



CITY OF LA PUENTE CITY COUNCIL MEETINGS

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Availability

Any writings or documents provided to a majority of the City Council/Successor Agency regarding items on this agenda will be made available for public inspection at the City Clerk's Office at City Hall located at 15900 E. Main Street and at the Reference Desk at the La Puente Library located at 15920 E. Central during normal business hours. In addition, such writings and documents will be posted on the City's website at www.lapuente.org.

Americans with Disabilities

In accordance with the Americans with Disabilities Act (ADA), individuals requiring special assistance to participate in a City meeting or to access other City services should contact the City Clerk's Office at (626) 855-1500. Providing notice at least 48 hours before a regular meeting, 24 hours before a special meeting, or prior to the time services are needed will help City staff make reasonable arrangements.

Meeting Times

City Council meetings shall adjourn no later than 10:30 p.m., unless a majority of members approve a motion to extend the meeting to consider remaining agenda items or newly added items in accordance with the Ralph M. Brown Act (Government Code Section 54950, et seq.). (Ordinance No. 95-727).



CITY OF LA PUENTE

REUNIONES DEL CONCEJO MUNICIPAL

Cómo escuchar la reunión en vivo

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La interpretación en español también está disponible en las reuniones del Concejo Municipal bajo solicitud. Hay interpretación simultánea (inglés-español) para escuchar la reunión y interpretación consecutiva (español a inglés) para cualquier persona que durante las comunicaciones orales. El uso de intérpretes proporcionados por la Ciudad es opcional; puede traer su propio intérprete. Tenga en cuenta que, debido a la variedad de dialectos y diferencias regionales, la Ciudad no puede garantizar interpretación en todos los dialectos y se exime de cualquier responsabilidad que supuestamente surja de dichos servicios.



Cómo enviar comentarios públicos

Todos los comentarios públicos están sujetos a las mismas reglas de decoro que los oradores en las reuniones del Concejo Municipal.

En persona: Los comentarios públicos pueden presentarse en persona en el Ayuntamiento, 15900 E. Main Street.

Por escrito: Los comentarios escritos pueden enviarse por correo electrónico a cityclerk@lapuente.org al menos 2 horas antes del inicio de la reunión. Los comentarios por correo electrónico se distribuirán al Concejo Municipal y formarán parte del registro oficial, pero no se leerán en voz alta durante la reunión. Por favor, incluya "COMENTARIO PÚBLICO" en la línea de asunto para asegurar que su mensaje sea recibido correctamente por el Concejo y el personal de la Ciudad.

Disponibilidad

Cualquier escrito o documento proporcionado a la mayoría del Concejo Municipal o de la Agencia Sucesora sobre los temas de la agenda estará disponible para revisión pública en la Oficina de la secretaria Municipal, Ayuntamiento, 15900 E. Main Street, y en el Mostrador de Referencia de la Biblioteca de La Puente, 15920 E. Central. Además, dichos escritos y documentos se publicarán en el sitio web de la Ciudad: www.lapuente.org.

Personas con Discapacidades

De acuerdo con la Ley de Estadounidenses con Discapacidades (ADA), cualquier persona que necesite asistencia especial para participar en una reunión de la Ciudad o acceder a otros servicios municipales debe comunicarse con la Oficina de la secretaria Municipal al (626) 855-1500. Proporcionar aviso con al menos 48 horas de anticipación para reuniones regulares, 24 horas para reuniones especiales o antes del momento en que se necesiten los servicios, ayudará al personal de la Ciudad a hacer los arreglos razonables necesarios.

Horario de las Reuniones

Las reuniones del Concejo Municipal normalmente finalizarán a las 10:30 p.m., a menos que la mayoría de los miembros apruebe una moción para extender la reunión y considerar los asuntos restantes de la agenda o los nuevos asuntos añadidos, de acuerdo con la Ley Ralph M. Brown (Código de Gobierno Sección 54950, y siguientes) (Ordenanza No. 95-727).



AGENDA
REGULAR MEETING OF THE
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
COUNCIL CHAMBERS
15900 EAST MAIN STREET, LA PUENTE
JUNE 23, 2026 AT 9:30 AM

CALL TO ORDER

ROLL CALL

COUNCIL/AGENCY MEMBERS: Klinakis, Munoz, Argudo, Mendoza, Quinones

PLEDGE OF ALLEGIANCE

PRESENTATIONS

1. Presentation of Proclamation Declaring June 2026 as Pride Month

ORAL COMMUNICATIONS

If you wish to address the City Council/Successor Agency on an item other than a public hearing matter, please complete the Request for Oral Presentation form and submit it to the City Clerk no later than prior to the conclusion of the first speaker's remarks. All speakers are requested to observe the City's Rules of Decorum when addressing the City Council (LPMC section 2.04.120.).

BOARDS/COMMISSION/COMMITTEE REPORTS

Council Members provide a report on any Board/Commission/Committee meetings, listed below, that they have attended.

<u>ORGANIZATION</u>	<u>DEL/ALT</u>	<u>MONTHLY MEETINGS</u>	<u>TIME</u>
California Contract Cities Association	Argudo/Quinones	3rd Wednesday	6:30 p.m.
Sanitation District 15 & 21	Klinakis/Munoz	4th Wednesday	1:30 p.m.
League of California Cities L.A. Div.	Argudo/Mendoza	1st Thursday	6:30 p.m.
City Selection Committee	Klinakis/Mendoza	When Necessary	6:30 p.m.
San Gabriel Valley COG	Quinones/Argudo	3rd Thursday	4:00 p.m.
California JPIA	Munoz/All Council	4th Wednesday	6:30 p.m.
Foothill Transit Governing Board	Klinakis/Munoz	Last Friday of the Month	7:45 a.m.
San Gabriel Valley Mosquito & Vector Control District	Klinakis	2nd Friday	7:00 a.m.

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS

- A.1 READ AND APPROVE THE MINUTES OF THE CITY COUNCIL AND SUCCESSOR AGENCY MEETING OF JUNE 9, 2026

Staff Recommendation: It is recommended that the City Council and Successor Agency waive the reading and approve the Minutes of the City Council and Successor Agency meeting of June 9, 2026.

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL

B.1 INTRODUCTION OF AN ORDINANCE NO. 26-997 APPROVING MUNICIPAL CODE AMENDMENT NO. 26-02 ESTABLISHING CITYWIDE OBJECTIVE DESIGN STANDARDS FOR MULTIFAMILY AND MIXED-USE RESIDENTIAL DEVELOPMENT PROJECTS IN ACCORDANCE WITH STATE LAW

Staff Recommendation: It is recommended that the City Council: (1) open the public hearing and receive public testimony; (2) adopt Resolution No. 26-1597, accepting the Planning Commission's recommendation; (3) waive full reading and introduce Ordinance No. 26-997 and read by title only, approving Municipal Code Amendment No. 26-21 establishing citywide objective design standards for multifamily and mixed-use residential development projects in accordance with State law; and (4) direct staff to file a Notice of Exemption for the project.

B.2 CONSIDERATION OF PROPOSED ANNUAL SEWER LEVY REPORTS FOR COLLECTION OF SEWER CAPITAL CHARGES AND SEWER MAINTENANCE CHARGES AND ADOPTION OF RESOLUTIONS CONFIRMING SEWER CHARGE RATES FOR FISCAL YEAR 2026-2027

Staff Recommendation: It is recommended that the City Council: (1) open the public hearing and receive public input; and (2) adopt Resolution No. 26-6004 confirming the Fiscal Year 2026-2027 sewer capital charge; and (3) adopt Resolution No. 26-6005 confirming the Fiscal Year 2026-2027 sewer maintenance charge.

C. UNFINISHED BUSINESS OF THE CITY COUNCIL

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine in nature and may be enacted by one motion approving the recommendation listed on the Agenda. One or more items may be removed from the Consent Calendar so that said item(s) may be discussed and considered individually by the City Council/Successor Agency, if a motion to remove the item(s) is approved by an affirmative vote of a majority of the members of the City Council/Successor Agency.

D.1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT RESOLUTION NO. 26-6006

Staff Recommendation: It is recommended that the City Council and Successor Agency adopt Resolution No. 26-6006 approving Warrant Register No. 1617.

D.2 PRESENTATION OF MAY 2026 REQUISITION SUMMARY REPORT

Staff Recommendation: It is recommended that the City Council receive and file this report.

D.3 PRESENTATION OF MAY 2026 INVESTMENT REPORT

Staff Recommendation: It is recommended that the City Council receive and file this report.

D.4 CONSIDERATION OF AMENDMENT NO. 6 TO THE PROFESSIONAL SERVICES AGREEMENT WITH WEST COAST ARBORISTS, INC. FOR STREET TREE TRIMMING AND URBAN FORESTRY SERVICES

Staff Recommendation: It is recommended that the City Council approve Amendment No. 6 to the Professional Services Agreement with West Coast Arborists, Inc. to extend the term to June 30, 2031.

D.5 CONSIDERATION OF AN AGREEMENT FOR CONSTRUCTION SERVICES WITH BEST CONTRACTING SERVICES, INC FOR ROOFING IMPROVEMENTS AT THE LA PUENTE COMMUNITY CENTER IN THE AMOUNT OF \$774,747.00

Staff Recommendation: It is recommended that the City Council: (1) approve the Agreement for construction services with BEST Contracting Services, Inc. for roofing improvements at the La Puente Community Center in the amount of \$774,747; and, (2) authorize the City Manager to execute the Agreement and approve change orders up to 10% of the original bid amount.

D.6 CONSIDERATION OF RELEASE OF BOND FOR TRACT MAP NO. 82839 LOCATED AT 15616 AMAR ROAD – AMAR ESTATES LLC

Staff Recommendation: It is recommended that the City Council: (1) accept the public improvements completed for Tract Map No. 82839; (2) authorize the City Clerk to execute a Notice of Completion; and (3) authorize staff to release the Certificate of Deposit to the developer.

D.7 CONSIDERATION OF AWARD OF YOUTH WORKFORCE GRANT SUBRECIPIENT AGREEMENTS TO SIMPLE SOLUTIONS

Staff Recommendation: It is recommended that the City Council: (1) award the subrecipient agreement to Simple Solutions Psychotherapy; and (2) authorize the City Manager to execute all documents necessary to effectuate these agreements.

D.8 SECOND READING AND CONSIDERATION OF ADOPTION OF ORDINANCE NO. 26-996 OF THE CITY COUNCIL OF THE CITY OF LA PUENTE APPROVING MUNICIPAL CODE AMENDMENT NO. 26-01 (TITLE 10 ZONING CODE UPDATE AND OFFICIAL ZONING MAP AMENDMENT)

Staff Recommendation: It is recommended that the City Council (1) adopt Ordinance No. 26-996, an Ordinance of the City Council of the City of La Puente, approving Municipal Code Amendment No. 26-01, amending Title 10 (Zoning) of the La Puente Municipal Code to add Chapter 10.21 (Religious Congregational Sites Overlay), Chapter 10.51 (Replacement Housing Units), and Chapter 10.52 (Housing Element Sites), and updating the Official Zoning Map; and (2) direct staff to file a Notice of Determination for the CEQA Addendum previously adopted by the City Council on June 9, 2026.

D.9 CONSIDERATION OF A RESOLUTION RESCINDING RESOLUTION NO. 26-5995 AND AMENDING THE COMPREHENSIVE PERSONNEL SYSTEM FOR FULL-TIME POSITIONS TO AUTHORIZE FUNDING AND ADD AN ADDITIONAL SENIOR MAINTENANCE WORKER

Staff Recommendation: It is recommended that the City Council: (1) adopt Resolution No. 26-6007 rescinding Resolution No. 26-5995 amending the comprehensive personnel system; and (2) provide any necessary direction to Staff.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E.1 PRESENTATION OF MAY 2026 BUDGET REPORT

Staff Recommendation: It is recommended that the City Council receive and file this report.

E.2 DISCUSSION AND DIRECTION RELATED TO FIREWORK SUPPRESSION FOR 4TH OF JULY WEEKEND

Staff Recommendation: It is recommended that the City Council discuss this item and provide any necessary direction to Staff.

E.3 DISCUSSION AND DIRECTION REGARDING NAMING RIGHTS FOR THE LA PUENTE ANIMAL SHELTER/COMMUNITY DOG PARK/K-9 TRAINING CENTER AT 16550 OLD VALLEY BOULEVARD

Staff Recommendation: It is recommended that the City Council discuss naming rights for the La Puente Animal Shelter/Community Dog Park/K-9 Training Center and provide direction to Staff.

ADHOC COMMITTEE REPORTS

Council Members provide a report on any Ad Hoc Committee meetings that they have attended.

NAME

MEMBERS

Code Enforcement Committee	Klinakis/Mendoza
La Puente Park Fees, Ordinance and Program Oversight Committee	Munoz/Quinones
Project LEAD Committee	Mendoza/Quinones
LPQT Action Committee	Mendoza/Quinones
Rowland, Bassett, and Hacienda La Puente Unified School Districts Liaison Committee	Klinakis/Munoz
Senior Advisory Committee	Klinakis/Munoz
Business Outreach Support Committee	Klinakis/Quinones
La Puente Activity Center Design Oversight Committee	Klinakis/Mendoza

AB 1234 REPORTS

ORAL COMMENTS FROM COUNCIL

ORAL COMMENTS FROM STAFF

ADJOURNMENT

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements.

Dated June 18, 2026.

_____/s/_____
Martha Torres, MPA, CMC, City Clerk

MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
REGULAR MEETING OF
JUNE 9, 2026

Per *Robert's Rules of Order Newly Revised 11th Edition*, minutes are a record of the actions taken by the body. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the City's website www.lapuente.org.

A Regular Meeting of the City Council of the City of La Puente was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on Tuesday, June 9, 2026, at 7:00 p.m.

CALL TO ORDER

Mayor Klinakis called the meeting to order at 7:09 p.m.

ROLL CALL

Members present: Klinakis, Argudo (arrived at 7:15 p.m.), Mendoza, Quinones.

Members absent: Munoz.

Staff members present: City Manager Bob Lindsey, Acting City Manager/Director of Community Services Alexander Bauman, City Attorney Susie Altamirano, City Clerk Martha Torres, Director of Administrative Services Troy Grunklee, Director of Development Services Abraham Tellez, Chief/Director of Public Safety Jeffrey Buckwell, Office Specialist Karissa Rivas Bustillos.

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

PRESENTATIONS

1. Los Angeles County Sheriff's Department Activity and Information Briefing

Sergeant Brian Moreno from the Los Angeles County Sheriff's Department provided a presentation update regarding activity happening in the City.

Mayor Klinakis and Council Member Quinones thanked the Sheriff's Department for their support at the Brunch by the Bridge and Movies at the Park events.

ORAL COMMUNICATIONS – None

BOARDS/COMMISSION/COMMITTEE REPORTS – None

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS

A.1 READ AND APPROVE THE MINUTES OF THE CITY COUNCIL AND SUCCESSOR AGENCY MEETING OF MAY 26, 2026

A motion was made by Council Member Argudo, seconded by Council Member Mendoza, to waive the reading and approve the Minutes of the City Council and Successor Agency meeting of May 26, 2026. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Mendoza, Quinones.
NOES: None
ABSTAIN: None
ABSENT: Munoz.

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL

B.1 CONTINUED FROM THE MAY 26, 2026, REGULAR CITY COUNCIL MEETING - CONSIDERATION OF A RESOLUTION ADOPTING THE PLANNING COMMISSION'S RECOMMENDATION AND APPROVING GENERAL PLAN AMENDMENT NO. 26-01 (HOUSING ELEMENT IMPLEMENTATION – PROGRAMS 3A, 3B, 3C), AND INTRODUCTION AND CONSIDERATION OF ORDINANCE APPROVING MUNICIPAL CODE AMENDMENT NO. 26-01 (TITLE 10 – ZONING CODE UPDATE AND OFFICIAL ZONING MAP AMENDMENT)

Director of Development Services Tellez provided a report of the public hearing item regarding the housing element general plan and zoning amendments.

Council Member Argudo stated that all his questions had been answered by Staff prior to the Council meeting.

A motion was made by Council Member Argudo, seconded by Council Member Quinones, to: (1) adopt Resolution No. 26-5988 adopting the Planning Commission's recommendation, setting forth findings and approving General Plan Amendment No. 26-01 and adopting the CEQA Addendum; (2) waive reading of Ordinance No. 26-996 and read by title only; (3) introduce Ordinance No. 26-996 approving Municipal Code Amendment No. 26-01, amending Title 10 (Zoning) of the La Puente Municipal Code to add Chapter 10.21 (Religious Congregational Sites Overlay), Chapter 10.51 (Replacement Housing Units), and Chapter 10.52 (Housing Element Sites), and updating the Official Zoning Map; and (4) adopt the CEQA Addendum to the 6th Cycle Housing Element Negative Declaration and direct staff to file a Notice of Determination. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Mendoza, Quinones.
NOES: None
ABSTAIN: None

ABSENT: Munoz.

C. UNFINISHED BUSINESS OF THE CITY COUNCIL

C.1 CONSIDERATION OF A CHANGE ORDER WITH PONCE STEEL FABRICATORS FOR ADDITIONAL FENCING AND OTHER IMPROVEMENTS AT THE LA PUENTE DOG PARK AT 16550 OLD VALLEY BOULEVARD IN THE AMOUNT OF \$140,845.00

Council Member Argudo stated that all his questions had been answered by Staff prior to the Council meeting.

A motion was made by Council Member Argudo, seconded by Council Member Mendoza, to approve the change order with Ponce Steel Fabricators in the amount of \$140,845.00 for stated improvements. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Mendoza, Quinones.
NOES: None
ABSTAIN: None
ABSENT: Munoz.

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

A motion was made by Council Member Argudo, seconded by Council Member Quinones, to approve Consent Calendar Items D-1 through D-6. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Mendoza, Quinones.
NOES: None
ABSTAIN: None
ABSENT: Munoz.

D.1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT RESOLUTION NO. 26-5996

Action Taken: The City Council and Successor Agency adopted Resolution No. 26-5996 approving Warrant Register No.1616.

D.2 CONSIDERATION OF RESOLUTIONS PERTAINING TO THE CITY'S GENERAL MUNICIPAL ELECTION ON TUESDAY, NOVEMBER 3, 2026

Action Taken: The City Council: (1) adopted Resolution No. 26-5997 calling for the holding of a general municipal election on Tuesday, November 3, 2026; (2) adopted Resolution No. 26-5998 requesting that the County of Los Angeles consolidate the general municipal election with the Statewide general election; (3) adopted Resolution No. 26-

5999 adopting regulations relating to candidate statements; and (4) adopted Resolution No. 26-6000 providing for a Special Runoff Election in the event of a tie vote.

D.3 CONSIDERATION OF ADOPTION OF A RESOLUTION AUTHORIZING PARTICIPATION IN THE COUNTY OF LOS ANGELES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR FISCAL YEARS 2027-28, 2028-29 AND 2029-30

Action Taken: The City Council adopted Resolution No. 26-6001 and authorized the City Manager to execute the Cooperation Agreement with the Los Angeles County Community Development Block Grant Program for Fiscal Years 2027-28, 2028-29 and 2029-30.

D.4 CONSIDERATION OF A RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2026-27 FUNDED BY SB1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

Action Taken: The City Council adopted Resolution No. 26-6002 adopting a list of projects for Fiscal Year 2026-2027 funded by SB1: the Road Repair and Accountability Act of 2017.

D.5 CONSIDERATION OF ADOPTION OF 2026 PAVEMENT MANAGEMENT PROGRAM (PMP) REPORT

Action Taken: The City Council received and filed the City's 2026 Pavement Management Program.

D.6 CONSIDERATION OF AWARD OF YOUTH WORKFORCE GRANT SUBRECIPIENT AGREEMENT TO SKILLSETGIVES

Action Taken: The City Council: (1) awarded the subrecipient agreement to SkillsetGives; and (2) authorized the City Manager to execute all documents necessary to effectuate these agreements.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E.1 PRESENTATION OF SENATE BILL 707 (BROWN ACT AMENDMENTS); CONSIDERATION OF A RESOLUTION APPROVING CITY COUNCIL POLICY CC-11.1, CITY COUNCIL MEETING TECHNOLOGY DISRUPTION POLICY; AND DISCUSSION AND DIRECTION REGARDING OUTREACH EFFORTS

City Clerk Torres provided a presentation on the California Senate Bill 707 regarding the modernization of California's Brown Act, expansion of public access, remote participation, technology disruption policy, outreach efforts, and language accessibility in City Council meetings.

A motion was made by Council Member Argudo, seconded by Council Member Mendoza, to: (1) receive and file the Presentation of Senate Bill 707 (Brown Act Amendments); (2) approve Resolution No. 26-6003 approving City Council Policy CC-11.1, City Council Meeting Technology Disruption Policy; and (3) discuss outreach efforts pursuant to SB 707 and provide direction to Staff. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Mendoza, Quinones.
NOES: None
ABSTAIN: None
ABSENT: Munoz.

City Clerk Torres provided suggestions for outreach such as more social media content regarding City Council meetings and collaborating with local schools and faith-based groups.

Council Member Argudo suggested more Spanish media content.

Council Member Mendoza suggested collaboration with local schools.

E.2 INTERVIEWS OF APPLICANTS TO SERVE ON THE LA PUENTE PLANNING COMMISSION AND CONSIDERATION OF APPOINTMENTS FOR TWO SEATS

Action Taken: The City Council conducted interviews with new applicants.

With regards to the two seats serving two-year terms Planning Commissioner positions, the vote was as follows:

Candidate Charlie Chavez received 1 vote.
Candidate Sergio Hernandez received 3 votes.
Candidate Martin Paz received 4 votes.

Martin Paz was appointed to fill one seat on the Planning Commission. The newly appointed Planning Commissioner will serve a two-year term which expires in June 2028.

Sergio Hernandez was appointed to fill one seat on the Planning Commission. The newly appointed Planning Commissioner will serve a two-year term which expires in June 2028.

AD HOC COMMITTEE REPORTS – None

Code Enforcement and Public Safety Committee: Nothing to report.

La Puente Park Fees, Ordinance and Program Oversight Committee: Nothing to report.

Project LEAD Committee: Nothing to report.

LPQT Action Committee: Council Member Quinones and Council Member Mendoza thanked Staff and all vendors who contributed and participated in the successful Brunch by the Bridge event and expressed positivity surrounding the workshop events, including a workshop run by the Dolores Huerta Foundation.

Mayor Klinakis stated it was a well-run and fun event and reported that he also attended the Woman's Club for an event they held on the same day.

Rowland, Bassett, and Hacienda La Puente Unified School Districts Liaison Committee: Nothing to report.

Senior Advisory Committee: Mayor Klinakis reported that the ad hoc committee met and spoke with seniors in regards to bringing fresh produce to the Senior community in the City.

Business Outreach Support Committee: Nothing to report.

La Puente Activity Center Design Oversight Committee: Nothing to report.

AB 1234 REPORTS

ORAL COMMENTS FROM COUNCIL

Council Member Quinones spoke regarding the City P.R.O.S team and thanked the team for their work.

Council Member Mendoza spoke regarding animal control and thanked them for their work.

Mayor Klinakis inquired about allocating funds to the Sheriff's Department regarding fireworks.

Discussion ensued regarding firework enforcement restrictions and fund allocations for the Sheriff's Department.

Direction was provided to Staff to provide an update on firework enforcement and available funds at the June 23, 2026, City Council Meeting.

Mayor Klinakis spoke about the Mayors Against Gang Violence Coalition and reported that the Delhaven Community Center would hold a grand opening for a climbing wall at the facility on June 30, 2026. He further reported that the Industry Youth Activity League's Camp Courage had begun.

ORAL COMMENTS FROM STAFF

City Manager Lindsey thanked City Council for their work and provided an update on the La Puente Dog Park.

Director of Development Services Tellez provided updates on the potential Pedestrian Plaza project and the La Puente Activity Center project. He further recognized Housing and Grants Analyst Gisel Rubio for graduating with her bachelor's degree from San Diego State University.

Acting City Manager/Director of Community Services Bauman provided an update on Concerts in the Park beginning June 10, 2026, and reported a great turnout at the first Movies in the Park event.

ADJOURNMENT

There being no further business before the City Council, Mayor Klinakis adjourned the meeting at 8:27 p.m.

Approved this 23rd day of June, 2026.

Martha Torres, MPA, CMC
City Clerk

Charlie Klinakis
Mayor/Chair



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Abraham Tellez, Director of Development Services
Juan Galvan, Senior Planner

Subject: INTRODUCTION OF AN ORDINANCE NO. 26-997 APPROVING MUNICIPAL CODE AMENDMENT NO. 26-02 ESTABLISHING CITYWIDE OBJECTIVE DESIGN STANDARDS FOR MULTIFAMILY AND MIXED-USE RESIDENTIAL DEVELOPMENT PROJECTS IN ACCORDANCE WITH STATE LAW

BACKGROUND/DISCUSSION

On February 22, 2022, the City Council adopted the City's 6th Cycle Housing Element Update, which identifies policies and implementation programs to address the City's housing needs and comply with State housing law. Housing Element Policy 4.2 calls for streamlining the City's development review process to reduce delays and associated costs and support the development of housing, including affordable housing opportunities.

Regulatory and Policy Context

Recent State housing legislation, including SB 167, SB 330, SB 4, SB 423, and AB 2011, requires that qualifying housing development projects be reviewed using objective standards that do not involve subjective discretion. The City Council approved a Letter Agreement with the San Gabriel Valley Council of Governments (SGVCOG) on August 12, 2025 to participate in the SGVCOG Affordable Housing Incubator Objective Design Standards Program and to complete a zoning code amendment addressing a component of Program 11 of the City's Certified Housing Element. Program 11 requires the City to adopt citywide objective design standards in accordance with State law to allow streamlined ministerial approval for qualified residential development projects.

To support implementation of these requirements, SGVCOG retained The Arroyo Group to prepare a Regional Objective Design Standards framework. City staff participated in this effort, and the proposed ordinance is based on this regional framework and has been customized to reflect the City's community character and regulatory context.

Purpose and Effects of the Ordinance

The proposed ordinance establishes clear, measurable, and objective design standards for multifamily and mixed-use residential development projects in compliance with State law and the City's Housing Element. The ordinance directly implements Housing Element Policy 4.2 by improving predictability in the development review process, reducing uncertainty for applicants, and enhancing the efficiency and consistency of project processing. Objective standards reduce reliance on discretionary interpretation and help minimize delays

associated with subjective design review. From an administrative standpoint, the use of objective criteria improves consistency in plan review and provides clearer expectations for applicants at the outset of the entitlement process.

Overall, the ordinance supports the City’s ability to facilitate housing production while maintaining a consistent and high-quality framework for development that contributes to neighborhood character and the pedestrian environment. The proposed ordinance represents a balanced approach that advances State housing law compliance, implements adopted Housing Element policies, and improves the efficiency, predictability, and consistency of the City’s development review process while supporting high-quality residential and mixed-use development.

Overview of Proposed Ordinance

The proposed ordinance establishes citywide objective design standards applicable to multifamily and mixed-use residential development projects. The draft citywide Objective Design Standards (Attachment B) establish the object criteria that will be used in the review of multifamily and mixed-use residential development projects. The standards are intended to provide clear, consistent, and measurable criteria to guide project design and review. The proposed standards address key elements of site and building design, including:

- Site Planning and Access
- Building Modulation and Articulation
- Materials, Finishes, and Color
- Frontages
- Open Space
- Entries
- Exterior Lighting
- Walls and Fences
- Loading Area, Trash, and Utilities

Application and Implementation

The standards are objective and measurable and will be applied consistently during development review in conjunction with the City’s Zoning Code and applicable State law requirements. They are intended to reduce ambiguity in interpretation and provide clear expectations early in the entitlement process.

Effect of Adoption

Adoption of the ordinance will improve the City’s ability to process housing development applications efficiently, ensure compliance with State housing laws, and maintain consistent expectations for high-quality residential and mixed-use development.

Planning Commission Consideration/Action

At its May 5, 2026 regular meeting, the Planning Commission held a public hearing on Municipal Code Amendment No. 26-02 relating to establishing object design standards for multifamily and mixed-use residential development. At the conclusion of the public hearing, the Planning Commission adopted

Resolution No. 26-1597 recommending approval of the proposed Municipal Code Amendment to the City Council.

Public Hearing

Notice of the City Council public hearing on the proposed Municipal Code Amendment No. 26-02 to establish object design standards for multifamily and mixed-use residential development was published on June 11, 2026, in the San Gabriel Valley Tribune and posted in accordance with the La Puente Municipal Code and Government Code Section 65091.

Environmental Compliance

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3), the “Common Sense” Exemption. The adoption of citywide objective design standards for multifamily and mixed-use residential development is a regulatory action that establishes clear, objective, and measurable design criteria. The standards do not alter allowable land use designations or densities, nor do they approve or authorize any specific development project. Therefore, it can be seen with certainty that there is no possibility that the adoption of the proposed ordinance may have a significant effect on the environment, and the project is exempt from CEQA.

FISCAL IMPACT

There is no fiscal impact associated with the adoption of this ordinance.

RECOMMENDATION

It is recommended that the City Council: (1) open the public hearing and receive public testimony; (2) adopt Resolution No. 26-1597, accepting the Planning Commission’s recommendation; (3) waive full reading and introduce Ordinance No. 26-997 and read by title only, approving Municipal Code Amendment No. 26-21 establishing citywide objective design standards for multifamily and mixed-use residential development projects in accordance with State law; and (4) direct staff to file a Notice of Exemption for the project.

ATTACHMENTS

- A. Planning Commission Mixed-Use Projects Resolution No. 26-1597
- B. Mixed-Use Ordinance 26-997
- C. Mixed-Use La Puente Objective Design Standards

RESOLUTION NO. 26-1597

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LA PUENTE, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE ESTABLISHING CITYWIDE OBJECTIVE DESIGN STANDARDS FOR MULTIFAMILY AND MIXED-USE RESIDENTIAL DEVELOPMENT PROJECTS (MUNICIPAL CODE AMENDMENT NO. 26-02)

WHEREAS, the City of La Puente (“City”) is a general law city, incorporated under the laws of the State of California; and

WHEREAS, the Planning Commission of the City of La Puente is authorized to review proposed amendments to the La Puente Municipal Code and make recommendations to the City Council regarding land use regulations and development standards; and

WHEREAS, on February 22, 2022, the City Council adopted the City’s 6th Cycle Housing Element Update, which includes policies and implementation programs intended to address the City’s housing needs and comply with State housing law; and

WHEREAS, Housing Element Policy 4.2 calls for streamlining the City’s development review process to reduce delays and associated costs and support the development of housing opportunities, including affordable housing; and

WHEREAS, Program 11 of the City’s Certified Housing Element requires the City to adopt citywide objective design standards in accordance with State law to allow streamlined ministerial approval for qualified residential development projects; and

WHEREAS, recent State housing legislation, including Senate Bill 167, Senate Bill 330, Senate Bill 4, Senate Bill 423, and Assembly Bill 2011, requires that qualifying residential development projects be reviewed using objective standards that do not involve subjective discretion; and

WHEREAS, the City approved a Letter Agreement with the San Gabriel Valley Council of Governments (SGVCOG) to participate in the SGVCOG Affordable Housing Incubator Objective Design Standards Program; and

WHEREAS, SGVCOG retained The Arroyo Group to prepare a Regional Objective Design Standards framework, and City staff participated in the development of that framework; and

WHEREAS, the proposed Citywide Objective Design Standards have been prepared using the regional framework and customized to reflect the City of La Puente’s community character and regulatory context; and

WHEREAS, the proposed Municipal Code Amendment (“MCA”) No. 26-02 would establish clear, measurable, and objective design standards for multifamily and mixed-use

residential development projects, improve consistency in project review, and support compliance with applicable State law; and

WHEREAS, the proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), the “Common Sense” Exemption, because it can be seen with certainty that there is no possibility that adoption of the ordinance may have a significant effect on the environment; and

WHEREAS, notice of the Planning Commission’s May 5, 2026, public hearing on MCA No. 26-02 was published in the San Gabriel Valley Tribune on April 24, 2026, in compliance with the City Code and Government Code Section 65091; and

WHEREAS, the Planning Commission held a public hearing on May 5, 2026, for the purpose of recommending that the City Council approve the proposed Municipal Code amendments; and

WHEREAS, all legal prerequisites to the adoption of this resolution have satisfied.

NOW THEREFORE, THE PLANNING COMMISSION OF THE CITY OF LA PUENTE DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

SECTION 1. INCORPORATION OF RECITALS. All of the facts set forth in the Recitals above are true and correct and are hereby incorporated herein by this reference.

SECTION 2. PUBLIC HEARING NOTICES AND PUBLIC PARTICIPATION. All required public hearings and opportunities for public testimony and comment have been conducted in accordance with State law and the Municipal Code of the City of La Puente (the “Code”).

SECTION 3. CALIFORNIA ENVIRONMENTAL QUALITY ACT FINDINGS. The Planning Commission recommends that the City Council find that the proposed Municipal Code Amendment No. 26-02 is in compliance with the California Environmental Quality Act (CEQA) and the State CEQA Guidelines, and is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) (the “Common Sense” Exemption), as it can be seen with certainty that there is no possibility that adoption of the ordinance may have a significant effect on the environment. The Planning Commission further recommends that the City Council determine that no further environmental review is required.

SECTION 4. MUNICIPAL CODE AMENDMENT. Pursuant to Section 10.112.060(B) of the La Puente Municipal Code, the City Council shall make the following findings of facts prior to approving any amendments to the Zoning Code:

1. The proposed Municipal Code Amendment No. 26-02 is consistent with the goals, policies, and implementation programs of the City’s General Plan, including the 6th Cycle Housing Element, in that it establishes objective design standards to facilitate

housing development, streamline the development review process, and support the provision of housing opportunities in accordance with State law.

- 2. The proposed Municipal Code Amendment No. 26-02 is internally consistent with other applicable provisions of the La Puente Municipal Code, including the Zoning Code, as it establishes objective design standards that are compatible with and complementary to existing development regulations and will be applied in conjunction with those standards.

SECTION 5. VALIDITY. If any section, subsection, sentence, clause, or phrase of this Resolution or the documents incorporated herein is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions.

SECTION 6. SEVERABILITY. The provisions of this Resolution are severable. If any portion is held invalid, such invalidity shall not affect other provisions that can be given effect without the invalid portion

SECTION 7. RECOMMENDATION Based upon the findings and conclusions set forth herein, the Planning Commission hereby recommends approval of the Municipal Code Amendment (“MCA”) No. 26-02, as referenced in this Resolution and the related staff report.

SECTION 8. ADOPTION DATE. The Planning Commission Secretary shall certify the adoption of this Resolution. Upon such certification, this Resolution shall be in full force and effect.

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of La Puente at a regular meeting held on May 5, 2026, by the following vote:

AYES: Maes, Dudley, Paz and Penson
 NOES: None
 ABSTAIN: None
 ABSENT: Hernandez



Allen Maes, Planning Commission Chair



Abraham Tellez, Planning Commission Secretary

ORDINANCE NO. 26-997**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, AMENDING TITLE 10 (ZONING) OF THE LA PUENTE MUNICIPAL CODE (“LPMC”) TO ADOPT CITYWIDE OBJECTIVE DESIGN STANDARDS FOR MULTIFAMILY AND MIXED-USE RESIDENTIAL DEVELOPMENT PROJECTS**

WHEREAS, pursuant to the City’s police power as granted under Article XI, Section 7 of the California Constitution, the City Council has the authority to enact and enforce ordinances for the public health, safety, and general welfare of the City and its residents; and

WHEREAS, in exercise of such authority, the City has adopted the La Puente Municipal Code (“LPMC”), including the City’s Zoning Code (Title 10 of the LPMC), to regulate the use of land and the location, design, and development of buildings and structures within the City; and

WHEREAS, State housing laws, including but not limited to Senate Bill 330 (2019), Assembly Bill 2011 (2022), Senate Bill 4 (2023), Senate Bill 423 (2023), Senate Bill 684 (2023), and related provisions of the Government Code, streamline the review of housing development projects and emphasize the use of objective standards to provide certainty and reduce discretionary barriers; and

WHEREAS, Government Code Section 65913.4 defines “objective design standards” as standards that involve no personal or subjective judgment and are uniformly verifiable prior to project submittal; and

WHEREAS, the City Council finds that the adoption of Citywide Objective Design Standards for multifamily and mixed-use residential development projects will provide clarity, consistency, and predictability in the development review process while supporting implementation of the City’s Housing Element; and

WHEREAS, the City Council finds that this Ordinance is consistent with the General Plan and is necessary to protect and promote the public health, safety, and welfare.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE HEREBY FINDS, DETERMINES AND ORDAINS AS FOLLOWS:

Section 1. The City Council finds that the above Recitals are true and correct and are incorporated herein by reference.

Section 2. CEQA. This Ordinance is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) of the CEQA Guidelines, the “Common Sense” Exemption. The adoption of citywide objective design standards for multifamily and mixed-use residential development constitutes a regulatory

action that establishes clear, objective, and measurable design criteria. This Ordinance does not approve or authorize any specific development project, nor does it change allowable land use designations, density, or intensity of development. Therefore, it can be seen with certainty that there is no possibility that the adoption of this Ordinance may have a significant effect on the environment, and the Ordinance is exempt from CEQA.

Section 3. Amendment to Chapter 10.10 (Residential Zones). Section 10.10.060(D) of the La Puente Municipal Code is hereby added to read as follows:

“10.10.060(D) Objective Design Standards. The City of La Puente Objective Design Standards, as adopted by Ordinance No. 26-997 and as may be amended from time to time, shall apply to all multifamily residential development projects. To the extent that a development standard is not addressed by the City of La Puente Objective Design Standards, the applicable provisions of this Chapter shall apply.”

Section 4. Amendment to Chapter 10.12 (Commercial Zones). Section 10.12.040(G) of the La Puente Municipal Code is hereby added to read as follows:

“10.12.040(G) Objective Design Standards. The City of La Puente Objective Design Standards, as adopted by Ordinance No. 26-997 and as may be amended from time to time, shall apply to all mixed-use development projects containing residential uses permitted within the C-2 (General Commercial) Zone. To the extent that a development standard is not addressed by the City of La Puente Objective Design Standards, the applicable provisions of this Chapter shall apply.”

Section 5. Implementation and Interpretation. The Director of Development Services, or designee, is authorized to interpret and implement the provisions of this Ordinance and the City of La Puente Objective Design Standards consistent with the intent of this Ordinance.

Section 6. Consistency with General Plan and State Law. The City Council finds that this Ordinance is consistent with the City’s General Plan and applicable State housing laws governing objective and streamlined review of housing development projects.

Section 7. Clerical Errors. The City Council directs the City Clerk to correct any clerical errors found in this Chapter, including, but not limited to, typographical errors, irregular numbering, and incorrect section references.

Section 8. Severability. Should any section, subsection, clause, or provision of this Ordinance for any reason be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Ordinance; it being hereby expressly declared that this Ordinance, and each section, subsection, sentence, clause, and phrase hereof would have been prepared, proposed, approved, and ratified irrespective of the fact that any one or more sections,

subsections, sentences, clauses, or phrases be declared invalid, unenforceable, or unconstitutional.

Section 9. Effective Date. In accordance with Government Code § 36937, this Ordinance shall take effect and be in force thirty (30) days its passage and adoption.

Section 10. Publication. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause this ordinance to be published and posted as required by law.

PASSED, APPROVED AND ADOPTED this ___ day of _____, 2026, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Martha Torres, MPA, CMC, City Clerk

City of La Puente Objective Design Standards

will be replaced with image from City

DRAFT

March 20, 2026



Table of Contents

TABLE OF CONTENTS

Introduction.....	3
Section 1: Site Planning and Access.....	10
Section 2: Building Modulation and Articulation.....	12
Section 3: Materials, Finishes, and Color.....	15
Section 4: Frontages.....	17
Section 5: Open Space.....	18
Section 6: Entries.....	20
Section 7: Exterior Lighting.....	21
Section 8: Walls and Fences.....	22
Section 9: Loading Areas, Trash and Utilities.....	23
Appendix A: Frontage Standards.....	24
Appendix B: Common Open Space Types.....	31
Appendix C: Private Open Space Types.....	38
Appendix D: Definitions.....	41
Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum.....	44
External Image Sources.....	80

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Introduction

BACKGROUND AND RATIONALE

These City of La Puente Objective Design Standards were prepared by The Arroyo Group on behalf of the City of La Puente to provide clear, objective, and measurable standards for multifamily and mixed use development, satisfying the demands of state law. This Standards document derived from the Regional Objective Design Standards document which was developed by The Arroyo Group on behalf of the San Gabriel Valley Council of Governments (SGVCOG).

Several state housing laws, including SB 167, SB 423, SB 330, SB 4, and AB 2011, strongly incentivize cities to develop objective design standards for multifamily residential uses and mixed (residential + commercial) uses. A summary of each law is given on the next page. By adopting Objective Design Standards, the City of La Puente maintains the ability to impose design standards on multifamily residential and mixed use developments.

Per SB 423, Objective Design Standards "involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the applicant or developer and the public official before submittal." Providing this level of certainty and clarity introduces predictability in the review process. Together with other state requirements such as clear timelines for decisions to approve or deny a project and a limitation on the number of public meetings, *these Objective Design Standards are intended to streamline the approval process for housing units while maintaining good design.*



Paragon at Old Town Apartments, Monrovia. Successful use of differing materials to distinguish the retail ground floor from residential upper floors.



The Olivia, Duarte. Successfully designed patio frontage type



Citrus Walk, Covina. Articulation highlights individual townhome units.



Lack of transparency on the corner of the mixed-use development.



Lack of relationship between units and frontage



Large portion of frontage dominated by surface parking and a driveway

will be replaced with images from City

Introduction

These standards have been crafted to encourage new, well designed residential and mixed use development that fits the context of the City of La Puente (see the top row of images on page 3). They establish a “floor” for design quality, thereby preventing undesirable, incompatible design (see the bottom row of images on page 3).

Design Goals

Several key goals that guided the development of the standards were:

- Visually and functionally link the private realm to the public realm. The private realm consists of privately owned spaces while the public realm consists of spaces available for public access.
- Facilitate pedestrian activity and safety
- Activate the public realm
- Encourage projects to exhibit a cohesive visual identity that is consistent with the character of the area
- Prioritize human-scaled design
- Safeguard residential privacy as well as proper screening and buffering

Standards Organization

Standards are organized by the following topics:

- Section 1: Site Planning and Access
- Section 2: Building Modulation and Articulation
- Section 3: Materials, Finishes, and Color
- Section 4: Frontages
- Section 5: Open Space
- Section 6: Entries
- Section 7: Exterior Lighting
- Section 8: Walls and Fences
- Section 9: Loading Areas, Trash and Utilities
- Appendix A: Frontage Standards
- Appendix B: Common Open Space Types
- Appendix C: Private Open Space Types
- Appendix D: Definitions

LEGAL BASIS FOR OBJECTIVE DESIGN STANDARDS

Per Government Code 65913.4, Objective Design Standards “involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the applicant or developer and the public official before submittal.”

SB 167 (2017)

Prohibits local governments from disapproving or conditioning approval in a manner that renders infeasible, a housing development project for very low, low-, or moderate- income households or an emergency shelter unless the local agency makes specific written findings based upon substantial evidence in the record.

Housing Crisis Act (SB 330) (2019)

Streamlines housing development processes by imposing timelines on the approval of housing projects, limits the number of public hearings to 5, and limits denial of projects to non-compliance with objectively written design standards.

AB 2011 (2022)

Allows eligible residential development projects in commercial areas that comply with housing affordability and/or labor standards to be subject to a streamlined, ministerial review process that is exempt from CEQA. As part of the ministerial process, design review may be undertaken by the City if only objective standards are evaluated.

SB 4 (2023)

Requires 100% Affordable Housing Projects proposed on land owned by religious institutions (and that meet all other requirements of SB 4) comply with all objective development standards of the city or county they are located in that do not conflict with SB 4. As part of the ministerial process, design review may be undertaken by a City if only objective standards are evaluated.

SB 423 (2023)

Requires cities to streamline review and approval of eligible affordable housing projects through a ministerial process. As part of the ministerial process, design review may be undertaken by the City if only objective standards are evaluated.

SB 684 (2023)

Requires local agencies to ministerially approve, without discretionary review or a public hearing, parcel map or tentative and final maps for housing development projects of ten or fewer residential units on urban lots of less than five acres. SB 684 further specifies that the proposed subdivision must be located on a parcel zoned for multifamily residential use, no larger than five acres, and substantially surrounded by qualified urban uses.

Legal Basis for Objective Design Standards in California State Law

Introduction

CITY OF LA PUENTE CONTEXT

The City of La Puente lies in the heart of the San Gabriel Valley between the unincorporated area of West Puente Valley to the west and north, the unincorporated area of Valinda to the north, the unincorporated area of South San Jose Hills to the east, and the City of Industry to the south. The City currently is home to 36,670 citizens. The community, Rancho La Puente, which later became the City of La Puente was founded in 1841. Early families in La Puente lived in adobe homes and engaged in ranching and agricultural work on their land. During the 1870s, additional residents settled in the community with the influx of rail lines and the breaking up of land into smaller parcels. Up until the 1950s, La Puente remained a primarily agricultural community mixed with growing industrial development in oil, banking, and communications. During the postwar period the City of La Puente transformed into a residential bedroom community. In 1956, the City incorporated.

In the postwar period, agricultural land was developed into a dense suburban community of single-story, mid-century ranch styles homes with spacious backyards. These homes were often built for veterans returning from war. The 1960s and 70s saw the construction and expansion of the 60 freeway south of La Puente and the 10 freeway north of La Puente. These freeways connect La Puente to Downtown Los Angeles and the wider region and sped up residential development in the City.

The majority of single family homes in the City were built by the 1965. The majority of single family built during the postwar period still make up the single family housing stock in the City. In the 1970s some low-rise multifamily buildings began to be built in the City. By 1965, most of Duarte was built out, with infill development becoming the primary residential development strategy. Limited growth of multifamily buildings occurred in La Puente from the 1980 to 2020. Starting in 2021, multifamily residential development increased in La Puente with the development of the Arboleda Senior Apartments (74 senior affordable units), the Star of La Puente Townhomes (22 units), four townhome units at 15921 Sierra Vista Ct, and 34 units in a mixed use project at 15861 Main Street.

As of 2021, 74% of residential units in the City were single family homes and 56.9% of all residential units were owner occupied.

The multifamily apartment buildings in La Puente area spread throughout the City, as either standalone developments or in small concentrations of multifamily housing. Most of the multifamily building stock is characterized by the townhome style or the garden/courtyard apartment style. The more recent developments are built in the townhome style and the higher density 4 story apartment style. The majority of the multifamily building stock are one or two stories tall, with only one example standing out at 4 stories tall. Mixed use development, such as La Puente Apartments located at 15861 Main Street, is newly coming into the City.

Due to the varying multifamily structure forms in the City, the City of La Puente's Objective Design Standards groups multifamily buildings into two categories, **house scale** and **block scale**, according to their physical form and scale.

Areas with house scale buildings are originally single family neighborhoods which have been rezoned to accommodate multifamily uses. Typically in these areas, there is a variety of development types, some which represent compatible design and some which represent incompatible design. Successfully designed projects are multifamily projects designed in keeping with the original single family house scale of the neighborhood. These types of projects include well designed townhomes, garden apartments, and bungalow courts.

Block scale areas are located mostly along commercial corridors or in industrial areas that have been rezoned to accommodate multifamily uses and mixed uses. Residential development in block scale areas is typically high density mixed use development. These high density mixed use developments are typically a half to a full block long.



Older courtyard/garden apartment in La Puente



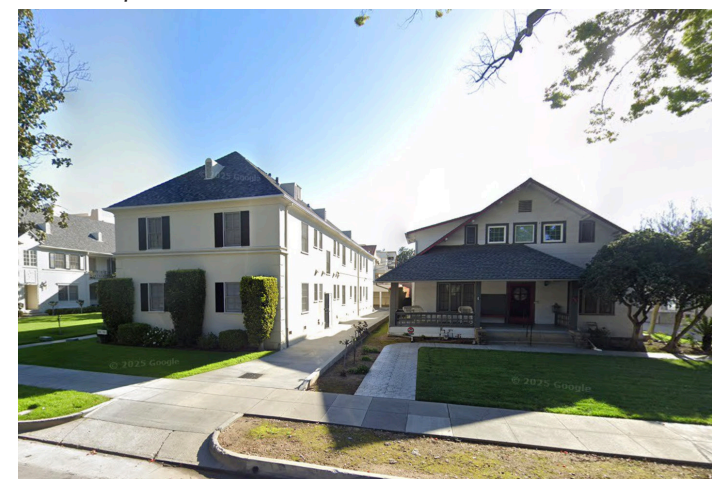
Older townhome development in La Puente



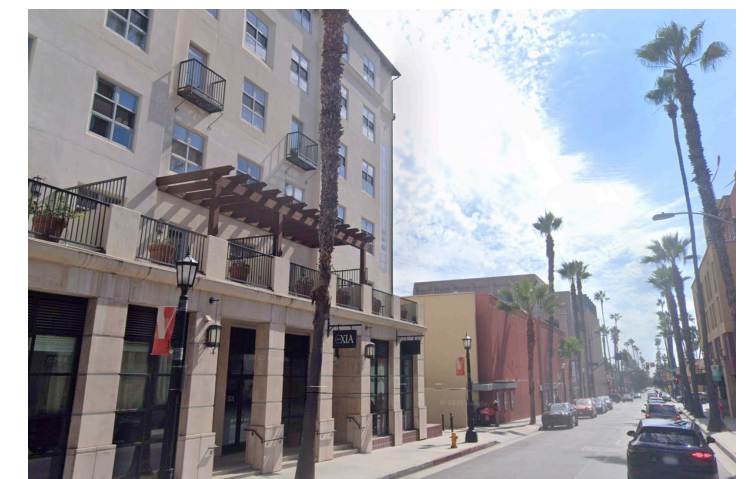
New multifamily development in La Puente, Arboleda Senior Apartments



New townhome development in La Puente



House Scale Context



Block Scale Context

BEST PRACTICES

The five best practices identified in Exhibit B of The Arroyo Group's Regional Objective Design Standards Research Memorandum (attached to this document as Appendix E) are listed below. The City of La Puente Objective Design Standards take these regional best practices into account.

- 1. Provide guidelines or statements of intent along with objective standards.** The SGVCOG's Regional Objective Design Standards are based on statements of intent which clarify the intent of each standards section. Cities may choose to allow variations to objective design standards as long as the project matches the intent statement for the applicable standard.
- 2. Provide options of different strategies to meet the intent of standards.** Developers may choose the standard which suits the design of their development best.
- 3. Use clear diagrams along with photographic examples to represent standards.** Clear graphics and imagery will provide as much clarity as possible for developers who are adapting their projects to meet the objective design standards.
- 4. Provide definitions for architectural terms.** For complex architectural terms, the provided definition will provide clarity where needed, making the objective design standards understandable to a variety of audiences.
- 5. Take into account the context of unique cities and districts to ensure that standards are apt.** Fieldwork in a variety of contexts representative of the San Gabriel Valley helped inform the standards. Different objective design standards will be applicable in different contexts, such as smaller scale neighborhoods versus main street commercial corridors.

House Scale vs. Block Scale

House Scale buildings contribute to a smaller-scale, neighborhood-oriented environment. These buildings are generally up to three stories in height, maintain setbacks from the street or sidewalk, are compatible

with traditional residential patterns, and achieve densities less than roughly 40-50 units per acre. House Scale buildings often resemble the massing, rhythm, and proportions of detached houses, even when containing multiple units. Objective design standards which are especially applicable to house scale buildings include residential privacy, frontage types like patio, porch, and stoop, and private open space types. House Scale building types include:

- Multiple detached dwellings on a lot
- Duplexes
- Triplexes
- Fourplexes
- Bungalow Courts
- Courtyard Apartments
- Rowhouses
- Townhouses
- Small-scale mixed-use buildings with neighborhood-serving ground-floor uses

Block scale buildings contribute to a larger-scale, urban environment, often occupying most or all of a city block. These buildings are typically taller and broader in massing, are built close to or at the street or sidewalk, and create continuous façades that define the public realm. Block Scale buildings commonly feature mixed-use configurations, with non-residential uses on the ground floor and residential units on the upper stories, supporting active commercial corridors and higher-density neighborhoods. Objective design standards which are most applicable to block scale buildings include building breaks, ground floor minimum heights, wall plane depth, transparency, stepbacks, common open space types, and frontage types such as shopfront and common entry. Block Scale building types include:

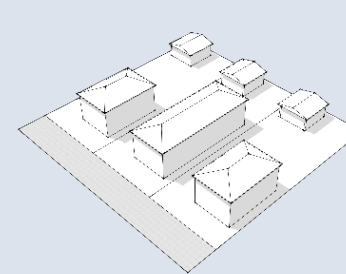
- Mid-rise Buildings
- Podium Buildings
- Wrap Buildings

HOUSE AND BLOCK SCALE ZONES

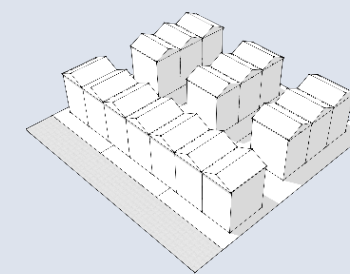
House Scale Zones

Zones that contain buildings that contribute to a smaller-scale, neighborhood-oriented environment. House scale buildings include multiple detached dwellings on a lot, duplexes, triplexes, fourplexes, bungalow courts, courtyard apartments, rowhouses, townhouses, and small-scale mixed-use buildings with neighborhood-serving ground-floor uses.

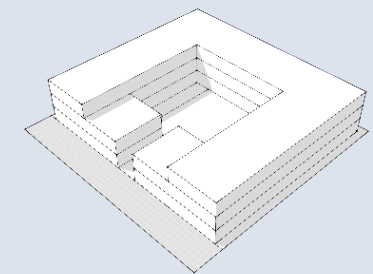
House Scale Zones include the **Medium-High Density Residential Zone (R-3)** and the **High Density Residential Zone (R-4)**



Two- to Four- plexes



Rowhomes

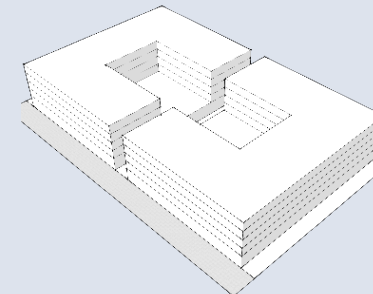


Courtyard Apartments

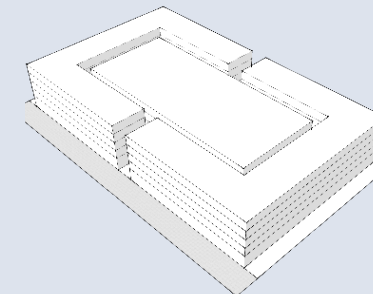
Block Scale Zones

Zones that contain buildings that contribute to a larger-scale, urban environment, often occupying most or all of a city block. Block scale buildings include mid-rise buildings, podium buildings, and wrap buildings.

