414.033.000
153737	12/30/15	SAN DIMAS HARDWARE	GAL. BRUSH FAUCET	128.04				D 008.4414.033.000
153737	12/30/15	SAN DIMAS HARDWARE	CABLE TIES, DUCT TAPE	31.47				D 008.4414.033.000
153737	12/30/15	SAN DIMAS HARDWARE	BATTERY	17.43				D 008.4414.033.000
153737	12/30/15	SAN DIMAS HARDWARE	LED LIGHT					D 008.4414.033.000
			*CHECK TOTAL					
			*CHECK TOTAL					
			*CHECK TOTAL					
			*CHECK TOTAL					

WARRANT DATE VENDOR

BANK OF AMERICA

Disbursement Journal

F 9 S ACCOUNT

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AMOUNT

DESCRIPTION

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
12/30/15	SAN DIMAS	HARDWARE	43.20		3252173616		008.4414.033.000
12/30/15	SAN DIMAS	HARDWARE	17.71		3252173616		008.4415.033.000
12/30/15	SAN DIMAS	HARDWARE	121.78		3252173632		008.4415.033.000
12/30/15	SAN DIMAS	HARDWARE	11.50		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	16.57		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	39.81		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	41.33		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	12.42		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	18.26		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	47.99	CR	3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	28.88		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	49.34		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	19.14		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	26.88		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	39.86		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	10.04		3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	5.91	CR	3252173632		001.4410.033.000
12/30/15	SAN DIMAS	HARDWARE	67.53		3252173632		053.4410.023.000
			1,032.53		*CHECK TOTAL		
12/30/15	SANCHEZ/ALFREDO	REFUND DEPOSIT 12/12	443.75				N D 001.341.002
12/30/15	SANTANA/ROSALBA	REFUND DEPOSIT 12/5	50.00				N D 001.341.002
12/30/15	SANTO/MARION	SR.GIFT BOUTIQUE SALES	13.05				M D 001.4420.013.009
12/30/15	SCWAF	SCMAF-SGV AWARDS&INSTA	34.00		A&I 2015SANDIM		N D 001.4430.021.000
12/30/15	SCWAF-SAN GABRIEL VA	SCMAF-SGV AWARDS&INST	102.00		A&I 2015SANDIM		N D 001.4420.021.000
12/30/15	SEALMASTER OF SOUTHE	POURABLE CRACK PAIL	401.03		201372		N D 001.4342.041.011
12/30/15	SEALMASTER OF SOUTHE	POURABLE CRACK PAIL	1,002.58		201373		N D 001.4342.041.011
					*CHECK TOTAL		
12/30/15	SEGERSTROM CENTER FO	DEPOSIT ADMIN. 2/2/	1,534.50		1ST PAYMENT		N D 001.4420.034.002
12/30/15	SERVICE SOLUTIONS GR	WELL SOUP BOWL, SHIP'N	225.87		51052811		M D 003.4410.033.000
12/30/15	SMART & FINAL	SR. CNT COFFEE SUPPLIE	146.02		105009		N D 001.4420.013.003
12/30/15	SMART & FINAL	TRIP SUPPLIES 11/19	222.38		105675		N D 001.4420.034.002
12/30/15	SMART & FINAL	DOUBLE ROLL TICKETS	67.70		117300		N D 001.4420.034.010
12/30/15	SMART & FINAL	HOLIDAY SUPPLIES	17.72		117536		N D 001.4420.034.010
12/30/15	SMART & FINAL	STUDENT UNION SNACK B	172.00		1120203		N D 110.213.735

WARRANT DATE VENDOR  
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CLAIM INVOICE

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#
153746	12/30/15	SMART & FINAL				
153746	12/30/15	SMART & FINAL				
153746	12/30/15	SMART & FINAL				
153746	12/30/15	SMART & FINAL				
153747	12/30/15	SOUTHERN CALIF EDI	510.00			
153747	12/30/15	SOUTHERN CALIF EDI	275.96			
153747	12/30/15	SOUTHERN CALIF EDI	50.44			
153747	12/30/15	SOUTHERN CALIF EDI	19.44			
153747	12/30/15	SOUTHERN CALIF EDI	22.44			
153747	12/30/15	SOUTHERN CALIF EDI	22.44			
153747	12/30/15	SOUTHERN CALIF EDI	21.91			
153747	12/30/15	SOUTHERN CALIF EDI	34.20			
153747	12/30/15	SOUTHERN CALIF EDI	34.20			
153747	12/30/15	SOUTHERN CALIF EDI	27.52			
153747	12/30/15	SOUTHERN CALIF EDI	68.41			
153747	12/30/15	SOUTHERN CALIF EDI	106.22			
153747	12/30/15	SOUTHERN CALIF EDI	161.99			
153747	12/30/15	SOUTHERN CALIF EDI	42.4			
153747	12/30/15	SOUTHERN CALIF EDI	343.16			
153747	12/30/15	SOUTHERN CALIF EDI	28.01			
153747	12/30/15	SOUTHERN CALIF EDI	44.73			
153748	12/30/15	SPAHR/CANDIDA	326.40			
153749	12/30/15	TIME & ALARM SYSTEMS	540.00			
153750	12/30/15	TOLLY INC	1,236.95			
153751	12/30/15	TRL SYSTEMS, INC	420.00			
153752	12/30/15	VERIZON	59.99			
153753	12/30/15	VERIZON CALIFORNIA	89.00			
153753	12/30/15	VERIZON CALIFORNIA	47.50			
153753	12/30/15	VERIZON CALIFORNIA	64.90			
153753	12/30/15	VERIZON CALIFORNIA	34.83			
153753	12/30/15	VERIZON CALIFORNIA	55.72			
153753	12/30/15	VERIZON CALIFORNIA	107.65			
153754	12/30/15	VICTORY EXTERMINATIN	300.00			

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#
16292	16292	YTH B-BALL FIRST AID K	39.02		120431	
16292	16292	DEC LUNCH SOCIAL	53.82		120881	
16292	16292	DEC HAPPY HOUR	165.36		120884	
16292	16292	STUDENT UNION SUPPLIES	26.54		125799	
		*CHECK TOTAL	910.56			
16314	16314	2-30-875-2146	510.00			
16314	16314	2-18-370-8817	275.96			
16314	16314	2-2-366-1822	50.44			
16314	16314	2-3-366-1824	19.44			
16314	16314	2-2-334-5124	22.44			
16314	16314	2-2-334-5124	22.44			
16314	16314	2-2-334-5124	21.91			
16314	16314	2-2-334-5124	34.20			
16314	16314	2-2-334-5124	34.20			
16314	16314	2-2-334-5124	27.52			
16314	16314	2-2-334-5124	68.41			
16314	16314	2-2-334-5124	106.22			
16314	16314	2-2-334-5124	161.99			
16314	16314	2-2-334-5124	42.4			
16314	16314	2-2-334-5124	343.16			
16314	16314	2-2-334-5124	28.01			
16314	16314	2-2-334-5124	44.73			
10916	10916	INSTR. SHOOT'N STARS	326.40			
12262	12262	ANN.FEE FIRE ALARM WA	540.00		54866	
12319	12319	NOV LANDSCAPE MAINT	1,236.95		18311	
12055	12055	ANN.FEE MONITOR WALKE	420.00		364621	
10469	10469	1127771672 INTERNET	59.99			
17164	17164	909 592-1430	89.00			
17164	17164	909 599-7563	47.50			
17164	17164	909 592-2890	64.90			
17164	17164	909 394-4745	34.83			
17164	17164	909 197-3010	55.72			
17164	17164	909 592-0732	107.65			
		*CHECK TOTAL	399.65			
11145	11145	PEST CONTROL JUN-DECI	300.00		45631	

WARRANT DATE VENDOR  
BANK OF AMERICA

Disbursement Journal

DESCRIPTION AMOUNT

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT
153755 12/30/15	VISTA PAINT CORPORAT	17172 OPEN LID 5 GAL.	10.24
153755 12/30/15	VISTA PAINT CORPORAT	17172 PAINT SUPPLIES	58.99
			69.23
153756 12/30/15	WALCZAK/BEVERLY	17178 INSTR.KARATE DEC	820.80
153757 12/30/15	WALCZAK/JEROME	17180 INSTR.KARATE DEC	820.80
153758 12/30/15	WALTERS WHOLESALE EL	10860 TENNIS COURT LIGHTS	159.49
153759 12/30/15	WATERLINE TECHNOLOGI	10242 HYPOCHLORITE SOLUTION	232.39
153760 12/30/15	WE CARE	11175 144 NUBIA STREET	1,787.00
153761 12/30/15	WELLHOUSE & ASSOC.,	10524 STATE MANDATED COST	2,500.00
153762 12/30/15	WEST COAST ARBORISTS	12070 15-16 TREE MAINTENA	8,342.10
153762 12/30/15	WEST COAST ARBORISTS	12070 15-16 TREE PLANTING	245.00
153762 12/30/15	WEST COAST ARBORISTS	12070 15-16 TREE MAINTEN	11,789.70
153762 12/30/15	WEST COAST ARBORISTS	12070 15-16 TREE PLANTING	11,359.55
			20,736.35
153763 12/30/15	XEROX BUSINESS SERVI	10385 ANNUAL SUPPORT SVS	17,220.64
153764 12/30/15	YOUNG/TIM	.00015 REFUND, CUSTOMER W/DREW	31.00
153764 12/30/15	YOUNG/TIM	.00015 REFUND, CUSTOMER W/DREW	31.00
			62.00
153765 12/30/15	ZALLO/ROBERT W	12267 INSTR.TAI CHI DEC	97.92
	BANK OF AMERICA	TOTAL	860,439.67

F 9 S ACCOUNT

PO#

CLAIM INVOICE

ACCOUNT	PO#	CLAIM	INVOICE
N D 001.4342.033.000			2015-472941-00
N D 001.4342.033.000		*CHECK	2015-474374-00
			TOTAL
M D 001.4420.020.000			
M D 001.4420.020.000			
N D 008.4414.033.000			2317701-00
N D 001.4430.033.000			5324895
N D 040.4112.820.821			1366395
N D 001.4190.020.000			1650
N D 008.4415.020.008			110718
N D 008.4415.020.013			110719
N D 008.4415.020.008			111064
N D 008.4414.020.015			111065
		*CHECK	TOTAL
N D 001.4190.020.002			1218360
N D 001.367.002			
N D 001.367.002		*CHECK	TOTAL
M D 001.4420.020.000			

Disbursement Journal  
DESCRIPTION AMOUNT  
CLAIM INVOICE  
860,439.67

RECORDS PRINTED - 000402

FUND RECAP:  
 FUND DESCRIPTION  
 -----  
 001 GENERAL FUND  
 003 WALKER HOUSE LLC FUND  
 006 SEWER EXPANSION  
 007 CITY WIDE LIGHTING DISTRICT  
 008 LANDSCAPE PARCEL TAX  
 020 INFRASTRUCTURE REPLACEMENT  
 027 COMMUNITY PARK DEVELOPMENT  
 034 CIVIC CENTER PARK 2-1-12  
 038 HOUSING AUTHORITY CG 2-1-12  
 040 SUCCESSION AGENCY DEV BLDG GRANT  
 053 COMMUNITY DEVELOPMENT & OPERATIO  
 071 GOLF COURSE MAINTENANCE DIST  
 072 AIR QUALITY MANAGEMENT DIST  
 073 PROP A LOCAL TRANSPORTATION  
 110 PROP C LOCAL TRANSPORTATION  
 TRUST AND AGENCY  
 TOTAL ALL FUNDS

DISBURSEMENTS  
 641,037.31  
 6,183.07  
 2,067.24  
 61,649.70  
 49,282.63  
 46,242.53  
 3,350.26  
 3,343.26  
 12,588.16  
 12,900.00  
 1,787.00  
 14,826.83  
 3,275.93  
 3,342.23  
 3,697.00  
 16,676.55  
 860,439.67

BANK RECAP:  
 BANK NAME  
 -----  
 CHEK BANK OF AMERICA  
 TOTAL ALL BANKS

DISBURSEMENTS  
 860,439.67  
 860,439.67

12/31/2015

PREPAID

WARRANT REGISTER

Ck#'s 25394-25442

Total: \$825,383.97

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA							
25394	12/31/15	ARTIST IN THE SKY, L	11174		68551066		N M 012.4841.662.000
25395	12/31/15	SAN DIMAS VILLAGE WA	10907				N M 034.4802.865.512
25395	12/31/15	SAN DIMAS VILLAGE WA	10907				N M 034.4802.865.512
25395	12/31/15	SAN DIMAS VILLAGE WA	10907				N M 034.4802.865.512
25395	12/31/15	SAN DIMAS VILLAGE WA	10907				N M 034.4802.865.512
25396	12/31/15	SYCAMORE CANYON EQU	11180		12/05/2015		M M 001.4420.019.000
25397	12/31/15	SAN DIMAS PAYROLL/CI	16050				N M 001.110.004
25398	12/31/15	CA-STATE DISBURSEMEN	11611				N M 001.210.004
25399	12/31/15	EMPLOYMENT DEVELOPME	12343				N M 001.210.004
25400	12/31/15	LINCOLN NATIONAL LIF	14286				N M 001.210.004
25400	12/31/15	LINCOLN NATIONAL LIF	14286				N M 001.210.004
25401	12/31/15	NATIONWIDE RETIREMNT	14735				N M 001.210.004
25401	12/31/15	NATIONWIDE RETIREMNT	14735				N M 001.210.004
25402	12/31/15	PERS RETIREMENT CONT	156339				N M 001.210.004
25402	12/31/15	PERS RETIREMENT CONT	156339				N M 001.210.004
25402	12/31/15	PERS RETIREMENT CONT	156339				N M 001.210.004
25402	12/31/15	PERS RETIREMENT CONT	156339				N M 001.210.004
25402	12/31/15	PERS RETIREMENT CONT	156339				N M 001.210.004
25402	12/31/15	PERS RETIREMENT CONT	156339				N M 001.210.004
25402	12/31/15	PERS RETIREMENT CONT	156339				N M 001.210.004
25403	12/31/15	SAN DIMAS EMPLOYEES	15995				N M 001.210.004
25404	12/31/15	U.S. BANK	10590				N M 001.210.014
25404	12/31/15	U.S. BANK	10590				N M 001.210.014
25405	12/31/15	VANTAGEPOINT TRANSFE	17090				N M 001.210.004
25405	12/31/15	VANTAGEPOINT TRANSFE	17090				N M 001.210.004
25406	12/31/15	WAGE WORKS INC	10677				N M 001.210.004
25407	12/31/15	MICHAELIS/BLAINE	10179				N M 001.4110.021.000

\*CHECK TOTAL

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\*CHECK TOTAL

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	PO#	CLAIM	INVOICE	F 9 S ACCOUNT
25408	BANK OF AMERICA						
25409	12/31/15 SUTTON/JAN	10754 J. SUTTON COMPUTER LO	685.18				N M 001.117.199
25410	12/31/15 SWRCB	10358 ANN'L PERMIT FEE W	11,448.00		WD-0113010		N M 001.4341.024.001
25411	12/31/15 SOUTHERN CALIF EDISO	10358 ANN'L PERMIT FEE	2,088.00		WD-0112430		N M 001.4341.024.001
25411	12/31/15 SOUTHERN CALIF EDISO	16314 2-25-116-4430	70.00				N M 027.4801.561.022
25411	12/31/15 SOUTHERN CALIF EDISO	16314 2-03-702-9469	866.49				N M 001.4342.023.001
25412	12/31/15 POPE/ROLANDA	.00001 REFUND CITE#40738	83.00				N M 001.332.001
25413	12/31/15 GUESS/WENDY	10435 REIMB.SHOOT'N STAR SU	587.58				N M 110.213.148
25414	12/31/15 BUSINESSES	11930 COUNCIL/STAFF RETREAT	94.35				M 001.4110.021.000
25414	12/31/15 BUSINESSES	11930 LEAGUE CA CITIES CONF.	72.64				M 001.4120.021.000
25414	12/31/15 BUSINESSES	11930 LEAGUE CA CITIES/GAS	19.44				M 001.4120.021.000
25414	12/31/15 BUSINESSES	11930 LEAGUE CA CITIES/REGI	140.01				M 001.4120.021.000
25414	12/31/15 BUSINESSES	11930 LEAGUE CA CITIES/INK CAR	513.47				M 001.4120.021.000
25414	12/31/15 BUSINESSES	11930 TARGET/NIKSON CAMERA	1130.77				M 001.4420.033.010
25414	12/31/15 BUSINESSES	11930 SSL RENEW/CANCEL/CREDE	1108.99				M 001.4190.020.002
25414	12/31/15 BUSINESSES	11930 MONITOR NEW/COUNT FOR DRIVE	149.99				M 070.4314.041.003
25414	12/31/15 BUSINESSES	11930 80 GB USB PRINTER FOR E	31.68				M 070.4314.041.003
25414	12/31/15 BUSINESSES	11930 DESKTOP PRINTER FOR E	108.90				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 UNIVERSAL PRINTER FOR E	176.35				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 DESKTOP PRINTER FOR E	113.98				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 BLK TONER FOR E	118.79				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 DELL INSPIRON LAPTO 4	1414.99				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 YMKO CART W/WHEELS	150.23				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 TV "VIZIO SMART HD T 14	236.82				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 VIZIO SMART HD T 14	196.50				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 APPNLC WALL PAPER SUB CRIP	14.31				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 SONIC WALL PAPER SUB CRIP	815.04				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 CYBER 7231783 11/11/8-12	49.45				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 BIRCH 6955627 11/11/8-12	879.36				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 RECORD STORAGE 10/14-OCT2015	602.35				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 571058979 10/14-OCT2015	93.81				M 001.4212.033.000
25414	12/31/15 BUSINESSES	11930 LEAGUE CA CITIES/HOTM	860.00				M 001.4190.020.002
25414	12/31/15 BUSINESSES	11930 JOINT STUDY CITIES/HOTM	372.32				M 001.4190.020.002
25414	12/31/15 BUSINESSES	11930 NAMPLATE NEW EMPLOYEE	180.43				M 001.4150.434.000
25414	12/31/15 BUSINESSES	11930 NAMPLATE NEW EMPLOYEE	17.43				M 001.4150.434.000
25414	12/31/15 BUSINESSES	11930 NAMPLATE NEW EMPLOYEE	15,592.26				M 001.4150.434.000
25415	12/31/15 RAMIREZ/GABRIEL	.00003 REIMB.TUITION FEE	328.80				N M 001.4190.020.005
25416	12/31/15 SCWAF	10259 A&I DINNER 11/19/2015	102.00				N M 001.4420.021.000
25416	12/31/15 SCWAF	10259 A&I DINNER 11/19/2015	134.00				N M 001.4420.021.000
25416	12/31/15 SCWAF	10259 A&I DINNER 11/19/2015	136.00				N M 001.4420.021.000

\*CHECK TOTAL

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA							
25417 12/31/15	VALDIVIA/STEVEN	REIMB.MILEAGE O'BRIEN	57.50				N M 001.4150.021.000
25417 12/31/15	VALDIVIA/STEVEN	J.STEVENS/METROLINK MT	77.90				N M 001.4308.021.000
25417 12/31/15	VALDIVIA/STEVEN	J.WM'S/FREDLAND SYMPOST	25.00				N M 001.4309.029.000
25417 12/31/15	VALDIVIA/STEVEN	L.HERRON/DRB 7/23-11/208.10	47.70	*CHECK TOTAL			N M 001.4309.033.000
25418 12/31/15	APWA	2016RENEW PW MEMBER	1,162.50				N M 001.4310.016.000
25419 12/31/15	SAN DIMAS PAYROLL/CI	P/E 12/19/15	169,576.19				N M 001.110.004
25419 12/31/15	SAN DIMAS PAYROLL/CI	AUDIT COST/PROF.SERVICE	0.05	*CHECK TOTAL			N M 001.4190.020.000
25420 12/31/15	AFLAC BENEFIT SERVIC	CANCER. INS. DEC 2015	676.66				N M 001.210.004
25420 12/31/15	AFLAC BENEFIT SERVIC	SPECIAL EVENT INS. DE	200.60				N M 001.210.004
25420 12/31/15	AFLAC BENEFIT SERVIC	ACCIDENT INS. DEC 201	446.26				N M 001.210.004
25420 12/31/15	AFLAC BENEFIT SERVIC	HOSPITAL INS. DEC 201	592.58				N M 001.210.004
25420 12/31/15	AFLAC BENEFIT SERVIC	VISION INS. DEC 2015	112.40				N M 001.210.004
25420 12/31/15	AFLAC BENEFIT SERVIC	OPTIONAL BENE. DEC 2015	2,028.47	*CHECK TOTAL			N M 001.4190.200.002
25421 12/31/15	CA-STATE DISBURSEMEN	BIWKLY CHILD P/E 12/1	567.69				N M 001.210.004
25422 12/31/15	EMPLOYMENT DEVELOPME	SIT P/E 12/19/15	9,305.03				N M 001.210.004
25423 12/31/15	GUARDIAN - APPLETON	EMP DED DEC FOR JAN 2	391.76				N M 001.210.004
25423 12/31/15	GUARDIAN - APPLETON	CITY PORTION DEC FO	8,187.61	*CHECK TOTAL			N M 001.4190.200.018
25424 12/31/15	INLAND EMPIRE UNITED	EMP DED DEC 2015	268.00				N M 001.210.004
25425 12/31/15	LINCOLN NATIONAL LIF	EMP DED 12/19/15	565.00				N M 001.210.004
25425 12/31/15	LINCOLN NATIONAL LIF	CITY PORTION P/E 12	1,904.16	*CHECK TOTAL			N M 001.212.001
25426 12/31/15	NATIONWIDE RETIREMNT	EMP DED P/E 12/19	28,734.78				N M 001.210.004
25426 12/31/15	NATIONWIDE RETIREMNT	CITY PORTION P/E 12	36,811.47	*CHECK TOTAL			N M 001.212.001
25427 12/31/15	PERKS RETIREMENT CONT	EMP PORTION 7% P/E	12,771.82				N M 001.210.004
25427 12/31/15	PERKS RETIREMENT CONT	CITY PORTION P/E 12	14,601.82				N M 001.210.004
25427 12/31/15	PERKS RETIREMENT CONT	SURVIVOR P/E 12/19	60.45				N M 001.210.004
25427 12/31/15	PERKS RETIREMENT CONT	PAYBACK P/E 12/19	48.87				N M 001.210.004
25427 12/31/15	PERKS RETIREMENT CONT	OPTIONAL BENE P/E 12	1,001.01				N M 001.4190.200.002
25427 12/31/15	PERKS RETIREMENT CONT	EMP PORTION P/E 12/1	1,354.61				N M 001.210.004
25427 12/31/15	PERKS RETIREMENT CONT	CITY PORTION P/E 12	1,354.61				N M 001.210.004
25427 12/31/15	PERKS RETIREMENT CONT	SURVIVOR BENE: P/E	9.30				N M 001.210.004
25427 12/31/15	PERKS RETIREMENT CONT	OPTIONAL BENE: P/E	30,201.46	*CHECK TOTAL			N M 001.4190.200.002
25428 12/31/15	U.S. BANK	EMP DED P/E 12/19	824.83				N M 001.210.014
25428 12/31/15	U.S. BANK	CITY PORTION P/E 12/1	1,009.07	*CHECK TOTAL			N M 001.212.014

WARRANT DATE VENDOR  
BANK OF AMERICA

Disbursement Journal

DESCRIPTION AMOUNT CLAIM INVOICE

PO#

F 9 S ACCOUNT

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
25429 12/31/15	VANTAGEPOINT TRANSFER	EMP DED P/E 12/19	2,051.92				N M 001.210.004
25429 12/31/15	VANTAGEPOINT TRANSFER	CITY PORTION P/E 12/1	1,300.00				N M 001.212.001
				*CHECK TOTAL			
25430 12/31/15	WAGE WORKS INC	UNREIMB.MEDICAL P/E12	693.75				N M 001.210.004
25431 12/31/15	WAGE WORKS INC	ADMIN FEES FOR DEC 201	60.00				N M 001.210.004
25431 12/31/15	WAGE WORKS INC	ADMIN/OPTIONAL DEC 201	59.00				N M 001.4190.200.002
			119.00	*CHECK TOTAL			
25432 12/31/15	ADAIR/DANIEL & LAURE	REIMB.PROP.TAX7/1-6/3	262.95				N M 001.4410.023.922
25433 12/31/15	CALIF PERS RETIREMEN	EMP DED DEC FOR JAN 5	434.70				N M 001.210.004
25433 12/31/15	CALIF PERS RETIREMEN	CITY PORTION DEC F 51	846.82				N M 001.212.001
25433 12/31/15	CALIF PERS RETIREMEN	RETIREE FEES DEC FO 2	500.00				N M 001.4190.200.005
25433 12/31/15	CALIF PERS RETIREMEN	ADMIN.FEES DEC FOR JA	211.36				N M 001.4190.200.002
			59,992.88	*CHECK TOTAL			
25434 12/31/15	LOCAL AGENCY INVESTM	L.A.I.F. INVESTME	250,000.00				N M 001.111.018
25435 12/31/15	SAN DIMAS EMPLOYEES	REIMB.SDEA LUNCH 12/1	720.00				N M 001.4190.020.000
25436 12/31/15	DELTA DENTAL INSURAN	CITY PORTION DEC FOR	849.67				N M 001.212.001
25437 12/31/15	DELTA DENTAL OF CALI	EMP DED DEC FOR JAN	32.18				N M 001.210.004
25437 12/31/15	DELTA DENTAL OF CALI	CITY PORTION DEC FO 2	537.29				N M 001.212.001
25437 12/31/15	DELTA DENTAL OF CALI	EMP PYMT DEC FOR JAN	70.47				N M 001.4190.200.002
			2,639.94	*CHECK TOTAL			
25438 12/31/15	VISION SERVICE PLAN	EMP DED DEC FOR JAN	16.92				N M 001.210.004
25438 12/31/15	VISION SERVICE PLAN	CITY PORTION DEC FOR	947.18				N M 001.212.001
25438 12/31/15	VISION SERVICE PLAN	EMP.PYMT DEC FOR JAN	84.22				N M 001.4190.200.002
			1,048.32	*CHECK TOTAL			
25439 12/31/15	SAN DIMAS GROVE STAT	JAN H.O.A. 264 S.D. A	326.21				N M 034.4802.865.512
25439 12/31/15	SAN DIMAS GROVE STAT	JAN H.O.A. 334 S.D. A	326.77				N M 034.4802.865.512
				*CHECK TOTAL			
25440 12/31/15	SAN DIMAS VILLAGE WA	JAN H.O.A 166 COMMERC	243.74				N M 034.4802.865.512
25440 12/31/15	SAN DIMAS VILLAGE WA	JAN H.O.A 168 COMMERC	243.74				N M 034.4802.865.512
25440 12/31/15	SAN DIMAS VILLAGE WA	JAN H.O.A 182 COMMERC	243.74				N M 034.4802.865.512
25440 12/31/15	SAN DIMAS VILLAGE WA	JAN H.O.A 187 COMMERC	243.74				N M 034.4802.865.512
			1,218.70	*CHECK TOTAL			
25441 12/31/15	SAN GABRIEL VALLEY C	SGVMA 1/20/16	40.00				N M 001.4120.021.000
25442 12/31/15	GOLDEN STATE WATER C	70683000007	830.95				N M 001.4430.022.004
25442 12/31/15	GOLDEN STATE WATER C	67493000003	262.66				N M 053.4410.022.004
25442 12/31/15	GOLDEN STATE WATER C	59493000000	74.82				N M 053.4410.022.004
			1,168.43	*CHECK TOTAL			

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
	BANK OF AMERICA						
153439	12/31/15	BYRNE/MAURICE					
		.00004 WR #153439-VOID	83.00CR				N M 001.332.001
153478	12/31/15	JOLLY JUMPS					
		10879 WR #153478-VOID	995.00CR				N M 001.4420.019.000
153572	12/31/15	GUESS/WENDY					
		10435 WR #153572 - VOID	1,361.22CR				N M 110.213.148
153741	12/31/15	SCMAF					
		10259 WR #153741-VOID	34.00CR				N M 001.4430.021.000
153742	12/31/15	SCMAF-SAN GABRIEL VA					
		10952 WR #153742-VOID	102.00CR				N M 001.4420.021.000
	BANK OF AMERICA	TOTAL	825,383.97				

ACS FINANCIAL SYSTEM  
01/04/2016 08:51:45  
WARRANT DATE VENDOR  
REPORT TOTALS:

GL540R-V07.27 PAGE 6  
CITY OF SAN DIMAS  
F 9 S ACCOUNT

Disbursement Journal  
DESCRIPTION AMOUNT CLAIM INVOICE PO#  
825,383.97

RECORDS PRINTED - 000138

ACS FINANCIAL SYSTEM  
01/04/2016 08:51:45

Disbursement Journal

GL060S CITY OF SAN DIMAS  
GL540R -V07.27 RECAPPAGE

FUND	DESCRIPTION	DISBURSEMENTS
001	GENERAL FUND	822,101.29
012	INFRASTRUCTURE REPLACEMENT	22,495.00
027	CIVIC CENTER PARKING DIST	70.00
034	HOUSING AUTHORITY 2-1-12	3,090.17
053	GOLF COURSE MAINT & OPERATIO	3,337.48
070	EQUIPMENT REPLACEMENT	63.67
110	TRUST AND AGENCY	773.64
TOTAL ALL FUNDS		825,383.97

BANK	NAME	DISBURSEMENTS
CHEK	BANK OF AMERICA	825,383.97
TOTAL ALL BANKS		825,383.97

01/15/2016

WARRANT REGISTER

Ck#'s 153766-153881

Total: \$510,407.30







WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA								
153808	01/15/16	HARTUNG/JEFF	11738 MILEAGE REIMB-9/12-11/	27.60				N D 001.4150.021.000
153809	01/15/16	HIGHPOINT WEB DESIGN	13135 1ST QTR SITE MGR SE	1,245.00		1375		N D 001.4190.020.033
153810	01/15/16	HINDERLITER DE LLAMA	13146 SALES TAX 4TH QTR/S	2,451.54		0024839-IN		N D 001.4190.020.007
153811	01/15/16	HIRSCH PIPE & SUPPLY	10690 PIPE PARTS & SUPPLIES	219.19		4587827		N D 020.4410.927.003
153812	01/15/16	HOLLIDAY ROCK COMPAN	13195 2500PSI,SHORT LOAD	1,454.10		772404		N D 001.4341.033.000
153813	01/15/16	HOMETOWN RENTALS	11569 MASTER CYLINDER DRUM	79.87		168388-1		N D 001.4342.011.000
153814	01/15/16	HOSE-MAN INC	10192 FILL HOSE	108.46		2305735-000102		N D 001.4342.011.000
153815	01/15/16	INLAND EMPIRE	13575 DAY@ATRIA SR. CLUB	670.00		46144		N D 072.4125.434.000
153815	01/15/16	INLAND EMPIRE	13575 DAY@CITIZENS BANK ARE	228.00		46144		N D 072.4125.434.000
				1,268.00		TOTAL		
						*CHECK		
153816	01/15/16	L.A. CO. DEPT OF PUB	10899 FOOTHILL @SAN DIMAS W	121.90		PW-15121706959		N D 012.4841.662.000
153817	01/15/16	L.A. CO. DEPT OF PUB	14287 LABOR & EQUIPMENT	77.00		PW-15211707234		N D 007.4345.020.002
153817	01/15/16	L.A. CO. DEPT OF PUB	14287 LABOR & EQUIPMENT	50.72		PW-15211707234		N D 007.4345.022.001
				127.72		TOTAL		
						*CHECK		
153818	01/15/16	L.A. CO. DEPT OF PUB	14304 CATCH BASIN CLEANOU	4,310.88		SA160000039		N D 001.4341.024.020
153819	01/15/16	L.A. COUNTY SHERIFF	14307 S.T.A.R DEPUTY SVS NO	255.42		161853JT		N D 001.4210.020.019
153819	01/15/16	L.A. COUNTY SHERIFF	14307 NOV. PRISONER MGMT.	181.02		162127MM		N D 001.4210.020.009
153819	01/15/16	L.A. COUNTY SHERIFF	14307 SPECIAL EVENT OCT	4,834.90		162127MM		N D 041.4210.020.005
						TOTAL		
						*CHECK		
153820	01/15/16	LA VERNE POWER EQUIP	11666 VALVE&GASKET SET,FILT	151.18		80338		M D 001.4342.011.000
153820	01/15/16	LA VERNE POWER EQUIP	11666 VALVE SOLENOID,GASKET	229.82		80723		M D 001.4342.011.000
						TOTAL		
						*CHECK		
153821	01/15/16	LANCE, SOLL, & LUNCH	13987 2015CITYAUDIT GASB	4,209.00		16488		M D 001.4190.020.000
153821	01/15/16	LANCE, SOLL, & LUNCH	13987 2015HOUSE SUCCESSOR	856.00		16488		M D 038.4120.020.521
153821	01/15/16	LANCE, SOLL, & LUNCH	13987 2015SUCCESSOR AUDIT	5,371.00		16488		M D 038.4120.020.521
						TOTAL		
						*CHECK		
153822	01/15/16	LIFT TEK	10249 FILTER&MOTOR OIL,CHAI	118.84		60980		M D 001.4342.020.001
153823	01/15/16	LONE HILL HOMEOWNERS	.00011 DEPOSIT REFUND/MTG ROO	50.00				N D 001.341.002
153824	01/15/16	LOWE'S HOME IMPROVEM	10479 STEEL REBAR, CAST IRON	86.91		02964		N D 020.4410.927.003
153824	01/15/16	LOWE'S HOME IMPROVEM	10479 BASEMENT SHELVES	41.40		06027		N D 001.4120.033.000
153824	01/15/16	LOWE'S HOME IMPROVEM	10479 CLEANING SOLUTION	10.33		03255		N D 001.4120.033.000
153824	01/15/16	LOWE'S HOME IMPROVEM	10479 TOOLS FOR UNIT #61	27.02		03975		N D 001.4120.033.000
153824	01/15/16	LOWE'S HOME IMPROVEM	10479 TOOLS FOR SRC, WALL CLE	64.53		10244		N D 001.4120.033.000
153824	01/15/16	LOWE'S HOME IMPROVEM	10479 POST GREEN	55.70		19448		N D 008.4411.033.000







WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#
BANK OF AMERICA							
153865	01/15/16	SOUTHERN CALIF EDISO	16314 2-09-990-4781	25.81			
153865	01/15/16	SOUTHERN CALIF EDISO	16314 2-09-990-4781	25.94			
153865	01/15/16	SOUTHERN CALIF EDISO	16314 2-09-990-4781	25.08			
153865	01/15/16	SOUTHERN CALIF EDISO	16314 2-09-990-4781	25.94			
153865	01/15/16	SOUTHERN CALIF EDISO	16314 2-09-990-4781	25.94			
153865	01/15/16	SOUTHERN CALIF EDISO	16314 2-09-990-4781	26.09			
153865	01/15/16	SOUTHERN CALIF EDISO	16314 2-31-209-6886	79.81			
153865	01/15/16	SOUTHERN CALIF EDISO	16314 2-09-989-8306	271.59			
153865	01/15/16	SOUTHERN CALIF EDISO	16314 2-09-989-8306	591.92			
			23,577.49		*CHECK TOTAL		
153866	01/15/16	SOUTHSTAR ENGINEERIN	11025 BIKEWAY IMPROV.FOO	28,997.67		SAND-012	
153867	01/15/16	STATEWIDE SECURITY S	10875 24HR FIRE ALARM MONIT	135.00		7293	
153867	01/15/16	STATEWIDE SECURITY S	10875 24HR MEDICAL ALARM MO	135.00		7294	
					*CHECK TOTAL		
153868	01/15/16	STREET TREE SEMINAR	.00012 TREE SEMINAR-2/3/16	125.00			
153869	01/15/16	THOMAS/LISA	.00013 REFUND-SKATE&JUMP JACK	30.00			
153870	01/15/16	TOLLY INC	12319 DEC LANDSCAPE MAINT	1,236.95		18455	
153871	01/15/16	TRINITY EQUIPMENT RE	10997 TEREX TRACK,BUTLER TR	375.00		12911	
153871	01/15/16	TRINITY EQUIPMENT RE	10997 TEREX TRACK,BUTLER	1,224.75		12911	
					*CHECK TOTAL		
153872	01/15/16	UNDERGROUND SERVICE	17056 SD101 NEW TICKET CHAR	123.00		1120150631	
153872	01/15/16	UNDERGROUND SERVICE	17056 SD101 NEW TICKET CHARG	94.50		1220150636	
					*CHECK TOTAL		
153873	01/15/16	UNITED ROTARY BRUSH	15805 RECONDITION MAT.KITS	342.16		287902	
153873	01/15/16	UNITED ROTARY BRUSH	15805 RECONDITION MAT.KIT	1,684.51		288182	
					*CHECK TOTAL		
153874	01/15/16	VALDIVIA/STEVEN	.00014 REFUND-BASKETBALL	70.00			
153875	01/15/16	VERIZON CALIFORNIA	17164 909 305-4876	46.25			
153875	01/15/16	VERIZON CALIFORNIA	17164 909 592-8556	47.50			
153875	01/15/16	VERIZON CALIFORNIA	17164 909 592-3928	179.41			
					*CHECK TOTAL		
153876	01/15/16	WALTERS WHOLESALE EL	10860 ADV71A7971001D	462.16		2317929-01	
153876	01/15/16	WALTERS WHOLESALE EL	10860 ELECTRIC SUPPLIES	159.49		23179057-00	
153876	01/15/16	WALTERS WHOLESALE EL	10860 PHLMHCICOCUM4KELIT	29.48		2318525-00	
153876	01/15/16	WALTERS WHOLESALE EL	10860 UNIM100MLTLC30500K	94.86		2318543-00	
					*CHECK TOTAL		
153877	01/15/16	WATERLINE TECHNOLOGI	10242 HYPOCHLORITE SOLUTION	178.76		5325330	

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
BANK OF AMERICA								
153877	01/15/16	WATERLINE TECHNOLOGI	10242 SODIUM BACARBONATE	108.73		5325459		N D 001.4430.033.000
153877	01/15/16	WATERLINE TECHNOLOGI	10242 HYDROCHLORIC ACID	237.71		5325519		N D 001.4430.033.000
153877	01/15/16	WATERLINE TECHNOLOGI	10242 HYPOCHLORITE SOLUTION	228.81		5326244		N D 001.4430.033.000
				754.01	*CHECK	TOTAL		
153878	01/15/16	WCHS DANCE-DRILL BOO	10742 COMPETITION FEES 1/23	220.00		SHOOTINGSTARS		N D 110.213.148
153879	01/15/16	WEST COAST ARBORISTS	12070 15-16 TREE MAINTEN	24,852.95		111353		N D 008.4415.020.008
153880	01/15/16	WEST COVINA NURSERY	10708 GROWING GROUNDS	335.99		389582		M D 008.4414.020.015
153880	01/15/16	WEST COVINA NURSERY	10708 GROWING GROUNDS	217.46		391091		M D 008.4414.020.015
				553.45	*CHECK	TOTAL		
153881	01/15/16	WESTERN ENVIRONMENTA	10319 GAL. DRUM, TRANSPORT FE	462.00		20849		N D 001.4341.028.000
153881	01/15/16	WESTERN ENVIRONMENTA	10319 CLEAN WASH RACK PIT	400.00		20857		N D 001.4341.028.000
153881	01/15/16	WESTERN ENVIRONMENTA	10319 CLEAN WASH RACK PIT	400.00		20909		N D 001.4341.028.000
				1,262.00	*CHECK	TOTAL		
TOTAL				510,407.30				
BANK OF AMERICA								

ACS FINANCIAL SYSTEM  
01/06/2016 14:02:43  
WARRANT DATE VENDOR  
REPORT TOTALS:

DESCRIPTION      Disbursement Journal  
AMOUNT  
510,407.30

CITY OF SAN DIMAS  
GL540R-V07:27 PAGE 10  
F 9 S ACCOUNT

CLAIM INVOICE      PO#

RECORDS PRINTED - 000272

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
001	GENERAL FUND	74,564.79
002	STATE GAS TAX	3,413.96
003	WALKER HOUSE LIC FUND	1,883.60
007	CITY WIDE LIGHTING DISTRICT	1,726.37
008	LANDSCAPE PARCEL TAX	39,133.24
012	INFRASTRUCTURE REPLACEMENT	328,508.18
020	COMMUNITY PARK DEVELOPMENT	3,426.70
022	OPEN SPACE #2 (EAST)	12,982.43
034	HOUSING AUTHORITY CG 2-1-12	15,072.39
038	SUCCESSOR AGENCY CG 2-1-12	6,956.00
040	COMMUNITY DEV BLDG GRANT	4,398.46
041	CITY COURSE MAINT & OPERATIO	2,034.63
053	AIR QUALITY MANAGEMENT DIST	2,210.52
071	PROP C LOCAL TRANSPORTATION	6,110.00
072	PROP A LOCAL TRANSPORTATION	14,850.00
073	PROP C LOCAL TRANSPORTATION	1,190.39
075	LANDSCAPE MAINTENANCE DIST	4,103.94
110	TRUST AND AGENCY	
	TOTAL ALL FUNDS	510,407.30

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	BANK OF AMERICA	510,407.30
	TOTAL ALL BANKS	510,407.30



**MINUTES**  
**REGULAR CITY COUNCIL**  
**SUCCESSOR AGENCY MEETING**  
**TUESDAY NOVEMBER 24, 2015, 7:00 P. M.**  
**SAN DIMAS COUNCIL CHAMBERS**  
**245 E. BONITA AVENUE**

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**CITY COUNCIL:**

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

**STAFF:**

City Manager Blaine Michaelis  
Assistant City Manager Development Services Larry Stevens  
Assistant City Manager Administrative Services Ken Duran  
City Attorney Mark Steres  
Director of Parks and Recreation Theresa Bruns  
Director of Public Works Krishna Patel  
Landscape Maintenance Manager Steve Farmer  
Assistant City Clerk Debra Black

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

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

**2. ANNOUNCEMENTS**

➤ Holiday Extravaganza

Recreation Coordinator Erica Rodriguez extended an invitation to the Holiday Extravaganza to the community and councilmembers.

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

a. Members of the Audience

Margie Green announcement of tree lighting ceremony at the Holiday Extravaganza event.

#### 4. CONSENT CALENDAR

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

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

**RESOLUTION 2015 - 52, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, APPROVING CERTAIN DEMANDS FOR THE MONTH OF NOVEMBER, 2015.**

- b. Approval of minutes for regular City Council meeting of November 10, 2015, Study Session November 10, 2015.

**MOTION:** A motion was made by Councilmember Bertone, seconded by Councilmember Badar to approve the consent calendar as presented. The motion carried by vote of five to zero. **(5-0)**

Yes: Badar, Bertone, Ebner, Templeman, Morris  
Noes: None  
Absent: None

END OF CONSENT CALENDAR

#### 5. OTHER BUSINESS

- a. Award of Cash Contract 2015-06, Via Verde Avenue Center Median and Foothill Boulevard Frontage Median Projects

**RECOMMENDED ACTION:** Award Cash Contract 2015-05 to C.S. Legacy for the total contract price of \$766,956, with budget allocation of \$854,000.

Landscape Maintenance Manager Steven Farmer presented staff report for this item.

Councilmember Templeman asked Mr. Farmer to clarify for council why the irrigation needed to be replaced.

Mr. Farmer explained the current system consist of spray heads; the state mandated ordinance to reduce water eliminates the use of spray heads and requires changing to a drip type system. The subservice drip system that will be used on this project is the most efficient; allowing staff to maintain the new plants with much lower water consumption.

Parks and Recreation Director Theresa Bruns added that the engineer's estimate for the project was different then the budgeted amount because as staff and the contractor went through the design phase of the project the scope of the work changed.

Councilmember Ebner asked which fund the money would come from and how much would remain in the fund.

Director of Parks & Recreation Theresa Bruns answered current project would be Fund 12 and the difference from reserves.

City Manager Blaine Michaelis added that \$833,000 remained from the last allocation; and the reserve percentage would be 73%.

Councilmember Templeman shared that he was not happy with the project taking place during this time of year, and suggested stopping the process and doing a rebid at a later time.

Councilmember Ebner was in agreement with the timing concerns shared by Councilmember Templeman.

Councilmember asked for an explanation of negotiating with contractor for additional rain days.

Mr. Farmer explained that the contractor has allocated rain days that allows for the project to be extended.

Staff and Council continued discussing processes, timelines, delays and costs of the project.

**MOTION:** A motion was made by Councilmember Bertone, seconded by Mayor Morris to award the bid to C.S. Legacy in the amount of \$766,956. The motion carried by vote of three to two. **(3-2)**

**Yes:** Badar, Bertone, Morris

**Noes:** Ebner, Templeman

**Abstain:** None

**Absent:** None

## **6. SUCCESSOR AGENCY**

- a. Authorize the acceptance of a proposal from Kosmont Companies to assist with the Request for Qualifications and Request for Proposal process to select a Developer for the Successor Agency's property on Bonita Avenue between Cataract and Acacia.

**RECOMMENDED ACTION:** Authorize Executive Director to enter into a services agreement with Kosmont Companies for Developer Selection Services for the Agency's Bonita Avenue property.

Councilmember Ebner recused himself from discussion of this item and left the dais at 7:30 p.m.

City Manager Blaine Michaelis presented staff's report for this item.

Councilmember Templeman asked for clarification on travel time showing in contract.

City Manager Blaine Michaelis responded the fee would be half of a round trip expense at an hourly charge and no mileage charge for approximately three to five trips.

**MOTION:** A motion was made by Councilmember Templeman, seconded by Councilmember Badar to authorize the Executive Director to enter into a services agreement with Kosmont Companies for Developer Selection Services for the Agency's Bonita Avenue property. The motion carried by vote of four to zero. **(4-0)**

Councilmember Ebner returned to the dais at 7:36 p.m.

**Yes:** Badar, Bertone, Templeman, Morris

**Noes:** None

**Abstain:** Ebner

**Absent:** None

## 7. ORAL COMMUNICATIONS

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

No one came forward.

- b. City Manager

Next Mayor Call in Show December 10, 2015.

- 1) Homeless Shelter and transportation schedule for 2015-16

Councilmember Ebner's announcement of facilities and shuttle service to take to facilities offering shelter and assistance during the winter months.

- c. City Attorney

Nothing to report.

- d. Members of the City Council

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

Nothing to report.

- 2) Individual Members' comments and updates

Councilmembers wished everyone a Happy Thanksgiving.

## 7. ADJOURNMENT

The meeting adjourned at 7:42 p.m. The next meeting will be Tuesday, December 8<sup>th</sup>, 2015 at 7:00 p.m.

Respectfully submitted,

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Debra Black, Assistant City Clerk



**MINUTES REGULAR CITY COUNCIL MEETING  
SAN DIMAS HOUSING AUTHORITY AND  
SAN DIMAS PUBLIC FACILITIES  
FINANCING CORPORATION  
TUESDAY, DECEMBER 8, 2015, 7:00 P. M.  
SAN DIMAS COUNCIL CHAMBERS  
245 E. BONITA AVE.**

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**CITY COUNCIL:**

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

**STAFF:**

City Manager Blaine Michaelis  
Assistant City Manager Development Services Larry Stevens  
Assistant City Manager Administrative Services Ken Duran  
City Attorney Mark Steres  
Director of Parks and Recreation  
Director of Public Works Krishna Patel  
Senior Planner Marco Espinoza  
Associate Planner Luis Torrico  
Assistant City Clerk Debra Black

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

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

**2. 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) Evan Celaya San Dimas High School ASB President activities and events announcements.

**3. 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:

**RESOLUTION NO. 2015-53, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, APPROVING CERTAIN DEMANDS FOR THE MONTHS OF NOVEMBER AND DECEMBER, 2015.**

- b. Approval of minutes from November 9, Special Council Retreat meeting.
- c. Engineering and Right of Way Services for Realignment of Golden Hills Road thru County Flood Control Facility. Approval of Change Orders for Land Design Consultants, Inc. in the amount not to exceed \$60,000 for additional services for engineering designs and right of way services required to meet County approval
- d. Approval of a Resolution authorizing the filing of an application for a Department of Resources Recycling and Recovery (CalRecycle) Rubberized Pavement (Pavement) Grant.

**RESOLUTION 2015-55, A RESOLUTION OF THE CITY OS SAN DIMAS, CALIFORNIA AUTHORIZING SUBMITAL OF APPLICATION(S) FOR ALL CALRECYCLE GRANTS FOR WHICH THE CITY OF SAN DIMAS IS ELIGIBLE**

- e. Approval of Administrative Services Agreement between the City of San Dimas and San Dimas Housing Authority.

**MOTION:** A motion was made by Councilmember Bertone seconded by Councilmember Ebner to approve the consent calendar as presented. The motion carried by a vote of five to zero. **(5-0)**

**Yes: Badar, Bertone, Ebner, Templeman, Morris**  
**Noes: None**  
**Absent: None**  
**Abstain: None**

END OF CONSENT CALENDAR

**4. PUBLIC HEARING**

- a) **CONSIDERATION OF MUNICIPAL CODE TEXT AMENDMENT 15-08** – A request to allow expanded retail and service business uses currently not allowed within Specific Plan No. 24 (SP-24) Area 1, located at Citrus Station (Costco) Shopping Center. (APNs: 8383-009-061 thru -064, -077 thru -080, -082, 085, -088 thru -090, and -093 thru -098) The Planning Commission recommended approval at their regular meeting of November 19, 2015 by a 4-0-1 vote.

**ORDINANCE 1237, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS ADOPTING MUNICIPAL CODE TEXT AMENDMENT 15-08 TO AMEND SECTION 18.540 SPECIFIC PLAN NO. 24, UPDATING THE PERMITTED AND CONDITIONALLY PERMITTED USES IN AREA 1. (FIRST READING AND INTRODUCTION)**

**RECOMMENDED ACTION:** Approve Municipal Code Text Amendment 15-08 and introduce Ordinance 1237

Associate Planer Luis Torrico presented staff's report on this item.

Mayor Morris opened the public hearing and invited those in favor of the project to come forward and speak.

Applicant Alex Gonzalez with Evergreen Development stated this amendment would benefit any landlord of the center by allowing a more adequate mix of tenants, and that the uses are typical of any grocery anchor center.

Mayor Morris invited those in opposition of the project to come forward and speak.

Seeing no one come forward Mayor Morris closed public hearing and brought the item back to council for a vote.

**MOTION:** A motion was made by Councilmember Templeman, seconded by Councilmember Bertone to waive further reading and introduce Ordinance 1237. The motion carried by vote of five to zero. **(5-0)**

- b 1) **CONSIDERATION OF MUNICIPAL CODE TEXT AMENDMENT 15-06** – A request to amend the uses in Specific Plan No. 17, Area 1 (Code Sec. 18.528), to allow for the off-site sale of beer and wine in conjunction with a conditionally permitted service station with convenience store. (APN: 8396-017-025)

**ORDINANCE 1238, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING MUNICIPAL CODE TEXT AMENDMENT 15-06 TO AMEND THE USES IN SPECIFIC PLAN NO. 17 AREA 1 (CODE SEC. 18.528), TO ALLOW FOR THE OFF-SITE SALE OF BEER AND WINE IN CONJUNCTION WITH A CONDITIONALLY PERMITTED SERVICE STATION WITH A CONVENIENCE STORE.**

**RECOMMENDED ACTION:** Approve Municipal Code Text Amendment 15-06 and introduce Ordinance 1238.

Senior Planner Marco Espinoza presented staff's report on this item.

Councilmember Templeman asked if staff would be relying on ABC regulations to determine the age of the clerk selling the alcohol and if they would be selling single bottles or cans.

Mr. Espinoza responded yes it is part of ABC's program that the employees are required to take, but staff could add that as a condition if council would be more comfortable with it. He added that there was some discussion at Planning Commission meeting regarding this but it was not added as a condition.

Councilmember Templeman asked if the station stopped selling gas would the beer and wine sales stop as well.

Mr. Espinoza replied yes.

Mayor Morris explained that there would be two matters subject to the public hearing and voted on, the consideration of the M.C.T.A. and the C.U.P. If M.C.T.A. is not successful then the C.U.P. is eliminated. The public hearing testimony will be on both items.

Mayor Morris opened the public hearing at 7:30 p.m. by inviting those in favor of the project to speak.

Applicant Sam Ghosn presented council with written material to support his request as well as explaining the marketing development strategies convenience stores use to increase sales in today's market.

Mayor Morris invited those opposed to the project to speak.

Resident Alan Nash asked what the percentage of shelf space is for the sale of beer and wine.

City Attorney Mark Steres clarified that the conditions of approval state that sale of beer and wine as an accessory use shall not exceed 10% of the total floor area of an accessory convenience store; at this location of 1,000 sq. ft., only 100 sq. ft. could be dedicated to beer and wine.

Mr. Espinoza replied that the language should have been removed from the document because no other beer and wine licenses had this condition since it is already limited to less than 40% of the floor area.

Mr. Steres stated that the condition was not in the Planning Commission recommendation and it would be at the purview of the council to strike the sentence, change to another standard or leave as is when considering adoption of the ordinance tonight. He also added that the change would not be significant enough to have to send back to the Planning Commission.

Discussion and clarification on the language in the ordinance vs. staff report continued.

Mr. Nash continued his testimony by adding that he would not like to see this location turn into a liquor store and asked if a customer could buy a single can or bottle.

Assistant City Manager of Development Services Larry Stevens replied they may unless staff imposes a restriction as part of the conditional use permit. He then asked Mr. Espinoza if staff had imposed on any other licenses.

Mr. Espinoza responded staff had not, it was considered for one other but it was removed by council.

Mr. Stevens shared that council has the ability in the use permit to impose the restriction on the sale of single cans; this is not part of the current use permit.

In response to questions from council Mr. Stevens shared that most restrictions on single sales are found in areas that have different economic standards than those commonly found in San Dimas and that this is the most common circumstance where other cities have imposed this standard. He added that there are four convenience stores accessory to gas stations that have a beer and wine license; and continued by saying if staff finds a problem they have the ability to bring back the use permit and impose additional operational conditions.

Responding to a question regarding ABC notification, Mr. Stevens shared that when violations occur ABC will work with location to correct, provide education and lastly pull license if no compliance. The city would typically find out from the Sheriff's Department if problems exist.

Mr. Espinoza added that ABC will post onsite the hearing notice when there have been violations.

Mr. Nash asked what the zoning on the stations that do have a license is and for staff to explain the differences between those and this location.

Mr. Stevens responded CG Zone Area 1, Specific Plan 2, 18, 19; they are all specific plans and have unique requirements.

Mr. Nash shared an additional concern that the transferred license was coming from a smaller establishment with little foot traffic to a location near a major intersection and near a park.

Resident Dr. Marvin Ersher asked for clarification as to how to prevent the location from becoming a liquor store, on square footage and will C.U.P. only apply to present owner. He recommended no more than 10% usage.

Mr. Steres replied that the C.U.P. does run with the use and the land.

Resident Patrick Jones responded to statements made concerning liquor sales and Bonelli Park by saying that no liquor is allowed Bonelli Park. He further added that none of the concerns voiced over the expansion of this business came to fruition, the owners operate a clean store and saw no reason they would jeopardize their business by selling to minors. It is a good business in the city and should be supported.

Resident Ryan Vienna stated he is not against this motion but thinks the reality is there will be beer runs and asked council to be mindful of this issue.

Mayor Morris asked the applicant to speak on the how much space would be used.

Mr. Bill Ghosn shared that they have no set percentage but it would not be 40% or 49%, and pointed out that no one else has a 10% limitation. He added that they had not studied the coverage area yet.

Responding to Councilmember Ebner's question on shelf space Mr. Stevens stated that the determination is made on the footprint and the coolers, signs, etc. are all part of the calculations. He added that it is within council's purview to impose a maximum percentage in either the code or conditional use permit.

Staff and council discussed the options of imposing various percentage amounts and the direction to take in considering the introduction of Ordinance 1238 and adoption of Resolution 2015-54.

Closed public hearing at 8:23 p.m. and brought the item back for discussion.

Councilmember Ebner suggested changing the language on prohibited uses to prohibit the sale of alcohol other than beer and wine; he is willing to go along with the restrictions and thought that the 10% should be left in the ordinance. He also suggested that the C.U.P. prohibit the individual sales of cans and bottles of beer.

Councilmember Bertone stated he would go along with adopting the ordinance, take out 10% and not vote on the resolution.

The consensus was to introduce the Ordinance 1238 and bring Resolution 2015-54 back at the January 12, 2016 meeting.

Mr. Stevens outlined for council the suggested motion for this item as read by title only and introduce Ordinance 1238 with the deletion of section one, item B2 second sentence.

Mayor Morris called for Ordinance 1238 to be read by title.

**MOTION:** A motion was made by Councilmember Bertone, seconded by Councilmember Badar to waive further reading and introduce Ordinance 1238 with the deletion of section one, item B2 second sentence. The motion carried by vote of three to two. **(3-2)**

**Yes:** Badar, Bertone, Morris

**Noes:** Ebner, Templeman

**Absent:** None

**Abstain:** None

Councilmember Templeman expressed his concern for 24 hour businesses near freeways, as well as beer and wine sales with a single employee. He went on to say that if ownership were to change or stop selling gas it could turn into something else. He added that this is the wrong thing to do and would be voting against.

Councilmember Ebner shared that he thought he could finally vote for the item, but after listening to the comments and the unwillingness to keep the 10% in, he would vote against it.

Councilmember Badar stated that based on the facts that the Sheriff's Department is not opposed; ABC has approved the license as well as the Planning Commission approval he could not let his personal opinion weigh in and would support motion.

Mayor Morris felt that the limitation issue would be more appropriate listed in the C.U.P. and he would be supporting the motion.

- b 2) **CONSIDERATION OF CONDITIONAL USE PERMIT 15-10** – A request to allow for the off-site sale of beer and wine (Type 20) in conjunction with a conditionally permitted service station with convenience store located at 1790 S. San Dimas Avenue (Via Verde 76). (APN: 8396-017-025). The Planning Commission recommended approval at their regular meeting of November 19, 2015 by a 4-0-1 vote.

**RESOLUTION 2015-54, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CONDITIONAL USE PERMIT 15-10, A REQUEST TO ALLOW OFF-SITE SALES OF BEER AND WINE (TYPE 20 LICENSE) IN ASSOCIATION WITH A SERVICE STATION CONVENIENCE STORE (VIA VERDE 76) LOCATED AT 1790 SOUTH SAN DIMAS AVENUE (APN: 8396-017-025)**

**RECOMMENDED ACTION:** Approve Conditional Use Permit 15-10 and Resolution 2015-54.

Mr. Stevens recommended council make a motion on the C.U.P. to continue the public hearing to the January 12, 2016 meeting, direct staff to evaluate potential limitation on maximum area to be devoted to alcohol sales and if there is a consensus to look at the single can sales include as a condition.

**MOTION:** A motion was made by Councilmember Bertone, seconded by Councilmember Ebner to approve the suggestion of Mr. Stevens directing staff to continue the public hearing to the January 12, 2106 meeting and to evaluate the potential limitation on the maximum area to be devoted to alcohol sales. The motion carried by vote of five to zero. **(5-0)**

- c) **CONSIDERATION OF MUNICIPAL CODE TEXT AMENDMENT 15-09** – A request to amend Chapter 18.194 Medical Marijuana to prohibit cultivation of marijuana and to prohibit mobile marijuana dispensaries citywide, and other miscellaneous edits. The Planning Commission recommended approval at their regular meeting of November 19, 2015 by a 4-0-1 vote.

**ORDINANCE 1239, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING MUNICIPAL CODE TEXT AMENDMENT 15-09 TO AMEND CHAPTER 18.194 MEDICAL MARIJUANA TO PROHIBIT CULTIVATION OF MARIJUANA AND THE ESTABLISHMENT OR OPERATION OF MOBILE MARIJUANA DISPENSARIES CITYWIDE, AND OTHER MISCELLANEOUS EDITS. (FIRST READING AND INTRODUCTION)**

**RECOMMENDED ACTION:** Approve MCTA 15-09, request to amend Chapter 18-194.

Senior Planner Marco Espinoza presented staff's report.

Mayor Morris opened the public hearing at 8:41 p.m. for comment.

The following individuals spoke in favor:

- 1) Dr. Ersher
- 2) Ryan Vienna
- 3) Mr. McCants

No one came forward in opposition.

Mayor Morris closed the hearing at 8:43 p.m.

**MOTION:** A motion was made by Councilmember Templeman to waive further reading and introduce Ordinance 1239, seconded by Councilmember Badar. The motion carried by vote of five to zero. **(5-0)**

**Yes:** Badar, Bertone, Ebner, Templeman, Morris

**Noes:** None

**Absent:** None

**Abstain:** None

**Mayor Morris recessed the City Council meeting at 8:46 to convene a meeting of the San Dimas Public Finance Corporation**

#### **5. MEETING OF SAN DIMAS PUBLIC FACILITIES FINANCING CORPORATION**

- a. Public Comments (*This is the time set aside for members of the audience to address the Board. Speakers are limited to three minutes.*)

No one came forward.

- b. Approval of Minutes for meeting of December 9, 2014.

**MOTION:** A motion was made by Councilmember Ebner, seconded by Councilmember Templeman to approve the minutes of December 9, 2014.

- c. Election of Officers

For the public's benefit Mayor Morris asked City Manager Blaine Michaelis to explain the function of the San Dimas Public Facilities Finance Corporation.

Mr. Michaelis provided the explanation and recommended that Curtis Morris be appointed President, Jeff Templeman Vice-President and Blaine Michaelis Secretary.

**MOTION:** A motion was made by Councilmember Bertone, seconded by Councilmember Ebner to appoint Curtis Morris as President, Jeff Templeman as Vice-President and Blaine Michaelis as Secretary.

- d. Members of the Corporation

No comments.

**Mayor Morris adjourned at 8:48 p.m. to the meeting of the San Dimas Housing Authority Corporation.**

#### **6. MEETING OF SAN DIMAS HOUSING AUTHORITY CORPORATION**

- a. Public Comments (*This is the time set aside for members of the audience to address the Board. Speakers are limited to three minutes.*)

No one came forward

- b. Approval of Minutes for meeting of December 9, 2014.

**MOTION:** A motion was made by Councilmember Bertone, seconded by Councilmember Ebiner to approve the minutes of December 9, 2014. The motion carried unanimously. **(5-0)**

- c. Submittal of the San Dimas Housing Authority Annual Audit and Annual Report for FY 14-15

**RECOMMENDATION:** Receive and file both reports.

Assistant City Manager Ken Duran presented staff's report on these items.

**MOTION:** A motion was made by Councilmember Badar, seconded by Councilmember Templeman receive and file the Annual Audit and Annual Report for FY 14-15. The motion carried by five to zero vote. **(5-0)**

- d. Approval of Administrative Services Agreement between the City of San Dimas and the Housing Authority.

**MOTION:** A motion was made by Councilmember Bertone, seconded by Councilmember Ebiner to approve the Administrative Agreement with estimated cost of reimbursement of \$65,500 for this current fiscal year.

**Mayor Morris adjourned the meeting at 8:52 p.m. and reconvened the City Council meeting.**

## **7. ORAL COMMUNICATIONS**

- a. Members of the Audience (*Speakers are limited to five (5) minutes or as may be determined by the Chair.*)
  - 1) Dr. Ersher reiterated the previous statements made concerning the conditions for liquor licenses tying into the land use and asked the City Manager to comment on the Via Verde Shopping Center progress.
- b. City Manager

In response to Dr. Ersher, Mr. Michaelis shared that paint colors and monument sign designs have been turned into staff, no word on zoning changes. December 10, 7:00 p.m. would be the last Mayor's Call in Show for the year.

- c. City Attorney

Comments on his first year as City Attorney.

- d. Members of the City Council

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

Nothing to report.

- 2) Individual members' comments and updates.

Councilmember Templeman Extravaganza went well... BUSD Ad HOC meeting...broke ground for middle school gym...Goldline work at Cataract Bonita add a safe zone. Clean-up at Arrow and 57 Freeway needed.

Councilmember Ebiner Merry XMAS and Happy Holidays.

Councilmember Badar spoke with Deputy White about area at Cataract Bonita who also suggested some type of safety barrier. Wished everyone Merry Christmas.

Councilmember Bertone wished everyone a healthy New Year.

Mayor Morris extended happy holidays to everyone.

The meeting adjourned at 9:04 p.m. The next meeting will be on January 12, 2016, 7:00 p.m.

Respectfully submitted,

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Debra Black, Assistant City Clerk

**ORDINANCE 1237**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES ADOPTING MUNICIPAL CODE TEXT AMENDMENT 15-08 TO AMEND SECTION 18.540, SPECIFIC PLAN NO. 24, UPDATING THE PERMITTED AND CONDITIONALLY PERMITTED USES IN AREA I.

**THE CITY COUNCIL OF THE CITY OF SAN DIMAS DOES ORDAIN AS FOLLOWS:**

**SECTION 1.** Title 18 of the San Dimas Municipal Code shall be amended, as provided for in Exhibit "A"

**SECTION 2.** This Ordinance shall take effect 30 days after its final passage, and within 15 days after its passage the City Clerk shall cause it to be published in the Inland Valley Daily Bulletin, a newspaper of general circulation in the City of San Dimas hereby designated for that purpose.

**PASSED AND ADOPTED** by the city Council of the City of San Dimas this 12th day of January, 2016, by the following vote:

**AYES:** Badar, Bertone, Ebner, Templeman, Morris  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

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

**ATTEST:** Approved as to form:

\_\_\_\_\_  
Debra Black, Assistant City Clerk

\_\_\_\_\_  
Mark Steres, City Attorney

**I, DEBRA BLACK, ASSISTANT CITY CLERK** of the City of San Dimas, do hereby certify that Ordinance 1237 was introduced at a regular meeting of the City Council of the City of San Dimas on the 8th day of December, 2015, and thereafter passed and adopted at a regular meeting of said City Council held on the 12<sup>th</sup> day of January, 2016.

\_\_\_\_\_  
Debra Black, Assistant City Clerk

**EXHIBIT “A”**

New text changes are in Blue and underlined

Deleted text is in ~~Red and Strikethrough~~

**Sections:**

**Article I. General**

- 18.540.010 Purpose and intent.**
- 18.540.020 Authority.**
- 18.540.030 Location.**
- 18.540.040 General notes.**
- 18.540.050 Definitions.**
- 18.540.060 Setting.**
- 18.540.070 Site conditions.**
- 18.540.080 Existing improvements.**

**Article II. Land Use Development Plan—Area I—Regional Commercial**

- 18.540.090 Location.**
- 18.540.100 Purpose.**
- 18.540.110 Planning units/phasing. (Reserved).**
- 18.540.120 Permitted uses.**
- 18.540.130 Conditional uses.**
- 18.540.140 Prohibited uses.**
- 18.540.150 Special limitations on development and uses.**

**Article III. Property Development Standards – Area I**

- 18.544.190 Development standards.**
- 18.544.200 Minimum lot dimensions.**
- 18.544.210 Building and parking setbacks.**
- 18.544.220 Maximum building height.**
- 18.544.230 Landscaping.**
- 18.544.240 Signage.**
- 18.544.250 Architecture.**
- 18.544.260 Internal circulation.**

**Article IV. Land Use Development Plan— Area II—Light Industrial**

- 18.544.290 Location.**
- 18.544.300 Purpose.**
- 18.544.310 Permitted uses.**
- 18.544.320 Conditional uses. (Reserved)**
- 18.544.330 Prohibited uses. (Reserved)**
- 18.540.340 Provisions for existing uses and improvements.**

**Article V. Property Development Standards—Area II**

- 18.540.345 Development standards.**
- 18.540.350 Circulation.**

- 18.540.360 Lot area.**
- 18.540.370 Lot dimensions.**
- 18.540.380 Building setbacks.**
- 18.540.400 Building types.**
- 18.540.410 Maximum building height.**

**Article VI. Land Use Development Plan—Area III—Light Industrial**

- 18.540.490 Location.**
- 18.540.500 Purpose.**
- 18.540.510 Permitted uses.**
- 18.540.520 Conditional uses.**
- 18.540.530 Prohibited uses. (Reserved)**
- 18.540.540 Provisions for existing uses and improvements.**

**Article VII. Property Development Standards—Area III**

- 18.540.545 Development standards.**
- 18.540.550 Circulation.**
- 18.540.560 Lot area.**
- 18.540.570 Lot dimensions.**
- 18.540.580 Building setbacks.**
- 18.540.600 Building types.**
- 18.540.610 Maximum building height.**

**Article VIII. General Development Standards**

- 18.540.650 Maximum building coverage.**
- 18.540.660 Lighting.**
- 18.540.670 Signs.**
- 18.540.680 Utilities.**
- 18.540.690 Entry treatments.**
- 18.540.700 Downspouts.**
- 18.540.710 Outdoor display/storage areas.**
- 18.540.720 Landscaping.**
- 18.540.730 Mechanical equipment.**
- 18.540.740 Off-street parking and loading.**
- 18.540.750 Outdoor storage.**
- 18.540.760 Walls.**
- 18.540.770 Trash/recycling storage.**

**Article IX. Plan Review and Disposition**

- 18.540.800 Review requirements—Development plans.**
- 18.540.810 Precise plan review.**
- 18.540.820 Plan disposition.**
- 18.540.830 Minor modifications.**

## **Article I. General**

### **18.540.010 Purpose and intent.**

A. The size and location of Specific Plan No. 24 presents a unique development opportunity within the city. The total project area encompasses approximately 26.5 acres. The project area is located at the intersection of Lone Hill Avenue and Gladstone Street. This location is an entrance into San Dimas from the west and north.

B. Existing land uses include light industrial and manufacturing, single-family, and unimproved land. The quality of the existing improvements is generally unsightly and many public improvements are deficient.

C. The project area has been experiencing development pressure with increased commercial development in adjacent portions of Glendora. The result of uncoordinated recycling of property within the project area would create a negative impact upon those properties which do not participate. Specific Plan No. 24 provides the best mechanism for coordinated, comprehensive, high quality, and sensitive development for the project area. The purpose of Specific Plan No. 24 includes the following:

1. To provide a coordinated, logical method for the property within the project area to recycle into commercial and light industrial use;
2. To ensure that the development within the project area is compatible and sensitive to adjacent uses;
3. To create a high quality and aesthetically attractive visual entrance to the city;
4. To maximize major commercial development of larger properties due to limited opportunities elsewhere within the San Dimas; and
5. To incorporate creative and sensitive planning, architecture, landscape architecture, and engineering to develop a project that will enhance the existing adjacent uses and promote the existing and future appearance of San Dimas. (Ord. 1150 § 1, 2005)

### **18.540.020 Authority.**

The adoption of Specific Plan No. 24 by the city is authorized by and pursuant to Sections 65450 through 65457 of the California Government Code. (Ord. 1150 § 1, 2005)

### **18.540.030 Location.**

Specific Plan No. 24 encompasses land area which totals approximately 26.5 acres. The project area is bordered by the 210 Freeway on the east; the city boundary to the north; Lone Hill Avenue to the west; and, Specific Plan No. 18, Area 2 (Corporate Business Park) to the south. The project boundaries are indicated on the attached Exhibit A. (Ord. 1150 § 1, 2005)

### **18.540.040 General notes.**

The project area of Specific Plan No. 24 is designated as commercial and industrial by the city general plan. All development, uses and activity shall be subject to, but not limited to, the following general provisions:

A. Unless otherwise specified, all development, uses and activity within Specific Plan No. 24 shall comply with this code. Terms used in this chapter shall have the same meaning as defined elsewhere in this code unless otherwise provided;

B. Any details or issues not specifically covered by this chapter shall be subject to the regulations of this code;

C. The review and approval of development within the specific plan area shall be subject to Section 65450 et seq. of the State Government Code;

D. All construction within the boundaries of the specific plan area shall comply with all provisions of the Uniform Building Code and the various mechanical, electrical and plumbing codes as applicable and adopted by the city;

E. Minor modifications to Specific Plan No. 24 which do not alter the intent of this chapter shall be considered pursuant to the provisions of Section 18.540.830 of this chapter;

F. If any regulation, condition, program or portion thereof of this chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and the invalidity of such provision shall not affect the validity of the remaining provisions in the ordinance codified in this chapter;

G. Any permitted use or conditionally permitted use not specifically provided by the San Dimas Specific Plan No. 24 shall not be permitted without a determination of use by the development plan review board pursuant to provisions of Chapter 18.12 of this title; and

H. Each development proposal pursuant to the provisions of this chapter shall receive environmental evaluation pursuant to the California Environmental Quality Act, Public Resources Code Section 21000 et seq. and the CEQA Guidelines prepared by the Secretary of Resources. (Ord. 1150 § 1, 2005)

#### **18.540.050 Definitions.**

Unless the context otherwise requires, or unless different definitions are set forth in individual titles, chapters, or sections of this title, the words or phrases defined in this chapter shall have the meaning and construction ascribed to them in this section. When not inconsistent with the context, words in the singular shall include the plural and words in the plural shall include the singular. The word “shall” is mandatory and the word “may” is permissive. Words and phrases not defined in this chapter shall be defined in the following sources by the following order: (1) other chapters of this code; (2) definitions contained in the city adopted chapters of the Uniform Building Code; (3) definitions contained in legislation of the state of California; and (4) Webster’s Dictionary.

“Abut” means contiguous to. For example, two adjoining lots with a common property line are considered to be abutting.

“Accessory use” means a use which is incidental or secondary to the primary use of the lot or parcel. Such use is devoted exclusively to the primary land use.

“Adjacent” means the same as abutting.

“Architectural feature” means a part, portion, projection, or treatment that contributes to the visual beauty, elegance, historic consistency, or design integrity of a building or structure, and is not necessary for the structural integrity of the building or structure or to make the structure or building habitable. Such architectural feature does not include signs or other forms of use identification.

[“ATM Stand-alone” means ATMs not installed in association with a financial institution and which are attached and integrated with the main building façade;](#)

“Automobile parking” means parking of operational and street legal motor vehicles on a temporary basis within an improved off-street parking area.

“Building coverage” means the gross area of a lot or parcel of land occupied by all of the ground floor, or building footprint, of a building or structure which is under roof.

“Building height” means the maximum vertical distance as measured from the interior floor level to the top of the uppermost part of the structure through any vertical section.

Building, Main. “Main building” means a building within which the principal primary use of the lot or parcel is conducted, as provided by this chapter.

Building, Nonconforming. "Nonconforming building" means a building or portion thereof, lawfully existing pursuant to the ordinance in effect at the time of construction or subsequent alteration, but which does not comply with any development criteria adopted at a later date.

"Business" means the purchase, sale or other transaction or place thereof involving the handling, disposition or transaction of any article, substance, product, service or commodity for livelihood or profit. Such activity includes an addition, operation, or provision of any service or service establishment, office building, outdoor advertising sign and/or structure, recreational and/or amusement enterprise conducted for livelihood or profit.

"Commercial use" means a business, normally involving office, retail, sales, or service uses.

"Design review" means the process of city review and approval of development proposals as required by Chapter 18.12 of this title.

"Driveway" means an unobstructed paved area which provides access to vehicle parking, loading, or maneuvering area.

"Drive-through" means an establishment which offers service via a convenience automobile drive aisle and associated facilities in order that patrons may utilize goods and/or services without leaving their vehicles. The drive-through service may be in conjunction with, or exclusive of, any other form of service, including drive-in or conventional seating.

"Enclosed building" or "enclosed structure" means a building or structure with a permanent roof and enclosed on all sides by solid exterior walls. Such solid exterior walls may feature windows, loading doors, and customary entrance and exit doors.

"Enclosed space" means an area enclosed on all sides by a solid physical barrier such as a fence or wall.

"Existing improvements" means any improvements which exist at the time of the adoption of this specific plan. Such existing improvements must have been legally constructed in compliance with all building and zoning codes in effect at the time the improvements were constructed.

"Exterior boundary" means the perimeter of any lot or parcel of land or assembly of lots or parcels to be developed in an integrated, comprehensive manner.

"Fence" means any device forming a physical barrier between two areas. Such barrier may be constructed of chain-link, louver, wood stake, masonry, lumber, or other similar material in accordance with adopted city standards.

Floor Area, Gross. "Gross floor area" means the total floor area of a building under roof measured in square feet. Such measurement would include each horizontal plane which constitutes a floor as measured to the outside of the exterior walls of all floors excluding stairway openings.

"Frontage" means, with regards to a lot, that side of a lot abutting on an either public or private street, typically the front lot line. With regards to a building, see "business frontage."

"Industry" means the manufacture, fabrication, processing or reduction of any article, substance or commodity or any other treatment thereof in such a manner as to change the form, character or appearance thereof. In addition, it shall include trucking facilities, warehousing, storage facilities, business facilities serving primarily industry, and similar enterprises.

"Landscaping" means the planting and maintenance of a combination of trees, shrubs, vines, ground cover, flowers and lawn. In addition, such landscaping may include design features such as rock and stone, garden-type fencing and decorative structures. Such

design features may also include water elements, art works, decorative walks, benches, and decorative paving.

“Loading area” means the portion of a site developed to accommodate loading spaces including the related aisles, access drives and buffers.

“Loading space” means an off-street space or berth on the same lot and contiguous with the building it is intended to serve for temporary parking of commercial transport vehicles while loading and unloading merchandise, materials, supplies, manufactured products and similar items.

“Main building” or “main structure.” Also referred to as principal and primary building or structure. Such building and structure would contain and enclose the activity which is the main use of the lot or parcel of land upon which the building is situated.

“Main use” means any use of a building, structure, or land which is the primary feature of the activity conducted on the lot or parcel of land.

“Medical offices” means establishments that provide medical, surgical, and/or psychiatric services to sick or injured persons on an out-patient basis. Such medical offices include, but are not limited to:

- a. Dental;
- b. Medical clinic without ambulance service;
- c. Acupuncture;
- d. Optometry.

“Mixed use” means any multiple use of a building, structure, or land which promotes varying forms of activity at various times of the day. Such combinations of uses would include, but not be limited to, retail commercial, light industrial, office, and cultural and gathering uses.

“Multi-phase development” means a development project which is constructed in increments. Each increment would be capable of existing independent of the others, but the completed project would be a comprehensive design.

“Off-street parking space” means a temporary storage area for a motor vehicle that is not located on a dedicated street right-of-way. Such right-of-way may be public or private.

“Parking area” or “parking lot” means a portion of a site devoted to the temporary parking of motor vehicles, including actual parking spaces, aisles, access drives, and related landscaping.

“Professional business offices” means businesses that service clientele on a daily basis that provide work performed in an expert manner and typically produce an intangible product for the benefit of the customer. Such professional business offices include, but are not limited to:

- a. Accounting and billing services;
- b. Communications;
- c. Consulting services;
- d. Graphic design;
- e. Insurance office;
- f. Legal service;
- g. Real estate office.

“Retail” means the selling of goods, wares or merchandise directly to the ultimate consumer or persons without a resale license.

“Service” means an act, or any result of useful labor, which does not in itself produce a tangible commodity.

“Service business” means infrequent, technical, and/or unique functions performed by independent consultants whose occupation is the rendering of such services. Such service businesses include, but are not limited to:

- a. Barber and beauty shop;
- b. Nail salons;
- c. Dry cleaners;
- d. Small appliance repair;
- e. Computer repair;
- f. Shoe repair;
- g. Watch repair;
- h. Pharmacy;
- i. Tanning salon;
- j. Tailors and seamstresses.

“Setback” means the area between the building line and the nearest property line.

“Storage area” means an area used or intended for the storage of materials, refuse, or vehicles and equipment not in service.

“Yard” means an open space that lies between the principal building and the nearest lot line. Such yard is unoccupied and unobstructed from the ground upward, except as may be specifically provided in this chapter. Unless otherwise specified, a yard is fully landscaped.

Yard, Required. “Required yard” means a yard, as defined in this section, that occupies the area of a required setback. (Ord. 1150 § 1, 2005)

#### **18.540.060 Setting.**

A. Specific Plan No. 24 is uniquely located. The project area is strategically located at a major entrance into the city. This entrance is the intersection of Lone Hill Avenue and Gladstone Street. Lone Hill Avenue is a major north/south street with direct access to the 210 Freeway, approximately one-quarter mile north of the project area. Gladstone Street is a significant east/west street in the city. On the west side of the 210 Freeway, Gladstone Street represents the northerly city boundary. East of the 210 Freeway, Gladstone Street provides access into the center of the city.

B. The city of Glendora abuts the project area to the north. Due north of the project area at the approximate location of Lone Hill Avenue and Allen Avenue intersection, the city of Glendora is developed with an automobile retail center and major regional commercial center.

C. The project area abuts Specific Plan No. 18, Area II to the south. This area is developed as a corporate business park with single user, research and development, corporate headquarters type facilities. Further to the south is Area I of Specific Plan No. 18 which is developed as a sub-regional shopping center.

D. On the west side of Lone Hill Avenue the land use pattern is single-family residential. Residences front onto Lone Hill Avenue opposite of the project area. However, Lone Hill Avenue does not provide access into the existing residential neighborhood. A raised center median provides additional separation between the east and west sides of Lone Hill Avenue. (Ord. 1150 § 1, 2005)

#### **18.540.070 Site conditions.**

A. The site contains several inherent development challenges. The most significant of these challenges are the number of individual parcels and property owners within the project area boundaries. It will be necessary to coordinate all the property owners within

the project boundaries to create a logical method of development. The San Dimas redevelopment agency has acquired some of these properties.

B. The project is currently serviced by all utilities and the project area naturally drains from northeast to southwest. Presently, internal access into the project area is available from Lone Hill Avenue along 5th Street, a partially improved public right-of-way.