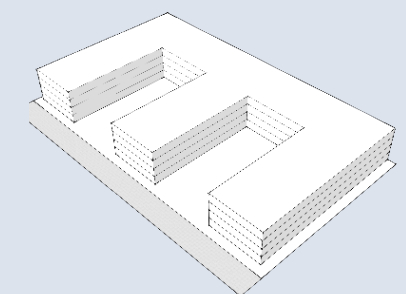
Block Scale Zones include the **General Commercial Zone (C-2)** and **Downtown Business District Zone (DBD)**.



Podium Mixed-Use



Wrap



Multiplex

House and Block Scale Zones

Introduction

STANDARDS DEVELOPMENT PROCESS

Four cities, Sierra Madre, Alhambra, La Puente, and Duarte, participated in the development of the SGVCOG's Regional Objective Design Standards. Each of the four participating cities features a different planning and design context. Diverse input from the participating cities informed the development of strong objective design standards which are applicable across the San Gabriel Valley.

Input from the four participating cities along with information gathered during the background research phase form the base of knowledge upon which the SGVCOG Regional Objective Design Standards were developed. The City of La Puente's Objective Design Standards were adapted from the SGVCOG's Regional Objective Design Standards. The Arroyo Group Team created a comprehensive Regional Objective Design Standards Research Memorandum (attached to this document as Appendix E) which includes findings from four areas of research:

1. Existing regulatory context, design standards and experience implementing design standards in each city
2. Best practices in objective design standards from other jurisdictions and regions in California
3. Fieldwork into the built context and character of the major growth areas in each of the three participating cities
4. Identification of existing projects in the San Gabriel Valley which embody the application of potential design standards

Exhibit A of the Memo describes existing design standards in three participating cities, Sierra Madre, Alhambra, and Duarte. La Puente joined as a participating City later in the project process, after our background research was completed. This exhibit includes all existing objective design standards and relevant development standards in each City, organized by topic for comparison.

Exhibit B (Comparison Objective Design Standards) of the Memo presents an evaluation of other objective design standards used at the municipal and regional level. While there is wide variety in the format of these

documents, The Arroyo Group Team was able to glean five key best practices, which are expounded upon on the [previous](#) page.

Additionally, The Arroyo Group Team conducted fieldwork within the cities of Sierra Madre, Alhambra, and Duarte. Exhibit C identifies the specific locations where fieldwork was conducted in each City. In Exhibit D, The Arroyo Group Team surveyed districts in each City where growth and development is most expected, such as the areas shown in images at right, to determine prevailing character features that may need to be reflected in objective design standards.

Exhibit E contains a field evaluation of individual projects in the three cities. Key design issues were identified for these projects, for consideration when developing the objective design standards.

Exhibit F identifies other projects in the San Gabriel Valley which present good examples of the application of particular design guidelines and/or standards. The projects include examples of:

- Mixed-use developments with stacked flats above a ground-floor retail and parking podium
- "Wrap" style residential and mixed-use developments with stacked flats surrounding a central parking garage
- Master-planned communities
- Townhome developments
- Side-by-side double duplexes
- Courtyard multifamily developments

Based on research from the Memo, the Regional Objective Design Standards were developed to be in alignment with current design guidelines and standards in the four cities. The Regional document's design standards reflect successfully designed projects and built character in the four cities.

Cost Factors

Design standards are essential tools that cities use to ensure buildings are of high quality, safe, and visually appealing. However, even the clearest and most objective standards can add costs and complexity to projects. If these standards are too restrictive or numerous, they can drive up housing costs or even prevent projects before they start.



Example of Main Street character in the San Gabriel Valley



Area for potential growth in the San Gabriel Valley



Area for potential growth in La Puente



Survey of multifamily residential buildings in the San Gabriel Valley

Therefore, regulating design is a delicate balancing act between maximizing placemaking, enhancing overall neighborhood value, and managing project costs. According to the Association of Bay Area Governments Objective Design Standards Handbook, the following types of objective design standards which impact building massing have the greatest impact on the cost of developments:

- Requiring of construction materials
- High ground floor ceiling heights
- Frontage types which reduce building square footages
- Upper floor stepbacks which requires more complex engineering
- Projecting elements which require weatherization

- Setback standards
- Requiring certain types of open space, such as balconies and rooftop decks

In developing the Regional Objective Design Standards, it was taken into account how specific design standards could increase housing costs and impact project feasibility. However, it is also important to encourage successful, context specific developments while also prioritizing the economic feasibility of projects. The Regional Objective Design Standards were intended to encourage the creation of high quality, visually appealing buildings that benefit not only the project's residents but also the surrounding neighborhood.

Introduction

STANDARDS APPLICABILITY

The City of La Puente's Objective Design Standards are designed to apply to projects which qualify for State laws that may encourage or require the application of objective design standards in project review. These projects include:

- All new residential developments with two or more housing units
- The residential and commercial components of new construction mixed-use developments with two or more housing units, where at least two-thirds of the total square footage is residential. However, note that per AB 1893, for mixed-use projects with at least 500 units, only 50% of the total square footage in the project must be residential for objective design standards to apply
- However, mixed-use projects containing hotel rooms are excluded.
- Multifamily accessory dwelling units (ADUs), as long as the objective design standards are not more stringent than State ADU law and thereby unreasonably increase the cost to construct, or effectively prohibit or extinguish the ability to create or serve an ADU or JADU.

The standards are also designed to apply to remodeled buildings where new floor area is added. In such a case, these standards would apply to those structures and facades which are being modified in order to accommodate the new floor area; other facades or buildings on the site would not be subject to these standards.

The Objective Design Standards are not applicable within the following Specific Plan areas:

- Glendora Specific Plan
- Cottrell Ranch Specific Plan
- Sunny Gardens Specific Plan
- Unruh Avenue Specific Plan

INTERPRETATION AND DEVIATION

The next sections contain objective design standards relating to different topics. The standards are regulatory objective design standards with which all applicable developments must comply. Diagrams are provided for illustrative purposes only.

While the standards have been formulated to be "uniformly verifiable" as State law sets out, there can nevertheless be differences of opinion about whether a project has met the standard. For these cases, Government Code Section 65589.5 (f)(1) states, "...the development standards, conditions, and policies shall be applied to facilitate and accommodate development at the density permitted on the site and proposed by the development."

Projects are able to deviate from objective design standards via two processes, depending on whether the project qualifies for the Planning Commission Design Review Process or the Staff-Level Design Review Approval Process. Developments which qualify for the PC Design Review Process wishing to deviate may receive approval with a variation from the Planning Commission. Developments which qualify for the Staff-Level Design Review Approval Process wishing to deviate may receive approval for the variation from the Community Development Director.

LOCAL ADOPTION PROCESS

Prior to adoption of these Objective Design Standards, the City compared all standards to ensure compatibility with the City's Zoning Code and General Plan. The City of La Puente Objective Design Standards are formatted as a standalone document that will be adopted by reference into the City's Zoning Code. Residential developments for which objective design standards are applicable shall comply with the City of La Puente's Objective Design Standards.



Mixed Use Development - Objective Design Standards Applicable



Multifamily Residential Development - Objective Design Standards Applicable



Townhomes - Objective Design Standards Applicable



Duplex - Objective Design Standards Applicable

Introduction

DESIGN REVIEW PROCESS

This section outlines how individual projects are to be reviewed after adoption of the objective design standards. We cover three potential design review processes: 1. the Major Site Plan and Design Review Process; 2. the Streamlined Ministerial Review process and 3. the Staff-Level Design Review Approval Process.

1. Major Site Plan and Design Review Process

The Major Site Plan and Design Review process (Municipal Code (MC) Section 10.94) applies to new multifamily or mixed-use projects with 3 or more units or multi-family residential expansion, including accessory structures, over 25 percent of the existing gross floor area. The Planning Commission (PC) is the review authority. The benefits of this process include allowing public input increasing transparency through hearings, allowing for limited PC discretion, and allowing the developer to hear community concerns and choosing to make voluntary changes to project design. The findings for the Major Site Plan and Design Review process are based on subjective guidelines and standards. However, amendments to the process must be made to comply with State law.

Upon receiving the Major Site Plan and Design Review application, Community Development staff will review the application for compliance with zoning regulations, the General Plan, Objective Design Standards, and subjective design guidelines adopted pre-2020. Staff may only consider subjective design guidelines if they do not reduce density or make the development infeasible. Following this review, City staff will make a recommendation to the PC to approve or deny. If the project needs a variation from a design standard, staff will recommend an approval with a variation in to the PC.

The PC may choose to hold an optional public hearing to approve, approval with a variation, or deny the application, however, a hearing is required for second story residential construction. The PC will review the application for compliance, similar to Staff review. Per the Housing Accountability Act, the PC cannot deny or condition a mixed-income application if it is consistent with the zoning regulations and

General Plan. The PC cannot deny or reduce the density of a project unless not reducing it would cause a specific, adverse impact to the project's surroundings.

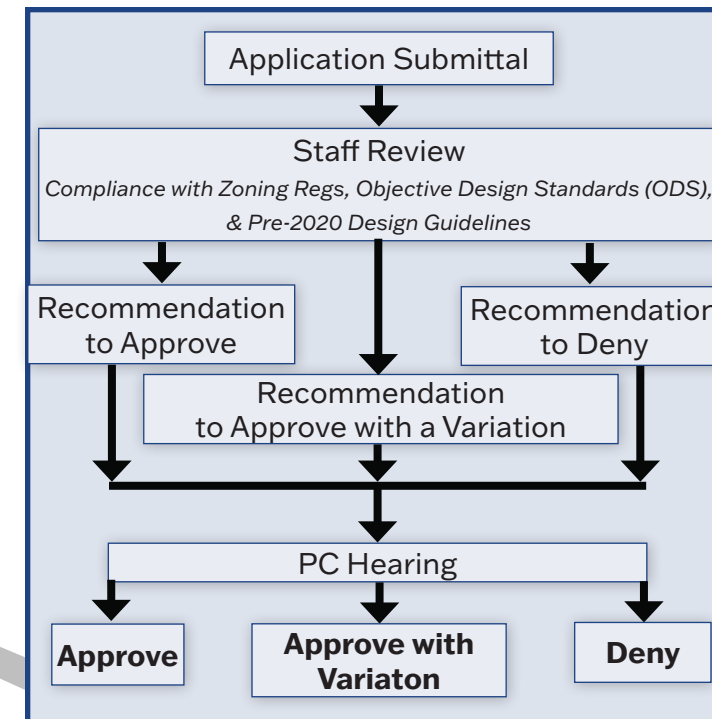
2. Minor Site Plan and Design Review Process The Minor Site Plan and Design Review process applies to new multifamily projects with 2 units and single-family residential construction, including accessory structures. This process provides a faster review period, more consistent reviews, more certainty in the review process, and a reduced staffing need with less Planning Commission hearings.

City staff shall review the project for compliance with zoning regulations, the General Plan, Objective Design Standards, and subjective design guidelines adopted pre-2020. The Director will make a decision to approve, approve with a variation, or deny.

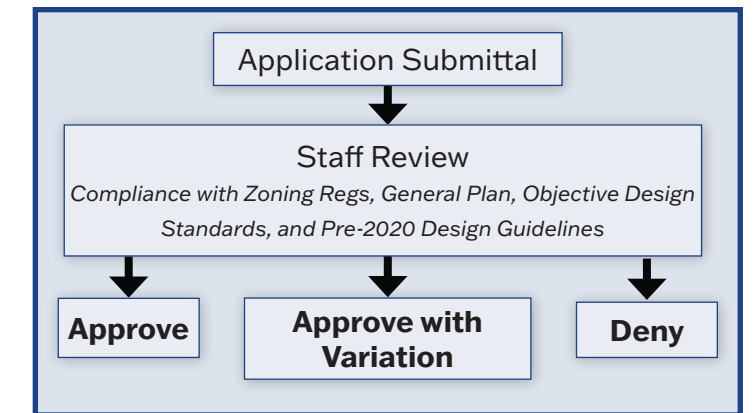
Per the Housing Accountability Act, the staff cannot deny or condition a mixed-income application if it is consistent with the zoning regulations and General Plan. The staff cannot deny or reduce the density of a project unless not reducing it would cause a specific, adverse impact to the project's surroundings.

3. Streamlined Ministerial Review Process

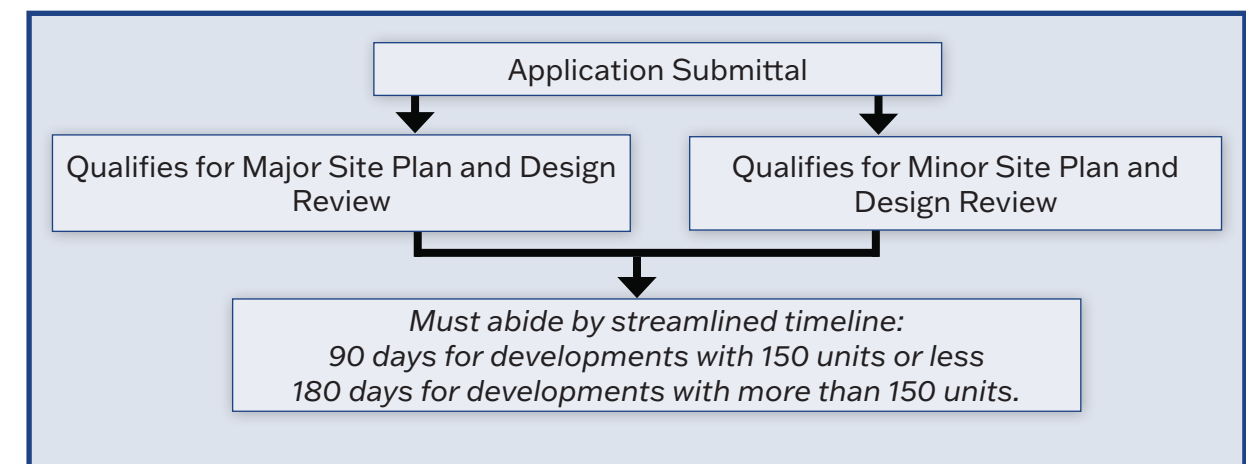
This review process applies to multifamily and mixed use projects which are being streamlined through SB 4, SB 423, or AB 2011. If the development qualifies for process #1, it will go through Major Site Plan and Design Review. If the development qualifies for process #2, the development will go through Minor Site Plan and Design Review. The timeline for approval or denial is within 90 days for developments with 150 units or less, or 180 days for developments with more than 150 units.



Major Site Plan and Design Review Process



Minor Site Plan and Design Review Approval Process



Streamlined Ministerial Review Process

Section 1: Site Planning and Access

INTENT

Buildings should be placed and oriented to reinforce a pedestrian-oriented public realm and to establish a strong visual and physical relationship with adjacent streets, sidewalks, and open spaces. Site planning should prioritize pedestrian access and activity by aligning building frontages along public streets, paseos, plazas, and other publicly accessible spaces, and by minimizing blank walls, excessive setbacks, and parking along street edges. Primary entrances, active ground-floor uses, and transparent facades should be oriented toward the public realm to support walkability, safety, and street vitality.

Site design should emphasize open spaces and the public realm, enhancing connectivity by linking building entrances to sidewalks, transit stops, open spaces, parking areas, and neighboring parcels. Access points should be legible and well integrated into the surrounding circulation network, while vehicular and service access should be designed to minimize conflicts with pedestrians and reduce impacts on the public realm. Overall site planning should activate streets and open spaces and contribute to a cohesive, human-scaled environment.

STANDARDS

Street Relationships

- 1.1 The primary entrance to all buildings adjacent to a public street shall be visible from the sidewalk and directly connected via a pedestrian pathway
- 1.2 All projects shall comply with the Frontage Type Standards in Section 4.
- 1.3 In house-scale zones, the length of any building along the primary street shall not exceed 80'. However if the ground floor is broken by an opening of at least 10' wide and 10' high, leading to a visible interior courtyard or other common open space on the ground level, the building may continue above one such opening. The length of any building, along a secondary street shall not exceed 150'.

1.4 In block-scale zones, the length of any building along a public street shall not exceed 350'.

- 1.5 Developments with at least 150' of frontage along the primary street shall include at least one of the following open spaces along the primary street:
 - a. A community plaza, commons, forecourt, or publicly accessible neighborhood park.
 - b. A terrace of a minimum 50' deep and 15% of the primary frontage width above the first level.
 - c. A paseo is provided from the primary street, connecting to a courtyard in the interior of the site.

All open spaces shall comply with standards defined in Section 4: and Appendices B and C, as applicable.

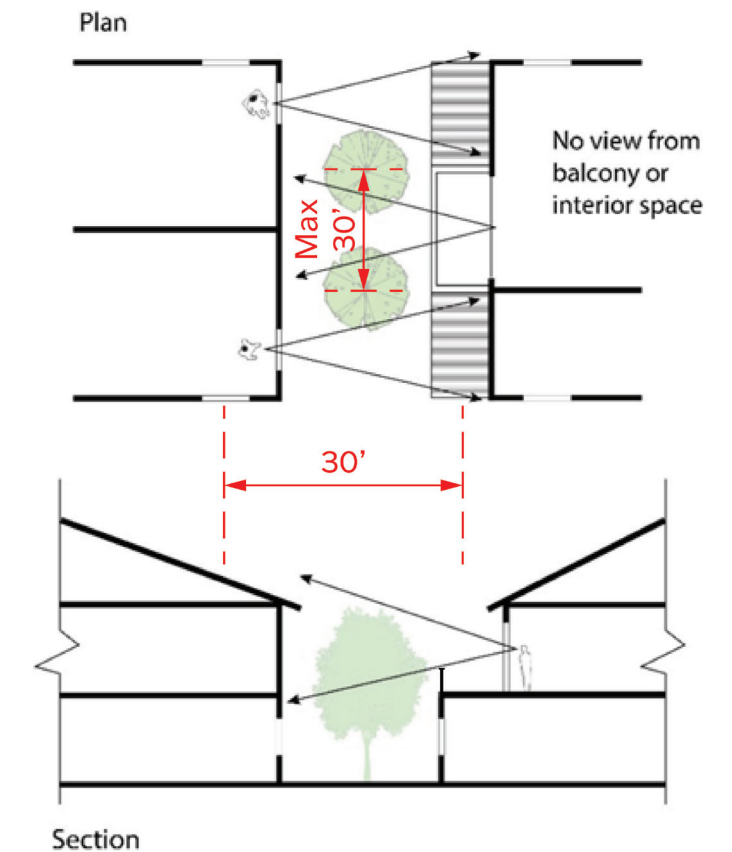
Residential Privacy

1.6 When units face each other through the open air at a distance of less than 30', windows shall be offset, or screened with landscaping as shown below, at a rate of one tree per 30' of buffer length. Landscaping shall be of sufficient density and height to provide effective visual separation between units. In house scale zones only, this standard shall also apply to units built to face existing units on an adjoining property.

- 1.7 When residential buildings are located within 10' of one another, windows on the facing building facades shall avoid unfiltered or direct views by one or more of the following:
 - a. Utilize non-transparent or obscured glazing, such as frosted or patterned glass, glass block, or non-operable opaque windows. Reflective glazing is not permitted.
 - b. Provide permanent architectural screens or affixed louvers at windows.
 - c. Utilize clerestory windows a minimum height of six feet from the ground or floor plate.



1.5: Developments with at least 150' of frontage along primary street shall include at least one of the following open spaces



1.6: Windows within 30 ft offset and screened



1.3: Continuation of a building above an opening leading to a visible interior courtyard or common open space on the ground level.

Section 1: Site Planning and Access

Pedestrian Access

- 1.8 Pedestrian walkways shall connect all primary entries to public sidewalks. The Director may approve a shared pedestrian walkway/vehicular driveway in house-scale zones, provided that the walkway is paved with stone, tile or brick, and the driveway serves no more than eight (8) parking spaces.
- 1.9 Pedestrian walkways shall be a minimum of four feet wide, shall be hard-surfaced, and paved with concrete, stone, tile, brick or comparable material.
- 1.10 Where a required walkway is parallel and adjacent to a driveway or parking space, it must be separated from the auto travel surface by a raised curb at least four inches (4") high, bollards, or other physical barrier.
- 1.11 The primary entry shall be separated by at least 10' from any driveway or parking space.

Parking Areas

- 1.12 Surface parking areas shall be shielded from view of the public right of way by a building or a landscaped buffer as described in the Frontage Type Standards in Appendix A.6.
- 1.13 Parking structures developed as part of a private development shall not be taller than the buildings which they serve.

Vehicular Access

- 1.14 Vehicular access points to parking areas shall be taken from the side street or alley, if available, except for projects which meet the following criteria:
 - a. 350'-700' primary street frontage - 1 vehicular access point from the primary street
 - b. Over 700'+ primary street frontage - 2 vehicular access points from the primary street
 - c. Projects with less than 350' of primary frontage are allowed 1 vehicular access point from the primary street only if no side street or alley access is available.

This standard may be waived if the **Community Development** Department determines that an alternate access point is needed for safe traffic flow, or the Fire Department determines that additional access points are needed for fire lanes.

- 1.15 Curb cuts on corner lots shall not be located closer than 40 feet from a curb return in house-scale zones, 80 feet in block-scale zones, or a longer distance on arterial roadways as established by the Public Works Department. Where parcel size precludes this standard, the curb cut shall be located as far from the corner as possible.

- 1.16 Notwithstanding standards 1.14 or 1.15, there shall be no curb cuts or vehicular access points on Main Street between Glendora Avenue and 2nd Street.

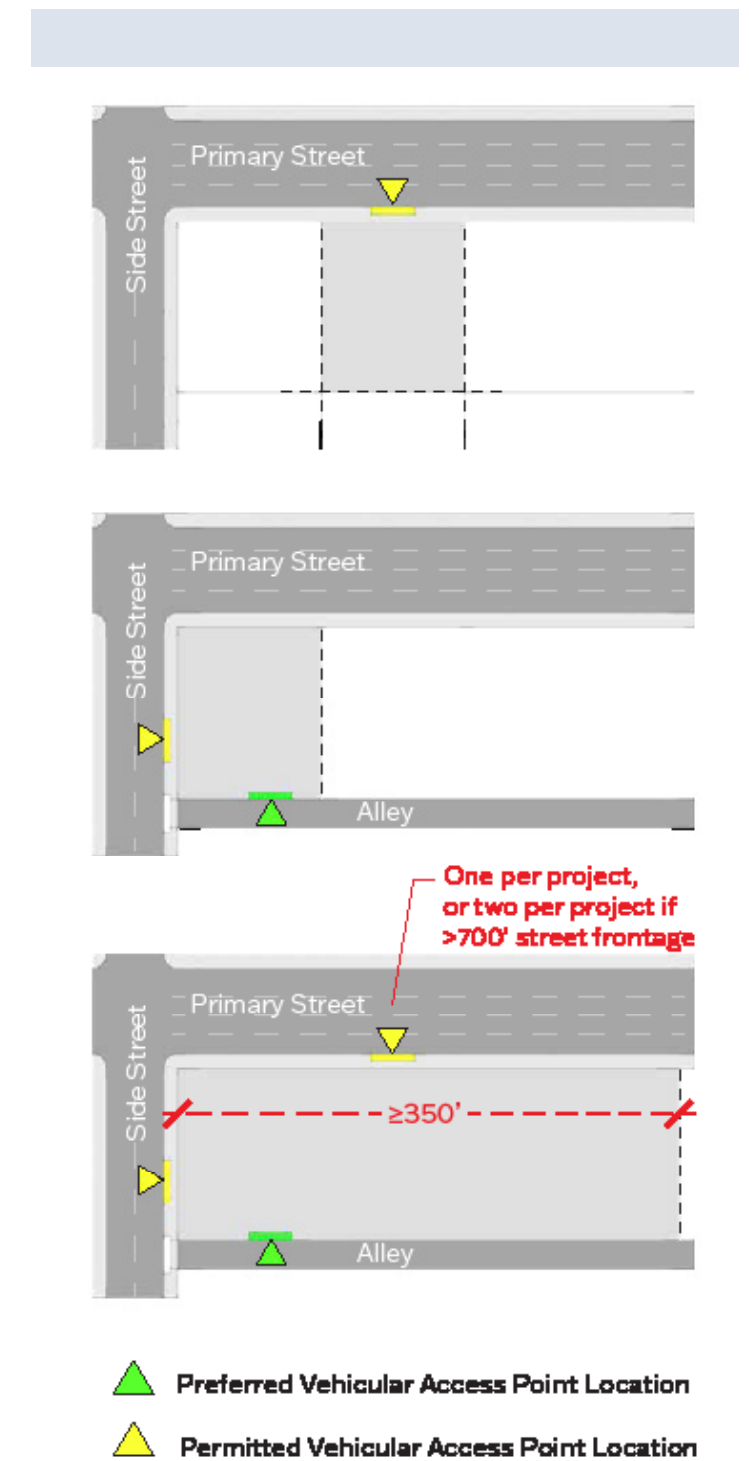
- 1.17 Sharing of driveways between adjacent properties is permitted and encouraged. **Easements shall be established as necessary.**

- 1.18 Driveways in house-scale zones shall be paved with concrete or pavers. Areas on driveways that are paved with permeable pavers may count toward minimum landscaping or stormwater retention requirements, provided that they comply with the standards established in those sections.

- 1.19 In house-scale zones, a one-way driveway, or two-way driveway serving up to ten (10) parking spaces, shall have a minimum 10' and maximum 12' width. A two-way driveway serving between eleven (11) and twenty (20) parking spaces shall have a minimum 16' and maximum 22' width. A two-way driveway serving more than twenty (20) parking spaces shall have a minimum 20' and maximum 22' width. The maximum may be exceeded if required by the Fire Department.

- 1.20 In block-scale zones, a one-way driveway, or two-way driveway serving up to ten (10) parking spaces, shall have a minimum 10' and maximum 12' width. A two-way driveway serving more than eleven (11) parking spaces shall have a minimum 20' and maximum 22' width. The maximum may be exceeded if required by the Fire Department.

- 1.21 Entry door and gates to any parking structure shall be recessed back from the face of the facade by a minimum of six inches to add shadow and visual interest, or by a greater distance from the sidewalk for traffic safety purposes as required by the Public Works Department.



1.14: Preferred and permitted vehicular access point locations

Section 2: Building Modulation and Articulation

INTENT

The individual components of each building should contribute meaningfully to the overall architectural character, expressing a coherent form and style consistent with the project's design vision. Each project can be classified within one of two defined scales, House Scale or Block Scale, as outlined in the introduction.

Within each scale, building articulation should serve to enrich the external appearance and architectural identity of the structure while facilitating a thoughtful and seamless transition between the public realm and private spaces. Modulation and form-making should convey visual interest and a sense of rhythm, achieved through a deliberate composition of elements that reflect both the individuality of the building and its contextual relationship to the surrounding architecture. Building form and articulation should emphasize three-dimensional detailing, create visual interest on the façade, and foster a built environment that is contextually responsive.

Standards

2.1 In block-scale zones, buildings of three stories in height or more shall be designed to differentiate a building's base from the rest of the structure. The area designed as the base should correspond to an area that has a different use from the upper floors of the building, e.g. retail, lobbies, or amenities. In the case of a single-use building, the area designed as a base may correspond to floor(s) with less private spaces on the frontage, such as living rooms in a 100% residential building, or simply the first floor of the structure.

2.2 The effect of differentiation on a building shall be achieved through the use of two or more of the following:

- a. Color, texture, or material changes along the building facade
- b. Variations, projections, or reveals in the wall plane
- c. Variations in fenestration size or pattern
- d. Decorative architectural details such as arcades, pilasters, base courses, belt courses, or cornices at intermediate levels

2.3 Vertical circulation elements, including but not limited to stairwells, stair shafts, and elevator shafts, that are located along exterior walls facing a primary or secondary frontage shall be clearly expressed as visually identifiable volumes on the building façade through the incorporation of at least two of the following objective design methods:

- a. A minimum 2-foot change in wall plane (projection or recession) along the portion of the façade containing the vertical circulation element.
- b. A color, texture, or material change that clearly contrasts with the primary façade material.
- c. Decorative architectural detailing, such as vertical reveals, pilasters, or a consistent fenestration pattern, applied evenly across the full height of the vertical circulation volume.
- d. A minimum 18-inch variation in the roofline or roof plane corresponding to the vertical circulation element.

2.4 Architectural projections, including but not limited to architectural pop-outs, canopies, awnings, balconies, bay windows, eaves, chimneys, and similar architectural features, shall project a minimum of 2 feet from the exterior wall plane.

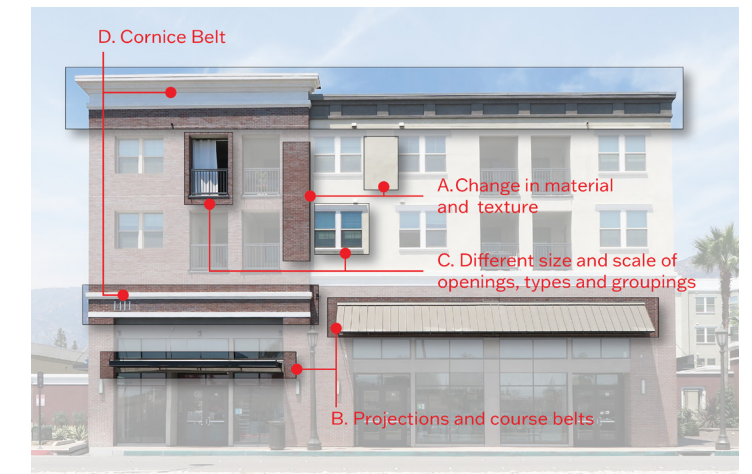
2.5 Ground-floor uses along the street frontage shall be subject to the following minimum clear ceiling heights:

- a. For ground-floor retail uses, the minimum clear ceiling height shall be 14 feet.
- b. For ground-floor office uses, the minimum clear ceiling height shall be 12 feet.
- c. For ground-floor residential uses, the minimum clear ceiling height shall be 11 feet, **or the first floor shall be raised off ground level such that the ceiling height is 11 feet above grade.**

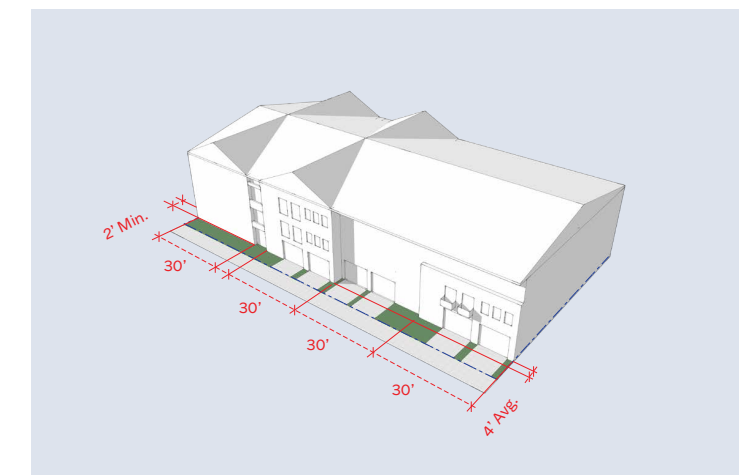
2.6 For buildings in house-scale zones any building façade facing a public street or alley shall include a minimum of one variation in wall-plane depth for every 30 linear feet of façade length.

2.7 The wall-plane variations shall also meet all of the following requirements:

- a. Each wall-plane variation shall have a minimum depth of 2 feet
- b. Wall-plane variation that occur at recessed balconies are permitted
- c. Each wall-plane variation shall extend a minimum of 1 full story in height
- d. The average depth of all wall-plane variations across each façade shall be a minimum of 4 feet
- e. When feasible wall-plane variations shall be located in areas that correspond to the building's programmatic floor plan, including, but not limited to, building entries, private or common open spaces, stairs and elevator cores, or corridors.



2.2: Approaches to base differentiation



2.6, 2.7: Required wall-plane breaks in house-scale zones

Section 2: Building Modulation and Articulation

2.8 For block-scale buildings of three or more stories, any building façade facing a public street or alley shall include a minimum of one variation in wall-plane depth for every 50 linear feet of façade length.

2.9 The wall-plane variations shall also meet all of the following requirements:

- Each wall-plane variation shall have a minimum depth of 2 feet
- Wall-plane variation that occur at recessed balconies are permitted
- Each wall-plane variation shall extend horizontally for a minimum height of 2 full stories, above the building base; or extend vertically from bottom to top either including the building base or not including the base
- The average depth of all wall-plane variations across each façade shall be a minimum of 4 feet
- When feasible wall-plane variations shall be located in areas that correspond to the building's programmatic floor plan, including, but not limited to, building entries, private or common open spaces, stairs and elevator cores, or corridors.

2.10 The Director may approve an exception to the wall plane standards (2.6-2.9) when using modular construction, and when an alternative method is demonstrated that creates definition, shadow and depth along a façade.

2.11 The building roof height or roof form shall have a minimum of one roof variation for every 50 linear feet of building façade length. Each roof variation shall meet at least one of the following requirements:

- A change in roof plane that results in a minimum two-foot projection or recession, measured perpendicular to the façade.
- A shift in the roof line of 18 inches or greater, measured vertically from the highest point of the adjoining roof line(s).

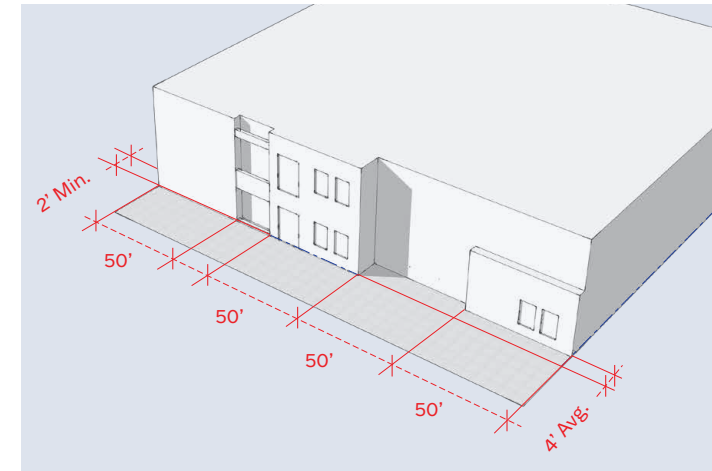
c. The use of a dormer, gable, ridge break, offset eave, or similar architectural element that creates a minimum five-foot horizontal break or relief in the roof plan before continuation of the primary roof form.

2.12 Roof forms shall terminate in a manner that accurately expresses the true building volume and prevents the appearance of a false or enlarged building mass. All roof terminations shall comply with the standards in this section.

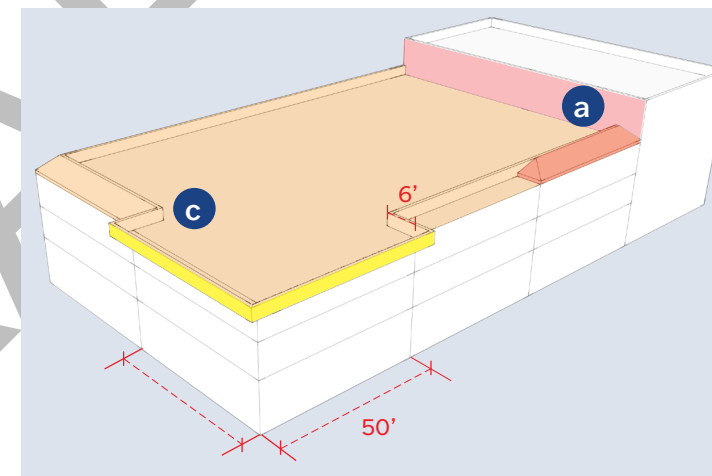
- When a sloped roof adjoins a side wall or a shared lot line, the sloped roof profile shall terminate directly at the lot line or side wall. The sloped form shall not wrap, project beyond, or extend around the adjoining wall or lot line
- Flat roof parapets may extend along the rear façade, side wall, or shared lot line, provided the parapet accurately reflects the true building mass and does not imply additional interior volume
- Where a roof parapet transitions from or connects to a sloped roof form, the parapet shall extend to the point necessary to maintain the continuity of the sloped roof profile
- Where a roof parapet extends beyond the roof plane, the parapet return shall measure a minimum of six feet (6'), measured horizontally from the roof edge, before terminating or changing direction

2.13 Buildings in house-scale zones shall have a maximum length of blank walls without windows, doors, or material changes of 25 feet in any direction.

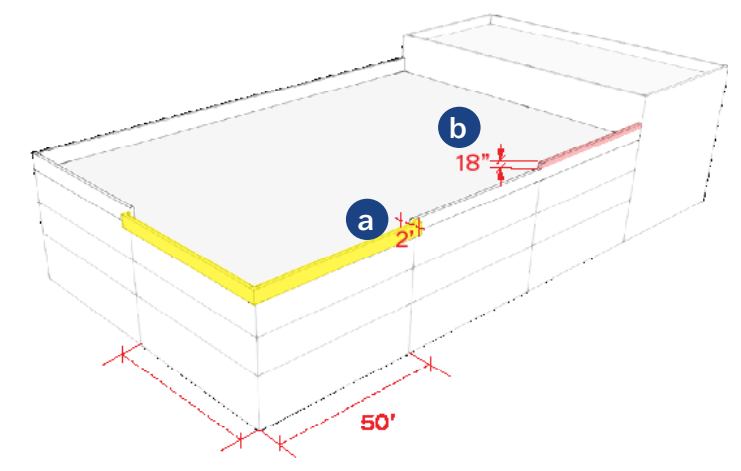
2.14 Buildings in block-scale zones shall have a maximum length of blank walls without windows, doors, or material changes of 35 feet in any direction.



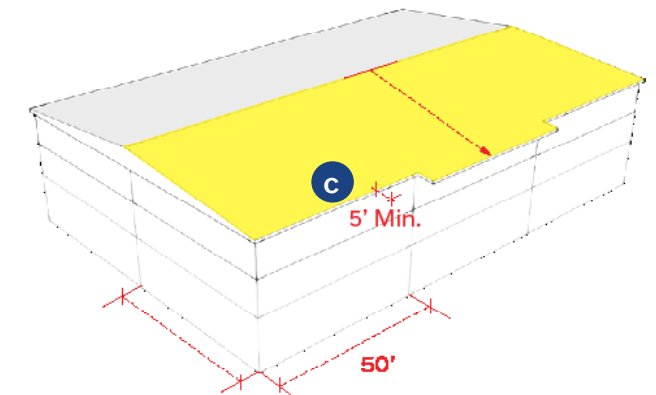
2.8, 2.9: Required wall-plane breaks in block-scale zones



2.12 a,c.: Roof termination



2.11 a,b.: Roof form variation options



2.11 c.: Roof form variation options

Section 2: Building Modulation and Articulation

2.15 Facades of residential floors shall have a maximum transparency of 60%. Glazing which does not meet the visible light transmittance and external reflectance standards identified in the "Transparency" definition (see Appendix D) is not permitted along the facades of residential floors.

2.16 The following standards apply to all new developments located on a site that is directly adjacent to a designated historical resource:

- a. The building façade along the primary or secondary front of new development shall incorporate a ground floor expression line or entablature that aligns with the height of the corresponding architectural feature on the adjacent historical resource. Where there are two existing historical resource buildings abut the site, the resource with the taller expression line applies.
- b. The height within the first 20 feet of the development shall be no more than 15 feet greater than the historic resource.
- c. The side setback shall match the side setback of the historic resource, up to a maximum of 15 feet.
- d. The street-facing setback of the 20 feet adjacent to the historic resource shall be no less than the average of the minimum permitted setback on the development property, and the existing setback of the historic resource.

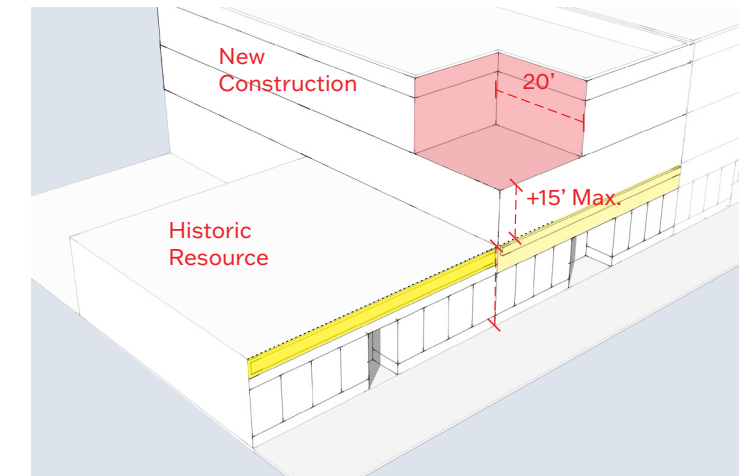
2.17 Where a daylit basement with an exposed wall is proposed, a minimum of two of the following design standards shall be provided along all street-facing facades:

- a. Porches or stoops
- b. Material cladding that matches the cladding of the floors above when located along the same wall plane
- c. A landscape area with a minimum width of five feet, planted with plant species that, at maturity, reach the finish floor height above the basement

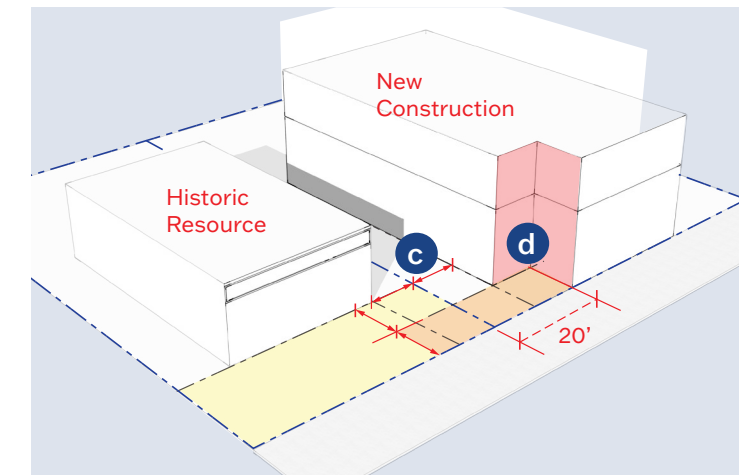
2.18 For buildings that provide a top-level stepback, the stepback shall be a minimum of 10 feet, measured from the exterior wall plane along each building façade.

2.19 Where wall-plane variations occur at balconies, each balcony shall incorporate a minimum of two of the following design standards:

- a. An accent pattern, material, and/or color shall be applied to the balcony projection components and supporting elements to differentiate them from the primary building façade
- b. An accent pattern, material, and/or color shall be applied to the balcony's recessed wall, typically oriented parallel to the building façade
- c. The balcony floor and railing shall be offset a minimum of four feet from the adjoining wall plane on either side of the balcony.



2.16 a,b: Expression Line and Transitional Height adjacent to historic resources



2.16 c,d: Setback requirements adjacent to a historic resource

Section 3: Materials, Finishes, and Color

INTENT

The selection of materials, finishes, and colors shall embody a cohesive visual identity, ensuring that all architectural elements work in harmony to create a unified and refined composition. Building colors and materials should reflect and complement the character of the surrounding neighborhood.

Materials must be chosen not only for their aesthetic qualities but also for their enduring performance—demonstrating resilience, longevity, and ease of maintenance over time. Color palettes should contribute to the vibrancy and visual richness of the community while maintaining compatibility with adjacent structures and businesses.

Exterior materials and finishes are to be of professional and high-quality grade, appropriately aligned with the building's architectural style, scale, and character. Particular emphasis should be placed on the use of tactile, human-scaled materials at the building's base, where detail, texture, and craftsmanship are most perceptible to the passerby, thereby enhancing the pedestrian experience and reinforcing a sense of material authenticity.

STANDARDS

Materials

3.1 A minimum of two distinct exterior materials shall be used on any building façade, exclusive of glazing, railings, trim, or other architectural features. An exception to this standard may be permitted by the Director only when a single material is of a high-quality grade, durable, and is professionally applied with a finish that demonstrates superior craftsmanship, texture, and proportional detailing.

3.2 If a base material is utilized, the allowable materials shall be limited to stone, brick, precast concrete, or porcelain tile. Refer to Standard 2.1 for designated location of base material. When a base material is applied, the following standards shall apply:

- a. Heavier materials, including stone, brick and precast concrete, shall be located below lighter materials, such as stucco, siding, and wall paneling, to establish a visually grounded and structurally appropriate composition
- b. Porcelain tile shall be used only as an accent wall or as a bulkhead material
- c. Base materials used as bulkhead shall have a minimum height of 18" and a maximum height of 42" for appropriate course sizing and a human-scale appearance.

3.3 All exterior storefront frames, window frames, and storefront doors shall match in either material and color, and/or color and finish. An exception to this standard shall apply only when a door is required to comply with the building code to use a specific glazing or framing material that would otherwise deviate from this standard; in such cases, only the color and/or finish shall be required to remain consistent.

3.4 Accent and trim elements, including but not limited to window trim and casings, window sills, door trim and surrounds, lintels, fascia boards, soffits, brackets, corbels, pilasters, trim moldings, parapet caps or coping, and trellis or pergola elements, shall differ from the primary exterior materials in material, color, or texture.

3.5 Material changes shall not occur at building corners. The same material shall continue around the corner for a minimum distance of six (6) feet or at a logical termination point where the material shall extend to the next change in the wall plane.

3.6 Material transitions shall comply with the following standards:

- a. Material transitions along building facades shall occur on the inside corners where a change in plane is present.
- b. When material changes occur on the same plane, the transition shall be delineated by a trim, cornice, reveal, or other architectural elements that provide separation between materials.
- c. At the building base or uppermost floors(s), material transitions shall occur only where a change in plane is at least two inches from the primary wall surface.

Finishes

3.7 All exterior wall surfaces shall be finished with high-quality, durable materials designed and installed to ensure long-term performance. The following standards shall apply:

- a. Exposed wood materials shall be sealed, stained, or painted with a weather-resistant finish
- b. Wood siding materials shall be factory-finished or field-finished in accordance with manufacturer specification
- c. Stucco shall be applied using a minimum three-coat system (scratch, brown, and finish coats) or a two-coat system over lath, in accordance with ASTM or manufacturer's standards
- d. Stone veneer shall be natural or manufactured masonry units mechanically fastened or supported by a shelf angle where required
- e. Precast concrete panels shall have an integral color and sealed finish
- f. Metal wall panels shall be factory-finished with a high-performance coating such as a PVDF (Kynar) or equivalent
- g. All exterior paint, stain, or protective coatings shall have a minimum manufacturer-rated lifespan of 10 years



3.1: Superior finish and detail on single-material building



3.3: Consistent color and materials for trim elements



3.6: Material transitions along inside corners or with trim element

Section 3: Materials, Finishes, and Color

- 3.8** The following exterior materials and finishes shall not be permitted on any building façade:
- Fluorescent, neon, or reflective colors or materials shall not be permitted.
 - Unfinished concrete masonry unit (CMU) block or unfinished precast concrete shall not be permitted
 - Unfinished lumber or exposed panel sheathing shall not be permitted
 - Metal, vinyl, or composite materials with a faux, artificial, or synthetic imitation of natural materials shall not be permitted
 - Natural materials in their natural state, including but not limited to stone, brick, or copper, that are painted or coated with color shall not be permitted

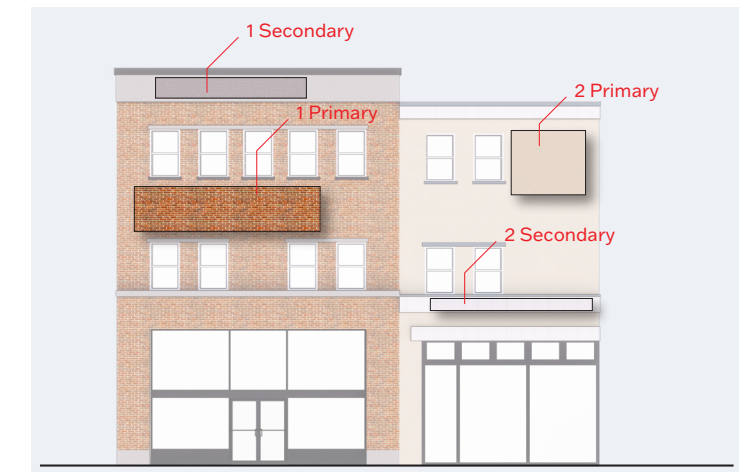
Color

- 3.9** No more than two (2) primary colors and two (2) secondary colors shall be permitted on any building façade. Primary colors shall be applied to the main body of the building and its major volumes, while secondary colors shall be limited to accentuating architectural elements and details. The following standards shall apply:
- Secondary colors shall not exceed 20% of **each facade of the building**
 - For block-scale projects, one (1) additional color may be permitted, which may be applied as either a primary or secondary color
 - Each masonry, stone, or precast concrete material incorporated on the building façade shall count toward the maximum number of permitted primary or secondary colors
 - Artwork and murals incorporated into the project shall be exempt from this standard
- 3.10** Trim, windows, doors, storefronts, and key architectural shall differ in color than the adjacent wall surface.

Character

- 3.11** For partially submerged parking podiums and daylighted basements that project above grade, the following material and color standards shall apply:
- Where basement walls are aligned with the upper floor levels, then material cladding and/or color shall match the cladding of the floor(s) above.
 - Where basement walls are offset from the upper floor levels, the material shall be distinct from the remainder of the façade above and shall project a minimum of 1 inch from the wall surface, with an appropriate transition detail provided at the interface.
 - Basement ventilation louvers shall have a color finish that matches the adjacent basement walls.
- 3.12** Materials for mechanical screening elements shall **match** the building's exterior materials, including roofing material **in material and color and/or color and finish**. The material shall be solid or composed of no more than 23% open area, evenly distributed. If metal materials are used for screening, the same exterior finish standards shall apply in accordance with 3.7.
- 3.13** Exposed rain gutters and downspouts shall be finished in an accent color consistent with the building's secondary color palette or shall be concealed by matching the color to the adjacent exterior walls. All such elements shall comply with the exterior finish standards set forth in 3.7.

- 3.14** Roof materials and colors shall complement the materials and colors of the building façades and shall provide a durable, weather-resistant finish in accordance with the following standards:
- A weather-resistant roofing product rated for a minimum service life of twenty (20) years, including but not limited to metal roofing, clay or concrete tile, slate, architectural asphalt shingles, or an equivalent material approved for the project's climate zone, shall be used for all primary roof surfaces.
 - All visible roof surfaces shall utilize the same primary roofing material, except where a distinct architectural design feature is used, such as an accent roof, tower element, or entry overhang.
 - Roof colors shall complement exterior wall colors, trim, and architectural accent features across all elevations.
 - Roof colors and finishes shall be limited to matte, low-sheen, and non-reflective coatings to reduce glare, unless required to meet applicable solar-reflectance or cool-roof standards.
- 3.15** Vehicles in parking structures shall not be readily visible from a public street or publicly-accessible open space. Any parking structure **along a public street that is** greater than 150 feet wide or 20 feet tall should additionally conceal vehicles and enhance facade quality through at least one of the following elements:
- Large public art element covering the frontage space allowing
 - Green wall or other landscape covering
 - Louvers with windows
 - Material, fenestration, and detail pattern that mimics the rest of the development



3.9: Facade Colors Permitted



3.10, 3.13: Contrast colors used to accent and complement color palette of facade

Section 4: Frontages

INTENT

The design of a building's street frontage is among its most critical elements and is therefore subject to close regulation. Street frontages play a central role in shaping an active and safe public realm by establishing appropriate levels of visibility, engagement, and privacy based on context and ground-floor use. Ground-floor commercial frontages should promote transparency, public visibility, and permeability, while ground-floor residential frontages should provide a clear and comfortable transition from public sidewalks to semi-private outdoor spaces, entry doors, and interior living areas, with private bedrooms and more secluded spaces located away from or above the street frontage. Given the wide range of ground-floor uses and neighborhood contexts, this document defines multiple frontage types, each with tailored standards intended to support both functional performance and contextual compatibility.

Street frontages may also be filled with open spaces per the requirements of Section 5. However, buildings along such open spaces may also be subject to frontage requirements (see 4.5).

STANDARDS

4.1 The first floor of each building where a property line meets a public street right-of-way shall be designed in accordance with one or more of the following frontage types permitted in its applicable zoning district. **General guidelines for where each frontage type is applicable are given in the table.** Each applicant shall submit a diagram indicating which frontage types are being used in different portions of each building. Standards for each frontage type are given in Appendix A.

4.2 Additionally, surface parking along the street frontage shall be designed in accordance with the "surface parking" frontage type.

4.3 The ground-floor frontage use must comply with the categories listed for the frontage type.

4.4 Frontage type standards are also applicable to the first-floor frontage of buildings fronting community plazas, commons and forecourts.

4.5 Required driveways, utility locations, and up to 10% of the building frontage, with a design approved by the Director, need not be designed in accordance with frontage type standards.

4.6 All ground-floor residential units along a public street frontage shall provide a stoop, porch or patio in keeping with the standards in A.3, A.4 and A.5. The Director may exempt projects from the requirement in each of these frontage types to provide access from the sidewalk when compliance is infeasible or impractical.

4.7 Outdoor dining may be permitted on public sidewalks outside retail frontages subject to Encroachment Permit and local standards.

4.8 Outdoor dining on private property along a street frontage shall be separated from the public right-of-way by a permanent wall or movable barrier between 2 and 3.5 feet high.



4.1: Example of the diagram each applicant shall submit indicating which frontage types are being used in different portions of each building.