C. The parcel sizes and ownership arrangement within the project boundaries vary from large lots with common ownership interests to individually owned smaller residential parcels. (Ord. 1150 § 1, 2005)

**18.540.080 Existing improvements.**

Most of the property within the project boundaries has been improved. However, the quality of the improvements varies. Some properties are well-maintained and owner occupied. Other properties are in decline and are uninhabited. The easterly and northerly portions of the project area are improved with light manufacturing types of uses. These improvements reflect a similar range in quality as the residential improvements. Fifth Street is currently the public access into the project area. This street is partially improved. (Ord. 1150 § 1, 2005)

**Article II. Land Use Development Plan—Area I—Regional Commercial**

**18.540.090 Location.**

Area I is located on the southeast corner of Lone Hill Avenue and Gladstone Street, and is approximately 21.5 acres in size. The size of the area, after parcel assembly, makes it suitable for regional commercial development. The specific boundaries of Area I are indicated on Exhibit A. (Ord. 1150 § 1, 2005)

**18.540.100 Purpose.**

The purpose of Area I is to provide an attractive and convenient setting for development which normally requires freeway-close locations and can fully realize the benefits provided by the site and will complement the less regionally oriented businesses in the vicinity to more fully serve the community. Commercial development shall encourage creative and imaginative site and architectural designs while demonstrating concern for existing uses in the area. (Ord. 1150 § 1, 2005)

**18.540.110 Planning units/phasing. (Reserved)**

(Ord. 1150 § 1, 2005)

**18.540.120 Permitted uses.**

Uses permitted in Area I shall include those businesses listed in this section which operate in compliance with the intent and standards of this specific plan area. Each business shall be evaluated in terms of its operational characteristics and specific site location.

A. Any retail, other than auto and truck sales, or service business, which is conducted entirely within a totally enclosed building;

B. Uses which are directly related to the needs of freeway travelers and which are dependent on large traffic volume including, but not limited to, department stores, minor commercial uses related, secondary and incidental to an otherwise permitted use, and similar freeway oriented uses which may be approved by the director of community development upon finding that they are not more obnoxious or detrimental to the public health, safety and welfare than any other permitted uses. The determination of the director of community development may be appealed to the development plan review board and, thereafter, the city council in accordance with Chapter 18.492212 of this title;

C. Restaurants, including take-out service businesses, but not including drive-in or drive-through service facilities;

D. Gasoline service stations, when accessory to and operated by an approved retail business with a minimum of one hundred twenty-five thousand square feet of building area;

E. Tire sales and installation, when accessory to and operated by an approved retail business with a minimum of one hundred twenty-five thousand square feet of building area;

F. Limited auto and truck sales, where incidental to and operated by an approved retail business with a minimum of one hundred twenty-five thousand square feet of building area;

G. Wholesale business activity, where incidental to and operated by an approved retail business with a minimum of one hundred twenty-five thousand square feet of building area;

H. Accessory game arcade up to a maximum of six machines provided that such machines are secondary and incidental to a permitted use in this zone which is also defined by Section 18.08.012 of this title;

I. Accessory massage permitted with the following primary businesses: day spa, beauty salon, barbershop and similar uses. (~~Ord. 1185 § 26, 2008; Ord. 1150 § 1, 2005~~)

J. Service business to include, but not limited to, nail shop, barber and beauty shop, shoe repair, watch repair and dry cleaners, etc.; these uses are intended to have daily customer foot traffic;

K. Hardware stores;

L. New home furnishings and appliance outlets;

M. Specialty commercial uses, such as antique shops, jewelry stores, music stores, wholesale, and catalog stores, electronic and telecommunication stores, and auto and truck parts and supply businesses and similar uses;

N. Financial institutions, including banks, savings and loan associations, and credit unions;

O. Professional business office to include, but not limited to, accounting and billing services, insurance, tax assistance, legal services and graphic design office;

P. Medical office to include, but not limited to, such uses as medical clinics, dental, and optometry;

Q. Veterinary and pet grooming services. (Ord. 1185 § 26, 2008; Ord. 1150 § 1, 2005)

#### **18.540.130 Conditional uses.**

Conditional uses in Area I of Specific Plan No. 24 are as follows:

A. All uses listed in Section 18.540.120 of this chapter, which because of operational characteristics specific to that particular business is found by the director of community development to have the potential to negatively impact adjoining properties, businesses or residents and therefore, requires additional approval and consideration. The impacts may be related to, but not necessarily limited to, impacts of traffic, hours of operation, assemblages of people, noise, or site location;

B. Eating establishments, with drive-in or drive-through service. If located within three hundred feet of residentially zoned property, the drive-through or drive-in portion of the business can only operate during the hours of six a.m. to ten p.m. and the restaurant portion from six a.m. to midnight. Audible speakers shall be placed in such a manner as to be directed away from residentially zoned property, have an adjustable volume based on the outdoor ambient noise level and not to exceed twenty dBA when measured from the residentially zoned property;

C. On- or off-site alcoholic beverages, provided that such use is incidental and ancillary to a permitted use;

D. On-site brewing and service of beer produced on the premises, provided that such use is secondary and incidental to a restaurant. The brewing component shall be limited to a maximum production of five thousand barrels per year unless an increased production volume is granted by the planning commission to support the commercial business after finding that the production volume and operations are compatible with the subject site and its surroundings during review of the conditional use permit;

E. Cinemas and movie theater facilities;

F. ATM – Stand-alone ATMs not installed in association with a financial institution and which are attached and integrated with the main building façade;

~~F. G.~~ Financial institutions, including banks, savings and loan associations, finance companies and credit unions, that provide drive-through service. (Ord. 1233 § 1, 2015; Ord. 1209 § 1, 2011; Ord. 1150 § 1, 2005)

#### **18.540.140 Prohibited uses.**

Prohibited uses in Area I of Specific Plan No. 24 are as follows:

A. Sales agencies for new automobiles, recreational vehicles, trucks, trailers, boats and motorcycles and service in connection therewith, except where incidental to and operated by an approved retail business with a minimum of one hundred twenty-five thousand square feet of building area;

B. Sales agencies for used automobiles, recreational vehicles, trucks, trailers, boats and motorcycles and service in connection therewith, operated as an accessory use with a permitted new vehicle sales agency;

~~C. Medical, professional, administrative and related office uses;~~

~~D. C.~~ Industrial uses;

~~E. D.~~ Gambling facilities;

~~F. E.~~ Residential uses;

~~G. F.~~ Billboards and other similar off-site advertising structures;

~~H. G.~~ Game arcades, other than accessory game arcades specifically authorized by this chapter;

I. Convenience markets.

(Ord. 1150 § 1, 2005)

#### **18.540.150 Special limitations on development and uses.**

A. Development Limitations. Area I of Specific Plan No. 24 is designed to be a comprehensive development program encompassing all of the properties in the plan area. However, many of the properties are currently under separate and different ownership. Because of the type of uses intended for the area, no development shall be permitted in Area I until all properties are under the same ownership, unless otherwise approved by the city of San Dimas. This limitation does not prohibit subsequent subdivision of the property where it can be demonstrated that the subdivision is consistent with the intent of the overall development program.

B. Special Use Limitations. Area I-A, as shown on Exhibit B, shall be limited in use to a major retail business with a minimum floor area of one hundred twenty-five thousand square feet. Area I-B, as shown on Exhibit B, may be developed in phases with other uses permitted in this article. Exhibit C illustrates a site design which would comply with this limitation although other similar site designs are also possible. (Ord. 1150 § 1, 2005)

### **Article III. Property Development Standards—Area I**

#### **18.540.190 Development standards.**

All development shall comply with the following Area I property development standards, as well as with the general property development standards set forth in Article VIII. (Ord. 1150 § 1, 2005)

#### **18.540.200 Minimum lot dimensions.**

Minimum lot area width and depth, none required. However, a subdivision request within this area shall be accompanied by an illustrative site plan showing the lots are of sufficient size and shape to adequately support the type of uses permitted in the area in accordance with the development standards of this article. (Ord. 1150 § 1, 2005)

#### **18.540.210 Building and parking setbacks.**

The minimum building setbacks are as follows:

A. Along Lone Hill Avenue and Gladstone Street, minimum of twenty-five feet for structures up to twenty feet and forty feet for structures higher than twenty feet. Height limitations set forth in this section do not include minor architectural projections;

B. Interior lot lines, none required.

(Ord. 1150 § 1, 2005)

#### **18.540.220 Maximum building height.**

Maximum building height is thirty-five feet with greater heights subject to review and approval of a conditional use permit. (Ord. 1150 § 1, 2005)

#### **18.540.230 Landscaping.**

The following areas shall be fully landscaped and irrigated, maintained in good appearance and kept in a weed and disease free manner:

A. Streets. All setback areas along Gladstone Street and Lone Hill Avenue shall be landscaped and maintained adjacent to public rights-of-way. Parking areas should be screened as much as possible utilizing berms, shrubs, and other decorative treatments of sufficient size and height to meet this requirement.

B. Overall Site. All building sites shall have a minimum landscaped coverage equivalent to ten percent of the total lot area. Such landscaping shall be evenly distributed over the site and consist of an effective combination of trees, ground cover and shrubbery. All areas not utilized for structures, parking or other permitted uses shall be landscaped.

C. All interior side and rear yards and setbacks shall be fully landscaped. (Ord. 1150 § 1, 2005)

#### **18.540.240 Signage.**

The provisions of Chapter 18.152 of this title shall apply. No signs shall be installed until a master sign program for the project has been approved by the development plan review board. (Ord. 1150 § 1, 2005)

**18.540.250 Architecture.**

A. Due to the highly visible location of this site, a common architectural theme is encouraged to provide a high quality product. Structures shall be designed utilizing a western or Early California architecture design and shall be approved by the development plan review board. The use of wood and/or stucco is preferred for the exterior.

B. Buildings shall be expected to employ treatments, such as the staggering of planes along exterior walls to create pockets of light and shadow, to break up the mass and provide relief from monotonous, uninterrupted expanses of wall. Other features, such as the use of curved corners and varying roof lines should also be considered as means to dramatically change the appearance and add vitality. Also, in order to improve the appearance of a project from adjacent rights-of-way, the rear elevation of those structures facing the right-of-way should receive special architectural enhancement as well.

C. Sensitive alteration of colors and materials should be used to produce diversity and enhance architectural effects. While no category of exterior materials is considered "correct," the use of a particular material should, as a rule, exemplify the special characteristics of the product or be demonstrative of its unique application. Paint, in general, should be considered an enhancement tool but not be considered a replacement for the use of textured surfaces.

D. Detailed architectural guidelines shall be prepared for final review and approval by the development plan review board prior to the granting of precise plan approvals for any development within Area I-B. (Ord. 1150 § 1, 2005)

**18.540.260 Internal circulation.**

A. Internal circulation shall be designed so as to provide safe and efficient access to all properties within Area I of the specific plan.

B. An intent of Specific Plan No. 24 is to provide a comprehensive development program which encompasses all of the properties that comprise the project area. To fulfill this objective, prior to the approval of any project within Area I-B, a finding shall be made that the project takes into consideration and makes all necessary provisions to accommodate safe and efficient access to all other properties within the area as required to fulfill the intent of the specific plan.

C. Internal circulation shall include adequate provision for pedestrian circulation by including walkways, landscaping, benches or seating, trellises or similar amenities. (Ord. 1150 § 1, 2005)

**Article IV. Land Use Development Plan—Area II—Light Industrial**

**18.540.290 Location.**

Area II is located on the northeast corner of Lone Hill Avenue and Gladstone Street, and is approximately 2.2 acres in size. The limited size and depth of Area II properties makes them more suitable for small scale single tenant development. The specific boundaries of Area II are indicated on Exhibit A. (Ord. 1150 § 1, 2005)

**18.540.300 Purpose.**

Area II is intended to allow light manufacturing to provide for the development of industrial uses which include fabrication, manufacturing, assembly or processing of materials that are already in processed form, wholesaling and warehousing. (Ord. 1150 § 1, 2005)

**18.540.310 Permitted uses.**

Those uses permitted in Section 18.128.080 of this title. (Ord. 1150 § 1, 2005)

**18.540.320 Conditional uses.**

Those uses permitted in Section 18.128.090 of this title, may be permitted subject to a conditional use permit pursuant to Chapter 18.200 of this title. (Ord. 1150 § 1, 2005)

**18.540.330 Prohibited uses. (Reserved)**

(Ord. 1150 § 1, 2005)

**18.540.340 Provisions for existing uses and improvements.**

Existing improvements built in conformance to all building and zoning codes in effect at the time of construction may be maintained as currently existing, pursuant to the following provisions:

A. Such existing improvements and site conditions may be maintained, repainted, repaired, and landscaping upgraded, without the requirement to conform with Articles IV and V of this chapter;

B. Review and approval of such repairs, repainting and similar actions is required pursuant to Article IX of this chapter;

C. All proposed additions, enlargements and improvements shall conform to the development standards, as applicable, in Articles IV and V of this chapter;

D. All residential uses made nonconforming pursuant to this chapter shall not be subject to the provisions of Section 18.204.170(B) of this code. All residential uses may remain and function as a residential use pursuant to the provisions of this section and Section 18.540.830 of this chapter. (Ord. 1150 § 1, 2005)

**Article V. Property Development Standards—Area II**

**18.540.345 Development standards.**

All development shall comply with the following Area II property development standards, as well as with the general property development standards set forth in Article VIII. (Ord. 1150 § 1, 2005)

**18.540.350 Circulation.**

Effort shall be made to minimize the number of driveway openings onto Gladstone Street by evaluating opportunities for shared driveways accesses and by combining properties to create larger, more useable parcels. Additional secondary driveways may be permitted onto Gladstone Street pursuant to demonstrated consistency with the purpose and intent of the provisions of Specific Plan No. 24. (Ord. 1150 § 1, 2005)

**18.540.360 Lot area.**

There shall be a minimum of ten thousand square feet in each lot. (Ord. 1150 § 1, 2005)

**18.540.370 Lot dimensions.**

All lots shall comply with the following minimum standards:

A. Lot Width. Each lot shall have a minimum width of seventy-five feet.

B. Lot Depth. Each lot shall have a minimum depth of one hundred feet. (Ord. 1150 § 1, 2005)

**18.540.380 Building setbacks.**

A. Adjacent to Gladstone Street. The minimum required setback shall be fifteen feet and shall be fully landscaped and maintained.

B. Adjacent to Lone Hill Avenue. The minimum required setback shall be fifteen feet and shall be fully landscaped and maintained.

C. Interior Property Lines. No provisions.  
(Ord. 1150 § 1, 2005)

**18.540.400 Building types.**

All building types constructed within Specific Plan No. 24 shall be of Type I, Type II, Type III or Type IV construction as defined by the building code. (Ord. 1150 § 1, 2005)

**18.540.410 Maximum building height.**

Maximum building height shall be thirty-five feet. Heights greater than thirty-five feet for structures other than buildings, including masts, towers, antennas and similar appurtenances may be allowed up to forty-five feet. (Ord. 1150 § 1, 2005)

**Article VI. Land Use Development Plan—Area III—Light Industrial**

**18.540.490 Location.**

Area III is located on the east side of the railroad right-of-way. This area is separated from Specific Plan No. 24 by the railroad. Area III has access from Gladstone Street and is approximately 2.6 acres in size. The specific boundaries of Area III are indicated on Exhibit A. (Ord. 1150 § 1, 2005)

**18.540.500 Purpose.**

Area III is intended to allow for light industrial uses within moderate sized buildings suited for single users or multiple tenants. (Ord. 1150 § 1, 2005)

**18.540.510 Permitted uses.**

Those uses permitted in Section 18.128.080 of this title. (Ord. 1150 § 1, 2005)

**18.540.520 Conditional uses.**

Those uses permitted in Section 18.128.090 of this title, may be permitted subject to a conditional use permit pursuant to Chapter 18.200 of this title. (Ord. 1150 § 1, 2005)

**18.540.530 Prohibited uses. (Reserved)**

(Ord. 1150 § 1, 2005)

**18.540.540 Provisions for existing uses and improvements.**

Existing improvements built in conformance to all building and zoning codes in effect at the time of construction may be maintained as currently existing, pursuant to the following provisions:

A. Such existing improvements and site conditions may be maintained, repainted, repaired, and landscaping upgraded, without the requirement to conform with Articles VI and VII of this chapter;

B. Review and approval of such repairs, repainting and similar actions is required pursuant to Article IX of this chapter;

C. All proposed additions, enlargements and improvements shall conform to the development standards, as applicable, in Articles VI and VII of this chapter;

D. All residential uses made nonconforming pursuant to this chapter shall not be subject to the provisions of Section 18.204.170(B) of this code. All residential uses may

remain and function as a residential use pursuant to the provisions of this section and Section 18.540.830 of this chapter. (Ord. 1150 § 1, 2005)

### **Article VII. Property Development Standards—Area III**

#### **18.540.545 Development standards.**

All development shall comply with the following Area III property development standards, as well as with the general property development standards set forth in Article VIII. (Ord. 1150 § 1, 2005)

#### **18.540.550 Circulation.**

Additional secondary driveways may be permitted onto Gladstone Street pursuant to demonstrated consistency with the purpose and intent of the provisions of Specific Plan No. 24. (Ord. 1150 § 1, 2005)

#### **18.540.560 Lot area.**

There shall be a minimum of ten thousand square feet in each lot. (Ord. 1150 § 1, 2005)

#### **18.540.570 Lot dimensions.**

All lots shall comply with the following minimum standards:

- A. Lot Width. No provisions.
- B. Lot Depth. Each lot shall have a minimum depth of one hundred feet. (Ord. 1150 § 1, 2005)

#### **18.540.580 Building setbacks.**

A. Adjacent to Gladstone Street. The minimum required setback shall be fifteen feet and shall be fully landscaped and maintained.

B. Interior Property Lines. No provisions.  
(Ord. 1150 § 1, 2005)

#### **18.540.600 Building types.**

All building types constructed within Specific Plan No. 24 shall be of Type I, Type II, Type III or Type IV construction as defined by the building code. (Ord. 1150 § 1, 2005)

#### **18.540.610 Maximum building height.**

Maximum building height shall be thirty-five feet. Heights greater than thirty-five feet for structures other than buildings, including masts, towers, antennas and similar appurtenances may be allowed up to forty-five feet. (Ord. 1150 § 1, 2005)

Article VIII. General Development Standards

#### **18.540.650 Maximum building coverage.**

Maximum Building Coverage: None Required. Permitted maximum coverage shall be a secondary consideration subordinate to compliance with all other design regulations contained within this chapter. (Ord. 1150 § 1, 2005)

#### **18.540.660 Lighting.**

Parking lot lighting standards shall comply with city standards including the following:

A. All display and security lighting in the project area shall be decorative and designed for uniformity of lighting poles, fixtures and intensity;

B. All outside lighting shall be so arranged and shielded as to prevent any glare or reflection, any nuisance, inconvenience or hazardous interference of any kind on adjoining rights-of-way or property. (Ord. 1150 § 1, 2005)

**18.540.670 Signs.**

The provisions of Chapter 18.152 of this title shall apply. (Ord. 1150 § 1, 2005)

**18.540.680 Utilities.**

All utilities within the project boundaries to serve the uses and buildings therein shall be installed underground. All existing aboveground utilities shall be relocated underground at the time of project construction. (Ord. 1150 § 1, 2005)

**18.540.690 Entry treatments.**

All driveway entrances shall incorporate decorative pavement treatment. Additional entry treatment may be required by the development plan review board. (Ord. 1150 § 1, 2005)

**18.540.700 Downspouts.**

All downspouts shall be located in the interior of buildings. (Ord. 1150 § 1, 2005)

**18.540.710 Outdoor display/storage areas.**

Outdoor display and/or storage areas may be permitted when incidental and secondary to a permitted use subject to review and approval by the development plan review board. The uses shall not be located or operated in such a manner as to be detrimental to the visual quality of the primary use nor to negatively impact adjacent properties by means of noise, odor, appearance or other characteristics. In approving the display or storage area, the development plan review board may impose buffers consisting of decorative block walls, berming, landscaping, or combinations thereof to mitigate any perceived impacts. (Ord. 1150 § 1, 2005)

**18.540.720 Landscaping.**

The following areas shall be fully landscaped and irrigated, maintained in good appearance and kept in a weed and disease free manner:

A. Within Required Setbacks. All required setbacks shall be fully landscaped exclusive of structures, parking area, drive aisles, and similar improvements.

B. Within Parking Areas. A minimum of five percent of the parking area required within this chapter shall be landscaped. The landscaping shall be in the form of landscaped planter fingers and similar landscaped planter techniques.

C. All landscaping required within this section shall be contained within planters of raised concrete curbing six inches in height. (Ord. 1150 § 1, 2005)

**18.540.730 Mechanical equipment.**

Roof-mounted mechanical equipment including, but not limited to, air conditioning, heating, and ventilating and exhaust ducts, shall be screened from view from any surrounding property, street or highway. The screening shall be designed in such manner as to appear to be an integral component of the overall building architecture. This can be accomplished by full roof treatments, equipment wells, and architectural design features. Line-of-sight drawings shall be required as a component of all design review submittals to verify equipment screening. Wall or ground-mounted equipment shall be enclosed in a manner which incorporates the same materials used in the building. (Ord. 1150 § 1, 2005)

**18.540.740 Off-street parking and loading.**

The provisions of Chapter 18.156 of this title shall apply. (Ord. 1150 § 1, 2005)

**18.540.750 Outdoor storage.**

Any outdoor storage permitted by this section shall be screened from view of any public right-of-way. Such methods of screening shall include, but not be limited to, masonry walls and dense landscaping. (Ord. 1150 § 1, 2005)

**18.540.760 Walls.**

Walls shall be permitted and/or required pursuant to the following provisions. All walls shall be constructed of decorative concrete tilt-up, masonry or other approved durable material.

A. Required Walls. Walls shall be required to screen truck and storage areas where allowed by this chapter. Interior walls may be required by the development plan review board as a component of the design review process. All screening walls shall be architecturally compatible with the buildings within the project and planning units, and shall incorporate vertical landscaping such as vines, trees and shrubbery. The vertical landscaping elements shall be located on the public right-of-way side to provide visual relief from the horizontal expanse. The height of the screening walls shall be governed by the view shed from the surrounding areas which shall take into consideration the height of equipment and/or trucks to be stored behind the walls.

B. Permitted Walls. Walls shall be permitted on or within all property lines not abutting streets and on, or to the rear of all required yard setback lines abutting streets. The height of such walls shall be set by the director of community development after giving reasonable due consideration to alternative screening techniques and devices. Walls not over forty-two inches in height may be permitted within the required setback areas. (Ord. 1150 § 1, 2005)

**18.540.770 Trash/recycling storage.**

Enclosed trash and/or recycling storage area(s) built to the city's standard specifications shall be provided in appropriate locations pursuant to city standards. (Ord. 1150 § 1, 2005)

**Article IX. Plan Review and Disposition**

**18.540.800 Review requirements—Development plans.**

A. Before any grading is undertaken on any lot or parcel within the Specific Plan No. 24 area, a precise plan shall be submitted for review and approval by the development plan review board, planning commission and city council.

B. Unless otherwise provided in accordance with Section 18.12.050 of this title, precise plans shall be subject to final review and approval by the development plan review board, the planning commission and the city council.

C. In addition to the standard development plan findings, the development plan review board, the planning commission and the city council, in approving a precise plan for any lot or lots in Specific Plan No. 24, shall make the following findings:

1. The proposed improvements will maintain or enhance the existing character and purpose of Specific Plan No. 24, as set forth in Section 18.542.010 of this title;
2. The architectural character, style and use of materials harmonize with the natural setting, if applicable.

D. Prior to submitting development plans, the applicant shall meet with planning staff members to discuss and review the general purpose and objectives of the specific plan in relation to any development concepts proposed by the applicant. (Ord. 1150 § 1, 2005)

**18.540.810 Precise plan review.**

A. The applicant shall submit a minimum of four sets of scaled plans to the planning department which shall include the following, where applicable:

1. Precise grading plan and site plan;
2. Architectural floor plans and elevations;
3. Grading plan;
4. Lighting plan;
5. Conceptual landscaping plan;
6. Fencing plan;
7. Access and circulation plan;
8. Utility plan;
9. Master sign program.

B. Precise plans shall be reviewed and approved as set forth in Section 18.542.800 of this title.

C. The approving authority shall make the findings in accordance with Section 18.12.060 of this title. (Ord. 1150 § 1, 2005)

**18.540.820 Plan disposition.**

A. The development plan review board shall consider the plans and shall recommend to the planning commission approval, conditional approval or disapproval of the plans with any conditions deemed necessary to protect the public health, safety and general welfare.

B. The planning commission shall consider the plans and recommend to the city council approval, conditional approval or disapproval of the plans with any conditions deemed necessary to protect the public health, safety and general welfare.

C. Upon receipt of the recommendation from the planning commission, the city council shall approve, conditionally approve or disapprove the precise plan.

D. Amendments to Approved Plans. Development plans and precise plans may be amended by the same process provided for approval. Minor modifications, which do not substantially change the concept of an approved development plan or precise plan may be approved by the director of community development and reported to the development plan review board. (Ord. 1150 § 1, 2005)

**18.540.830 Minor modifications.**

The director of community development without public hearing may grant minor modifications to the provisions of this specific plan limited to the following:

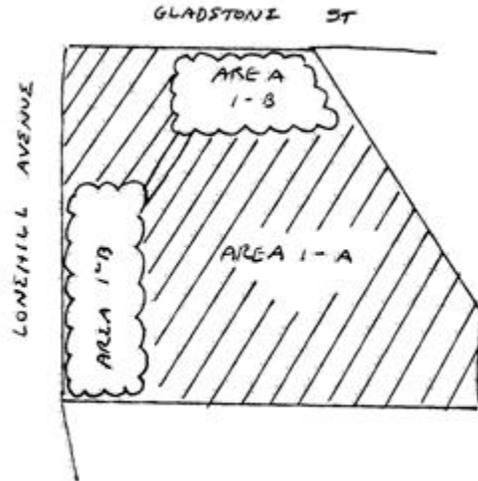
A. Reduction of open areas by permitting portions of a building to extend into and occupy not more than ten percent of the area of a required yard;

B. Waive the development plan review requirement for minor alterations to existing structures which conform to the following:

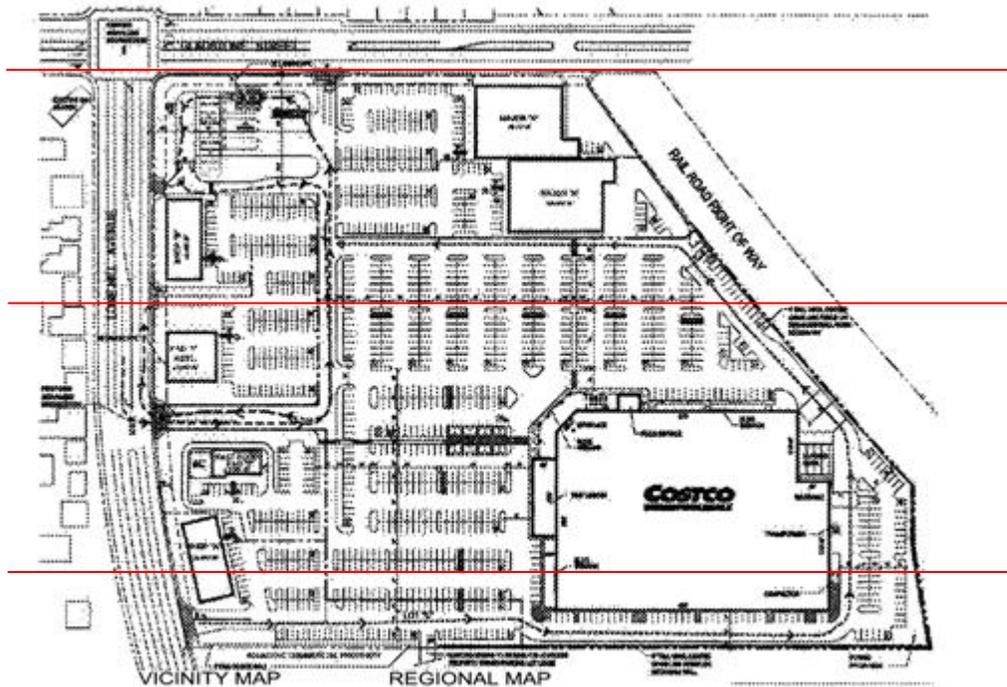
1. Repainting of an existing structure the same or similar color hue which currently exists on the site,
2. Minor alterations in location of landscape features or plant materials from an approved landscape plan,
3. Minor alterations to an approved plan which do not create a noticeable difference in the building design. Such minor alterations would not include the elimination of approved building materials. (Ord. 1150 § 1, 2005)

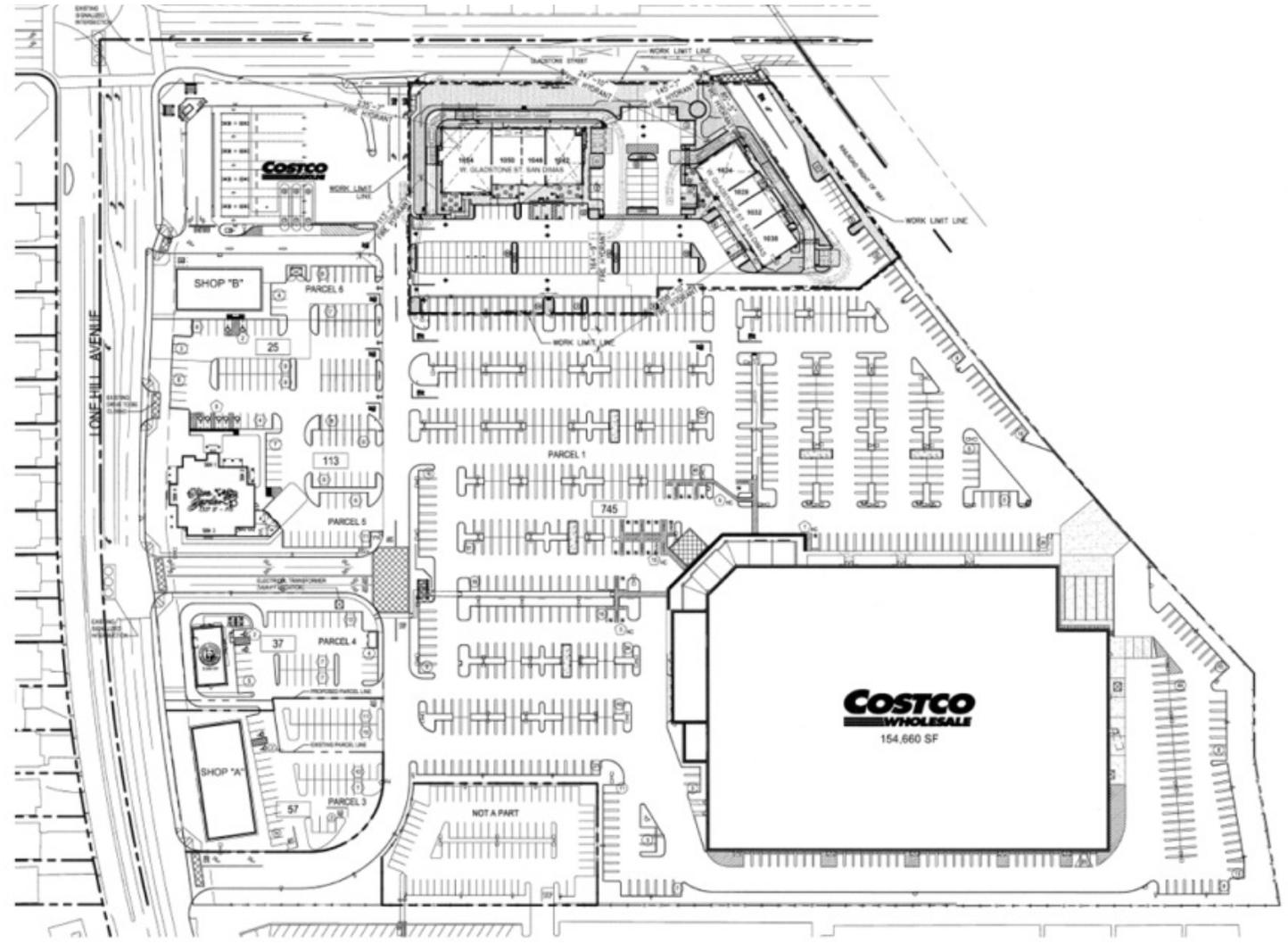


**Exhibit A  
LOCATION/AREA MAP**



**Exhibit B**  
**Map Illustrating Sub-Areas for Area I**





**Exhibit C**  
**Illustrative Site Plan**

**ORDINANCE 1239**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING MUNICIPAL CODE TEXT AMENDMENT 15-09 TO AMEND CHAPTER 18.194 MEDICAL MARIJUANA TO PROHIBIT THE CULTIVATION OF MARIJUANA AND THE ESTABLISHMENT OR OPERATION OF MOBILE MARIJUANA DISPENSARIES CITYWIDE, AND OTHER MISCELLANEOUS EDITS

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES DOES ORDAIN AS FOLLOWS:**

**SECTION 1.** Title 18, Chapter 18.194 of the San Dimas Municipal Code shall be amended, as provided for in Exhibit "A".

**SECTION 2.** This Ordinance shall take effect 30 days after its final passage, and within 15 days after its passage the City Clerk shall cause it to be published in the Inland Valley Daily Bulletin, a newspaper of general circulation in the City of San Dimas hereby designated for that purpose.

**PASSED, APPROVED AND ADOPTED** by the city Council of the City of San Dimas this 12<sup>th</sup> day of January, 2016, by the following vote:

**AYES:** Badar, Bertone, Ebner, Templeman, Morris  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

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

**ATTEST:** Approved as to form:

\_\_\_\_\_  
Debra Black, Assistant City Clerk

\_\_\_\_\_  
Mark Steres, City Attorney

I, DEBRA BLACK, ASSISTANT CITY CLERK of the City of San Dimas, do hereby certify that Ordinance 1239 was introduced at a regular meeting of the City Council of the City of San Dimas on the 8<sup>th</sup> day of December, 2015, and thereafter passed and adopted at a regular meeting of said City Council held on the 12<sup>th</sup> day of January, 2016.

**EXHIBIT A**  
**Municipal Code Text Amendment 15-09**

\*New text changes are in Blue and Underlined

\*Deleted text is in ~~Red and Strikethrough~~

**Chapter 18.194**

**MEDICAL MARIJUANA ~~DISPENSARIES~~**

**Sections:**

**18.194.010 Purpose.**

**18.194.020 Definitions.**

**18.194.030 Prohibition.**

**18.194.040 Exemptions**

**18.194.010 Purpose.**

The purpose and intent of this chapter is to prohibit marijuana and medical marijuana dispensaries, cultivation of marijuana, and the mobile delivery of same within the city limits. It is recognized that it is a federal violation under the Controlled Substances Act ~~to possess or distribute marijuana even if for medical purposes.~~ and is classified as a "Schedule I Drug" which is defined as a drug or other substance that has a high potential for abuse. Furthermore, the Federal Controlled Substance Act makes it unlawful for any person to cultivate, or dispense marijuana. The Controlled Substance Act contains no statutory exemption for the possession of marijuana for medical purposes.

In addition the prohibition of marijuana and medical marijuana dispensaries, cultivation of marijuana and the mobile delivery of same within the city limits will help protect the public health, safety and general welfare of the city and its residents. Additionally, there is evidence of an increased incidence of crime-related secondary impacts in locations associated with medical marijuana dispensaries, cultivation of marijuana and the mobile delivery of same which is contrary to policies that are intended to promote and maintain the public's health, safety and welfare. This chapter will help preserve the city's law enforcement services, in that monitoring and addressing the negative secondary effects and adverse impacts will likely burden the city's law enforcement resources.

**18.194.020 Definitions.**

As used in this chapter:

"Marijuana" means all parts of the plant Cannabis, whether growing or not; the seeds thereof; the resin extracted from any part of the plant; and every compound manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin. It includes marijuana infused in foodstuff. It does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except resin extracted therefrom), fiber, oil, or cake, or the sterilized seeds of the plant incapable of germination.

“Marijuana and/or Medical Marijuana Cultivation” means the planting, growing, harvesting, drying and/or processing of marijuana plants or any part thereof.

“Medical Marijuana” means marijuana used for medical purposes in accordance with California Health and Safety Code Section 11362.5.

“Medical marijuana dispensary” means any facility, location, association, cooperative, club, co-op, delivery service, collective, or entity of any nature that sells, grows, transmits, gives or otherwise distributes marijuana for medical purposes as defined in California Health and Safety Code Sections 11362.5 through 11362.83.

“Mobile Marijuana and/or Medical Marijuana Dispensary” means any facility, location, association, cooperative, club, co-op, collective, or entity of any nature that transports or delivers, or arranges the transportation or delivery of marijuana and/or medical marijuana for any purpose.

“Operation” means any effort to locate, operate, own, lease, supply, allow to be operated, or aid, abet or assist in the operation of a mobile marijuana dispensary.

“Person” means any person, firm, corporation, association, club, society, or other organization. The term person shall include any owner, manager, proprietor, employee, volunteer or salesperson.

#### **18.194.030 Prohibition.**

A. The establishment or operation of a medical marijuana dispensary as defined in this chapter shall be prohibited within the city limits. [The delivery of marijuana or medical marijuana within city limits by any means is prohibited.](#)

B. [Marijuana and/or medical marijuana cultivation by any person, including primary caregivers and qualified patients, collectives, cooperatives and/or dispensaries are prohibited within the city limits.](#)

C. [The establishment or operation of a mobile marijuana and/or medical marijuana dispensary as defined in this chapter shall be prohibited within the city limits. No person shall locate, operate, own, suffer, allow to be operated or aid, abet, or assist in the operation of any mobile marijuana and/or medical marijuana dispensary within the City.](#)

1. [No person shall deliver and/or dispense marijuana and/or medical marijuana to any location within the City from a mobile marijuana dispensary or any other vehicle or method, regardless of where the mobile marijuana dispensary or vehicle is located or based, or engage in any operation for this purpose.](#)

2. [No person shall deliver and/or dispense any marijuana-infused product such as tinctures, baked goods or other consumable products, to any location within the City from a mobile marijuana dispensary or any other vehicle or method, regardless of where the mobile marijuana dispensary or vehicle is located or based or engage in any operation for this purpose.](#)



## Agenda Item Staff Report

**Date:** January 7, 2016

**To:** Honorable Mayor and Members of City Council  
*For the Meeting of January 12, 2016*

**From:** Blaine Michaelis, City Manager

**Initiated by:** Public Works Department 

**Subject:** **Approval of Pre-Qualified Concrete Flatwork Specialty Contractor(s) for Bonita Avenue Boardwalk Streetscape Replacement and Renovation Project**

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### **SUMMARY**

Staff conducted a Specialty Contractor prequalification process for certain architectural concrete work in connection with the Bonita Avenue Boardwalk Streetscape Replacement and Renovation Project ("Renovation Project"). Due to the fact that this is a high priority project that is extremely large in scope and geographic size, Staff determined it would be beneficial to pre-qualify a Concrete Flatwork Specialty Contractor ("Specialty Contractor") to provide the utmost highest-quality flatwork finished product for our downtown core area. On November 13, 2015, Request for Qualification letters and questionnaires ("RFQ") were sent out to eleven contractors and Staff received five responses on December 8<sup>th</sup>. As a part of the pre-qualification process, the five contractors were invited to prepare a test panel at the City Yard, which was objectively reviewed and rated by City Staff. Staff requests City Council approval of the two Specialty Contractors that received the highest rating based on the objective evaluation criteria set forth in the RFQ – Act 1 Construction, Inc. and J&M Concrete – as the City's pre-qualified Specialty Contractors to complete all concrete flatwork for the Renovation Project.

### **BACKGROUND**

In 2014, the City determined to initiate the Bonita Avenue Boardwalk Streetscape Replacement and Renovation Project ("Renovation Project") in order to revitalize the City's downtown core area. As a part of the Renovation Project, the downtown core, Bonita Avenue from Cataract Avenue to San Dimas Avenue, will undergo a significant makeover to create an inviting ambience and pedestrian friendly environment. The proposed Renovation Project represents a total revitalization of the downtown Bonita Avenue.

At the July 14, 2015 Study Session, the City Council provided direction on a series of decision points on the final Renovation Project design and prioritized various elements

and segments of the project. The original project estimate expanded from the initial \$1,000,000 budget estimate to well over \$2 million, as summarized below:

	CORE PROJECT Y BONITA AVE. STREET SCAPE	EXCHANGE PLACE	PUBLIC ALLEY	RHOADS PARK	FAÇADE CANOPY DINING MODIFICATIONS
Estimated Project Total:	\$1,554,958.63	\$91,470.20	\$109,910.51	\$147,364.54	\$250,000
Grand Total:	<b>\$2,153,703.99</b>				

To effectively manage City resources, the City Council’s consensus was to break down the Renovation Project in the following manner:

1. Proceed with a “Core Project” to make general improvements to core downtown areas with additional enhancements and street furnishings.
2. Proceed with improvements to the public alley (adjacent to Feed & Grain), as follows –
  - a. Close off access to alley from Bonita Ave and integrate as part of Renovation Project;
  - b. Close alley at south end; and
  - c. Rehabilitate alley.
3. Seek bids for improvements at Exchange Place as an added alternative to the Renovation Project.
4. Defer Rhoads Park improvements at this time.

Sidewalk Acid Wash Finish

As part of the Council’s decision points and directions for final design, the City Council eliminated all brick banding as recommended by the architect, and in place opted to have all natural concrete paved areas with the prime sidewalk area being finished with an “acid wash” finish (similar to sidewalk finish in front of Walker House) and a broom finish for the 16” wide accented banding, including at all intersection corners.

**DISCUSSION**

The public works bid process as per the Public Contracts Code requires a bid to be awarded to the “lowest responsible bidder.” While it is likely there are numerous responsible contractors who could complete the Renovation Project per the project’s plans and specifications, Staff was concerned about whether a contractor would be qualified to deliver concrete flatwork – a central and specialized component of the project – of the desired quality and finish.

To address these types of situations, the Public Contracts Code authorizes a city to pre-qualify a contractor or sub-contractor prior to the bidding process. Once pre-qualified, any pre-qualified contractor(s) and/or sub-contractor(s) will still then be required to submit a bid and be selected by the City Council as the successful “lowest responsible bidder” in order to be awarded a contract for the Renovation Project. Opting to engage in this extra pre-qualification process does not change this requirement. It ensures the

City will award a contract for the Renovation Project that utilizes a concrete contractor who is capable of delivering the quality and texture of sidewalk finishes the Council desires and the community expects.

### Pre-qualification

On November 13, 2015, Staff sent out a Request for Qualification letter and questionnaire ("RFQ"), prepared and developed with the assistance of the City Attorney's office, to eleven contractors. These contractors, who had been identified as potential qualified contractors for this important project, were:

1. Shaw and Sons (Costa Mesa)
2. Gentry Brothers, Inc. (Irwindale)
3. Peterson Brothers Concrete (Brea)
4. KAR Construction (Ontario)
5. Act 1 Inc. (Norco)
6. Grigolla & Sons (San Dimas)
7. All American Asphalt (Corona)
8. C.S. Legacy Construction Inc. (Pomona)
9. Hillcrest Contracting (Corona)
10. Trademark Concrete System (Anaheim)
11. J&M Concrete (Orange)

All interested Specialty Contractors were required to submit written responses to the Public Works Department by December 8, 2015. Of the 11 contractors invited to respond to the RFQ, the City received 5 responses from the following interested Speciality Contractors:

1. C.S. Legacy
2. Grigolla & Sons
3. All American Asphalt
4. Act 1 Construction, Inc.
5. J&M Concrete

Staff reviewed the RFQ responses and all responders were found qualified to move on to the next stage of the pre-qualification process based upon the objective evaluation criteria set forth in the RFQ questionnaire. Therefore, pursuant to the process outlined in the RFQ, all 5 Specialty Contractors were invited to prepare a test panel. Arrangements were made for the 5 contractors to prepare a 16' x 9' test panel at the City Yard on December 14<sup>th</sup> and finish clean-up work on 15<sup>th</sup>. As part of the process, the City furnished the necessary concrete and other specialized materials needed to achieve the desired finish for the test panel and reimbursed each selected contractor up to \$500 for the labor, materials, and equipment necessary to complete their test panel.

Based on the weighted criteria scale set forth in the RFQ, a staff panel reviewed the test panels pursuant to the objective evaluation criteria set forth in the RFQ during the week of test panel construction. The test panels reviewed were identified by a number and not by the names of company who prepared the panels.

On December 21<sup>st</sup>, a separate staff team conducted a field review of all 5 Specialty Contractors' referenced construction projects in the cities of Diamond Bar, Orange, Norco and Ontario. The objective of the field review was to evaluate the scale, scope and detail of each Specialty Contractor's workmanship and the quality of their existing, completed projects.

Upon cumulative review of the RFQ submittals, test panel evaluations, and field reviews, Staff finds that the following two Specialty Contractors met the objective evaluation criteria set forth in the RFQ to pre-qualify for the City's Renovation Project: (1) Act 1 Construction, Inc. and (2) J&M Concrete.

#### Appeal Process and Appeal Panel

In compliance with the Public Contracts Code, the RFQ provides a process by which to appeal a pre-qualification rating and determination. The RFQ further provides that any timely appeal submitted to the City in compliance with the requirements set forth in the RFQ will be heard by a panel appointed by the City Council to hear such appeals (the "Appeals Panel"). To ensure that this process is completed in an efficient manner that does not delay commencement of the subsequent bid process and project construction, Staff recommends that the City Council delegate authority to appoint appropriate staff members to the Appeals Panel to the City Manager.

#### RECOMMENDATION

Staff recommends that the City Council:

1. Approve the following two Specialty Contractors as the City's pre-qualified specialty concrete contractors qualified to be the subcontractor for the concrete flatwork or to submit a bid for the Renovation Project:
  - a. Act 1 Construction, Inc.
  - b. J&M Concrete
  
2. Authorize the City Manager to appoint staff members to the Appeals Panel in the event the City receives an appeal from a non-selected Specialty Contractor.

Respectfully submitted,

  
Krishna Patel  
Director of Public Works

01-16-02



## Agenda Item Staff Report

**To:** Honorable Mayor and Members of City Council  
*January 12, 2015*

**From:** Blaine Michaelis, City Manager

**Initiated by:** Marco A. Espinoza, Senior Planner

**Subject:** Memo: Regarding Ordinance 1238

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Ordinance 1238 has been revised as recommended by the City Council at their December 8, 2015 meeting. The following language has been deleted:

*The accessory sale of beer and wine shall not exceed 10% of the total floor area of the accessory convenience store.*

Council requested additional information from Staff and will make a determination if limiting the display area for beer and wine to less than 49% would be appropriate. The requested information will be presented to the City Council during the review of Conditional Use Permit 15-10 at tonight's meeting. Final display limitations will not affect the language as modified in Municipal Code Text Amendment 15-06. Should the Council approve display limitations it will be set as part of the conditions of approval under Conditional Use Permit 15-10.

**ORDINANCE 1238**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING MUNICIPAL CODE TEXT AMENDMENT 15-06 TO AMEND THE USES IN SPECIFIC PLAN NO. 17, AREA I (CODE SEC. 18.528), TO ALLOW FOR THE OFF-SITE SALE OF BEER AND WINE IN CONJUNCTION WITH A CONDITIONALLY PERMITTED SERVICE STATION WITH A CONVENIENCE STORE.

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES DOES ORDAIN AS FOLLOWS:**

**SECTION 1.** Title 18, Chapter 18.528 of the San Dimas Municipal Code shall be amended, as provided for in Exhibit "A".

**SECTION 2.** This Ordinance shall take effect 30 days after its final passage, and within 15 days after its passage the City Clerk shall cause it to be published in the Inland Valley Daily Bulletin, a newspaper of general circulation in the City of San Dimas hereby designated for that purpose.

**PASSED, APPROVED AND ADOPTED** by the city Council of the City of San Dimas this 12<sup>th</sup> day of January, 2016, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

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

ATTEST:

Approved as to form:

\_\_\_\_\_  
Debra Black, Assistant City Clerk

\_\_\_\_\_  
Mark Steres, City Attorney

I, DEBRA BLACK, ASSISTANT CITY CLERK of the City of San Dimas, do hereby certify that Ordinance 1238 was introduced at a regular meeting of the City Council of the City of San Dimas on the 8<sup>th</sup> day of December, 2015, and thereafter passed and adopted at a regular meeting of said City Council held on the 12<sup>th</sup>, day of January, 2016.

## EXHIBIT A

### Municipal Code Text Amendment 15-06

\*New text changes are in Blue and Underlined

\*Deleted text is in ~~Red and Strikethrough~~

#### SECTION 1.

##### Section 18.528.050.B.2- Conditional Uses

###### B. Conditional Uses.

1. Convenience stores, with up to one thousand square feet of sales floor area, when accessory to a gasoline or service station use. Sales floor shall be defined as the floor area allotted for food and convenience sales and shall not include cashier counter area, refrigeration coolers, storage area, restrooms and similar facilities.

2. Sale of beer and wine for off-site consumption, as an accessory use to a conditionally permitted convenience store as defined above.

#### SECTION 2.

##### Section 18.528.050.C.1- Prohibited Uses

###### C. Prohibited Uses.

1. ~~Sales of alcohol,~~ F Food markets, pharmacies, barber or beauty shops, cleaners and laundries, small appliance repair, repair businesses and similar uses.



## Agenda Item Staff Report

**Date:** January 8, 2016

**To:** Honorable Mayor and Members of City Council  
*For the Meeting of January 12, 2016*

**From:** Blaine Michaelis, City Manager

**Initiated by:** Krishna Patel, Director of Public Works 

**Subject:** **Approval of Budget, Waiver of Formal Bid Process & Authorization to Pre-Purchase Certain Specialty Items for the Bonita Ave Boardwalk Streetscape Replacement and Renovation Project**

### **SUMMARY**

Construction of the Bonita Avenue Boardwalk Streetscape Replacement and Renovation Project ("Renovation Project") will require the City to purchase certain specialty equipment, street furnishings and other items outlined on Attachment A. Due to their limited availability, some of these specialty items can take in excess of 12 to 16 weeks to order and receive.

To keep each phase of Renovation Project's construction on schedule, minimize disruption to the business community, and cut down long lead times, Staff asks that the Council:

(1) approve the proposed specialty items budget set forth on Attachment A and authorize Staff to expend the not to exceed amount of \$375,000 to pre-purchase the specialty items and equipment outlined therein so they are received and readily available for installation when needed for the Renovation Project; and

(2) in accordance with San Dimas Municipal Code § 3.28.070, waive the City's formal bid process and authorize Staff to pre-purchase, without bidding, those certain items listed on Attachment A that (i) can only be obtained from a single vendor or (ii) cost less than \$2,500. The purchase of specialty items that do not meet either of these criteria shall comply with the bid procedures set forth at San Dimas Municipal Code sections 3.28.090 and 3.28.100.

### **BACKGROUND**

In 2014, the City determined to initiate the Bonita Ave Boardwalk Streetscape Replacement and Renovation Project (the "Renovation Project") in order to revitalize the City's downtown area. As a part of the Renovation Project, the downtown core, Bonita Avenue from Cataract Avenue to San Dimas Avenue, will undergo a significant makeover to create an inviting ambience and pedestrian friendly environment.

At a July 14, 2015 Study Session, the City Council was briefed on the proposed Renovation Project and provided direction regarding project design and phasing. To effectively manage escalating costs and City resources, the City Council directed Staff to proceed with a "Core Project" that made general improvements to the highest priority downtown areas with additional enhancements and street furnishings.

The Core Project authorized by the Council will include the following improvements and design elements:

- removal of the wooden boardwalk and construction of high quality etched natural concrete sidewalks from building line to street curb;
- installation of new trees, efficient irrigation, potted landscaping, street lighting improvements, tree well grates, and additional related design elements;
- improvements to the public alley adjacent to the Feed & Grain; and
- potential improvements to Exchange Place, for which the City will invite bids as an added alternative to the Renovation Project.

In August of 2015, the City Council authorized Staff to retain Architerra Design Group ("Architerra") as the landscape architect for the Renovation Project. To date, ninety percent of the construction plans for the Renovation Project have been submitted to Staff for plan check.

Although Architerra has further to go before the project will be ready for final approval, Staff is of the opinion that the City will be in a position to invite bids for the construction of the Renovation Project in February. Once the bid and contract award process is completed, Staff estimates the Renovation Project will commence construction beginning in April 2016.

## **DISCUSSION**

The Renovation Project is a massive endeavor that will completely make over and revitalize the City's downtown area. Due to its large scope and size, Staff has determined to phase project construction into seven geographical segments to lessen the potential impact on the business community and expedite timely construction. Pursuant to this phasing approach, the Renovation Project's contractor and sub-contractor(s) will be required to complete 90-95% of the work on each geographic segment before they will be permitted to move onto the next project area.

Construction of the Renovation Project will require the City to purchase certain specialty equipment, street furnishings and other items. Due to their limited availability, some of these specialty items can take 12 weeks or more to order and receive.

Staff has identified the specialty items it will need to purchase for the construction of the Renovation Project on the budget set forth at Attachment "A" to this report. Cumulatively, these specialty items and equipment are expected to cost \$375,000.

To keep each phase of project construction on schedule, minimize disruption to the community, and cut down long lead times, Staff asks that the Council approve the

Specialty Items Budget and authorize the expenditure of the budgeted amount to pre-purchase these specialty items and equipment so they are received and readily available for installation when needed.

Some of these specialty items can only be obtained from a single vendor. In addition, the City will need to purchase lower cost items such as signs or plaques that cost less than \$2,500 to obtain. The City's Municipal Code authorizes a majority of the City Council to waive the formal bidding process generally required for the purchase of supplies and equipment "when the amount involved is less than two thousand five hundred dollars, or when the commodity can be obtained from only one vendor." (San Dimas Municipal Code § 3.28.070.)

Therefore, Staff further asks that the Council waive the formal bid requirements and authorize Staff to pre-purchase, *without bidding*, those certain sole source and low cost specialty items. The pre-purchase of specialty items that do not meet either of these criteria shall comply with the bid procedures set forth at San Dimas Municipal Code sections 3.28.090 and 3.28.100.

### **RECOMMENDATION**

Staff recommends that the City Council take the following actions with respect to the Renovation Project:

1. Approve the Specialty Items Budget set forth on Attachment A and authorize Staff to expend the not to exceed amount of \$375,000 to pre-purchase the specialty items and equipment outlined therein; and
2. In accordance with San Dimas Municipal Code § 3.28.070, waive the City's formal bid process and authorize Staff to pre-purchase, *without bidding*, only those certain items listed on Attachment A that (i) can only be obtained from a single vendor or (ii) cost less than \$2,500.

Respectfully submitted,



Krishna Patel  
Director of Public Works

01-15-03

ATTACHMENT A

ITEMS	SUPPLIER	LEAD TIME	APPROXIMATE COST*
Tree Grates and trench drain grates	Ironsmith	12 + weeks after order placed	\$116,000.00
Pots	Quick Crete Pre Cast	6-7 weeks	\$47,000.00
Benches and Bike Racks	Victor Stanley	6-8 weeks plus shipping	\$19,000.00
Mail boxes (CBU)	Custom Home Accessories	4-6 weeks plus shipping	\$9,000.00
Flag pole & Flag	LA Steelcraft	4 weeks	\$4,000.00
Historical Plaques	Saxton Bronze	6-8 weeks after deposit received	\$6,000.00
Street Clock	Canterbury International	12 weeks	\$34,000.00
Bollards fixed, removable and fixed light	Canterbury International	2 weeks	\$13,000.00
1890 Drinking fountain w/pet	Canterbury International	12 weeks	\$9,000.00
Lighting	Sun Valley	12 weeks	\$54,000.00
Nostalgic Light	Ameron	12 weeks	\$8,000.00
Trash receptacles	Landscape Forms	6-8 weeks plus shipping	\$10,000.00
Signage	Right of Way	2 weeks	\$5,000.00
		Sub total	\$334,000.00
		12% Contingency	\$40,080.00
		<b>Grand Total</b>	<b>\$374,080.00</b>

\*Rounded to nearest thousand



## Agenda Item Staff Report

**To:** Honorable Mayor and Members of City Council  
*January 12, 2016*

**From:** Blaine Michaelis, City Manager

**Initiated by:** Marco A. Espinoza, Senior Planner

**Subject:** **Continued from the December 8, 2015 City Council Meeting**

**Conditional Use Permit 15-10**  
A request to allow for off-site sale of beer and wine (Type 20) in conjunction with a conditionally permitted service station with convenience store at 1790 S. San Dimas Avenue (Via Verde 76). (APN: 8396-017-025)

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### **SUMMARY**

*Staff received an application for a Municipal Code Text Amendment (MCTA) 16-06 for Specific Plan No. 17 relating to conditional and prohibited uses in Area 1, which is designated "Service Station Use." The MCTA request was for expansion of uses to allow the sale of beer and wine for off-site consumption within an existing gas station convenience store that is accessory to an existing service station. The City Council approved the proposed MCTA 15-06 on December 8, 2015.*

*The Planning Commission also reviewed Municipal Code Text Amendment 15-06 at their November 19, 2015 and recommended approval to the City Council.*

*The owners of the Via Verde 76 service station in Specific Plan No. 17, Area I are requesting to sell beer and wine for off-site consumption (Type 20 License) in conjunction with their existing business. The business currently consists of a gas station with 12 pump stations, two accessory*

*automotive repair service bays, and a 1,000 square foot accessory convenience store. No expansion of the square footage of the building is proposed in conjunction with this request.*

*Staff and the Planning Commission recommend the City Council approve Conditional Use Permit 15-10 by adopting Resolution 2015-54.*

## **BACKGROUND**

At the December 8, 2015, City Council meeting Staff presented the following applications:

### **Municipal Code Text Amendment 15-06**

A request to amend the uses in Specific Plan No. 17, Area I (Code Sec. 18.528), to allow for the off-site sale of beer and wine in conjunction with a conditionally permitted service station with convenience store.

### **Conditional Use Permit 15-10**

A request to allow for off-site sale of beer and wine (Type 20) in conjunction with a conditionally permitted service station with convenience store at 1790 S. San Dimas Avenue (Via Verde 76). (APN: 8396-017-025)

At the meeting after hearing Staff and the applicant's presentations, in addition to the public comments, the City Council voted 4-1 to approve Municipal Code Text Amendment 15-06. The Council also voted to continue Conditional Use Permit 15-10 to allow Staff time to acquire the following additional information in order to properly inform them prior to their final determination:

1. How many gas stations are there in the City and how many of them sell beer and wine?
2. How much display area is provided for beer and wine at other gas stations with a convenience store in the City?
3. How much display area would be considered adequate for beer and wine based on the sales floor area of the convenience store?
4. Has the City previously prohibited and/or restricted the sale of single can/bottles of beer?
5. Do any of the surrounding cities prohibit and/or restrict the sale of single can/bottles of beer?

## **DISCUSSION/ANALYSIS**

There are 10 gas stations in the City of San Dimas. Two of them currently sell beer and wine.

1. Arco AM/PM at 1115 W. Arrow Highway (approved March 24, 1993)

2. Gas N Go at 105 E. Arrow Highway (approved prior to the City incorporation)

There is a third gas station that recently was approved to sell beer and wine but is still in the process of acquiring its license through Alcohol Beverage Control (ABC).

- Shell Gas Station at 630 W. Bonita Avenue (Approved in 2015)

If approved, the Via Verde 76 Gas Station would be the fourth station that provides the sale of beer and wine.

Staff performed site visits at the two stations mentioned above to measure their display areas of beer and wine within their sales area and the proposed areas for the two other stations that currently do not sell alcohol. The sales area includes the coolers that area accessible to customers but not the storage areas, bathrooms, offices, or cashier areas. The following chart notes the size of the sales area and the size of the display area for the beer and wine for each of the four previously mentioned gas stations. (See Exhibits B, C, & D for interior photos of display areas)

	Gas Stations	Sales Area in Sq. Ft.	Display Area of Beer & Wine in Sq. Ft.	Percentage of Display Area of Beer & Wine
1.	Arco AM/PM	1,611	73	4.5%
2.	Gas N Go	658	30	4.5%
3.	Shell	304	24*	7.89%*
4.	Via Verde 76	1,000	49*	4.9%*

\* Proposed Calculations based on discussions with business owners.

As shown on the above chart all the existing gas stations have a beer and wine display area that is less than 10% of their sales floor area and the two new operators would too (Shell and Via Verde 76). The sale of beer and wine for off site consumption is considered an accessory use. Accessory uses have historically been considered a use that would not consume more than 49% of the subject tenant area. The City also has not historically restricted the display area of beer and wine. However in this instance a precautionary measure to limit the percentage of display area of beer and wine may be warranted due to the previous prohibition and the site's proximity to residential properties. As shown in the chart, restricting the display area to 10% appears to be within the normal display area of beer and wine in other similar gas stations with convenience stores and would not be a hindrance on the business.

Staff could not find any conditional use permits within the City that prohibit or restrict the sale of single cans/bottles of beer. Staff observed that both the Arco AM/PM and the Gas N Go do sell single cans/bottles of beer. These are typically sold in 16, 25, 32 and 40 ounces. The Shell Station was not conditioned to prohibit the sales of single

cans/bottle of beer when its conditional use permit application was reviewed by the Planning Commission last year.



Staff contacted the following cities to understand their practice of the prohibition of the sale of single cans/bottles of beer.

City	Restricts the sale of single cans/bottles of beer - wine	No Restrictions
Glendora		X
La Verne		X
Pomona	X – Case by Case	
West Covina	X – Case by Case	
Whittier	X – Case by Case	
Covina		X
Upland	X- Case by Case	

The cities that do restrict the sale of single cans/bottles tend to apply the restrictions on a case by case basis depending on the type of business, location, community concerns and crime statistics. On the next page there are two sets of conditions, one from the City of Whittier and the other from the City of Upland that restricts all single cans/bottles sales.

The City of Whittier restricts the sale of single cans/bottles based on size and original packaging of the manufacturer. They do allow the sale of 32 oz. and 40oz. single bottles of beer. However, wine can only be sold in containers 750 milliliters or larger.

The City of Upland is more restrictive and does not allow for any sale of beer or malt beverage products regardless of container size, in quantities of less than six packs.

### **City of Whittier conditions of approval**

1. Sales of separate alcoholic containers for individual consumption, excluding wine and spirits, unless packaged for sale as such by the manufacturer, are prohibited.
2. The applicant shall not sell beer in containers under one quart (32 oz.) or in less than six-pack quantities. Beer in containers of 16 ounce shall not be sold by a single container.
3. There shall be no wine, with the exception of wine coolers, sold in containers of less than 750 milliliters. No alcoholic beverage "miniatures" of any type may be sold. Wine coolers shall not be sold in less than four-pack quantities.

### **City of Upland condition of approval**

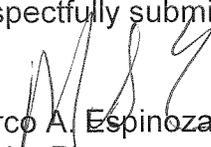
No beer or malt beverage product shall be sold, regardless of container size, in quantities of less than six containers per sale. Wine shall not be sold in bottles or containers smaller than 750 milliliters and wine coolers shall not be sold in units less than a four pack.

Staff is not aware of any direct conflicts or issues of concern with the sale of single cans/bottles of beer at the two existing gas stations in San Dimas and would not recommend at this time that the subject conditional use application be conditioned to prohibit the sale of single cans/bottles of beer.

### **RECOMMENDATION**

Staff and the Planning Commission recommend the City Council approve Conditional Use Permit 15-10 by adopting Resolution 2015-54.

Respectfully submitted,

  
Marco A. Espinoza  
Senior Planner

#### **Attachments:**

- Exhibit A- Planning Commission Staff Report Dated November 19, 2015
- Exhibit B- Gas N Go – 105 E. Arrow Highway Photos
- Exhibit C- Arco AM/PM – 1115 W. Arrow Highway Photos
- Exhibit D- Shell Station – 630 W. Bonita Avenue Photos
- Exhibit E- Via Verde 76 – 1790 S. San Dimas Avenue

Resolution 2015-54



## Planning Commission Staff Report

**DATE:** November 19, 2015  
**TO:** Planning Commission  
**FROM:** Marco A. Espinoza, Senior Planner  
**SUBJECT:** **Municipal Code Text Amendment 15-06**

A request to amend the uses in Specific Plan No. 17, Area I (Code Sec. 18.528), to allow for the off-site sale of beer and wine in conjunction with a conditionally permitted service station with convenience store.

### **Conditional Use Permit 15-10**

A request to allow for off-site sale of beer and wine (Type 20) in conjunction with a conditionally permitted service station with convenience store at 1790 S. San Dimas Avenue (Via Verde 76). (APN: 8396-017-025)

### **SUMMARY**

*Staff has received an application for a Municipal Code Text Amendment (MCTA) for Specific Plan No. 17 relating to conditional and prohibited uses in Area 1, which is designated "Service Station Use." There is one proposed expansion of use to allow the sale of beer and wine for off-site consumption within an existing gas station convenience store that is accessory to an existing service station. No expansion of the square footage of the building or construction plans are proposed in conjunction with this request.*

*The owners of the 76 service station in Specific Plan No. 17, Area I are requesting to sell beer and wine for off-site consumption (Type 20 License) in conjunction with their existing business. The business currently consists of a gas station with 12 pump stations, two accessory automotive repair service bays, and a 1,000 square foot accessory convenience store.*

*Currently, the Municipal Code prohibits the sale of alcohol and conditionally permits convenience stores up to 1,000 square feet as an accessory use to a service station in the subject area and zone. The text amendment proposed for this project is to remove the prohibition on*

*alcohol sales and make accessory beer and wine sales for off-site consumption a conditionally permitted use.*

*The MCTA will only affect the service station (Via Verde 76) since it is the only business in Area I. Staff will also present Conditional Use Permit 15-10 for the off-site sale of beer and wine at the same time as the MCTA with the understanding that the CUP cannot be approved unless the MCTA is first approved and will not become effective until 30 days after the second reading and adoption of the ordinance.*

*Staff recommends the Planning Commission recommend approval of Municipal Code Text Amendment 15-06 and Conditional Use Permit 15-10 to the City Council.*

**BACKGROUND:**

The subject area is located at 1790 S. San Dimas Avenue, on the northeast corner of San Dimas Avenue and Via Verde. This area is designated as Specific Plan No. 17, Area 1- Service Station, which allows for the service station to serve the needs of the community and residents. Additionally, the zone conditionally allows accessory convenience stores up to 1,000 square feet when accessory to a gasoline or service station use.

The service station was originally established in 1989. In 2008, the property and business owners, Bill and Sam Ghosn, submitted a request for municipal code text amendment to conditionally permit a 1,000 square foot convenience store as an accessory use to a service station. At the time, two service bays were proposed to be converted to expand the existing sales floor area.

Prior to receiving approval for the convenience store use there had been two attempts to allow the use in 2003 and in 2007; in both instances Council thought the use would be an inappropriate mix of land uses for this location. When the use was finally approved in 2008, the Council thought that times had changed since the Specific Plan was first created and that consumers were looking for convenience when shopping due to their busy schedules and that not everyone had the luxury to go to the nearby grocery stores.

In 2012-13, the applicant submitted an initiation to request a MCTA to allow for the off-site sale of beer and wine (Type 20 license). During the processing of the initiation Staff discovered that there was a moratorium placed by the California State Department of Alcoholic Beverage Control (ABC) on the issuance of new Type 20 licenses in the City of San Dimas, along with 34 other cities in the County of Los Angeles, due to an overconcentration of licenses.

Section 23817.5 of the California Business and Professions Code establishes a moratorium on the issuance of off-sale beer and wine licenses in cities and counties where the ratio of Type 20 licenses exceeds one for each 2,500 inhabitants. The Department of Alcoholic Beverage Control maintains a list of cities with partial moratorium status. The latest list became effective as of May 9, 2011 and will remain in effect until recalculated in approximately 5 years, in accordance with Section 23817.9 of the California Business and Professions Code. Exhibit E contains a detailed fact sheet and map from ABC's website which indicates that San Dimas has been designated a moratorium city.

Under this moratorium, Type 20 licenses can only be obtained in two ways:

1. The transfer of an existing Type 20 license from one location within San Dimas to another.
  - a. The Department of Alcoholic Beverage Control will allow the transfer of an existing active license within the City to another location within the City as it will not result in an increase in the total number of licenses therein. However, Staff is not aware of any active Type 20 licenses within San Dimas that are available for-sale at this point in time.

Or

2. The issuance of a new license, under the following circumstances.
  - a. California Business and Professions Code Section 23817.7 states that ABC may still issue a license during a moratorium status if the applicant can demonstrate that it will serve a public convenience and necessity and if all of the following conditions exist:
    1. The crime reporting district that the license is going to be located within falls below certain crime levels;
    2. The ratio of licenses to population in the census tract falls below the ratio of licenses to population in the county; and
    3. The local governing body (City) determines that public convenience or necessity would be served by the issuance.

Prior to the moratorium, the State could issue a license in an area considered to be over concentrated if the local governing body (City) or the Department of Alcoholic Beverage Control made the public convenience or necessity finding. Under the California Business and Professions Code Section 23817.7(A)3, which applies to cities under the current moratorium, the local governing body (City) must make the PCN finding for a new license to be issued, and the option for the State to make the finding is no longer available.

At that time the applicants were proposing to obtain a new license and since the Council made a determination that they would not make the PCN findings the applicants withdrew their application. This new application submittal is different as the applicants

are in negotiations to purchase an existing beer and wine license within the City, that is no longer in use (Jim's Market, 244 W. First Street) thereby avoiding having to demonstrate a public convenience and necessity required for new licensees.

In order to streamline the process, Staff is presenting the applicant's requests for Municipal Code Text Amendment 15-06 and Conditional Use Permit 15-10 concurrently.

**ANALYSIS:**

**Municipal Code Text Amendment 15-06**

In order to accommodate the requests, Sections 18.528.050B and 18.528.050C would have to be amended. Currently, those sections read as follows:

- Section 18.528.050.B.1:

*B. Conditional Uses.*

*1. Convenience stores, with up to one thousand square feet of sales floor area, when accessory to a gasoline or service station use. Sales floor shall be defined as the floor area allotted for food and convenience sales and shall not include cashier counter area, refrigeration coolers, storage area, restrooms and similar facilities.*

- Section 18.528.050.C.1:

*C. Prohibited Uses.*

*1. Sales of alcohol, food markets, pharmacies, barber or beauty shops, cleaners and laundries, small appliance repair, repair businesses and similar uses.*

The applicant is requesting that accessory sales of beer and wine for off-site consumption be conditionally permitted in Specific Plan No. 17, Area 1. As the code currently prohibits the sale of alcohol, the following revisions are proposed.

Blue Underlined denotes the proposed verbiage, and ~~red-strikethrough~~ denotes existing verbiage that would be removed.

**Section 18.528.050.B.2- Conditional Uses**

*B. Conditional Uses.*

*1. Convenience stores, with up to one thousand square feet of sales floor area, when accessory to a gasoline or service station use. Sales floor shall be defined as the floor area allotted for food and convenience sales and shall not include cashier counter area, refrigeration coolers, storage area, restrooms and similar facilities.*

2. Sale of beer and wine for off-site consumption, as an accessory use to a conditionally permitted convenience store as defined above.

Section 18.528.050.C.1- Prohibited Uses

C. Prohibited Uses.

1. ~~Sales of alcohol,~~ f Food markets, pharmacies, barber or beauty shops, cleaners and laundries, small appliance repair, repair businesses and similar uses.

The modification would only affect Specific Plan No. 17, Area 1 and would not affect what uses are permitted, conditionally permitted, or prohibited in other zones in the City.

Approving the proposed text change would be consistent with the Council's direction in 2013 that all gas stations be treated equally in terms of allowing accessory convenience stores with the ability to apply for the sale of beer and wine for off-site consumption. Previously some zones only permitted snack shops associated with a gas station and prohibited the sale of alcohol for the off-site consumption. The Council indicated that it would support a code amendment to conditionally permit accessory convenience stores in zones where they are currently prohibited should a business owner bring a proposal forward. The Council also confirmed its wishes to uphold its practice of not making a public convenience or necessity finding despite ABC's current moratorium on Type 20 ABC licenses for off-site consumption of beer and wine.

MCTA Procedure

The procedure for a Municipal Code Text Amendment is set forth in Chapter 18.208. The amendment process was initiated by the City Council on September 22, 2015. The proposals are currently subject to a public hearing review by the Planning Commission and City Council. The Commission would send their recommendation to approve or disapprove to the City Council. Upon receipt of the recommendation of the Planning Commission, the City Council would conduct a public hearing and Council may approve, modify or deny the requested amendment.

Notice

Surrounding residents and property owners were noticed by first-class mail of the MCTA and CUP. Also, Staff submitted a notice to be published in the Inland Valley Daily Bulletin and posted a notice board on the subject site located at 1790 S. San Dimas Avenue. All notices were sent out by November 6, 2015

### Environmental Review

Staff finds that the proposed ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15061(b)(3) (the activity will not result in a direct or reasonable foreseeable indirect physical change in the environment).

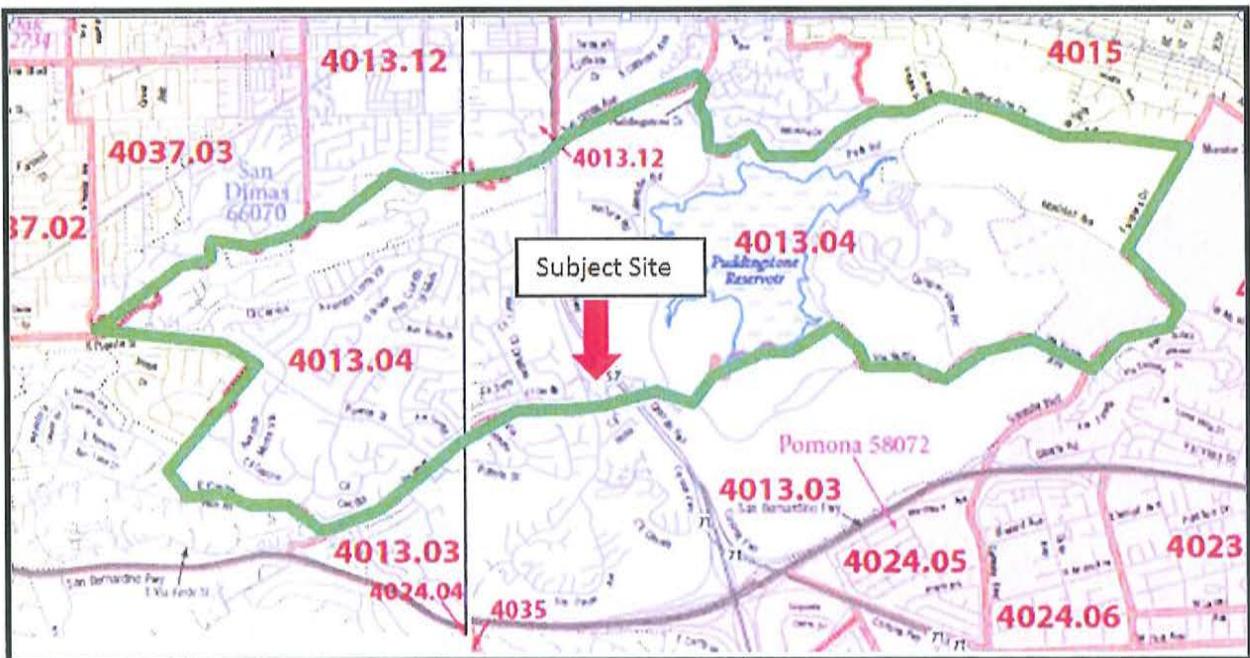
### Conditional Use Permit 15-10

Staff has received a request by the property and business owners, Sam and Bill Ghosn, to conditionally permit the sale of beer and wine for off-site consumption as an accessory use to the service station convenience store.

The service station was constructed in 1989 with a small convenience store and 12 pump stations. In 2008, the convenience store was approved to be expanded into two of the existing service bays for a total of 1,000 sq. ft. of sales area. The total building square footage is 3,306 sq. ft.; there currently are two service bays that are still in use. The applicant is not proposing to expand the convenience store or propose any exterior modification to the building. There are 12 existing parking stalls on-site and two shared parking spaces off-site at the senior housing facility adjacent to the site; no changes are proposed to the parking lot or site.

### Alcohol License Concentration

The Department of Alcoholic Beverage Control uses census tracts for purposes of reporting and concentration analysis. 76 Via Verde is located within Census Tract 4013.04. The boundaries of the Tract are outlined in green below.



There is currently one (1) active off-sale retail license (Type 20) within this Census Tract; East Shore Recreational Vehicle Park Store, which is located in the RV campsite in Bonelli Park (see Exhibit F). Due to ratios established in the Business and Professions Code that compare licenses per Census Tract with total population, the Tract can have up to 3 licenses without being considered over-concentrated by the Department of Alcoholic Beverage Control. As the Census Tract contains one (1) license it is not considered over-concentrated. Due to the under-concentration of this Census Tract the City and the Department of Alcoholic Beverage Control do not have to make a finding of public convenience or necessity.

### **Floor Plan & Parking**

The applicant at this time is not proposing to expand the existing 1,000 sq. ft. convenience store and will use some of the existing cooler and floor area used for soft drinks for the display of the beer and wine. The existing service station meets the parking requirements and the new use (the off-site sale of beer and wine) will not require additional parking spaces (see Exhibit G).

### **Hours of Operation**

The applicant currently operates under the following hours and is not proposing to modify their hours as shown below:

Monday - Sunday: open 24 hours

The existing hours of operation are typical for service stations and their convenience stores. Staff has written Condition No. 14 which prohibits the sale of beer and/or wine between the hours of 2:00 A.M. and 6:00 A.M, Monday - Sunday. The applicant mentioned that they will also be locking the coolers that will hold the beer and wine during the hours of 2:00 A.M. and 6:00 A.M when the sales of these items are prohibited to avoid any conflicts.

### **Surrounding Zoning and Land Uses**

The zoning and land uses surrounding the site are:

- North: Brookdale Senior Nursing Home, Specific Plan 17, Area II
- East: 57 Freeway and the Park and Ride parking lot
- South: Office Complex, Administrative Professional Zone
- West: Single-Family Residential, Specific Plan No. 15

The use will be compatible with the existing service station and the greater area and will provide additional beverage purchasing options for the community. Many service station convenience stores offer beer and wine for sale for off-site consumption.

### **Security**

The San Dimas Sheriff's Department was contacted to see if there were any concerns with the sale of alcohol at the subject location. The Planning Department was informed that there are no concerns regarding alcohol sales or the City issuing a Conditional Use Permit for the off-sale license. Should concerns arise in the future from the alcohol sales, Staff has included a condition (No. 20) that requires changes to the operational characteristics of the business should alcohol-related crime become a security issue or nuisance.

The subject site is located within Specific Plan No. 17, Area 1. The use will be compatible with other uses in the subject zone and will also be compatible with other convenience stores in the City that sell beer and wine for off-site consumption. In addition, the Sheriff's Department does not have any concerns with the request and the approval includes conditions that will assist in minimizing and/or preventing impacts to the adjacent uses and area in general (see Conditions No. 10, 18, 19 & 20).

ABC also reviews crime statistics based on the San Dimas County Sheriffs' Crime Reporting Districts which are similar to the Census Tract. The service station is within District No. 18, which reported 72 offences. This number is lower than the allowable average of 95.7 for each district within the City of San Dimas. ABC will require a PCN if the crime statistics are over the average; if they are not, as in this case, ABC has less of a concern issuing the alcohol license (see Exhibit H).

### **RECOMMENDATION:**

Staff recommends the Planning Commission recommend approval of Municipal Code Text Amendment 15-06, a request to amend the uses in Specific Plan No. 17, Area I (Code Sec. 18.528), to allow for the off-site sale of beer and wine in conjunction with a conditionally permitted service station with convenience store to the City Council by the adoption of Resolution PC - 1550.

Staff also recommends the Planning Commission recommend approval of Conditional Use Permit 15-10, a request to allow for off-site sale of beer and wine (Type 20) in conjunction with a conditionally permitted service station with convenience store to the City Council by the adoption of Resolution PC - 1551.

Respectfully Submitted,



Marco A. Espinoza  
Senior Planner

- Attachments:
- Exhibit A – Vicinity Map
  - Exhibit B – Street view photos of the subject site
  - Exhibit C – Photos of site
  - Exhibit D – Applicant's request letter
  - Exhibit E – Department of Alcoholic Beverage  
Control Notice and Map on Moratorium 2011
  - Exhibit F – Number of Licenses Authorized in Census Tract  
4013.04
  - Exhibit G – Site and Floor Plan
  - Exhibit H – Department of Alcoholic Beverage  
Control Crime Statistic Information Sheet
  - Resolution PC- 1550 (MCTA 15-06)
  - Resolution PC- 1551 (CUP 15-10)

## EXHIBIT A

### VICINITY MAP OF SPECIFIC PLAN NO. 17, AREAS I, II, & III



EXHIBIT A

EXHIBIT A







2



3

EXHIBIT A  
EXHIBIT C



4



5



6

EXHIBIT A  
EXHIBIT C



8



7



9

EXHIBIT A  
EXHIBIT C



10

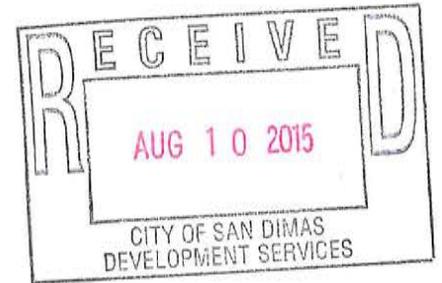


11

EXHIBIT A  
EXHIBIT C

*Via Verde 76*

1790 S. San Dimas Ave.  
San Dimas, CA 91773  
Phone: (909) 592-2010



August 06, 2015

**Mr. Marco A. Espinoza, Senior Planner**

City of San Dimas  
245 East Bonita Avenue  
San Dimas, CA 91773

**Re:** Request to amend the Specific Plan No. 17, Article II, C1

Dear Mr. Espinoza,

The intent of this request is to amend the "Specific Plan No. 17, Article II, C1" to allow the sale of beer and wine in our location.

As all of us are aware, gas stations, in the present, look completely different from the way they used to be thirty years ago. They are cleaner and more attractive and their minimarts serve as a convenient store for the neighborhood where drivers can have a pleasant break. Our project is an existing gas station with a convenient store, where the purpose of the sale of Beer and wine is to provide complementary items to a wide variety of refreshment beverages and snack, for an existing owner operated convenient store, with suitable area 998 SF of sales area. ~~The proposed use will better serve the neighborhood, since there are no convenient stores in the area and~~ consistent with the various elements and objective of the general plan since there are more than one gas station that sells beer and wine in the city.

All public and private facilities such as utilities, landscaping, parking spaces, and traffic circulation are adequate for the proposed use.