Frontage Type		Frontage Use	Zone					
			Block Scale Zones				House Scale Zones	
			C-2 - Hacienda Blvd, Valley Blvd, Amar Rd, Azusa Ave	C-2 - Other	DBD - Main St ¹	DBD - Other	R-3	R-4
A.1	Shopfront	Retail, Office, Residential Amenity	Y	Y	Y	Y	N	N
A.2	Common Entry	Residential Lobby and Amenity, Office	Y	Y	N	Y	N	N
A.3	Stoop	Residential	Y	Y	N	Y	N	N
A.4	Porch	Residential	N	Y	N	N	Y	Y
A.5	Patio	Residential	N	Y	N	Y	Y	Y
A.6	Surface parking	Parking	Y	Y	N	Y	N	N
A.7	Structured parking	Parking	Y	Y	N	Y	N	N

4.1, 4.2: Table of frontage types permitted for each use and zoning designation.

¹ Between Glendora Avenue and 3rd Street only, otherwise "Other"

Section 5: Open Space

INTENT

Open space is an integral part of development, providing access to natural light and fresh air, and usable exterior spaces with a mix of active and passive programs providing comprehensive lifestyle offerings to building users. Successful developments integrate a diversity of open space types, sizes and functions to serve a broad range of users and interests. While not all types, sizes and functions can be accommodated within a single project, projects contribute to a larger, diversified network of connected and walkable open spaces throughout the surrounding area within easy access to all residential units. Well-designed common open spaces form a transition between public sidewalks and private spaces, enhancing livability, sociability, and privacy for individual units. Within these, publicly-accessible common open spaces increase community interaction, attract non-resident visitors supporting local businesses, and overall create more vibrant places.

STANDARDS

General Open Space

- 5.1** All projects containing two (2) or more dwelling units shall include open space, or an aggregated series of open spaces, that meet the minimum area requirements established by the City. All projects containing a multi-family residential component of four (4) or more units shall include common open space, or an aggregated series of common open spaces, that meets the minimum area requirements established uniquely by each City. All areas that count toward these requirements:
- Shall be located outside an enclosed building, except for building passthroughs.
 - Shall not be used for parking, driveways, loading, or storage, except for green alleys that comply with the standards in Appendix B.
 - Shall not be located within the required front yard setback, except for patios and porches that comply with the standards in Appendix B.

5.2 All open spaces that count toward the minimum area requirements in 9.1 shall satisfy the definition and the standards of either common open space or private open space given below.

5.3 City standards related to site design and landscaping within open spaces shall apply. Additionally, the use of plant material rated as low to moderate water use as defined by the California Water Use Classification of Landscape Species (WUCOLS) is required for all planted areas, including tree planting.

5.4 All open spaces shall be thoroughly screened from abutting residential properties through planted or structured screening systems, except for key circulation and connections to adjacent areas. Refer to Section 8 for further requirements.

Common Open Space

5.5 All areas used to satisfy common open space requirements shall comply with the minimum standards of one of the following open space types. Refer to Appendix B for detailed definitions and standards of each type.

- Community Plazas and Commons
- Neighborhood Parks and Recreational Amenity Areas
- Courtyards
- Building Forecourts
- Pocket Parks
- Paseos
- Building Pass-throughs
- Alleyways / Green Alleys
- Shared Yards
- Terraces and Decks
- Rooftop Decks
- Green Roofs

5.6 All common open spaces shall include a combination of hard paved surfaces and soft landscaped areas. Refer to Appendix B for space-by-space landscape requirements for each type of open space

5.7 All common open space areas shall be designed to mitigate the effects of building glare, daytime sunlight, and heat by incorporating trees and/or shade structures, such as arbors and gazebos. It is encouraged to locate shading in open space areas where it can be most effective, such as near seating areas or along circulation routes. Constructed shade structures or projections from adjacent buildings shall cover no more than 50% of any open space, except for building passthroughs.

5.8 Programming intent shall be provided for all common open space areas. Programming shall include active and passive types of programming appropriate to the scale of the development, refer to Appendix B for space-by-space requirements for each type of open space. Such programming may include, but is not limited to:

Passive Programming:

- Walking / trails
- Outdoor dining / moveable tables and chairs
- Fixed seating (small gathering and individual hang out)
- Multi-purpose seating / flexible gathering
- Barbeque and picnic facilities
- Community gardens
- Visual / experiential gardens
- Outdoor art / art walk
- Open, pastoral green spaces
- Pop-up or rotating events and activities (eg Farmer's markets, seasonal events, etc)

Active Programming:

- Playgrounds / kids' play equipment
- Dog parks
- Spas and Swimming pools
- Interactive water features
- Sports courts (tennis, basketball, pickleball, etc)
- Sports fields (baseball, soccer, football, etc).

5.9 Projects on properties greater than 5 acres in the C-2 zone, or 2 acres in the DBD zone, shall provide at least one publicly-accessible common open space that satisfies the standards of one of the open space types in Tiers 1-4 in the Common Open Space Summary Matrix.

5.10 All common open space types whose access is listed as only "Public" in the Common Open Space Summary Matrix shall be publicly accessible during business hours of the adjacent use, or consistent with City park hours of operation, unless approved by the Director.

5.11 Top of building rooftop spaces (rooftop decks and green roofs) shall satisfy no more than 25% of the overall common open space area requirements, except for buildings on lots of 10,000 square feet or less in block-scale zones. Additionally, in house-scale zones, at least 25% of the overall common open space area requirements must be met through ground-level open spaces.

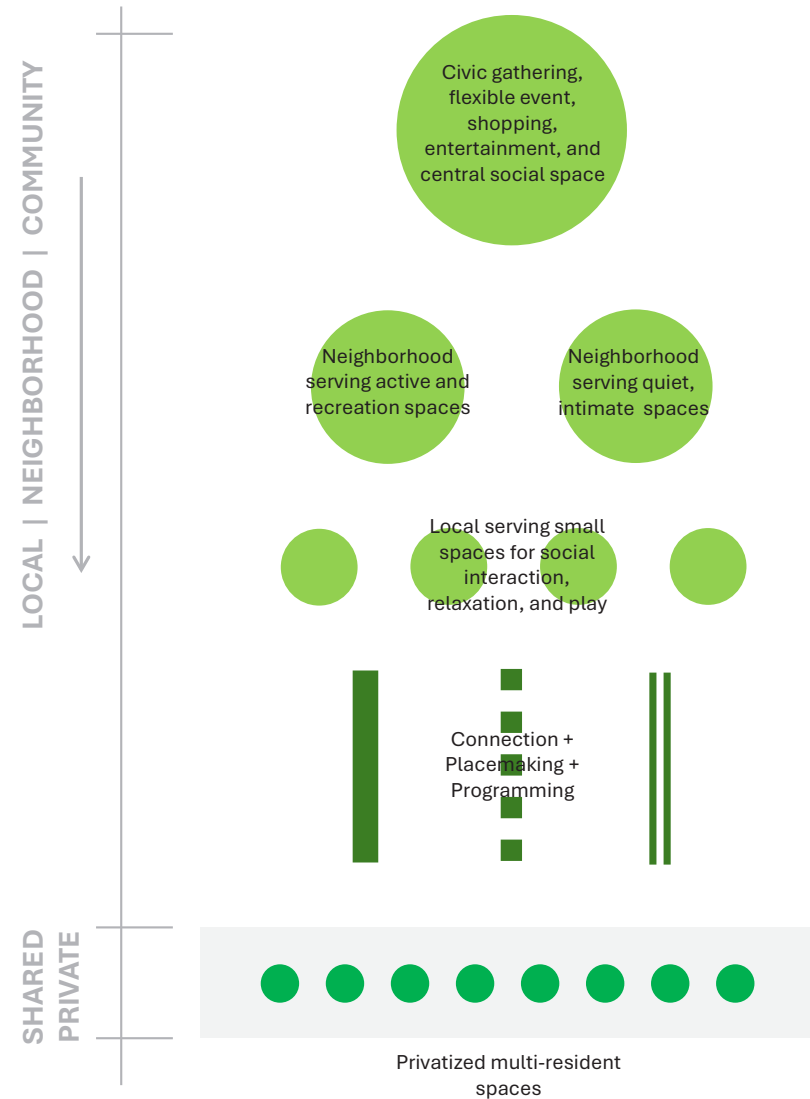
5.12 At the discretion of the Community Development Director, up to 25% of the overall common open space area requirements may be reduced from the project requirements if he/she determines that the project effectively uses a diversity of common open space types and scales to broaden usership by residents, attract visitors, support mixed-use development, and better contextually connect developments to key adjacent areas.

Private Open Space

5.13 All areas used to satisfy private open space requirements shall comply with the minimum standards of one of the following open space types. Refer to Appendix C for detailed definitions and standards of each type.

- Balconies (covered or uncovered)
- Patios
- Private Rooftop Decks
- Private Yards
- Porches

Section 5: Open Space



Common Open Space Hierarchy

Tier 1: Primary Open Spaces

- Community Plazas and Commons

Tier 2: Secondary Open Spaces

- Neighborhood Parks and Recreational Amenity Areas
- Courtyards

Tier 3: Tertiary Open Spaces

- Building Forecourts
- Pocket Parks

Tier 4: Open Space Connectors

- Paseos
- Building Passthroughs
- Alleyways / Green Alleys

Tier 5: Privately Accessible Open Spaces

- Shared Yards
- Terraces and Decks
- Rooftop Decks
- Green Roofs

Common Open Space Type	Users	Zone Context	Access	Development Frontage	Programming	Min. Landscaping	Min. Size
Tier 1: Primary Open Spaces							
Community Plazas and Commons	Community	Block	Public	Retail / Commercial	Passive	25% planted area, tree planting required	2,500 - 5,000 SF
Tier 2: Secondary Open Spaces							
Neighborhood Parks and Recreational Amenity Areas	Neighborhood	House or Block	Public or Shared Private	Primarily Residential, All Uses Allowed	Active / Passive	50% planted area, tree planting required	1,000 SF
Courtyards	Neighborhood	House or Block	Public or Shared Private	Primarily Residential, All Uses Allowed; buildings must define at least two edges of the space	Primarily Passive	25% planted area, tree planting required	600 SF
Tier 3: Tertiary Open Spaces							
Building Forecourts	Local	House or Block	Public or Shared Private	All Uses	Passive	25% planted area, tree planting required	200 SF
Pocket Parks	Local	House or Block	Public or Shared Private	Primarily Residential	Active / Passive	50% planted area, tree planting required	360 SF
Tier 4: Open Space Connectors							
Paseos	Connection	House or Block	Public	All Uses	Passive	15% planted area, no tree planting requirements	15' wide or wider for fire access
Building Passthroughs	Connection	House or Block	Public	All Uses	Passive	No planted area or tree planting requirements	10' wide
Alleyways / Green Alleys	Connection	House or Block	Public	All Uses	Passive	Planting areas encouraged but not required, no tree planting requirements	20' wide
Tier 5: Privately Accessible Open Spaces							
Shared Yards	Local	House	Shared Private	Residential	Passive / Light Active	15% planted area, tree planting required	Various requirements based on lot size
Terraces and Decks	Local	House or Block	Shared Private	Residential	Passive / Light Active	15% planted area, tree planting encouraged but not required	360 SF
Rooftop Decks	Local	House or Block	Shared Private	Residential	Passive / Light Active	15% planted area, tree planting encouraged but not required	25% deck area house scale zone, 75% deck area block scale zone
Green Roofs	Local	House or Block	Shared Private	Residential	N/A	75% planted area, tree planting encouraged but not required	Full rooftop minus edge setbacks

Common Open Space Summary Matrix

Section 6: Entries

INTENT

Primary building entries should be clearly identifiable, well articulated, and oriented toward the public realm in order to support pedestrian activity and intuitive wayfinding. Entries should be located along public sidewalks, paseos, plazas, or other publicly accessible open spaces, and should establish a direct, visible connection between the building interior and surrounding streets and open spaces. Architectural elements, lighting, signage, and changes in material or form should be used to emphasize entry locations and create a welcoming, human-scaled arrival experience.

Building entries should be integrated with pedestrian circulation systems and should be designed to minimize conflicts with vehicular access and service areas. Where buildings include multiple entrances, primary pedestrian entries should be distinguished from secondary or service entries through placement, design, and orientation. Overall, entries should reinforce street activation, enhance safety through visibility and activity, and contribute to an active, engaging public realm.

STANDARDS

Entry Locations

- 6.1** Primary entries to any nonresidential use, and any primary residential entry serving **multiple** units, shall be emphasized and oriented to the street, or common open spaces categorized under Tiers 1-4 in **Section 5**. Secondary entries may be from parking areas, the rear of the building or alleys.
- 6.2** Residential entrances serving more than one unit shall enter into a lobby, mailroom, shared vestibule or community space.

Entry Design

- 6.3** Primary sidewalk entrances to public-serving commercial uses shall be open for the entire duration that the commercial facility is open.
- 6.4** Primary building entrances shall incorporate two or more of the following design elements:
 - a. A change in wall plane - recessed or projecting - of a minimum of three feet
 - b. Wall articulation, such as pilasters or cornices, trim element, or additional painted or relief detail around the entry
 - c. Projecting element above the entry (minimum depth of 2 feet and minimum width of the size of the entry door)
 - d. Break in the building massing or a portal enabling visibility into a courtyard that provides access to units.
 - e. Transparent windows or openings enabling visibility into interior spaces (a minimum of 50% within 20 ft of entrance).
 - f. A landing, deck, or stoop with a minimum depth of six feet and minimum width of eight feet, if allowed by the appropriate Frontage Type. Ensures visibility into lobbies or units, making the entry more inviting and active.
- 6.5** In mixed use projects, when residential and commercial uses are combined in the same structure, separate entrances shall be provided for each use. To improve wayfinding, different entrance design elements (from the menu in **6.5**) or different application of these elements shall be used for residential and commercial uses. Entries can be accessed from an alley, courtyard, or on a side street on sites with two or more street exposures.
- 6.6** Additionally, primary building entrances, such as lobby entrances, shall be highlighted through greater transparency than other portions of the façade, and/or a lighting strategy which emphasizes this location. Building/user identification or address signage shall also be provided in the vicinity of the entrance.

Security Features

- 6.7** Security gates and grilles, and their associated housing mechanisms, shall be fully concealed from the public right-of-way during business hours. Additionally, any such gate or grille shall be at least 75% open and transparent when deployed.
- 6.8** Permanent security bars and metal doors are prohibited on ground floor entries and anywhere on the ground-floor street or public open space frontage.



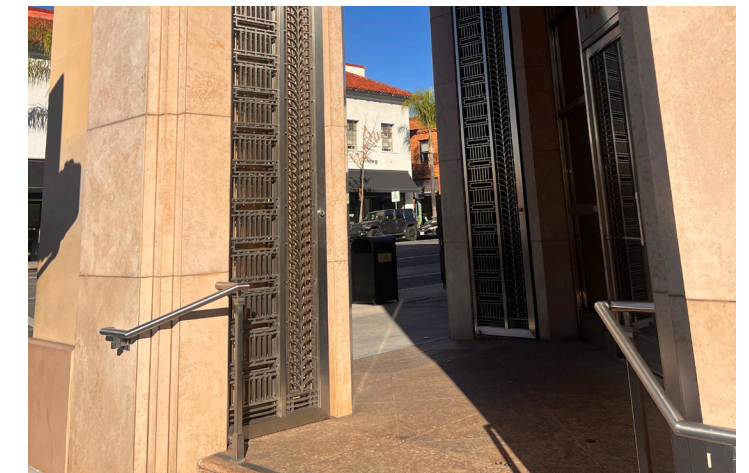
6.4: Building entry accentuated with wall articulation, massing break and portal interior courtyard



6.4: Building entry accentuated with corner location, wall articulation, projecting element and increased transparency



6.6: Separate entrances provided for mixed use developments



6.8: Hidden security grille

Section 7: Exterior Lighting

INTENT

Exterior lighting should be designed to promote high-quality illumination while ensuring the efficient use of energy to minimize light pollution, glare, and light trespass. Each project should have adequate lighting to support safety and visibility, with particular emphasis on walkways, driveways, building entrances, parking areas, and open spaces.

All exterior lighting fixtures should be decorative in nature and compatible with the architectural character of the building. Site lighting should be arranged and shielded to prevent adverse impacts on surrounding or neighboring properties. Where appropriate, accent lighting may be incorporated to highlight key architectural or landscape features and enhance the overall nighttime environment without generating glare or spillover.

STANDARDS

Lighting Along Walkways

7.1 Lighting along exterior walkways, driveways, building entrances, and parking surfaces shall provide a minimum illumination level of 1.0 foot-candle and shall not exceed 3.0 foot-candles, measured at the finished surface during hours of darkness, defined as one-half hour before dusk until one-half hour after dawn. All such exterior lighting shall be equipped with automatic dusk-to-dawn control systems for safety and security purposes.

7.2 Lighting type, placement, and orientation shall be designed to prevent direct glare onto adjoining properties, public rights-of-way, and the night sky. All site and building lighting shall be designed, located, and lamped to comply with the following requirements:

- Illumination levels shall not exceed 0.3 foot-candles measured beyond any property line boundary
- Not less than 90 percent of all light output shall be directed downward
- All exterior lighting fixtures shall be fully shielded and shall incorporate blinders, shades, or comparable devices to prevent glare and light spill onto adjacent properties

7.3 All exterior lighting shall utilize automatic shut-off controls, including sensors, timers, motion detectors, or equivalent technologies.

7.4 The following lighting types and design features shall not be permitted on any building:

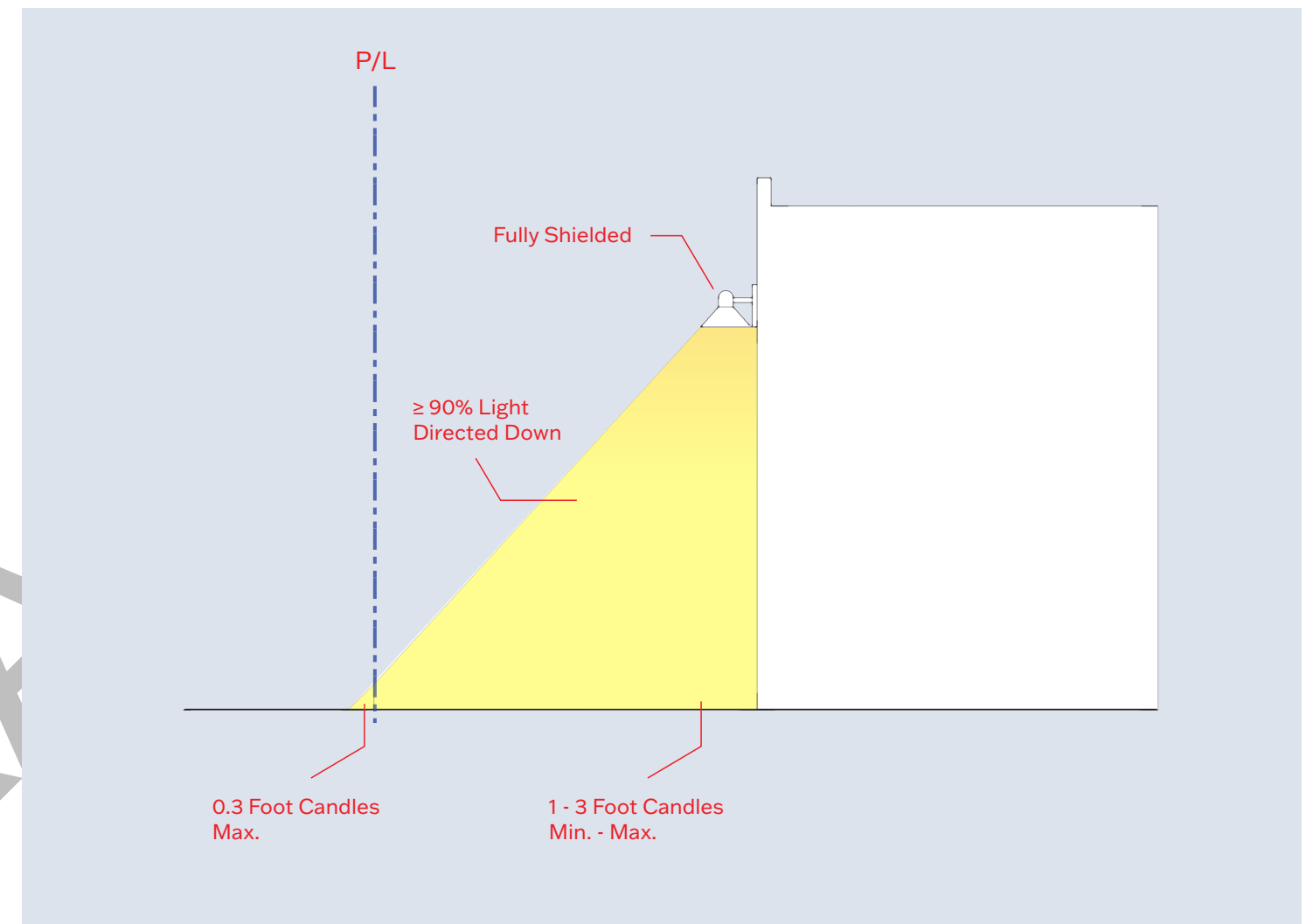
- Internal illumination of fascias, walls, roofs, awnings or other architectural elements shall not be permitted
- Spot lighting or broadcast lighting shall not be permitted
- Animated or flashing lighting shall not be permitted
- Colored lighting shall not be permitted, except for neon lighting strips used as a accent lighting feature integrated into the building design.
- Uplighting on residential dwelling units shall not be permitted, except for focused or accent lighting solely to highlight specific architectural features of a building.

Design of Lighting

7.5 All exterior lighting shall use light sources with a correlated color temperature of 3000 Kelvin or lower to minimize blue-light emissions.

Landscape Lighting

7.6 Landscape lighting fixtures shall not exceed 4 feet in height when located within planting areas or along pedestrian pathways and shall be setback a minimum of 5 feet in any direction from residential windows, patios, or private open spaces.



7.2: Illumination Standards

Section 8: Walls and Fences

INTENT

Walls and fencing serve an important role in shaping a cohesive and pedestrian-oriented environment. Their use supports property protection, enhances privacy, reduces noise, and contributes to an attractive visual setting. Walls and fences are appropriate for screening automobile parking, loading and storage areas, utility equipment, and for buffering residential uses from adjacent activities.

These features should remain as low as practicable while still fulfilling their screening and security functions. When used as screening elements, walls and fencing should be designed to complement the site's architectural character and incorporate architectural detailing consistent with the overall development. Wherever feasible, landscaping should be integrated with wall and fencing design to soften visual impact, reinforce site aesthetics, and improve the public realm.

STANDARDS

Screening

8.1 Surface parking lots and open parking structures shall be screened from public streets and adjacent residential properties by a continuous fence, wall, and/or landscape buffer. All required fencing and wall elements shall be designed in accordance with the applicable frontage type standards as identified in Appendix A.

Wall and Fence Height

8.2 Walls, including retaining walls, and fencing shall not exceed 42 inches in height when located within 20 feet of the front property line or edge of any public street right-of-way, whichever is greater, and shall not exceed 6 feet in height within required interior setbacks. All required fencing and wall elements shall be designed in accordance with the applicable frontage type standards as identified in Appendix A.

8.3 An exception to the maximum fence height within 20 feet of the front property line or edge of any public street right-of-way, whichever is greater, may be approved by the Director when such fence surrounds a common open space. The fencing shall be visually transparent, appropriate to the context and needed access controls and decorative.

8.4 The following fence elements are permitted to exceed the maximum height specified in 8.2 by no more than 12 inches, inclusive of pilaster caps, post caps, and integrated lighting fixtures, and shall comply with the following dimensional requirements:

- Wood, metal, or vinyl (PVC) post shall not exceed 6 inches by 6 inches in cross-section
- Masonry or concrete post / pilaster shall not exceed 18 inch by 18 inch in cross-section
- Fence posts shall be spaced a minimum of 6 feet apart, measured on-center
- Fence elements shall be compatible in material and/or color with the materials or architectural features used on the building(s) located on the site.

Design of Walls and Fences

8.5 All exposed walls shall incorporate a treated architectural finish, including, but not limited to, smooth-formed concrete, sandblasted concrete, exposed aggregate concrete, brick veneer, split-face masonry, decorative stone veneer, or a stucco-applied finish. Alternative materials or finishes that are compatible with and integrated into the design of on-site buildings may be permitted, subject to approval by the applicable reviewing authority.

8.6 All fencing materials shall be constructed of treated wood, powder-coated or galvanized steel, wrought iron, or high-quality composite materials. Vinyl or plastic fencing, barbed wire, razor wire, and electric security fencing shall not be permitted.

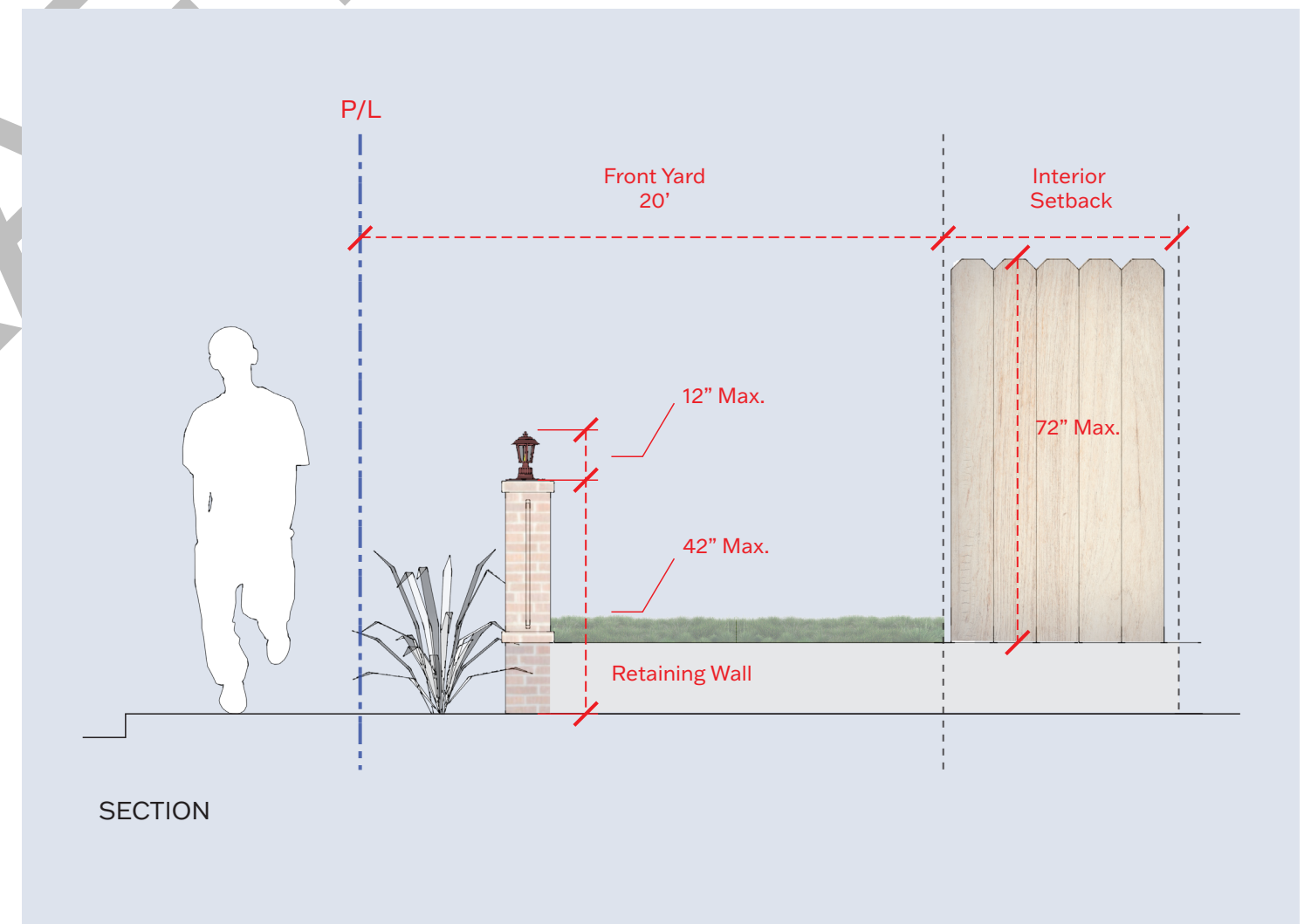
Chain-link fencing shall not be permitted, except when used temporarily for construction or site security during active construction activities.

8.7 Retaining walls shall be designed such that all exposed surfaces incorporate an architectural finish consistent with the materials and treatments identified in 8.5.

8.8 Fencing materials shall not utilize reflective, glossy, or glaring finishes or colors.

Location of Walls and Fences

8.9 All fencing shall be installed with the finished side oriented toward public streets and adjacent properties.



8.2, 8.3: Maximum wall and fence height

Section 9: Loading Areas, Trash and Utilities

INTENT

The design and placement of loading areas, trash enclosures, and utility equipment shall incorporate effective screening techniques to minimize visual, noise, and privacy impacts on surrounding properties and public rights-of-way. These elements shall contribute to an orderly and visually cohesive site environment. To support a high-quality pedestrian realm, commercial loading areas and trash enclosures shall be enclosed or otherwise screened and positioned out of view from public streets to the greatest extent feasible. Utility meters, electrical panels, transformers, and comparable equipment shall be sited in a manner that respects the experience of the public realm and adjacent buildings, and, when possible, located away from primary building frontages.

STANDARDS

Commercial Loading Areas

9.1 Loading areas shall be permitted only for development projects with non-residential uses, excluding office uses, that exceed 10,000 square feet of total floor area.

Screening Loading Areas

9.2 Commercial loading areas shall be screened from surrounding properties and public rights-of-way by a fence, wall, and/or landscape buffer designed to minimize visual, noise, and privacy impacts. Commercial loading areas shall be located and accessed from secondary or tertiary streets where feasible, and shall not be located along a primary street frontage.

Trash Enclosures & Location

9.3 All refuse, solid waste, recycling, compost, and green waste bins or containers shall be fully screened on all sides from public rights-of-way by a solid fence or wall with a minimum height of five and one-half (5½) feet. Trash enclosures may include one or more solid access gates, which shall remain closed at all times except during active loading or unloading operations.

9.4 Trash enclosures shall be located within two hundred (200) feet of an access point to the building they serve and shall not be located in any of the following areas:

- a. Within 25 feet of a required front or street-side setback
- b. Between any building and the public street or sidewalk
- c. Within required landscaped areas, pedestrian pathways, driveways, or common open space areas
- d. Within any required parking space

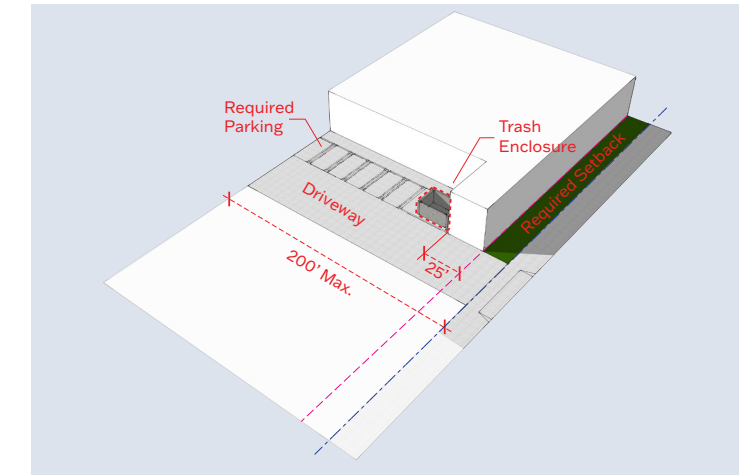
Utility Location

9.5 Roof-mounted equipment shall be fully screened by parapets or other roof structures that are at least as tall as the highest part of the mechanical equipment, or the equipment shall be set back a minimum of 10 feet from the roof edge. Roof-mounted solar energy systems and panels may be permitted without screening, subject to approval by the applicable reviewing authority.

9.6 All attached and free-standing equipment shall be fully screened from public view by fencing or landscaping that is equal to or greater in height than the highest point of the equipment, or painted to match the adjacent building structure. **If any of these options is prohibited** by applicable building, fire, electrical, or plumbing codes, **an alternate option shall be used**. Where fencing is used for screening, adequate clearance and access gates shall be provided in compliance with applicable codes. Electric vehicle charging equipment shall be exempt from this requirement.



9.3: Loading area provided an alley avoid street exposure



9.4: Trash enclosure location standards

Appendix A: Frontage Standards

A.1 Shopfront

Applicable Uses: Retail, Office, Residential Amenity

The main façade of the building is near the right-of-way with an at-grade entrance along the sidewalk. This frontage type is intended for active ground floor uses and has substantial glazing at the ground level. Awnings should be incorporated unless site conditions or design strategy preclude them.

Required Dimensions	
Depth, Recessed Entries (A)	5 ft max., behind building shopfront line
Distance Between Windows (B)	20 ft max.
Distance Between Entries (C)	75 ft max. <i>in the DBD zone. No requirement in the C-2 zone.</i>
Continuation of Shopfront Frontage Type around corner (D)	25 ft min.
Bulkhead (E)	1.5 ft., 2 ft max.
Building setback from property line (F)	0 ft min., 1.5 ft max. <i>in the DBD zone, except when using open space type. In the C-2 zone, min setback of the zone, no max.</i>
Awning Depth (G)	6 ft min
Awning Height (H)	9 ft min., max. is the midpoint between the top of highest window of the ground floor and the window sill of the second
Transparency, Ground Floor	65% min.

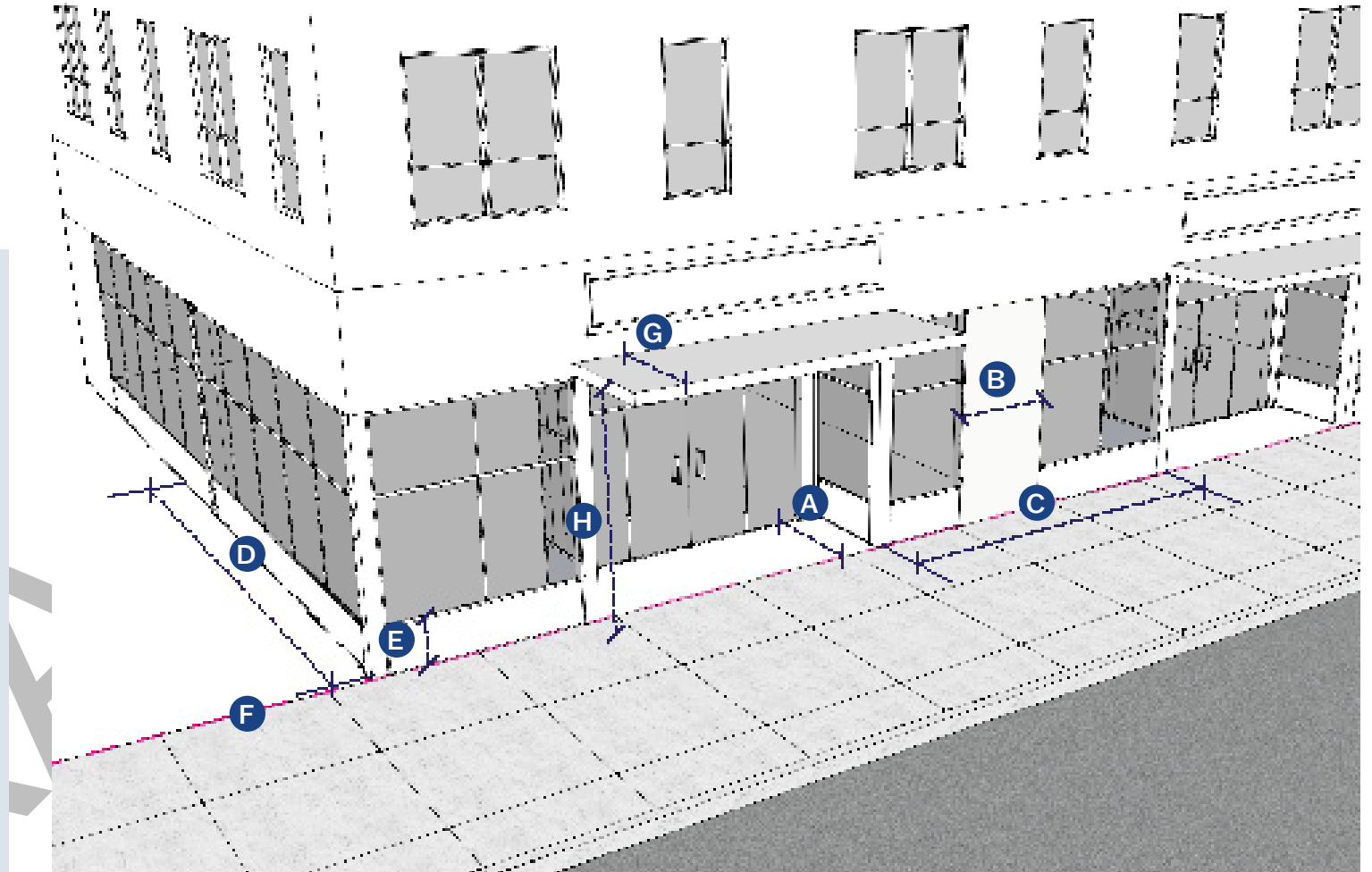
Other Standards

Per CalGreen building code, awnings are required on all south-facing storefronts.

Ground-floor elevation shall be level with adjacent sidewalk.

Notes

The Planning Division and Public Works Department may reduce the allowed awning depth if warranted by local conditions.



Appendix A: Frontage Standards

A.2 Common Entry

Applicable Uses: Residential Lobby and Amenity, Office

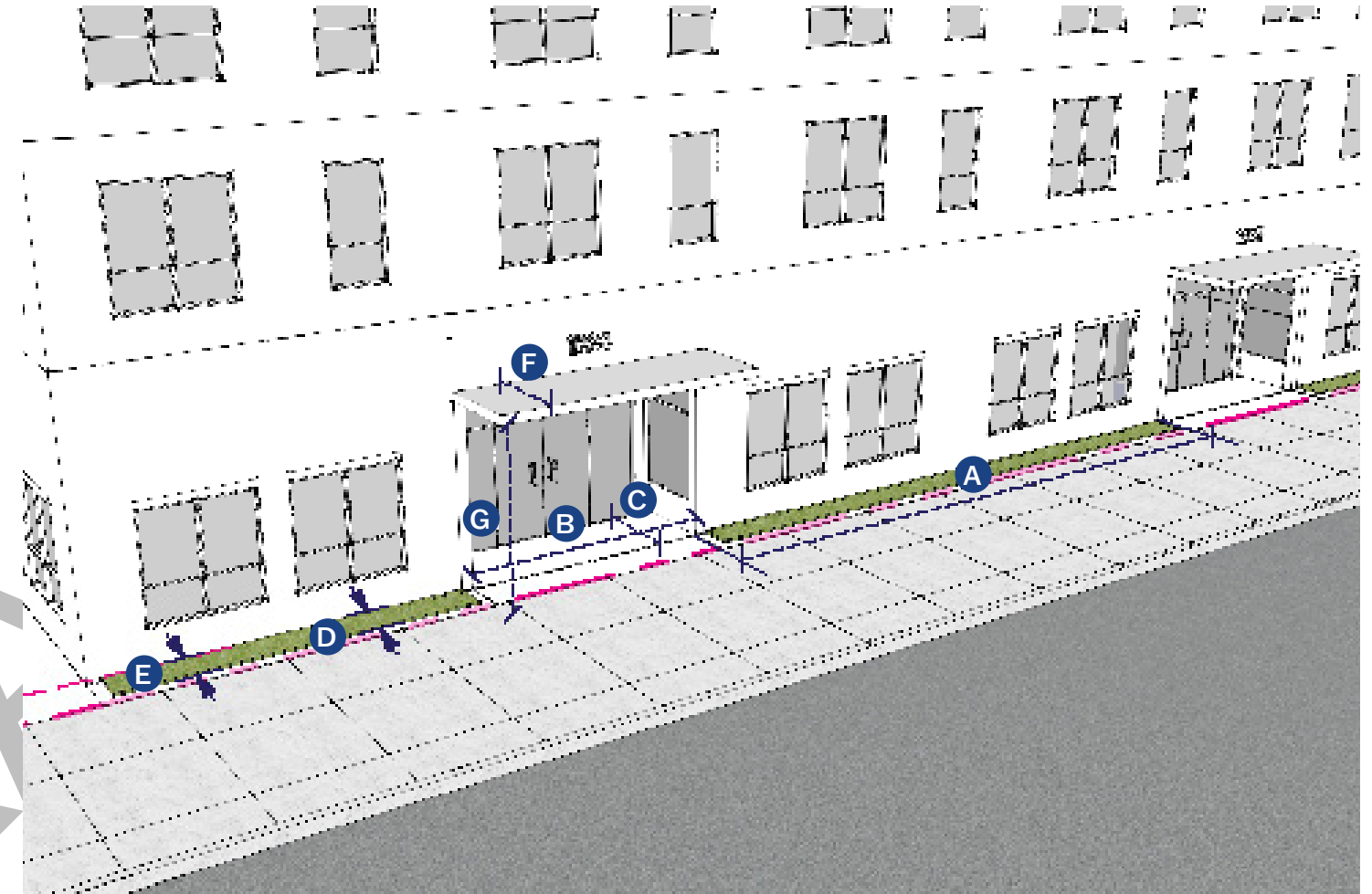
This frontage type is intended for office, civic or residential uses which are accessed through centralized building or site entries located directly on the sidewalk. The entry enters into a lobby, community room or reception area. Between entries, individual offices, gyms, meeting rooms and other such spaces line the ground-floor frontage. In developments with ground-floor office uses, common space areas are oriented toward the street in order to ensure compatibility with a transparent frontage.

Required Dimensions	
Distance Between Entries (A)	100 ft max.
Width, Entries (B)	5 ft min., 15 ft max.
Depth, Recessed Entries (C)	1.5 ft min., 8 ft max.
Planting Width (D)	3 ft min., 20 ft max.
Building Setback from Property Line (E)	Min setback applicable to the zone. 10 ft max. in block-scale zones, 20 ft in house-scale zones.
Awning Depth (F)	2 ft min.
Awning Height (G)	9 ft min.
Transparency, Ground Floor	55%

Other Standards

Planting width may be filled with movable planter boxes or with landscaping planted in the ground. Planter boxes and landscaping may not block any of the required minimum transparency of the frontage.

Pathway between sidewalk and entry shall be direct.



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Appendix A: Frontage Standards

A.3 Stoop

Applicable Uses: Residential

The main facade of the building is near the right-of-way and the stoop engages the sidewalk. This frontage type is elevated above the sidewalk to ensure privacy within the building. The entrance is usually an exterior stair and landing.

Required Dimensions	
Width, Clear (A)	4 ft min., 10 ft max.
Depth, Clear (B)	4 ft min., 8 ft max.
Depth, Recessed Entries (C)	6 ft max.
Finish Level above Sidewalk (D)	1 ft min., 4 ft max.
Building Setback from Right-of-Way (E)	Min setback applicable to the zone.
Stoop Setback from Right-of-Way (F)	3 ft min., 10 ft max., in block-scale zones. 5 ft min., 10 ft max., in house-zones
Transparency, Ground Floor	35% min.

Other Standards

Stoop shall serve a single residential unit or building entry.

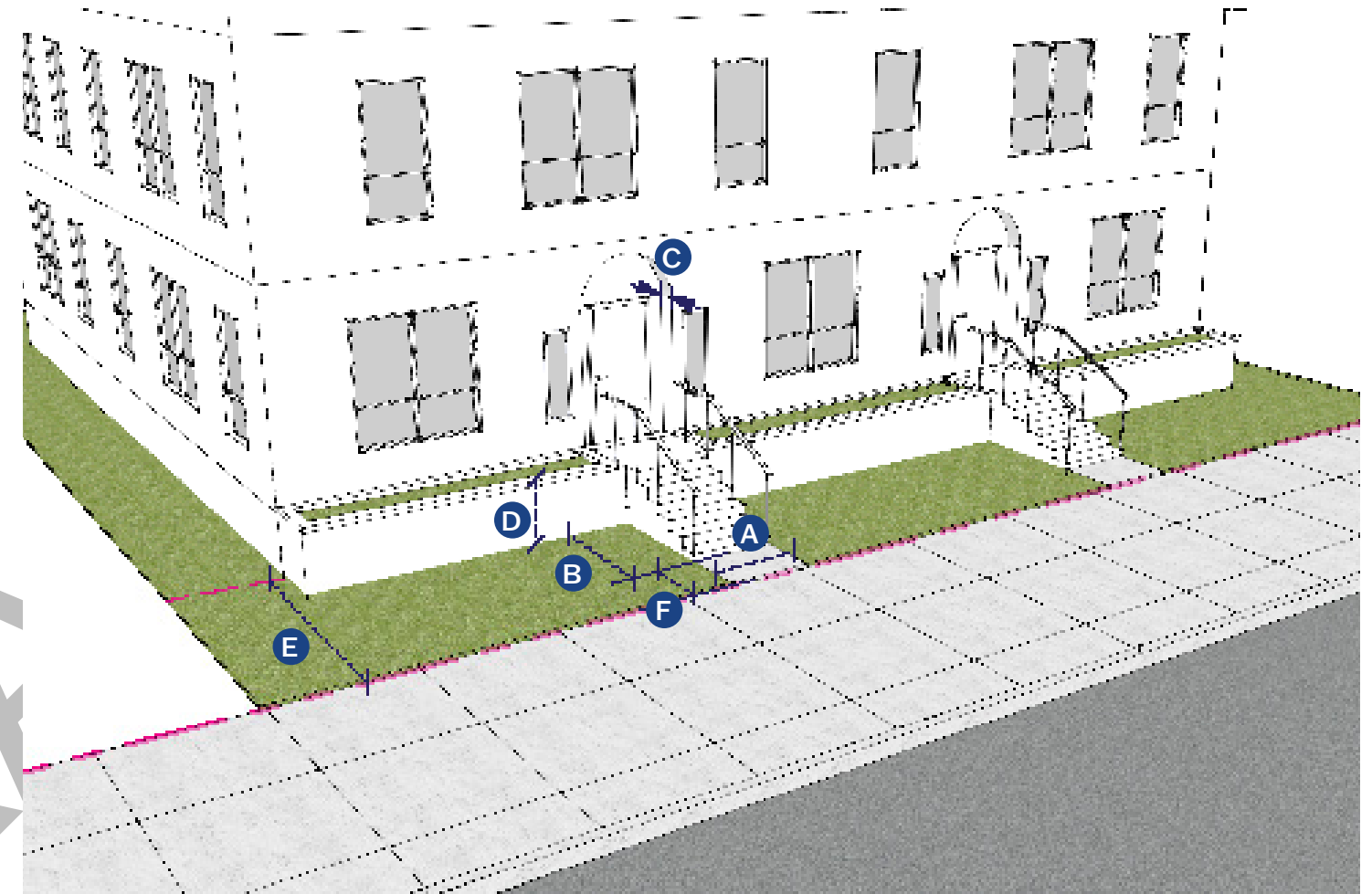
Reasonable accommodation shall be provided as appropriate.

Stairs may be perpendicular or parallel to the building façade.

Entry doors shall be covered or recessed.

All yard areas adjacent to stoops shall be filled with landscaping, and all semi-subterranean parking areas shall be hidden with landscaping.

The Director may exempt projects from the requirement in each of these frontage types to provide access from the sidewalk when compliance is infeasible or impractical.



Appendix A: Frontage Standards

A.4 Porch

Applicable Uses: Residential

The front door is accessed through a decently-sized, covered outdoor living area which provides an opportunity for seating and "eyes on the street," while maintaining significant privacy for residents. The porch accentuates residential character and provides a unifying element between single-family and modest-density multifamily structures within house-scale neighborhoods.

Required Dimensions	
Width, Clear (A)	10 ft min.
Depth, Clear (B)	6 ft min., 10 ft max.
Finish Level above Sidewalk (C)	1 ft min., 4 ft max.
Distance Between Porch Elements And Right-of-Way (D)	5 ft min., Max. is the min. setback of the zone
Building Setback from Right-of-Way (E)	Min setback applicable to the zone.
Transparency, Ground Floor	35% min.

Other Standards

Porch shall serve a single residential unit or building entry.

Reasonable accommodation shall be provided as appropriate.

Stairs shall be perpendicular to the building façade.

Entry doors shall be covered or recessed.

All yard areas adjacent to porches shall be filled with landscaping, and all semi-subterranean parking areas shall be hidden with landscaping.

The Director may exempt projects from the requirement in each of these frontage types to provide access from the sidewalk when compliance is infeasible or impractical.



Appendix A: Frontage Standards

A.5 Patio

Applicable Uses: Residential

Ground-floor residential units are located at-grade, but to ensure an appropriate transition between public space and the unit itself, the area between the sidewalk and building becomes an enclosed private patio, visually open to the street.

Required Dimensions	
Width, Clear (A)	15 ft min.
Depth, Clear (B)	6 ft min., 10 ft max.
Depth, Recessed Entries (C)	6 ft max.
Building Setback from Property Line (D)	Min setback applicable to the zone, but no less than 10 ft., 15 ft max.
Pedestrian Access (E)	3 ft min., 6 ft max.
Landscaped Strip (F)	2 ft min.
Height of Fence/Wall (G)	1 ft min., 3.5 ft max.

Other Standards

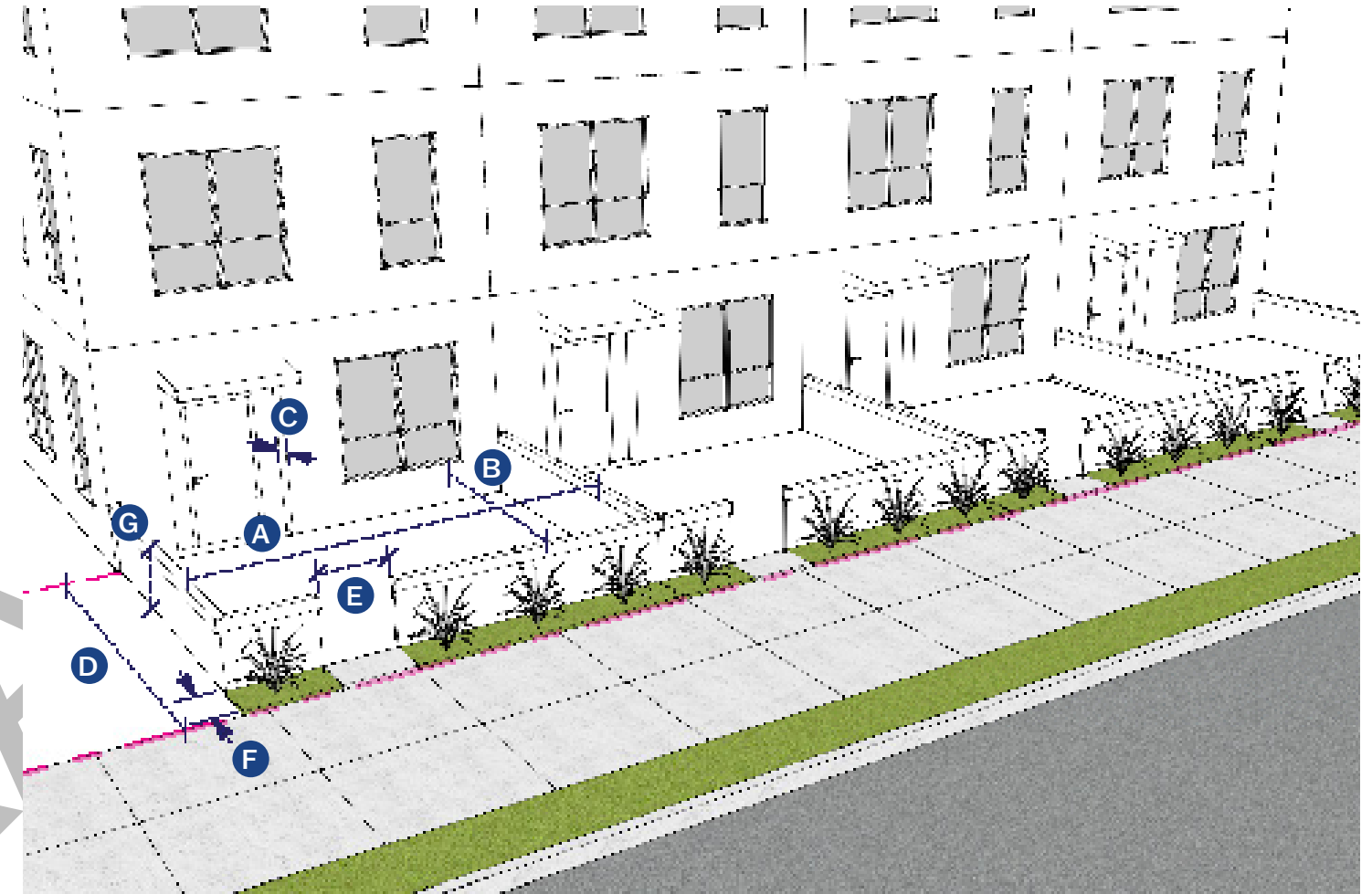
Patio shall serve a single residential unit or building entry.

Pedestrian access area may have a gate.

Entry doors shall be covered or recessed.

If counted toward minimum open space requirements, patio shall comply with "Patio" open space type standards.

The Director may exempt projects from the requirement in each of these frontage types to provide access from the sidewalk when compliance is infeasible or impractical.



Appendix A: Frontage Standards

A.6 Surface Parking

Parking may be supplied on the surface or in subterranean, podium or above-ground structured configurations. Where appropriate, a limited amount of the street frontage may be used for surface parking. In these cases, the parking is screened by a wall and landscaping.

Required Dimensions	
Parking Facility Width (A) as a function of Lot Width (B)	30% max (primary street), 50% max (side street), up to 150 ft
Depth of Landscaping (C)	3 ft min.
Wall Height (D)	3 ft min., 4 ft max.