As stated previously, the existing project is an owner operated business, where the owners are present on site on a daily basis (10 to 12 hours per day), therefore the sale of the beer and wine will be tightly controlled by the owners, and all the precautions and measures will be taken into consideration.

Please do not hesitate to contact me for any further information you might need,

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Sam Ghosh".

Sam Ghosh  
Via Verde 76

EXHIBIT A

EXHIBIT D



**California Department of Alcoholic Beverage Control  
For the County of LOS ANGELES - (Off-Sale Licenses)  
and Census Tract = 4013.04**

Report as of 11/4/2015

License Number	Status	License Type	Orig. Iss. Date	Expir Date	Primary Owner and Premises Addr.	Business Name	Mailing Address	Geo Code
1) <a href="#">488974</a>	ACTIVE	20	11/17/2010 8:46:33 AM	10/31/2015	EAST SHORE RECREATIONAL VEHICLE PARK LTD LP 1440 CAMPER VIEW RD SAN DIMAS, CA 91773-3924 Census Tract: 4013.04	EAST SHORE R V PARK		1970

- - - End of Report - - -

For a definition of codes, view our [glossary](#).

EXHIBIT A

EXHIBIT F



HORIZON CONSTRUCTION  
 1800 N. UNIVERSITY AVENUE  
 PHOENIX, ARIZONA 85004  
 PHONE: (602) 998-2800  
 FAX: (602) 998-2800

VIA VERDE 76  
 DEVELOPED BY  
 H. SPEED REAL ESTATE, INC.  
 1790 E. SAN DAMAS AVE.  
 SAN DAMAS - CA 94773  
 PHONE: (909) 562-2000

TITLE SHEET  
 EQUIPMENT PLAN

D	A	T	E
APP. NO.	1	1	1
REV. NO.	1	1	1
PRINT SET	1	1	1
PRINT DATE	1	1	1
SCALE	1	1	1
DATE	1	1	1

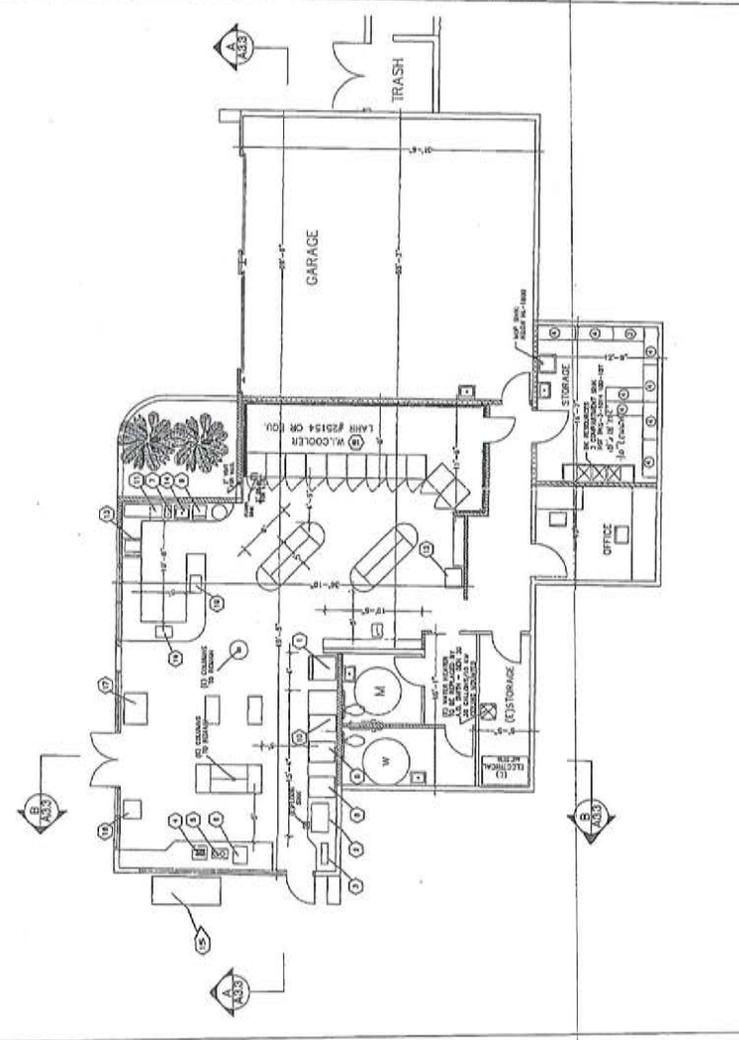
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S H E E T

NO.	NAME/TYPE/FIXTURE	DIMENSIONS
1	100 COOLER (M&A COOL - M200) (E)	60" W x 30" D x 30" H
2	HOT WATER HEATER (JENCO SHAL MAX PRESSURE) (J)	36" W x 24" D x 48" H
3	CONDENSER DISPENSER	36" W x 24" D x 48" H
4	COFFEE BREWER + 3 WARMERS (BUNN F2000-0211)	18" W x 24" D x 18" H
5	3 COFFEE AIR FOLTS (BUNN F2000-0211)	18" W x 24" D x 18" H
6	(A) 100 COOLER (M&A COOL - M200) (E)	60" W x 30" D x 30" H
7	COFFEE DISPENSER (BUNN F2000-0211)	18" W x 24" D x 18" H
8	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
9	(B) 100 COOLER (M&A COOL - M200) (E)	60" W x 30" D x 30" H
10	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
11	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
12	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
13	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
14	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
15	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
16	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
17	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
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24	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
25	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
26	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
27	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
28	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
29	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H
30	3 HEAD BOCA FRENCHMANE MACHINES (BUNN F2000-0211)	18" W x 24" D x 18" H

ANY CHANGES TO THIS PLAN MUST BE INDICATED BY A REVISION TABLE ATTACHED TO THIS PLAN. CHECK FOR CONFLICTS WITH OTHER PLANS BEFORE STARTING CONSTRUCTION. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF PHOENIX DEPARTMENT OF PERMITS AND INSPECTIONS. THE APPROVED PERMIT SHALL BE OBTAINED BEFORE ANY CONSTRUCTION BEGINS. THE PERMIT HOLDER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS. THE PERMIT HOLDER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS. THE PERMIT HOLDER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSPECTIONS.

TYPE OF LIVE WORKS KEPT IN SMALL TOWN CONTAINERS WITH ISL:  
 A - NIGHT CHANGERS (12 TO 18 CTS)  
 B - MAX WORKS (24 CTS)  
 C - JAMBO MEAL WORKS (40 CTS)  
 D - HOUSE WORKS (16 CTS)  
 E - HOUSE WORKS (16 CTS)



2. COFFEE BREWER AND HOT WATER HEATER SHALL BE SUPPLIED CONCRETE BLOCK TO BE FURNISHED BY MONOR. CONSUMABLES WITH PROJECT MANAGER.
3. HOT WATER SHALL NOT EXCEED 120° AT ALL HAND WASH SINKS.
4. APPROVED SHELVES SHALL BE USED IN THE STORAGE ROOM.

1. WALK IN COOLER  
 a) COOLER SHALL BE FINISHED WITH SHINGLES. LIGHTING, DOORS AND CONDENSING UNITS. THIS EQUIPMENT SHALL BE ERRECTED BY THE MANUFACTURER WHO SHALL FURNISH SHOP DRAWINGS SHOWING MECHANICAL, ELECTRICAL, ROOF CURBING AND PENETRATIONS TO BE DONE BY GENERAL CONTRACTOR.  
 b) COOLER SHALL CONFORM TO USC SECTION 2602 FROM PLASTIC INSULATION REQUIREMENTS DOOR FINISH SHALL BE CHROME.  
 c) COOLER/FREEZER CONTRACTOR SHALL BE RESPONSIBLE FOR RESEARCHING THE DESIGN TEMP. PER DESIGN OF THE REFRIGERATION SYSTEM. ALL CONDENSING UNITS MUST BE INSTALLED IN A LOCATION WHERE TEMPERATURES CAN REACH AND EXCEED 85°F.  
 \* COOLER/FREEZER MANUFACTURER SHALL FURNISH AND INSTALL COMPLETE ALUMIUM SYSTEM. AMMUNITION AND CONTROLS SHALL BE MOUNTED ON WALL IMMEDIATELY ADJACENT TO COOLER.  
 0 EXPOSED SURFACES OF COOLER/FREEZER IN SALES AREA COVER WITH 5/8" GYPSUM GREEN BOARD BY G.C.

SCALE 3/16" = 1'-0"

EQUIPMENT PLAN

EXHIBIT A  
 EXHIBIT G

**INFORMATION AND INSTRUCTIONS -**

**SECTION 23958.4 B&P**

- Instructions This form is to be used for all applications for original issuance or premises to premises transfer of licenses.
- Part 1 is to be completed by an ABC employee, given to applicant with pre-application package, with copy retained in holding file or applicant's district file.
  - Part 2 is to be completed by the applicant, and returned to ABC.
  - Part 3 is to be completed by the local governing body or its designated subordinate officer or body, and returned to ABC.

(Jh)

**PART 1 - TO BE COMPLETED BY ABC**

1. APPLICANT'S NAME

2. PREMISES ADDRESS (Street number and name, city, zip code)

1790 S San Dimas Ave, San Dimas, CA 91753-3964

3. LICENSE TYPE

20-Moratorium

4. TYPE OF BUSINESS

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Full Service Restaurant      | <input type="checkbox"/> Hofbrau/Cafeteria | <input type="checkbox"/> Cocktail Lounge     | <input type="checkbox"/> Private Club      |
| <input type="checkbox"/> Deli or Specialty Restaurant | <input type="checkbox"/> Comedy Club       | <input type="checkbox"/> Night Club          | <input type="checkbox"/> Veterans Club     |
| <input type="checkbox"/> Cafe/Coffee Shop             | <input type="checkbox"/> Brew Pub          | <input type="checkbox"/> Tavern: Beer        | <input type="checkbox"/> Fraternal Club    |
| <input type="checkbox"/> Bed & Breakfast:             | <input type="checkbox"/> Theater           | <input type="checkbox"/> Tavern: Beer & Wine | <input type="checkbox"/> Wine Tasting Room |
| <input type="checkbox"/> Wine only                    | <input type="checkbox"/> All               |  |  |

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Supermarket        | <input type="checkbox"/> Membership Store  | <input type="checkbox"/> Service Station               | <input type="checkbox"/> Swap Meet/Flea Market |
| <input type="checkbox"/> Liquor Store       | <input type="checkbox"/> Department Store  | <input type="checkbox"/> Convenience Market            | <input type="checkbox"/> Drive-in Dairy        |
| <input type="checkbox"/> Drug/Variety Store | <input type="checkbox"/> Florist/Gift Shop | <input type="checkbox"/> Convenience Market w/Gasoline |  |
| <input type="checkbox"/> Other - describe:  |  |  |  |

5. COUNTY POPULATION

6. TOTAL NUMBER OF LICENSES IN COUNTY

7. RATIO OF LICENSES TO POPULATION IN COUNTY

On-Sale  Off-Sale 1:1,553  On-Sale  Off-Sale

8. CENSUS TRACT NUMBER

9. NO. OF LICENSES ALLOWED IN CENSUS TRACT

10. NO. OF LICENSES EXISTING IN CENSUS TRACT

On-Sale  Off-Sale 401304 3  On-Sale  Off-Sale 1

11. IS THE ABOVE CENSUS TRACT OVERCONCENTRATED WITH LICENSES? (i.e., does the ratio of licenses to population in the census tract exceed the ratio of licenses to population for the entire county?)

- Yes, the number of existing licenses exceeds the number allowed
- No, the number of existing licenses is lower than the number allowed

12. DOES LAW ENFORCEMENT AGENCY MAINTAIN CRIME STATISTICS?

- Yes (Go to Item #13)  No (Go to Item #20)

13. CRIME REPORTING DISTRICT NUMBER

14. TOTAL NUMBER OF REPORTING DISTRICTS

15. TOTAL NUMBER OF OFFENSES IN ALL REPORTING DISTRICTS

16. AVERAGE NO. OF OFFENSES PER DISTRICT

17. 120% OF AVERAGE NUMBER OF OFFENSES

18. TOTAL NUMBER OF OFFENSES IN REPORTING DISTRICT

19. IS THE PREMISES LOCATED IN A HIGH CRIME REPORTING DISTRICT? (i.e., has a 20% greater number of reported crimes than the average number of reported crimes as determined from all crime reporting districts within the jurisdiction of the local law enforcement agency)

- Yes, the total number of offenses in the reporting district equals or exceeds the total number in item #17
- No, the total number of offenses in the reporting district is lower than the total number in item #17

20. CHECK THE BOX THAT APPLIES (check only one box)

- a. If "No" is checked in both item #11 and item #19, Section 23958.4 B&P does not apply to this application, and no additional information will be needed on this issue. Advise the applicant to bring this completed form to ABC when filing the application.
- b. If "Yes" is checked in either item #11 or item #19, and the applicant is applying for a non-retail license, a retail bona fide public eating place license, a retail license issued for a hotel, motel or other lodging establishment as defined in Section 25503.16(b) B&P, or a retail license issued in conjunction with a beer manufacturer's license, or winegrower's license, advise the applicant to complete Section 2 and bring the completed form to ABC when filing the application or as soon as possible thereafter.
- c. If "Yes" is checked in either item #11 or item #19, and the applicant is applying for an off-sale beer and wine license, an off-sale general license, an on-sale beer license, an on-sale beer and wine (public premises) license, or an on-sale general (public premises) license, advise the applicant to take this form to the local governing body, or its designated subordinate officer or body to have them complete Section 3. The completed form will need to be provided to ABC in order to process the application.

Governing Body/Designated Subordinate Name:

FOR DEPARTMENT USE ONLY

PREPARED BY (Name of Department Employee)

EXHIBIT A

EXHIBIT H



Six (6) Cooler cases  
each measuring 5 sq.  
ft. containing beer and  
wine totaling 30 sq. ft.

Each cooler is 2' deep  
and 2.5' wide



**Gas N Go**

**105 E. Arrow Highway**

**EXHIBIT B**



EXHIBIT B



**Arco AM/PM**  
**1115 W. Arrow Highway**

Arco has a total of 73 sq. ft. (4.5%) of beer and wine displayed within their sales area.



**EXHIBIT C**



2.5'x 10' (73 sq. ft.)  
display of beer and  
wine within 5 coolers

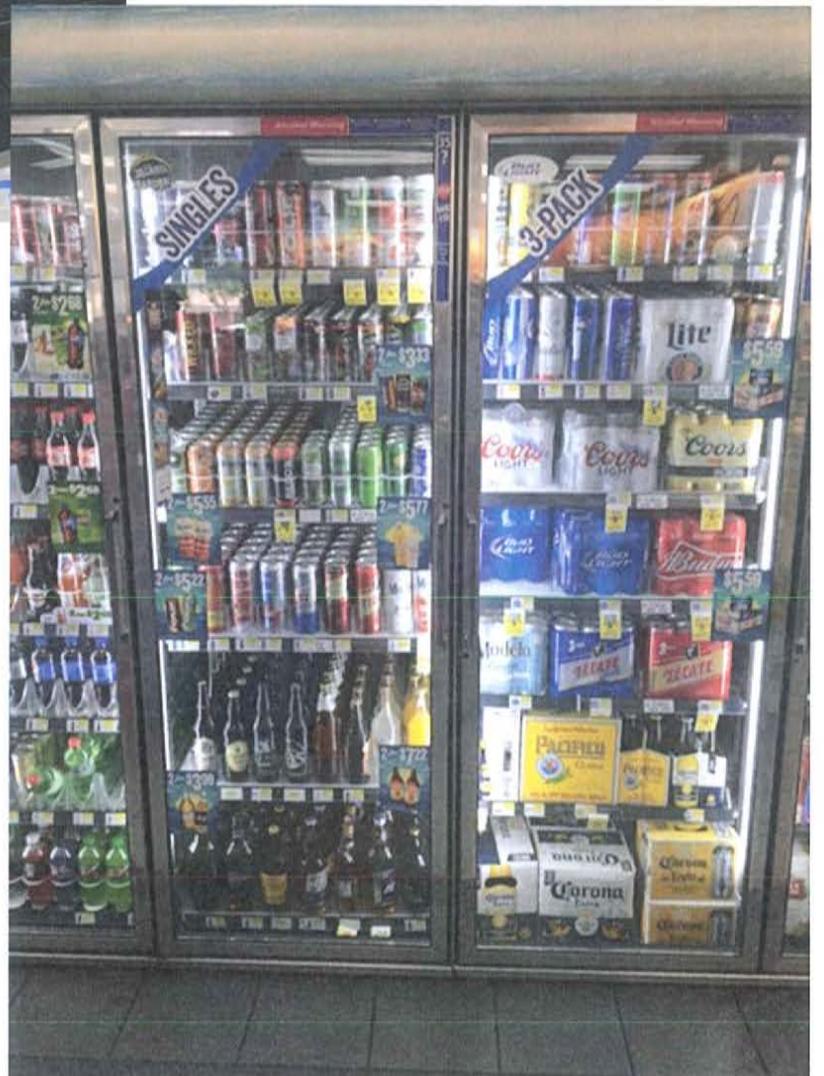
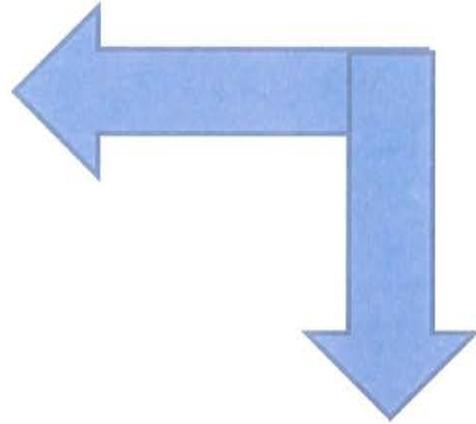


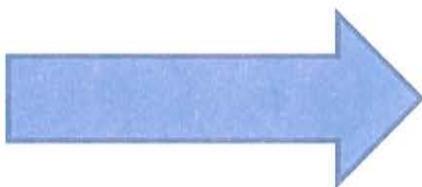
EXHIBIT C



4'x 4' (16 sq. ft.)  
display of beer

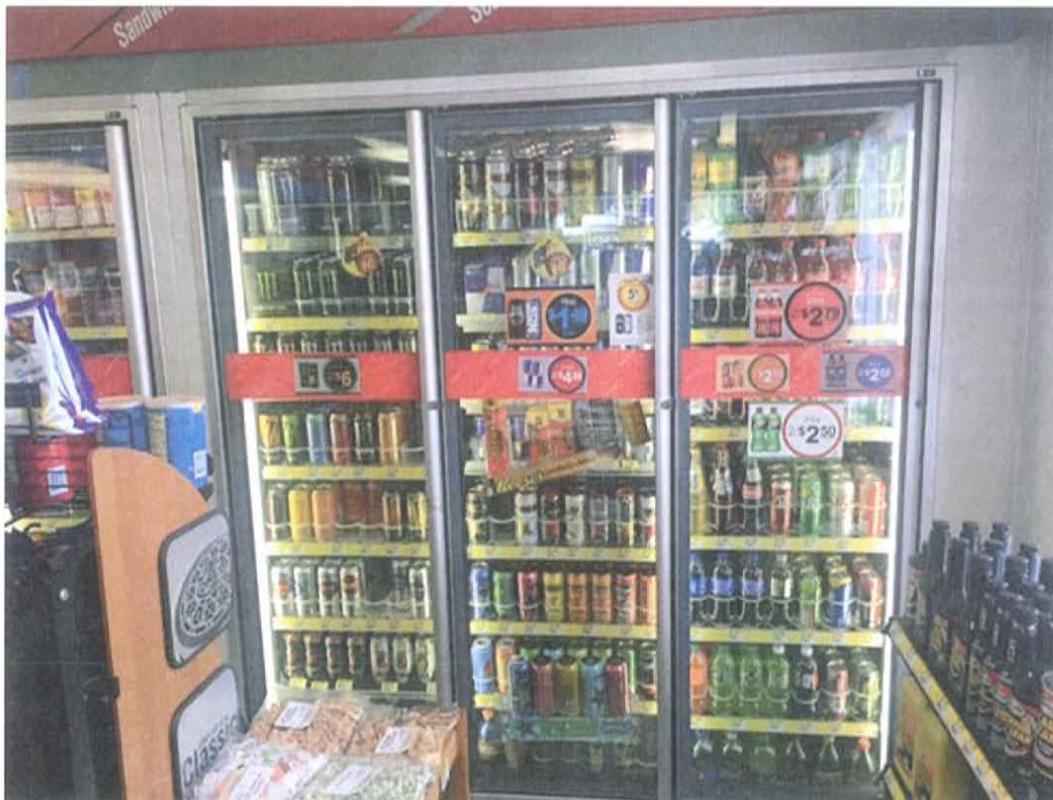


8'x 4' (32 sq. ft.)  
display of beer



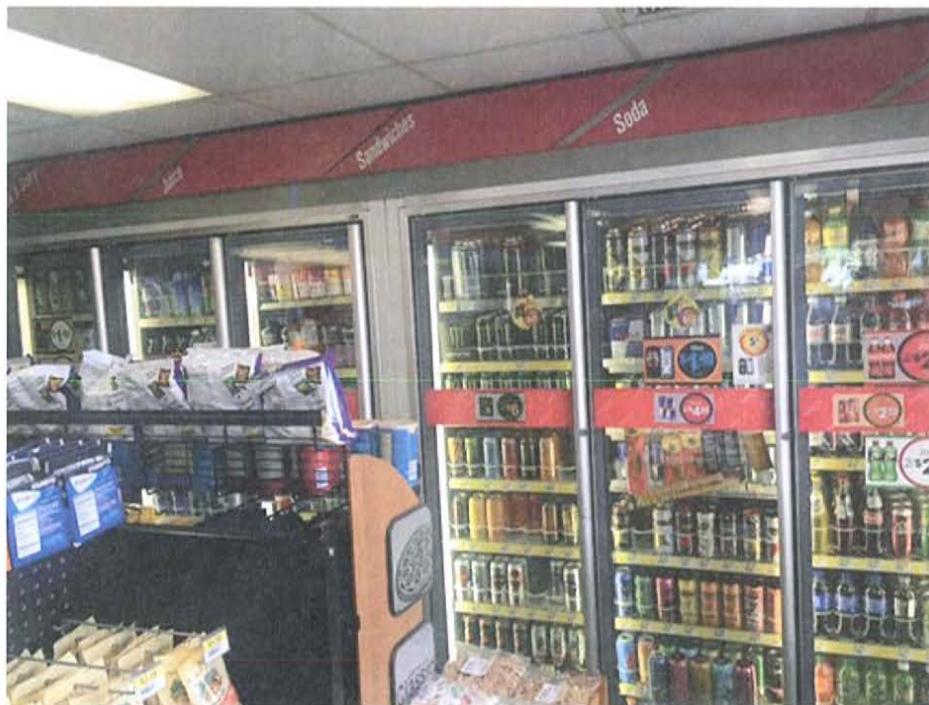
## Shell Station

630 W. Bonita Avenue



Shell Station is proposing to use three of the cooler for beer display (15 sq. ft.) and another 15 sq. ft. within the store for a total of 30 sq. ft. (4.5%)

The display are may increase after their proposed expansion.



## RESOLUTION 2015-54

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS APPROVING CONDITIONAL USE PERMIT 15-10, A REQUEST TO ALLOW OFF-SITE SALES OF BEER AND WINE (TYPE 20 LICENSE) IN ASSOCIATION WITH A SERVICE STATION CONVENIENCE STORE (VIA VERDE 76) LOCATED AT 1790 SOUTH SAN DIMAS AVENUE (APN: 8396-017-025)

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES,**

**WHEREAS**, an application was filed for a Conditional Use Permit by:

Sam and Bill Ghosn

**WHEREAS**, the Conditional Use Permit is described as:

A request to allow for off-site sale of beer and wine (Type 20) in conjunction with a conditionally permitted service station convenience store. The display area for beer and wine within the sales floor shall be limited to 100 square feet (10% of the sales floor area, including cooler area accessible to customers).

**WHEREAS**, the Conditional Use Permit applies to the following described real property:

1790 South San Dimas Avenue (APN: 8396-017-025)

**WHEREAS**, approval of Conditional Use Permit 15-10 shall not become effective until 30 days after the second reading and adoption of Municipal Code Text Amendment 15-06, conditionally allowing for the off-site sale of beer and wine (Type 20 license) within Specific Plan 17, Area I.

**WHEREAS**, the City Council has received the report and recommendation of such agencies as have submitted information including the written report and recommendation of Staff; and

**WHEREAS**, all requirements of the California Environmental Quality Act and the City's Environmental Guidelines have been met for the consideration of whether the project will have a significant effect on the environment.

**NOW, THEREFORE**, in consideration of the evidence received at the hearing, and for the reasons discussed by the Council at the hearing, and subject to the Conditions attached as "Exhibit A", the City Council now finds as follows:

- A. The site and proposed use is adequate in size and shape to accommodate the use and all yards, spaces, walls and fences, parking and loading, landscaping and other

features required by this ordinance to adapt the use with land and uses in the neighborhood.

The subject site is located within Specific Plan No. 17, Area 1, and is developed with an existing service station and 1,000 sq. ft. convenience store. There are no improvements proposed as part of the request for off-sale beer and wine. The existing convenience store is equipped with existing coolers which will provide sufficient space for the proposed request. In addition, the sale of beer and wine for off-site consumption will be compatible with other uses in the subject zone and with other convenience stores that sell beer and wine for off-site consumption.

- B. The site for the proposed use relates to street and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use.

The site is located at the northeast corner of South San Dimas Avenue and Via Verde, which are both improved secondary arterial streets. The arterials are adequate in width and pavement type to carry the quantity of traffic generated by the proposed use, as there is no anticipated significant increase to be generated by the off-sale of beer and wine.

- C. The proposed use will be arranged, designed, constructed, operated and maintained so as to be compatible with the intended character of the area and shall not change the essential character of the area from that intended by the General Plan and the applicable zoning ordinances.

The proposed use is conditionally permitted as an accessory use to a conditionally permitted use in the subject zone. In this case, the existing service station with convenience store is the conditionally permitted use. The sale of beer and wine for off-site consumption will be compatible with other service stations with convenience stores in other zones that sell beer and wine for off-site consumption; therefore, it will not change the essential character of the area in general from the intended commercial uses by the General Plan and Specific Plan No. 17, Area 1. The display area of the beer and wine shall be limited to 10% (100 sq. ft.) of the sales display area which currently totals 1,000 square feet ensuring that the proposed use will be a minor accessory use to the existing convenience store.

In addition, to ensure that the proposed use will have no an adverse effect on abutting property and uses, the applicant and/or his employees are required to attend Alcohol and Beverage Control's LEAD program. The LEAD Program provides the licensee and applicant with practical information on serving alcoholic beverages safely, responsibly, and legally, and preventing illicit drug activity at the licensed establishment. Also, if significant complaints are received by the City of San Dimas regarding violation of the conditions of approval for this use, it shall result in the matter being set for a Revocation of Use hearing in accordance with Chapter 18.200 of the San Dimas Municipal Code.

- D. The proposed use provides for the continued growth and orderly development of the community and is consistent with the various elements and objectives of the General Plan.

The proposed request will provide for the continued growth and development of the community by providing additional beverage options to the general public. The use is conditionally permitted in the subject zone which includes conditions of approval that will assist in preventing impacts to the community in general. In addition the proposed retail sales of beer and wine for off-site consumption will be compatible with the objectives of the commercial land use designation under the General Plan on a limited basis.

PURSUANT TO THE ABOVE FINDINGS, IT IS RESOLVED that the City Council approves Conditional Use Permit 15-10 subject to the applicant's compliance with Conditions in "Exhibit A", attached hereto and incorporated herein. A copy of this Resolution shall be mailed to the applicant.

**PASSED, APPROVED AND ADOPTED**, this 12<sup>th</sup> day of January, 2016, by the following vote:

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

**ATTEST:**

\_\_\_\_\_  
Debra Black, Assistant City Clerk

**I HEREBY CERTIFY**, that Resolution 2015-54 was adopted by the vote of the City Council of San Dimas at its regular meeting of January, 12<sup>th</sup>, 2016 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Debra Black, Assistant City Clerk

**Exhibit A**

**Conditions of Approval  
for  
Conditional Use Permit 15-10**

A request to allow off-site sales of beer and wine (Type 20 license) in association with a service station with 1,000 sq. ft. convenience store (Via Verde 76) located at 1790 S. San Dimas Avenue within Area 1 of the Specific Plan No. 17.

**PLANNING DIVISION - (909) 394-6250**

**GENERAL**

1. The Applicant shall agree to defend at his sole expense any action brought against the City, its agents, officers or employees because of the issuance of such approval, or in the alternative, to relinquish such approval. The applicant shall reimburse the City, its agents, officers or employees for any Court costs and attorney's fees which the City, its agents, officers or employees may be required by a court to pay as a result of such action. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve applicant of his obligations under this condition.
2. The Applicant shall be responsible for any City Attorney costs incurred by the City for the project, including, but not limited to, consultations, and the preparation and/or review of legal documents. The applicant shall deposit funds with the City to cover these costs in an amount to be determined by the City.
3. The approval of this Conditional Use Permit 15-10 shall not become effective until 30 days after the second reading and adoption of Municipal Code Text Amendment 15-06, conditionally allowing for the off-site sale of beer and wine (Type 20 license) within Specific Plan 17, Area I.
4. The Applicant shall comply with all requirements of Specific Plan No. 17, Area 1.
5. The Applicant shall sign an affidavit accepting all Conditions and all Standard Conditions prior to commencing alcohol sales.
6. This Conditional Use Permit approval shall expire if approved use has not commenced within one (1) year from the date of approval, unless a time extension is granted pursuant to San Dimas Municipal Code § 18.200.100.C.
7. The Applicant shall comply with all Conditions of Approval as adopted by the City Council on January 12, 2016.
8. Approval is granted for a Type 20 Alcoholic Beverage Control license for the sale of beer and wine for off-site consumption as an accessory use to a service station with a 1,000 sq. ft. convenience store.

9. Change of the ABC license to a different license type shall first require review and approval of a new Conditional Use Permit Application, associated materials, and fees.
10. The display area of the beer and wine shall be limited to 10% (100 sq. ft.) of the sales display area which currently totals 1,000 square feet ensuring that the proposed use will be a minor accessory use to the existing convenience store/gas station.
11. Any increase of floor area or other substantial changes in operation relating to alcoholic beverage sales shall require review and approval of a new Conditional Use Permit and associated material and fees.
12. Alcoholic beverage sales shall be maintained as an accessory and incidental use to the primary use of the service station with a convenience store.
13. The sale of beer and wine for consumption on the premises is prohibited.
14. The convenience store is permitted to operate 24 hours a day, seven days a week.
15. The sale of alcohol shall be prohibited between the hours of 2:00 A.M. and 6:00 A.M., Monday – Sunday.
16. The cash register shall be programed to prohibit the sale of alcohol stating at 2:00 A.M. and commence at 6:00 A.M., Monday – Sunday.
17. The cash register shall have an electronic identification scanner to verify the purchaser's age (21 years and older) when purchasing alcohol.
18. Alcoholic beverages shall not be sold to any persons under the age of 21.
19. The business owner and their employees shall attend the Department of Alcohol Beverage Control's LEAD Program class- License Applicant Training, within 60 days of approval. Documents on proof of attendance shall be provided to the City upon completion of LEAD training class. Any new owners or employees of the business shall attend the LEAD training class within three months of obtaining a business license or within three months of hire.
20. The applicant shall comply with all regulations of the Alcoholic Beverage Control Act and shall comply with all licensing conditions imposed by the state.
21. If, at the discretion of the Community Development Director and/or the Sheriff's Department, alcohol-related crime becomes a security issue or nuisance as a result of the use, then changes to the business operational characteristics shall be required. These modifications may require a conditional use permit modification at the discretion of the Community Development Director.

**End of Conditions**



## Agenda Item Staff Report

**To:** Honorable Mayor and Members of City Council  
*January 12, 2016*

**From:** Blaine Michaelis, City Manager

**Initiated by:** Luis Torrico, Associate Planner

**Subject:** **Municipal Code Text Amendment 15-07** – A City initiated request to amend Municipal Zoning Code Chapter 18.14, Water Efficient Landscapes to bring the City into compliance with Governor Brown's Drought Executive Order B-19-25.

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### **SUMMARY**

*This is a City initiated Municipal Code Text Amendment, as required by the State of California, to amend Chapter 18.14, Water Efficient Landscapes to be in compliance with the recently revised State Model Water Efficient Landscape Ordinance and Guidelines and to be consistent with Governor Brown's Drought Executive Order B-19-25.*

*Staff worked with a subcommittee group to create a regional ordinance and guidelines for implementing the State's water efficient landscape ordinance. The major revisions include, but are not limited to, the size of landscapes subject to the ordinance has been lowered from 2,500 square feet to 500 square feet for new residential and non-residential landscapes, water allowances have been lowered from 70% of the reference evapotranspiration (ET<sub>o</sub>) to 55% for residential projects and 45% to non-residential projects, and cities must now report on the implementation and enforcement of their local ordinance to the Department of Water Resources. The size threshold for rehabilitated landscapes did not change and remains at 2,500 square feet. The proposed amendment will only amend Chapter 18.14, while the Implementation Guidelines were approved under separate Resolution by the Planning Commission at their December 3, 2015 meeting.*

*At their December 3, 2015 meeting, the Planning Commission voted 5-0 to recommend to the City Council approval of the proposed Municipal Code Text Amendment.*

*Staff and the Planning Commission recommend that the City Council approve MCTA 15-07 by adopting Ordinance No. 1240*

## **BACKGROUND**

The proposed Municipal Code Text Amendment (MCTA) was considered by the Planning Commission at their December 3, 2015 meeting and it was recommended for approval to the City Council. The Planning Commission Staff Report from the December 3, 2015 meeting, which contains additional background and analysis on the proposed amendment, is attached as Exhibit A. In addition, the minutes and PC resolution from the December 3, 2015 meeting are attached as Exhibits B and C.

The Guidelines, which contain the technical details as to how to achieve the water conservation efforts required under the proposed ordinance were approved by the Planning Commission as a separate item at the December 3, 2015 meeting. As required by Section 18.14.090 of Chapter 14, the Water Efficient Landscape Ordinance Guidelines shall be adopted by resolution of the Planning Commission and therefore, do not require review or approval by the City Council. The Council included this language in the ordinance to allow the Commission the authority to adopt and amend the Guidelines to streamline the review process.

## **SUMMARY OF PLANNING COMMISSION COMMENTS**

At their December 3, 2015 meeting, the Planning Commission questioned whether the requirements applied to only the front yard or the whole property. The State's approved guidelines do not specify the location of the landscapes, but it's Staff's understanding that it applies to any new landscapes, regardless if it's located in the front-, back- or side-yard. In addition, the Commission inquired about size threshold and whether the requirements could be bypassed if landscapes were incrementally proposed. The Commission asked whether a timing component could be added to the ordinance or the guidelines. Staff explained that Staff had the same concerns as the State's approved guidelines were silent on the matter. Furthermore, Staff explained that the State was aware of these concerns and would consider amending the recent revisions in the near future as they were rushed to meet the Governor's timeline. The Commission was comfortable with Staff's explanation and did not have any other concerns with the proposed amendments and recommended approval of MCTA 15-07 to the City Council.

Subsequent to the Commission's approval of the guidelines, Staff discussed the timing component further and decided that it was best to include timing component language to the Guidelines. This, however, does not affect the proposed ordinance under consideration by the City Council. The Guidelines will be revised by Staff to include a timing component and be presented to the Commission for their review and approval early this year.

## **RECOMMENDATION**

Staff and the Planning Commission recommend that the City Council adopt Ordinance 1240 approving Municipal Code Text Amendment 15-07.

Respectfully submitted,



Luis Torrico  
Associate Planner

**ATTACHMENTS**

- Exhibit A - December 3, 2015 Planning Commission Staff Report
- Exhibit B - Minutes of December 3, 2015 Planning Commission Meeting
- Exhibit C - Resolution PC 1548
- Exhibit D - San Dimas Model Water Efficient Landscape Ordinance Guidelines

Ordinance 1240



# Planning Commission Staff Report

**DATE:** December 3, 2015

**TO:** Planning Commission

**FROM:** Luis Torrico, Associate Planner

**SUBJECT:** **Municipal Code Text Amendment 15-07** - A City initiated request to amend Municipal Zoning Code Chapter 18.14, Water Efficient Landscapes to bring the City into compliance with Governor Brown's Drought Executive Order B-19-25.

## **SUMMARY**

*This is a City initiated Municipal Code Text Amendment, as required by the State of California, to amend Chapter 18.14, Water Efficient Landscapes to be in compliance with the recently revised State Model Water Efficient Landscape Ordinance and Guidelines and to be consistent with Governor Brown's Drought Executive Order B-19-25.*

*Staff has been working with a subcommittee group to create a regional ordinance and guidelines for implementing the State's water efficient landscape ordinance. The major revisions include, but are not limited to, the size of landscapes subject to the ordinance has been lowered from 2,500 square feet to 500 square feet, water allowances have been lowered from 70% of the reference evapotranspiration (ET<sub>o</sub>) to 55% for residential projects and 45% to non-residential projects and Cities must now report on the implementation and enforcement of their local ordinance to the Department of Water Resources. The proposed amendment will only amend Chapter 18.14, while the Implementation Guidelines will be approved under separate Resolution by the Planning Commission.*

*Staff recommends that the Planning Commission recommend approval of MCTA 15-07, amending Chapter 18.14, Water Efficient Landscapes to the City Council.*

## **BACKGROUND**

On January 17, 2014, Governor Jerry Brown proclaimed a State of Emergency in the State of California due to severe drought conditions and on April 25, 2014 the Governor

proclaimed a continued State of Emergency to exist throughout the State due to the ongoing drought. Subsequently, on April 1, 2015 the Governor issued Executive Order B-29-15 (See Exhibit A) to impose restrictions to achieve a statewide 25% reduction in potable urban water usage through February 28, 2016. In addition, the Executive Order directed the Department of Water Resources to update the State's Model Water Efficient Landscape Ordinance (MWELo) to be more efficient in water conservation.

In response, the City revised its Water Efficient Landscape Ordinance Guidelines which were approved by the Planning Commission on May 21, 2015. At the time of the revision Staff informed the Commission that the State was working on updating the Ordinance and Guidelines to be more restrictive on water use and those revisions would come before the Commission when completed. The State's revisions have now been completed and will go into effect on December 1, 2015.

This item was continued from the November 5, 2015 Planning Commission meeting at which Staff presented an update on the revisions. Staff has now completed the proposed amendments to Chapter 18.14, Water Efficient Landscapes to be in compliance with the State's revisions. The Implementation Guidelines will be approved under a separate Planning Commission Resolution.

### **ANALYSIS**

Local agencies have until December 1, 2015 to adopt the State's MWELo or to adopt or update a local ordinance which must be at least as effective in conserving water as the State's version. Local agencies working as a group to develop a regional ordinance have until February 1, 2016 to adopt. If no action is taken by December 1, 2015, the State's MWELo will go into effect by default; however local agencies can adopt their ordinance and guidelines at a later date.

Staff has been working with other cities through the San Gabriel Valley Council of Governments (COG) and has consulted with an Orange County committee headed by the Municipal Water District of Orange County (MWDOC) to create a regional ordinance and guidelines. The regional ordinance and guidelines would replace the City's current Water Efficient Landscape Ordinance and Guidelines. Since it's a regional ordinance, the City has until February 1, 2016 to adopt the amendments; however, Staff would like to adopt the amendments as soon as possible.

The ordinance and guidelines created by MWDOC was for use by Orange County cities but also adaptable for use by Los Angeles County cities. The final versions, which are as effective in conserving water as the State's MWELo, were completed on October 20, 2015 and Staff has completed the required amendments for use by the City of San Dimas.

While there are several minor revisions proposed, the major changes include, but are not limited to; the following (see PC Resolution 1548 for a full text version of amendments):

- The size of landscapes subject to the ordinance has been lowered from 2,500 square feet to 500 square feet and applies to residential, commercial, industrial and institutional projects;

- New or rehabilitated landscape projects between 500 and 2,500 square feet have the option of complying with performance requirements of the ordinance or conform to a prescriptive compliance approach. This was included in an effort to reduce the complexity and costs for smaller landscapes;
- New or rehabilitated landscape projects with an aggregate landscape area of 2,500 square feet or less
- When using the prescriptive compliance approach, turf shall not exceed 25% of the landscaped area in residential areas, and there shall be no turf in nonresidential areas. In addition, turf is prohibited in parkways less than 10 feet wide, unless the parkway is adjacent to a parking strip and used to enter and exit vehicles.
- Maximum water allowances have been lowered from 70% of the reference evapotranspiration (ET<sub>o</sub>) to 55% for residential projects and 45% to non-residential projects;
- Worksheets for Maximum Applied Water Allowance (MAWA) and the Estimated Total Water Use (ETWU) have been combined into one table;
- Dedicated landscape water meters or sub-meters are required for residential landscapes over 5,000 square feet and non-residential landscapes over 10,000 square feet;
- The minimum width of areas that can be irrigated with overhead sprinklers was increased from 8 feet to 10 feet. Areas less than 10 feet in width must be irrigated with subsurface drip or technology that produces no over spray or runoff and;
- Cities must now report on the implementation and enforcement of their local ordinance to the Department of Water Resources. The reporting process has not been completely outlined by the State at this time and a completion date is unknown.