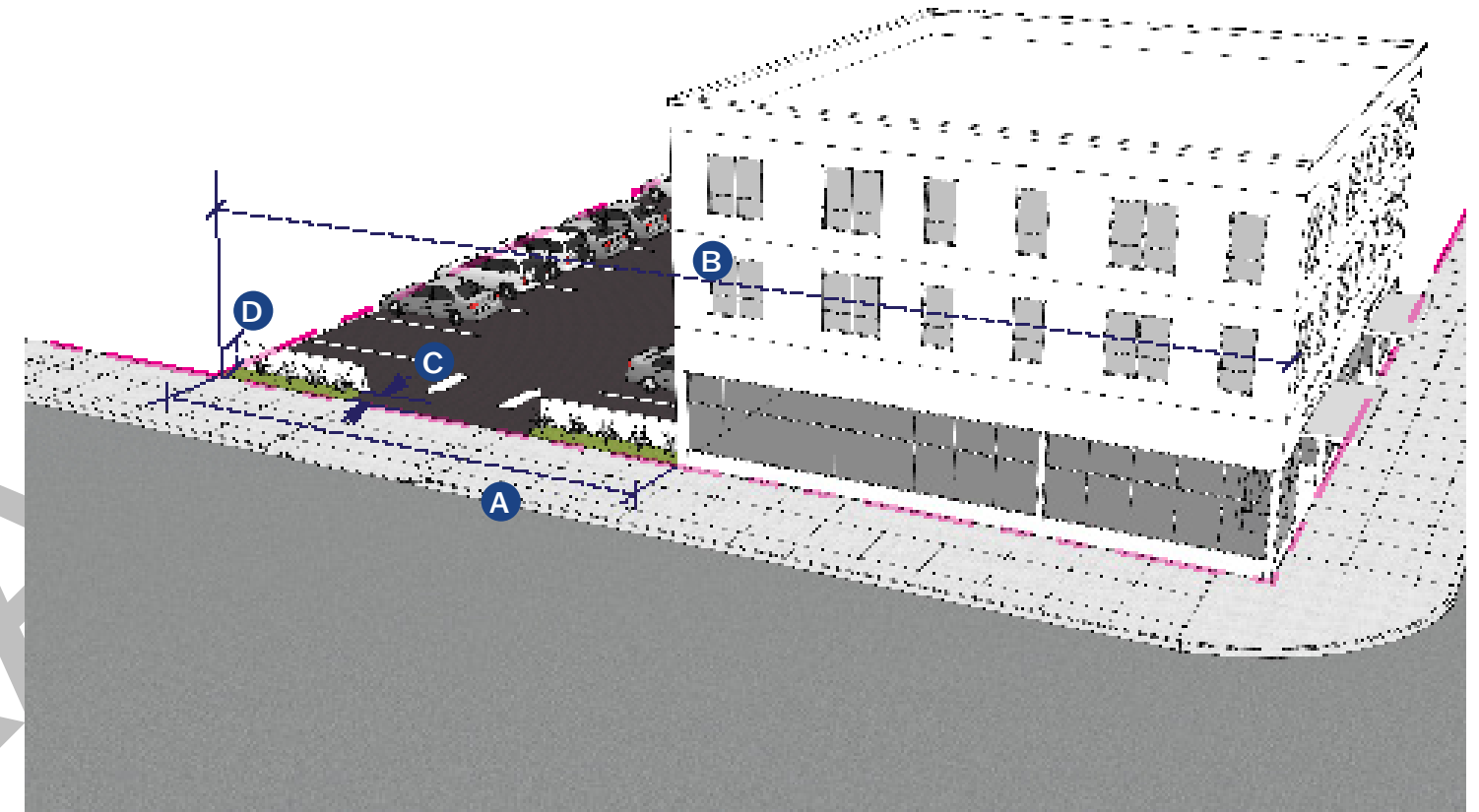
Other Standards

Parking access locations are subject to the standards set in Section 4.10.

Where this frontage type is not permitted, surface parking may not be located along the frontage of the project. Only a driveway accessing parking located behind another building on the site is permitted.

Walls shall be opaque and made of masonry.

Use of a filter strip, infiltration trench or other stormwater best management practice is encouraged over raised landscape planters.



Appendix A: Frontage Standards

A.7 Structured Parking

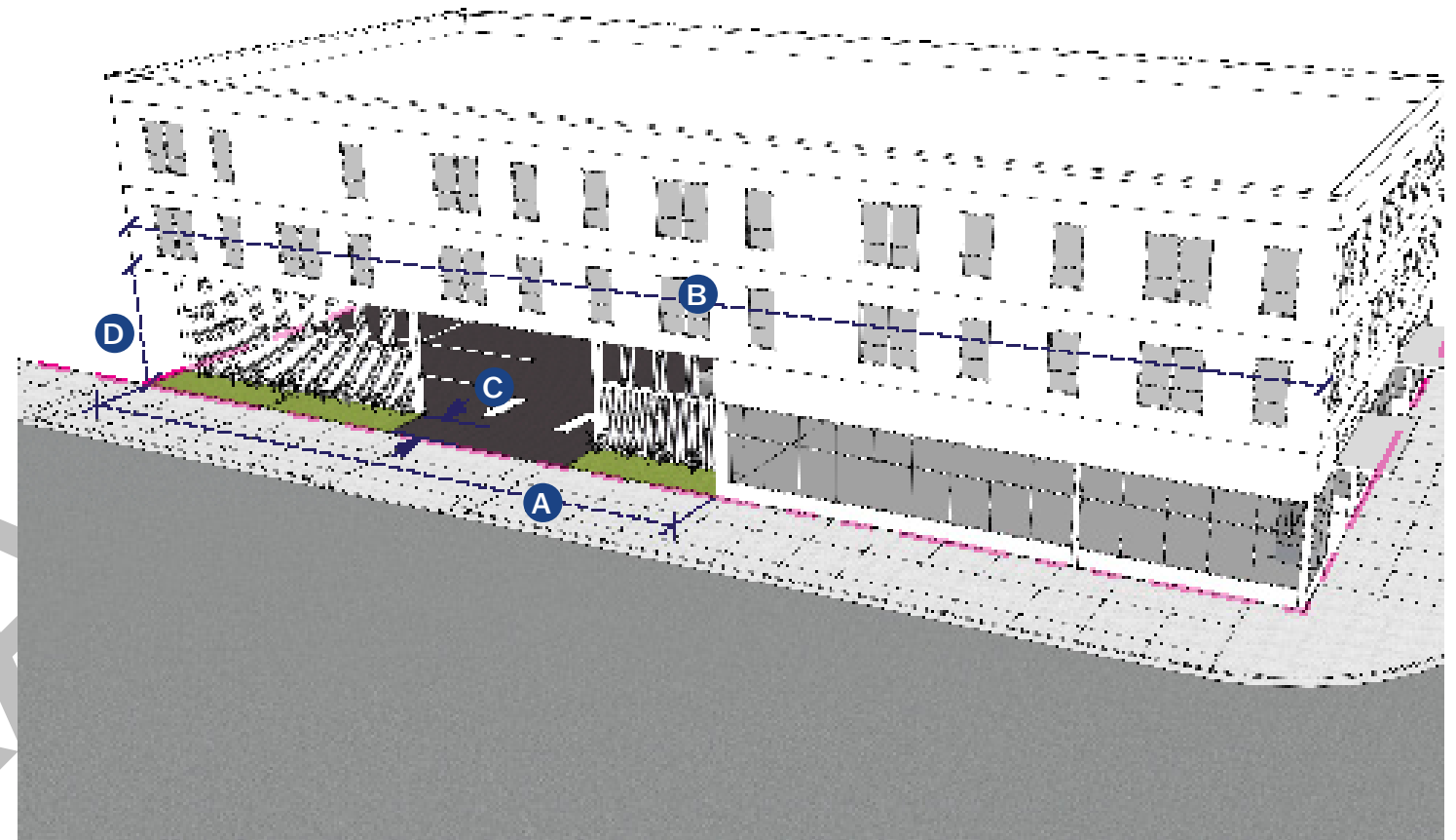
Structured parking may occupy a limited portion of the frontage of a building in certain areas. The height is limited and design shields from direct view of cars, while also providing softening through landscaping and limited transparency. Unlike the other frontage types, these regulations apply to structured parking on any floor of the building along a public street frontage (e.g. the second floor of a mixed-use podium building).

Required Dimensions	
Parking Facility Width (A) as a function of Lot Width (B)	30% max (primary street), 50% max (side street), up to 150 ft
Depth of Landscaping on Frontage (C)	5 ft min.
Transparency, Parking Structure Ground Floor	15% min, equally distributed across structured parking elevation. All transparent openings along the ground-floor of a building shall be softened by landscaping, louvers or similar strategy.
Structured Parking Height along frontage (D)	20 ft max., (primary street)

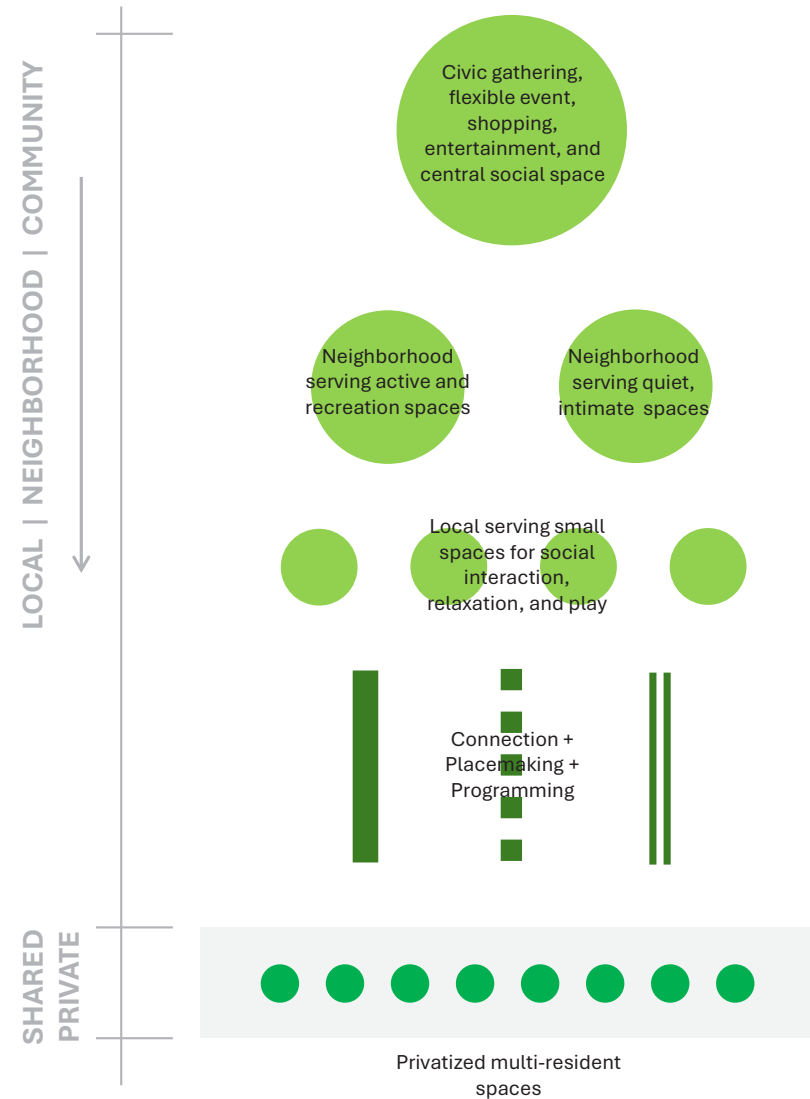
Other Standards

Structured parking garage frontages taller than 20 ft, if allowed, shall be screened or enhanced as described in 3.15.

Where this frontage type is not permitted, structured parking may not be located along the ground-floor frontage of the project. Only a driveway accessing parking located behind another building on the site is permitted.



Appendix B: Common Open Space Types



Common Open Space Hierarchy

Tier 1: Primary Open Spaces

- Community Plazas and Commons

Tier 2: Secondary Open Spaces

- Neighborhood Parks and Recreational Amenity Areas
- Courtyards

Tier 3: Tertiary Open Spaces

- Building Forecourts
- Pocket Parks

Tier 4: Open Space Connectors

- Paseos
- Building Passthroughs
- Alleyways / Green Alleys

Tier 5: Privately Accessible Open Spaces

- Shared Yards
- Terraces and Decks
- Rooftop Decks
- Green Roofs

B.1 Community Plazas and Commons

Spacious hardscaped plaza or open lawn area for civic gathering, entertainment, flexible events, and local destination; a primary community-wide amenity, focal point, and attractor intended to extend the public realm, draw in outside guests, support local retail or commercial development within the community, and be an overall central space for community interaction and events.

Size: Community Plazas to be at least 50 feet x 50 feet, Commons to be at least 5,000 square feet with one side at least 50 feet. Typically, the largest and most significant open space in a development and top of the open space hierarchy.

Location & Application: located at ground level, adjacent to or visible from a primary roadway and in a centralized development location or at the confluence of major circulation routes. Spaces should be highly visible and the centerpiece of the development.

Development Frontage: ground floor retail or commercial uses.

Access & Usage: publicly accessible. Permitted to provide barrier controls to limit public access to the space after business hours or at night consistent with city park hours of operation. Pedestrian thoroughfare and connectivity required on at least one side of the space to key circulation routes and destinations within and outside the development.

Landscape: include a minimum of 25% planted areas and a minimum of one 24-inch box tree for every 500 square feet of common open space for the first 2,500 square feet, then one 24-inch box tree for every 1,000 square feet of common open space thereafter.

Programming: generally more passive uses, intended to support community gathering, flexible events, shopping, entertainment, and other community-wide destination uses that don't include recreation or other active programming typically reserved for parks and recreational amenity areas. Refer to Section 9.8 for shortlist of potential programming options to consider when planning the space.

Additional Requirements: n/a.



Appendix B: Common Open Space Types

B.2 Neighborhood Parks and and Recreational Amenity Areas

Accessible local parks and recreation spaces offering nearby residents places for activity, exercise, play, and community connection, featuring amenities like outdoor seating and shade, green spaces, recreational facilities, barbecues/picnic, and more. They serve as essential neighborhood hubs for physical activity, social interaction, and easy access to nature, fostering healthier, more resilient communities. Designed for people living in the surrounding residential developments, usually within a quarter-mile radius or less.

Size: spaces can vary significantly in size / shape but shall have a minimum area of 1,000 square feet and a minimum dimension of 25 feet in each direction.

Location & Application: located at ground level, to be visible from an adjacent roadway or primary circulation route. Spaces intended to be accessible for all residents within a 1320' radius (1/4 mile, 5-minute walk) and can be a single space or a distributed series of spaces as required to serve the full development.

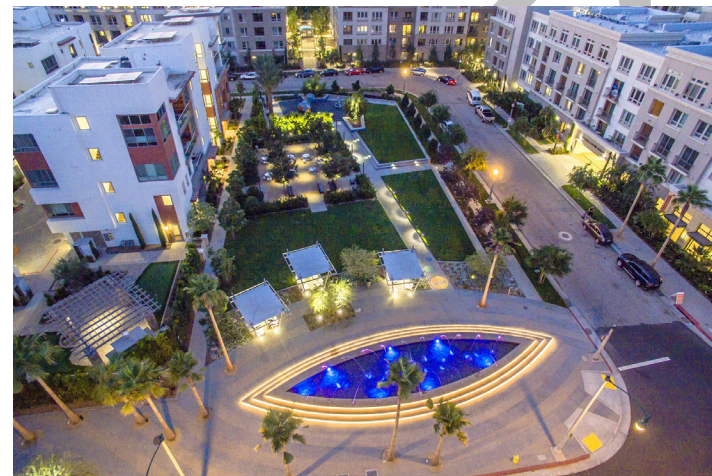
Development Frontage: primarily residential uses, can also include small or limited ground floor retail / commercial uses required to support park / amenity area programming, eg. corner shops, small cafes, vending kiosks, etc.

Access & Usage: publicly or privately accessible. Permitted to provide barrier controls to limit public access to the space after business hours or at night consistent with city park hours of operation. Public street with sidewalk, or pedestrian walkway of at least 15' width required on at least one side of the space connecting to key circulation routes and destinations within and outside the development.

Landscape: include a minimum of 50% planted areas and a minimum of one 24-inch box tree for every 500 square feet of common open space **for the first 2,500 square feet, then one 24-inch box tree for every 1,000 square feet of common open space thereafter.** Exceptions may be given for small spaces dedicated to dense, more active programming that provide significant community benefit.

Programming: primarily active uses with focus on serving resident recreation, activity, and social needs including sports courts, kids play, community swimming pools, picnic and barbecues, etc. Refer to 5.8 for shortlist of potential programming options to consider when planning the space.

Additional Requirements: n/a.



B.3 Courtyards

An open, unroofed outdoor area, often paved, that is partially or completely enclosed by the walls of adjacent buildings, providing a semi-private, secluded outdoor space for light, air, relaxation, or gathering.

Size: spaces shall have a minimum area of 600 square feet and a minimum dimension of at least 20' wide, with secondary dimensions relative to the height of the abutting building(s) wall. Secondary dimensions shall be: up to 2.5 stories = 30' wide, 3 to 5 stories = at least 40' wide, 6 to 8 stories = at least 1/2 the height of the tallest wall.

Location & Application: located at ground level, buildings shall define at least two edges of the courtyard space. Courtyards encouraged to be accessible from a primary roadway when requiring public access, otherwise discretionary for private access but should comply with and support all frontage and building break requirements (e.g. visibility from public street required when using paseo and Courtyard to comply with building break standard 1.3).

Development Frontage: primarily residential uses, can also include small or limited ground floor retail / commercial uses required to support Courtyard programming, eg. corner shops, small cafes, vending kiosks, etc.

Access & Usage: publicly or privately accessible when in residential frontage conditions, publicly accessible when in retail or commercial frontage conditions. Permitted to provide barrier controls to limit public access to the space after business hours or at night consistent with city park hours of operation. No specific pedestrian thoroughfare requirements for this type of space but linking Courtyard spaces to other open spaces, including other Courtyards, is always encouraged.

Landscape: include a minimum of 25% planted areas and a minimum of one 24-inch box tree for every 500 square feet of common open space **for the first 2,500 square feet, then one 24-inch box tree for every 1,000 square feet of common open space thereafter.**

Programming: more passive uses focused on fulfilling resident needs for quiet, intimate spaces serving as tranquil areas for relaxation, connection to nature, socializing, dining, or gardening, while also improving a building's microclimate and aesthetics by integrating indoor/outdoor living. The physical spaces may vary significantly from hardscape type courtyard plazas to more heavily planted courtyard gardens. Refer to 5.8 for shortlist of potential programming options to consider when planning the space.

Additional Requirements: n/a.



Appendix B: Common Open Space Types

B.4 Forecourts

Open, paved area directly in front of a multi-family residential or mixed-use building, serving as an entrance, gathering space, waiting / seating area, and pre-entrance space to the lobby, creating a grand approach and welcoming entry for visitors to the building. It functions as a front courtyard or terrace, designed to enhance the building's appeal and manage pedestrian flow into and out of the building.

Size: spaces shall have a minimum area of 200 square feet and a minimum dimension of 10 feet in each direction.

Location & Application: located on the ground floor in front of or adjacent to a residential building entrance/lobby, a retail entrance, or an office lobby.

Development Frontage: residential, retail, or commercial uses.

Access & Usage: publicly accessible. Forecourts to provide pedestrian walkway connections to public realm facing sidewalks / walkways and any vehicular drop-off zones.

Landscape: include a minimum of 25% planted areas and a minimum of one 24-inch box tree for every 500 square feet of common open space for the first 2,500 square feet, then one 24-inch box tree for every 1,000 square feet of common open space thereafter.

Programming: primarily passive uses, including fixed and loose seating, shaded outdoor waiting areas, and transition spaces into and out of the building. Refer to 5.8 for shortlist of potential programming options to consider when planning the space.

Additional Requirements: n/a.



B.5 Pocket Parks

Small public green space, tucked into residential community areas offering residents a nearby spot for quiet relaxation, play, socializing, or enjoying nature, where there may not otherwise be any park areas or space to fit them. Pocket Parks can be various sizes and shapes and can be used to transform otherwise underutilized areas into valuable community assets with seating, greening, and pathways.

Size: spaces shall have a minimum area of 360 square feet and a minimum dimension of 15 feet in each direction.

Location & Application: located at ground level, these smaller spaces are encouraged to be distributed throughout the development to provide easily accessible open space opportunities to residents without needing a sizable footprint for a full park. Spaces may also be located in any leftover or undevelopable site areas to serve residential units that may not have or are distant from any other common open spaces. Ideally some measure of smaller open spaces shall be available within a 3 min walk of all residential units, or roughly 800 feet.

Development Frontage: primarily residential uses, offering open space opportunities where they are most needed and available.

Access & Usage: publicly accessible when in retail or commercial frontage conditions; publicly or privately accessible when in residential frontage conditions. Permitted to provide barrier controls to limit public access to the space after business hours or at night consistent with city park hours of operation. Encouraged to link pocket parks to other open spaces areas through secondary connection systems.

Landscape: include a minimum of 25% planted areas and a minimum of one 24-inch box tree for every 500 square feet of common open space for the first 2,500 square feet, then one 24-inch box tree for every 1,000 square feet of common open space thereafter.

Programming: a broad range of active and passive uses to be allowed in these small, compact spaces for a more flexible distribution of communal open space needs within the development. From simple, contemplative green spaces to more targeted recreation amenities including exercise and kids' play areas, overall programming to take a comprehensive, community-wide view and utilize available space accordingly. Refer to 5.8 for shortlist of potential programming options to consider when planning the space.

Additional Requirements: n/a.



Appendix B: Common Open Space Types

B.6 Paseos

Publicly accessible, pedestrian-only pathways used to connect adjacent open spaces and create a larger district-wide network of connected and walkable spaces. Paseos can also be unique linear places programmed with elements and activities to also activate the linear stretches between larger open spaces. Paseos can include a hierarchy of widths and scales to create a rich network of major to minor connectors.

Size: minimum 15' wide, or wider as required for fire/ life safety access.

Location & Application: located at ground level, new connections intended to break up large blocks of development and create more pedestrian porosity, walkability, and programming opportunities, required to connect to public street frontage or common open space at one end minimum, preferably both ends. Any programming applied within the corridor must maintain a walkable clearance of at least 6' wide.

Development Frontage: residential, retail, or commercial uses.

Access & Usage: publicly accessible. Permitted to provide barrier controls to limit public access to the space after business hours or at night consistent with city park hours of operation.

Landscape: include a minimum of 15% planted areas, no tree planting requirements.

Programming: primarily passive uses, including furniture, building spill-out areas, outdoor dining, flexible vending, seasonal decoration, moveable planters, and other non-permanent or semi-permanent uses that can be relocated as required. Refer to 5.8 for shortlist of potential programming options to consider when planning the space.

Additional Requirements: n/a.



B.7 Passthroughs

Privately owned and maintained passageways or hallways through interior building spaces that are opened to the public and connect key adjacent open spaces and interior building spaces. Pass-through spaces are often activated to further extend the network of open spaces while also blending connectivity.

Size: minimum 10' wide or complying with interior building requirements, whichever is wider.

Location & Application: located at ground level, new connections intended to break up large blocks of development and create more pedestrian porosity, walkability, and programming opportunities through interior building spaces creating public access, required to connect to public street frontage or common open space at one end minimum, preferably both ends. Any usable programming within the corridor must maintain a walkable clearance of at least 6' wide.

Development Frontage: residential, retail, or commercial uses.

Access & Usage: publicly accessible. Permitted to provide barrier controls to limit public access to the space after business hours or at night consistent with city park hours of operation.

Landscape: no planted area or tree planting requirements.

Programming: primarily passive uses, including furniture, building spill-out areas, outdoor dining, flexible vending, seasonal decoration, moveable planters, and other non-permanent or semi-permanent uses that can be relocated as required.

Additional Requirements: n/a



Appendix B: Common Open Space Types

B.8 Alley Walkways / Green Alleys

Existing vehicular corridors for building access and back-of-house services repurposed to become more activated, pedestrian friendly spaces, creating another layer of connection, exploration and discovery. Art, seating, lighting, greening and reduction of impermeable paving all help soften and create more comfortable pedestrian spaces. Scheduled daily closure of the alley to vehicular traffic can prioritize pedestrian walkability but still maintain access for local deliveries and services during off hour times.

Size: typically existing, to comply with local roadway / vehicular access standards for new developments or minimum 20' wide for fire life safety access, whichever is greater.

Location & Application: utilize existing alleyways to create more pedestrian porosity, walkability, and programming opportunities, may only be counted toward open space requirements in block-scale or commercial zones, and spaces must exclude regular parking access and have time-limited vehicular access for service/back-of-house access; corridor spaces must be for primarily pedestrian use to count toward open space requirements. Any programming applied within the corridor must maintain a drivable clearance of at least 20' wide.

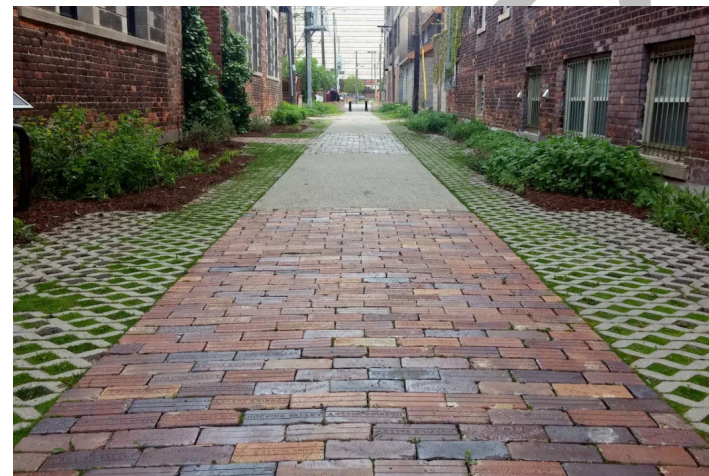
Development Frontage: residential, retail, or commercial back-of-house frontage.

Access & Usage: publicly accessible. Permitted to provide barrier controls to limit public access to the space after business hours or at night consistent with city park hours of operation. Also acceptable to limit vehicular access to designed times of the day / night to prioritize pedestrian circulation during peak hours.

Landscape: planting areas encouraged but not required, no tree planting requirements.

Programming: primarily passive uses, including furniture, building spill-out areas, outdoor dining, flexible vending, seasonal decoration, moveable planters, and other non-permanent or semi-permanent uses that can be relocated as required. Art and lighting encouraged to add expressive placemaking layers to the back-of-house spaces. Creating opportunities for landscape and greening is also encouraged to help soften spaces and promote other environmental benefits such as stormwater management, infiltration, filtering pollutants, and habitat creation.

Additional Requirements: use of permeable paving systems encouraged but not required. Asphalt paving prohibited. See parking access and service/back-of-house restrictions to being considered open space as noted above.



B.9 Shared Yards

An outdoor area associated with a grouping of homes or buildings, meant for the exclusive use of those occupants, kept separate from public or overall community access, often enclosed by fences/walls for seclusion, offering a personal outdoor retreat for relaxation or recreation away from public view. Spaces include back and side yards and are not for general community use, though legal privacy levels can depend on visibility from neighbors.

Size: at least 50% of lot dimension in one direction, and at least 25% of lot dimension, or 15', whichever is greater, in perpendicular direction.

Location & Application: located at ground level in front, back, or side yard areas surrounding and accessible from the residential unit(s).

Development Frontage: multi-family residential and individual residential units, frontage may also include residential supporting amenities such as recreation rooms, lounges, gyms, etc assuming there is egress to the yards from residential units at some points.

Access & Usage: privately accessible, shared between multiple residential units.

Landscape: include a minimum of 25% planted areas and a minimum of one 24-inch box tree.

Programming: passive residential uses such as outdoor dining, barbecuing, hosting and event spill-out, casual gathering, yard games, gardening, general recreation, and other uses appropriate for private-use communal spaces shared between multiple residents, light active uses such as communal swimming pools and spas are allowed and where space allows.

Additional Requirements: n/a.



Appendix B: Common Open Space Types

B.10 Terraces and Decks

A usable open air space on top of a building, shared among building residents, used for recreation, gathering, or relaxing, offering a pleasant space for outdoor activities and views with features like furniture, plants, and other amenities, distinct from a patio by being raised above the surrounding grade or built on an exterior building level, offering an elevated vantage point and expansive views.

Size: spaces shall have a minimum area of 360 square feet and a minimum dimension of 15 feet in each direction.

Location & Application: located on upper building floors (usually the second floor or higher) on flattened external areas, interfacing and accessible from adjacent residential unit(s). Spaces may also be located on dedicated ground floor areas that are elevated as communal outdoor spaces, or on garage podiums. Decks shall be set back a minimum of 6' from any building edge overlooking a lower-density residential development.

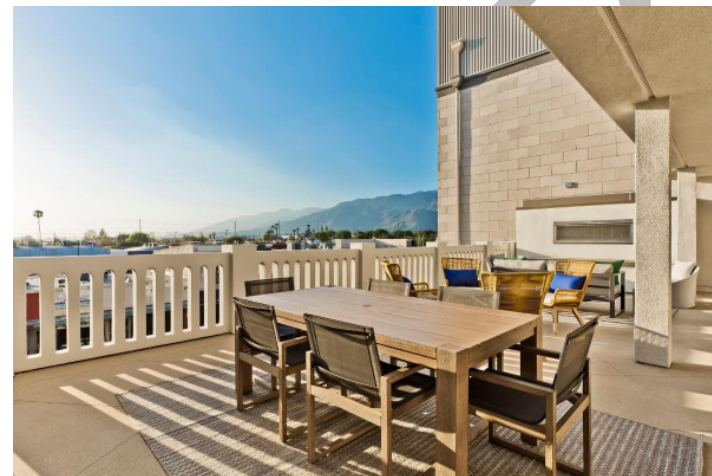
Development Frontage: multi-family residential units, or residential supporting amenities such as recreation rooms, lounges, gyms, etc assuming there is egress to the terrace and deck areas from residential units at some points. Terraces and Decks may front on patios when over podium conditions.

Access & Usage: privately accessible, shared between multiple residential units.

Landscape: include a minimum of 15% planted areas, tree planting encouraged but not required.

Programming: passive residential uses such as outdoor dining, barbecuing, hosting and event spill-out, casual gathering, deck games, gardening, general recreation, and other uses appropriate for private-use communal spaces shared between multiple residents, light active uses such as communal swimming pools and spas are allowed and where space allows.

Additional Requirements: pergola, trellis, and/or permanent shade device are allowed, the covering height for any structures not to exceed 12' in height. Any shade devices that exceed the height limit of the district shall be stepped back at least 10' from any street-facing façade. Solid roofing is not allowed over the deck space, except for roof projections from the adjacent building.



B.11 Rooftop Decks:

A paved, usable outdoor space located on a building's rooftop, shared among building residents, providing areas for relaxation, dining, or entertainment. A rooftop deck is distinct from terraces and decks in that it is found on the building's topmost roof level whereas the others are typically found on lower building levels, on podiums, or at ground level. A popular amenity for residential developments, turning underutilized rooftop areas into functional outdoor spaces. Rooftop spaces may also contain specialized on-structure planters to add greening, shade, and softscape amenities.

Size: minimum same as Terraces and Decks, maximum of total roof area for projects in house scale zones, 75% of total roof area for projects in block-scale zones. Ability to count toward minimum open space requirements limited by standard 5.9.

Location & Application: top of building rooftops. Decks shall be set back a minimum of 6' from any building edge overlooking a lower-density residential development.

Development Frontage: does not typically include residential fronting units at the rooftop level but may include residential amenity uses extending up to the rooftop level, eg. recreation rooms, lounges, gyms, etc.

Access & Usage: privately accessible, shared between multiple residential units.

Landscape: include a minimum of 15% planted areas, tree planting encouraged but not required.

Programming: passive residential uses such as outdoor dining, barbecuing, hosting and event spill-out, casual gathering, deck games, gardening, general recreation, and other uses appropriate for private-use communal spaces shared between multiple residents, light active uses such as communal swimming pools and spas are allowed and where space allows.

Additional Requirements: pergola, trellis, and/or permanent shade device are allowed, the covering height for any structures not to exceed 12' in height. Any shade devices that exceed the height limit of the district shall be stepped back at least 10' from any street-facing façade. Solid roofing is not allowed over the deck space.



Appendix B: Common Open Space Types

B.12 Green Roofs

A building roof partially or fully covered with vegetation and a growing medium (like engineered soil), creating a natural, functional ecosystem on a structure. These multi-layered on-structure systems help manage stormwater, reduce heat, improve air quality, and provide habitats, acting as an extension of the building's landscape to offer environmental and economic benefits like energy savings and longer roof life. Differentiated from a rooftop deck, terrace, or podium deck by not directly serving or meant to be used by residents, often with a passive or visual only function related to resident engagement.

Size: full rooftop spaces are permitted for use minus edge setbacks requirements. Any rooftop areas proposed to be accessible for residents must not encroach into the minimum planting area requirements for this space. Ability to count toward minimum open space requirements limited by standard 5.9; additionally, green roofs may fulfill only up to 50% of a project's common open space requirement.

Location & Application: top of building rooftops. Decks shall be set back a minimum of 6' from any building edge overlooking a lower-density residential development.

Development Frontage: typically there would be no building uses fronting this space except for access to the rooftop deck.

Access & Usage: typically not accessible to residents but small areas can be made privately accessible shared between multiple residential units.

Landscape: a minimum of 75% of deck area must be planted with groundcover / shrubs. No specific tree planting requirements, but tree planting encouraged where soil depth allows.

Programming: mostly inaccessible for use, limited areas that are accessible to have similar passive uses to terraces and decks.

Additional Requirements: n/a.



Appendix C: Private Open Space Types

C.1 Balconies (covered or uncovered)

An elevated, private outdoor space that extends the living area, offers fresh air, natural light, and views, while also adding aesthetic appeal, functioning as a mini-garden, relaxation nook, or dining spot. It serves as an extension of the home, bringing the outdoors in without requiring a yard, making it ideal for urban living conditions.

Size: at least 5' in any direction, to accommodate seating and a table.

Location & Application: located on upper floors (usually the second floor or higher), directly attached to the outside of the residential unit(s), and can be architecturally covered or uncovered.

Development Frontage: multi-family residential and individual residential units.

Access & Usage: privately accessible, for a single residential unit.

Landscape: allowed to be fully hardscape paved, no planted area or tree planting requirements.

Programming: intended to extend the living space for limited passive uses like outdoor dining, relaxation, views outward, etc.

Additional Requirements: encouraged for guardrail on longest side to be visually transparent (i.e. no solid walls)



C.2 Patios

A paved, ground-level or podium-level outdoor space that is connected to a residential unit, or in close proximity, for exclusive use of that residence. Patios can be accompanied by surrounding yards as part of the larger private outdoor open space but can also be limited to just the immediate patio space for more urban living conditions.

Size: at least 6' deep, to accommodate outdoor furniture, and at least 15' wide.

Location & Application: located at the ground floor or podium-level in fully residential conditions, or podium-level only in mixed-use development conditions where retail/commercial uses are occupying the ground floor. Patios are typically connected directly to the associated residential unit and can also be included within a larger surrounding yard on the ground floor.

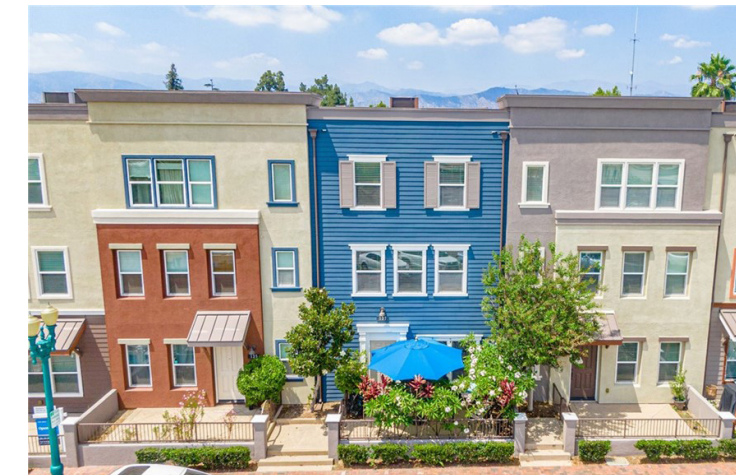
Development Frontage: multi-family residential and individual residential units.

Access & Usage: privately accessible, for a single residential unit.

Landscape: allowed to be fully hardscape paved, no planted area or tree planting requirements.

Programming: intended to extend the living space outside for limited passive uses like outdoor dining, barbeque, relaxation, casual gathering, gardening, etc.

Additional Requirements: n/a.



Appendix C: Private Open Space Types

C.3 Private Rooftop Decks

A private, usable outdoor space built on a building's rooftop areas, providing areas for relaxation, dining, or entertainment. A popular amenity for residential developments, turning underutilized roof areas into functional outdoor spaces for residents. Rooftop spaces may also contain specialized on-structure planters to add greening and softscape areas.

Size: at least 10' in any direction, to allow the deck to function as an outdoor room.

Location & Application: located on upper building floors (usually the second floor or higher) on flattened external areas, interfacing and accessible from an adjacent residential unit.

Development Frontage: multi-family residential and individual residential units.

Access & Usage: privately accessible, for a single residential unit.

Landscape: allowed to be fully hardscape paved, no planted area or tree planting requirements.

Programming: intended to extend the living space for limited passive uses like outdoor dining, barbeque, relaxation, views outward, etc.

Additional Requirements: Any shade devices that exceed the height limit of the district shall be stepped back at least 10' from any street-facing façade.



C.4 Private Yards

An outdoor area directly associated with a home or building, meant for the exclusive use of its occupants, kept separate from public access, often enclosed by fences/walls for seclusion, offering a personal outdoor retreat for relaxation or recreation away from public view. Spaces include front, back, or side yards and are for private use.

Size: at least 50% of lot dimension in one direction, and at least 25% of lot dimension, or 15', whichever is greater, in perpendicular direction.

Location & Application: located at ground level in back or side yard areas surrounding and accessible from a residential unit.

Development Frontage: individual residential unit.

Access & Usage: privately accessible, for a single residential unit.

Landscape: include a minimum of 25% planted areas and a minimum of one 24-inch box tree.

Programming: intended to extend the living space outside for limited passive uses like outdoor dining, barbeque, relaxation, casual gathering, gardening, etc. Yard areas may include a patio with the overall yard space.

Additional Requirements: n/a.



Appendix C: Private Open Space Types

C.5 Porches

A porch is a larger, often roofed structure at the front door, extending along the house, designed for outdoor living with furniture, railings, and columns, making it a functional extension of the home. Porches are for leisure and architectural grandeur.

Size: Between 6' and 10' deep and at least 10' wide, in conformity with standards in A.4.

Location & Application: Along the street frontage, within parameters given in A.4.

Development Frontage: Individual residential unit within a single-family or multifamily building.

Access & Usage: privately accessible, for a single residential unit.

Landscape: No planted area or tree requirements.

Programming: intended to extend the living space outside and provide "eyes on the street". Limited passive uses such as relaxation, casual gatherings and views to the street.

Additional Requirements: n/a.



Appendix D: Definitions

DEFINITIONS

Alley: A narrow service way, either public or private, that provides a permanently reserved but secondary means of public access. Alleys typically are located along rear property lines.

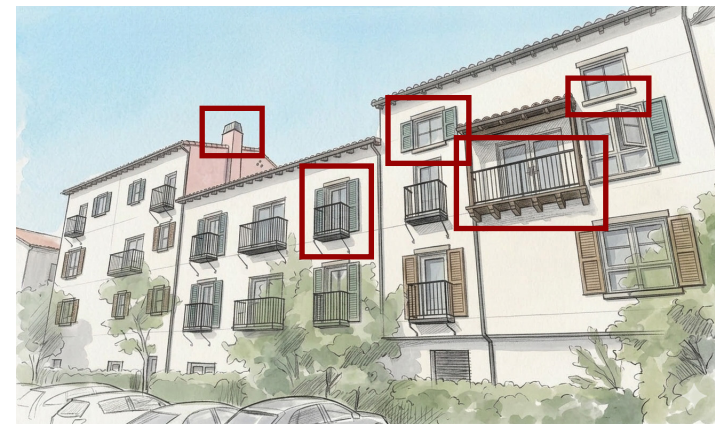
Arcade: Also known as Colonnades. A linear sequence of arches supported on piers or columns which provide a covered walkway.

Architectural Features: Towers, gables, spires, chimneys, and other such architectural elements which are not part of the structure of the building.



Architectural Feature Example: Towers, gables, and chimneys pictured.

Architectural Projection: An element that articulates the building elevations, such as architectural pop-outs, pot shelves, balconies, bay windows, eaves, enhanced window sills, shutter details, window trim, chimneys, and similar architectural features, but does not include patio covers, porches, trellises, or other accessory structures.



Architectural Projection Example: Pop-outs, balconies, window sills, shutter details, and chimneys pictured.

Base Course: The lowest horizontal band or layer of material along the bottom portion of a building façade. It functions as a visually distinct base that grounds the building and differentiates the ground level from the upper wall planes. A base course often uses heavier, more durable, or more textured materials—such as stone, brick, concrete, or masonry—to convey structural stability and withstand physical wear.



Base Course (bottom), Belt Course (middle), Cornice (top) Example

Bedroom: Any habitable room other than a bathroom, kitchen, dining room, living room or family room.

Belt Course: Also known as a stringcourse or band course. A continuous, horizontal band of masonry, stone, plaster, or other material that runs across a building façade. It typically projects slightly from the wall plane or is distinguished through material, color, or texture. Its purpose is to visually divide the façade into horizontal layers, helping to articulate massing and break down the building's scale.

Building Break In Mass: A deliberate architectural interruption in the overall bulk, scale, or continuous form of a building façade or volume.

Building Face: The outside elevation of the occupiable portion of the building.

Building Façade: The exterior face or elevation of a building, typically referring to one of its principal sides.

Common Area: The area within the development that is not designated as a residential dwelling unit, which is owned in common by property owner(s) in the development, and which is available for common use or enjoyment by all property owners in the development and their invitees. Examples include: common parking facilities, private streets, recreational areas, landscaped areas, open space areas and natural areas.

Cornice: A exterior trim located at the top of a building façade or wall, designed to visually “cap,” finish, or crown the structure. It typically extends outward from the wall plane to create a strong shadow line and provide a clear termination to the façade.

Daylit Basement: A walk-out basement, usually situated on a slope, where part of the floor is above ground. Typically with a doorway or window opening to the outside.

Driveway: A private roadway or access way providing vehicular access to a parking space, parking lot, garage, dwelling, or other structure.

Entablature: A superstructure which lies horizontal upon pilasters or columns, and is composed of an architrave, frieze, and cornice.



Entablature Example

Fence: A solid or open barrier other than a wall above ground intended to enclose or mark a boundary made of materials such as wood, metal, other composite materials.

Flashing: Sheet metal or other material used to cover open joints of exterior construction on a roof, such as roof valley joints or roof parapet joints, to ensure they are waterproof.

Foot-candle: A unit of illuminance or light intensity. The name conveys the illuminance cast on a surface by a one-candela source one foot away. Alternatively, it can be defined as the illuminance on a one-square foot surface of which there is a uniformly distributed flux of one lumen.

Gable End: When the ridge line of a gable-roofed house is perpendicular to the street, the roof is said to be a “gable-end roof.” This refers to both the gable and the wall below it.

Gable Roof: A roof with two (2) slopes—front and rear—joining at a single ridge line parallel to the entrance facade.

Appendix D: Definitions

Ground Floor Expression Line: A horizontal molding, projection, or other boundary articulating one portion of a façade from the portion above.



Ground Floor Expression Line Example

Hardscape: Any impervious paved surface including concrete or asphalt.

Hemmed: As it relates to metal wall panels, the edge of a single piece of metal that is folded over onto itself to create a smooth, reinforced, and safe finish.

Hip Roof: A roof with four sloped sides. The sides meet at a ridge at the center of the roof. Two (2) of the sides are trapezoidal in shape, while the remaining two (2) sides are triangular, and thus meet the ridge at its end-points.

Louvers: A series of slanted panels that control the sound, light, and airflow in a building, which typically covers plenums and other ventilation openings. Louvers typically block rain, debris, and direct sun.

Massing: A unified composition of two-dimensional shapes or three-dimensional volumes, especially one that has or gives the impression of weight, density, and bulk.

Open Space: Any parcel or area of land or water set aside, dedicated, designated, or reserved for public or private use or enjoyment.

Pane: One of the divisions of a window or door consisting of a single unit of glass set in a frame.

Parapet: A low wall, located at the top of any sudden drop in elevation, such as at the top of a building's facade.

Parkway: A vehicular passageway that provides access and circulation from a street access point into and through a parking lot to parking aisles and between parking areas.

Paseo: A public place or path designed for walking; usually tree-lined, such as a promenade or avenue.

Porch: A covered pedestrian entrance to a building, open on all three sides, which is located on the first floor level.

Porte-cochere: A vehicular passageway leading through a building or screen wall into an interior courtyard; or a porch roof projecting over a driveway at the entrance to a building and sheltering those getting in or out of vehicles.

Primary Entry: The main entrance to any building, or space within a building which is not internally linked to other spaces within a building, such as an individual residential unit or retail storefront. Secondary building entries and exits which are for emergency egress purposes only or linkages between spaces in a building do not qualify as primary entrances.

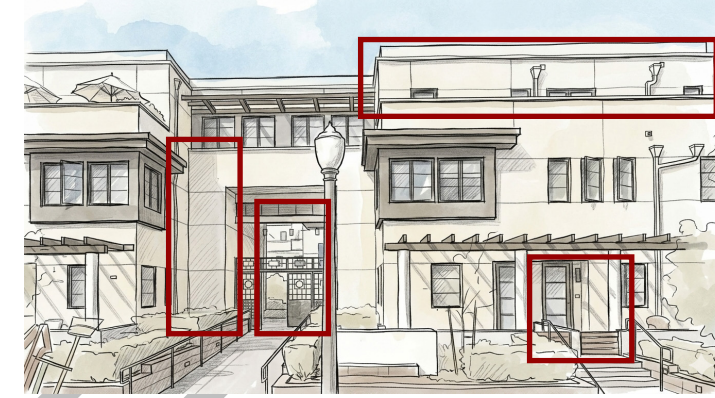
Primary Material: A material used to clad the exterior of a building as distinct from accent materials used in architectural details or features.

Primary Street: Among all streets bounding a property, the street with the highest roadway classification as defined in the City's General Plan. In the case that multiple streets bounding a property have the same roadway classification, the primary street shall be the addressed street, or as determined by the Community Development Director.

Private Open Space: Any space on a lot not enclosed in a building that is designed for leisure use. "Private open space" may include yards, courtyards, balconies, decks, and patios, but shall not include driveways, aisles, parking areas, side yard less than five feet wide, or any portion of the required front yard setback.

Reveal: A narrow, intentional recess, groove, or setback in a wall plane that creates a visible line of separation or shadow. Reveals are used to articulate

a façade, break up large surfaces, emphasize joints, or provide visual depth without altering the overall mass of a building.



Private Open Space and Reveal Example: Courts, decks, patios, and reveal pictured.

Riding and hiking trails: A trail or way designed for and used by equestrians, pedestrians and cyclists using non-motorized bicycles.

Right-of-way: A corridor, either public or private, on which a right of passage has been recorded.

Roof Deck: Common or private open space on the uppermost roof-level of a building.

Setback: The distance from a defined point or line governing the placement of buildings, structures, parking, or uses on a lot. A line established by this section to govern the placement of buildings with respect to streets, drives, buildings, sidewalks, or property lines. Interior setbacks are measured from the side or rear property lines. Street setbacks are measured from property lines.

Shared Parking: The shared use of off-street parking facilities by more than one type of land use. The same parking spaces are counted to satisfy the off-street parking requirements of more than one land use, e.g., use of the same parking facility to satisfy the off-street parking requirements of a church and an office building.

Side Street: Any street bounding a property which is not the Primary Street.

Stoop: A raised platform, approached by steps and

sometimes having a roof, at the entrance of a dwelling unit.

Street: A public or private vehicular right-of-way, other than an alley or driveway, including both local streets and arterial highways.

Swimming Pool: An artificial body of water having a depth in excess of eighteen (18) inches, designed, constructed and used for swimming, dipping or immersion purposes by men, women, or children.

Tooling: As it relates to mortar joints, is the process of compressing and shaping the fresh (partially set) mortar with a metal tool to create a dense, weather-resistant finish and a specific appearance.

Transition Detail: A designed connection, junction, or interface condition where two different materials, surfaces, building elements, or façade systems meet, such as reveals, flashing, control joints, coping, sealant joints, or trim boards.

Appendix D: Definitions

Transparency: The percentage of the façade area on a particular floor that consists of transparent glass. For the ground floor, this percentage is calculated as the transparent glass façade area between two and ten feet above finished grade divided by the total façade area within this same vertical range. For upper floors, this percentage is calculated as the transparent glass façade area divided by the total façade area between the floor level and the floor level of the next floor above.

To be transparent, window and door glazing shall meet the following requirements:

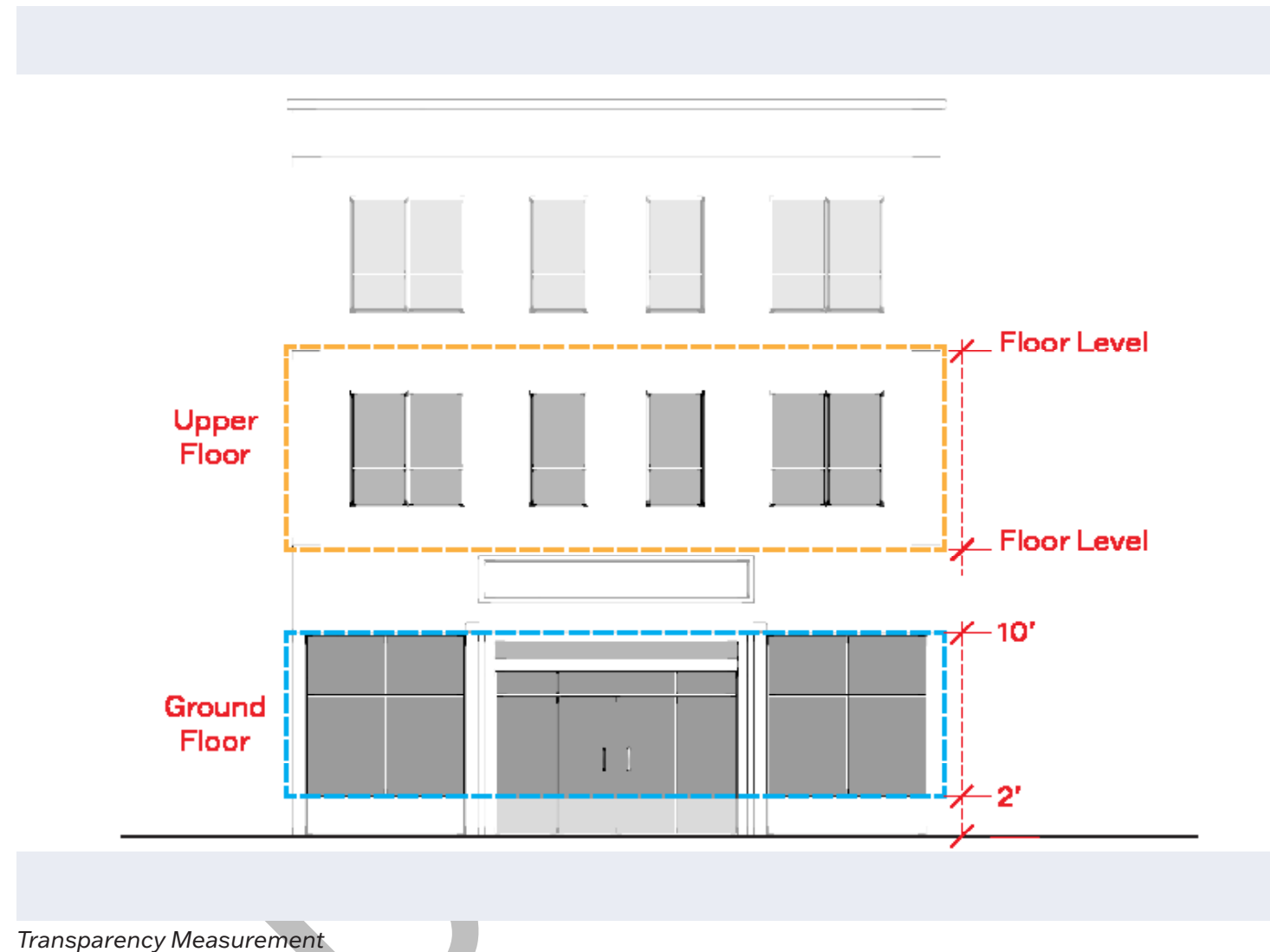
	Visible Light Transmittance	External Reflectance
Ground Floor	Minimum 60%	Maximum 20%
Upper Floors	Minimum 30%	Maximum 40%

Usable Area: A relatively flat area having a slope of less than five (5) percent in any direction within the required setbacks.

Use: The purpose for which land or building is occupied, arranged, designed or intended, or for which either land or building is or may be occupied or maintained.

Walls: A barrier intended to mark a boundary that presents a continuous surface except where pierced with gates, doorways or decorative masonry. A wall is usually constructed of concrete block, brick, concrete, stucco, or a combination thereof.

Wall Plane: A continuous, flat surface of a wall, uninterrupted by major changes in direction, projection, or recess. It represents one “face” or “segment” of a building’s exterior or interior wall system and is typically defined by consistent alignment, material, and structural direction.



Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Memo of ODS | The Arroyo Group
SGV COG Objective Design Standards
25 September 2025



Memo of ODS | The Arroyo Group
SGV COG Objective Design Standards
12 September 2025

Regional Objective Design Standards Research Memorandum

To:

Brielle Salazar, Regional Housing Trust Manager
Rosalie Lansing, Management Aide
Jois Talla, Management Aide
(SGVCOG)

From:

Philip Burns, Principal and Project Manager
(The Arroyo Group)

CC:

Clare Lin, Planning Manager
Joshua Wolf, Senior Planner
Katelyn Huang, Assistant Planner
(City of Sierra Madre)

Maia McCurley, Principal Planner
Megan Wu, Associate Planner
(City of Alhambra)

Craig Hensley, Community Development Director
Jason Golding, Planning Manager
(City of Duarte)

This memorandum is submitted in fulfillment of Task 2.1 (Research) of our Scope of Work for Regional Objective Design Standards in the San Gabriel Valley Council of Governments. Background research was undertaken for three participating cities: Duarte, Alhambra, and Sierra Madre. The memorandum is based around three areas of research:

1. Existing regulatory context, design standards and experience implementing design standards in each city
2. Best practices in objective design standards from other jurisdictions and regions in California
3. Fieldwork into the built context and character of the major growth areas in each of the three participating cities
4. Identification of existing projects in the San Gabriel Valley which embody the application of potential design standards

Participating Cities Design Standards

Exhibit A describes existing design standards in each of the three participating cities. The table is organized by topic, helping us compare and contrast these standards. Relevant development standards are also included.

Duarte has the largest collection of design guidelines and standards currently on its books. The architectural and design standards in its Municipal Code which apply to all residential zones cover a wide variety of topics. This is also true of its Duarte Station and Town Center Specific Plans, which were both prepared by the City and together comprise the entirety of areas zoned for high-density (>30 du/ac) residential and mixed-use development. In all three documents, design topics are addressed with a mix of objective standards and subjective guidelines. While the subjective guidelines are not enforceable for denial of a project, or for evaluation through a ministerial project approval process, they do provide a good sense of the intent for each of these areas, and they will form a solid starting-off point for the writing of objective design standards.

Based on design review comment letters submitted by the City, Duarte has a mix of large-scale/institutional and mid-sized projects, with accompanying differences in the level of sophistication in design. Key issues cited in the comment letters include materiality and cohesion between colors/materials, lack of articulation/human-scaled design, appropriate use of architectural styles. The City is looking for more prescriptive and stringent standards which can address these issues.

Since the creation of the Design Review Board in 1989, Alhambra has remained committed to promoting architectural and urban design excellence through a structured and thoughtful design review process. In support of this ongoing mission, the City has recently conducted training sessions for both Board members and City staff. These sessions aim to enhance the design review process by providing guidance on assessing the completeness of architectural drawings, recognizing prevalent architectural styles, and understanding key architectural terminology. Through its continued experience, the City has recognized that the design review process serves as a vital tool for regulating aspects of design not typically addressed through other review procedures. These include considerations of the street character, neighborhood compatibility, and the cohesion of the built environment. The Design Review Board places particular importance on several key design principles: fostering human-scale street connections, ensuring building massing and scale are respectful of adjacent structures, maintaining internal consistency within architectural styles, and selecting materials and details that contribute to authenticity, durability, and contextual appropriateness. However, there are inherent challenges with this type of review: subjective reviews which can be inconsistent based on the members of the Board or the circumstances of the moment. Now the City is making the adjustment to objective design standards, first with a starter list included in its recent comprehensive zoning code update, and now with an effort concurrent to this one to develop a full set of design standards.

Sierra Madre possesses a list of mostly discretionary design guidelines for its commercial and multi-family zones. The City's unique village-like character is reinforced, however, by strict height limits and standards relating to second- and third-story articulation. The City also implemented development standards related to open space, setbacks, stepbacks and other massing and site planning considerations for its recent high density multifamily zones (20-30 du/ac) and its Religious Housing Overlay. The City has had few recent multifamily applications and little experience with design review.

Comparison Objective Design Standards

Exhibit B presents an evaluation of other objective design standards used at the municipal and regional level. While there is wide variety in the format of these documents, some of the key best practices that we gleaned from the analysis are to:

- Provide guidelines or statements of intent along with objective standards
- Provide options of different strategies to meet the intent of standards
- Use clear diagrams along with photographic examples to represent standards
- Provide definitions for architectural terms
- Take into account the context of unique cities and districts to ensure that standards are apt

The analysis contained here will help inform the RODS outline to be prepared in the next phase of the process.

Fieldwork

We conducted fieldwork to document the built character of projects and districts to fulfill two different purposes. Locations of conducted fieldwork are presented in Exhibit C.

In Exhibit D, we surveyed districts where growth and development are most expected, to determine prevailing character features that may want to be reflected in objective design standards. Across the surveyed districts, building stock generally ranges from the 1920s through the 1980s, with Alhambra's Main Street and Garfield areas showing the oldest and most historically significant structures (1920s-1950s, many with façade renovations), while Duarte's Huntington Drive and Sierra Madre's Esperanza/Suffolk corridors primarily feature mid-century commercial forms (1950s-1980s) with limited upkeep. Overall conditions are mixed but lean toward fair to good, with visible signs of aging such as roof wear, dated façades, and minimal modernization, though repainting and signage updates are common. Sierra Madre is

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Memo of ODS | The Arroyo Group
 SGV COG Objective Design Standards
 12 September 2025

also notable for its modest character with possible historic elements.

Exhibit E contains a field evaluation of individual projects. The individual projects in Alhambra, Duarte, and Sierra Madre reveal a mix of building types reflecting different eras and design intentions. Alhambra's McLean and Stoneman sites (102, 116, and 630 Stoneman) are early-2000s multifamily developments, generally well-maintained with consistent façades, landscaping, and no historic significance, while Benito Avenue represents a newer 2010s residential project with a more contemporary form. By comparison, the Solana Duarte Station, Huntington Apartments, and Olivia projects represent larger-scale, transit-oriented multifamily complexes, emphasizing modern amenities and height. Sierra Madre's Esperanza Avenue project is smaller in scale, rooted in mid-century residential fabric with modest upgrades. Together, these typologies span from suburban-style multifamily housing to urban mixed-use infill and larger transit-oriented developments, underscoring how different forms of reinvestment address local context, density goals, and market era.

As a part of this review of individual projects, we surveyed the cluster of recent (2000-present) mixed-use projects in and around the Central Business District of Alhambra. These projects give us a window into what aspects of design have been more and less successful, and how to guide future design standards for high-density mixed-use urban infill in the San Gabriel Valley. The West Main District features a collection of mixed-use developments constructed over the past 25 years, with the notable exception of a historic Art Deco building dating back to 1926. Collectively, these developments serve as a focal point that attracts visitors to the surrounding public spaces. The buildings typically exhibit a substantial base massing, where commercial activities are concentrated, while residential units are elevated on a podium level set back from the primary thoroughfares which creates a more private and secluded residential environment. Architectural elements such as arched openings and cylindrical facades are commonly used to emphasize primary entry points. The buildings also demonstrate a consistent design language, often characterized by neutral tones on the main façades, complemented by vibrant accent colors on elements such as railings and shading structures. The pedestrian environment is overall harsh and dull with a lack of softscape or landscaping at street level and limited transparency to the indoor activities or program that adds to the semi-public experience. In conclusion, this cluster of mixed-use buildings are modest and simple in their design and building form, yet still offers a balance between residential, commercial and regional spaces within a single location.

Identification of Other Projects

We also identified other projects in the San Gabriel Valley which present good examples of the application of particular design guidelines and/or standards. The projects, shown in Exhibit F, include examples of:

- Mixed-use developments with stacked flats above a ground-floor retail and parking podium
- "Wrap" style residential and mixed-use developments with stacked flats surrounding a central parking garage
- Master-planned communities
- Townhome developments
- Side-by-side double duplexes
- Courtyard multifamily developments

These projects represent potential resources that we can use to illustrate potential design standards to the public and in the final document.

Exhibit A	Duarte	Alhambra	Sierra Madre
Site Planning and Access	<p>Duarte Station Specific Plan (Esperanza and Solana): Development that occurs in future phases shall identify and design building, open space, and circulation networks to seamlessly link with existing development. An example of this would be siting buildings and pathways to facilitate visual and physical connections from the southern edge of the Specific Plan area to the linear park and internal circulation associated with Phase I.</p> <p>Connectivity to Metro Station: There shall be at least two pedestrian connections from the Specific Plan area to the station platform adjacent to the fare gates, subject to California Public Utilities Commission (CPUC) and Metro approval.</p> <p>The connections shall be direct, unobstructed, and designed to meet all applicable accessible standards, per CPUC and Metro standards.</p> <p>The connections can be through public plazas, pedestrian paseos, or outdoor dining areas. A clear, unobstructed minimum travel path shall be accommodated.</p> <p>The pedestrian path should connect to sidewalks and other pedestrian paths within the Specific Plan area to provide a larger, integrated pedestrian circulation framework.</p> <p>The path of travel shall be well lit to create a safe environment at all times.</p> <p>Development proposals shall include a multi-modal circulation analysis that addresses connectivity of pedestrian, bike, transit, and other circulation methods.</p> <p>Duarte Town Center Specific Plan: Uses should be oriented to facilitate proper transitions to surrounding buildings and adjacent uses.</p>	<p>West Main Corridor Master Plan: -Introduce small plazas and minor setbacks that modulate the building facade and extend the sidewalk along Main Street. -Ensure that street-oriented plazas are well-defined spaces accessible to the public.</p> <p>Alhambra MC 23.12.138 SCREENING: The standards of this section apply to all new development and additions that expand existing floor area by 10% or more.</p> <p>(B) Required screening</p> <p>(1) Roof-mounted equipment and duct systems. All roof-mounted equipment shall be screened according to the following standards: (a) Flat roof, partial or no parapet. Roof-mounted equipment or ducts located on a flat roof (partial or no parapet) shall be screened from view from any street, public right-of-way or adjacent property. The screening shall be solid, and shall match and complement the color scheme and architecture of the building. (b) Pitched roof. For roof-mounted equipment or ducts located on a pitched roof, the pitched roof shall be designed and constructed to accommodate roof-mounted equipment. A platform shall be constructed and recessed into the roof such that one side of the equipment shall be below the pitch of the roof. The remainder of the equipment and ducts which are above the roof pitch shall be screened from view from any street, public right-of-way or adjacent property. The screening shall be solid, and shall match and complement the color scheme and architecture of the building or roof. (c) Parapet roof. For roof-mounted equipment or ducts located on a parapet roof, the parapet roof shall be designed and constructed to accommodate roof-mounted equipment. Any portion of the equipment or ducts which are above the parapet shall be screened from view from any street, public right-of-way or adjacent property. The screening shall be solid, and shall match and complement the color scheme and architecture of the building.</p> <p>(2) Ground- or wall-mounted equipment. All exterior mechanical and electrical equipment shall be screened, flush mounted, or incorporated into the design of buildings so as not to be visible from public rights-of-way. Equipment to be screened includes, but is not limited to, air conditioners, heaters, pool equipment, utility meters, cable equipment, telephone entry boxes, backflow preventions, irrigation control valves, electrical transformers, pull boxes, and all ducting for air conditioning, heating, and blower systems. Screening materials shall be consistent with the exterior colors and materials of the building. Exceptions may be granted by the Director where screening is infeasible due to health and safety or utility requirements.</p> <p>(3) Common property lines. A screening wall shall be provided on the interior lot lines of any lot in a Commercial or Employment Zoning District that abuts a Residential Zoning District. (a) Timing. The screening wall shall be provided at the time of new construction or expansion of buildings, or changes from one use classification to another use classification. (b) Location. Screening walls shall follow the lot line of the lot to be screened unless the Director finds that screening in another location on the lot will substantially screen the subject building, facility, or activity. (c) Height. The screening wall shall be four feet in height within the required front setback of the subject lot and adjacent to the required front setback of the adjacent residential lot and six feet in height in other locations. (d) Materials. The screening wall shall be solid masonry. All wall faces within the front setback and the wall face facing the Residential Zoning District shall not be constructed from grey smooth block unless architecturally treated (i.e., sand finish stucco, veneer, etc.) and shall be architecturally compatible with the residential development. (e) Maintenance. Screening walls shall be maintained in good repair, including painting, if required, and shall be kept free of litter or advertising. Where hedges are used as screening, trimming or pruning shall be employed as necessary to maintain the required and the maximum allowed height.</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone) and RHO (Religious Housing Overlay) Zone: Building siting should be related to nearby buildings as well as adjacent parcels. Be oriented to encourage use of outdoor areas and to be compatible with adjoining building orientation.</p>
Connectivity			
Screening	<p>Duarte Station Specific Plan (Esperanza and Solana): The street pattern throughout the Specific Plan area should maximize connectivity throughout the area for vehicles, bicyclists, and pedestrians.</p> <p>There shall be a distinct hierarchy of circulation including streets, pedestrian walks, and alleys. These should be arranged so that visitors and residents use these streets and pedestrian walks for their primary circulation. Alleys should not be used for primary circulation to the building or unit entries, and buildings should not orient to alleys or parking areas.</p> <p>Duarte Town Center Specific Plan: Mixed Use Standards: Residential and non-residential vehicular and pedestrian access shall be differentiated with paving material, color, landscape buffers, etc.</p> <p>City of Duarte Residential architectural and design standards (applies to all residential zones): Multifamily Standards: Interior pedestrian paths shall be provided to individual units and to link units to common open space areas and parking areas. See multi-family open space standards in Section 19.10.060 (R-3 and R-4 Zones: Additional Standards). Pedestrian and vehicular entrances shall be clearly identified and easily accessible to minimize pedestrian/vehicle conflict.</p>	<p>Chapter 23.13 Building and Site Design Standards: Pedestrian access. On-site pedestrian circulation and access shall be provided according to the following standards. (1) Internal connections. A system of pedestrian walkways shall connect all buildings on a site to each other, to on-site automobile and bicycle parking areas, and to any on-site open space areas or pedestrian amenities. (2) Circulation network. On-site walkways shall be connected to the public sidewalk and other planned or existing pedestrian routes. An on-site walkway shall connect the primary building entry or entries to a public sidewalk on each street frontage. (3) Pedestrian walkway design. Walkways shall be a minimum of four feet wide, shall be hard-surfaced, and paved with concrete, stone, tile, brick, or comparable material.</p> <p>Alhambra MC 23.13.020 BUILDING DESIGN REQUIREMENTS: Building entrances and orientation. All buildings located in the interior of a site shall have an entrance from a pedestrian walkway that is a minimum of four feet wide and connects to a public sidewalk.</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone): Parking areas, refuse storage, mechanical equipment and the like shall be screened by some combination of walls, plantings or earthworks.</p>
Pedestrian Access	<p>Duarte Station Specific Plan (Esperanza and Solana): The street pattern throughout the Specific Plan area should maximize connectivity throughout the area for vehicles, bicyclists, and pedestrians.</p> <p>Duarte Town Center Specific Plan: Mixed Use Standards: Residential and non-residential vehicular and pedestrian access shall be differentiated with paving material, color, landscape buffers, etc.</p> <p>City of Duarte Residential architectural and design standards (applies to all residential zones): Multifamily Standards: Common parking areas shall be located on the site to minimize their visibility from public rights-of-way and to be easily accessible to all residents of the development. See parking design standards in Chapter 19.38 (Off-Street Parking Regulations and Design). Pedestrian and vehicular entrances shall be clearly identified and easily accessible to minimize pedestrian/vehicle conflict. The parking area shall be designed in a manner which links it to the building and street sidewalk system, as an extension of the pedestrian environment. This can be accomplished by using design features such as walkways with enhanced paving, trellis structures and/or landscaping treatment. Carports shall be architecturally compatible with the style of development.</p>		<p>Commercial Zone: Review of a proposed design shall be related to the surrounding existing development with greater emphasis placed upon compatibility with adjacent development related to e.Access</p>
Vehicle Access			<p>Commercial Zone: Review of a proposed design shall be related to the surrounding existing development with greater emphasis placed upon compatibility with adjacent development related to e.Access</p>

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit A	Duarte	Alhambra	Sierra Madre	Exhibit A	Duarte	Alhambra	Sierra Madre
	<p>West Main Corridor Master Plan: -orient buildings towards Main St -build at or near the property line so as to define and place strong visual emphasis on the street. -allow periodic breaks for intimately-scaled public plazas, entry forecourts, recessed entries -locate main building entrances on Main St -Place shops and active uses along the sidewalk</p> <p>Alhambra MC 23.13.020 BUILDING DESIGN REQUIREMENTS: (A) Building entrances and orientation. (1) Buildings located within 30 feet of a front or street side lot line shall be oriented toward the adjacent front or street side lot line with the building frontage parallel to the fronting public sidewalk. The primary building entrance shall face the public sidewalk. (2) All buildings located in the interior of a site shall have an entrance from a pedestrian walkway that is a minimum of four feet wide and connects to a public sidewalk. (3) In the CBD Zone, one or more public entrances shall be provided at the rear of all buildings which face Main Street. (4) Additional entrance requirements, ground floor non-residential uses. (a) There shall be a minimum of one entrance for every 50 feet of building frontage with a maximum separation of 100 feet between entrances. (b) Buildings located on corners shall provide an entrance toward each street or have a corner entrance that provides a common entrance to the building from both streets. (5) Additional entrance requirements, residential uses. (a) Shared entrances. All buildings that provide access to more than one unit from a shared exterior entrance shall provide a minimum of one primary shared entranceway that leads to a common area, such as a lobby or community space, a minimum of ten-foot wide and ten-foot deep, and that is emphasized utilizing at least one of the following methods: 1. A roofed projection over the door (such as an awning, canopy, or overhang) with a minimum depth and width of five feet. 2. A recessed entry bay with a minimum depth and width of five feet. 3. Incorporating the entrance into a vertical mass that extends two or more feet above the height of the first floor plate vertical mass. 4. A landing, deck, or stoop with a minimum depth of six feet and minimum width of eight feet. 5. Transparent windows or openings that comprise a minimum of 50% of the area located within 20 feet of the midpoint of the primary building entrance. Glass is considered transparent where it has a transparency higher than 80% and external reflectance of less than 15%. (b) Individual entrances. All residential units accessed through individual entrances at the ground level shall provide a minimum of one primary individual entranceway with a projection (such as a covered porch) or recess with a minimum depth and width of three feet and a minimum area of nine square feet or a landing, deck, uncovered porch, or stoop with a minimum depth and width of six feet.</p> <p>Duarte Station Specific Plan (Esperanza and Solana): Buildings must face the street, and primary building entrances must be oriented towards the street. Side entries from entry plazas are allowed. Buildings shall maintain a strong relationship to the street, with primary building entrances oriented toward the street. City of Duarte Residential architectural and design standards (applies to all residential zones): Site design and structure orientation. a. Front entries shall be clearly identifiable and generally oriented toward the street. b. Driveways shall be placed in a manner that avoids conflict with pedestrian access from the sidewalk and shall be of sufficient depth/width to reduce undue on-street curbside guest parking. See development standards for driveways in Section 19.38.100 (Parking Space and Drive Aisle Dimensions) and Section 19.38.180 (Design Standards for Parking Lots). City of Duarte Residential architectural and design standards (applies to all residential zones): Multi-family Standards: See multi-family development standards in Section 19.10.030 (Development Standards). The main entry to the multi-family development shall be clearly delineated and identifiable, and shall be easily accessible for pedestrians from the public street. Entrances to individual residential units shall be accessible from the street or from common open space areas within the development. Windows, balconies, and similar openings shall be oriented to preserve privacy of individual units within the development. Loading and refuse/recycling collection areas shall be located so as to provide easy access to collection vehicles and to minimize noise impacts on residents. See multi-family trash and recycling facilities standards in Section 19.10.060 (R-3 and R-4 Zones: Additional Standards) and parking lot requirements in Section 19.38.050 (Off-Street Parking Space Requirements). Duarte Station Specific Plan (Esperanza and Solana): Several types including Highland Frontage, Secondary Frontage, Rail Frontage (primary and secondary), Internal Frontage, Neighborhood Frontage, Paseo Frontage. See table on page 46 of SP for detailed standard regarding frontage types. Permitted facade type for each frontage: Highland Frontage - Shopfront (required for 50%), flex, forecourt Secondary Frontage - flex, forecourt, frontyard/patio Rail Frontage primary - Shopfront, flex, forecourt, frontyard/patio Rail Frontage secondary - Shopfront, flex, forecourt, frontyard/patio Internal Frontage - flex, forecourt, frontyard/patio Neighborhood Frontage - flex, forecourt, frontyard/patio Paseo Frontage - flex, forecourt, frontyard/patio Shopfront Standards: -Maximum 5-foot recess at entrances -Minimum 70% ground-floor glazing along frontages. Primary frontage shall not use reflective and/or opaque window treatment. -Features such as outdoor dining, seating, pop-up sales, and other similar uses shall not exceed 40 feet in linear length without a separation. -Utilize awnings, coverings, and other articulated features as a part of Shopfront facade. Awnings, shade features, and other similar elements are permitted to project up to 8 feet into the right-of-way, as long as an 8-foot clear height above the sidewalk is maintained. -Shopfronts should be designed to allow for an open feel and pronounced entries that open to the immediate streetscape. -Duarte areas adjacent to shopfront facade types should be designed to activate and allow for extensions of the use into the streetscape activity zone and pedestrian zone through the form of pop-up shops, outdoor seating, and other similar uses. -The first floor of mixed-use development shall incorporate attractive awnings, materials, and detailing that complement the design, color, and materials of residential portions of the site and facade. Flex Standards: -Maximum 10-foot recess at entrances -Minimum of 70% open, unobstructed view 3 feet above the ground in areas around entrances and patio/open space areas. This standard allows for "eyes on the street" for residential and commercial uses. -Minimum 25% ground floor glazing for residential uses. Minimum 75% ground-floor glazing for commercial uses. Primary frontage shall not use reflective and/or opaque window treatment when located with a commercial use. -Frame patio and open space areas with landscape planters, low walls, and seating areas. -Install shade, awning, or shade-providing landscaping/trees. -Design outdoor features in a manner that will not be obstructive or incompatible between residential and commercial uses. -Maintain quasi-public space around frontage. -Entry areas shall be well landscaped and include seating and other amenities to develop a welcoming entryway to the building entrance, regardless of use. -When installing seating, consider constructing seating that is not landscaped but rather installed furniture which can be removed if "flex" use in configured to and/or from a commercial use to a residential entryway. -Balconies, windows, decks, and other similar openings should be utilized along building faces to both add visual interest as well as open upper stories toward the immediate streetscape. Forecourt Standards: -Minimum 15-foot deep and 10-foot wide recess at primary forecourt entrance -Minimum 25% ground floor glazing for residential uses. Minimum 50% glazing for ground floor residential uses along primary frontages along forecourt facades. -Planters, walls, and edges buffering the forecourt can be used to define edge of forecourt and delineate public, quasi-public, and private space. -Forecourt facade types should maintain an open courtyard aesthetic and offer landscaping, public art, seating, community gardens, or other public or quasi-public amenities. Frontyard/Porch Standards: -Minimum 5-foot setback from front property for primary structure -Porches shall be raised or at grade. "Step down" porches and entries that dip below grade are not permitted. -35 feet of maximum continuous wall length without facade articulation feature or modulation to building form. A minimum plane shift of 2 feet shall be used in modulation. -Front yard and open space around entries shall be treated as private space. Fencing, landscaping, or other elements that buffer and/or delineate the public and private realms. -Retaining walls shall not exceed 2 feet in height within the front yard setback. -Fencing and wall above 2 feet are permitted but shall be visibly open. -Frontyard/porch facade types shall include distinct entryways and porch areas that are open and visible to the immediate streetscape to create an eyes-on-the-street feeling. -Frontyard/porch facade types should incorporate ample glazing, fenestration, and other building openings through the use of bay windows, balconies, and other similar features along public-facing stretches of building face.</p>				<p>Duarte Town Center Specific Plan: Key intersections are identified as the intersections of Huntington Drive with Buena Vista Street and Highland Avenue. -Landmark qualities should be increased by installing public monumentation, themes, public signs, and art. -Provide visual themes at all four corners with paving, wall forms, and landscape materials. -Developments on corners should incorporate landscape material designs into the private frontage area, where plantings are appropriate. -Special architectural elements should be incorporated on buildings, such as articulated display windows and entrances or a taller, more prominent roof form or element. -New surface parking spaces and lots are not permitted on corner sites of key intersections. -Pedestrian amenities, such as a shaded plaza area, generous walkways, and clear and open pedestrian links to the corners, should be incorporated to help create a sense of place.</p> <p>Duarte Town Center Specific Plan: Mixed Use - Separation of Public and Private Space Guidelines -Public spaces should be clearly recognizable as "public" (e.g., a plaza within view of a street or other public space) and publicly accessible. Private spaces should be clearly recognizable as "private" through the use of security gates and signs. -Private areas should be screened from public view through the use of landscaping, walls, and fences and changes in elevation. -Areas should be designed to encourage informal meetings and social interaction with other people. -Spaces should be designed or located to encourage year-round use by providing areas that have awnings, sunshades, and/or landscaping that can provide shelter from the elements. -An overall theme and visual connection between spaces and uses should be provided within the development, including pedestrian linkages throughout the development and to adjacent land uses.</p>		
				Key Intersections			
				Private v Public			
				Building Modulation and Articulation	<p>Duarte Station Specific Plan (Esperanza and Solana): In general, buildings should be square-shouldered and flat-roofed, with changes in parapet height, overhang, or roof form such as shed roofs used to accent features such as entries, stair towers, corners, or other special features. Long, unbroken monolithic parapets are discouraged. Green roofs and usable roof decks are highly encouraged. Duarte Town Center Specific Plan: Incorporate architectural elements and details on all walls, such as adding niches, grouping windows, adding loggias and dormers, varying cornices and rooflines, adding canopies, wing walls, trellis features, arcades, and colonnades. Roof lines should be broken at intervals no greater than 50-feet long by changes in height or roof form. City of Duarte Residential architectural and design standards (applies to all residential zones): Rooflines and roofing materials shall be compatible with the architectural style of the residential structure. Use of varying, uncoordinated rooflines and roofing materials shall be avoided. City of Duarte Residential architectural and design standards (applies to all residential zones): Multi-family Standards: Design of structures should be consistent with local and regional architectural styles. The overall style of multi-family structures should be consistent on all sides of the building as well as among all portions of the roof. Particular attention should be taken that building elevations and roof elements visible from streets and other public or quasi-public spaces are stylistically consistent. Balconies, where provided, shall utilize railing or similar materials that are compatible with the overall architectural style of the development. Balconies shall be functional and built to the minimum dimensions set forth in Section 19.10.060.</p>		
				Architectural Elements			
				Size of Unit Revealed by Facade	<p>Duarte Town Center Specific Plan: Building design shall incorporate a 360-degree design philosophy, understanding that all of the built environment should be well designed, not just that visible from public areas. Create visual interest in building facades and break up the mass of large-scale buildings with articulation in form, architectural details, and changes in materials and colors. Similar and complementary massing materials and details should be incorporated into side and rear areas. Duarte Town Center Specific Plan: Mixed Use Standards: Separation should be created within the site through vertical differences (e.g., grading, massing, roof heights, etc.) City of Duarte Residential architectural and design standards (applies to all residential zones): Scale and massing. A combination of second- and upper-story balconies, decks, window fenestrations, and similar features shall be used on front and street side facades to provide articulation and further reduce massing effects, and shall also be compatible with the overall architectural and mass/scale balance of the original structure, as well as the character of mass/scale in the immediate neighborhood. Multi-family Standards: Scale and mass. a. The bulk and mass of new multi-family structures and additions shall be sensitive to the scale of buildings in the immediate neighborhood. b. Clustering of residential units is encouraged to promote a sense of community within residential developments. c. Multi-family residential structures must incorporate architectural design details and elements which provide visual character and interest, avoiding flat planar walls and box-like appearances through the use of courtyards, balconies, offset planes and levels, deeply recessed or projecting windows, sloping roofs, and landscaped yards.</p>	<p>Chapter 23.13 Building and Site Design Standards: Minimum depth of overhanging eaves. Overhanging eaves, if provided, shall extend a minimum of two feet beyond the supporting wall. (a) Overhanging eaves incorporated as part of an addition to a building with existing overhanging eaves may be consistent with the depth of the existing overhanging eave, even if the existing overhanging eaves extend less than two feet beyond the supporting wall. Roof line. Roof lines shall be varied and designed to minimize the bulk of a building, screen roof-mounted equipment, and enhance the building's architectural design through the following methods: (a) A minimum of one roof line offset at least 20 feet in length shall be provided for every 50 feet of facade length. For buildings greater than 50 feet in length and less than 70 feet in length, a minimum of one roof line offset at least five feet in length shall be provided. (b) All parapets shall provide returns of at least six feet in depth at the end of the parapet face to avoid a false front appearance.</p>	
				Building Form	<p>Duarte Town Center Specific Plan (Esperanza and Solana): Floor elevations of building frontages need to be at the sidewalk level, and the use of awnings, change in material, and architectural articulation should be used to create a pedestrian-scaled public realm regardless of the overall scale and mass of the building. Buildings must exhibit four-sided architecture, meaning that all facades, including rear and side facades, are to be considered visible (unless facing "blind" onto an adjacent party wall) and should be treated with an architectural facade composition. Multi-Family Residential and Mixed-Use - Multi-family buildings should be well articulated to break up the building mass. Variations in floor level, facades, roof styles, architectural details, and finishes that break up the appearance of large buildings should be employed.</p>	<p>West Main Corridor Master Plan: -emphasize simple yet varied massing to reduce scale -respond to adjacent residential use with a sensitive transition in scale and massing; a step back in building height or break in massing is appropriate.</p>	
				Articulation		<p>West Main Corridor Master Plan: -modulate exterior walls; blank, unadorned wall surfaces are to be avoided, especially along streets -introduce facade modulations at 25 feet to 50 feet intervals along Main St, matching historic patterns -consider opportunities for upper floor terraces, balconies, and bay windows -establish a clear pattern of fenestration that unifies the building -recess windows from the wall plane to create depth and suggest solidity -emphasize a high degree of ground floor transparency along Main St</p>	<p>Commercial Zone: All future construction, exterior remodeling, development and redevelopment shall be of such architectural design as to enhance the site and surrounding environment and be consistent with the desired overall community values stated in the general plan. Approval of each design as to its compliance or compatibility with these standards must be obtained from the director prior to the granting of any building permit.</p> <p>R-3-13 Zone (Medium/High Density Residential Zone) and RHO (Religious Housing Overlay) Zone: Building forms and details should be in keeping with adjacent neighborhood character, where appropriate. Where possible, existing single-family houses should be preserved.</p> <p>R-3-13 Zone (Medium/High Density Residential Zone) and RHO (Religious Housing Overlay) Zone: Articulation of exterior walls is encouraged. In no event shall a linear wall of a second story extend longer than thirty-five feet without an offset of a minimum of five feet for a minimum linear distance of ten feet.</p>

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit A	Duarte	Alhambra	Sierra Madre	Exhibit A	Duarte	Alhambra	Sierra Madre	
	<p>Duarte Station Specific Plan (Esperanza and Solana): Max Building Height: 120 feet max. height except within 100 feet of R-1 zone height is limited to 90 feet</p> <p>Building Height Projections: Architectural features are allowed to project up to a maximum of 10 feet above the maximum allowed height, subject to Design Review. Architectural features include rooflines (balustrades, pediments, statuary, dormer windows, cross gables), masts, towers, turrets, eaves, rafters, non-habitable building façade, skylights or roof windows. Elevator, mechanical equipment, and equipment penthouses are not subject to height limits as long they meet the screening design guidelines.</p> <p>Buildings shall be well articulated by changes in roof heights and vertical planes to reduce the appearance of bulk and create interesting building silhouettes.</p> <p>Duarte Town Center Specific Plan: Max Height Residential and Mixed Use: (Tier 1) AREA 1 Town Center Commercial Core - none Area 2 - Mixed Use Corridor - 2 stories, 35 feet Area 3 - Mixed Use Town Center - none Area 4 - Mixed Use Neighborhood - none Area 5 - Mixed Use Corridor - none Area 6 - Mixed Use Corridor - 4 stories, 50 feet Area 7A - Mixed Use Neighborhood - none Area 7B - Mixed Use Neighborhood - 2 stories, 35 feet Area 8 - Residential Town Center - 4 stories, 50 feet Area 9 - Mixed Use Neighborhood - 2 stories, 35 feet</p> <p>Max Height Mixed Use: (Tier 2) AREA 1 Town Center Commercial Core - none Area 2 - Mixed Use Corridor - none Area 3 - Mixed Use Town Center - none Area 4 - Mixed Use Neighborhood - 3 stories, 40 feet Area 5 - Mixed Use Corridor - none Max Height Residential and Mixed Use: (Tier 2) Area 6 - Mixed Use Corridor - 2 stories, 35 feet Area 7A - Mixed Use Neighborhood - 3 stories, 40 feet Area 7B - Mixed Use Neighborhood - none Area 8 - Residential Town Center - none Area 9 - Mixed Use Neighborhood - none</p> <p>Max Height Residential and Mixed Use: (Tier 3) AREA 1 Town Center Commercial Core - none Area 2 - Mixed Use Corridor - 4 stories, 50 feet Area 3 - Mixed Use Town Center - 4 stories, 50 feet Area 4 - Mixed Use Neighborhood - 4 stories, 50 feet Area 5 - Mixed Use Corridor - 4 stories, 50 feet Area 6 - Mixed Use Corridor - 4 stories, 50 feet Area 7A - Mixed Use Neighborhood - 4 stories, 50 feet Area 7B - Mixed Use Neighborhood - 4 stories, 50 feet Area 8 - Residential Town Center - none Area 9 - Mixed Use Neighborhood - 4 stories, 50 feet</p> <p>Minimum Ground Floor Height: 14 feet for Retail, 12 feet for Office, 11 feet for Residential (Conversions of use in existing buildings shall not be required to meet this requirement.)</p> <p>Minimum Street Wall Height: 25 feet on Huntington Drive only</p> <p>R-2 Two-Family Residential Zone (Medium Density): 35 ft or 2 stories, whichever is less</p> <p>R-3 Multiple-Family Residential Zone (Medium Density): 40 ft or 3 stories, whichever is less</p> <p>R-4 Multiple-Family Residential Zone (High Density): 50 ft or 4 stories, whichever is less</p> <p>Duarte Station Specific Plan (Esperanza and Solana): The façades facing major streets shall not have blank walls, service entrances, or other features that are detrimental to the pedestrian experience. Architectural design, modulation, and interest should be articulated on all sides of the building.</p> <p>Floor elevations of building frontages need to be at the sidewalk level, and the use of awnings, change in material, and architectural articulation should be used to create a pedestrian-scaled public realm regardless of the overall scale and mass of the building.</p> <p>Large expanses of blank façade walls are not permitted. Façades directly facing the street shall be broken into distinct modules or bays along the frontage using three-dimensional surface modulations that extend the human-scaled architectural character and cadence of more active façade areas. The modulations can be achieved with the use of recesses, projections, change in color or material. The depth of recesses and projections should be a minimum of two feet.</p> <p>Where possible, horizontal modulation of adjacent buildings should relate across façades to create a consistent pedestrian scale street façade.</p> <p>Multi-Family Residential and Mixed-Use - Street-facing façades of residential buildings should include stoops, porches, recessed windows, bay windows, and balconies to provide visual interest.</p> <p>Duarte Town Center Specific Plan: Building façades should be broken into smaller massings of colonnades to create a more intimate human scale. Create virtual boundaries by a varying/change of level, materials, textures, and color.</p> <p>All building facades should avoid blank walls and provide the highest level of articulation on all walls visible from adjacent streets and public spaces.</p> <p>Murals, espaliers/trellises and vines should be placed on any large wall expanse.</p> <p>City of Duarte Residential architectural and design standards (applies to all residential zones): For any new structure or addition, all façades visible from a public right-of-way shall incorporate features that eliminate blank, unarticulated walls; add visual interest; avoid clutter; and display a distinctive architectural style. Varied modulation for exterior façade surfaces is encouraged.</p>	<p>RM (Residential Medium) Zone: 35 feet max 3 stories max</p> <p>RH (Residential High) Zone: Max Feet: Area bounded by Atlantic Blvd on the west, Woodward Ave on the north, Commonwealth Ave on the south, and Chapel Ave on the east, and parcels on major arterial streets within 1,300 feet of a freeway interchange: 75 Other areas: 45</p> <p>Max Stories: Area bounded by Atlantic Blvd on the west, Woodward Ave on the north, Commonwealth Ave on the south, and Chapel Ave on the east, and parcels on major arterial streets within 1,300 feet of a freeway interchange: 6 Other areas: 5</p> <p>Central Business District (CBD) Zone: max building height (feet): 75 max building height (stories): 5</p> <p>East Main Commercial (EMC) Zone: max building height (feet): 35 max building height (stories): 3</p> <p>Commercial Mixed-Use (CMU) Zone: max building height (feet): 40 within 50 feet of a Residential Zoning District, otherwise 75 max building height (stories): 3 within 50 feet of a Residential Zoning District, otherwise 5</p> <p>Professional Office (PO) Zone: max building height (feet): 40 within 50 feet of a Residential Zoning District, otherwise 75 max building height (stories): 3 within 50 feet of a Residential Zoning District, otherwise 5</p> <p>Industrial (I) Zone: max building height (feet): 40 within 50 feet of a Residential Zoning District, otherwise 55 max building height (stories): 3 within 50 feet of a Residential Zoning District, otherwise 5</p> <p>Chapter 23.13 Building and Site Design Standards: Ground floor height, non-residential uses. The minimum ground floor height for non-residential uses is 14 feet measured floor to ceiling.</p> <p>West Main Corridor Master Plan: -emphasize pedestrian-scaled details at street level; canopies, awnings, and architectural lighting are especially appropriate at building entrances</p>	<p>R-3-20 and R-3-30 (High Density Residential Zones): A third story building element shall be permitted, provided that this element is located more than forty feet away from any public street and has no horizontal dimension longer than forty-five feet. Additionally, the total floor area of these elements shall equal no greater than twenty percent of the gross lot area. For any project containing a third story, the height limit shall be measured in compliance with the calculation method described in Section 17.20.040 for the R-1 zone, except that the maximum height shall be thirty feet instead of twenty-five feet.</p> <p>Commercial Zone: Review of a proposed design shall be related to the surrounding existing development with greater emphasis placed upon compatibility with adjacent development related to: a. Bulk or mass height</p> <p>No building structure shall exceed a height of thirty feet and no building structure shall exceed two stories in the C zone.</p> <p>RHO (Religious Housing Overlay) Zone: a. Height Limit. No building shall exceed either thirty-five feet in height or three stories above grade, as calculated in the manner illustrated in Section 17.28.080.C. b. Height Adjacent to Public Streets. No building shall exceed either thirty feet in height or two stories above grade within forty feet from any public street other than Michilinda Avenue. c. Height Adjacent to R-1 Zone. For yards abutting an R-1 zoned lot, an encroachment limit shall be established which is determined at the point where the wall height is twenty feet, and using a forty-five-degree angle inwards toward the property to create additional setback. (See illustration in Section 17.28.080.F.7.)</p>			<p>Duarte Station Specific Plan (Esperanza and Solana): Special standards and guidelines are established for the design of buildings with ground floor commercial space along certain frontages. Minimum floor-to-ceiling heights ensure that the space will serve the needs of retail and restaurant uses that may locate in the space during the lifetime of the building.</p> <p>Floor elevations of building frontages need to be at the sidewalk level, and the use of awnings, change in material, and architectural articulation should be used to create a pedestrian-scaled public realm regardless of the overall scale and mass of the building.</p> <p>As a unifying element, brick should be used on all buildings as a predominant design feature. It may be used at the ground floor to create a base to the building, as entire wall elements, as the material for a main tower feature, or as panel or framing elements between window walls. Where brick is used, there shall be at least some minor change in building plane to express the material change. Surface applied brick should either terminate in a concrete base or extend to the ground, and should not appear to float.</p> <p>Duarte Town Center Specific Plan: Use articulation in form, including changes in wall planes, upper-story building setbacks and/or projecting or recessed elements.</p> <p>Buildings should create a contextual fit with articulated building form including strong massing and horizontal division (base, middle, top).</p> <p>The base, middle, and top of the building should be emphasized. This allows the building to be viewed from several different vantage points, both near and far from the structure, without looking unnatural.</p>	<p>Chapter 23.13 Building and Site Design Standards: In addition to the façade articulation requirement in division B(3)(b)1, above, upper and lower stories in buildings of three or more stories shall be distinguished by incorporating one or more of the following features. These features may be applied to the transitions between any floors, except where otherwise specified. a. A change in façade materials, along with a change in plane at least one inch in depth at the transition between the two materials. b. A base treatment at the ground floor consisting of a material such as brick, stone, concrete masonry, or other material distinct from the remainder of the façade and projecting at least one inch from the wall surface of the remainder of the building. c. Setting back the top floor or floors of the building at least five feet from the remainder of the façade.</p> <p>West Main Corridor Master Plan: -make upper floors visually distinct from the ground floor; residential use should be distinguishable from commercial use</p> <p>Chapter 23.13 Building and Site Design Standards: Buildings less than three stories. All buildings less than three stories and over 50 feet wide shall provide a massing break with a minimum width of 20 feet and a minimum depth of 2.5 feet for every 50 feet of façade length.</p> <p>Buildings three or more stories. All buildings with three or more stories and over 50 feet wide shall provide a massing break with a minimum width of 20 feet and a minimum depth of five feet for every 50 feet of façade length.</p> <p>West Main Corridor Master Plan: -introduce elevation breaks; upper floor setbacks are encouraged -respond to adjacent residential use with a sensitive transition in scale and massing; a step back in building height or break in massing is appropriate.</p> <p>Chapter 23.13 Building and Site Design Standards: Tenant space depth, non-residential uses. Non-residential ground floor interior tenant spaces shall be a minimum of 60 feet in depth for a minimum of half of the width of the tenant space and a minimum of 40 feet in depth elsewhere, except as exempted by the Director through the approval of a modification on small or constrained sites.</p> <p>West Main Corridor Master Plan: -consider special treatment at building corners, such as towers or strong corner massing</p> <p>Central Business District (CBD) Zone, East Main Commercial (EMC) Zone, and Commercial Mixed-Use (CMU) Zone: Corner built area. Buildings shall be located within ten feet of the property line within 30 feet of the street corner.</p> <p>Modifications. These requirements may be modified or waived through approval of a modification upon finding that: 1. Entry courtyards, plazas, entries, or outdoor eating areas are located adjacent to the property line and buildings are built to the edge of the courtyard, plaza, or dining area; or 2. The building incorporates an alternative entrance design that creates a welcoming entry feature facing the street or is designed in a manner that compliments adjacent or surrounding land uses.</p>	<p>Commercial Zone: Architectural treatment shall be applied to all building elevations.</p>
				Differentiation in Design Among Stories				
				Building Breaks				
				Non-Residential Space Depth				
				Corner Buildings				
				Pedestrian Experience Along Sidewalk				
					Duarte Station Specific Plan (Esperanza and Solana): Building corners that face an intersection should strive for a distinctive form with a high level of articulation. Corner treatments may include a change in height or architectural style, materials, roof form, or window pattern, and are encouraged to create a pedestrian gathering experience.			
					Multi-Family Residential and Mixed-Use - Building corners that face an intersection should strive for a distinctive form with a high level of articulation. Corner treatments could include a change in height, a definition of a public plaza, or a change in architectural style, windows, or materials.			
				Architectural Corner Elements				
				Towers at Corner				
Height								
					Duarte Station Specific Plan (Esperanza and Solana): Material changes should not occur at external corners but should occur at interior corners or with a return of at least six feet from the external corners or other logical terminations.			
				Other Corner Design Features				
				Materials, Finishes, and Color				

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit A	Duarte	Alhambra	Sierra Madre
Location of Entries	<p>Duarte Station Specific Plan (Esperanza and Solana): Entries should be inviting from the street with adequate weather protection.</p> <p>Multi-Family Residential and Mixed-Use - Common entries should be a predominant feature of front façades and should have a scale that is in proportion to the size of the building and number of units being accessed. Larger buildings should have a prominent, centralized building entrance. -Building sides that face a public street, drive, or common space should be the first choice for entry location.</p>	<p>Chapter 23.13 Building and Site Design Standards: (1) Buildings located within 30 feet of a front or street side lot line shall be oriented toward the adjacent front or street side lot line with the building frontage parallel to the fronting public sidewalk. The primary building entrance shall face the public sidewalk. (2) All buildings located in the interior of a site shall have an entrance from a pedestrian walkway that is a minimum of four feet wide and connects to a public sidewalk. (3) In the CBD Zone, one or more public entrances shall be provided at the rear of all buildings which face Main Street.</p>	
Demarcation of Entries	<p>Duarte Station Specific Plan (Esperanza and Solana): Main building entries (i.e., those serving multiple units) should be differentiated from individual street-level unit entries with special detailing, awnings, canopies, or multi-story forms.</p> <p>Doorways should be clearly identified with change in material, change in plane, or with architectural elements such as a canopy.</p> <p>Multi-Family Residential and Mixed-Use - Common entries should be a predominant feature of front façades and should have a scale that is in proportion to the size of the building and number of units being accessed. Larger buildings should have a prominent, centralized building entrance.</p>	<p>West Main Corridor Master Plan: -provide well marked, articulated building entrances -encourage a frequent cadence of storefront entrances along Main St</p>	
Mixed Use Buildings - Difference between Retail Entrances vs Residential Entrances	<p>Duarte Station Specific Plan (Esperanza and Solana): Multi-Family Residential and Mixed-Use - Storefronts on the ground floor of mixed-use buildings shall be of sufficient depth to support the anticipated use and are encouraged to have a minimum depth of 40 feet. -All ground floor units within five feet of finished grade are encouraged to have their principal entrance from the street, pedestrian walkway, or open space. If individual entries are not provided, then individual private areas such as balconies or decks should be provided that front on to the street, pedestrian walkway, or open space. -Residential entries should be clearly identifiable from the retail/service entry. -The use of awnings is encouraged to provide shelter and shade along the sidewalk for mixed-use buildings. Awnings should be no wider than a single storefront or architectural bay (whichever is narrower).</p> <p>Duarte Town Center Specific Plan: REQUIRED COMMERCIAL STOREFRONTS Ground-floor commercial uses are required along the streets identified in Figure 3-7 (Required Commercial Storefronts). Along the streets identified, a building shall devote a minimum of 75 percent of its street-side building frontage to commercial storefronts. Certain projects may be allowed additional non-commercial building frontage through an administrative exception detailed in the Minor Modifications process (Chapter 7). Retail, service, office, and hotel uses shall court toward the 75 percent required commercial storefronts. However, the ground floor space within 150 feet of a key intersection shall be designed specifically for retail, service-oriented businesses, and/or restaurant uses. Up to 50 percent of any required commercial storefront (linear) located beyond 150 feet of a key intersection may be occupied by live-work uses.</p> <p>Ground Floor Residential Uses: -New residential buildings shall provide transitional spaces in the form of stoops, overhangs, and porches between public areas and entrances. -Where exterior individual entries are provided, a distinctive entry should be established for each, defined with architectural elements consistent with the architectural style of the development as a whole. -Decorative lighting should be provided at entries. -If exterior staircases are used, they should be incorporated into the overall architectural massing of the building. -The use of metal staircases is discouraged.</p> <p>Ground Floor Retail: -Ground-floor space designed for retail or other active uses shall orient tenant spaces to the street and maximize storefronts and entries along the sidewalks to sustain street-level interest and promote pedestrian activity. -Ground-floor design shall be high quality and pedestrian oriented. -Storefront configurations and details should provide a sense of human scale, variety, and interest within the overall context of the buildings. -Ground-floor retail space should wrap the corner onto the intersecting streets. -The primary entrance to each street-level tenant space that has its frontage along a public street shall be provided from that street. -The primary entrance to each street-level tenant that does not have its frontage along a public street shall be provided from a pedestrian paseo, courtyard, or plaza which is connected to the public street. -Wall openings, such as storefront windows and doors, shall comprise at least 50 percent of a building's street-level façade. -Clear glass for wall openings, i.e., doors and windows, shall be used along all street-level façades for maximum transparency, especially in conjunction with retail uses. Dark tinted, reflective, or opaque glazing is not permitted for any required wall opening along street level façades.</p>	<p>Chapter 23.13 Building and Site Design Standards: Non-residential: Additional entrance requirements, ground floor non-residential uses. (a) There shall be a minimum of one entrance for every 50 feet of building frontage with a maximum separation of 100 feet between entrances. (b) Buildings located on corners shall provide an entrance toward each street or have a corner entrance that provides a common entrance to the building from both streets.</p> <p>Residential Entrances: (a) Shared entrances. All buildings that provide access to more than one unit from a shared exterior entrance shall provide a minimum of one primary shared entranceway that leads to a common area, such as a lobby or community space, a minimum of ten-foot wide and ten-foot deep, and that is emphasized utilizing at least one of the following methods: 1. A roofed projection over the door (such as an awning, canopy, or overhang) with a minimum depth and width of five feet. 2. A recessed entry bay with a minimum depth and width of five feet. 3. Incorporating the entrance into a vertical mass that extends two or more feet above the height of the first floor plate vertical mass. 4. A landing, deck, or stoop with a minimum depth of six feet and minimum width of eight feet. 5. Transparent windows or openings that comprise a minimum of 50% of the area located within 20 feet of the midpoint of the primary building entrance. Glass is considered transparent where it has a transparency higher than 80% and external reflectance of less than 15%.</p> <p>Individual entrances. All residential units accessed through individual entrances at the ground level shall provide a minimum of one primary individual entranceway with a projection (such as a covered porch) or recess with a minimum depth and width of three feet and a minimum area of nine square feet or a landing, deck, uncovered porch, or stoop with a minimum depth and width of six feet.</p> <p>West Main Corridor Master Plan: -differentiate storefront entrances from a residential or main building entrance -allow for creativity and individual expression in storefront design, provided they are compatible with the overall building design.</p> <p>West Main Corridor Master Plan: -offer inviting entries and expansive storefront windows with engaging displays that animate the street -introduce details and elements that provide visual relief, for example pilasters, course lines, windows heads and sills, brackets, cornices</p> <p>Alhambra MC AMC 23.13.020 Building Design Requirements: (A) Building entrances and orientation. (1) Buildings located within 30 feet of a front or street side lot line shall be oriented toward the adjacent front or street side lot line with the building frontage parallel to the fronting public sidewalk. The primary building entrance shall face the public sidewalk. (2) All buildings located in the interior of a site shall have an entrance from a pedestrian walkway that is a minimum of four feet wide and connects to a public sidewalk. (3) In the CBD Zone, one or more public entrances shall be provided at the rear of all buildings which face Main Street. (4) Additional entrance requirements, ground floor non-residential uses. (a) There shall be a minimum of one entrance for every 50 feet of building frontage with a maximum separation of 100 feet between entrances. (b) Buildings located on corners shall provide an entrance toward each street or have a corner entrance that provides a common entrance to the building from both streets. (5) Additional entrance requirements, residential uses. (a) Shared entrances. All buildings that provide access to more than one unit from a shared exterior entrance shall provide a minimum of one primary shared entranceway that leads to a common area, such as a lobby or community space, a minimum of ten-foot wide and ten-foot deep, and that is emphasized utilizing at least one of the following methods: 1. A roofed projection over the door (such as an awning, canopy, or overhang) with a minimum depth and width of five feet. 2. A recessed entry bay with a minimum depth and width of five feet. 3. Incorporating the entrance into a vertical mass that extends two or more feet above the height of the first floor plate vertical mass. 4. A landing, deck, or stoop with a minimum depth of six feet and minimum width of eight feet. 5. Transparent windows or openings that comprise a minimum of 50% of the area located within 20 feet of the midpoint of the primary building entrance. Glass is considered transparent where it has a transparency higher than 80% and external reflectance of less than 15%.</p>	

Exhibit A	Duarte	Alhambra	Sierra Madre	
	<p>Duarte Station Specific Plan (Esperanza and Solana): As a unifying element, brick should be used on all buildings as a predominant design feature. It may be used at the ground floor to create a base to the building, as entire wall elements, as the material for a main tower feature, or as panel or framing elements between window walls. Where brick is used, there shall be at least some minor change in building plane to express the material change. Surface applied brick should either terminate in a concrete base or extend to the ground, and should not appear to float.</p> <p>In addition to brick as a required material, other façade materials that are encouraged include corrugated metal, metal panels, smooth stucco, and cementitious panels. Detailing should reinforce the industrial aesthetic of the area. Window walls are encouraged both as wall plane and corner accents and a creative approach to window shapes, sizes, and mullion patterns is highly desirable. Accent materials that are encouraged include cut stone, tile, glass block, and well-detailed smooth concrete.</p> <p>Balconies, decks, and handrails should be steel or other metal and have industrial-inspired scale and detailing. Exposed steel columns are encouraged.</p> <p>Awnings are encouraged along street frontages and should be metal or metal and glass. Canvas and fabric awnings are discouraged.</p> <p>For trellises, marquees, and architectural canopies, materials, colors, and form should be derived from the building architecture, such as a trellis painted the same color as a building's trim scheme is appropriate.</p> <p>All materials used should be durable, of high quality, and properly installed.</p> <p>Materials should be attractive, sustainable, low maintenance, and appropriate to the architectural character.</p> <p>Materials should be incorporated in a manner that they do not appear to be merely surface applications but as an integral component of the architectural style.</p> <p>Roof materials should complement the materials and colors of the façades and provide texture or relief.</p> <p>Rain gutters and down spouts should be integrated into the façade. At a minimum, their color should blend with adjacent surfaces.</p> <p>Partially submerged parking podiums that project above grade should either be integrated into the architectural character of the building above utilizing cladding or building with materials that extend down from the portions of the building above or be built with contrasting materials of a more substantial and permanent character than the portions of the building above to create a base.</p> <p>Trellises, architectural canopies, balconies, and other such design elements should derive their materials, colors, and form from the building architecture.</p> <p>Duarte Town Center Specific Plan: Create visual interest in building façades and break up the mass of large-scale buildings with articulation in form, architectural details, and changes in materials and colors.</p> <p>Vary materials, colors, and textures to enhance key components of a building's façade (i.e., window trims, entries, projecting elements, etc.).</p> <p>Building materials, colors, fenestration, scale, and massing are to be compatible with the overall architectural style.</p> <p>Materials shall be applied in a consistent manner to all façades of the project.</p> <p>Materials and finishes should be used consistently and be appropriate to the intended architectural style of the building.</p> <p>High-quality, long-lasting materials should be used for exterior window sills and trims which are consistent with the overall architectural style of the building.</p> <p>Roof materials should complement the materials and colors of the façades and provide texture or relief.</p> <p>Rain gutters and downspouts should be integrated into the façade. At a minimum, their color should blend with adjacent surfaces.</p> <p>Trellises, architectural canopies, balconies, and other such design elements should derive their materials, colors, and form from the building architecture.</p> <p>Mixed Use Standards: An overall design palette should include building materials and textures that define each use as part of an overall theme.</p> <p>City of Duarte Residential architectural and design standards (applies to all residential zones): Materials and finishes shall be of a consistent theme, shall match the style of the residential structure, and shall be consistently applied to all façades.</p> <p>Duarte Town Center Specific Plan: Materials and finishes should be used consistently and be appropriate to the intended architectural style of the building.</p> <p>Duarte Station Specific Plan (Esperanza and Solana): For trellises, marquees, and architectural canopies, materials, colors, and form should be derived from the building architecture, such as a trellis painted the same color as a building's trim scheme is appropriate.</p> <p>Trellises, architectural canopies, balconies, and other such design elements should derive their materials, colors, and form from the building architecture.</p> <p>Duarte Town Center Specific Plan: Create visual interest in building façades and break up the mass of large-scale buildings with articulation in form, architectural details, and changes in materials and colors.</p> <p>Vary materials, colors, and textures to enhance key components of a building's façade (i.e., window trims, entries, projecting elements, etc.).</p> <p>Building materials, colors, fenestration, scale, and massing are to be compatible with the overall architectural style.</p> <p>Contrasting colors should be used for trims, windows, doors, and other key architectural elements.</p> <p>Roof materials should complement the materials and colors of the façades and provide texture or relief.</p>	<p>Chapter 23.13 Building and Site Design Standards: In addition to the façade articulation requirement in division B(3)(b)1. above, upper and lower stories in buildings of three or more stories shall be distinguished by incorporating one or more of the following features. These features may be applied to the transitions between any floors, except where otherwise specified. a. A change in façade materials, along with a change in plane at least one inch in depth at the transition between the two materials. b. A base treatment at the ground floor consisting of a material such as brick, stone, concrete masonry, or other material distinct from the remainder of the façade and projecting at least one inch from the wall surface of the remainder of the building.</p> <p>Exterior building colors and materials. (a) Each façade shall have three or more colors and three or more materials, exclusive of windows. (b) Fluorescent and neon colors are prohibited. (c) The following materials are prohibited. 1. Vinyl siding. 2. T-111 plywood siding.</p> <p>West Main Corridor Master Plan: -use materials and colors to enhance a building's visual quality, requiring compatible materials on all sides -encourage masonry and hand-troweled plaster as the most appropriate exterior wall types -emphasize especially durable and high quality materials at the street level -avoid the use of applied foam ornamentation -discourage the use of reflective, opaque or highly tinted glass</p> <p>Chapter 23.13 Building and Site Design Standards: Exterior building colors and materials. (a) Each façade shall have three or more colors and three or more materials, exclusive of windows. (b) Fluorescent and neon colors are prohibited. (c) The following materials are prohibited. 1. Vinyl siding. 2. T-111 plywood siding.</p> <p>West Main Corridor Master Plan: -use materials and colors to enhance a building's visual quality, requiring compatible materials on all sides -choose a color palette that offers visual simplicity and harmony -limit the use of bright or intense colors to an accent within a carefully balanced color scheme</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone) and RHO (Religious Housing Overlay) Zone: Materials, colors and textures generally should be compatible with those of adjacent and other nearby buildings and the overall character of the neighborhood.</p> <p>Commercial Zone: The following building materials or those determined by the director to be similar to them shall be utilized in all construction in the commercial zone: 1. Roof materials intended to be viewed, including but not limited to tile or slate. 2. Brick, tile, textured concrete, tinted concrete or exposed aggregate patios and walkways. 3. Decorative masonry materials such as bricks, stone or slump stone. 4. Heavy rough textured wood beams, headers, trim and siding. 5. Textured stucco.</p> <p>Review of a proposed design shall be related to the surrounding existing development with greater emphasis placed upon compatibility with adjacent development related to: c. Building materials</p> <p>R-3-13 Zone (Medium/High Density Residential Zone): Materials, colors and textures generally should be compatible with those of adjacent and other nearby buildings and the overall character of the neighborhood.</p> <p>R-3-13 Zone (Medium/High Density Residential Zone): Materials, colors and textures generally should be compatible with those of adjacent and other nearby buildings and the overall character of the neighborhood.</p> <p>Commercial Zone: Earth tone or natural colors shall be utilized throughout with the use of bright, nongloss colors for the purpose of accent; however, such accent colors shall not be used to such a degree as to become the dominant color of any structure.</p> <p>Review of a proposed design shall be related to the surrounding existing development with greater emphasis placed upon compatibility with adjacent development related to: b. Colors</p>	
Materials				
Finishes				
Colors				
Character				
Entry Design Elements				
Residential Privacy				
Proximity to Commercial Uses/Non-Compatible Uses				
Height of Windows				
Location of Material Changes				
Entries				