With the adoption of the proposed amendments, smaller landscapes of at least 500 square feet will now be subject to the requirements of the ordinance including water calculations. However, the revisions also include the option of complying with an alternative prescriptive compliance approach which is intended to reduce the complexity and costs. Staff has concerns that residents working on front yard landscape projects will forgo the complex and costly Landscape Documentation Package, which include, but not limited to, water calculations, irrigation plan and soils reports required by the ordinance. Therefore, Staff intends on encouraging residents of small landscape projects ranging from 500 to 2,500 square feet to follow the alternate prescriptive compliance approach. Landscape projects less than 500 square feet in area will not be subject to the requirements of the ordinance.

As part of the proposed amendments, the previous standards pertaining to artificial turf and drought tolerant landscapes will remain in the revisions. These standards provide residents with alternative landscape methods that when installed correctly, can provide aesthetic curb appeal and provide an appealing community environment, while utilizing little to no water consumption.

The proposed amendments to adopt a regional ordinance will bring the City's Water Efficient Landscape Ordinance into compliance with the State's recent MWELU update. It will also be in compliance with Governor Brown's Executive Order B-29-15 by creating landscape standards that will assist in the State's water conservation efforts.

**RECOMMENDATION**

Staff recommends the Planning Commission recommend approval to the City Council of Municipal Code Text Amendment 15-07, Chapter 18.14, Water Efficient Landscapes to comply with the State's Model Water Efficient Landscape Ordinance and Governor Brown's Executive Order B-29-15.

Respectfully Submitted,

Luis Torrico  
Associate Planner

Attachments:           Appendix A -       Executive Order B-29-15  
                                  PC Resolution 1548

# CITY OF SAN DIMAS PLANNING COMMISSION MINUTES

Regularly Scheduled Meeting  
Thursday, December 3, 2015 at 7:00 p.m.  
245 East Bonita Avenue, Council Chambers

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## **Present**

Chairman David Bratt  
Commissioner John Davis  
Commissioner Margie Green  
Commissioner Tomas Molina  
Commissioner Ted Ross  
Assistant City Manager Comm. Dev. Larry Stevens  
Senior Planner Marco Espinoza  
Associate Planner Luis Torrico  
Planning Secretary Jan Sutton

## **CALL TO ORDER AND FLAG SALUTE**

Chairman Bratt called the regular meeting of the Planning Commission to order at 7:00 p.m. and Commissioner Ross led the flag salute.

## **CONSENT CALENDAR**

1. Approval of Minutes: November 5, 2015  
November 19, 2015 (Davis absent)

**MOTION:** Moved by Green, seconded by Davis to approve the minutes of November 5, 2015. Motion carried unanimously, 5-0.

**MOTION:** Moved by Green, seconded by Molina to approve the minutes of November 19, 2015. Motion carried 4-0-0-1 (Davis abstained).

## **PUBLIC HEARINGS**

2. **CONSIDERATION OF MUNICIPAL CODE TEXT AMENDMENT 15-07** – A request to amend Municipal Zoning Code Chapter 18.14, Water Efficient Landscapes, to bring the City into compliance with Governor Brown's Drought Executive Order B-19-25. **(CONTINUED FROM NOVEMBER 5, 2015)**

Staff report presented by **Associate Planner Luis Torrico** who stated though the two items on the agenda are related to each other, the Code Amendment requires a public hearing and then referral to the City Council, but the other only requires action by the Commission. Discussion may overlap but there will need to separate actions by the Commission.

He stated this item is to amend Chapter 18.14 Water Efficient Landscapes to bring it in compliance with recent updates mandated by the State as outlined at the November 5, 2015 Commission meeting. He reviewed the purpose of the multi-city working group and the creation

of the template and regional ordinance, and the amended requirements for the type of irrigation used and artificial turf limitations. The State's guidelines went into effect on December 1, 2015 and the City will follow those guidelines until the modified ones are adopted and in effect which should be towards the end of February.

**Associate Planner Torrico** stated the main changes in the guidelines lowered the square footage amount of new landscapes that will have to comply with the new ordinance. For the average homeowner they were able to create an alternative compliance package that will be less complex and costly when rehabbing their landscapes. Another change involves dropping the water allowances for commercial and residential properties, and that when they reach a certain square footage threshold the owner will be required to install a separate water meter for the landscaping. The State has enacted another requirement that the City will need to complete an annual report to show compliance with the State guidelines. Currently Staff believes the initial report will be to advise if they are adopting their own ordinance or defaulting to the State's ordinance.

He stated most of the technical details will be contained in the Guidelines. The Ordinance has language stating that we are enforcing the requirements for water efficiency but the details and how to achieve the reduction is in the Guidelines. Staff is recommending the Commission recommend that the City Council approve Municipal Code Text Amendment 15-07.

**Commissioner Davis** asked if these requirements were just for the front yard or the whole property because it seemed like they were just for the front yard.

**Associate Planner Torrico** stated they are trying to get clarification from the State on that question. The City has only focused on the front yard in the past, but the new State guidelines are vague in that area so Staff is trying to determine if the standards include the backyard area as well. The standards for artificial turf are for the front yard, but they could also be applicable to the rear as well.

**Commissioner Davis** asked if someone had more than 2,500 square feet of landscaping but only rehabbed it incrementally to bypass the requirements, what happens then. And is there some type of timing component, so that if they were doing 500 square feet every three months, would they still be exempt.

**Associate Planner Torrico** stated if a homeowner was rehabbing less than 500 square feet, they would be exempt. Staff would give them the guidelines and encourage them to follow those, but we could not require it. That is another issue that they need the State to clarify as there is no time limitations called out in their regulations for new or rehabbed landscapes.

**Commissioner Davis** asked if that was something the City would want to address in this document.

**Associate Planner Torrico** stated if the Commission feels it is important, we can amend the document. In recent discussions with the State they are aware that there are many areas that were not adequately addressed when they rushed to put together the new model ordinance to meet the Governor's timeline, and it is their opinion that there will be an update within the next year or so to address the many questions regarding the ordinance, such as this one.

**Senior Planner Marco Espinoza** stated that when Staff has been working with homeowners who are revising their landscaping they have been doing the whole area at one time instead of in sections.

**Commissioner Davis** asked at what point a separate water meter is required.

**Associate Planner Torrico** stated for residential property it would be when they are rehabbing 5,000 square feet or more. For non-residential property it is 1,000 square feet.

**Commissioner Molina** asked if this was leading to allowing people to just use rock in their front yards.

**Associate Planner Torrico** stated the City limits hardscape to 20% of the front yard as an accent to the landscape areas.

**Chairman Bratt** asked when the report refers to non-residential, is that referring to commercial, and if the intent is to meet the requirements for a regional ordinance. He also asked for clarification on the definition of overhead sprinklers and if that is just a pop-up type or something else.

**Associate Planner Torrico** stated the term non-residential refers to both commercial and industrial properties. The State allowed cities to work individually or they could join together as a group to create a regional template that all the cities could follow. San Dimas and other cities in the San Gabriel Valley region joined with the Orange County working group to create a regional model. In regards to what is an overhead sprinkler, that is essentially any pop-up sprinklers that can lead to runoff. They are trying to push people to use drip or bubbler sprinklers.

**Commissioner Davis** asked in the prescriptive compliance option, is it required to have a landscape professional sign-off on the plans. He also found it interesting that they are trying to make hardscape drain towards the yard now instead of to the street.

**Associate Planner Torrico** stated under the compliance package you do not need a professional landscape designer. That was the intent in creating an alternative option for the average homeowner. The new guidelines do focus more on water retention on-site to percolate back into the ground instead of running down the storm drain.

Chairman Bratt opened the meeting for public hearing. There being no comments, the public hearing was closed.

**Commissioner Davis** stated he was supportive of the compliance package option for the average homeowner because when he first read the requirements he was concerned that they wouldn't have people comply due to the cost. He was glad there was an option that would limit the costs for residential properties.

#### RESOLUTION PC-1548

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN DIMAS RECOMMENDING APPROVAL TO THE CITY COUNCIL OF MUNICIPAL CODE TEXT AMENDMENT 15-07, A CITY INITIATED REQUEST TO AMEND CHAPTER 18.14, WATER EFFICIENT LANDSCAPES AND THE IMPLEMENTATION GUIDELINES TO COMPLY WITH THE STATE'S UPDATE TO THEIR MODEL WATER EFFICIENT LANDSCAPE ORDINANCE

**MOTION:** Moved by Davis, seconded by Ross to approve Resolution PC-1548 recommending approval of Municipal Code Text Amendment 15-07 to the City Council. Motion carried unanimously, 5-0

### **COMMISSION BUSINESS**

#### **3. CONSIDERATION OF REVISED WATER EFFICIENT LANDSCAPE GUIDELINES**

Staff report presented by **Associate Planner Luis Torrico** who stated the Guidelines contain all the technical details for implementing the Ordinance requirements as mentioned in the previous item. The Council intentionally set the approval process up to allow the Commission the authority to adopt and amend the Guidelines to shorten the legislative process.

**Chairman Bratt** stated then if there were any changes to be made in the future, it would come back to the Commission for consideration.

**Associate Planner Torrico** stated that was correct.

**Commissioner Ross** asked if there was an overlay in the tree section for fire-retardant trees to be used in the high-fire zone areas.

**Associate Planner Torrico** stated they have not looked at it from that standpoint, only as to their water efficiency.

**Commissioner Davis** stated he thought he saw something that stated if there was a conflict between fire and landscaping requirements, then the Fire Code would take precedence. He asked if there was any requirement to change existing hardscape to meet the drainage requirements.

**Associate Planner Torrico** stated the trees contained on the list were just recommendations and other appropriate species could be used. If someone was just rehabbing their landscape, Staff would look for compliance in regards to the amount of hardscape but they would not be required to change the drainage if they were not making any changes to the hardscape. If it is changing as part of the project, then that's when it would be reviewed as to how it meets the drainage.

**Commissioner Davis** stated it appears the definition of hardscape has been changed to only concrete and walls.

**Associate Planner Torrico** stated that was an error and the definition will continue to call out pavements, concrete, asphalt, bricks, stone or walls

#### RESOLUTION PC-1554

#### A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN DIMAS APPROVING REVISIONS TO THE WATER EFFICIENT LANDSCAPE ORDINANCE GUIDELINES

**MOTION:** Moved by Davis, seconded by Green to approve Resolution PC-1554 approving the revisions to the Water Efficient Landscape Ordinance Guidelines. Motion carried unanimously, 5-0.

## **ORAL COMMUNICATION**

### **4. Community Development Department**

**Senior Planner Marco Espinoza** stated at the next meeting will be an item to consider adopting interim policies and procedures in regards to wireless telecommunications facilities to comply with new State regulations.

### **5. Members of the Audience**

No communications were made.

### **6. Planning Commission**

**Commissioner Davis** asked if the single-family homes in the mixed-use project on San Dimas Avenue had been sold.

**Senior Planner Espinoza** stated not at this time, but they may have them on the market in the next month.

**Chairman Bratt** asked about the dates for the Planning Commissioner Conference in March.

**Senior Planner Espinoza** stated Staff would need to look that up and then could advise the Commissioners so they can plan their calendars.

## **ADJOURNMENT**

**MOTION:** Moved by Green, seconded by Davis to adjourn. Motion carried unanimously, 5-0. The meeting adjourned at 7:36 p.m. to the regular Planning Commission meeting scheduled for Thursday, December 17, 2015, at 7:00 p.m.

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David A. Bratt, Chairman  
San Dimas Planning Commission

ATTEST:

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Jan Sutton  
Planning Commission Secretary

Approved: December 17, 2015

## RESOLUTION PC-1548

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN DIMAS RECOMMENDING APPROVAL TO THE CITY COUNCIL OF MUNICIPAL CODE TEXT AMENDMENT 15-07, A CITY INITIATED REQUEST TO AMEND CHAPTER 18.14, WATER EFFICIENT LANDSCAPES TO COMPLY WITH THE STATE'S UPDATE TO THEIR MODEL WATER EFFICIENT LANDSCAPE ORDINANCE

WHEREAS, the waters of the State of California are of limited supply and are subject to ever increasing demands; and

WHEREAS, the continuation of economic prosperity is dependent on the availability of adequate supplies of water for future uses; and

WHEREAS, landscapes are essential to the quality of life in the State and the City of San Dimas by providing areas for active and passive recreation and as an enhancement to the environment by cleaning air and water, preventing erosion, offering fire protection, and replacing ecosystems lost to development; and

WHEREAS, landscape design, installation, maintenance, and management can and should be water efficient; and

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

WHEREAS, the recent drought has emphasized the need to be prudent in the use and conservation of water; and

WHEREAS, the City adopted Ordinance No. 1196 Water Efficient Landscapes in 2010, which implemented standards to regulate water efficient landscapes in accordance with AB 1881, and

WHEREAS, pursuant to Governor Brown's Drought Executive Order of April 1, 2015 (B-29-15), the California Water Commission approved an update to the State's Model Water Efficient Landscape Ordinance; and

WHEREAS, the State requires local agencies to adopt the 2015 State Model Ordinance or an ordinance that is "at least as effective" in conserving water; and

WHEREAS, to comply with State requirements, to provide consistency with other jurisdictions, and to ease use for applicants, the City desires to adopt a regional Water Efficient Landscape Ordinance that is “at least as effective as” the 2015 State Model Water Efficient Landscape Ordinance.

NOW, THEREFORE, in consideration of the evidence received at the hearing, and for the reasons discussed by the Commissioners at the hearing, the Planning Commission now finds as follows:

- A. The proposed Municipal Code Text Amendment will not adversely affect adjoining property as to value, precedent or be detrimental to the area.

The proposed amendments will be applicable citywide and will not adversely affect property values or be detrimental to any area in the City. The amendments will bring the City’s Water Efficient Landscape Ordinance into compliance with the State’s Model Water Efficient Landscape Ordinance and its efforts to conserve water. While the primary reason for the amendments are water conservation, the amendments will still include provisions to ensure landscapes continue to preserve the character of the City and uphold an appealing community environment to protect property values citywide.

- B. The proposed Municipal Code Text Amendment will further the public health, safety and general welfare.

The proposed amendments to the City’s Water Efficient Landscape Ordinance will provide landscape standards that will assist in water conservation efforts to comply with the State Model Ordinance set forth in Government Code 6555 and California State Executive Order B-29-15. In addition, the proposed revisions will further the public health, safety and general welfare by creating standards for water-conserving landscapes as the waters of the State of California are of limited supply.

- C. The proposed Municipal Code Text Amendment is consistent with the General Plan and is in compliance with all applicable provisions of the Zoning Code and other ordinances and regulations of the City.

The proposed amendments will bring the City’s Water Efficient Landscape Ordinance into compliance with the State’s recent update and will be consistent with the Conservation Element of the General Plan by creating standards for water-conserving landscapes. In addition, the proposed amendments will be in compliance with all other ordinances and regulations of the City.

PURSUANT TO THE ABOVE FINDINGS, IT IS RESOLVED that the Planning Commission recommends to the City Council approval of Municipal Code Text Amendment 15-07 as set forth in attached Exhibit A.

PASSED, APPROVED and ADOPTED, the 3<sup>rd</sup> day of December, 2015 by the following vote:

AYES: Bratt, Davis, Green, Molina, Ross

NOES: None

ABSENT: None

ABSTAIN: None



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David A. Bratt, Chairman  
San Dimas Planning Commission

ATTEST:



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Jan Sutton, Planning Secretary

**GUIDELINES  
FOR IMPLEMENTATION OF THE  
CITY OF SAN DIMAS  
MODEL WATER EFFICIENT  
LANDSCAPE ORDINANCE (MWEL0)**

**2015**

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# **1. Purpose and Applicability**

## **1.1 Purpose**

- (a) The primary purpose of these Guidelines is to provide procedural and design guidance for applicants proposing new landscape or landscape rehabilitation projects that are subject to Chapter 18.14 of the City of San Dimas Municipal Code. This document is also intended for use and reference by City staff in reviewing and approving designs and verifying compliance with Chapter 18.14.
- (b) Other regulations affecting landscape design and maintenance practices are potentially applicable and should be consulted for additional requirements. These regulations include but may not be limited to:
  - (1) State of California Assembly Bill 1881;
  - (2) State of California Executive Order B-29-15;
  - (3) National Pollutant Discharge Elimination Permit(s) for the Municipal Separate Storm Sewer System;
  - (4) Los Angeles County Fire Code Regulations for fuel modification in landscapes;
  - (5) Water Conservation, Water Supply Shortage, and Drought Response Regulations of the Local Water Purveyor(s);
  - (6) Local and State Regulations governing use of Recycled Water;
  - (7) City of San Dimas Municipal Code;
  - (8) Zoning Code;
  - (9) Building Code;
  - (10) Specific Plans, Master Plans, General Plan, or similar land use and planning documents; and
  - (11) Conditions of approval for a specific project.

## **1.2 Applicability**

- (a) Beginning February 1, 2016, and consistent with Executive Order No. B-29-15, this ordinance shall apply to all of the following landscape projects:
  - (1) New landscape projects with an aggregate landscape area equal to or greater than 500 square feet, requiring a building or landscape permit, plan check or design review;

- (2) Rehabilitated landscape projects with an aggregate landscape area equal to or greater than 2,500 square feet, requiring a building or landscape permit, plan check or design review;
  - (3) New or rehabilitated landscape projects between 500 and 2,500 square feet may comply with the performance requirements of this ordinance or conform to the prescriptive measures contained in Appendix A of the Guidelines.
  - (4) New or rehabilitated projects using treated or untreated graywater or rainwater capture on site, any lot or parcels within the project that has less than 2,500 square feet of landscape area and meets the lot or parcel's landscape water requirement (Estimated Total Water Use) entirely with the treated or untreated graywater or though stored rainwater capture on site is subject only to Appendix A Section (5);
  - (5) Special Landscaped Areas, such as areas dedicated to edible plants, irrigated with recycled water, or dedicated to active play, shall prepare a water efficient landscape worksheet and landscape documentation package according to specifications for Special Landscaped Areas;
  - (6) Cemeteries. Recognizing the special landscape management needs of cemeteries, new and rehabilitated cemeteries are limited to Sections 2.2 and 2.9 of these Guidelines; and existing cemeteries are limited to Section 3 of these Guidelines.
- (b) The requirements of the Guidelines may be partially or wholly waived, at the discretion of the Director of Development Services or his/her designee, for landscape rehabilitation projects that are limited to replacement plantings with equal or lower water needs and where the irrigation system is found to be designed, operable and programmed consistent with minimizing water waste in accordance with local water purveyor regulations.
- (c) Unless otherwise determined by the City, the Water Efficient Landscape Ordinance and these Guidelines do not apply to:
- (1) Registered local, state, or federal historical sites;
  - (2) Ecological restoration projects that do not require a permanent irrigation system;
  - (3) Mined-land reclamation projects that do not require a permanent irrigation system; or
  - (4) Plant collections, as part of botanical gardens, and arboretums open to the public.

## **2. Submittal Requirements for New Landscape Installations or Landscape Rehabilitation Projects**

- (a) Discretionary approval is typically required for landscape projects that are subject to site plan reviews or other procedural processes apply such that standard or special conditions of approval may be required by the City. Discretionary projects with conditions of approval may be approved administratively by city staff, or acted on formally by the Planning Commission, City Council, or other jurisdictional authority. A typical standard condition of approval reads:

*“Landscaping for the project shall be designed to comply with the City’s Water Efficient Landscape Ordinance and with the Guidelines for Implementation of the Water Efficient Landscape Ordinance.”*

Landscape or water features that typically require a ministerial permit (i.e., a building, plumbing, electrical, or other similar permit), thereby triggering compliance with the Water Efficient Landscape Ordinance requirements independently of the need for discretionary approval include, but are not limited to, swimming pools, fountains or ponds, retaining walls, and overhead trellises.

### **2.1 Landscape Documentation Package**

- (a) A Landscape Documentation Package is required to be submitted by the applicant for review and approval prior to the issuance of ministerial permits and prior to the start of construction. Unless otherwise directed by the City, the Landscape Documentation Package shall include the following elements either on plan sheets or supplemental pages as directed by the City:

- (1) Project Information, including, but not limited to, the following:
  - (a) Date;
  - (b) Project name;
  - (c) Project address, parcel, and/or lot number(s);
  - (d) Total landscaped area (square feet) and rehabilitated landscaped area (if applicable);
  - (e) Project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed);
  - (f) Water supply type (e.g., potable, recycled, or well) and identification of the local retail water purveyor if the project applicant is not served by a private well;
  - (g) Checklist or index of all documents in the Landscape Documentation Package;

- (h) Project contacts, including contact information for the project applicant and property owner;
  - (i) Certification of Design in accordance with Appendix B of these Guidelines that includes a landscape professional's professional stamp, as applicable, signature, contact information (including email and telephone number), license number, and date, certifying the statement that "The design of this project complies with the requirements of the City's Water Efficient Landscape Ordinance" and shall bear the signature of the landscape professional as required by law; and
  - (j) Any other information the Director of Development Services or his or her designee deems relevant for determining whether the landscape project complies with the Water Efficient Landscape Ordinance and these Guidelines.
- (2) Maximum Applied Water Allowance (MAWA) and Estimated Applied Water Use (EAWU) expressed as annual totals including, but not limited to, the following:
- (a) Water Efficient Landscape Worksheet for the landscape project;
  - (b) Water budget calculations for the landscape project; and
  - (c) Hydrozone information table for the landscape project.
- (3) A soil management report or specifications, or specification provision requiring soil testing and amendment recommendations and implementation to be accomplished during construction of the landscape project.
- (4) A landscape design plan for the landscape project.
- (5) An irrigation design plan for the landscape project.
- (6) A grading design plan, unless grading information is included in the landscape design plan for the landscape project or unless the landscape project is limited to replacement planting and/or irrigation to rehabilitate an existing landscaped area.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

## 2.2 Water Efficient Landscape Calculations and Alternatives

- (a) The applicant shall provide the calculated Maximum Applied Water Allowance (MAWA) and Estimated Applied Water Use (EAWU) for the landscaped area as part of the Landscape Documentation Package submittal to the City. The MAWA and EAWU shall be calculated based on completing the Water Efficient Landscape Worksheets (in accordance with the sample worksheets in Appendix C) which contain information on the plant factor, irrigation method, irrigation efficiency and area associated with each hydrozone. Calculations are then made to show that the evapotranspiration adjustment factor (ETAF) for the landscape project does not exceed a factor of 0.55 for residential areas and 0.45 for non-residential areas, exclusive of Special Landscape Areas. The ETAF for a landscape project is based on the plant factors and irrigation methods selected. The Maximum Applied Water Allowance is calculated based on the maximum ETAF allowed (0.55 for residential areas and 0.45 for non-residential areas) and expressed as annual gallons required. The EAWU is calculated based on the plants used and irrigation method selected for the landscape design.
- (b) The EAWU allowable for the landscaped area may not exceed the MAWA. The MAWA shall be calculated using an evapotranspiration adjustment factor (ETAF) of 0.55 for residential areas and 0.45 for nonresidential areas, except for the portion of the MAWA applicable to any special landscaped areas within the landscape project, which shall be calculated using an ETAF of 1.0. Where the design of the landscaped area can otherwise be shown to be equivalently water-efficient, the applicant may submit alternative or abbreviated information supporting the demonstration that the annual EAWU is less than the MAWA, at the discretion of and for the review and approval of the City.
- (c) Water budget calculations shall adhere to the following requirements:
  - (1) The MAWA shall be calculated using the Water Efficient Landscape Worksheets and equation presented in Appendix C on page C-1.
  - (2) The EAWU shall be calculated using the Water Efficient Landscape Worksheets and equation presented in Appendix C on page C-1.
  - (3) For the calculation of the MAWA and EAWU, a *project applicant* shall use the *ET<sub>o</sub>* values from the closest location listed in the Reference Evapotranspiration Table in Appendix D. For geographic areas not covered in Appendix D, data from other cities located nearby in the same reference evapotranspiration zone may be used.
  - (4) For calculation of the EAWU, the plant water use factor shall be determined as appropriate to the project location from the Water Use Efficiency of Landscape Species (WUCOLS) Species Evaluation List or from horticultural researchers with academic institutions or professional associations as approved by the California Department of water Resources

(DWR). The plant factor ranges from 0 to 0.1 for very low water use plants, 0.1 to 0.3 for low water use plants, 0.4 to 0.6 for moderate water use plants, and 0.7 to 1.0 for high water use plants.

- (5) For calculating the EAWU, the plant water use factor shall be determined for each valve hydrozone based on the highest-water-use plant species within the zone. The plant factor for each hydrozone may be required to be further refined as a “landscape coefficient,” according to protocols defined in detail in the WUCOLS document, to reflect planting density and microclimate effects on water need at the option of the applicant or the City.
- (6) For calculation of the EAWU, the area of a water feature is defined as a high water use hydrozone with a plant factor of 1.0.
- (7) For calculation of the EAWU, a temporarily irrigated hydrozone area, such as an area of highly drought-tolerant native plants that are not intended to be irrigated after they are fully established, is defined as a very low water use hydrozone with a plant factor of 0.1.
- (8) For calculation of the MAWA, the ETAF for special landscaped areas is set at 1.0. For calculation of the EAWU, the ETAF for special landscaped areas is calculated as the special landscaped area (SLA) plant factor divided by the SLA irrigation efficiency factor.
- (9) Irrigation efficiency (IE) of the irrigation heads used within each hydrozone shall be assumed to be as follows, unless otherwise indicated by the equipment manufacturer’s specifications or demonstrated by the project applicant:

Irrigation Method	DU <sub>LQ</sub>	DU <sub>LH</sub> *	EU	IE**
Spray nozzles	65%	79%		71%
High efficiency spray nozzles	70%	82%		73%
Multi stream/Multi trajectory rotary (MSMT) nozzles	75%	85%		76%
Stream rotor nozzle	70%	82%		73%
Microspray	75%	85%		76%
Bubblers			85%	77%
Drip emitter			90%	81%
Subsurface drip			90%	81%

\*DU<sub>LH</sub> = .386 + (.614)(DU<sub>LQ</sub>)  
 \*\* IE (spray) = (DU<sub>LH</sub>)(IME)  
 \*\* IE (drip) = Emission uniformity (EU)(IME)

- (d) The Maximum Applied Water Allowance shall adhere to the following requirements:
  - (1) The Maximum Applied Water Allowance shall be calculated using the equation presented in Appendix C. The reference

evapotranspiration (ET<sub>o</sub>) values used in this calculation are from the Reference Evapotranspiration Table in Appendix D and are for planning purposes only. For actual irrigation scheduling, automatic irrigation controllers are required and shall use current ET<sub>o</sub> data, such as from the California Irrigation Management Information System (CIMIS), other equivalent data, or soil moisture sensor data.

### **2.3 Soil Management Report**

- (a) All planted landscape areas are required to have friable soil to maximize retention and infiltration. On engineered slopes, only amended planting holes need to meet this requirement.
- (b) In order to reduce runoff and encourage healthy plant growth, a soil management report shall be completed by the applicant, or his/her designee, as follows:
  - (1) Submit soil samples to a certified agronomic soils laboratory for analysis and recommendations.
    - (a) Soil sampling shall be conducted in accordance with laboratory protocol, including protocols regarding adequate sampling depth for the intended plants.
    - (b) The soil analysis may include:
      - 1. soil texture;
      - 2. infiltration rate determined by laboratory test or soil texture infiltration rate table;
      - 3. pH;
      - 4. total soluble salts;
      - 5. sodium;
      - 6. percent organic matter; and
      - 7. recommendations.
  - (2) In projects with multiple landscape installations (i.e. production home developments that are installing landscaping) a soil sampling rate of 1 in 7 lots or approximately 15% will satisfy this requirement; evenly disbursed throughout the development. Large landscape projects shall sample at a rate equivalent to 1 in 7 lots or approximately 15% landscaped area. The applicant, or his/her designee, shall comply with one of the following:

- (a) If significant mass grading is not planned, the soil analysis report shall be submitted to the local agency as part of the Landscape Documentation Package; or
- (b) If significant mass grading is planned, the soil analysis report shall be submitted to the City as part of the Certification of Completion.
- (c) The soil analysis report shall be made available, in a timely manner, to the professionals preparing the landscape design plans and irrigation design plans in order to make any necessary adjustments to the design plans.
- (d) The project applicant, or his/her designee, shall submit documentation verifying implementation of soil analysis report recommendations to the local agency with the Certification of Completion.

[Note: Authority Cited: Section 65595, Government Code.  
Reference: Section 65596, Government Code.]

- (c) It is strongly recommended that landscape areas be designed for capture and infiltration capacity that is sufficient to prevent runoff from impervious surfaces (i.e. roof and paved areas) from additional capacity as required by any applicable local, regional, state, or federal regulation and/or one of the following: the one inch, 24-hour rain event or the 85th percentile, 24-hour rain event.
- (d) It is recommended that storm water projects incorporate any of the following elements to improve on-site stormwater and dry weather runoff capture and use:
  - (1) Grade impervious surfaces, such as driveways, during construction to drain into vegetated areas.
  - (2) Minimize the area of impervious surfaces such as paved areas, roof, and concrete driveways.
  - (3) Incorporate pervious or porous surfaces (e.g. gravel, permeable pavers or blocks, pervious or porous concrete) that minimize runoff.
  - (4) Direct runoff from paved surfaces and roof areas into planting beds or landscape areas to maximize site water capture and reuse.
  - (5) Incorporate rain gardens, cisterns, and other rain harvesting or catchment systems.
  - (6) Incorporate infiltration beds, swales, basins, and drywells to capture stormwater and dry weather runoff and increase percolation into the soil.

- (7) Consider constructed wetlands and ponds that retain water, equalize excess flow, and filter pollutants.

[Note: Authority cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

## **2.4 Landscape Design Plan**

- (a) For the efficient use of water, a landscape shall be carefully designed and planned for the intended function of the project. The following design criteria shall be submitted as part of the Landscape Documentation Package.
  - (1) Plant Material
    - (a) Any plant may be selected for the landscaped area provided the EAWU in the landscaped area does not exceed the MAWA. Methods to achieve water efficiency shall include one or more of the following:
      1. Protection and preservation of non-invasive water-conserving plant, tree and turf species;
      2. Selection of water-conserving plant, tree, and turf species;
      3. Selection of plants based on local climate suitability, disease and pest resistance;
      4. Selection of trees based on applicable City and local tree ordinances or tree shading guidelines, and size at maturity as appropriate for the planting area;
      5. Selection of plants from local and regional landscape program plant lists; and
      6. Selection of plants from Los Angeles County Fire Fuel Modification Guidelines.
    - (b) Each hydrozone shall have plant materials with similar water use; with the exception of hydrozones with plants of mixed water use, as specified in Section 2.5(a)(2)(d) of these Guidelines.
    - (c) Plants shall be selected and planted appropriately based upon their adaptability to the climatic, geologic, and topographical conditions of the project site. Methods to achieve water efficiency shall include one or more of the following:
      - (1) Use the Sunset Western Climate Zone System which takes into account temperature, humidity, elevation, terrain, latitude, and varying degrees of continental and marine influence on local climate;

- (2) Recognize the horticultural attributes of plants (i.e., mature plant size, invasive surface roots) to minimize damage to property or infrastructure (e.g., buildings, sidewalks, and power lines); allow for adequate soil volume for healthy root growth; and
  - (3) Consider the solar orientation for plant placement to maximize summer shade and winter solar gain.
- (d) Turf is discouraged on slopes greater than 25% where the toe of the slope is adjacent to an impermeable hardscape and where 25% means 1 foot of vertical elevation change for every 4 feet of horizontal length (rise divided by run x 100 = slope percent).
  - (e) High water use plants, characterized by a plant factor of 0.7 to 1.0, are prohibited in street medians.
  - (f) A landscape design plan for projects in fire-prone areas and fuel modification zones shall comply with requirements of Los Angeles County, where applicable. When conflicts between water conservation and fire safety design elements exist, the fire safety requirements have priority.
  - (g) The use of invasive plant species, such as those listed by the California Invasive Plant Council, is strongly discouraged.
  - (h) The architectural guidelines of a common interest development, which include community apartment projects, condominiums, planned developments, and stock cooperatives, may not prohibit or include conditions that have the effect of prohibiting the use of water efficient plant species as a group.
- (1) Water Features
    - (a) Recirculating water systems shall be used for water features.
    - (b) Where available and consistent with public health guidelines, recycled water shall be used as a source for decorative water features.
    - (c) The surface area of a water feature shall be included in the high water use hydrozone area of the water budget calculation.
    - (d) Pool and spa covers are highly recommended.
  - (2) Soil Preparation, Mulch and Amendments
    - (a) Prior to planting of any materials, compacted soils shall be transformed to a friable condition. On engineered slopes, only amended planting holes need to meet this requirement.

- (b) Soil amendments shall be incorporated according to the recommendations of the soil report and what is appropriate for plants selected.
  - (c) For landscape installations, compost at a rate of a minimum of four cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six inches into the soil. Soils with greater than 6% organic matter in the top six inches of soil are exempt from adding compost and tilling.
  - (d) A minimum three inch (3") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife, up to 5% of the landscape area may be left without mulch. Designated insect habitat shall be included in the landscape design plan as such.
  - (e) Stabilizing mulching products shall be used on slopes that meet current engineering standards such as those detailed in the USDA/USAID Low-Volume Roads Engineering Best Management Practices Field Guide.
  - (f) The mulching portion of the seed/mulch slurry in hydro-seeded applications shall meet the mulching requirement.
  - (g) Organic mulch materials from recycled or post-consumer shall take precedence over inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local fuel Modification Plan Guidelines or other applicable local ordinances.
- (i) The landscape design plan, at a minimum, shall:
- (1) Delineate and label each hydrozone by number, letter, or other method;
  - (2) Identify each hydrozone as low, moderate, high water, or mixed water use. Temporarily irrigated areas of the landscaped area shall be included in the low water use hydrozone for the water budget calculation;
  - (3) Identify recreational areas;
  - (4) Identify areas permanently and solely dedicated to edible plants;
  - (5) Identify areas irrigated with recycled water;
  - (6) Identify type of mulch and application depth;

- (7) Identify soil amendments, type, and quantity;
- (8) Identify type and surface area of water features;
- (9) Identify hardscapes (pervious and non-pervious);
- (10) Identify location and installation details, and 24-hour retention or infiltration capacity of any applicable storm water best management practices that encourage on-site retention and infiltration of storm water. Project applicants shall refer to the local agency or regional Water Quality Control Board for information on any applicable stormwater technical requirements. Storm water best management practices are encouraged in the landscape design plan and examples are provided in Section 2.3 (c)-(d).
- (11) Identify any applicable rain harvesting or catchment technologies (e.g., rain gardens, cisterns, etc.);
- (12) Identify any applicable graywater discharge piping, system components and area(s) of distribution;
- (13) Contain the following statement: “I have complied with the criteria of the City of San Dimas Water Efficient Landscape Ordinance (San Dimas Municipal Code Chapter 18.14) and applied them for the efficient use of water in the landscape design plan;” and
- (14) Bear the signature of a California-licensed landscape professional.

[Note: Authority Cited: Section 65595, Reference: Section 65596, Government Code and Section 1351, Civil Code.]

## **2.5 Irrigation Design Plan**

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

- (1) System

- (a) Landscape water meters, defined as either a dedicated water service meter or private sub meter, shall be installed for all nonresidential irrigated landscapes of 1,000 square feet but not more than 5,000 square feet (the level at which Water Code 535

applies) and residential irrigated landscapes of 5,000 square feet or greater. A landscape meter may be either:

1. A customer service meter dedicated to landscape use provided by the local water purveyor; or
  2. A private owned meter or sub meter.
- (b) Automatic irrigation controllers utilizing either evapotranspiration or soil moisture sensor data with non-volatile memory shall be required for irrigation scheduling in all irrigation systems, recommending U.S. EPA WaterSense labeled devices as applicable.
- (c) Sensors (rain, freeze, wind, etc.), either integral or auxiliary, that suspend or alter irrigation operation during unfavorable weather conditions are required on all irrigation systems, as appropriate for local climatic conditions. Irrigation should be avoided during windy or freezing weather or during rain.
- (d) If the water pressure is below or exceeds the recommended pressure of the specified irrigation devices, the installation of a pressure regulating device is required to ensure that the dynamic pressure at each emission device is within the manufacturer's recommended pressure range for optimal performance.
1. If the static pressure is above or below the required dynamic pressure of the irrigation system, pressure-regulating devices such as inline pressure regulators, booster pumps, or other devices shall be installed to meet the required dynamic pressure of the irrigation system.
  2. Static water pressure, dynamic or operating pressure, and flow reading of the water supply shall be measured at the point of connection. These pressure and flow measurements shall be conducted at the design stage. If the measurements are not available at the design stage, the measurements shall be conducted at installation.
- (e) Backflow prevention devices are required to protect the water supply from contamination by the irrigation system. A project applicant shall refer to the applicable City code (i.e., public health) for additional backflow prevention requirements.
- (f) A master shutoff valve shall be as close as possible to the point of connection and is required on all projects: with the exception for landscapes that make use of technologies that allow for the

individual control of sprinklers that are individually pressurized in a system equipped with low pressure shut down features.

- (g)** Flow sensors that detect high flow conditions created by system damage or malfunction are required for all non-residential landscapes and residential landscapes of 5,000 square feet or larger. The flow sensor shall be in combination with a master shut-off valve.
- (h)** Manual isolation valves (such as a gate valve, ball valve, or butterfly valve) shall be required downstream of the point of connection of the water supply to minimize water loss in case of an emergency (such as a main line break) or routine repair.
- (i)** The irrigation system shall be designed to prevent runoff, low head drainage, overspray, or other similar conditions where irrigation water flows onto non-targeted areas, such as adjacent property, non-irrigated areas, hardscapes, roadways, or structures.
- (j)** Relevant information from the soil management plan, such as soil type and infiltration rate, shall be utilized when designing irrigation systems.
- (k)** The design of the irrigation system shall conform to the hydrozones of the landscape design plan.
- (l)** All irrigation emission devices shall meet the requirements set in the American National Standards Institute (ANSI) standard, American Society of Agricultural and Biological Engineers'/International Code Council's (ASABE/ICC) 802-2014 "Landscape Irrigation Sprinkler and Emitter Standard, All Sprinkler heads installed in the landscape shall document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASBE/ICC 802-2014.
- (m)** Average irrigation efficiency for the project shall be determined in accordance with the EAWU calculation sheet in Appendix C. Unless otherwise indicated by the irrigation equipment manufacturer's specifications or demonstrated by the project applicant, the irrigation efficiency of the irrigation heads used within each hydrozone shall be as listed in Section 2.2. (c)(9).
- (n)** It is highly recommended that the project applicant or local agency inquire with the local water purveyor about peak water operating demands (on the water supply system) or water restrictions that may impact the effectiveness of the irrigation system.

- (o) In mulched planting areas, the use of low volume irrigation is required to maximize water infiltration into the root zone; with the exception of areas with fuel modification requirements and/or those that require plan establishment to comply with local grading ordinances.
- (p) Sprinkler heads and other emission devices shall have matched precipitation rates, unless otherwise directed by the manufacturer's recommendations.
- (q) Head to head coverage is recommended. However, sprinkler spacing shall be designed to achieve the highest possible distribution uniformity using the manufacturer's recommendations.
- (r) Swing joints components are required on all sprinklers subject to damage that are adjacent to hardscapes or in high traffic areas of turf grass.
- (s) Check valves or anti-drain valves are required on all sprinkler heads where low point drainage could occur.
- (t) Areas less than ten (10) feet in width in any direction shall be irrigated with subsurface irrigation or other means that produces no runoff or overspray.
- (u) Overhead irrigation is not permitted within 24 inches of any non-permeable surface. Allowable irrigation within the setback from non-permeable surfaces may include drip, drip line, or other low flow non-spray technology. The setback area may be planted or unplanted. The surfacing of the setback may be mulch, gravel, or other porous material. These restrictions may be modified if:
  1. the landscaped area is adjacent to permeable surfacing and no runoff occurs; or
  2. the adjacent non-permeable surfaces are designed and constructed to drain entirely to landscaping; or
  3. the irrigation designer for the landscape project specifies an alternative design or technology, as part of the Landscape Documentation Package, and clearly demonstrates strict adherence to the irrigation system design criteria in Section 2.5 (a)(1)(I) hereof. Prevention of overspray and runoff shall be confirmed during an irrigation audit.
  4. Slopes greater than 25% may not be irrigated with an irrigation system with an application rate exceeding 0.75 inches per hour. This restriction may be modified if the landscape designer of

the landscape project specifies an alternative design or technology, as part of the Landscape Documentation Package, and clearly demonstrates no runoff or erosion will occur. Prevention of runoff and erosion shall be confirmed during the irrigation audit.