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit A	Duarte	Alhambra	Sierra Madre
Sight Lines into Windows/Balconies/Private Patios Design of Ground Floor Residential Units Direction of Windows	Duarte Station Specific Plan (Esperanza and Solana): Windows should be of a scale and grouping to form portions of the wall, rather than punched openings within a wall. They shall be steel, aluminum, or clad to have the look of metal. Vinyl windows are strongly discouraged in any buildings over three stories. Windows at the ground floor along public streets should be storefront or give the appearance of storefront glazing. In residential units with narrow side yards, side elevation windows should be placed offset from those of the adjacent unit or use obscure glass as appropriate to provided for privacy.	Chapter 23.13 Building and Site Design Standards: Balconies and decks situated above the first floor shall be located at least 15 feet away from any interior property line to minimize "overviewing" onto adjacent residential properties. This provision shall not apply to balconies or decks located directly above an attached or detached garage that is located within the front yard setback of a sloping lot pursuant to § 23.04.030(A), Sloping Lot Adjustment.	R-3-13 Zone (Medium/High Density Residential Zone) and RHO (Religious Housing Overlay) Zone: Building siting should maximize privacy through placement of windows, balconies, landscaping, and design of outdoor spaces. Minimize negative impact on views from adjacent properties. Commercial Zone: Review of a proposed design shall be related to the surrounding existing development with greater emphasis placed upon compatibility with adjacent development related to: f.Views
Views	Duarte Station Specific Plan (Esperanza and Solana): Windows should be of a scale and grouping to form portions of the wall, rather than punched openings within a wall. They shall be steel, aluminum, or clad to have the look of metal. Vinyl windows are strongly discouraged in any buildings over three stories. Windows at the ground floor along public streets should be storefront or give the appearance of storefront glazing. Windows should be appropriate to the building's architectural style and combined and arranged to establish clear and rhythmic patterns as appropriate for both the building's architectural style and scale. Window frames should be of a high-quality metal material that is consistent with the proposed architectural vocabulary. Windows visible from a street or courtyard, including those on all facades of the buildings that front onto public or private streets or access ways, should have appropriately articulated header, jamb, and sill details to match the aesthetic of the building. Creative window shape, sizes, mullion use, mullion thickness, architectural tinting, and other design features that enhance building articulation are encouraged. No blank, opaque, or reflective windows are allowed. Artwork, decorative metal work, unique and custom window pattern tints may also be considered. Although consistency of window use is generally desirable, windows may be provided in various shapes and sizes, provided they are appropriate to the building's architectural style or as accents. Multi-Family Residential and Mixed-Use -Large display windows (large panes or divided lites) are strongly encouraged. -Clear glass should be used. Colored or reflective glass is not appropriate. Subtle window tinting may be appropriate if part of a comprehensive design theme. Duarte Town Center Specific Plan: Windows should be located at a pedestrian scale at the street level and to maximize daylighting and views for the interior. Windows and doors should be designed within a single façade to have the same style, height, and scale with the building elevation. Windows and doors should be designed as accent elements with details such as shutters, moldings, and divided lites. City of Duarte Residential architectural and design standards (applies to all residential zones): Window and door design and placement shall be consistent with the overall architectural style of the structure and consistent with all windows/doors visible from the public right-of-way.	Chapter 23.13 Building and Site Design Standards: Windows and openings: (a) No wall facing a public right-of-way shall run in a continuous plane of more than 30 feet without a window, door, or other opening. (b) Non-residential uses: building transparency/required openings. Exterior walls facing and within 30 feet of a front or street side lot line or public sidewalk shall include windows, doors, or other openings for at least 50% of the building wall area located between two and a half and seven feet above the level of the sidewalk. 1. Design of required openings. Openings fulfilling this requirement shall have transparent glazing and provide views into work areas, display areas, sales areas, lobbies, or similar active spaces, or into window displays that are at least three feet deep. 2. Reductions. The Director may approve a modification to reduce or waive the building transparency requirement where one of the following findings can be made: a. The proposed use has certain operational characteristics with which providing the required windows and openings is incompatible; and b. Street-facing building walls will exhibit architectural relief and detail, and will be enhanced with landscaping in such a way as to create visual interest at the pedestrian level. (c) Residential uses: window trim or recess. Windows for residential uses shall have trim at least one-half inch in depth, or be recessed at least two inches from the plane of the surrounding exterior wall.	
Window Requirements			
Outdoor Dining Patio Dining	Duarte Station Specific Plan (Esperanza and Solana): Outdoor dining areas can encroach in the pedestrian public right-of-way as long as there is a clear pedestrian passage that complies with accessible standards, or as otherwise specified in Table 3-4 (Frontage Class Standards). Location and size of such encroachments are subject to the design review process. Duarte Town Center Specific Plan: Chairs and tables for outdoor dining and carts for merchant display are allowed in the public right-of-way (i.e., in sidewalk and parklet areas) with a required minor use and encroachment permit. Uses shall maintain a minimum five-foot-wide unobstructed portion of public sidewalk corridor that is clear and unimpeded for pedestrian traffic. The use shall keep the full width of the building entrance clear and unimpeded for building access. Outdoor furniture, including but not limited to chairs, tables, umbrellas, heat lamps, windcreens, bus stops, partitions, planters, etc., shall not be permanently fixed into the public right-of-way without prior approvals from the City (i.e., a revocable encroachment permit issued by the Building Department and/or the City Council).	Central Business District (CBD) Zone, East Main Commercial (EMC) Zone, and Commercial Mixed-Use (CMU) Zone: Frontage improvements. The area between buildings and the property line shall be improved as part of a wider sidewalk, outdoor dining/seating area, or with landscaping. Modifications. These requirements may be modified or waived through approval of a modification upon finding that: 1. Entry courtyards, plazas, entries, or outdoor eating areas are located adjacent to the property line and buildings are built to the edge of the courtyard, plaza, or dining area; or 2. The building incorporates an alternative entrance design that creates a welcoming entry feature facing the street or is designed in a manner that complements adjacent or surrounding land uses. West Main Corridor Master Plan: -Accommodate outdoor dining while maintaining comfortable pedestrian flows.	
Sidewalk Dining Sun Shade Noise Barriers Furniture Lighting Hours Location			
Residential Open Space		Chapter 23.13 Building and Site Design Standards: Required amenities. Recreational amenities shall be required on all projects of four or more units. The amenities shall include one or more of the following: swimming pool, spa, recreation room with ping pong table and lounge furniture or billiard table, children's play equipment, barbecue and picnic table, tennis court, bocce ball, weight room or sauna, pet friendly amenities including but not limited to drink stations, dog walks/parks, etc., or other similar amenities West Main Corridor Master Plan: -include site amenities and recreational facilities, such as a pool, jacuzzi, seating/lounging areas -use plants, furniture, and lighting to shape, embellish, and enliven amenity courts.	
Open Space Amenities		Chapter 23.13 Building and Site Design Standards: Slopes shall not exceed 10%. West Main Corridor Master Plan: -Provide courtyards accessible to project residents as communal outdoor space -introduce a rich, yet coordinated palette of landscape materials to provide scale, texture, color.	
Open Space Design Orientation	Duarte Station Specific Plan (Esperanza and Solana): Multi-Family Residential and Mixed-Use - Porches and balconies that face streets should be incorporated into the materials and design of the building. Front yard patios can be used or be a part of the entry path or a separate space.		

Exhibit A	Duarte	Alhambra	Sierra Madre	
Open Space Requirement	Duarte Station Specific Plan (Esperanza and Solana): Residential Group Open Space - Minimum 200 sf per residential unit required. Private open space is not required for each unit. However, if provided, it may be deducted from the total open space requirement. Each square foot of private open space and/or rooftop common open space shall be considered equivalent to two square feet of group open space and may be so substituted. Non-Residential Group Open Space - 15% of net lot area or as determined by an approved Group Open Space Plan. Duarte Town Center Specific Plan: RESIDENTIAL OPEN SPACE REQUIRED The required minimum amount of open space shall be 125 square feet per residential unit. The minimum open space may be met through a combination of common, private, and/or quasipublic open space provided on site. All required open space shall be usable. Usable open space shall be improved to support residents' passive and/or active use. Such open space shall be located on the same parcel as the dwelling units for which it is required. The computation of such open space shall include no obstructions other than devices and structures designed to enhance its usability, such as swimming pools, changing facilities, fountains, planters, benches, and landscaping. Usable open space does not need to be located on the ground. Rooftop gardens and rooftop landscaping, including rooftops above parking structures, may be used to satisfy the open space requirement. The requirement for open space shall not be satisfied through the utilization of required setbacks, parking areas, driveways, or service areas. Areas designed to accommodate storm water retention may satisfy a portion of the requirement for open space if additional pedestrian amenities are provided near the space in a manner that provides for usability. Compliance with this requirement shall be evaluated by the Director in the review process. Mixed-use buildings shall be arranged to create opportunities for open space for the residential uses. In general, open space areas for residential uses shall be separated from nonresidential uses on the site. However, the sharing of open space may be permitted by the responsible review authority when it is clear that the open space will provide direct benefit to residents of the project and subject to the following limitations: 1. Horizontal Mixed Use Share. Up to 30 percent of the required open space for residential uses in a horizontal mixed-use project may be provided within the nonresidential component. 2. Vertical Mixed Use Share. Up to 50 percent of the required open space for residential uses in a vertical mixed-use project may be provided within the nonresidential component. R-3 Multiple-Family Residential Zone (Medium Density): private open space requirement (ground floor): 200 sf per unit private open space requirement (upper floor): 100 sf per unit common open space: 200 sf per unit R-4 Multiple-Family Residential Zone (High Density): private open space requirement (ground floor): 200 sf per unit private open space requirement (upper floor): 100 sf per unit common open space: 200 sf per unit Duarte Station Specific Plan (Esperanza and Solana): Private usable open space located at ground level shall have a minimum area of 100 square feet and a rectangle inscribed within it shall have no dimension less than eight feet. The minimum area of above ground-level space shall be 50 square feet, and a rectangle inscribed within it shall have no dimension less than five feet. Private usable open space shall be adjacent to, and not more than four feet above or below the floor level of the dwelling unit served, or located on a rooftop with private access via the unit. R-3 Multiple-Family Residential Zone (Medium Density) and R-4 Multiple-Family Residential Zone (High Density): -Private open space must be contiguous to the unit it serves. -Any single private open space area shall have minimum dimensions — depth or width — of 10 feet. -Balconies, where provided, shall have minimum dimensions of four feet by six feet.	Chapter 23.13 Building and Site Design Standards: The area provided to meet the open space requirement may count toward other site requirements such as landscaping, amenities, and stormwater retention and control if the area provided as open space also meets the criteria of those individual requirements. Minimum of 300 sf of open space per unit. 150 sf of the 300 sf must be provided as common open space. The balance of the required open space may be provided as private or common open space. SRO Open Space Requirement: Single room occupancy developments shall provide 15 square feet of open space per unit, which may be provided as private or common open space.	Chapter 23.13 Building and Site Design Standards: The balance of the 150 sf required open space may be provided as private or common open space. Private open space shall be accessible to only one dwelling unit by a doorway to a habitable room or hallway.	R-3-13 Zone (Medium/High Density Residential Zone): 500 square feet per dwelling unit of open space. R-3-20 and R-3-30 (High Density Residential Zones): 250 square feet per dwelling unit of on-site open space shall be provided on the ground level for use by residents. Open spaces may be common or private. In order to be counted toward the open space requirement, the minimum width and length of each space shall be ten feet. Driveways and other vehicular access areas shall not count toward the open space requirement. RHO (Religious Housing Overlay) Zone: 175 square feet per dwelling unit of on-site open space shall be provided for use by residents.
Private Open Space Standards	Duarte Station Specific Plan (Esperanza and Solana): Residential Group Open Space - Minimum 200 sf per residential unit required. Private open space is not required for each unit. However, if provided, it may be deducted from the total open space requirement. Each square foot of private open space and/or rooftop common open space shall be considered equivalent to two square feet of group open space and may be so substituted. Group usable open space shall have a minimum area of 300 square feet, and a rectangle inscribed within it shall have no dimension less than 15 feet. Required usable open space may be located at grade or as rooftop open space. Group open space areas shall not include parking or driveway areas, but may include setback areas provided it provides amenities and is integrated into the overall project design. R-3 Multiple-Family Residential Zone (Medium Density) and R-4 Multiple-Family Residential Zone (High Density): -Common open space shall be distributed throughout the development at convenient, safe, and easily accessible locations to all residents of the development. -Any one common open space area shall have minimum dimensions — depth or width — of 15 feet. -Common open space areas may be developed with landscaping, play equipment, swimming pools, walkways and paths, paved terraces, and similar features that benefit all residents of the development. -All common open spaces areas not covered by hard surface improvements as described in subparagraph 3, above, shall be landscaped.	Chapter 23.13 Building and Site Design Standards: 150 sf of the 300 sf must be provided as common open space. The balance of the required open space may be provided as private or common open space. Common open space includes but is not limited to courtyards, terraces, forecourts, gardens, outdoor dining areas, plazas, landscaped areas, patios, swimming pools, barbecue areas, athletic courts or fields, playgrounds, recreation areas, gardens, rooftop amenities, urban furniture, family friendly uses, shade structures, and other similar common areas intended for shared use by building occupants. Common open space also includes indoor activity and amenity space that is accessible and available to all building occupants. Common open space shall be located outside of front and street side setbacks.	R-3-13 Zone (Medium/High Density Residential Zone): Minimum width and length of open space shall be five feet for private spaces. R-3-20 and R-3-30 (High Density Residential Zones): Open spaces may be common or private.	
Common Open Space Standards				
Location of Types of Open Spaces			R-3-13 Zone (Medium/High Density Residential Zone): Open space may be located on the ground floor or above, and may be met with a combination of common open space and private open space. R-3-20 and R-3-30 (High Density Residential Zones): 250 square feet per dwelling unit of on-site open space shall be provided on the ground level for use by residents. Driveways and other vehicular access areas shall not count toward the open space requirement. RHO (Religious Housing Overlay) Zone: Such open space may be located on the ground floor or above, and may be met with a combination of common open space and private open space. Driveways and other vehicular access areas shall not count toward the open space requirement.	
Rooftop Open Space	Duarte Town Center Specific Plan: RESIDENTIAL OPEN SPACE REQUIRED Usable open space does not need to be located on the ground. Rooftop gardens and rooftop landscaping, including rooftops above parking structures, may be used to satisfy the open space requirement. The requirement for open space shall not be satisfied through the utilization of required setbacks, parking areas, driveways, or service areas. Areas designed to accommodate storm water retention may satisfy a portion of the requirement for open space if additional pedestrian amenities are provided near the space in a manner that provides for usability. Compliance with this requirement shall be evaluated by the Director in the review process.			

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit A	Duarte	Alhambra	Sierra Madre
Dimension of Types of Open Space	<p>Duarte Station Specific Plan (Esperanza and Solana): Private usable open space located at ground level shall have a minimum area of 100 square feet and a rectangle inscribed within it shall have no dimension less than eight feet. The minimum area of above ground-level space shall be 50 square feet, and a rectangle inscribed within it shall have no dimension less than five feet. Private usable open space shall be adjacent to, and not more than four feet above or below the floor level of the dwelling unit served, or located on a rooftop with private access via the unit.</p> <p>Group usable open space shall have a minimum area of 300 square feet, and a rectangle inscribed within it shall have no dimension less than 15 feet. Required usable open space may be located at grade or as rooftop open space. Group open space areas shall not include parking or driveway areas, but may include setback areas provided it provides amenities and is integrated into the overall project design.</p>	<p>Chapter 23.13 Building and Site Design Standards: Common open space shall have a minimum dimension of 15 feet in all directions, except common indoor recreation/office uses.</p> <p>Private open space located on the ground level (e.g., yards, decks, patios) shall have no dimension less than eight feet. Private open space located above ground level (e.g., balconies) shall have no dimension less than five feet.</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone): Minimum width and length of open space shall be ten feet for common spaces and five feet for private spaces.</p> <p>R-3-20 and R-3-30 (High Density Residential Zones): In order to be counted toward the open space requirement, the minimum width and length of each space shall be ten feet.</p> <p>RHO (Religious Housing Overlay) Zone: In order to be counted toward the open space requirement, the minimum width and length of each space shall be ten feet for common spaces and five feet for private spaces.</p>
Permitted Surface Types		<p>Chapter 23.13 Building and Site Design Standards: Outdoor common open space shall be surfaced in a manner that allows convenient use for outdoor living and/or recreation. Such surface may be any practicable combination of lawn, garden, flagstone, wood planking, concrete, decking, or other serviceable, dust-free surfacing.</p> <p>Private Open Space Surfacing: A surface shall be provided that allows convenient use for outdoor living and/or recreation. Such surface may be any practicable combination of lawn, garden, flagstone, wood planking, concrete, or other serviceable, dust-free surfacing. Slope shall not exceed 10%.</p>	
Exterior Lighting		<p>Alhambra MC 23.12.090 LIGHTING AND ILLUMINATION: (C) Minimum illumination: (1) Parking and access areas. Parking and access areas shall be maintained in compliance with § 23.20.090(J). (2) Major walkways. Major walkways shall be illuminated with an intensity of at least 0.25 foot-candles at the ground level during the hours of darkness. (3) Multi-unit residential buildings, aisles, passageways, and recesses related to and within the building complex shall be illuminated with an intensity of at least 0.25 foot-candles at the ground level during the hours of darkness. (4) Non-residential buildings. All exterior doors shall be illuminated with an intensity of at least 0.5 foot-candles at the ground level during the hours of darkness.</p>	
Lighting along Walkways	<p>Duarte Station Specific Plan (Esperanza and Solana): The type and location of exterior building lighting shall illuminate pedestrian pathways and preclude direct glare on to adjacent properties.</p>		
Driveways		<p>Chapter 23.20 Parking and Loading: (1) Parking areas designed to accommodate three or more vehicles shall be provided with a minimum of one foot-candle and a maximum of 3.0 foot-candles of light over the parking and access surface during the hours of use from one-half hour before dusk until one-half hour after dawn. (2) On-site lighting shall be installed along all vehicular access ways with a minimum of one foot-candle of light over the access way. (3) All lighting shall comply with the standards of § 23.12.090.</p>	
Parking Areas	<p>Duarte Station Specific Plan (Esperanza and Solana): Pedestrian scale lighting should be present at entries, plazas, courtyards, parking lots, and other areas where nighttime pedestrian activity is expected.</p> <p>Duarte Station Specific Plan (Esperanza and Solana): Lighting fixtures should advance the Duarte Station Specific Plan area design theme and provide cohesiveness throughout the Specific Plan area. Lighting design of fixtures and their structural support should be architecturally compatible with the architecture of the project.</p> <p>Duarte Town Center Specific Plan: Architecturally compatible lighting and fixtures should be incorporated that are complementary to the intended style/theme.</p> <p>Light fixtures and poles shall be architecturally compatible with the building's architectural style.</p> <p>Color and finish of lighting metalwork, when used, should harmonize with building metalwork, if applicable.</p> <p>Architectural lighting should enhance a front building façade during twilight and night-time hours.</p> <p>Lighting accents should be incorporated into features such as doors, window openings, detail cornices, columns, or arcades to create texture and form unique to the building.</p> <p>Stone and brick building façades can benefit from a "close-in" lighting approach that grazes the light across the surface and calls attention to its textural quality by creating shadows.</p> <p>All fixtures and wiring should be wellhidden in the architectural details so that the lighting has a minimal impact during the day.</p> <p>Situations where a building façade is washed with bright light from a distant location are to be avoided. This approach "flattens" out the building's texture and causes unnecessary glare to the nighttime users.</p> <p>Light fixtures should be designed so that the light goes exactly where it is intended. Special care should be taken to include louvers, glare shields, or barn doors to the front of floodlight fixtures to prevent light pollution.</p> <p>Lighting fixtures should be mounted in strategic locations to facilitate maintenance.</p>	<p>West Main Corridor Master Plan: -introduce architectural lighting to enhance facades and accentuate key architectural features -provide architectural lighting at building entrances -select fixtures with the architectural design -complement the landscape/streetscape lighting -integrate lighting with signage, unobtrusive external illumination is recommended</p> <p>Alhambra MC 23.12.090 LIGHTING AND ILLUMINATION: (D) Maximum height. Light standards shall not exceed 20 feet in height and shall be appropriate in scale, intensity, and height to the use they are serving. (1) Exceptions. The Planning Commission may allow additional height for activities, uses, or development with unique lighting needs; for accentuating historic architectural features of a building, accentuating signage and/or landscape features; or for security purposes. (E) General requirements. (1) Fixture types. All luminaires shall meet the most recently adopted criteria of the Illuminating Engineering Society of North America (IESNA) for "cut off" or "full cut off" luminaires. (2) Design of fixtures. Fixtures shall be appropriate to the style and scale of the architecture. Fixtures on buildings shall be attached only to walls or eaves, and the top of the fixture shall not exceed the height of the parapet or roof or eave of roof. (3) Timing controls. All outdoor lighting in non-residential development shall be on a time clock or photo-sensor system and turned off during daylight hours and during hours when the building are not in use and the lighting is not required for security. (4) Trespass. All lights shall be directed, oriented, and shielded to prevent light trespass or glare onto adjacent properties. The light level at property lines shall not exceed 0.3 foot-candles.</p>	
Design of Lighting	<p>Architectural and landscape lighting is encouraged.</p> <p>Duarte Station Specific Plan (Esperanza and Solana): The type and location of exterior building lighting shall illuminate pedestrian pathways and preclude direct glare on to adjacent properties.</p> <p>Duarte Town Center Specific Plan: Fixtures shall not cast light directly into adjacent residential properties; a translucent or optical lens diffuser globe or shield is recommended.</p> <p>The intent of lighting a building is to enhance the best qualities of that building, not to become a "beacon"; therefore, light levels should be appropriate for the amount of illumination intended.</p> <p>Mixed Use Standards: Separation should be created within the site through vertical differences (e.g., grading, massing, roof heights, etc.)</p>	<p>West Main Corridor Master Plan: -minimize glare on adjacent properties and streets; interference with the safe operation of vehicles must be avoided</p> <p>Alhambra MC 23.12.090 LIGHTING AND ILLUMINATION: (D) Maximum height. Light standards shall not exceed 20 feet in height and shall be appropriate in scale, intensity, and height to the use they are serving. (1) Exceptions. The Planning Commission may allow additional height for activities, uses, or development with unique lighting needs; for accentuating historic architectural features of a building, accentuating signage and/or landscape features; or for security purposes. (E) General requirements. (4) Trespass. All lights shall be directed, oriented, and shielded to prevent light trespass or glare onto adjacent properties. The light level at property lines shall not exceed 0.3 foot-candles.</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone): All lighting of the buildings, structures, landscaping, yards, parking areas, or similar facilities shall be in compliance with the city's "Dark Sky" objectives and policies. Lighting shall be shielded and directed downward to reflect away from adjoining properties.</p> <p>Commercial Zone: All lighting of the building, landscaping, parking lot or similar facilities shall be shielded and directed away from adjoining properties.</p>
Impact of Lighting on Neighboring Properties		<p>West Main Corridor Master Plan: -light outdoor spaces for enhanced comfort, safety, and security -allow subtle lighting that accentuates the landscape and highlights key landscape features -select fixtures that are compatible with their surroundings direct landscape lighting away from streets and adjacent properties -complement the architectural and streetscape lighting</p>	
Landscape Lighting	<p>Duarte Town Center Specific Plan: Architectural and landscape lighting is encouraged.</p> <p>Mixed Use Standards: Landscape features should be used to highlight individual uses.</p>		
Walls and Fencing			

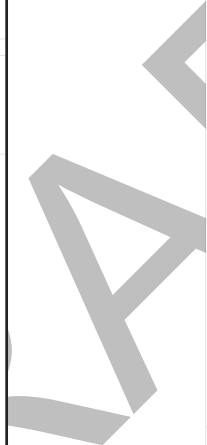


Exhibit A	Duarte	Alhambra	Sierra Madre
Screening		<p>Alhambra MC 23.12.090 FENCES AND FREESTANDING WALLS: Fences, walls, dense hedges, and similar structures shall comply with the standards of this section. (A) Maximum height. The maximum allowed height of fences, walls, dense hedges, and related structures is as follows: (1) Front and street side yards. Fences, walls, dense hedges, and similar structures located within front and street side yards are subject to design review pursuant to Chapter 23.26 and the following. (a) Fences, walls, dense hedges, and similar structures may be a maximum of three feet high measured from finished grade when located within the front yard or within five feet of a street side property line. (b) In the event that there is a retaining wall, the maximum height of the fence or wall shall not exceed three feet, measured from the grade of the dirt for which the wall is retaining, but in no event shall the height of the retaining wall, together with the fence or wall, exceed six feet above sidewalk elevation. (c) The fence or wall shall not be constructed from grey smooth block unless architecturally treated (i.e. sand finish stucco, veneer, and the like), wire or chain link. (d) The fence or wall shall not contain any points, spikes, or ornamentation along its top. (e) The fence or wall shall be architecturally compatible with the design and style of the associated development. (2) Within 25 feet of a corner. Fences, walls, dense hedges, and similar structures located within 25 feet of an intersection shall comply with the standards of § 23.12.190. (3) Other areas. Fences, walls, dense hedges, and similar structures located on all other portions of a lot may be a maximum of six feet. The fence or wall shall not contain any points, spikes, or ornamentation along its top. (4) Exceptions. Fences, walls, dense hedges, and similar structures exceeding six feet in height to enclose commercial or industrial uses, tennis courts, or similar areas, when such fences are not in a street setback area, may be erected with approval of a minor use permit. (5) Prohibition on hazardous fencing materials. The use of barbed wire, razor wire, ultra-barrier, electrified, and other hazardous fencing is not permitted unless such fencing is required by any law or regulation of the city, the State of California, federal government, or other public agency. An exception to this standard may be approved for sites in an Industrial District, according to the procedures of Chapter 23.29. (6) Maintenance. All walls and fences shall be maintained in a safe, neat and orderly condition at all times. The finished side of all perimeter fencing shall face adjacent properties.</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone) and RHO (Religious Housing Overlay) Zone: Parking areas, refuse storage, mechanical equipment and the like shall be screened by some combination of walls, plantings or earthworks.</p> <p>Commercial Zone: A plant screen shall be erected in place of a wall, provided it is: 1. Sufficient to visually screen the parking area; 2. Composed of specimen stock; 3. Within a planter area of at least four feet in depth; 4. Provided with a permanent irrigation system; 5. Compliant with all other provisions of this section for landscaping, including being an integral part of an approved landscaping plan.</p>
Wall and Fence Height		<p>Alhambra MC 23.12.090 FENCES AND FREESTANDING WALLS: Fences, walls, dense hedges, and similar structures shall comply with the standards of this section. (A) Maximum height. The maximum allowed height of fences, walls, dense hedges, and related structures is as follows: (1) Front and street side yards. Fences, walls, dense hedges, and similar structures located within front and street side yards are subject to design review pursuant to Chapter 23.26 and the following. (a) Fences, walls, dense hedges, and similar structures may be a maximum of three feet high measured from finished grade when located within the front yard or within five feet of a street side property line. (b) In the event that there is a retaining wall, the maximum height of the fence or wall shall not exceed three feet, measured from the grade of the dirt for which the wall is retaining, but in no event shall the height of the retaining wall, together with the fence or wall, exceed six feet above sidewalk elevation. (c) The fence or wall shall not be constructed from grey smooth block unless architecturally treated (i.e. sand finish stucco, veneer, and the like), wire or chain link. (d) The fence or wall shall not contain any points, spikes, or ornamentation along its top. (e) The fence or wall shall be architecturally compatible with the design and style of the associated development. (2) Within 25 feet of a corner. Fences, walls, dense hedges, and similar structures located within 25 feet of an intersection shall comply with the standards of § 23.12.190. (3) Other areas. Fences, walls, dense hedges, and similar structures located on all other portions of a lot may be a maximum of six feet. The fence or wall shall not contain any points, spikes, or ornamentation along its top. (4) Exceptions. Fences, walls, dense hedges, and similar structures exceeding six feet in height to enclose commercial or industrial uses, tennis courts, or similar areas, when such fences are not in a street setback area, may be erected with approval of a minor use permit.</p>	<p>Commercial Zone: B.A decorative masonry wall of at least thirty inches high may be substituted for a plant screen provided it is constructed and maintained along the perimeter of all off-street parking areas except at points of ingress and egress. Such wall shall be constructed of masonry units not greater than six inches in height. C.A landscaped area of at least thirty inches in height may be substituted for a wall or plant screen if the planning commission approves its design, location, scale and landscape treatment pursuant to a permit issued under the chapter. D.A decorative concrete, masonry or block wall of at least six feet in height shall be constructed and maintained on the boundary of any use which abuts or which lays across a public alley from a residential zone, except in front setbacks, in which such walls shall be forty-two inches or less in height.</p>
Design/Color/Material of Wall/Fencing		<p>Alhambra MC 23.12.090 FENCES AND FREESTANDING WALLS: Fences, walls, dense hedges, and similar structures shall comply with the standards of this section. (A) Maximum height. The maximum allowed height of fences, walls, dense hedges, and related structures is as follows: (1) Front and street side yards. Fences, walls, dense hedges, and similar structures located within front and street side yards are subject to design review pursuant to Chapter 23.26 and the following. (a) Fences, walls, dense hedges, and similar structures may be a maximum of three feet high measured from finished grade when located within the front yard or within five feet of a street side property line. (b) In the event that there is a retaining wall, the maximum height of the fence or wall shall not exceed three feet, measured from the grade of the dirt for which the wall is retaining, but in no event shall the height of the retaining wall, together with the fence or wall, exceed six feet above sidewalk elevation. (c) The fence or wall shall not be constructed from grey smooth block unless architecturally treated (i.e. sand finish stucco, veneer, and the like), wire or chain link. (d) The fence or wall shall not contain any points, spikes, or ornamentation along its top. (e) The fence or wall shall be architecturally compatible with the design and style of the associated development. (2) Within 25 feet of a corner. Fences, walls, dense hedges, and similar structures located within 25 feet of an intersection shall comply with the standards of § 23.12.190. (3) Other areas. Fences, walls, dense hedges, and similar structures located on all other portions of a lot may be a maximum of six feet. The fence or wall shall not contain any points, spikes, or ornamentation along its top. (4) Exceptions. Fences, walls, dense hedges, and similar structures exceeding six feet in height to enclose commercial or industrial uses, tennis courts, or similar areas, when such fences are not in a street setback area, may be erected with approval of a minor use permit. (5) Prohibition on hazardous fencing materials. The use of barbed wire, razor wire, ultra-barrier, electrified, and other hazardous fencing is not permitted unless such fencing is required by any law or regulation of the city, the State of California, federal government, or other public agency. An exception to this standard may be approved for sites in an Industrial District, according to the procedures of Chapter 23.29.</p>	
Location Walls/Fences Permitted		<p>Alhambra MC 23.12.090 FENCES AND FREESTANDING WALLS: Fences, walls, dense hedges, and similar structures shall comply with the standards of this section. (A) Maximum height. The maximum allowed height of fences, walls, dense hedges, and related structures is as follows: (1) Front and street side yards. Fences, walls, dense hedges, and similar structures located within front and street side yards are subject to design review pursuant to Chapter 23.26 and the following. (a) Fences, walls, dense hedges, and similar structures may be a maximum of three feet high measured from finished grade when located within the front yard or within five feet of a street side property line. (b) In the event that there is a retaining wall, the maximum height of the fence or wall shall not exceed three feet, measured from the grade of the dirt for which the wall is retaining, but in no event shall the height of the retaining wall, together with the fence or wall, exceed six feet above sidewalk elevation. (c) The fence or wall shall not be constructed from grey smooth block unless architecturally treated (i.e. sand finish stucco, veneer, and the like), wire or chain link. (d) The fence or wall shall not contain any points, spikes, or ornamentation along its top. (e) The fence or wall shall be architecturally compatible with the design and style of the associated development. (2) Within 25 feet of a corner. Fences, walls, dense hedges, and similar structures located within 25 feet of an intersection shall comply with the standards of § 23.12.190. (3) Other areas. Fences, walls, dense hedges, and similar structures located on all other portions of a lot may be a maximum of six feet. The fence or wall shall not contain any points, spikes, or ornamentation along its top. (4) Exceptions. Fences, walls, dense hedges, and similar structures exceeding six feet in height to enclose commercial or industrial uses, tennis courts, or similar areas, when such fences are not in a street setback area, may be erected with approval of a minor use permit.</p>	

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit A	Duarte	Alhambra	Sierra Madre
Noise and Buffering			
Design to Reduce Noise	Duarte Town Center Specific Plan: Mixed Use Standards: Noise-attenuating protection should be added for noise-sensitive uses and to provide privacy for residential areas.		
Buffering (landscaping) Buffering via Fence/Wall		West Main Corridor Master Plan: -buffer adjacent sensitive land uses through compatible landscape and/or architectural treatment.	
Loading Areas, Trash, and Utilities		Alhambra MC 23.20.080 LOADING: (A) Loading spaces required. Every new building, and every building enlarged by more than 10,000 square feet of gross floor area that is to be occupied by a non-residential use other than office uses shall provide one off-street loading space per 20,000 square feet of gross floor area. (1) Multi-tenant buildings. The gross floor area of the entire building shall be used in determining spaces for multi-tenant buildings. A common loading area may be provided, if each tenant space is not provided a loading area. (2) Reduction in number of loading spaces required. The loading space requirement may be reduced if the Director finds that the applicant has satisfactorily demonstrated that due to the nature of the proposed use and/or location, such loading space will not be needed or is not practical. (3) Additional loading spaces required. The required number of loading spaces may be increased to ensure that trucks will not be loaded, unloaded, or stored on public streets. Such requirement shall be based on the anticipated frequency of truck pickups and deliveries and of the truck storage requirements of the use for which the on-site loading spaces are required. West Main Corridor Master Plan: -locate service, loading, and storage areas so that they are not visible from the street Alhambra MC 23.20.080 LOADING: (B) Location. All required loading spaces shall be located immediately adjacent to the exterior wall of the building and a minimum of 25 feet from any Residential Zoning District or use. Loading areas shall not be located within the front or street side yard. (C) Minimum size. Each on-site loading space required by this chapter shall have an unobstructed minimum dimension of 12 feet in width, 40 feet in length, and 15 feet in height, exclusive of driveways for ingress and egress, maneuvering areas and setbacks. The minimum size requirement may be modified if the Director finds that the applicant has satisfactorily demonstrated that due to the nature of the proposed use, such size will not be needed. (D) Access. Loading spaces shall be designed and located such that trucks shall not be required to back into or from an arterial or collector street, or into or from an alley located within 50 feet of any an arterial or collector street. (E) Surfacing. All loading areas shall be surfaced with a minimum thickness of two inches of asphaltic concrete over a minimum thickness of four inches of a base material, to be approved by the Director of Public Works, or with a minimum thickness of four inches of Portland cement concrete. (F) Screening. Loading areas adjoining a street or required front yard, or located directly across an alley from a Residential Zoning District or use shall be screened with a solid wall or other method that is approved by the Director. Alhambra MC 23.12.120 REFUSE AND RECYCLING COLLECTION AREAS: This section establishes design and locational criteria for refuse, solid waste, recycling, compost, and green waste container storage areas. Refuse, solid waste, recycling, compost, and green waste are collectively referred to as "waste and recycling." (A) General requirements. All waste and recycling shall be placed in appropriate receptacles. All garbage cans, mobile trash bins, receptacles, and all recycling materials and containers for such recycling materials shall be maintained and stored in compliance with this section. (1) Space shall permit housing of required receptacles for separation of waste and recycling. (B) Containment. All development shall provide either individual waste and recycling containers or waste and recycling enclosures consistent with the following: (1) Individual waste and recycling containers. Individual waste and recycling containers for each unit or tenant may be provided as follows: (a) Development type. Individual waste and recycling containers may be provided for: 1. Single-unit development. 2. Multi-unit development with three or fewer units. 3. Non-residential development where the Director finds that the nature of the proposed development is such that the development will be adequately served with individual waste and recycling containers. (b) Location. The waste and recycling containers shall not be located within any of the following areas: 1. Required front or street side setback. 2. Required parking areas. 3. Required landscaped areas. 4. Any other area required by this title or any fire, building, or public safety code to be constructed or maintained unencumbered. (c) Visibility. The waste and recycling containers shall not be visible from a public right-of-way. (2) Waste and recycling container enclosures. Waste and recycling container enclosures are required for all new residential developments of four or more residential units and non-residential development except where the Director finds the development will be adequately served with individual waste and recycling containers pursuant to division (B)(1)(a) above. (a) Size. Waste and recycling-container enclosures shall be sized to accommodate all trash, garbage, recyclables, and green waste receptacles until such items are picked up by the city or its contracted waste and recycling collector. (b) Location. 1. The waste and recycling container enclosure shall be located within 100 feet of an access point to the building they serve for non-residential development and within 200 feet of an access point to the unit it serves for residential development. 2. The waste and recycling container enclosure shall not be located within any required front setback, street side setback, any required parking and landscaped areas, or any other area required by this title to be constructed or maintained unencumbered. (c) Accessibility. 1. Waste and recycling storage areas shall be accessible so that trucks and equipment used by the contracted waste and recycling collector have sufficient maneuvering areas and, if feasible, so that the collection equipment can avoid backing up. 2. For residential development with ten or more units, independent access shall be provided such that trash can be deposited without opening gates. (d) Screening. Waste and recycling storage areas located outside or on the exterior of any building shall be screened with a solid enclosure at least five feet high and include a roof structure. (e) Enclosure material. Enclosure material shall be solid masonry or concrete tilt-up with decorated exterior-surface finish. The trash enclosure shall match and complement the color scheme and architecture of the related development. (f) Gate material. Latching, view-obscuring gates shall be provided to screen trash enclosure openings. Commercial Zone: All loading or unloading areas containing a loading dock or similar facility shall be located at such a depth within a completely enclosed building as to reasonably contain and restrict noise. Further, no loading or unloading area shall be visible from a public street, or located within a front yard or side yard adjacent to a public street.	
Commercial Loading Areas			
Screening Loading Areas	Duarte Station Specific Plan (Esperanza and Solana): All loading areas should be located at the rear or sides of buildings and screened from public view. For commercial buildings, where there is no alternative, loading may occur through the front door.		
Trash Enclosures Location	Duarte Town Center Specific Plan: All waste and recycling receptacles areas shall be screened from view from any public street and all adjacent properties, and screening shall be designed to be architecturally compatible and integral to the overall project design. R-3 Multiple-Family Residential Zone (Medium Density) and R-4 Multiple-Family Residential Zone (High Density): -Where common waste and recycling receptacles are provided, waste and recycling receptacles areas shall be designed and constructed in accordance with current standard City plans or policies. -Trash enclosures for individual units and/or common facilities should be sized to accommodate separate bins for recyclable trash and regular trash, as well as greenyard waste (when appropriate). -All waste and recycling receptacles areas shall be screened from view from any public street and all adjacent properties, and screening shall be designed to be architecturally compatible and integral to the overall project design. -All waste and recycling receptacles areas shall be located to be convenient, safe, and easily accessible to all residents of the development. City of Duarte Residential architectural and design standards (applies to all residential zones): Multifamily Standards: Architectural screening of trash and storage enclosures shall be constructed of materials and finishes compatible with the adjacent building, and shall be designed and placed to complement the style of development (see Figure 3-20). Recyclable materials and green waste storage areas shall be conveniently located adjacent to solid waste disposal areas, or near one another, or combined. They may only be located inside a specially designated structure, on the outside of a structure in an approved fence or wall enclosure, a designated interior court or yard area with appropriate access, or in rear or interior side yards. Exterior storage areas shall not be located in a required front yard, street side yard, parking space, landscaped area, or open space areas.		

Exhibit A	Duarte	Alhambra	Sierra Madre	
	Duarte Station Specific Plan (Esperanza and Solana): Roof-top mechanical equipment shall be screened from the street level view and appear as integrated building forms both in shape and material. Service areas should be located within the envelope of the building as much as is practical and should not be visible from public streets and spaces. If service areas are not within the building envelope and cannot be located away from the street front, they should be screened from street level views, including from above. The material, scale, and forms of screening used should complement the design of the main building. Buildings shall have a direct door from the interior to the service area(s) so that occupants can access such areas without passing through the public right-of-way. Roof-top-mounted mechanical equipment shall be located away from the street edge and screened from ground-level view behind parapets. Where screening methods other than parapets are used, they should be an integral component of the architectural design or a complimentary accent feature to that design. Attached equipment such as antennas, satellite dishes, etc. should be screened from ground level view or integrated into the building design. Ground-level mechanical equipment shall be located away from and screened from view from public areas by walls that complement the building architecture or by landscaping. Exceptions may be made for fire-fighting equipment. City of Duarte Residential architectural and design standards (applies to all residential zones): Roof-mounted equipment, where permitted, shall be screened from view from public rights-of-way and adjacent properties by materials that are architecturally compatible with the structure they serve. Mechanical equipment on the ground or on the roof should be screened from view from adjacent properties and the public right-of-way by an enclosure designed as part of the building or by appropriate landscaping (see Figure 3-19). Water heaters, electrical boxes, gas meters, landscape irrigation equipment, and similar utility boxes should be painted to match the structure or be appropriately screened from view, or should be integrated into the floor plan of the structure. Where feasible, appurtenant equipment, plumbing, and related solar energy fixtures shall be installed in the attic, or if infeasible, flush mounted or ground mounted. Appurtenant equipment, plumbing, and related solar energy fixtures shall comply with the setback requirements of Section 19.32.020 (Permitted Projections into Required Setback Areas) and shall be screened from public view. City of Duarte Residential architectural and design standards (applies to all residential zones): Multifamily Standards: Storage areas shall be completely screened from ground level view using appropriate materials and shall be designed for maximum security. See development standards for storage areas in Section 19.10.050 (R-3 and R-4 Zones: Additional Standards).	West Main Corridor Master Plan: -locate and/or screen rooftop equipment so that it is not visible from the street -make rooftop screening integral to the building's form Alhambra MC 23.12.130 SCREENING: (B) Required screening. (1) Roof-mounted equipment and duct systems. All roof-mounted equipment shall be screened according to the following standards: (a) Flat roof, partial or no parapet. Roof-mounted equipment or ducts located on a flat roof (partial or no parapet) shall be screened from view from any street, public right-of-way or adjacent property. The screening shall be solid, and shall match and complement the color scheme and architecture of the building. (b) Pitched roof. For roof-mounted equipment or ducts located on a pitched roof, the pitched roof shall be designed and constructed to accommodate roof-mounted equipment. A platform shall be constructed and recessed into the roof such that one side of the equipment shall be below the pitch of the roof. The remainder of the equipment and ducts which are above the roof pitch shall be screened from view from any street, public right-of-way or adjacent property. The screening shall be solid, and shall match and complement the color scheme and architecture of the building or roof. (c) Parapet roof. For roof-mounted equipment or ducts located on a parapet roof, the parapet roof shall be designed and constructed to accommodate roof-mounted equipment. Any portion of the equipment or ducts which are above the parapet shall be screened from view from any street, public right-of-way or adjacent property. The screening shall be solid, and shall match and complement the color scheme and architecture of the building. (2) Ground- or wall-mounted equipment. All exterior mechanical and electrical equipment shall be screened, flush mounted, or incorporated into the design of buildings so as not to be visible from public rights-of-way. Equipment to be screened includes, but is not limited to, air conditioners, heaters, pool equipment, utility meters, cable equipment, telephone entry boxes, backflow preventions, irrigation control valves, electrical transformers, pull boxes, and all ducting for air conditioning, heating, and blower systems. Screening materials shall be consistent with the exterior colors and materials of the building. Exceptions may be granted by the Director where screening is infeasible due to health and safety or utility requirements.		
Utility Location				
Parking Structures				
Massing of Parking				
Height of Parking				
		Commercial Zone: All storage of wares, merchandise, crates, bottles or similar items shall be within a completely enclosed building. All ground mechanical equipment shall be completely screened behind a permanent structure and all roof top mechanical equipment shall be completely screened from view from street level. R-3-13 Zone (Medium/High Density Residential Zone): Parking areas, refuse storage, mechanical equipment and the like shall be screened by some combination of walls, plantings or earthworks. RHO (Religious Housing Overlay) Zone: All utilities shall be placed underground.		
			R-3-13 Zone (Medium/High Density Residential Zone): Structures used principally for parking shall not be higher than one story. Parking shall not be permitted above ground level.	