**(2) Hydrozone**

- (a)** Each valve shall irrigate a hydrozone with similar site, slope, sun exposure, soil conditions, and plant materials with similar water use.
- (b)** Sprinkler heads and other emission devices shall be selected based on what is appropriate for the plant type within that hydrozone.
- (c)** Where feasible, trees shall be placed on separate valves from shrubs, groundcovers, and turf to facilitate the appropriate irrigation of trees. The mature size and extent of the root zone shall be considered when designing irrigation for the tree.
- (d)** Individual hydrozones that mix plants of moderate and low water use or moderate and high water use may be allowed if:
  - 1.** The plant factor calculation is based on the proportions of the respective plant water uses and their respective plant factors; or
  - 2.** The plant factor of the higher water using plant is used for the calculations.
- (e)** Individual hydrozones that mix high and low water use plants are not permitted.
- (f)** On the landscape design plan and irrigation design plan, hydrozone areas shall be designated by number, letter, or other designation. On the irrigation design plan, designate the areas irrigated by each valve and assign a number to each valve.
- (g)** The irrigation design plan, at a minimum, shall contain:
  - 1.** The location and size of separate water meters for landscape;
  - 2.** The location, type, and size of all components of the irrigation system, including controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices;
  - 3.** Static water pressure at the point of connection to the public water supply;

4. Flow rate (gallons per minute), application rate (inches per hour), and design operating pressure (pressure per square inch) for each station;
5. Irrigation schedule parameters necessary to program smart timers specified in the landscape design;
6. The following statement: “I have complied with the criteria of the City of San Dimas Water Efficient Landscape Ordinance (San Dimas Municipal Code Chapter 18.14) and applied them accordingly for the efficient use of water in the irrigation design plan;” and
7. The signature of a California-licensed landscape professional.

[Note: Authority Cited: Section 65595, Government Code.  
Reference: Section 65596, Government Code.]

## **2.6 Grading Design Plan**

- (a) For the efficient use of water, grading of a landscape project site shall be designed to minimize soil erosion, runoff, and water waste. Finished grading configuration of the landscaped area, including pads, slopes, drainage, post-construction erosion control, and storm water control Best Management Practices, as applicable, shall be shown on the Landscape Plan unless this information is fully included in separate Grading Plans for the project, or unless the project is limited to replacement planting and/or irrigation to rehabilitate an existing landscaped area. The Landscape Grading Design Plan shall be prepared in compliance with the City of San Dimas Building Code or comply with Section 2.6 (b) and (c).
- (b) The applicant shall submit a landscape grading plan that indicates finished configurations and elevations of the landscaped area including:
  - (1) Height of graded slopes;
  - (2) Drainage patterns;
  - (3) Pad elevations;
  - (4) Finish grade; and
  - (5) Storm water retention improvements, if applicable.
- (c) To prevent excessive erosion and runoff, it is highly recommended that the project applicant:
  - (1) Grade so that all irrigation and normal rainfall remains within property lines and does not drain on to non-permeable hardscapes;

- (2) Avoid disruption of natural drainage patterns and undisturbed soil; and
  - (3) Avoid soil compaction in landscaped areas.
- (d) The Grading Design Plan shall contain the following statement: “I have complied with the criteria of the San Dimas Water Efficient Landscape Ordinance (San Dimas Municipal Code Chapter 18.14) and applied them accordingly for the efficient use of water in the grading design plan” and shall bear the signature of a licensed professional, as required by law.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

## **2.7 Certification of Completion**

- (a) Landscape project installation may not proceed until the Landscape Documentation Package has been approved by the City and any ministerial permits required are issued.
- (b) The project applicant shall notify the City at the beginning of the installation work and at intervals, as necessary, for the duration of the landscape project work to schedule all required inspections.
- (c) Certification of Completion of the landscape project shall be submitted to the City prior to Planning and Building Department final inspection approvals. The requirements for the Final Inspection and Permit Closure include submittal of:
  - (1) A Landscape Installation Certificate of Completion in the form included as Appendix E of these Guidelines, which shall include: (i) certification by a landscape professional that the landscape project has been installed per the approved Landscape Documentation Package; and (ii) the following statement: “The landscaping has been installed in substantial conformance to the design plans, and complies with the provisions of the Water Efficient Landscape Ordinance for the efficient use of water in the landscape.”
    - (a) Where there have been significant changes (as deemed by the City) made in the field during construction, these “as-built” or record drawings shall be included with the certificate.
    - (b) A diagram of the irrigation plan showing hydrozones shall be kept with the irrigation controller for subsequent management purposes.
  - (2) Documentation of the irrigation scheduling parameters used to set the controller(s);
  - (3) An irrigation audit report from a certified irrigation auditor, documentation of enrollment in regional or local water purveyor(s)’ water

conservation programs, and/or documentation that the MAWA and EAWU information for the landscape project has been submitted to the local water purveyor, may be required at the option of the City. Example Inspection Affidavit is included in Appendix H.

- (a) Landscape audits shall not be conducted by the person who designed or installed the landscape.
- (b) In large projects or projects with multiple landscape installations (i.e. production home developments or common interest developments) an auditing rate of 1 in 7 lots or approximately 15% will satisfy this requirement.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

### **2.8 Post-Installation Irrigation Scheduling**

- (a) For the efficient use of water, all irrigation schedules shall be developed, managed, and evaluated to utilize the minimum amount of water required to maintain plant health. Irrigation schedules shall meet the following criteria:
  - (1) Irrigation scheduling shall be regulated by automatic irrigation controllers.
  - (2) Overhead irrigation shall be in accordance with Chapter 18.14 of the San Dimas Municipal Code and the local water purveyor(s)' Water Conservation Ordinance, if applicable. Operation of the irrigation system outside the normal watering window is allowed for auditing and system maintenance.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

### **2.9 Post-Installation Landscape and Irrigation Maintenance**

- (a) Landscapes shall be maintained to ensure water use efficiency in accordance with existing local agency code.

## **3. Provisions for Existing Landscapes**

- (a) Irrigation of all landscaped areas shall be conducted in a manner conforming to the rules and requirements and shall be subject to penalties and incentives for water conservation and water waste prevention, as determined and implemented by the local water purveyor and as may be mutually agreed upon by the City.
- (b) The City and/or the regional or local water purveyor may administer programs such as irrigation water use analyses, irrigation surveys and/or irrigation audits, tiered water rate structures, water budgeting by parcel, or other approaches to

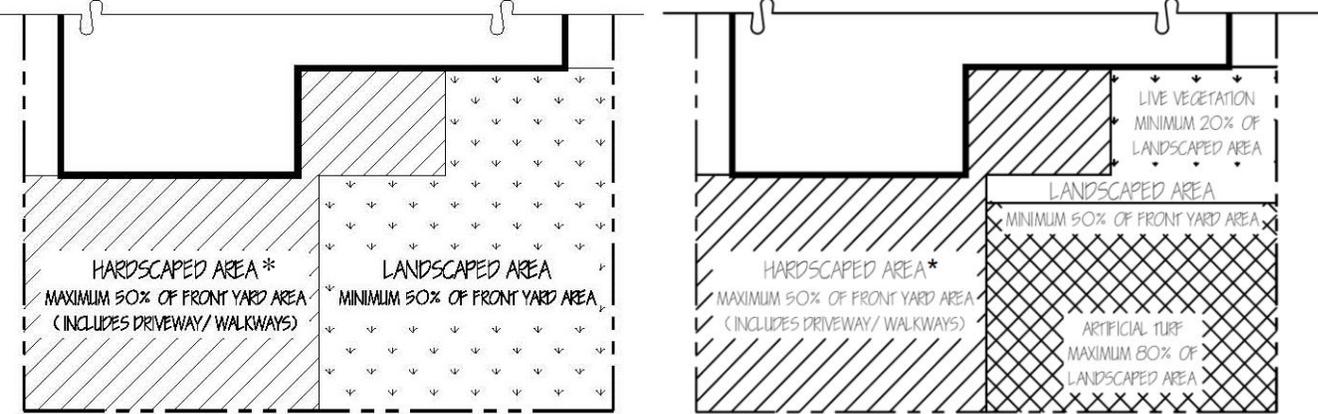
achieve landscape water use efficiency community-wide to a level equivalent to or less than would be achieved by applying a MAWA calculated with an ETAF of 0.8 to all landscape areas in the City over one acre in size.

- (c) The architectural guidelines of a common interest development, including apartments, condominiums, planned developments, and stock cooperatives, may not prohibit or include conditions that have the effect of prohibiting the use of low-water use plants as a group.

**4. Additional Residential Landscape Requirements**

**4.1 Front Yard and Street-Side Yard Landscape Requirements**

- (a) In addition to requirements in this Section, landscape projects shall also be subject to requirements of Section 1.2 of these Guidelines.
- (b) At least 50% of the Front Yard Area (Front Yard Landscaped Area) shall be landscaped with live vegetation, artificial turf, drought-tolerant landscaping or a combination of the three. (See Figure1)
  - (1) Live vegetation may include turf, trees, shrubs, groundcover, flowers, or other similar vegetation.
  - (2) Artificial turf is limited to no more than 80% coverage of the "Front Yard Landscaped Area" and shall include a minimum of 20% of live vegetation. (See Section 4.2 of these Guidelines)
  - (3) Drought tolerant landscaping shall include native water conserving plants. (See Section 4.3 of these Guidelines)



**Figure 1:** \*The 50% hardscape coverage is subject to compliance with City Standards and is not automatic. City approval is required.

- (c) All bare landscaped areas shall be finished with a minimum three inch thick layer of mulch, organic bark or earth-toned colored rubber bark.

- (d) A maximum 50% of the front yard may be covered in materials including, but are not limited to, concrete, pavers and step stones (driveways and walkways shall be included in the 50% coverage). Driveways shall be constructed of concrete, asphalt or paver stones. The 50% coverage shall comply with the requirements set forth in these Guidelines and shall require City approval. The 50% maximum is not automatic and will vary on site conditions.
- (e) Exceptions to these provisions may be permitted on a case by case basis, to be reviewed by Planning Staff, to address R/V access, circular driveways, irregular shaped lots and any other situations not addressed in these Guidelines.
- (f) General Site Requirements
  - (1) Bare dirt is not permitted within the front yard, visible street side yard or parkway.
  - (2) Driveway width shall be limited to the width of the garage plus an additional 3 feet on each side.
  - (3) RV driveway access, if applicable, shall be limited to 12 feet in width.
  - (4) In cases where the garage is located 5 feet or more from the side property line or where RV access is provided on the side yard, a minimum 3-foot wide by 15-foot deep landscaped buffer along the side property line shall be provided from the front property line back into the property. (SDMC 18.24.040 (E)(4))
  - (5) Walkways which are parallel to driveways shall provide a minimum 3-foot wide landscaped strip between the walkway and driveway.
  - (6) Walkways constructed of decorative pavers, colored concrete, brick or other hardscape materials in such a manner that vehicles cannot park on the footpath (i.e. elevated, stepped, raised) then the 3-foot wide landscaped area is not required between the driveway and the walkway.

**4.2 Artificial Turf Landscape Standards** - Artificial or synthetic turf is an appropriate substitute, in some cases, for natural turf for the purposes of water conservation.

- (a) In addition to requirements in this Section, landscape projects shall also be subject to requirements of Section 1.2 of these Guidelines.
- (b) The use and maintenance of artificial turf shall be governed by the following standards as set forth in Chapter 18.14.070.
  - (1) Artificial turf may be installed in the front yard landscaped area and in visible street-side yards, not to exceed 80% coverage. Front Yard Landscaped Area means 50% of the front yard area that requires to be landscaped.

- (2) Artificial turf may cover 100% of the parkway, however in no instance shall existing street trees be removed. Artificial turf should not be installed within 48 inches of trees or 36 inches of any native shrubs. Installation shall require Public Works approval. (See Section 4.4 of these Guidelines for additional parkway standards)
- (3) Artificial turf shall be installed in combination with a minimum 20% of natural plant materials (i.e. trees, shrubs or groundcover) to enhance the overall landscaping design.
- (4) Artificial turf shall be natural in appearance and color.
- (5) Artificial turf should have two colors of blades.
- (6) Artificial turf should have a UV protection.
- (7) Pile height shall be at least 1 ¾ inches and shall be installed in a manner where top of piles are not flush with adjacent surfaces and are a minimum of ½" above adjacent surfaces.
- (8) Artificial turf shall be professionally installed by a licensed company.
- (9) Artificial turf shall be installed in a manner where there are no visible seams, patterns or change in color. Seams shall be installed per manufacturer's standards which may include glue, sod-staples or other methods of attachment to prevent future separation.
- (10) A weed barrier shall be installed to protect against weeds.
- (11) Artificial turf shall be prepared in a manner that allows water to permeate and pass through the turf so as not to cause runoff onto adjacent properties, flooding, or pooling of water.
- (12) Artificial turf shall be installed and maintained to effectively simulate the appearance of a well-maintained lawn.
- (13) Artificial turf should not be installed directly on top of existing grass, dirt or paved surfaces.
- (14) Artificial turf uniformity must be maintained for all areas that are visibly linked.
- (15) Artificial turf area shall be kept free of weeds, debris, tears, stains, holes, mildew and impressions.
- (16) When artificial turf reaches the end of its lifespan and no longer appears natural in color and appearance, or has suffered irreparable damage or wear, the turf must be replaced.

- (17) The use of indoor or outdoor plastic or nylon carpeting for installation or as a replacement for artificial turf or natural turf shall be prohibited.
  - (18) Inspection by City Staff is required upon installation to ensure compliance with City Standards.
- (c) Recommended installation standards
- (1) A sub-base of infill of three inches of compacted aggregate material should be installed under the artificial surface.
  - (2) Loose infill material is not recommended.
  - (3) Artificial turf should be concealed by a hard edge material.
  - (4) Pile weight should be at least 40 ounces per square yard.
  - (5) Artificial turf should have a minimum of an eight year product warranty.
  - (6) Artificial turf should have a minimum one year installation/workmanship warranty.
  - (7) Artificial turf edges should be finished.
  - (8) Remove organic material from the surface with a leaf blower or rake.
  - (9) If you have animals that will use the turf, remove the animal feces on a frequent basis, and wash the area. Urine should flow through the turf like rainwater.
  - (10) Artificial turf should be cleaned and the pile fluffed periodically to maintain its appearance.
  - (11) Artificial turf should not be installed within 48 inches of trees or 36 inches of any native shrubs.
  - (12) Artificial turf should not contain lead or any substance with the potential to leach elements and/or compounds that could come in contact with ground water or any other ecologically sensitive area.
  - (13) Artificial turf should not have a felt backing.
- (d) Materials to be submitted to the Planning Department for Approval.
- (1) A sample of the turf to be installed and the manufacturer's product information sheet.
  - (2) A scaled site plan which shall include the following:

- (a) Dimensions of the entire yard.
  - (b) Dimensions and percentage of the area being covered with artificial turf (80% maximum).
  - (c) Location and identification of natural vegetation (20% minimum).
  - (d) Location and identification of hardscape material, including driveways and walkways (50% maximum).
- (3) Irrigation plan, which shall include but not be limited to:
- (a) Type of irrigation system.
  - (b) Location of all irrigation emission devices such as sprinkler heads or bulbs.
- (4) Contact information and license number for the company installing the artificial turf.
- (5) Artificial turf installed in the parkway shall also require Public Works' approval.

**4.3 Drought Tolerant Landscape Standards** - Drought tolerant landscapes may be an appropriate substitute, in some cases, for natural turf for the purposes of water conservation. When installed correctly, drought tolerant landscapes can provide aesthetic curb appeal and provide an appealing community environment, while utilizing little to no water consumption.

- (a) In addition to requirements in this Section, landscape projects shall also be subject to requirements of Section 1.2 of these Guidelines.
- (b) The use and maintenance of drought tolerant landscapes shall be governed by the following standards:
  - (1) Plants and material should not be spaced less than five feet on center. (See Figure 2)
  - (2) Decorative rocks may be utilized, but shall consist of earth-toned colored rocks and shall not exceed 20% of the Landscaped Area. (See Figure 2)
  - (3) Decomposed granite may be utilized only in combination with plant material.
  - (4) Bare areas shall be covered with mulch, bark or wood chips to a depth of three inches. Ground cover shall also be installed to minimize the amount of mulch, bark or wood chips during the interim time in which the plants are established.

- (5) Bare dirt is not permitted.



**Figure 2:** \*The 50% hardscape coverage is subject to compliance with City Standards and is not automatic. City approval is required.

(c) Drought Tolerant Care Standards

- (1) Removing weeds is imperative as they compete for water and can harbor pests and diseases.
- (2) Remove broken and crossing branches and pest riddled or infested plant material.
- (3) Pest and disease monitoring is critical.
- (4) Diseased plants shall be removed immediately.
- (5) Trim plant material to reduce overcrowding.
- (6) Routine and thoughtful maintenance will keep the landscape looking at its best.
- (7) Perform routine maintenance of the irrigation system.

(d) Materials to be submitted to the Planning Department for Approval

- (1) A scaled site plan which shall include the following:
  - (a) Dimensions of the entire yard;
  - (b) Location, spacing, size and identification of plant material proposed ; and
  - (c) Dimensions and percentages of area covered with decorative rocks (20% maximum) if proposed.

- (2) Irrigation plan, which shall include but not be limited to:
  - (a) Type of irrigation system.
  - (b) Location of all irrigation emission devices such as sprinkler heads or bulbs.
- (e) Suggested plant material
  - (1) See Appendix I – City of San Dimas California Drought Tolerant Landscape Guide.

#### **4.4 Parkway Landscape Standards**

- (a) At least 50% of the parkway must be landscaped with live vegetation such as turf, trees, shrubs, groundcover, flowers, or other similar vegetation.
- (b) A maximum 50% of the parkway may be covered in organic bark, rubber bark, and/or hardscape materials including, but not limited to, concrete, pavers, step stones, and compressed granite. Water runoff must remain the same or decrease in volume.
- (c) Parkway trees shall not be removed by anyone not authorized by the City. Any questions pertaining to street trees shall be referred to the Planning Division at (909) 394-6250 and the Parks and Recreation Department at (909) 394-6230.
- (d) Exception to the above standards may be achieved with the installation of artificial turf. See Section 4.2 for installation standards.
  - (1) Artificial turf may cover 100% of the parkway, however in no instance shall existing street trees be removed. Artificial turf should not be installed within 48 inches of trees or 36 inches of any native shrubs. Installation shall require Public Works approval.
  - (2) The existing irrigation system in the parkway shall be modified to support existing trees.
- (e) General Requirements
  - (1) An encroachment permit from Public Works is required for any structures or pavement installed within the public right-of-way. Public Works may be reached at (909) 394-6240.
  - (2) Materials used in the parkway must not be a tripping hazard. Step stones, pavers, bricks, and other walkway materials shall be installed in a manner where the materials are flush with the adjacent sidewalk.
  - (3) No bare dirt or asphalt shall be permitted within the parkway.

- (4) Small rocks and pebbles are not permitted within the parkway.
- (5) Plant materials must not obscure the line of sight for traffic or obstruct the sidewalk. Plants shall not exceed two feet in height, measured from the gutter. (See Figure 3)



**Figure 3:** Cross section view of parkway

- (6) Noxious plants that are a threat to the public health, safety, or welfare shall not be permitted. These may include, but are not limited to, plants that are diseased, pointed, thorny, poisonous, food bearing, or attract pets and/or vermin. (See Appendix J for a list of recommended plants)
- (7) Elevated planters are not permitted within the parkway.
- (8) No electrical lighting shall be permitted within the parkway.
- (9) Mulch and plant materials must be maintained at all times and kept off the street, curb and sidewalk.

## 5. Public Education

- (a) Publications. Education is a critical component to promote the efficient use of water in landscapes. The use of appropriate principles of design, installation, management, and maintenance that save water is encouraged in the community.
- (b) Model Homes. All model homes that are landscaped shall use signs and written information to demonstrate the principles of water efficient landscapes as described.
  - (1) Signs shall be used to identify the model as an example of a water efficient landscape featuring elements such as hydrozones, irrigation equipment, and others that contribute to the overall water efficient theme. Signage shall include information about the site water use as designed per the local ordinance; specify who designed and installed the site water efficient landscape; and demonstrate low water use approaches to landscaping such as using appropriate plants, alternative water sources, or rainwater catchment systems.
  - (2) Information shall be provided about designing, installing, managing, and maintaining water efficient landscapes.

[Note: Authority Cited: Section 65595, Government Code. Reference: Section 65596, Government Code.]

## Appendix A

### PRESCRIPTIVE COMPLIANCE OPTION

- (A) This appendix contains prescriptive requirements which may be used as a compliance option to the Ordinance.
- (B) Compliance with the following items is mandatory and shall be documented in a landscape plan in order to use the prescriptive compliance option:
  - (1) Submit a Landscape Documentation Package which includes the following elements:
    - (a) Date
    - (b) Project applicant
    - (c) Project address (if available, parcel and/or lot number (s))
    - (d) Total landscape area (square feet), including a breakdown of turf and plant material
    - (e) Project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed)
    - (f) Water supply type (e.g., potable, recycled, well) and identify the local retail water purveyor if the applicant is not served by a private well
    - (g) Contact information for the project applicant and property owner
    - (h) Applicant signature and date with statement, "I agree to comply with the requirements of the prescriptive compliance option to the MWEL0"
  - (2) Incorporate compost at a rate of at least four cubic yards per 1,000 square feet to a depth of six inches into landscaped area (unless contra-indicated by a soil test);
  - (3) Plant material shall comply with all of the following:
    - (a) For residential areas, install climate adapted plants that require occasional, little or no summer water (average WUCOLS plan factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water; For nonresidential areas, install climate adapted plants that require occasional, little or no summer water (average WUCOLS plan factor 0.3) for 100% of the plant area excluding edibles and areas using recycled water;
    - (b) A minimum three inch (3") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated.
  - (4) Turf shall comply with all of the following:

- (a) Turf shall not exceed 25% of the landscaped area in residential areas, and there shall be no turf in nonresidential areas
  - (b) Turf shall not be planted on sloped areas which exceed a slope of 1 foot vertical elevation change for every 4 feet of horizontal length;
  - (c) Turf is prohibited in parkways less than 10 feet wide, unless the parkway is adjacent to a parking strip and used to enter and exit vehicles. Any turf in parkways shall be irrigated by sub-surface irrigation or by other technology that creates no overspray or runoff.
- (5) Irrigation systems shall comply with the following:
- (a) Automatic irrigation controllers are required and shall use evapotranspiration or soil moisture sensor data
  - (b) Irrigation controllers shall be of a type which does not lose programming data in the event the primary power source is interrupted.
  - (c) Pressure regulators shall be installed on the irrigation system to ensure the dynamic pressure of the system is within the manufacturers recommended pressure range.
  - (d) Manual shut-off valves (such as a gate valve, ball valve, or butterfly valve) shall be installed as close as possible to the point of connection of the water supply.
  - (e) All irrigation emission devices shall meet the requirements set in the ANSI standard, ASABE/ICC802-2014, "Landscape irrigation Sprinkler and Emitter Standard." All Sprinkler heads installed in the landscape shall document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.
- (C) At the time of final inspection, the permit applicant shall provide the owner of the property with a Certificate of Completion, Certificate of Installation, Irrigation Schedule and a Schedule of Landscape and Irrigation Maintenance.

**Appendix B**

**CERTIFICATION OF LANDSCAPE DESIGN**

I hereby certify that:

- (1) I am a professional appropriately licensed in the State of California to provide professional landscape design services.
- (2) The landscape design and water use calculations for the property located at \_\_\_\_\_ (provide street address or parcel number(s)) were prepared by me or under my supervision.
- (3) The landscape design and water use calculations for the identified property comply with the requirements of the City of San Dimas Water Efficient Landscape Ordinance (Municipal Code Chapter 18.14) and the City of San Dimas Guidelines for Implementation of the City of San Dimas Water Efficient Landscape Ordinance.
- (4) The information I have provided in this Certificate of Landscape Design is true and correct and is hereby submitted in compliance with the City of San Dimas Guidelines for Implementation of the City of San Dimas Water Efficient Landscape Ordinance.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

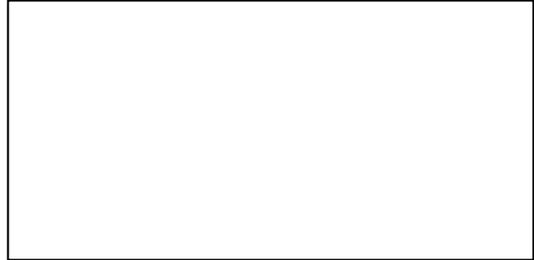
\_\_\_\_\_  
License Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
E-mail Address

Landscape Design Professional's Stamp  
(If applicable)





## WORKSHEET INFORMATION & EQUATIONS

<sup>a</sup> Local monthly evapotranspiration rates are listed in Appendix D.

<sup>b</sup> The following table can be used for common plant factors:

Plant Factor	PF
Very low water use plant	0.1
Low water use plant	0.2
Medium water use plant	0.5
High water use plant	0.8
Lawn	0.8
Pool, spa, or other water feature	1.0

<sup>c</sup> *Irrigation efficiency* is derived from measurements and estimates of irrigation system characteristics and management practices. The minimum average *irrigation efficiency* for purposes of these *Guidelines* is 0.71. The following *irrigation efficiency* may be obtained for the listed irrigation heads with an *Irrigation Management Efficiency* of 90%:

Irrigation Method	IE
Spray nozzles	71%
High efficiency spray nozzles	73%
Multi stream/Multi trajectory rotary (MSMT) nozzles	76%
Stream rotor nozzle	73%
Microspray	76%
Bubblers	77%
Drip emitter	81%
Subsurface drip	81%

<sup>d</sup> Estimated Total Water Use (ETWU) is the annual gallons required

$$ETWU = (ET_o) \times (0.62) \times (ETAF \times \text{Area})$$

where,  $ET_o$  = annual evapotranspiration rate in inches per year  
 0.62 = factor used to convert inches per year to gallons per square foot  
 $ETAF$  = plant factor  $\div$  irrigation efficiency

<sup>e</sup> Average  $ETAF$  for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for nonresidential areas.

<sup>f</sup> Maximum Allowed Water Allowance (MAWA) is the annual gallons allowed

$$MAWA = (ET_o) \times (0.62) \times [(ETAF \times LA) + ((1-ETAF) \times SLA)]$$

where,  $ET_o$  = annual evapotranspiration rate in inches per year  
 0.62 = factor used to convert inches per year to gallons per square foot  
 $ETAF$  = plant factor  $\div$  irrigation efficiency  
 $LA$  = total (site wide) landscape area in square feet  
 $SLA$  = total special landscape area

## Appendix D

### REFERENCE EVAPOTRANSPIRATION (ETO) TABLE

<b>LOS ANGELES</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual</b>
Burbank	2.1	2.8	3.7	4.7	5.1	6.0	6.6	6.7	5.4	4.0	2.6	2.0	51.7
Claremont	2.0	2.3	3.4	4.6	5.0	6.0	7.0	7.0	5.3	4.0	2.7	2.1	51.3
El Dorado	1.7	2.2	3.6	4.8	5.1	5.7	5.9	5.9	4.4	3.2	2.2	1.7	46.3
Glendale	2.0	2.2	3.3	3.8	4.7	4.8	5.7	5.6	4.3	3.3	2.2	1.8	43.7
<b>Glendora</b>	<b>2.0</b>	<b>2.5</b>	<b>3.6</b>	<b>4.9</b>	<b>5.4</b>	<b>6.1</b>	<b>7.3</b>	<b>6.8</b>	<b>5.7</b>	<b>4.2</b>	<b>2.6</b>	<b>2.0</b>	<b>53.1</b>
Gorman	1.6	2.2	3.4	4.6	5.5	7.4	7.7	7.1	5.9	3.6	2.4	1.1	52.4
Hollywood Hills	2.1	2.2	3.8	5.4	6.0	6.5	6.7	6.4	5.2	3.7	2.8	2.1	52.8
Lancaster	2.1	3.0	4.6	5.9	8.5	9.7	11.0	9.8	7.3	4.6	2.8	1.7	71.1
Long Beach	1.8	2.1	3.3	3.9	4.5	4.3	5.3	4.7	3.7	2.8	1.8	1.5	39.7
Los Angeles	2.2	2.7	3.7	4.7	5.5	5.8	6.2	5.9	5.0	3.9	2.6	1.9	50.1
Monrovia	2.2	2.3	3.8	4.3	5.5	5.9	6.9	6.4	5.1	3.2	2.5	2.0	50.2
Palmdale	2.0	2.6	4.6	6.2	7.3	8.9	9.8	9.0	6.5	4.7	2.7	2.1	66.2
Pasadena	2.1	2.7	3.7	4.7	5.1	6.0	7.1	6.7	5.6	4.2	2.6	2.0	52.3
Pearblossom	1.7	2.4	3.7	4.7	7.3	7.7	9.9	7.9	6.4	4.0	2.6	1.6	59.9
Pomona	1.7	2.0	3.4	4.5	5.0	5.8	6.5	6.4	4.7	3.5	2.3	1.7	47.5
Redondo Beach	2.2	2.4	3.3	3.8	4.5	4.7	5.4	4.8	4.4	2.8	2.4	2.0	42.6
San Fernando	2.0	2.7	3.5	4.6	5.5	5.9	7.3	6.7	5.3	3.9	2.6	2.0	52.0
Santa Clarita	2.8	2.8	4.1	5.6	6.0	6.8	7.6	7.8	5.8	5.2	3.7	3.2	61.5
Santa Monica	1.8	2.1	3.3	4.5	4.7	5.0	5.4	5.4	3.9	3.4	2.4	2.2	44.2

\* The values in this table were derived from:

1. California Irrigation Management Information System (CIMIS);
2. Reference Evapotranspiration Zones Map, UC Dept. of Land, Air & Water Resources and California Department of Water Resources 1999; and
3. Reference Evapotranspiration for California, University of California, Department of Agriculture and Natural Resources (1987) Bulletin 1922, Determining Daily Reference Evapotranspiration, Cooperative Extension UC Division of Agriculture and
4. Natural Resources (1987), Publication Leaflet 21426

## Appendix E

### LANDSCAPE INSTALLATION CERTIFICATE OF COMPLETION

I hereby certify that:

(1) I am a professional appropriately licensed in the State of California to provide professional landscape design services for \_\_\_\_\_ (project name, mailing address, and telephone).

(2) The landscape project for the property located at \_\_\_\_\_ (provide street address or parcel number(s)) was installed by me or under my supervision.

(3) The landscaping for the identified property has been installed in substantial conformance with the approved Landscape Documentation Package and complies with the requirements of the City of San Dimas Water Efficient Landscape Ordinance (Municipal Code Chapter 18.14 and the City of San Dimas Guidelines for Implementation of the City of San Dimas Water Efficient Landscape Ordinance for the efficient use of water in the landscape.

(4) The following elements are attached hereto:

- a. Irrigation scheduling parameters used to set the controller;
- b. Landscape and irrigation maintenance schedule;
- c. Irrigation audit report; and
- d. Soil analysis report, if not submitted with Landscape Document Package, and documentation verifying implementation of the soil report recommendations.

(5) The site installation complies with the following:

- a. The required irrigation system has been installed according to approved plans and specifications and if applicable, any prior approved irrigation system alternatives.

\_\_\_\_\_ Yes \_\_\_\_\_ No

- b. Sprinklers comply with ASABE/ICC 802-2014 Landscape Irrigation Sprinkler & Emitter Standard.

\_\_\_\_\_ Yes \_\_\_\_\_ No

(6) The information I have provided in this Landscape Installation Certificate of Completion is true and correct and is hereby submitted in compliance with the City of San Dimas Guidelines for Implementation of the City of San Dimas Water Efficient Landscape Ordinance.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
License Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
E-mail Address

Landscape Design Professional's Stamp  
(If Appropriate)

## **Appendix F**

### **DEFINITIONS**

The terms used in these *Guidelines* have the meaning set forth below:

“**Aggregate**” area pertains to production home neighborhoods, common interest developments, or other situations where multiple parcels are undergoing landscape development as one project, but may eventually be individually owned or maintained.

“**Applied water**” means the portion of water supplied by the irrigation system to the landscape.

“**Artificial Turf**” means a man-made material which simulates the appearance of live turf, organic turf, grass, sod, or lawn.

“**Automatic irrigation controller**” means an automatic timing device used to remotely control valves that operate an irrigation system. Automatic irrigation controllers schedule irrigation events using either evapotranspiration (weather-based) or soil moisture data.

“**Backflow prevention device**” means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.

“**Chapter**” means Chapter 18.14 of the San Dimas Municipal Code.

“**Check valve**” or “**anti-drain valve**” means a valve located under a sprinkler head, or other location in the irrigation system, to hold water in the system to prevent drainage from sprinkler heads when the sprinkler is off.

“**City**” means the City of San Dimas.

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

“**Certification of Design**” means the certification included as Exhibit E of these Guidelines that shall be included in the *Landscape Documentation Package* pursuant to Section 2.1 of these Guidelines.

“**Common interest developments**” means community apartment projects, condominium projects, planned developments, and stock cooperatives per Civil Code Section 1351.

“**Conversion factor**” means the number that converts acre-inches per acre per year to gallons per square foot per year.

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

**“Drought tolerant landscaping”** means landscaping that utilizes little or no irrigation through the use of water-conserving materials and techniques, including but not limited to, native drought-tolerant plants, mulch and efficient irrigation.

**“Ecological restoration project”** means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.

**“Emitter”** means a drip irrigation emission device that delivers water slowly from the system to the soil.

**“Estimated Applied Water Use”** or “EAWU” means the annual total amount of water estimated to keep plants in a healthy state. It is based on factors such as reference evapotranspiration rate, the size of the landscaped area, plant water use factors, and the irrigation efficiency within each hydrozone.

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

**“Evapotranspiration rate”** means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time.

**“Flow rate”** means the rate at which water flows through pipes, valves and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.

**“Front yard”** for purposes of these guidelines, shall mean the required front yard setback and any area between the street and the outline of the main building line. For other unique lot configurations, the Director of Development Services shall determine front yard.

**“Front yard landscaped area”** means 50% of the Front Yard Area that is required to be landscaped with live vegetation, artificial turf, drought tolerant landscaping or a combination of all three.

**“Graywater”** means a system of untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthy processing, manufacturing, or operating wastes. Graywater includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines, and laundry tubs, but does not include wastewater from kitchen sinks or dishwashers as per the Health and Safety Code (Section 17922.12). Graywater systems promote the efficient use of water and are encouraged to assist in on-site landscape irrigation. All graywater systems shall conform to the California Plumbing Code (Title 24, Part 5, Chapter 16) and any applicable local ordinance standards.

**“Hardscapes”** means any durable material or feature (pervious or non-pervious) installed in or around a landscape area, such as pavements, concrete, asphalt, bricks or stone. Pools and other

water features are considered part of the landscaped area and not considered hardscapes for purposes of the Guidelines.

“**Hydrozone**” means a portion of the landscaped area having plants with similar water needs and typically irrigated by one valve/controller station. A hydrozone may be irrigated or non-irrigated.

“**Infiltration rate**” means the rate of water entry into the soil expressed as a depth of water per unit of time (e.g., inches per hour).

“**Invasive plants species**” or “**noxious**” means species of plants not historically found in California that spread outside cultivated areas and can damage environmental or economic resources. Invasive plant species may be regulated by county agricultural agencies as *noxious species*.

“**Irrigation audit**” means an in-depth evaluation of the performance of an irrigation system conducted by a *Certified Landscape Irrigation Auditor*. An *irrigation audit* includes, but is not limited to: inspection, system tune-up, system test with *distribution uniformity* or emission uniformity, reporting *overspray* or *runoff* that causes overland flow, and preparation of an irrigation schedule.

“**Irrigation efficiency**” or “**IE**” means the measurement of the amount of water beneficially used divided by the amount of water applied to a landscaped area. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The minimum average irrigation efficiency for purposes of these Guidelines is 0.71. Greater irrigation efficiency can be expected from well designed and maintained systems. The following irrigation efficiency may be obtained for the listed irrigation heads with an IME of 90%:

<b>Irrigation Method</b>	<b>DU<sub>LQ</sub></b>	<b>DU<sub>LH</sub>*</b>	<b>EU</b>	<b>IE**</b>
Spray nozzles	65%	79%		71%
High efficiency spray nozzles	75%	82%		73%
Multi stream/Multi trajectory rotary (MSMT) nozzles	75%	85%		76%
Stream rotor nozzle	70%	82%		73%
Microspray	75%	85%		76%
Bubblers			85%	77%
Drip emitter			90%	81%
Subsurface drip			90%	81%

\* $DU_{LH} = .386 + (.614)(DU_{LQ})$

\*\*  $IE (spray) = (DU_{LH})(IME)$

\*\*  $IE (drip) = Emission\ uniformity\ (EU)(IME)$

“**Irrigation Management Efficiency**” or “**IME**” means the measurement used to calculate the irrigation efficiency of the irrigation system for a landscaped project. A 90% IME can be achieved by using evapotranspiration controllers, soil moisture sensors, and other methods that will adjust irrigation run times to meet plant water needs.

**“Landscape coefficient”** ( $K_L$ ) is the product of a plant factor multiplied by a density factor and a microclimate factor. The landscape coefficient is derived to estimate water loss from irrigated landscaped areas and special landscaped areas.

**“Landscape documentation package”** means the package of documents that a project applicant is required to submit to the City pursuant to Section 2.1 of these Guidelines.

**“Landscape installation certificate of completion”** means the certificate included as Appendix E of these Guidelines that shall be submitted to the City pursuant to Section 2.7(a)(1) of hereof.

**“Landscape professional”** means a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape pursuant to Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the California Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the California Food and Agriculture Code.

**“Landscaped area”** means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance and Estimated Applied Water Use calculations. The landscaped area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

**“Lateral line”** means the water delivery pipeline that supplies water to the emitters or sprinklers from the *valve*.

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

**“Low volume overhead irrigation”** means above ground irrigation heads with an upper flow limit of 0.5 GPM.

**“Main line”** means the pressurized pipeline that delivers water from the water source to the *valve* or outlet.

**“Manual isolation valve”** means a valve such as a gate valve, ball valve, or butterfly valve installed downstream of the point of connection of the water supply to shutdown water flow through mainline piping for routine maintenance and emergency repair.

**“Master shut-off valve”** an electronic valve such as a solenoid valve installed as close as possible to the point of connection and is used in conjunction with a flow sensor and flow monitoring controller technology to automatically shutdown system wide water flow in the event of high flow conditions such as a mainline pipe break.

**“Maximum applied water allowance”** or **“MAWA”** means the upper limit of annual applied water for the established *landscaped area*, as specified in Section 2.2 of these *Guidelines*. It is

based upon the area's *reference evapotranspiration*, the *ETAF*, and the size of the *landscaped area*. The *Estimated Applied Water Use* shall not exceed the *Maximum Applied Water Allowance*.

**“Microclimate”** means the climate of a small, specific area that may contrast with the climate of the overall landscaped area due to factors such as wind, sun exposure, plant density, or proximity to reflective surfaces.

**“Mined-land reclamation projects”** means any surface mining operation with a reclamation plan approved in accordance with the Surface mining and Reclamation Act of 1975.

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

**“Non-pervious”** means any surface or natural material that does not allow for the passage of water through the material and into the underlying soil.

**“Operating pressure”** means the pressure at which the parts of an irrigation system of sprinklers are designed to operate at by the manufacturer

**“Overspray”** means the irrigation water which is delivered beyond the target area.

**“Parkway”** for purposes of these guidelines, means that portion of a public street which is not improved for actual street, curb, gutter or sidewalk use and which is available for planting and maintaining street trees.

**“Person”** means any natural person, firm, joint venture, joint stock company, partnership, public or private association, club, company, corporation, business trust, organization, public or private agency, government agency or institution, school district, college, university, any other user of water provided by the City or the local water purveyor, or the manager, lessee, agent, servant, officer, or employee of any of them or any other entity which is recognized by law as the subject of rights or duties.

**“Pervious”** means any surface or material that allows the passage of water through the material and into the underlying soil.

**“Plant factor”** or **“plant water use factor”** is a factor, when multiplied by *ET<sub>o</sub>*, that estimates the amount of water needed by plants. For purposes of this *Water Efficient Landscape Ordinance*, the *plant factor* range for very low water use plants is 0 to 0.1; the *plant factor* range for low water use plants is 0 to 0.3; the *plant factor* range for moderate water use plants is 0.4 to 0.6; and the *plant factor* range for high water use plants is 0.7 to 1.0. *Plant factors* cited in these *Guidelines* are derived from the Department of Water Resources 2000 publication “Water Use Classification of Landscape Species.”

**“Precipitation rate”** means the rate of application of water measured in inches per hour.

**“Project applicant”** means the individual or entity submitting a Landscape Documentation Package required under Section 2.1 to request a permit, plan check, or design review from the City. A project applicant may be the property owner or his or her designee.

**“Property owner”** or “owner” means the record owner of real property as shown on the most recently issued equalized assessment roll.

**“Rain sensor”** or “rain sensing shutoff device” means a component which automatically suspends irrigation when it rains.

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

**“Reference evapotranspiration”** or “ET<sub>o</sub>” means a standard measurement of environmental parameters which affect the water use of plants. ET<sub>o</sub> is given expressed in inches per day, month, or year as represented in Appendix C of these Guidelines, and is an estimate of the evapotranspiration of a large field of four- to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the Maximum Applied Water Allowances.

**“Recycled water”** or **“reclaimed water”** means treated or recycled waste water of a quality suitable for non-potable uses such as landscape irrigation and water features. This water is not intended for human consumption.

**“Rehabilitated landscape”** means any re-landscaping project that requires a permit, plan check, or design review, meets the requirement of Section 1.2 of these Guidelines, and the modified landscape area is equal to or greater than 2,500 square feet.

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

**“SMART irrigation controller”** or **“Soil moisture sensor”** means a weather-based or soil moisture-based irrigation controller that monitors and uses information about the environmental conditions at a specific location and landscape to automatically adjust watering schedules.

**“Soil texture”** means the classification of soil based on its percentage of sand, silt, and clay.

**“Special Landscaped Areas”** or “SLA” means an area of the landscape dedicated solely to edible plants such as orchards and vegetable gardens, areas irrigated with recycled water, water features using recycled water, and areas designated as a Recreational Area.

**“Sprinkler head”** means a device which delivers water through a nozzle.

**“Static water pressure”** means the pipeline or municipal water supply pressure when water is not flowing.

“**Station**” means an area served by one *valve* or by a set of *valves* that operate simultaneously.

“**Swing joint**” means an irrigation component that provides a leak-free connection between the emission device and lateral pipeline to allow movement in any direction and to prevent equipment damage.

“**Turf**” means a ground cover surface of mowed grass.

“**Valve**” means a device used to control the flow of water in an irrigation system.

“**Visible street side yard**” for purposes of these Guidelines, means any street side yard that is visible from the public right-of-way which shall be required to be landscaped with a minimum of 50% live vegetation, artificial turf, drought tolerant landscaping or a combination of all three.

“**Water Efficient Landscape Ordinance**” means Chapter 18.14 of the City of San Dimas Municipal Zoning Code.

“**Water Efficient Landscape Worksheets**” means the worksheets required to be completed pursuant to Section 2.2 of these Guidelines and which is included in Appendix C hereof.

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

“**Watering window**” means the time of day irrigation is allowed.

“**WUCOLS**” means the Water Use Classification of Landscape published by the University of California Cooperative Extension, the Department of Water Resources, and the Bureau of Reclamation, 2000. [www.owue.water.ca.gov/docs/wucols00](http://www.owue.water.ca.gov/docs/wucols00)

## Appendix G

This is a voluntary compliance tool template developed by the Irrigation Association.

### IRRIGATION PLAN CHECKLIST

Please complete the following checklist by checking all appropriate categories under APPLICANT column, indicating compliance with these content requirements. All submitted plans shall contain the following information:

LANDSCAPE PLAN NUMBER: \_\_\_\_\_

NAME OF PROJECT: \_\_\_\_\_

Applicant		Planner
<input type="checkbox"/>	1. Prevailing winds	<input type="checkbox"/>
<input type="checkbox"/>	2. Slope aspect and degree of slope	<input type="checkbox"/>
<input type="checkbox"/>	3. Soil type and infiltration rate	<input type="checkbox"/>
<input type="checkbox"/>	4. Vegetation type	<input type="checkbox"/>
<input type="checkbox"/>	5. Microclimates	<input type="checkbox"/>
<input type="checkbox"/>	6. Expansive or hazardous soil conditions	<input type="checkbox"/>
<input type="checkbox"/>	7. Water harvesting potential	<input type="checkbox"/>
<input type="checkbox"/>	8. Available water supply, including non-potable and recycled water	<input type="checkbox"/>
All pertinent system information is indicated, including:		
<input type="checkbox"/>	9. Irrigation zones substantially corresponding to hydrozones on the landscape plan and labeled by precipitation rates and method of application	<input type="checkbox"/>
<input type="checkbox"/>	10. Water meters	<input type="checkbox"/>
<input type="checkbox"/>	11. Tap-in location	<input type="checkbox"/>
<input type="checkbox"/>	12. Static water pressure at the point of connection	<input type="checkbox"/>
<input type="checkbox"/>	13. System controller	<input type="checkbox"/>
<input type="checkbox"/>	14. Rain sensor/shut-off device	<input type="checkbox"/>
<input type="checkbox"/>	15. Backflow preventers	<input type="checkbox"/>
<input type="checkbox"/>	16. Shut-off valves and zone control valves	<input type="checkbox"/>
<input type="checkbox"/>	17. Main line and lateral piping	<input type="checkbox"/>
<input type="checkbox"/>	18. Sprinkler heads	<input type="checkbox"/>
<input type="checkbox"/>	19. Bubblers and drip irrigation tubing runs	<input type="checkbox"/>
<input type="checkbox"/>	20. Type and size of main irrigation system components	<input type="checkbox"/>
<input type="checkbox"/>	21. Total required operating pressure for each control valve/zone	<input type="checkbox"/>
<input type="checkbox"/>	22. Graphic depiction of the locations of irrigation system components	<input type="checkbox"/>
<input type="checkbox"/>	23. Total required operating pressure for each control valve/zone	<input type="checkbox"/>
<input type="checkbox"/>	24. Any supplemental stormwater and/or runoff harvesting	<input type="checkbox"/>
System design is in conformance with the following standards:		
<input type="checkbox"/>	25. Certification of Professional Qualifications, attached	<input type="checkbox"/>
<input type="checkbox"/>	26. Pedestrian surfaces located on plan	<input type="checkbox"/>
<input type="checkbox"/>	27. Equipment installed flush with grade for safety	<input type="checkbox"/>
<input type="checkbox"/>	28. Compliance with local codes	<input type="checkbox"/>
<input type="checkbox"/>	29. Overspray onto impervious areas minimized	<input type="checkbox"/>



## Appendix I

### CITY OF SAN DIMAS SOUTHERN CALIFORNIA DROUGHT TOLERANT LANDSCAPE GUIDE

SHRUBS	SHRUBS CONTINUED	GROUNDCOVER
1. Apache Plume 	7. Ribes 	1. Dymondia Silver Carpet 
2. Bush Sunflower 	8. Manzanita 	2. Lantana- (variety of colors) 
3. Cleveland Sage 	9. Vevin's Barberry 	3. Common Yarrow 
4. Fairy Duster 	10. Mountain Mahogany 	4. Woolly Thyme 
5. Island Bush Poppy 	11. Rosemary 	5. Sulfur Buckwheat 
6. Mexican Bush Sage 	12. Safari Sunset 	6. Red Creeping Thyme 

**SUCCULENTS**

1. New Mexico Agave



2. Sempervivum 'Clipper'



3. Agave (attenuata)



4. Paddle Plant



5. Banana yucca



6. Pacific Stonecrop



**PERENNIALS**

1. California Poppy



2. California Evening-Primrose



3. California Fuchsia



4. Blue-eyed Grass



5. Cleveland's Beardtongue



6. Desert Marigold



**PERENNIALS CONTINUED**

7. Island Coral Bells



8. Penstemon "Margarita Bop"



9. Hummingbird Sage



10. Woolly Blue Curls



11. Matilija Poppy



12. Douglas Iris



GRASSES	TREES	TREES CONTINUED
1. Fountain Grass (Purple)	1. Coastal Live Oak	7. Shoestring Acacia
		
2. Deer Grass	2. California Redbud	8. Peppermint Tree
		
3. Eulalia Grass (Miscanthus)	3. Desert Willow	9. Blue Palo Verde
		
4. Blue Festuca	4. California Sycamore	10. Incense Cedar
		
5. Pink Muhly	5. Australian Willow	11. Crape Myrtle
		
6. Switchgrass (Dallas Blues)	6. Hollyleaf Cherry	12. Mesquite
		

## Appendix J

### RECOMMENDED PLANTS FOR PARKWAYS

#### **Muelenbeckia Axillaris (Creeping Wire Vine)**

Description: Evergreen ground-hugging vine 2-12 inches tall. Can be mowed occasionally. Forms a tight mat, spreading by underground stems. Tiny 1/8 inch long, dark glossy green leaves and translucent white fruits. Best in small areas or rock gardens. Needs some summer water.



#### **Dymondia Margaretae (Dymondia, Silver Carpet)**

Description: Evergreen perennial 2-3 inches tall, spreading but not invasive. Forms a tight, weed-resistant mat. Leaves are narrow, gray-green, with edges rolled up. Flowers are small yellow daisies tucked into foliage, in summer. Fast growing.

Cultural Conditions: Sun. Drought or regular watering. No fertilizer. Almost any soil. No pests or diseases. No pruning.

Special Remarks: A very tough plant. Best-looking when out of bloom.



#### **Lessingia Filaginifolia Silver Carpet**

Description: Evergreen perennial 8 inches – 1 foot tall, 4-5 feet wide. Leaves are fine-textured, white and woolly. Flowers are lavender-pink daisies to 1 inch wide. Fast growing.

Cultural Conditions: Sun. Little or no water. No fertilizer. Grows in almost any well drained soil. No pests or diseases.



#### **Teucrium Chaemadrys (Germander)**

Description: Evergreen subshrub to 4-12 inches tall, spreading to 2-3 feet wide. Leaves are small, toothed, dark green. Flowers are small, reddish-purple, in summer. Fast growing.

Cultural Conditions: Sun. Occasional watering. Little or no fertilizer. Most well-drained soils. No pests or diseases. Cut back 1-2 times a year to keep compact.

Special Remarks: T.C. 'Prostratum' grows 4-6 inches tall by 3 feet wide.



### **Myoporum Parvifolium (Creeping Boobialla)**

Description: A very prostrate shrub, 6-8 inches high, spreading 12-15 feet across and more. Foliage is comprised of small, medium green leaves, to ½ inch long, 1/8 inch wide. Numerous white flowers occur in clusters along branches in early spring and intermittently all year.

Cultural Conditions: Sun. Minimal to no watering. It tolerates heat and frost.



### **Apentia Cordifolia “Red Apple” (Heartleaf Ice Plan)**

Description: A low growing succulent perennial, 6-12 inches high, spreading more than 2 feet wide. Fleshy, heart-shaped leaves are light green: showy purple-red flowers being in spring and continue through fall.

Landscape Uses: Groundcover

Cultural Conditions: Sun. Minimal watering. It tolerates salt spray.

Does best in well drained soils.



### **Arctostaphylos Uva-Ursi (Manzanita, Bearberry)**

Description: A prostrate shrub, 6-12 inches high and spreading as much as 10-12 feet. Glossy green leaves attach to dark red-brown branches; flowers are white to light pink in late winter and early spring.

Cultural Conditions: Sun. Occasional watering.

Special Remarks: Arctostaphylos ‘Emerald Carpet’ grows to 1foot high, reaching 4-6 feet across. Needs minimal watering and prefers well drained, loam soils.



### **Arcototis Acaulis “Magenta (African Daisy)**

Description: Spreading stemless, gray-green leaves in clumps with magenta flowers in profusion. Grows 6-8 inches high.

Cultural Conditions: Full sun, little water.

Special Remarks: Good striking contrast in flower and gray foliage.



### **Gazania Rigens Leucolaena (Trailing Gazania)**

Description: 6-10 inches tall, spreads rapidly by long trailing stems. Gray-green foliage with flowers in varying colors of yellow, white, orange, bronze depending on variety. 'Sunglow' = yellow flowers, 'Mitsuma White' = white flowers.

Cultural Condition: Grows in any soil, fertilize once a year is helpful but not a necessity.

Special Remarks: New hybrids have larger flowers & are resistant to die back, bloom longer. Good on banks or level ground.



### **Crassula Multicava (Fairy Crassula)**

Description: Succulent green circular leaves with delicate light pink flowers that sit several inches above foliage. Blooms late winter-early spring. Rampant, but not invasive.

Cultural Conditions: Grows in sun or shade in any soil, little water.



### **Lampranthus Spectabilis (Trailing Iceplant)**

Description: 6-12 inches tall, not invasive, but spreads easily. Comes in red, rose, magenta, light pink floral colors. Covered in flowers giving a "carpet" like color in spring.

Cultural Conditions: Grows in full sun in any soil, little water.



**ORDINANCE 1240**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES ADOPTING MUNICIPAL CODE TEXT AMENDMENT 15-07 TO AMEND SECTION 18.14, WATER-EFFICIENT LANDSCAPES.

**THE CITY COUNCIL OF THE CITY OF SAN DIMAS DOES ORDAIN AS FOLLOWS:**

**SECTION 1.** Title 18 of the San Dimas Municipal Code shall be amended, as provided for in Exhibit "A"

**SECTION 2.** This Ordinance shall take effect 30 days after its final passage, and within 15 days after its passage the City Clerk shall cause it to be published in the Inland Valley Daily Bulletin, a newspaper of general circulation in the City of San Dimas hereby designated for that purpose.

**PASSED AND ADOPTED** by the city Council of the City of San Dimas this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

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

ATTEST:

Approved as to form:

\_\_\_\_\_  
Debra Black, Assistant City Clerk

\_\_\_\_\_  
Mark Steres, City Attorney

I, DEBRA BLACK, ASSISTANT CITY CLERK of the City of San Dimas, do hereby certify that Ordinance 1240 was introduced at a regular meeting of the City Council of the City of San Dimas on the 12th day of January, 2016, and thereafter passed and adopted at a regular meeting of said City Council held on the XX day of XXXX, 20XX.

\_\_\_\_\_  
Debra Black, Assistant City Clerk

**EXHIBIT "A"**

New text changes are in Blue and underlined

Deleted text is in ~~Red and Strikethrough~~

**Chapter 18.14**

**WATER-EFFICIENT LANDSCAPES**

**Sections:**

<b>18.14.010</b>	<b>Purpose and Intent</b>
<b>18.14.020</b>	<b>Definitions</b>
<b>18.14.030</b>	<b>Applicability</b>
<b>18.14.040</b>	<b><u>Implementation Procedures</u><u>Exemptions</u></b>
<b>18.14.050</b>	<b><u>Implementation Procedures</u></b>
<b><u>18.14.060</u></b>	<b>Landscape Water Use Standards</b>
<b><del>18.14.060</del></b>	<b><del>070</del> Existing Landscapes</b>
<b><del>18.14.070</del></b>	<b><del>Artificial Turf</del></b>
<b>18.14.080</b>	<b><u>Alternative Landscapes</u></b>
<b><u>18.14.090</u></b>	<b>Minor Deviations</b>
<b><del>18.14.090</del></b>	<b><del>100</del> Implementation Guidelines</b>
<b><del>18.14.100</del><u>110</u></b>	<b>Enforcement and Penalties</b>

**18.14.010 Purpose and Intent**

The intent of the water-efficient landscape chapter is:

A. That this Chapter be at least as effective in conserving water as the State Model ordinance set forth Water Efficient Landscape Ordinance and consistent with Governor Brown's April 1, 2015 Drought Executive Order B-19-25;

~~A.~~B. Establish a structure for planning, designing, installing, and maintaining and managing water efficient landscapes in to Government Code §65595 new construction and rehabilitated projects;

C. Establish provisions for water management practices and water waste prevention for existing landscapes;

~~B.~~D. To assure beneficial, efficient, and responsible use of water resources;

~~C.~~E. To retain the land's natural hydrological role and promote the infiltration of surface water into the groundwater;

~~D.F.~~ To recognize that landscapes enhance the aesthetic appearance of developments and communities;

~~E.G.~~ To encourage the appropriate design, installation, maintenance, and management of landscapes so that water demand can be decreased, runoff can be retained, and flooding can be reduced without a decline in the quality or quantity of landscapes; and

~~F.H.~~ To reduce or eliminate water waste.

#### **18.14.020 Definitions**

“Aggregate” area pertains to production home neighborhoods, common interest developments, or other situations where multiple parcels are undergoing landscape development as one project, but may eventually be individually owned or maintained.

“Applied ~~Water~~water” means the portion of water supplied by the irrigation system to the landscape.

“Artificial Turf” means a man-made material which simulates the appearance of live turf, organic turf, grass, sod, or lawn.

“Automatic irrigation controller” means an automatic timing device used to remotely control valves that operate an irrigation system. Automatic irrigation controllers schedule irrigation events using either evapotranspiration (weather-based) or soil moisture data.

“Backflow prevention device” means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.

“Chapter” means Chapter 18.14 of the San Dimas Municipal Code.

“Check valve” or “anti-drain valve” means a valve located under a sprinkler head, or other location in the irrigation system, to hold water in the system to prevent drainage from sprinkler heads when the sprinkler is off.

“City” means the City of San Dimas

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

“*Certification of Design*” means the certification included as Exhibit E of the Implementation Guidelines that shall be included in the *Landscape Documentation Package* pursuant to Section 2.1 of the Guidelines.

“*Common interest developments*” means community apartment projects, condominium projects, planned developments, and stock cooperatives per Civil Code Section 1351.

“*Conversion factor*” means the number that converts acre-inches per acre per year to gallons per square foot per year.

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

“*Drought tolerant landscaping*” means landscaping that utilizes little or no irrigation through the use of water-conserving materials and techniques, including but not limited to, native drought-tolerant plants, mulch and efficient irrigation.

“*Ecological restoration project*” means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.

“*Emitter*” means a drip irrigation emission device that delivers water slowly from the system to the soil.

“*Estimated Applied Water Use*” or “*EAWU*” means the ~~average~~ annual total amount of water estimated to ~~be necessary to~~ keep plants in a healthy state, ~~calculated as provided in the Guidelines.~~ It is based on ~~the factors such as~~ reference evapotranspiration rate, the size of the ~~landscapelandsaped~~ area, plant water use factors, and the ~~relative~~ irrigation efficiency ~~of the irrigation system.~~ within each hydrozone.

“~~ET~~“*Evapotranspiration adjustment factor*” or “*ETAF*” is ~~equal to the plant~~ means a factor ~~divided by the irrigation efficiency factor of .55~~ for a landscape project, as described ~~in the Guidelines.~~ The ~~ETAF is calculated in the context of local residential areas and~~ 0.45 for non- residential areas, that, when applied to reference evapotranspiration, ~~using site specific plant factors and irrigation efficiency~~ adjusts for plant factors that influence and irrigation efficiency, two major influences upon the amount of water that needs to be applied to the ~~specific landscaped area.~~ landscape The ~~ETAF for new and existing (non-rehabilitated) Special Landscape Areas shall not exceed 1.0. The ETAF for existing non-rehabilitated landscapes is 0.8~~

“*Evapotranspiration rate*” means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time.

“*Flow rate*” means the rate at which water flows through pipes, *valves* and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.

**“Front yard”** for purposes of this Chapter and the Guidelines” refers, shall mean the required front yard setback and any area between the street and the outline of the main building line. For other unique lot configurations, the Director of Development Services shall determine front yard.

**“Front yard landscaped area”** means 50% of the Front Yard Area that requires to the “Guidelines for Implementation” be landscaped with live vegetation, artificial turf, drought tolerant landscaping or a combination of all three.

**“Graywater”** means a system untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthy processing, manufacturing, or operating wastes. Graywater includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines. And laundry tubs, but does not include wastewater from kitchen sinks or dishwashers as adopted by the City, which describes procedures, calculations, and requirements for the Health and Safety Code (Section 17922.12). Graywater systems promote the efficient use of water and are encouraged to assist in on-site landscape projects subject to this Chapter. irrigation. All graywater systems shall conform to the California Plumbing Code (Title 24, Part 5, Chapter 16) and any applicable local ordinance standards.

**“Hardscapes”** means any durable materialsmaterial or feature (pervious and/or non-pervious) installed in or around a landscapedlandscape area, such as pavements or walls. Swimming pools, concrete, asphalt, bricks or stone. Pools and other water features are considered part of the landscaped area and not considered hardscapes for purposes of this Chapter— and the Guidelines.

**“Homeowner installed landscape”** means any landscaping either installed by a private individual for a single family residence or installed by a licensed contractor hired by a homeowner. A homeowner, for purposes of this Chapter, is a person who occupies the dwelling he or she owns. This definition excludes speculative homes, which are not owner occupied dwellings and which are subject to the requirements applicable to developer installed residential landscape projects.

**“Hydrozone”** means a portion of the landscaped area having plants with similar water needs and typically irrigated by one valve/controller station. A hydrozone may be irrigated or non-irrigated.

**“Implementation Guidelines”** means the Water Efficient Landscape Ordinance Guidelines which shall be adopted by resolution of the Planning Commission. The purpose of the Guidelines is to provide procedural and design guidance for applicants proposing new landscape or landscape rehabilitation projects that are subject to Chapter 18.14 of the City of San Dimas Municipal Code.

**“Infiltration rate”** means the rate of water entry into the soil expressed as a depth of water per unit of time (e.g., inches per hour).

“*Invasive plants species*” or “*noxious*” means species of plants not historically found in California that spread outside cultivated areas and can damage environmental or economic resources. Invasive plant species may be regulated by county agricultural agencies as *noxious species*.

“*Irrigation audit*” means an in-depth evaluation of the performance of an irrigation system conducted by a *Certified Landscape Irrigation Auditor*. An *irrigation audit* includes, but is not limited to: inspection, system tune-up, system test with *distribution uniformity* or emission uniformity, reporting *overspray* or *runoff* that causes overland flow, and preparation of an irrigation schedule.

“*Irrigation efficiency*” or “*IE*” means the measurement of the amount of water beneficially used divided by the amount of water applied— to a landscaped area. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. –The minimum average irrigation efficiency for purposes of this Chapter and the Guidelines is 0.71. –Greater irrigation efficiency can be expected from well designed and maintained systems. The following irrigation efficiency may be obtained for the listed irrigation heads with an IME of 90%:

<u>Irrigation Method</u>	<u>DU<sub>LO</sub></u>	<u>DU<sub>LH</sub>*</u>	<u>EU</u>	<u>IE**</u>
<u>Spray nozzles</u>	<u>65%</u>	<u>79%</u>		<u>71%</u>
<u>High efficiency spray nozzles</u>	<u>75%</u>	<u>82%</u>		<u>73%</u>
<u>Multi stream/Multi trajectory rotary (MSMT) nozzles</u>	<u>75%</u>	<u>85%</u>		<u>76%</u>
<u>Stream rotor nozzle</u>	<u>70%</u>	<u>82%</u>		<u>73%</u>
<u>Microspray</u>	<u>75%</u>	<u>85%</u>		<u>76%</u>
<u>Bubblers</u>			<u>85%</u>	<u>77%</u>
<u>Drip emitter</u>			<u>90%</u>	<u>81%</u>
<u>Subsurface drip</u>			<u>90%</u>	<u>81%</u>

\*DU<sub>LH</sub> = .386 + (.614)(DU<sub>LO</sub>)

\*\* IE (spray) = (DU<sub>LH</sub>)(IME)

\*\* IE (drip) = Emission uniformity (EU)(IME)

“*Irrigation Management Efficiency*” or “*IME*” means the measurement used to calculate the irrigation efficiency of the irrigation system for a landscaped project. A 90% IME can be achieved by using evapotranspiration controllers, soil moisture sensors, and other methods that will adjust irrigation run times to meet plant water needs.

“*Landscape coefficient*” (*K<sub>L</sub>*) is the product of a plant factor multiplied by a density factor and a microclimate factor. The landscape coefficient is derived to estimate water loss from irrigated landscaped areas and special landscaped areas.

“*Landscape documentation package*” means the package of documents that a project applicant is required to submit to the City pursuant to Section 2.1 of the Guidelines.

**“Landscape installation certificate of completion”** means the certificate included as Appendix E of the Guidelines that shall be submitted to the City pursuant to Section 2.7(c)(1) of the Guidelines.

**“Landscape professional”** means a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape pursuant to Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the California Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the California Food and Agriculture Code.

**“Landscaped area”** means all the planting areas, turf areas, and water features in a landscaped landscape design plan subject to the **“Maximum Applied Water Allowance”** and **“Estimated Applied Water Use”** calculations. **The landscaped area does not ~~included~~include** footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

~~“Landscape Documentation Package” means the documents required to be provided to the City for review and approval of landscape design projects, as described in the Guidelines.~~

~~“Landscape project” means total area of landscape in a project, as provided in the definition of “landscaped area”.~~

**“Lateral line”** means the water delivery pipeline that supplies water to the emitters or sprinklers from the valve.

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

**“Low volume overhead irrigation”** means aboveground irrigation heads with an upper flow limit of 0.5 GPM.

**“Main line”** means the pressurized pipeline that delivers water from the water source to the valve or outlet.

**“Manual isolation valve”** means a valve such as a gate valve, ball valve, or butterfly valve installed downstream of the point of connection of the water supply to shutdown water flow through mainline piping for routine maintenance and emergency repair.

**“Master shut-off valve”** an electronic valve such as a solenoid valve installed as close as possible to the point of connection and is used in conjunction with a flow sensor and flow monitoring controller technology to automatically shutdown system wide water flow in the event of high flow conditions such as mainline pipe break.

~~“Maximum Applied Water Allowance~~applied water allowance” or “MAWA” means the upper limit of annual applied water for the established *landscaped area*, ~~as specified in Section 2.2 of the Guidelines.~~ It is based upon the area’s *reference evapotranspiration*, the ~~ET Adjustment Factor~~ETAF, and the size of the *landscaped area*. ~~The “Estimated Applied Water” use~~ Use shall not exceed the ~~“Maximum Applied Water Allowance”~~.

“Microclimate” means the climate of a small, specific area that may contrast with the climate of the overall landscaped area due to factors such as wind, sun exposure, plant density, or proximity to reflective surfaces.

**“Mined-land reclamation projects”** means any surface mining operation with a reclamation plan approved in accordance with the Surface ~~Mining~~mining and Reclamation Act of 1975.

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

“Non-pervious” means any surface or natural material that does not allow for the passage of water through the material and into the underlying soil.

“Operating pressure” means the pressure at which the parts of an authorizing document issued irrigation system of sprinklers are designed to operate at by the manufacturer.

“Overspray” means the irrigation water which is delivered beyond the target area.

“Parkway” for purposes of this Chapter and the Guidelines, means that portion of a public street which is not improved for actual street, curb, gutter or sidewalk use and which is available for planting and maintaining street trees.

“Person” means any natural person, firm, joint venture, joint stock company, partnership, public or private association, club, company, corporation, business trust, organization, public or private agency, government agency or institution, school district, college, university, any other user of water provided by the City for new construction or rehabilitated or the local water purveyor, or the manager, lessee, agent, servant, officer, or employee of any of them or any other entity which is recognized by law as the subject of rights or duties.

“Pervious” means any surface or material that allows the passage of water through the material and into the underlying soil.

“Plant factor” or “plant water use factor” is a factor, when multiplied by *ET<sub>o</sub>*, that estimates the amount of water needed by plants. For purposes of this *Water Efficient Landscape Ordinance*, the *plant factor* range for very low water use plants is 0 to 0.1; the *plant factor* range for low water use plants is 0 to 0.3; the *plant factor* range for moderate

water use plants is 0.4 to 0.6; and the *plant factor* range for high water use plants is 0.7 to 1.0. *Plant factors* cited in the Guidelines are derived from the Department of Water Resources 2000 publication “Water Use Classification of Landscape Species.”

“*Precipitation rate*” means the rate of application of water measured in inches per hour.

“*Project applicant*” means the individual or entity submitting a Landscape Documentation Package required under Section 2.1 to request a permit, plan check, or design review from the City. A project applicant may be the property owner or his or her designee.

“*Property owner*” or “owner” means the record owner of real property as shown on the most recently issued equalized assessment roll.

“*Rain sensor*” or “rain sensing shutoff device” means a component which automatically suspends irrigation when it rains.

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

“*Reference evapotranspiration*” or “ETo” means a standard measurement of environmental parameters which affect the water use of plants. ETo is given expressed in inches per day, month, or year as represented in Appendix C of the Guidelines, and is an estimate of the evapotranspiration of a large field of four to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the Maximum Applied Water Allowances.

“*Recycled water*” or “*reclaimed water*” means treated or recycled waste water of a quality suitable for non-potable uses such as landscape—irrigation and water features. This water is not intended for human consumption.

“*Rehabilitated landscape*” means any re-landscaping project that ~~is~~requires a permit, plan check, or design review, meets the requirement of Section 1.2 of the Guidelines, and the modified landscape area is equal to or greater than 2,500 square feet, ~~is 50% of the total landscape area, and the modifications are planned to occur within one year.~~

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

“*SMART irrigation controller*” or “*Soil moisture sensor*” means a weather-based or soil moisture-based irrigation controller that monitors and uses information about the environmental conditions at a specific location and landscape to automatically adjust watering schedules.

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

“Special Landscaped Areas” or “SLA” means an area of the landscape dedicated solely to edible plants such as orchards and vegetable gardens, areas irrigated with recycled water, water features using recycled water, and areas ~~dedicated to active play such as parks, sports field, golf courses, and where turf provides a playing surface.~~ designated as a Recreational Area.

“Sprinkler head” means a device which delivers water through a nozzle.

“Static water pressure” means the pipeline or municipal water supply pressure when water is not flowing.

“Station” means an area served by one valve or by a set of valves that operate simultaneously.

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

**“Turf” means a ground cover surface of mowed grass.**

“Valve” means a device used to control the flow of water in an irrigation system.

“Visible street side yard” for purposes of this Chapter and the Guidelines, means any street side yard that is visible from the public right of way which shall be required to be landscaped with a minimum of 50% of live vegetation, artificial turf, drought tolerant landscaping or a combination of all three.

“Water Efficient Landscape Ordinance” means Chapter 18.14 of the City of San Dimas Municipal Zoning Code.

“Water Efficient Landscape Worksheet” means the worksheet required to be completed pursuant to Section 2.2 of the Guidelines and which are included in Appendix C of the Guidelines.

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

“Watering window” means the time of day irrigation is allowed.

“WUCOLS” means the Water Use Classification of Landscape published by the University of California Cooperative Extension, the Department of Water Resources, and the Bureau of Reclamation, 2000. [www.owue.water.ca.gov/docs/wucols00](http://www.owue.water.ca.gov/docs/wucols00)

### **18.14.030 Applicability**

- A. ~~As~~Beginning February 1, 2016, all landscaping projects subject to this Chapter shall obtain a permit from the Department of Development Services prior to installation of any landscaping. All planting, irrigation, and landscape related improvements required by this Chapter shall apply to the following landscape projects:
- ~~1. Installation of new and rehabilitated landscaping for industrial, commercial, office and institutional developments; parks and other public recreational areas; multi-family residential;~~New landscape projects with an aggregate landscape area equal to or greater than 500 square feet requiring a building or landscape permit, plan check or design review;
  - ~~2. Rehabilitated landscape projects with an aggregate landscape area equal to or greater than 2,500 square feet.— requiring a building or landscape permit, plan check or design review;~~
  - ~~3. Installation of new landscaping at single family dwellings which are developer installed~~New or rehabilitated landscape projects between 500 and 2,500 square feet may comply with a landscape area equal the performance requirements of this ordinance or conform to or greater the prescriptive measures contained in Appendix A of the Guidelines;
  - ~~4. New or rehabilitated projects using treated or untreated graywater or rainwater capture on site, any lot or parcels within the project that has less than 2,500 square feet— of landscape area and meets the lot or parcel’s landscape water requirement (Estimated Total Water Use) entirely with the treated or untreated graywater or though stored rainwater capture on site is subject only to Appendix A Section (5) of the Guidelines;~~
  - ~~3. Installation of new landscaping at single family dwellings, which are homeowner installed, with a landscape area equal to or greater than 5,000 square feet.~~
  - ~~4.5. Special Landscaped Areas, such as areas dedicated to edible plants, irrigated with recycled water, or dedicated to active play, shall prepare a water efficient landscape worksheet and landscape documentation package according to specifications for Special Landscaped Areas;~~
  - ~~5. New and rehabilitated cemeteries shall be required to comply with this Chapter;~~
  - ~~6. Cemeteries. Recognizing the special landscape management needs of cemeteries, new and rehabilitated cemeteries are limited to Sections 2.2 and 2.9 of the Guidelines; and existing cemeteries are limited to Section 3 of the Guidelines.~~
  - ~~6.7. Irrigation of landscaped areas of any size shall be conducted in a manner conforming to the rules and requirements, and shall be subject to penalties and incentives for water conservation and water waste prevention as determined and~~

implemented by the local water purveyor or as mutually agreed by the local water purveyor and the City of San Dimas.

~~7.8.~~ Existing landscapes that are one acre or more shall not exceed their Maximum Applied Water Allowance.

B. Section 18.14.070 of this chapter regarding water conservation and water waste applies to all landscaped areas installed prior to or after January 1, 2010.

C. Section 18.14.030 of this chapter shall apply to all landscape areas installed after February 1, 2016.

#### **18.14.040 Exemptions**

~~4.A.~~ This Chapter does not apply to:

1. Registered local, state, or federal historical sites;
2. Ecological restoration projects that do not require a permanent irrigation system;
3. Mined-land reclamation projects that do not require a permanent irrigation system; or
4. Plant collections, as part of botanical gardens and arboretums open to the public.

~~C.B.~~ Except as provided in this Chapter a permit is required before the installation or rehabilitation of a landscape. Before a permit is issued the Director of Development Services or his designee must ensure the proposed landscape is in conformity with the conditions set forth in this Chapter.

#### **18.14.04050 Implementation Procedures**

- A. Prior to installation, a “Landscape Documentation Package” shall be submitted to the Development Services Department for review and approval of all landscape projects subject to the provisions of this Chapter. Any “Landscape Documentation Package” submitted shall comply with the adopted Guidelines.
- B. Prior to assembling the landscape documentation Package, applicants are advised to consult the Development Services Department to ascertain if the subject property is located within an area subject to additional landscape requirements including, but not limited to various custom lot areas and scenic corridors. Information regarding additional landscape requirements shall be made available upon request.
- C. Other regulations affecting landscape design and maintenance practices are potentially applicable and should be consulted for additional requirements. These regulations include but may not be limited to:
  1. State of California Section 65595;
  2. National Pollutant Discharge Elimination Permit for the Municipal Separate Sewer System;
  3. Water Conservation and Drought Response Regulations of the Local Water Purveyor;
  4. Zoning Code;

5. Building Code;
  6. Specific Plans, Master Plans, General Plan, or similar land use and planning documents; and
  7. Conditions of approval for a specific project.
- D. Landscape and irrigation plans submitted to the Development Services Department for review and approval shall include appropriate water use calculations.
- E. The “Landscape Documentation Package” shall bear the signature of a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape. This ordinance shall not be deemed to prohibit any person from preparing any plans, drawings, or specifications for any property owned by that person.
- F. Verification of compliance of the landscape installation with the approved plans shall be obtained through a “Certificate of Completion” in conjunction with the final permit process, as provided in the Guidelines and are certified to be in compliance with the provisions of [athis](#) Chapter and Guidelines and that the landscaping has been completed in accordance with the approved plans.

#### **18.14.050060 Landscape Water Use Standards**

- ~~4.A.~~ For applicable landscape installation or rehabilitation projects subject to this Chapter, the “Estimated Applied Water” use allowed for the landscaped areas shall not exceed the “Maximum Applied Water Allowance” calculated using an “ET adjustment factor” of ~~.07~~[0.55 for residential areas and 0.45 for non-residential areas, exclusive of Special Landscape Areas](#), except for special landscaped areas where the “Maximum Applied Water Allowance” is calculated using an “ET adjustment factor” of 1.0; or the design of the landscaped area shall otherwise be shown to be equivalently water-efficient in a manner acceptable to the City as provided in the Guidelines.

#### **18.14.060070 Existing Landscapes**

- A. Irrigation of landscaped areas of any size shall be conducted in a manner conforming to the rules and requirements and shall be subject to penalties and incentives for water conservation and waste prevention, as determined and implemented by the local water purveyor and as may be mutually agreed by the City.
- B. The City and/or local water purveyor may administer programs such as irrigation water use analyses, irrigation surveys and/or irrigation audits, tiered meter rate structures, water budgeting by parcel, or other approaches to achieve landscape water use efficiency community-wide to a level equivalent to or less than would be achieved by applying a MAWA calculated with an ETAF of 0.8 to all landscaped areas in the City over one acre in size.

- C. The architectural guidelines of a common interest development, including apartments, condominiums, planned developments, and stock cooperatives, shall not prohibit or include conditions that have the effect of prohibiting the use of low-water use plants as a group.
- D. Water Waste Prevention
1. Water waste resulting from inefficient landscape irrigation leading to excessive runoff, low head drainage, overspray and other similar conditions where water flows onto adjacent property, non-irrigated areas, walks, roadways or structures is prohibited.
  2. All landscape areas, whether installed pursuant to this chapter or not, shall be maintained in a healthful and sound condition. Irrigation systems and their components shall be maintained in a fully functional manner consistent with the originally approved design and the provisions of this chapter.
  3. Landscapes shall be maintained to ensure water efficiency. A regular maintenance schedule should include but not be limited to checking, adjusting, and repairing irrigation equipment; resetting the automatic controller; aerating and dethatching turf areas; replenishing mulch; fertilizing; pruning; and weeding in all landscaped areas.

**18.14.070 — Artificial Turf~~080~~ Alternative Landscapes**

- A. Artificial or synthetic turf is an appropriate substitute for natural turf in some cases for the purposes of water conservation. ~~The use~~Installation and maintenance of artificial turf shall be governed by Guidelines which shall be adopted as set forth in section 18.14.100.
- ~~A.B.~~ Drought tolerant landscapes may be an appropriate substitute, in some cases, for natural turf for the purposes of water conservation. When installed correctly, drought tolerant landscapes can provide aesthetic curb appeal and provide an appealing community environment, while utilizing little to no water consumption. Installation and maintenance of artificial turf shall be governed by Guidelines which shall be adopted as set forth in section 18.14.090,100.

**18.14.90 ~~18.14.080~~ — Minor Deviations**

- A. ~~A.~~—The Director of Development Services or his or her designee may grant minor deviations from the requirements of this chapter limited to the following:
1. Minor modifications to approved landscaping irrigation or grading plans, which comply with the spirit and intent of this chapter and the accompanying Guidelines;
  2. Modifications of planting, installation, and/or preparation details;
  3. Final of permits prior to installation of landscaping due to exceptional and unforeseen circumstance, subject to the deposit of an appropriate performance guarantee with the Development Services Department.

~~4.B.~~ In granting a minor deviation, the Director of Development Services or his or her designee may impose conditions, as deemed necessary, to comply with the spirit and intent of this chapter and accompanying Guidelines;

~~B.C.~~ The Director of Development Services Department decision may be appealed to Development Plan Review Board in writing. ~~The Development Plan Review Board shall not be required in granting a minor deviation to this chapter or accompanying Guidelines pursuant to the provisions of Chapter 18.212.~~

#### **18.14.090100 Implementation Guidelines**

This Water Efficient Landscape Ordinance Guidelines shall be adopted by resolution of the Planning Commission.

#### **18.14.100110 Enforcement and Penalties**

~~A.~~ ~~Except for the provisions of Section 5.110.030(D)(13)(h), any~~ Any firm, corporation or person, whether as principal, agent, employee or otherwise, violating or causing the violation of any of the provisions of this chapter shall be guilty of a misdemeanor, and any conviction thereof shall be punishable as set forth in Chapter 1.12 of the San Dimas Municipal Code.

~~B.~~

~~B.~~ Nothing herein shall prevent or restrict the city from taking such other lawful action in any court of competent jurisdiction as is necessary to prevent or remedy any violation or noncompliance. Such other lawful actions shall include, but shall not be limited to, an equitable action for injunctive relief or an action at law for damages.

~~C.~~ ~~C.~~—Further, nothing in this section shall be construed to prohibit the city from prosecuting any violation of this chapter by means of code enforcement established pursuant to the authority as provided by the laws of the state of California and the City of San Dimas.

~~D.~~

~~D.~~ Any violation of the provisions of this chapter shall constitute a separate offense for each and every day during which such violation is committed or continued.



# Agenda Item Staff Report

**DATE:** January 12, 2016

**TO:** Honorable Mayor and Members of City Council  
*For the Meeting of January 12, 2016*

**FROM:** Blaine Michaelis, City Manager

**INITIATED BY:** Debra Black, Assistant City Clerk

**SUBJECT:** Parks and Recreation Commission Appointment

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## **SUMMARY**

*In November of 2015 Commissioner Tom Diaz resigned his commission creating a vacancy. In August of 2015 Mayor Morris and Councilmember Ebner held interviews and made an appointment for a vacancy during that time. They would like to appoint another applicant from the August interviews to fill this vacancy.*

## **RECOMMENDATION:**

Appoint Paolo Kespradit to fill vacancy left by Tom Diaz.



# Agenda Item Staff Report

**TO:** Honorable Mayor and Members of City Council  
*For the Meeting of January 12, 2016*

**FROM:** Blaine Michaelis, City Manager

**SUBJECT:** Appoint 2 members of the City Council to serve on a subcommittee to work with staff regarding potential changes to the Memorandum of Understanding with the San Dimas Chamber of Commerce

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## **SUMMARY**

*Staff recently met with the Staff and Executive Board of the San Dimas Chamber to receive information regarding the financial performance of certain events the Chamber administers as part of our Memorandum of Understanding with them. Of particular concern are the Birthday BBQ and Western Days events.*

*The Chamber provided summary financial information regarding these issues. They are taking immediate steps to reduce their operating costs. However, more substantive measures need to be considered and implemented.*

*The review process will involve the deliberation over potential policy changes – therefore staff sees the benefit of having a subcommittee of 2 council members to work with staff to analyze the situation and explore effective alternatives. Upon completion, the work of the subcommittee and staff will be brought forward to the full city council for consideration.*

## **RECOMMENDATION**

1. Receive report from staff.
2. Designate 2 members of the City Council to work with staff to review financial issues related to the Memorandum of Understanding with the San Dimas Chamber of Commerce.
3. Staff and the subcommittee to prepare recommendations for consideration by the full city council.