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit A	Duarte	Alhambra	Sierra Madre
Design of Parking	<p>Duarte Station Specific Plan (Esperanza and Solana): Where parking layout exceeds two rows in depth, parking should be aligned in the direction of pedestrian movement, and pedestrian island walkways are recommended within planted areas. All landscape areas should be protected with planter curbs a minimum of six inches high. All perimeter setback areas should be landscaped.</p> <p>Broadleaf, deciduous trees should be used in parking lots to provide adequate shade in summer and allow sunlight to penetrate in winter.</p> <p>Trees should be set into a tree grate, planting island, or landscaped median that is a minimum of four feet wide (internal dimension) and well protected by tree guards or other mechanisms.</p> <p>Gates securing structured parking areas should be steel and reflect the industrial aesthetic, or a custom art piece that enhances the identity of the building of which they are a part.</p> <p>Partially submerged parking podiums that project above grade should either be integrated into the architectural character of the building above utilizing cladding or building with materials that extend down from the portions of the building above or be built with contrasting materials of a more substantial and permanent character than the portions of the building above to create a base.</p> <p>Duarte Town Center Specific Plan: -Duplicative driveway entrances shall be avoided or eliminated. -Reciprocal access drives are encouraged to link adjacent properties and avoid individual curb cuts for every use/parking lot. -Parking access should be located as far as possible from street intersections to allow for adequate queuing and visibility. -Site designs shall incorporate a minimum stacking distance of 40 feet between the edge of the travel lane and access into the first parking bay. -Colored, textured, and permeable pavement treatments are encouraged at entry driveways. -Parking lots should be located in areas behind buildings and away from the street. Planting areas with low hedges and shrubs (approximately three-foot high) are encouraged to assist in screening parking lots from public view where parking is adjacent to a street. -On-site circulation system shall be designed to minimize pedestrian and vehicle conflicts. -Design parking lots by dividing a large parking lot into a series of smaller connected lots to reduce "heat island" effect. -Dead-end drive aisles and intersections should be avoided where possible. When necessary, provide a five-foot wide recessed area in the landscape area for parking at the end of dead-end drive aisles. -Walkways should be wide enough for multiple people to pass (approximately eight feet in width), and should directly connect public sidewalks with sidewalks on private property, and should be oriented toward building entrances. -Sidewalks at building entrances should be a minimum of 10 feet wide when adjacent to head-in parking, to allow for car bumper overhang, and eight feet wide adjacent to a landscape planter or drive aisles.</p> <p>Landscaping Guidelines: -A minimum five-foot wide landscape finger planter at the end of each parking aisle is required. -Site designs should include one tree for every four parking spaces (minimum tree well size of five feet by five feet). -A minimum of two feet shall be allowed in the planted area for vehicle overhang. This area may be counted as part of the length of the parking stall, but not as part of required planter area. -Canopy trees or solar shade structures should be installed in parking areas to provide shade. Trees should have a 30- to 40-foot canopy potential and be sized at 24-inch box at the time of installation. -The use of pervious paving materials, open pave blocks, and intermittent paving is encouraged to reduce the amount of runoff and retain water for onsite irrigation.</p> <p>Parking Structure Guidelines: -Parking structures shall be integrated into the surrounding buildings' architecture, using architectural details to reduce the massing and landscaping to provide visual relief. -Parking structures should be located below, behind, or between buildings. -All parking structures shall be designed to appear as a commercial building and be compatible with the surroundings when visible from public right-of-way. -Access to parking garages should be integrated into the overall design of the building facade, and minimize disruptions along the street frontage. -Parking structures shall provide screening for cars and headlights while allowing for natural ventilation. -Access to parking shall be garages from side streets or alleys, where possible, rather than from pedestrian-oriented streets. -Provide attractive signs to clearly direct drivers into and out of parking structures and surface parking entrances. -Encourage the installation of solar panels on roof-decks of parking structures and carports in surface lots, both as shading devices for vehicles and as a sustainable energy source. -Incorporate other technologies, such as charging stations for electric vehicles, into parking. -Ground-level retail pads along a portion of the parking structure public facade are encouraged to create a pedestrianfriendly streetscape. -Partially submerged parking podiums that project above grade should either be integrated into the architectural character of the building above, using cladding or building with materials that extend down from the portions of the building above, or be built with contrasting materials of a more substantial and permanent character than the portions of the building above to create a base. -Use architectural details on parking structure to reduce the massing and enhanced landscaping to provide visual relief.</p> <p>The preferred parking structure design approaches are as follows. -Wrapped on Ground Level. An above-ground parking structure where non-parking uses, such as retail spaces, are integrated into the ground level of the building along the street frontage of the parcel. The parking structure may be exposed to the building street frontage on upper levels, with appropriate design and screening. -Wrapped on All Levels. An above-ground parking structure where non-parking uses are integrated into the building along the entire street front-age of the parcel on all levels of the building. The parking structure is totally hidden behind a "tree building" of non-parking uses. -Underground (Partial or Entirely). A parking structure that is fully submerged underground and is not visible from the street. Depending on amount of parking provided, it may also include a level of at-grade parking hidden behind nonparking uses such as retail.</p>	<p>Chapter 23.20 Parking and Loading: Walkways. (1) Where a walkway crosses parking areas or loading areas, it must be clearly identifiable through the use of a raised crosswalk, a different paving material, or similar method. (2) Where a walkway is parallel and within two feet of an auto travel lane, it must be raised or separated from the auto travel lane by a physical barrier consisting of a raised curb at least four inches high.</p> <p>Parking areas designed to accommodate three or more vehicles must be landscaped according to the general standards of Chapter 23.17, as well as the standards of this division: (1) Landscape area required. A minimum of 10% of the parking lot area, including all driveways and maneuvering areas shall be landscaped. (2) Minimum planter dimension. No landscape planter that is to be counted toward the required landscape area shall be smaller than 25 square feet in area, or four feet in any horizontal dimension, excluding curbing. (3) Layout. Landscaped areas shall be well-distributed throughout the parking lot area. A minimum of 10% of the required landscaping shall be located within 15 feet of a building on the site. (4) Landscaping and screening adjacent to streets and alleys. Landscaping and screening shall be provided between any surface parking area and any adjacent public or private street or alley in compliance with the following: (a) A landscaped area at least five feet deep shall be provided along the length of the adjacent street or alley. (b) Screening a minimum 30 inches in height and consisting of one or any combination of the following methods. 1. Walls. Low-profile walls located a minimum of four feet from the property line consisting of brick, stone, stucco, or other quality durable material approved by the Director, and including a decorative cap or top finish as well as edge detail at wall ends. 2. Planting. Plant materials consisting of compact evergreen plants that form an opaque screen. 3. Berms. Berms a minimum of two feet in height and planted with appropriate shrubs and ground cover to achieve a minimum height of 30 inches. (5) Landscaping and screening abutting interior lot lines (non-residential lots). (a) Adjacent to non-residential zone or use. A landscaped area at least three feet wide shall be provided between any surface parking area and any adjacent lot in any district other than Residential for the length of the parking area. (6) Trees. One 24-inch box size tree shall be provided for each ten parking spaces provided. (7) Protection of vegetation. (a) Clearance from vehicles. All required landscaped areas shall be designed so that plant materials, at maturity, are protected from vehicle damage by providing a minimum two-foot clearance of low-growing plants where a vehicle overhang is permitted, or by wheel stops set a minimum of two feet from the back of the curb. (b) Planters. All required parking lot landscaping shall be within planters bounded by a concrete curb at least six inches wide and six inches high. Curbs separating landscaped areas from parking areas shall be designed to allow stormwater runoff to pass through. (8) Visibility and clearance. Landscaping in planters at the end of parking aisles shall not obstruct driver's vision of vehicular and pedestrian cross-traffic. Mature trees shall have a foliage clearance maintained at eight feet from the surface of the parking area. Other plant materials located in the interior of a parking lot shall not exceed 30 inches in height.</p>	

Exhibit A	Duarte	Alhambra	Sierra Madre
Parking Location	<p>Duarte Station Specific Plan (Esperanza and Solana): Parking is encouraged in structures, below grade, or encapsulated within buildings to reduce the visual impact. Where this is not feasible, surface parking lots should be located behind buildings, well landscaped with trees planted in a regular configuration, and properly screened from surrounding streets and buildings.</p> <p>Partially submerged parking podiums may be located along public streets and may project above the sidewalk or average finished grade by a maximum of three feet.</p> <p>Duarte Town Center Specific Plan: First-floor parking within buildings ("tuck under parking") and underground parking below buildings is encouraged wherever possible.</p>	<p>Chapter 23.13 Building and Site Design Standards: Limitations on location of parking. Above ground parking and structured parking, including partially submerged or underground parking with three or more feet above ground shall be located a minimum of 40 feet from the primary street facing property line. The Director may approve a modification where one of the following findings may be made: (1) The design incorporates conditioned, usable space built close to the public sidewalk to the maximum extent feasible; and (2) The site is physically constrained such that underground parking or above ground parking located more than 40 feet from the primary street frontage is not feasible.</p> <p>West Main Corridor Master Plan: -encourage subterranean and/or podium parking facilities.</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone): Fully enclosed garages shall be provided for any required covered parking space that is entered directly from any public alley.</p> <p>Each dwelling unit shall have an assigned, enclosed parking space within five hundred feet walking distance of such unit.</p> <p>RHO (Religious Housing Overlay) Zone: Any parking constructed at or above grade shall not be oriented along the frontage of any street. Parking constructed partially above grade shall be permitted along the frontage of a street only along Michilinda Avenue.</p>
Entries to Parking Structures (pedestrian and vehicle)	<p>Duarte Station Specific Plan (Esperanza and Solana): Multi-Family Residential and Mixed-Use - Entries to underground parking areas which are integrated with the building are recommended to be gated with a material that is incompatible with the architectural vocabulary of the building.</p>	<p>West Main Corridor Master Plan: -prohibit curb cuts along Main Street -use side streets for service and parking access -make entry ramps integral to the facade design</p> <p>West Main Corridor Master Plan: -limit parking's visual presence by addressing parking as an integral part of the overall design. -screen parking facilities from public view and sensitive uses through compatible landscape and/or architectural treatment. -laminate parking facilities with active uses along Main Street</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone): 1 Each driveway to a garage or parking space shall be at least twelve feet uniform width and shall be totally unobstructed from the pavement upward. a. If any driveway serves as access to more than twelve dwelling units, such driveway shall be not less than twenty feet uniform width and shall be totally unobstructed from the pavement upward; provided, however, that utility poles, guy wires and anchors may be located within two feet of the property line. b. Eaves, no portion of which are less than thirteen feet above the pavement, may overhang any such driveway a distance of not more than three feet, and utility pole cross-arms and utility service wires may be located not less than thirteen feet in height above the paved surface of any driveway. c. Two, twelve-foot driveways may be provided in lieu of a required twenty-foot driveway, in which event one shall be marked "entrance" and one "exit" and all regulations herein before provided with respect to ten and one-half foot driveways shall apply to each of such driveways. d. Every driveway shall be surfaced in a manner that is acceptable to the Fire Department.</p> <p>R-3-13 Zone (Medium/High Density Residential Zone): Open parking compounds shall be screened from adjacent property lines.</p> <p>The arrangement of garage facilities shall be such that they do not face toward any public street or that they shall be screened from view.</p>
Elements to conceal parking structure use	<p>Duarte Station Specific Plan (Esperanza and Solana): The use of permeable paving, stormwater retention, and alternative materials to reduce surface runoff is strongly encouraged and/or required by National Pollutant Discharge Elimination Systems (NPDES) standards.</p> <p>Duarte Town Center Specific Plan: -Textured paving is encouraged at crosswalks within the project as opposed to a painted stripe designation, provided it does not conflict with ADA requirements. -Paving materials, varied in texture and color, should be used where pedestrian and vehicular areas overlap to minimize the negative impact of large expanses of asphalt. The use of concrete (exposed aggregate, colored, or stamped) or pavers (stone, brick, or granite) is preferred.</p>		
Parking Paving			<p>R-3-13 Zone (Medium/High Density Residential Zone): A minimum of fifty percent of those areas normally covered with an impermeable surface shall be required to be covered or paved with a permeable surface.</p>
Paving			<p>R-3-13 Zone (Medium/High Density Residential Zone) and RHO (Religious Housing Overlay) Zone: Use of decorative and permeable materials is encouraged.</p>
Development Standards			

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit A	Duarte	Alhambra	Sierra Madre
	<p>Duarte Station Specific Plan (Esperanza and Solana): Highland Frontage: From Pedestrian and Streetscape Activity Zone: Minimum: 0' Maximum: 10'</p> <p>Secondary Frontage: From property line: Minimum: 10' Maximum: 20'</p> <p>Rail Frontage (primary): From property line: Minimum: 20'</p> <p>Rail Frontage (secondary): From property Line: Minimum: 15'</p> <p>Internal Frontage: From back of sidewalk: Minimum: 10'</p> <p>Neighborhood Frontage: From back of sidewalk: Minimum: 10'</p> <p>Paseo Frontage: None</p> <p>Setback Projections (all frontage types except paseo frontage): Ground-floor porches, stairs, bay windows, and awnings may encroach up to 5' into minimum required setbacks. Upper story balconies, bay windows, and awnings may encroach up to 3' into minimum required setbacks. Trash enclosures may be located in the setback as long as they meet requirements in the design guidelines. Outdoor dining and open space amenities are encouraged; site plan review and approval required by the Community Development Director or designee.</p> <p>Setback Projections (only paseo frontage): No building encroachments permitted. Open space amenities allowed.</p> <p>Duarte Town Center Specific Plan: Front Setback - Ground Floor Commercial Use: No min, 5 ft max Ground Floor Residential Use: 10 ft min</p> <p>Side Setback - Ground Floor Commercial Use: None Ground Floor Residential Use: 5 ft min</p> <p>Rear Setback - Ground Floor Commercial Use: None Ground Floor Residential Use: 15 ft min</p> <p>Key Intersection Maximum 18-inch Setback Requirement Where a key intersection is identified in this Plan, the setback of each new corner building or addition to existing corner buildings shall be no more than 18 inches from the adjoining property line. The key intersection setback is required for the first 100 feet of building frontage along both intersecting streets. Key Intersections are identified as any property located at any corner intersection of the following streets: • Buena Vista Street and Huntington Drive • Highland Avenue and Huntington Drive</p> <p>Commercial Front Setback and Key Intersection Setback Exceptions 1. Building Plan Interruptions Exception. To allow for the inclusion of recessed entries, breaks in the building plane, passages to courtyards, and other similar breaks in the street wall, up to 30% of the length of a facade and/or front building plane may be interrupted or set back from the maximum setback requirement to accommodate recessed entries, breaks in building plane, passages to courtyards, and other similar breaks in the street wall. 2. Outdoor Dining Exception. Where a building has a ground-floor commercial use, a maximum setback exception may be permitted of up to 20 feet for outdoor cafes and small plazas. 3. Plaza Exception. At any Key Intersection, no maximum setback is required if a large quasispublic plaza space is constructed with direct access and frontage on Huntington Drive.</p> <p>ARCHITECTURAL FEATURES PROJECTIONS INTO SETBACKS Lobbies, porches, stoops, and other entry-related architectural features may extend up to four feet into the required front setback area. Upper-floor balconies may extend up to two feet into the setback area; up to three feet may be considered depending on design and Director approval. Where an upper-story setback is required pursuant to Section 3.6.4 and/or 3.6.5, upper-floor balconies may extend up to two feet into the required setback; up to three feet may be considered or up to five feet for rear setbacks depending on design and Director approval.</p> <p>Utilize building setbacks and arcaded spaces as an extension of the sidewalk to provide adequate space for pedestrian movement and activity. This space can be used for outdoor seating, street furniture, landscaping, and public art that can enliven the streetscape.</p> <p>R-2 Two-Family Residential Zone (Medium Density): Front: 20 ft Side interior: 5 ft Side corner: 10 ft Side reverse corner: 15 ft Rear single story: 10 ft Rear second story: 20 ft Abutting an alley: 25 ft</p> <p>R-3 Multiple-Family Residential Zone (Medium Density): Front setback: 30 ft Side interior: 5 ft Side corner: 10 ft Side reverse corner: 15 ft Rear abutting R-1 zone: 25 ft Rear all other zones: 20 ft</p> <p>R-4 Multiple-Family Residential Zone (High Density): Front setback: 30 ft Side interior: 5 ft Side corner: 10 ft Side reverse corner: 15 ft Rear abutting R-1 zone: 25 ft Rear all other zones: 20 ft</p>	<p>RM (Residential Medium) Zone: Min front setback: Average of front setbacks of two adjacent properties or 20 ft, whichever is greater</p> <p>Minimum street side setback (feet): 10</p> <p>Reverse corner lot setback (feet): The required front setback of the first lot to the rear</p> <p>Minimum interior setback (feet) first story: 5</p> <p>Minimum rear setback (feet): 10</p> <p>Minimum distance between buildings (feet measured from eave to eave) (feet): 5</p> <p>Through lots. In the case of through lots, both street frontages shall be designated as front yards and shall comply with all regulations pertaining thereto, including setbacks, projections, location of parking spaces and open space.</p> <p>RH (Residential High) Zone: Min front setback: Properties on Curtis or Electric Lanes: 15 Other areas: Average of front setbacks of two adjacent properties or 15 ft, whichever is greater</p> <p>Minimum street side setback (feet): 10</p> <p>Reverse corner lot setback (feet): The required front setback of the first lot to the rear</p> <p>Minimum interior setback (feet) first story: 5</p> <p>Minimum rear setback (feet): Properties which have rear yards on Curtis or Electric Lanes: 15 feet, otherwise 10 feet</p> <p>Minimum distance between buildings (feet measured from eave to eave) (feet): 5</p> <p>Through lots. In the case of through lots, both street frontages shall be designated as front yards and shall comply with all regulations pertaining thereto, including setbacks, projections, location of parking spaces and open space.</p> <p>Central Business District (CBD) Zone: front setback: none interior side setback (feet): 0, 10 adjacent to a Residential Zoning District Rear setback (feet): 0, 10 adjacent to a Residential Zoning District Minimum Distance between buildings (feet measured from eave to eave): 5</p> <p>East Main Commercial (EMC) Zone: front setback: none street side setback: none interior side setback (feet): 0, 10 adjacent to a Residential Zoning District Rear setback (feet): 0, 10 adjacent to a Residential Zoning District Minimum Distance between buildings (feet measured from eave to eave): 5</p> <p>Commercial Mixed-Use (CMU) Zone: front setback: none street side setback: none interior side setback (feet): 0, 10 adjacent to a Residential Zoning District Rear setback (feet): 0, 10 adjacent to a Residential Zoning District Minimum Distance between buildings (feet measured from eave to eave): 5</p> <p>Professional Office (PO) Zone: front setback (feet): 20 street side setback (feet): 10 side setback (feet): 5 Rear setback (feet): 10 Minimum Distance between buildings (feet measured from eave to eave): 5</p> <p>Industrial (I) Zone: front setback (feet): 10 street side setback (feet): 10 side setback (feet): 0, 10 adjacent to a Residential Zoning District Rear setback (feet): 0, 10 adjacent to a Residential Zoning District Minimum Distance between buildings (feet measured from eave to eave): 5</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone): Front Ground Floor: 15 feet</p> <p>Rear: 10 feet</p> <p>Side or Rear (next to R-1 zoned sites) for buildings above one story: 10 feet for height below 20 feet, plus use of "angle-plane" Angle-plane: For yards abutting an R-1 zoned lot, an encroachment limit shall be established which is determined at a point twenty feet above the existing ground level at the setback line as required by subsection D above, and using a forty-five-degree angle inwards toward the property to create additional setback.</p> <p>Side (next to an alley or lots zoned other than R-1) for main/accessory buildings: 10% of lot width, 5 minimum, 15 maximum.</p> <p>Side (next to a public street) for main/accessory buildings: 10% of lot width, 10 minimum, 15 maximum.</p> <p>Side (next to an alley) for garages opening to alley: 25 feet from opposite side of alley</p> <p>R-3-30 (High Density Residential Zone): In the R-3-30 zone only, the minimum front yard setback for the first and second floors shall be fifteen feet.</p> <p>Commercial Zone: A. Front Yard. There shall be a front yard having a minimum depth of five feet extending across the full width of the lot. B. Side Yard. Side yards adjacent to a street or alley shall be not less than ten feet in width. C. Rear Yard. There shall be a rear yard of not less than fifteen feet in width; however, a maximum of ten feet of said rear yard may be used for off-street parking. D. Yards Adjacent to Residential Zones. If either the side or rear yards are adjacent to any residential zone or use, a minimum of ten feet of the required yards shall be landscaped with specimen plants and trees (minimum fifteen gallon stock) to create a solid plant screen as represented on a landscaping plan approved by the director.</p> <p>RHO (Religious Housing Overlay) Zone: The minimum front setback shall be fifteen feet for all floors of the building, except along Michillinda Avenue and Baldwin Avenue, where the minimum front setback shall be five feet.</p> <p>Rear: 10 feet</p> <p>Side or Rear (next to R-1 zoned sites) for buildings above one story: 10 feet for height below 20 feet, plus use of "angle-plane" Angle-plane: For yards abutting an R-1 zoned lot, an encroachment limit shall be established which is determined at a point twenty feet above the existing ground level at the setback line as required by subsection D above, and using a forty-five-degree angle inwards toward the property to create additional setback.</p> <p>Side (next to an alley or lots zoned other than R-1) for main/accessory buildings: 10% of lot width, 5 minimum, 15 maximum.</p> <p>Side (next to a public street) for main/accessory buildings: 10% of lot width, 10 minimum, 15 maximum.</p> <p>Side (next to an alley) for garages opening to alley: 25 feet from opposite side of alley</p> <p>Angle-plane: For yards abutting an R-1 zoned lot, an encroachment limit shall be established which is determined at a point twenty feet above the existing ground level at the setback line as required by subsection D above, and using a forty-five-degree angle inwards toward the property to create additional setback.</p>
Stepbacks	<p>Duarte Town Center Specific Plan: REQUIRED UPPER-STORY STEPBACK: PUBLIC STREET</p> <p>Buildings taller than three stories fronting on public streets shall include building height modulation to reduce building scale at the street edge. Any and all stories above the third story shall maintain an average setback of at least 12 feet from the front property line. The required upper story setback shall create usable outdoor space, such as a rooftop garden or similar amenity.</p> <p>The Community Development Director/Designee is authorized to allow a reduction through the modification process of the required upper story setback by no more than five feet subject to the following: 1. Offset. Each square foot of additional building area proposed within the setback is offset with an additional square foot of public or quasispublic open space (excluding area required for sidewalk dedication or easement) at the street level. 2. Location. The public/quasi-public open space is located along the sidewalk frontage and is not covered by buildings. 3. Design. The design and location is consistent with applicable design guidelines.</p> <p>SIDE/REAR STEP-BACK RELATION TO SINGLE FAMILY RESIDENTIAL (R-1) ZONE A relational height limit to properties located next to the Single Family Residential (R-1) Zone is established to create an appropriate height relationship where new development is adjacent to an existing R-1 Zone. This limit is applied to new development on any parcels that abut another parcel with a R-1 Zone designation. Where a building is adjacent to an existing R-1 Zoned parcel along its side and/or rear property lines, the first two stories of a structure shall be set back a minimum of 10 feet from the side and/or rear property line. The building shall step back a minimum of 30 feet from the adjacent side and/or rear property line for the third story and any story above.</p> <p>Activate upper-story stepback areas with balconies or roof gardens.</p> <p>R-2 Two-Family Residential Zone (Medium Density): In all R-1 and R-2 zones, where the side or rear yard setback for the first story is the minimum required setback for the applicable zone, the second story of any residential structure shall be set back an additional two and one-half feet from the required minimum setback (see Figure 2-2). If the first story is set back 30 inches or more than the minimum required setback, no additional setback of the second story shall be required.</p> <p>R-3 Multiple-Family Residential Zone (Medium Density): For structures with more than one story in the R-3 and R-4 zones, the rear setback shall be increased by five feet for each story or fractional story above the first story.</p> <p>R-4 Multiple-Family Residential Zone (High Density): For structures with more than one story in the R-3 and R-4 zones, the rear setback shall be increased by five feet for each story or fractional story above the first story.</p>	<p>RM (Residential Medium) Zone: Minimum interior setback (feet) upper stories: 6</p> <p>RH (Residential High) Zone: Minimum interior setback (feet) upper stories: 6</p> <p>Chapter 23.13 Building and Site Design Standards: In addition to the facade articulation requirement in division B(3)(b)1, above, upper and lower stories in buildings of three or more stories shall be distinguished by incorporating one or more of the following features. These features may be applied to the transitions between any floors, except where otherwise specified. c. Setting back the top floor or floors of the building at least five feet from the remainder of the facade.</p> <p>West Main Corridor Master Plan: upper floor setbacks are encouraged -respond to adjacent residential use with a sensitive transition in scale and massing; a step back in building height or break in massing is appropriate.</p> <p>Central Business District (CBD) Zone, East Main Commercial (EMC) Zone, and Commercial Mixed-Use (CMU) Zone: Buildings shall be located within ten feet of street-facing property lines for at least 50% of the linear street frontage.</p> <p>Modifications. These requirements may be modified or waived through approval of a modification upon finding that: 1. Entry courtyards, plazas, entries, or outdoor eating areas are located adjacent to the property line and buildings are built to the edge of the courtyard, plaza, or dining area; or 2. The building incorporates an alternative entrance design that creates a welcoming entry feature facing the street or is designed in a manner that complements adjacent or surrounding land uses.</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone): Front Second Floor: 25 feet</p>
Build to Line			
Building Coverage			<p>R-3-13 Zone (Medium/High Density Residential Zone): Building coverage shall not exceed an aggregate of 45% of the lot area. Covered area shall be considered to be the total amount of land covered by residential structures, garages, driveways, and other impermeable surfaces. Decks, permeable patios, porous paving areas, vegetated roof areas, recreational areas, pedestrian walkways and terraces shall not be considered covered area for the purpose of this standard. An additional 15% in covered area may be added to the aggregate, increasing it to 60% with the use of porous surfaces and/or vegetated roof areas.</p> <p>Commercial Zone: Coverage of any parcel by roofed structures shall not exceed eighty percent, exclusive of all existing or required streets, sidewalks and alleys.</p>

Setbacks

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit A	Duarte	Alhambra	Sierra Madre	Exhibit A	Duarte	Alhambra	Sierra Madre
<p>Landscaping</p>	<p>Duarte Station Specific Plan (Esperanza and Solana): All areas not covered by buildings, walkways, driveways, parking spaces, and service areas should be landscaped with climateappropriate plantings. Plant materials should favor native and native-compatible plants.</p> <p>Landscaping should enhance the quality of the project by defining edges, framing and softening the appearance of buildings, defining site functions, screening parking and storage areas, and buffering uses and neighboring properties.</p> <p>Landscaping at the base of buildings is encouraged to soften the transition between building and streets.</p> <p>Landscaped areas should generally incorporate plantings utilizing a three-tiered system: a) trees, b) shrubs or vines, c) groundcover. Landscaping should be in scale with the adjacent buildings and be of appropriate size at maturity.</p> <p>Placement of landscaping should not interfere with the lighting of the project area or restrict access to utilities.</p> <p>Planters and pots placed in building recesses, adjacent to walls, plazas, and courtyards are encouraged. Planters and pots should complement building architecture. Bio-retention areas can be used to detain run-off in planters.</p> <p>Street trees of a species identified by the City are required and should be spaced appropriately (in parkway strips or in tree-wells within wider sidewalks or plazas) to emphasize and reinforce the spatial definition between the building, pedestrian environment and the street.</p> <p>Design tree wells to be consistent the City's public realm tree well design, with tree wells occupying a minimum space of three feet by five feet to allow for healthy street trees.</p> <p>City of Duarte Residential architectural and design standards (applies to all residential zones): Multifamily Standards: Landscaping shall be provided consistent with the requirements of Chapter 19.40 (Landscaping). Parking shall be screened from streets through combined use of berming, walls, and landscaping (see Figure 3-21). Common open space areas shall be landscaped appropriate to their function. See common open space standards in Section 19.10.060 (R-3 and R-4 Zones: Additional Standards).</p> <p>City of Duarte Residential Landscaping Standards: The following standards shall apply to all parcels in all residential zones. A. A minimum of 20 percent of the entire parcel shall be fully landscaped with plant materials. B. At least 50 percent of the Front Yard Landscaped Area and 50 percent of the Visible Street Side Yard shall be landscaped with live vegetation, artificial turf, drought-tolerant landscaping or a combination of the three, as further described below: 1. Live vegetation may include turf, trees, shrubs, groundcover, flowers, or other similar vegetation. 2. Artificial turf is limited to no more than 40 percent coverage of the Front Yard Landscaped Area and shall include a minimum of 60 percent of live vegetation. Artificial turf is limited to no more than 40 percent coverage of the Visible Street Side Yard and shall include a minimum of 60 percent of live vegetation. (See Section 4.2 of the Guidelines) 3. Drought tolerant landscaping shall include native water conserving plants. (See Section 4.3 of the Guidelines) C. Artificial turf is not permitted within the parkway. D. Bare dirt is not permitted within the front yard, visible street side yard or within the parkway. All bare dirt areas shall be finished with a minimum three inch thick layer of mulch, organic bark or earth-toned colored rubber bark. E. Parking lots for multi-family developments providing 10 or more parking spaces shall be landscaped per the requirements of Section 19.38.200 (Parking Lot Landscaping).</p>	<p>Central Business District (CBD) Zone, East Main Commercial (EMC) Zone, and Commercial Mixed-Use (CMU) Zone: Frontage improvements: The area between buildings and the property line shall be improved as part of a wider sidewalk, outdoor dining/seating area, or with landscaping.</p> <p>Alhambra MC CHAPTER 23.17 LANDSCAPING: 23.17.020 APPLICABILITY. The provisions of this chapter shall apply to the following: (A) All new development. (B) Additions to single-unit dwelling residential developments that expand existing floor area by 50% or more. (C) Additions to multi-unit dwelling residential developments and non-residential development that expand existing floor area by 10% or more. (D) All new and rehabilitated landscaping projects that include new irrigated landscaping over 2,500 square feet.</p> <p>23.17.030 AREAS TO BE LANDSCAPED. In addition to areas required to be landscaped pursuant to other sections of this title, the following areas shall be landscaped, and, where located on-site, may count toward the total area of a site required to be landscaped. All landscaping shall comply with the requirements of § 23.17.050. (A) Street-facing yards. All street-facing yards shall be landscaped with live plants pursuant to § 23.17.050(A), except as follows: (1) Hardscape areas. (a) Residential. 1. Up to 25% of the yard area may be covered by non-decorative hardscape features (e.g., concrete, asphalt, gravel, driveways, sidewalks, etc.) 2. Up to 25% of the yard area may be covered by decorative permeable hardscape features (e.g., brick, stone, mulch, water feature, etc.) (b) Non-residential. Up to 75% of the yard area may be covered by hardscape features (e.g., concrete, asphalt, gravel, driveways, sidewalks, etc.) (2) Through lots. Rear yards of through lots that are located behind a solid wall or fence five feet or higher in height approved through the modification process are not required to be landscaped. (B) Sloped areas. All areas with 3:1 or greater slope. (C) Parkways. Live plant materials shall be the primary materials used. No more than 25% of the parkway area shall be covered by non-decorative hardscape features (e.g., concrete, asphalt, gravel, sidewalks, etc.) No more than 25% may be covered by decorative permeable hardscape features (e.g., brick, mulch, etc.). The remaining 50% of the parkway area must be of live plant material which shall not exceed 36 inches in height and an automatic irrigation system shall be required for the parkway area(s). Loose decorative stone and sharp or thorned plant material are discouraged. Artificial turf is not allowed in parkways. All parkway tree species should be in accordance with the city's Street Tree Planting Plan. (1) Landscaped parkways abutting streets must be maintained by the property owner in such a way as to keep all plant life alive, thriving and displaying its natural colors and shall be properly trimmed and cut. (D) Building perimeters. The portions of a non-residential building that front a public street shall have one or more landscape planters installed along a minimum 20% of that building face. The minimum width of the planter shall be three feet. This standard does not apply where a building is located on the front or street side property line. (E) Parking areas. Parking areas as required by Chapter 23.20. (F) Unused areas. All areas of a project site not intended for a specific use, including areas planned for future phases of a phased development, shall be landscaped, hydroseded, or left in a natural state.</p> <p>23.17.050 GENERAL REQUIREMENTS. (A) Materials. (1) General. (a) Required landscaped areas shall be planted with a combination of ground covers, shrubs, vines, and trees. A minimum of one different plant type per 1,000 square feet of lot area shall be provided, up to a maximum of ten different plant types. (2) Required water efficient plants. One of the following options of types of plants shall be chosen to ensure that the landscape project meets water efficiency requirements. (a) Option A: all low water plants. Exclusive of garden areas dedicated to edible plants, all plants and trees shall be low or very low water use (average California Department of Water Resources study, Water Use Classification of Landscape Species (WUCOLS) plant factor of 0.3). Option A is available for all residential and non-residential areas. (b) Option B: primarily low water plants. Exclusive of garden areas dedicated to edible plants, at least 75% of the landscape area shall contain low or very low water use plants (average WUCOLS plant factor of 0.3). Option B is only available for residential areas. (c) Option C: water use calculation. The estimated total water use (ETWU) of the landscaping shall not exceed the maximum applied water allowance (MAWA), calculated pursuant to the State Model Water Efficient Landscape Ordinance (MWELO). Option C is available for all residential and non-residential areas. 1. Department of Water Resources Model Water Efficient Landscape Ordinance compliance required. Where Option C: water use calculation is selected, all requirements of the Department of Water Resources Model Water Efficient Landscape Ordinance shall apply. (3) Size and spacing. Plant materials shall be grouped in hydrozones in accordance with their respective water, cultural (soil, climate, sun and light), and maintenance needs. Plants shall be of the following size and spacing at the time of installation: (a) Ground covers. Ground cover plants other than grasses shall be at least the four-inch pot size. Areas planted in ground cover plants other than grass seed or sod must be planted at a rate of one per 12 inches on center. (b) Shrubs. Shrubs shall be a minimum size of one gallon. When planted to serve as a hedge or screen, shrubs shall be planted with two to four feet of spacing, depending on the plant species. (c) Trees. Required trees must be planted in the ground. All parkway tree species shall be in accordance with the city's Street Tree Planting Plan. 1. Residential development. A minimum of one 24-inch box tree per 50 feet of street frontage shall be provided within the yard fronting the street. A minimum of at least one 24-inch box tree shall be required. 2. Mixed-use and non-residential development. a. A minimum of one 36-inch box tree per 50 feet of street frontage shall be provided within the yard fronting the street. b. A minimum of one tree of at least 15-gallon size shall be planted per 20 linear feet or as appropriate to create a tree canopy over the required setback along interior property lines abutting Residential Zones. (4) Artificial turf. (a) Material. Artificial turf must meet minimum material standards, including the following: 1. The turf shall have a minimum eight-year no-fade warranty as issued by the manufacturer. 2. The turf shall be cut-pile infill, minimum pile height one and two-thirds inches and a maximum of one and three-quarter inches, with parallel long slit blades. 3. The synthetic turf blades (not including the thatch layer) shall be required to contain at least two natural green colors. 4. The turf must contain a beige or tan thatch layer. 5. Be affixed to a permeable triple-layer backing and allow water to percolate through the synthetic grass at a drain rate of at least 30 inches per hour, to an adequate drainage system installed underneath the artificial turf to prevent run-off, pooling and flooding. 6. The synthetic turf shall comply with all federal and state standards related to lead and heavy metal content. 7. The fill material shall be of silica sand or zeolite material that is brushed in to keep the blades upright and achieve a natural grass look. Any replacement fill shall be the same. The use of rubber crumb infill is prohibited. 8. Must be constructed to maximize dimensional stability, resist damage during normal use and minimize UV degradation with a tear grab strength of at least 200 pounds. It must be resistant to staining, weather, insects, rot, mildew and fungus and shall be non-allergenic and non-toxic and able to pass the pill burn test for flammability. 9. The use of infill or a four-camellion and artificial shade, flowers.</p>	<p>Sierra Madre</p> <p>R-3-13 Zone (Medium/High Density Residential Zone): Landscaping should be designed to minimize impact of development on surrounding properties. Tree preservation and landscaping with specimen trees are encouraged.</p> <p>All open areas with the exception of vehicular accessways and parking areas, pedestrian walkways and paved and/or covered recreational facilities shall be landscaped and permanently maintained in an attractive manner. For new construction, on-site trees equivalent to one, fifteen-gallon tree for each dwelling unit shall be provided. Additional trees and shrubs shall also be planted to provide a well-balanced landscape plan. For the purpose of this section other specimen material as approved by the planning department may be considered as equivalent to a fifteen-gallon tree.</p> <p>Commercial Zone: All site landscaping shall be so designed with both form and function in mind and not just as a decorative element. Desirable aspects of landscape design that are: 1. Plant material selection for seasonal color; 2. Low maintenance plant materials; 3. Use of ground cover plant materials rather than nonplant substitutes; 4. Use of native trees when appropriate.</p> <p>Review of a proposed design shall be related to the surrounding existing development with greater emphasis placed upon compatibility with adjacent development related to: g. Landscaping</p> <p>The provisions of Chapter 17.68 shall apply in addition to the following: A. All open areas with the exception of vehicular accessways and parking areas, pedestrian walkways, approved outdoor seating and sales areas, and paved or covered recreational facilities shall be landscaped and irrigated. Such landscaping and irrigation system shall be permanently maintained. Existing trees to be removed shall be replaced with a substitute specimen trees (minimum thirty-inch box container size) elsewhere on the site. B. All planted areas shall be surrounded by a curb of concrete or comparable material at least six inches above the higher of the final grade or the pavement of the parking lot, except when such planted areas lie adjacent to a paved sidewalk, masonry wall or a building. C. Landscaping shall consist of trees, shrubs and ground covers with careful consideration given to eventual size, form, susceptibility to disease and pests, durability, water consumption and adaptability to soil and climate conditions. D. A landscape plan drawn at a scale of not less than one inch to thirty feet shall be submitted and shall include: 1. Square footage of each landscaped area; 2. Total square footage of all landscaped areas; 3. Percentage of the site devoted to landscaping; 4. Type of plant materials, i.e., the botanical and common names; 5. Location of all plant materials; 6. Container size and number of all plant materials; 7. Type, size and location of a permanent irrigation system.</p> <p>RHO (Religious Housing Overlay) Zone: Landscaping should be designed to minimize impact of development on surrounding properties. Tree preservation and landscaping with specimen trees are encouraged.</p>	<p>Parking Requirements</p> <p>Sloping</p>	<p>Duarte Station Specific Plan (Esperanza and Solana): Studio/1-Bedroom: 1 per unit 2-Bedroom: 1.8 per unit 3-Bedroom: 2 per unit Guest spaces: Projects over 150 units: 0.15 per unit; projects 149 units or less: 0.2 per unit</p> <p>Tandem Parking: Residential - Allowed if both spaces are shared by the same unit</p> <p>Affordable Housing Parking Requirements - the number of required parking spaces for affordable housing developments shall be determined on a case-by-case basis to ensure the economic feasibility of affordable housing projects. The parking requirement shall be determined by the Community Development Director or designee or the final decisionmaking body if associated with an entitlement package subject to Planning Commission or City Council review.</p> <p>Duarte Town Center Specific Plan: Mixed-Use Parking Allowances • The first 1,000 square feet of gross commercial floor area in a mixed-use development is exempt from providing off-street parking. • Guest spaces for residential uses may be fulfilled through required commercial parking (shared).</p> <p>• Parking requirements may be reduced up to 50 percent, subject to a conditional use permit and required parking study completed by the City and paid for by the applicant/developer.</p> <p>Residential Parking Requirements: Live-Work Unit: 2 spaces per unit and 1 guest parking space per each 2 units Studio and 1-bedroom units: 1 space per dwelling unit, plus 1 guest parking space per each 4 units 2-bedroom units: 2 spaces per dwelling unit with 2 bedrooms, plus 1 guest parking space per each 4 units 3-bedroom+ (includes 2-bedroom with den): Parking requirements are to be determined through required parking analysis.</p> <p>For multi-family development projects, tandem spaces shall not constitute more than 50 percent of all required spaces within a development. Tandem spaces shall not be permitted for guest spaces.</p>	<p>Chapter 23.20 Parking and Loading: Multi-unit parking requirement - 2 spaces within an enclosed garage per unit, 0.5 guest parking space per unit. Guest parking may be uncovered CBD Zoning District multi-unit parking requirement: 1.5 spaces per unit plus 0.3 guest parking spaces per unit</p> <p>RM (Residential Medium) Zone and RM (Residential Medium) Zone: Sloping lot adjustment. Where a lot has a slope greater than 25 percent, measured from the curb line to a point midway between the side lot lines at a distance of 50 feet from the front lot line, the minimum required front setback is that of the zone. An attached or detached garage with a maximum capacity of two cars and no more than 10 feet in height measured from the front property line, may be set back a minimum of five feet from the front and side property lines.</p>	<p>R-3-13 Zone (Medium/High Density Residential Zone): 1 space for studio or 1 bedroom unit 2 spaces for 2 bedroom unit or more</p> <p>Commercial Zone: A. The number of off-street parking spaces required for residential uses shall be as follows: 1. For each dwelling unit with a floor area (not counting parking area) up to one thousand square feet: one parking space. 2. For each dwelling unit with a floor area (not counting parking area) greater than one thousand and up to three thousand five hundred square feet: two parking spaces. 3. For each dwelling unit with a floor area (not counting parking area) greater than three thousand five hundred square feet: three parking spaces. 4. For multi-family projects, guest parking shall be required at a ratio of one parking space per five dwelling units, rounded to the nearest whole number; provided however, that no guest parking shall be required for the first four dwelling units in each multi-family project. For example, a multi-family project with fifteen dwelling units would require two guest parking spaces (as the project would have eleven dwelling units subject to the guest parking requirement, multiplied by 0.2 equals 2.2, which would be rounded down to two). 5. For each affordable unit, the number of required parking spaces shall be one fewer per dwelling unit than required by subsections 1 through 3 above, and no guest parking shall be required for a multi-family project that includes one or more affordable units. 6. Parking for second units shall be provided in accordance with Chapter 17.22. 7. Required parking for group living facilities subject to a conditional use permit shall be determined by the planning commission. In addition to other findings required in order to approve any such application, the planning commission shall also find the proposed group living facility will not unreasonably overload street parking or public parking facilities nor create a nuisance. 8. Emergency shelters shall accommodate all staff working in the emergency shelter. One parking space for each employee or volunteer on duty, plus one space for every vehicle operated by the facility, provided that the standards do not require more parking for emergency shelters than other residential or commercial uses within the same zone.</p> <p>RHO (Religious Housing Overlay) Zone: Development under the RHO zone is eligible for the alternative or special parking standards described in Section 17.34.070.</p> <p>Alternative Parking Standards: 0-1 bedrooms, 0.5 spaces 2-3 bedrooms, 1 space 4+ bedrooms, 2 spaces</p> <p>Special Parking Standards: 0.5 spaces for Housing development with at least 11% very low income, 20% lower income, or 40% moderate income units and located within one-half mile of a major transit stop 0 spaces for: -Development 100% affordable to lower income households and located within one-half mile of major transit stop -Senior housing development 100% affordable to lower income households, with paratransit service or located within one-half mile of a bus route operating at least 8 times per day -Special needs housing development 100% affordable to lower income households, with paratransit service or located within one-half mile of a bus route operating at least 8 times per day -A supportive housing development 100% affordable to lower income households</p>

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Memo of ODS | The Arroyo Group
SGV COG Objective Design Standards
25 September 2025



EXHIBIT B

MEMORANDUM OF OBJECTIVE DESIGN STANDARDS RESEARCH

P25056 | SGV COG Objective Design Standards | San Gabriel Valley

ONYX Architects was contracted as a consultant to The Arroyo Group to assist with the development of a Regional Objective Design Standard (ODS) applicable to the San Gabriel Valley. In an effort to complete Task 2 – Research and Outlines, under the list of SGVCOG & The Arroyo Group approved deliverables and outlined tasks, ONYX has prepared this memorandum that list specific observations of successful and unsuccessful ODS documents based on its effectiveness in implementation to a city or community.

Following is a summary and/or list of findings from ONYX's experience and research of successful or unsuccessful regional zoning approaches and effective ODS implementation in other cities.

COUNTY OF SAN FRANCISCO - ODS

Latest draft completed on May 30, 2024, this document starts with the California State law that requires housing projects subject to the Housing Accountability Act (HAA) to be reviewed with design criteria under the definition of Objective Standards. This ODS considers immediate context in reviewing the appropriateness of a proposed development's siting, size, programming and design.

Successful aspects:

- Covers a range of scales – site design, building massing, and architecture.
- Ensures development reflects key features of a walkable urban environment
- Provides standards that address issues related to a new building's relationship to its existing context
- Provides architectural standards that are focused on creating dimension, texture, and character critical for creating an engaging pedestrian friendly environment
- Establishes a clear structure for each "standard", which each standards is listed & described, gives all-encompassing rationale, and illustrations that further describe its application.
- Provides options for different block configurations / sizes, which is clearly distinguished by measurable sizes.
- Identifies certain districts / communities where standards are applicable.
- References code compliance as needed.
- Provides a mix of graphics, diagrams, and photograph illustrations

Unsuccessful aspects:

- Does not capture unique site conditions, such as terrain or easements, or odd shaped lots
- Not enough graphics to capture each 'standard'.
- Graphics are too detailed and do not highlight the key aspects of the standard / design intent
- Does not provide enough alternatives, for example building mass, standard states 'when building abuts the side property line of a residential property, the first 10 lateral feet of the new building shall be no taller than the height of the adjacent structure.' This standard is ambiguous, particularly regarding how height is measured and whether features such as penthouses, parapets, or railing are included. Additionally, the graphics provided only depict flat roofs, offering limited applicability to different building types.
- Does not guide standards to be located or emphasized in certain locations. For instance, where modulation is required, focus modulation at primary entries or openings, if in series distribute evenly throughout the building façade, etc.
- Missing a definitions page for architectural elements / features. Graphics are not enough.

Screenshot of County of San Francisco ODS document

04. STEPBACKS

In some circumstances, particularly where taller buildings are introduced immediately abutting buildings or lots anticipated to stay at lower scale, upper story setbacks of the new larger building helps create a more sensitive and less abrupt transition. These ODS provide quantitative requirements with the emphasis of modest stepping back at the side and rear when abutting residentially zoned properties (properties zoned RH, RM, or RTO) that have height limits of 45 feet or below, while maximizing new housing development toward the front of the property.

- » S.4.1 When a new building abuts the rear property line of residential property (or properties), the first ten lateral feet of the building measured from the shared property line shall be no taller than 55 feet.
- » S.4.2 When a building abuts the side property line of a residential property, the first ten lateral feet of the new building measured from the shared property line shall be no taller than the height of the adjacent structure. If the adjacent property is vacant, the height shall be no taller than 45 feet.
- » S.4.3 Where a property's rear yard abuts the rear yard(s) of residentially-zoned property(s), and has a lot depth of 100 feet or greater, the portion of the building that is within the last 25 feet of the lot depth shall have a maximum height of 55-feet.



Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Call-outs for County of San Francisco ODS document

04. STEPBACKS

In some circumstances, particularly where taller buildings are introduced immediately abutting buildings or lots anticipated to stay at lower scale, upper story setbacks of the new larger building helps create a more sensitive and less abrupt transition. These ODS provide quantitative requirements with the emphasis of modest stepping back at the side and rear when abutting residentially zoned properties (properties zoned RH, RM, or RTO) that have height limits of 45 feet or below, while maximizing new housing development toward the front of the property.

Provides clear rationale that ties back to the County's values of well design and contributes to vibrant urban places.

Provides different options for standards that addresses the same issue but dependent on the site context or circumstance.

Provides standards that address issues related to a new building's relationship to its existing context

Identifies certain districts or communities where standards are most applicable.

Provides a specific and measurable requirement for each standard

Presents graphics that emphasize dimension, texture, and site context

S.4.1 When a new building abuts the rear property line of residential property (or properties), the first ten lateral feet of the building measured from the shared property line shall be no taller than 55 feet.

S.4.2 When a building abuts the side property line of a residential property, the first ten lateral feet of the new building measured from the shared property line shall be no taller than the height of the adjacent structure. If the adjacent property is vacant, the height shall be no taller than 45 feet.

S.4.3 Where a property's rear yard abuts the rear yard(s) of residentially-zoned property(s), and has a lot depth of 100 feet or greater, the portion of the building that is within the last 25-feet of the lot depth shall have a maximum height of 55-feet.

Building shall not exceed 55' in height for the first 10' when adjacent to rear yard

CITY OF DEL MAR - ODS

The latest draft completed on September 2024, this document starts with the California State law that requires housing project subject to the Housing Accountability Act (HAA) to be reviewed with design criteria under the definition of Objective Standards. It also discusses its intent of protecting the City's unique residential seaside community.

Successful aspects:

- Covers a range of scales – site planning and design, building design, and ground-floor design.
- Provides a definitions section.
- Provides administrative exceptions with detailed explanation
- Establishes a clear structure for each "standard", which each standard is listed & described, gives all-encompassing rationale, and illustrations that further describe its application.
- Provides options of site and building features to choose from as it relates to a standard
- Clearly labels each illustration as it relates to each standard
- Illustrations are clear and highlight each standard with consistent graphics. This helps both applicant's and city staff understand each design standard
- Includes photos of successful project in the city which is in compliance to one or multiple standards.
- Provide an asterisk to each standard, when non-applicable to a certain district or neighborhood.
- Overall, format, font, layout, and graphics are consistent, not-overpowering, and legible.

Unsuccessful aspects:

- Rational is over simplified and not connected to all sub-categories / standards.
- Does not provide enough information on building finishes, materials, or color as it relates to building type or architectural style.
- Overall, the ODS could use a section that describes districts or neighborhoods in question. This will need to be cross-referenced with current city maps.
- Definitions could use graphics to help understand.

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Screenshot of City of Del Mar ODS document

B. Site Planning and Design

The building placement, arrangement of activities and design of the site are significant factors in maintaining the unique character and scale of Del Mar's existing neighborhoods. The Site Planning and Design section addresses the standards for the following topics:

- B.1 Neighborhood Compatibility
- B.2 Floodplain Overlay Zone
- B.3 Natural Topography and Grading
- B.4 Retaining Walls and Fencing
- B.5 Circulation and Parking
- B.6 Hardscape
- B.7 Landscape and Vegetation
- B.8 Open Space

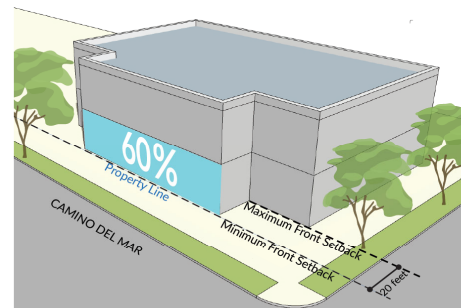


Figure B-1: Camino Del Mar building frontage setback requirements.

B.1. Neighborhood Compatibility

Ensure that new multi-unit residential and mixed-use development reflects the scale and character of Del Mar's existing neighborhoods.

SETBACKS

1. Front, side, and rear yard setbacks shall meet the minimum standards set in the DMCC Title 30 - Zoning.
2. For parcels that face Camino Del Mar, the following standards shall apply:
 - a. Along Camino Del Mar between Del Mar Heights Road/4th Street and 15th Street, the following shall be included:
 - A 10-foot minimum public sidewalk, measured perpendicularly from the existing curb line.
 - The 10-foot sidewalk shall include a 5-foot landscaping and furniture zone and a 5-foot continuous walkway.
 - b. Where there is no minimum front yard setback required, buildings may be built up to the property line.
 - c. Along Camino Del Mar, between 10th and 13th streets where "Town and Country" parking has been provided in the front yard setback, the existing setback shall be considered the minimum front yard setback.
3. A minimum of 60% of the building facing Camino Del Mar and any intersecting street (where the parcel faces two streets) shall meet the minimum front yard setback as shown in Figure B-1.
 - a. The remaining building frontage may be set back up to 20 feet to allow for one or more site features including:
 - Plazas
 - Landscaping
 - Open space
 - Outdoor dining
 - Building entries
 - Building articulation

Call-outs for City of Del Mar ODS document

Provides clear rationale that ties back to the City's aesthetic context and unique natural asset / qualities.

Identifies certain districts or communities where standards are most applicable.

B. Site Planning and Design

The building placement, arrangement of activities and design of the site are significant factors in maintaining the unique character and scale of Del Mar's existing neighborhoods. The Site Planning and Design section addresses the standards for the following topics:

- B.1 Neighborhood Compatibility
- B.2 Floodplain Overlay Zone
- B.3 Natural Topography and Grading
- B.4 Retaining Walls and Fencing
- B.5 Circulation and Parking
- B.6 Hardscape
- B.7 Landscape and Vegetation
- B.8 Open Space

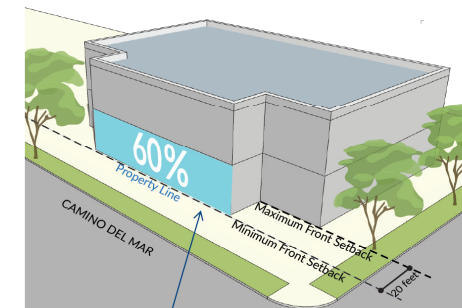


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 - a. The remaining building frontage may be set back up to 20 feet to allow for one or more site features including:
 - Plazas
 - Landscaping
 - Open space
 - Outdoor dining
 - Building entries
 - Building articulation

Illustrations are clear and highlights each standard with consistent graphics

Provides a list of site or building feature options that aligns with standard while providing some flexibility

Provides a reference to illustration(s) as it relates to the specific standard

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Memo of ODS | The Arroyo Group
SGV COG Objective Design Standards
9 September 2025

CITY OF ORANGE - ODS

The latest draft completed on September 2024, this document starts with the California State law that requires housing project subject to the Housing Accountability Act (HAA) to be reviewed with design criteria under the definition of Objective Standards. It also clarifies that the standards may also be implemented as a replacement or to add supplemental detail specific existing standards, which is what the SGVCOG is expecting.

Successful aspects:

- Covers a range of scales – site planning and operations, form & scale, frontage, and open space.
- Provides information about instance of conflict between standards and the City's Municipal Code.
- Clarifies when the document provides options for the City as opposed to implementing multiple together.
- Each standard has a reference number / label to the city's municipal code.
- Standards includes a list of options to pick from, such as "at least three"
- Address Easements, Emergency Vehicle Circulation, and other special case situations
- Provides a detailed glossary / definitions
- Illustration are clear and highlight each standard. This helps both applicant's and city staff understand each design standard.
- Overall, format, font, layout, and graphics are consistent, not-overpowering, and legable.

Unsuccessful aspects:

- Does not provide enough graphics for many standards
- Rational could be focused on a singular design aspect. Too over-arching
- Overall, the ODS could use a section that describes districts or neighborhoods in question. This will need to be cross-referenced with current city maps.
- Definitions could use graphics to help understand.

DRRAFT

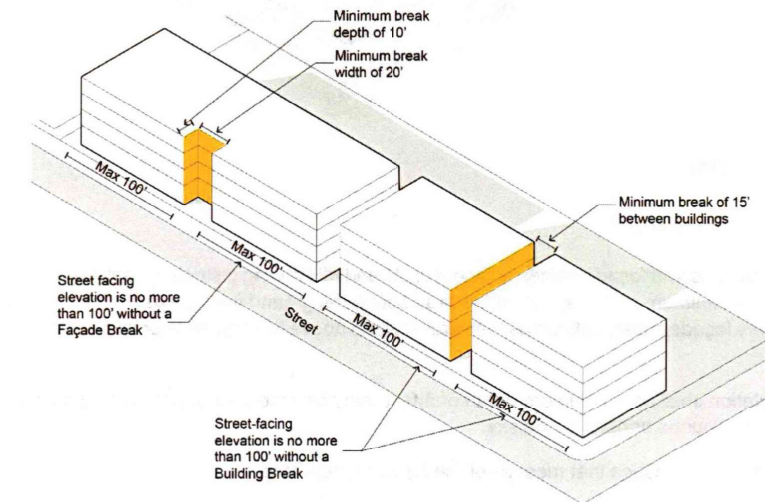
Screenshot of City of Orange ODS document

Building Length / Façade Break

Street-facing elevations shall be no longer than 100 feet in length, without providing either a Façade Break or a Building Break:

- A Façade Break shall have a depth of no less than 10 feet. Additionally, a Façade Break shall have a width of no less than 10% of the building length or 20 feet, whichever is the greater.
- A Building Break shall provide no less than 15 feet of building separation. Buildings of 5 stories or higher shall provide a Building Break of not less than 20 feet of building separation.¹
- These areas shall be activated with planted landscape material, and a maximum of 25 percent of the area may be paved.

Façade planes adjacent to R1 and MH zoning districts shall not exceed 50 feet in length without a Façade Break of at least 5 feet deep and 10 feet wide.



Corner Treatments

Corner-facing facades of 75 feet or longer shall incorporate at least two of the following elements within 50 feet of the building corner along the street facing Building Frontage/s:

- A building entrance;
- A change in height of at least 4 feet for an area 10 feet by 10 feet minimum;
- A change in façade plane on upper stories of at least 5 feet in depth;
- A change of façade material or texture (excluding windows, doors and railings);
- A public open space or outdoor dining.

¹ Orange Municipal Code Section 17.19.090.B should be referenced for separation requirements where internal facing windows between buildings are involved.

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Call-outs for City of Orange ODS document

Standards are clear and measurable both in text and graphically represented

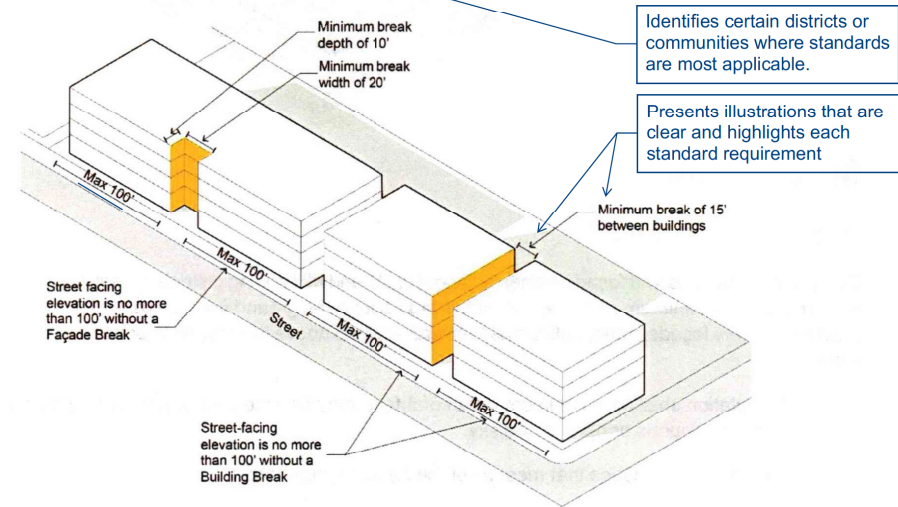
Provides different options to address the standard which providing some flexibility

Building Length / Façade Break

Street-facing elevations shall be no longer than 100 feet in length, without providing either a Façade Break or a Building Break:

- i) A Façade Break shall have a depth of no less than 10 feet. Additionally, a Façade Break shall have a width of no less than 10% of the building length or 20 feet, whichever is the greater.
- ii) A Building Break shall provide no less than 15 feet of building separation. Buildings of 5 stories or higher shall provide a Building Break of not less than 20 feet of building separation.¹
- iii) These areas shall be activated with planted landscape material, and a maximum of 25 percent of the area may be paved.

Façade planes adjacent to R1 and MH zoning districts shall not exceed 50 feet in length without a Façade Break of at least 5 feet deep and 10 feet wide.



Identifies certain districts or communities where standards are most applicable.

Presents illustrations that are clear and highlights each standard requirement

Corner Treatments

Corner-facing facades of 75 feet or longer shall incorporate at least two of the following elements within 50 feet of the building corner along the street facing Building Frontage/s:

- a) A building entrance;
- b) A change in height of at least 4 feet for an area 10 feet by 10 feet minimum;
- c) A change in façade plane on upper stories of at least 5 feet in depth;
- d) A change of façade material or texture (excluding windows, doors and railings);
- e) A public open space or outdoor dining.

Provide additional municipal code sections as other related issues may apply

Establishes a clear list of design elements or features to implement as it relates to the standard

¹ Orange Municipal Code Section 17.19.090.B should be referenced for separation requirements where internal facing windows between buildings are involved.

CITY OF SANTA BARBARA - ODS

The latest effective as of March 27, 2025, this document starts with the California State law that requires housing project subject to the Housing Accountability Act (HAA) to be reviewed with design criteria under the definition of Objective Standards. It provides clear goals and relationship to General Plan.

Successful aspects:

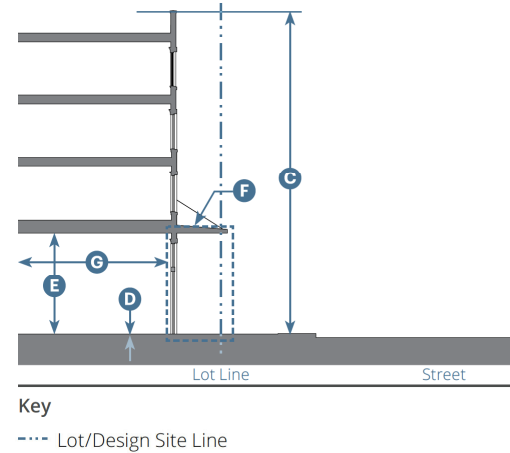
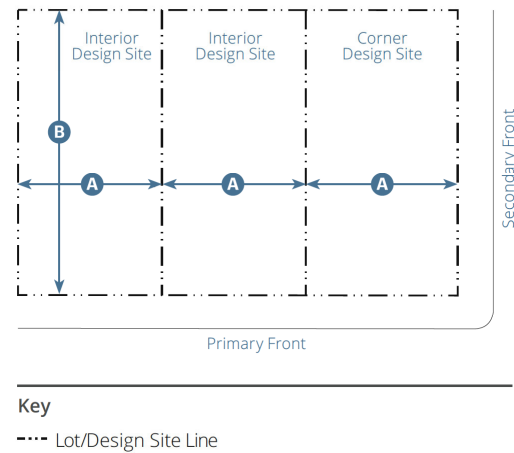
- It identifies zones/districts/neighborhood by table and key map
- Covers a range of scales – site design, building types, frontages, and architectural design
- Provides an exceptions section
- Provides a definitions section
- Provides architectural style section that relates to the City's Municipal Code.
- The overall document is formatted in a table list format with keynotes that refer to graphics
- Very detailed description of standards and definitions
- Provides photo examples based on building typology and multiple photos
- Provides elements of different architectural styles and character defining features.

Unsuccessful aspects:

- Keynotes are too similar and hard to follow
- Text is very code format and can be overwhelming

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Screenshot of City of Santa Barbara ODS document



B. Building Types and Design Site Size			
Allowed Building Types	Design Site		Standards
	Width A	Depth B	
Duplex Side-by-Side	50' min.	100' min.	25.04.050
Duplex Stacked	50' min.	100' min.	25.04.060
Cottage Court	90' min.	120' min.	25.04.070
Medium Multiplex	50' min.	110' min.	25.04.080
Duplex Court	50' min.	110' min.	25.04.090
Side Court	50' min.	100' min.	25.04.100
Medium Courtyard	70' min.	150' min.	25.04.110
Block-Scale			
Large Multiplex	75' min.	110' min.	25.04.120
Large Courtyard	75' min.	120' min.	25.04.130
Downtown Building	25' min.	100' min.	25.04.140

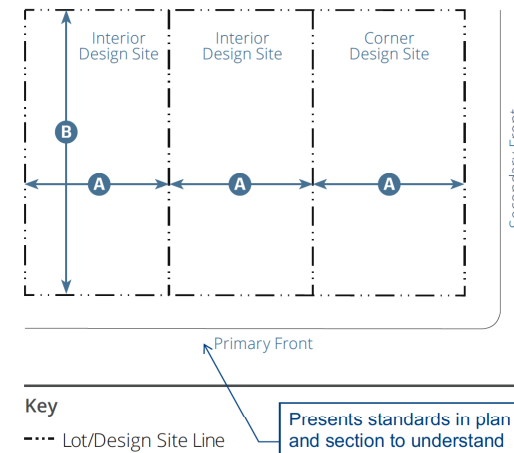
Each design site shall have only one main building type.

C. Building Form			
Height			
Main Building			
Max. Stories	See standards in Chapter 25.04 (Building Types)		
Overall	48' max.		C
Ground Floor Finish Level			D
Residential	6" min. ¹		
Nonresidential	6" max.		
Ground Floor Ceiling			E
Residential	9' min.		
Nonresidential	14' min.		
Frontage	See		F
	Subsection F (Frontages)		

Design Site Coverage			
Max. Building Footprint	See standards in Chapter 25.04 (Building Types)		
Depth, Ground-Floor Space			G
Cottage Court	12' min. ²		
All Building Types	25' min. ²		

¹ Common entries may be set at grade in compliance with local and federal accessibility standards.
² For occupiable space only. Projects on lots fronting State Street between Montecito Street and Sola Street are required to provide ground floor nonresidential uses.

Call-outs for City of Santa Barbara ODS document



Provides architectural section that relates to both standards and municipal code sections.

Graphics provide keynotes that tie back to a list of standards to keep graphics free from clutter

B. Building Types and Design Site Size			
Allowed Building Types	Design Site		Standards
	Width A	Depth B	
Duplex Side-by-Side	50' min.	100' min.	25.04.050
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² For occupiable space only. Projects on lots fronting State Street between Montecito Street and Sola Street are required to provide ground floor nonresidential uses.

Takes into consideration different site conditions and building types per standard

Standards have an Astrix or footnote that relates to additional information, definitions, or local or federal code section

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Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

COUNTY OF SAN LUIS OBISPO – DESIGN GUIDELINES

The City of San Luis Obispo provides design guidelines that consist of design objectives, guidelines, and examples that retain and enhance the unique character of the County. This document is old, but upholds the diverse and unique qualities of village and urban areas.

Successful aspects:

- Focuses on specific centers, districts, downtowns, and development by use
- Detailed guidelines with measurable goals and clear examples
- Relates to other city documents for each guideline
- Very detailed definitions / glossary

Unsuccessful aspects:

- Outdated, so does not account for or promote certain uses or typologies
- Graphics may be misleading due to over generalizing the design intent / goal

CITY OF TORRANCE – DESIGN GUIDELINES

The City of Torrance provides a quick-guide or reference to common Architectural styles, Architectural terms, and rehabilitation of historic buildings in the city: Architectural Design Guidelines | City of Torrance. This can be a example of a simple layout for descriptive architectural styles.

Successful aspects:

- Covers the main character defining features of each architectural style in 2 pages or less.
- Graphics are consistent with each other

Unsuccessful aspects:

- Photo illustrations are very traditional and doesn't account for new construction, where certain elements or features can be difficult to build but possible. Just needs more modern examples.

SCAG Objective Design Standards

In 2022-2023, the Southern California Association of Governments (SCAG) initiated a project to develop a common set of objective design standards that could then be tailored to the communities of Santa Monica, South Pasadena, Montebello and Santa Fe Springs. The standards were simple in nature and able to be inserted into the zoning code. However, ultimately, the needs of each community were very different, leading to limited utilization. Santa Fe Springs, which was seeking to create a new downtown, adopted the objective standards into its zoning code. However, in South Pasadena, the Planning Commission and community members felt that the standards did not adequately take into account that city's unique needs. In Santa Monica, the draft was reduced to a limited set of standards and ultimately not adopted. Montebello has not adopted its standards either. The project exposes the conundrum of regional design standard efforts; community character and regulatory structure can be very different in different jurisdictions, leading to very different design standard needs. Projects either respond by becoming more focused on the particular jurisdictions involved and crafting standards for their unique needs, or abstracting the process into mere recommendations rather than implementable standards.

Strengths:

- Simple, clear diagrams
- Contains standards about unique topics, such as horizontal elements, enhancement of blank walls, security bars
- Simplified frontage regulations
- Menu of choices for modulation and façade composition

Weaknesses:

- Difficult to formulate a correct approach to some topics (for example, streetwall and massing) given the great diversity in built environment among the four cities
- No photographic examples
- No rationale provided for standards

San Joaquin Valley Objective Design Standards Guidebook

The Fresno Council of Governments led an effort to create a guidebook that could serve the entire San Joaquin, or Central, Valley. The background information is a good resource to help guide the structuring and utilization of Objective Design Standards.

Strengths:

- Includes a summary of legal considerations, including the difference between HAA (streamlined approval process) and SB35 (ministerial approval process).
- Gives good guidance as a regional document to local jurisdictions about the various methods of constructing objective design standards, and the considerations between these methods.
- Describes best practices which include the use of guidelines or intent statements to clarify the purpose and goal of statements, and allow flexibility
- Describes different approval processes for projects which meet standards, which meet the intent but not letter of the standards, or which do not meet the standards

Weaknesses:

- Community character is less relevant to San Gabriel Valley
- Does not present actual recommended objective design standards

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Western Riverside Council of Governments Objective Design Standards Toolkit

This toolkit was prepared in 2022; some cities later adapted and adopted it (e.g. Temecula). A chapter on landscape standards is particularly noteworthy.

Memo of ODS | The Arroyo Group SGV
COG Objective Design Standards
25 September 2025

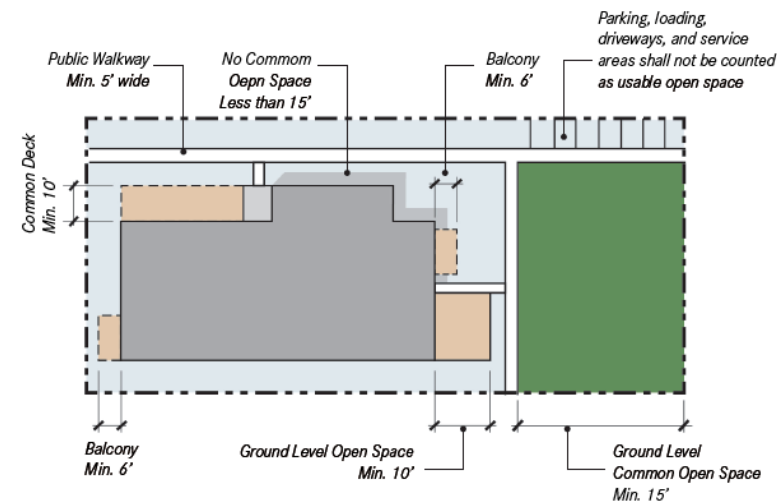


Strengths:

- Includes landscape standards
- Graphics show multiple standards at once
- Provides thorough common open space standards

Weaknesses:

- Some standards are more appropriate to large, master-planned type projects more common in Riverside County



ABAG Objective Design Standards Handbook

This is a well-written, beautifully prepared guidebook for residential and mixed-use projects in the San Francisco Bay Area. The guidebook approaches the biggest issues in objective design standards holistically, with perspectives discussing the economic, design and community planning considerations of using such tools as building types, frontage types, and building modulation standards. It will be a useful resource when evaluating different design standards for the San Gabriel Valley.

Strengths:

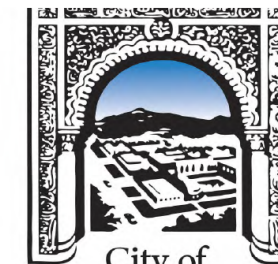
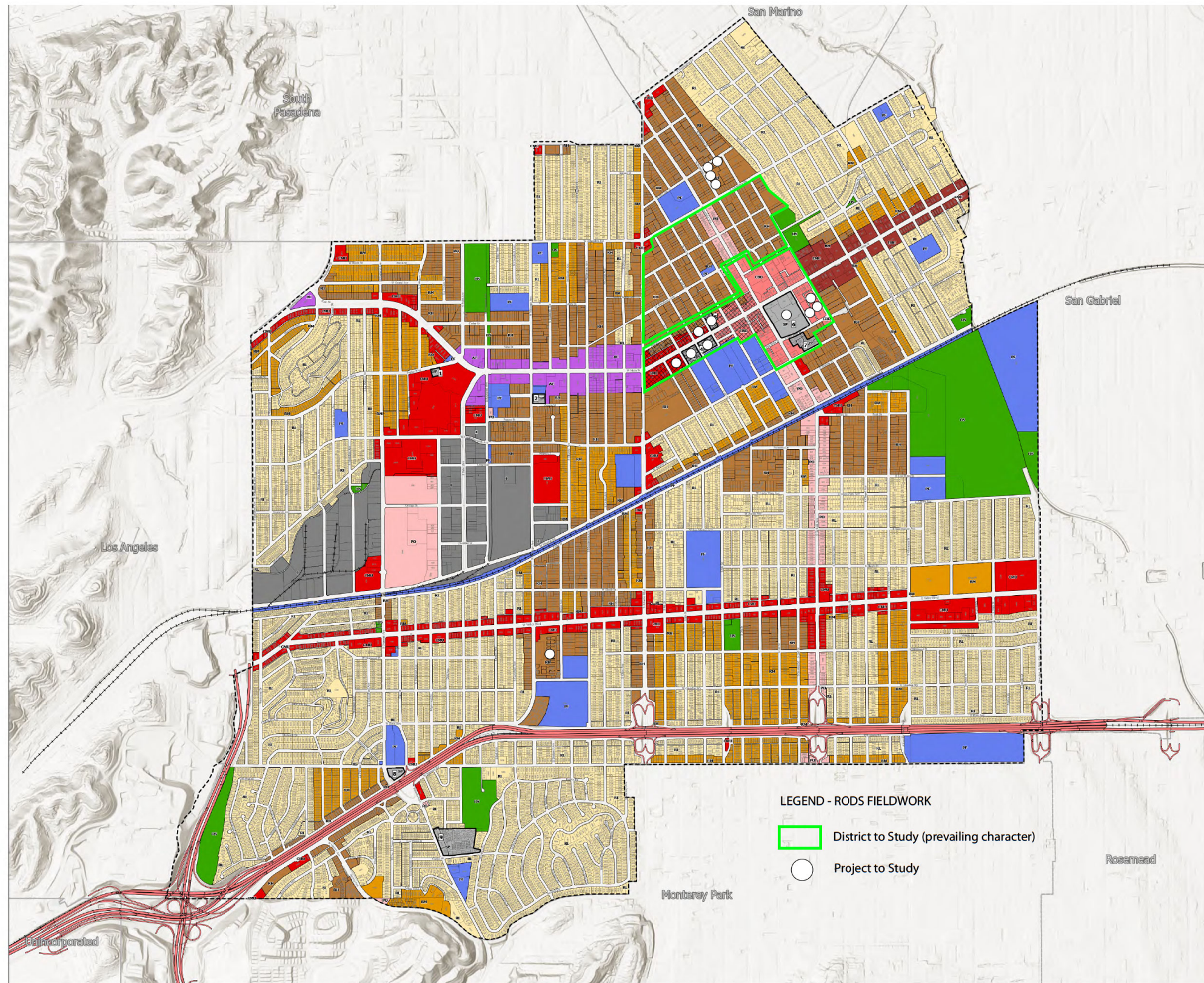
- Provides a lot of explanation around the recommended standards, and complements regulatory diagrams with recommended and not recommended photographic examples
- Conducted interviews with developers to determine the impact of different types of objective design standards on economic feasibility
- Standards of particular interest include a more comprehensive list of frontage types, roof standards, and block and open space standards for large sites
- Attempts to classify the Bay Area into PlaceTypes where different standards will apply

Weaknesses:

- Standards and graphics are adapted from form-based codes, which may be more difficult to map on to cities' existing standards
- Mostly focused on high-density development
- Place Type application may be difficult in different jurisdictions

EXHIBIT C

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum



City of Alhambra Zoning Map April 2025

MAP FEATURES

- City Boundary Specific Plan
- Boundary
- Railroad
- Freeway
- Ramp

ZONING DESIGNATION

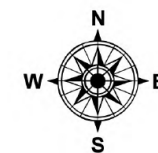
- RL - Residential Low Density
- RM - Residential Medium Density
- RH - Residential High Density
- PO - Professional Office
- CBD - Central Business District
- CMU - Commercial Mixed Use
- EMC - East Main Commercial
- AC - Automotive Commercial
- SP - Specific Plans
- I - Industrial
- PF - Public Facilities
- OS - Open Space

OVERLAY DISTRICTS

- West Main Corridor

SPECIFIC PLANS

- 2300 Poplar Boulevard Specific Plan
- Marengo and Acacia Specific Plan
- Alhambra 5th and Main Specific Plan
- Alhambra Pacific Plaza - 300 West Main Street Specific Plan
- Castla de Zen Specific Plan
- Alhambra Place Specific Plan
- Alhambra - 100 Bay State Street Specific Plan
- 2500 West Hellman Avenue Specific Plan
- 2400 South Fremont Avenue Specific Plan



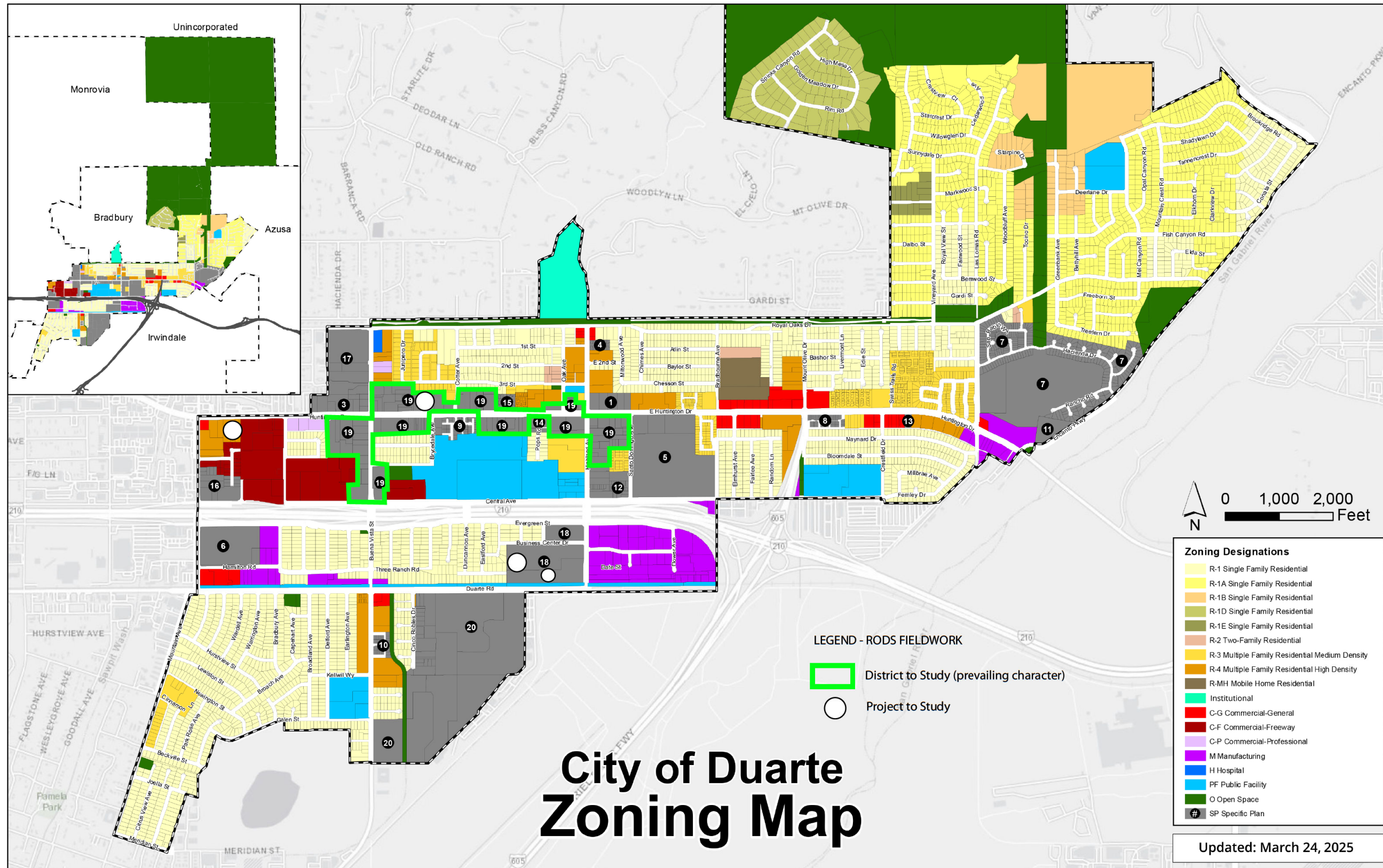
0 0.25 0.5 Miles

Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The City of Alhambra makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for information contained in this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.

Base map and data from City of Alhambra Planning Division. Direct all inquiries to the City of Alhambra Planning Division at (626) 570-5034 or at planning@alhambra.gov.



Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

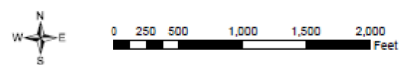
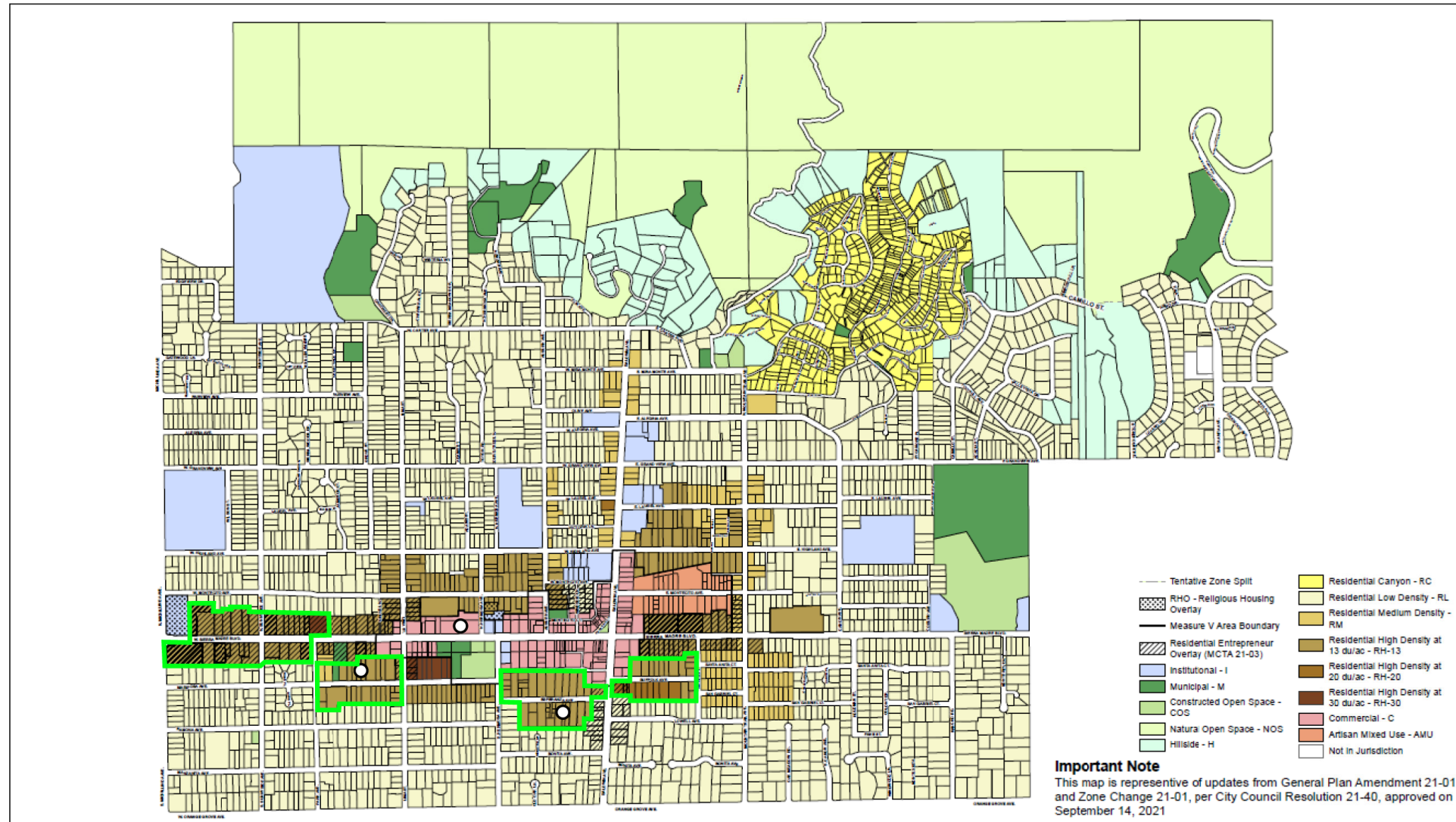


Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

LEGEND - RODS FIELDWORK

- District to Study (prevailing character)
- Project to Study

Figure 1-1 Land Use Map



City of Sierra Madre Land Use Map Including Housing Element Updates



Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Memo of ODS | The Arroyo Group SGV
COG Objective Design Standards
25 September 2025



EXHIBIT D

DRAFT

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

District
Main St (area around Garfield and just west of garfield)
City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	1920's - 1950's	Renovations made to many/ façade improvements	Overall Good / Fair	yes

Height	Number of Stories	Estimated Height
	Older Buildings 1-2	15'-20'

Setbacks	Front	Side	Side	Rear
	0'	0'	0'	0'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Flat	Boxy	no/ 1 passthrough

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	American Commercial	flat roofs, brick, storefront windows, tight commercial spaces

Building Type	Typology
	Single story commercial

Defining Characteristics	Primary Street Facing Features
	Store front windows, recessed entry, corner entry, awnings, Prominent commercial signage

Fenestration and Openings	Doors	Windows	Other Openings
	Street Facing, Recessed, glass storefront doors	Large store front windows	not clear

Material	Wall	Color	Roof	Hardscape
	Brick/ Stucco	Multi earth tones, shades of beige, brick	tar and gravel	Sidewalk, Cement planters

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Planters both built in and pots, palm trees	material change/ color	plants, flowers, trees (fair amount)

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Signage, parapets, awnings, brick/stucco façades	Minimal variations in storefront spacing, signage scale, and material changes	Shopfront/forecourt	walkable, car-oriented, active commercial/dining

General Notes:

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

District
Main St
City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2000's	Well Maintained	Good / Fair	No

Height	Number of Stories	Estimated Height
	Newer Buildings 1-5	20'-60'

Setbacks	Front	Side	Side	Rear
	0'	0'	0'	0'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Varied Flat/ Gable Towers	Rectangular geometrical language, some buildings have geometry interrupted by massing components or modular systems	no

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Spanish Colonial Revival, Art Deco, American Commercial	Arches, Clay tile roofs, stucco walls

Building Type	Typology
	Podium, Single

Defining Characteristics	Primary Street Facing Features
	Ground Floor Retail, Large Store front windows, recessed entry, corner entry, awnings, Prominent commercial signage

Fenestration and Openings	Doors	Windows	Other Openings
	Street Facing, Recessed, Corner Entries	Large store front windows	na

Material	Wall	Color	Roof	Hardscape
	Stucco	Multi earth tones, shades of beige, brick	Clay tile when visible	Passthroughs through building breaks

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Street trees	none consistent	Plantings (very minimal)

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Awning, Signage, balcony, window and opening variation	Color variance on facades, plane changes, varied heights, tower uses, fenestration, roof line breaks along parapets	Shopfront	podium parking access from side streets

General Notes:

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

District
RH ZONE
City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	late 1960's-early 2000's	na	Fair - minor staining, aged stucco	No

Height	Number of Stories	Estimated Height
	2 stories above tuck-under garage level.	25'

Setbacks	Front	Side	Side	Rear
	Generally 10-15'	5-10'	5-10'	assume 10-15'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Predominantly gable roofs	Long, narrow massings, box structures	Symmetrical facades with central driveway recesses; repetitive architectural rhythms.

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Spanish Colonial Revival-inspired, some craftsman	Stucco walls, red tile roofs, arched windows, balconies, Pitched Roof/ Front Porch/

Building Type	Typology
	Walk-Up / Courtyard / Podium Hybrid, residential units above garages with central access driveways.

Defining Characteristics	Primary Street Facing Features
	Projecting gables, arched window bays, recessed central driveways with garages.

Fenestration and Openings	Doors	Windows	Other Openings
	Street Facing, neutral color	Front: multi-pane arched windows; Sides: rectangular sliding	Not Clear

Material	Wall	Color	Roof	Hardscape
	Smooth stucco finish, light-colored.	Beiges.	Red clay or concrete tiles/ Shingle	Front Steps, Sloped drive entries, curb cuts, retaining walls near driveways.

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Shrubs, Grass, Small trees, low maintenance plants	walk way rocks	rocks

Primary Elevation	Primary Features	Articulation	Frontage Type	Other

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

ODS FIELDWORK CHECKLIST

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District
Huntington Dr
City: Duarte

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	1950's-1980's	Partial: some repainting, modern signage, minor repairs or remodels	Fair: roof and façades show wear, signage and landscaping are maintained	City Hall?

Height	Number of Stories	Estimated Height
	1,2	15'-20'

Setbacks	Front	Side	Side	Rear
	20'	10'	10'	15'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable, Low pitch hip	Boxy/ eculidean	none to minimal

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Spanish Colonial	Arches, Clay tile roofs, stucco walls

Building Type	Typology
	Commercial, strip mall, motel apartment

Defining Characteristics	Primary Street Facing Features
	Spanish features, decorative parapet, street/car oriented commercial

Fenestration and Openings	Doors	Windows	Other Openings
	Aluminum/glass storefront, neutral colors	Small to medium, recessed, rectangular	none observed

Material	Wall	Color	Roof	Hardscape
	Stucco, Tile details	Beige / Off-white	Clay tile	Concrete sidewalks, asphalt lots

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Palm trees, shrubs	Concrete paths, driveways	Grass patches, small hedges

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Recessed entries, canopy	Minimal depth or plane changes, typical articulation coming from overhangin pitch of roof or some sort of parapet feature	Commercial Storefront, Parking lots	podium parking access off main street

General Notes:

walkable, strip mall, small-town, typical spanish style homes and commerical buildings, some ranch style/townhome

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

District
Esperanza Ave/Suffolk Ave
City: Sierra Madre

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	1950's-1980's	Minimal, some repainting, possible rennovations	Fair: overall well kept, signs od age but maintained well	possible

Height	Number of Stories	Estimated Height
	2	20'-25'

Setbacks	Front	Side	Side	Rear
	15'	5'	5'	not clear

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable,	Boxy/ eculidean	breaks in cases for some townhome style homes

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Spanish Colonial / Ranch Style	Arches, Clay tile roofs, stucco walls Brick base, shingled upper façade, symmetrical fenestration

Building Type	Typology
	Apartment (2-story)/ multi-family residential

Defining Characteristics	Primary Street Facing Features
	Walkways/steps, street oriented doors, windows, planting, driveways visible, dense evergreen screening

Fenestration and Openings	Doors	Windows	Other Openings
	Typical residential front doors (varied windows)/ some cases iron gate	Small to medium, sliders/double hung	none observed

Material	Wall	Color	Roof	Hardscape
	Stucco, brick	Beige / Off-white/ blues	Clay tile/ Shingle	Concrete sidewalks, Walkways, Steps, Driveways

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Hedges, Trees, Lawns	Concrete paths, driveways, Steps, Walkways	Lawn strips, roses, bushes

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Flat façade with central entry, raised yards, brick and material change on façade	Minimal plane change, Some Articulation with balconies and gable protrutions	Stoop, Yard	

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Memo of ODS | The Arroyo Group
 SGV COG Objective Design Standards
 25 August 2025



EXHIBIT E

DRAFT

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

Project: 116 Mclean St, City: Alhambra
 similar façade to 630 stoneman, simpler in detail as far as projections and greening

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2000's	maintained no significant changes noticed	Good, Maintained façade and landscaping	No

Height	Number of Stories	Estimated Height
	2	25'-30'

Setbacks	Front	Side	Side	Rear
	20'	10'	10'	10'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable	Boxy	between homes

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Spanish	Red clay roof tiles, arched entries, stucco and stone veneer

Building Type	Typology
	Townhouse

Defining Characteristics	Primary Street Facing Features
	entry stoop projection, gables, landscaped walkways, symmetrical units

Fenestration and Openings	Doors	Windows	Other Openings
	Street facing arched dark wood, decorative glass	multi pane, recessed symmetrical	not clear

Material	Wall	Color	Roof	Hardscape
	Stucco with stone veneer	Warm beige with earth tone	Clay Tile	Concrete drive, steps, retaining walls, gate

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Shrubs, hedges, trees	Walkways/ steps, planters	Flower beds, low hedges, ground cover wood chips

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Arched entries, symmetrical windows, tile rooflines	Plane changes, use of recess and projection in the vertical elements	Stoop	1/2 subterranean parking access off main street

Evaluation:
Strengths:
 Appropriate openings for the Spanish architectural style
Weaknesses:
 High planters/landscaping percentage reducing usability, Lacking in ornamentation or detail, e.g. wrought iron, Position of the open space is a little too open to the street; could have recessed entry, trellis element, or more enclosed with buildings. Lack of privacy.

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

ODS FIELDWORK CHECKLIST

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Project
102 Mclean St
City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2000's	New/ well maintained	Good / well maintained	No

Height	Number of Stories	Estimated Height
	2	25'

Setbacks	Front	Side	Side	Rear
	10'	5-10'	5-10'	5'-10'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable	Rectilinear geometrical language, repeating elements, rectangular blocks with linear modulation.	between homes

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Craftsman	Pitched Roof/ Front Porch/ Tapered Columns/ Lap Siding

Building Type	Typology
	Townhouse

Defining Characteristics	Primary Street Facing Features
	Porches/ gables/ window, columns/ walkway

Fenestration and Openings	Doors	Windows	Other Openings
	Street Facing, neutral color	multi pane, recessed symmetrical	not clear

Material	Wall	Color	Roof	Hardscape
	Lap Siding	Shades of beige	Shingle	Front Steps, stone veneer

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Shrubs, hedges	material change/ color	Flower beds, low hedges, ground cover wood chips

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Gable details, columns stone veneer, almost arcade like porch windows and door façade over very symmetrical and organized	Upper floors stepped back from façade, Plane changes, varied heights, tower use, fenestration	Porch/ Stoop	1/2 subterranean parking access off main street

Evaluation:
Strengths: Clear Craftsman style, second level pop-outs, exposed gable beams, detailed gable transitions, tapered porch posts, brick piers with caps, white corner trim, consistent window and corner detailing, subterranean parking, driveway median softens apron, landscape buffer at patios
Weaknesses: Shallow or faux porches lacking weather protection, unactivated center courtyard, faux porches not functional, 6x6 or 8x8 planters (underutilized)

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

Project
1419 Benito Ave
City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2010's	New Development	Good	No

Height	Number of Stories	Estimated Height
	3	35'-40'

Setbacks	Front	Side	Side	Rear
	15'	5-10'	5-10'	10'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable, hipped	Boxy/ Vertical	Recessed entries and balconies at each level; façade steps back at upper floors

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Contemporary spanish	Stucco, clay tile accents, arched entries, iron balcony railings, stone veneer

Building Type	Typology
	Walk-up, Townhouse/ multi-family

Defining Characteristics	Primary Street Facing Features
	Balconies, arched recessed entries, alternating materials (stucco & stone), small private patios

Fenestration and Openings	Doors	Windows	Other Openings
	Street-facing, solid, earth-tone, recessed	Flush and recessed, white-framed, double-hung & sliding	Recessed balconies, vent openings

Material	Wall	Color	Roof	Hardscape
	Stucco and stone veneer cladding	Beige, tan, natural stone	Clay tile	Walkways, entry steps, raised planters

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Small trees, structured hedges	Concrete walkways, raised walls	Grass, low shrubs, low maintenance planting

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Covered balconies, arched entries, stone/stucco contrast	Varied planes, recessed and protruding elements, textured materials	Porch, yard, balcony	Low garden walls, separated unit entries, no visible utility elements

Evaluation:
Strengths: Sufficient building modulation, shed roof at primary entry with arched opening, decorative ironwork and awnings compatible with Spanish style, consistent use of Spanish elements like tile vents, arched openings, single-leaf wood entry door
Weaknesses: very repetitive with minimal variation across 900 ft block, no public access or breaks along frontage, scattered and disjointed layout, weak corner definition, ineffective third-story setback, lacks base/middle/top organization, repetitive square modules create monotonous rhythm, heavy and overwhelming cinder block and split-face walls, no clear frontage for unit entries, oversized cornices and window details, unbalanced porch covers, inconsistent application of Spanish style, lacks asymmetry and shape variety, underscaled window shutters

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

Project
630 Stoneman
City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2000's	New/ well maintained	Good	No

Height	Number of Stories	Estimated Height
	2	25'-30'

Setbacks	Front	Side	Side	Rear
	20'	5-10'	5-10'	5-10'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable	Boxy	between homes

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Spanish	Red clay roof tiles, arched entries, stucco and stone veneer

Building Type	Typology
	Townhouse

Defining Characteristics	Primary Street Facing Features
	entry stoop projection, gables, landscaped walkways, symmetrical units

Fenestration and Openings	Doors	Windows	Other Openings
	Street facing arched dark wood, decorative glass	multi pane, recessed symmetrical	not clear

Material	Wall	Color	Roof	Hardscape
	Stucco with stone veneer	Warm beige with earth tone	Clay Tile	Concrete drive, steps, retaining walls, gate

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Shrubs, hedges, trees	Walkways/ steps, planters	Flower beds, low hedges, ground cover wood chips

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Arched entries, symmetrical windows, tile rooflines	Plane changes, use of recess and projection in the vertical elements	Stoop	1/2 subterranean parking access off main street

Evaluation:
<p>Strengths: Provides architectural details that are consistent with the selected Spanish style, including tile decorative vents, arched openings, and a single-leaf solid wood door at the primary entry.</p> <p>Weaknesses: Proportions are a bit off; cornices are too large and visually dominant. Porch cover and window details are oversized and appear unbalanced relative to the building massing. There is a lack of consistency in the application of the architectural style—Spanish architecture typically embraces asymmetry and a mix of shapes, which is not well-reflected here. The overall composition of the façade feels disorganized. Window shutters are not appropriately scaled to the window openings.</p>

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

Project / District (circle one): Casita de Zen Specific Plan
Street (for districts): West Main Street & North 3rd Street
City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
		2015 Semi-private interior wall finish improvements	Good	No Historical Relevance

Height	Number of Stories	Estimated Height
	5	55 - 60 ft.

Setbacks	Front	Side	Side	Rear
	1 foot	1 to 3 feet (street side)	0 feet (interior side)	6 feet

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable & Hipped roofs	Vertical	1 to 3-foot depth for every 10 feet @ ground level 6-foot depth for every 10 to 20 feet @ 2nd - 4th floors 3-foot depth for every 30 feet @ 5th floor

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Spanish Revival	Arched openings, heavy roofing, upper level balconies, ironwork, wide range of opening sizes, emphasis on overall structural mass

Building Type	Typology
	Podium with garage and commercial at ground level and residential and courtyard at upper levels

Defining Characteristics	Primary Street Facing Features
	Open trellis structures, decorative railing, fence, and grilles, decorative gable vents, and corner rotunda

Fenestration and Openings	Doors	Windows	Other Openings
	Street facing or arcade facing, black and grey aluminum door frame, double swing at street level and sliding at balconies	3x4 sliding, 2x casements, and garden windows, flush with detailed reveals or thickened surround, proportioned per interior program	Garden window and prefabricated garage grille/railing for fresh air intake.

Material	Wall	Color	Roof	Hardscape
	Smooth stucco, 1" stucco reveals, course belt trim between 4th and 5th floor, stucco columns	Grey, tan, and white walls; green roof fascias; black and brown ironwork, brown wood elements, and black and grey windows and doors	Red slate roof tiles with half-round edges. Soffit underside of roof eave (boxed)	Scored and colored concrete

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Vines on courtyard trellis, perimeter landscape screening, and shrub/green walls	Concrete walkways and driveway	Gravel in landscape areas at ground level

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Pop-out balconies, corner rotunda, void at upper levels due to open courtyard.	Material Changes at windows and at different floor levels, Changes in Plane vertically due to balconies, stairwells, courtyards, or primary entry points, Proportions of Openings to Wall is larger at ground level than upper levels.	Shopfront and residential lobby, Arcade to parking and retail/restaurants, and covered dining areas, and open parking garage at ground level	Decorative fencing, awning, exterior seating, art feature, and exterior light fixtures, Utility Location at roof

Evaluation:
<p>Strengths: Residential portion of facade seems good, level of modulation may be appropriate</p> <p>Weaknesses: Not consistent enough between podium & residential area (no common language of forms) corner turret may be the wrong move; not large enough to be usable on the ground floor & not enough separation; moved the entry from its intended location at the corner, roof is too busy, Would have been better to break massing on Main - crowds street too much?</p>

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

Project / District (circle one): Alhambra Pacific Plaza - 300 West Main Street Specific Plan
 Street (for districts): West Main Street & South 3rd Street & 4th Street
 City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2016	Commerical signage and awning improvements	Good	No Historical Relevance

Height	Number of Stories	Estimated Height
	5	55 - 60 ft.

Setbacks	Front	Side	Side	Rear
	3-15 foot	3-6 feet (street side)	3-6 feet (street side)	25 feet

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Shed & Hipped roofs	Vertical with mass podium	3 to 15-foot depth for every 15 feet @ ground level 2-foot depth for every 10 to 20 feet @ upper floors

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Mediterranean	Arched openings, barrel roofing, upper level balconies, heavy base, emphasis on wall and window details

Building Type	Typology
	Podium with garage and commercial at ground level and residential and courtyard at upper levels

Defining Characteristics	Primary Street Facing Features
	Trellis structures, decorative railing, decorative trim and course belt, and corner rotunda

Fenestration and Openings	Doors	Windows	Other Openings
	Street facing or Arcade facing. Silver aluminum door frame, Double swing at street level and sliding at balconies	3x4 to 4x5 sliding and 2x3 single-hung, flush with stucco surround trim, organized in a serial rythum	Square openings for garage fresh air intake, and 15-20 foot tall storefront windows with grids

Material	Wall	Color	Roof	Hardscape
	Smooth stucco, stone base that wraps around the ground floor, 1" stucco reveals, course belt trim, cornice trim, stucco band & decorative trim	Grey, tan, and white walls; red awnings; black ironwork, green/brown trellis, and white windows and door frames	Terracotta-colored Barrel roof tiles with half-round edges. Soffit underside of roof eave (boxed)	Scored concrete

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Potted plants along public sidewalk	Concrete walkways and driveway	Planting at ground level

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Recessed balconies, corner rotunda (octagon shape), side entrance plaza / public amenities space	Material Changes at storefront base and building modulations, Changes in Plane due to balconies, grouped windows, and primary entry points. Proportions of Openings to Wall is larger at ground level then upper levels.	Storefront, Public plaza with Arcade to parking and residential lobby, and uncovered dining areas, and open parking garage at ground level facing the rear	Decorative railing, fabric awnings and metal canopies, public seating/art feature, and exterior light fixtures, Utility Location at roof

Evaluation:
<p>Strengths: More attention to storefront details, awnings, bulkhead, datum line at top of the podium, Clear base/middle/top, Stepback helps, Intent with trim and material change - around archways, vertical modules</p> <p>Weaknesses: Plazas are not as useable (shallow)</p>

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

Project / District (circle one): Plaza on Main
 Street (for districts): West Main Street & South 4th Street & 5th Street
 City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	1926 (305 W Main St) 1999 (369 W Main St)	Storefronts & Bulkhead renovations	Moderate	305 W Main St - No Historical Relevance 369 W Main St - No Historical Relevance

Height	Number of Stories	Estimated Height
	5	55 ft.

Setbacks	Front	Side	Side	Rear
	0 - 6 inches	1 feet (street side)	0 feet (interior side)	0 feet (facing alley)

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Flat roofs	Staggered Mass / Modular	1-5-foot depth for every 15 feet @ ground level 1-foot depth for every 20 feet @ upper floors

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Artdeco (305 W Main St) Contemporary (369 W Main St)	Geometric forms and details, symmetrical building mass (305 W Main St) Arched openings, geometric shapes (369 W Main St)

Building Type	Typology
	Horizontal simple block (305 W Main St) Podium with garage and commercial at ground level and residential with central courtyard (369 W Main St)

Defining Characteristics	Primary Street Facing Features
	Simple horizontal railing, fabric awnings, and rounded corner entrance

Fenestration and Openings	Doors	Windows	Other Openings
	Street facing, Horizontal arcade, Double swing storefronts at street level and sliding at balconies	3x4 fixed, vertical serial rythem (305 W Main St) 3x4 - 4x4 sliding, (369 W Main St)	Square openings for garage fresh air intake, and 15-20 foot tall storefront windows with grids

Material	Wall	Color	Roof	Hardscape
	Stucco and Reflective Tile, stucco reveals, iron work	Red, grey, tan, and brown walls; blue awnings; red and brown ironwork, white windows and door frames	Flat roofs, parapet with no ornamentation, simple cornice	Concrete

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Vines growing on metal trellis	Concrete walkways and driveway	Planting at ground level

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Fabric awnings (305 W Main St) Recessed balconies, arched openings, curved corner facade (369 W Main St)	Material Changes at podium and organized horizontally, Changes in Plane due to balconies and upper floors which are stepped back, Proportions of Openings to Wall is low	Large spans of Storefront, Arched openings at entry, breeze way at corner	Geometrical railing and grilles and fabric awnings, Utility Location at roof

Evaluation:
<p>Strengths: Landscaping frames paseo, open paseo into site. Storefronts at paseo are less framed Clear material transition base/middle/top Four stories no setback Transition into plaza</p> <p>Weaknesses: Bulkhead couldve been a more textured material. Overall stucco on ground floor is not too bad, because it has diferent shades and lines through it. Roughly 100' wide simple box form on Main St is good, but 150' simple box form on 3rd St may be too long.</p>

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

Project / District (circle one): Alhambra 5th and Main Specific Plan
 Street (for districts): West Main Street & South 4th Street & 5th Street
 City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2012	Semi-private interior wall finish improvements	Good	No Historical Relevance

Height	Number of Stories	Estimated Height
	4	50- 55 ft.

Setbacks	Front	Side	Side	Rear
	1 - 15 feet	1 ft (street side)	1 feet (interior side)	15 feet

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Hipped and Flat roofs	Combination of Vertical and Box mass	1-foot depth for every 10 feet @ ground level 1 to 6-foot depth for every 10 feet @ upper floors

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Mediterranean	Arched openings, barrel roofing, upper level balconies, heavy base, emphasis on column, window, and roof details

Building Type	Typology
	Semi-Podium with ground floor commercial storefronts and residential lobby entrances

Defining Characteristics	Primary Street Facing Features
	Corner entry, side plaza, landscape buffer between street and sidewalk, focal landscape features

Fenestration and Openings	Doors	Windows	Other Openings
	Commercial doors are Street Facing, residential are facing courtyard, black aluminum door / storefront frames	30"x48" hung windows, flush with stucco surround trim, proportions are small and similar throughout	Garage openings with metal grille

Material	Wall	Color	Roof	Hardscape
	Stucco walls, course belt, cornice, bracket details, surround trim	Multi-color, color focused on window groups, different color for base	Red clay tile, flat parapet roofs	Scored concrete and pavers

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Potted plants and ground shrubs	Scored concrete and brick pavers at courtyard	Shrubs on dirt at side yards

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Metal canopies along sidewalks, recessed and extended balconies, metal awnings	Material change at the base stucco to smooth concrete, Changes in Plane at corners and at open plaza, Proportions of Openings to Wall is well balanced	Shopfront along the street sides, Residential Lobby and covered porch at courtyard, and at grade covered parking in the rear	Prefabricated decorative fencing, railing, and grilles, Utility Location at roof, No public seating, Courtyard semi-private seating

General Notes:
 North side, between 4th and 3rd Streets, Feels very bottom-heavy, No consistency between podium and upper levels, Lack of trim/changing material at balconies, Retail not inviting: lacks articulation, simple columns, low transparency, too dar. Corner residential units need more transparency and exposure to both sides, Arcade dimension is too narrow

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

Project / District (circle one): Alhambra Regency Plaza
 Street (for districts): West Main Street & South 5th Street & 6th Street
 City: Alhambra

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2004	No improvements or renovations	Good	No Historical Relevance

Height	Number of Stories	Estimated Height
	5	55-60 ft.

Setbacks	Front	Side	Side	Rear
	0 to 20 feet	1 to 2 feet (street side)	1 to 3 feet (street side)	10 feet

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable & Flat roofs	Staggered Mass / Modular	10-foot depth for every 10 to 20 feet @ ground level 6-foot depth for every 10 feet @ 2nd - 4th floors 1-foot depth for every 10 to 20 feet @ 5th floor

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Contemporary	Geometric building forms, symmetrical building mass, emphasized grid system

Building Type	Typology
	Podium with commercial and garage at ground level, residential and amenities on top

Defining Characteristics	Primary Street Facing Features
	Arcade, breeze way, side and corner plaza area, fixed seating, and metal trellis structures

Fenestration and Openings	Doors	Windows	Other Openings
	Street Facing for commercial and residential lobby, double doors for commercial and sliding for balconies, silver color, aluminum	3x5 and 5x5 sliding with fixed bottom, flush with trim top, Proportion is similar in height varies in width	Arched fixed upper window and arched garage openings

Material	Wall	Color	Roof	Hardscape
	Stucco and tile wall finish, course belt and Cornice	Multi-color with white, pink, and brown walls, white trim, blue railing, grilles and trellis	Flat parapet roof and staning seam metal roof on gable, white cornice and blue metal roof	Scored colored concrete, diamond shape

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Focal planters at plaza, potted plants, and ground level planting	Scored colored concrete with decorative geometric design	Planters at grade

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Horizontal trim details on walls and columns, covered arcade and open plaza walkways, trellis structures, and recessed balconies	Material Changes at bulkhead level, Changes in Plane at plaza and openings, Proportions of Openings to Wall are well-balanced	Shopfront along sidewalks and facing the plaza, residential lobby at arcade, at grade parking located at the rear	Prefabricated fence and grilles for garage, Utility Location on the roof, and public seating with canopy

Evaluation:
Strengths: Consistent use of shapes, between 5th and 6th St, color palette is pastels — of its time, planter buffer at the landscaping makes sense + outdoor dining (only uses that work)
Weaknesses: Too much stepping back — overly complex, not needed along the whole block, reads as a four-story building, could have more awnings, colored or stamped concrete to differentiate the plaza from the sidewalk.

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

ODS FIELDWORK CHECKLIST

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Project Solana/ Esperanza
1750 Fasana Rd
City: Duarte

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2020's	New	Good	No

Height	Number of Stories	Estimated Height
	5	60'-65'

Setbacks	Front	Side	Side	Rear
	5'-10' (landscaped)	0'-5'	0'-5'	20' / not clear

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Flat	Boxy/ Vertical modulation	Massing articulation with breaks, open space breaks along façade

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Contemporary/ Urban modern	Metal panel cladding, exposed steel framing, large storefront glazing

Building Type	Typology
	Podium Apartment (Leasing/amenity at ground, parking behind)

Defining Characteristics	Primary Street Facing Features
	varied cladding textures, deep entry recesses, retail-scale glazing, balconies, Large Signage

Fenestration and Openings	Doors	Windows	Other Openings
	Commercial-grade glass double doors at leasing office, other entry to amenity and courtyards along street	Modern windows, flush and recessed; some double and some singular	Recessed balconies, no visible skylights

Material	Wall	Color	Roof	Hardscape
	Metal siding, Cement	Multi-color scheme (dark gray, beige, burgundy red, black trim)	Tar and gravel	Concrete sidewalk, curb ramps, integrated tree wells

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Small street trees, structured landscaping	Concrete sidewalks, tree grates	Decorative grasses, shrubs, small planters near entry

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Metal/wood vertical siding, large glass lobby, balconies	Material/plane changes, offset balconies, vertical massing breaks	Lobby	Large signage, directional signage to parking

Evaluation:
<p>Strengths: Clear and even distribution of building block widths, consistent use of steel/industrial aesthetic, massing is broken up at an appropriate rhythm, clear horizontal datum and window organization, emphasized building corners with stark colors and corner balconies, wraparound human-scale canopy at corners, complementary and well-coordinated color and materials palette, large freeway sign hides parking, ground-floor open spaces on some frontages, sufficient landscape buffer between private patios and sidewalk.</p> <p>Weaknesses: Building crown lacks roofline breaks or modulation, individual unit entries at ground level lack articulation and character, frontages are dominated by solid privacy walls, unclear how frontage types were incorporated, overall building height lacks variation.</p>

ODS FIELDWORK CHECKLIST

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Project
1413 Huntington Dr
City: Duarte

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2000's	New	Good	No

Height	Number of Stories	Estimated Height
	4	45'-55'

Setbacks	Front	Side	Side	Rear
	5'-8'	0'-5'	0'-5'	15'-20'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Flat	Boxy	60' break

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Contemporary	Brick/stucco contrast, symmetrical facade, defined window framing, cornice details

Building Type	Typology
	Podium (mixed-use or multi-family over parking)

Defining Characteristics	Primary Street Facing Features
	Tall street-level retail windows, balconies, pedestrian-friendly entrance, vertical brick columns

Fenestration and Openings	Doors	Windows	Other Openings
	Street-facing glass entries (retail)	Repetitive double-hung style, flush	Balconies on 2nd & 3rd floors

Material	Wall	Color	Roof	Hardscape
	Stucco and brick	Multi-color (tan, olive green, brown)	Tar and gravel	sidewalk, curb planters

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Street trees in grates	Concrete sidewalks, curb planters	Small planting beds (minimal)

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Brick columns, balconies, defined window cornices	Material changes, plane shifts at balconies, color banding	Shopfront	podium parking access off main street

Evaluation:
<p>Strengths: Use of decorative paving materials to highlight plazas and commercial frontage, Use of multiple materials that are durable, Variation of metal canopies over storefronts that are human scale and consistent with the overall building character. Use of cornice or crown details that create horizontal breaks in the building mass while adding detail to the façade. Horizontal articulation/modules are OK, plaza is a good size and user-friendly with a central public art element, commercial and parking entrances are clearly indicated, lacks upper-floor modulation and roofline variation</p> <p>Weaknesses: Lack of depth and little definition defined by recessed openings and building façade modulation. Parking garage entrance takes up a lot of usable storefront space. Parking garage should be located on the secondary or tertiary frontage.</p>

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

ODS FIELDWORK CHECKLIST

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Project
1200 Olivia Court
City: Duarte

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2010's	New	Good	No

Height	Number of Stories	Estimated Height
	3	35'-45'

Setbacks	Front	Side	Side	Rear
	15'	0'-5'	0'-5'	20'? (measured on google maps, could be less just built to 20' for car access)

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable	Euclidean with projections	Breaks for courtyard and garage on lot

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Mediterranean / Spanish Revival	Red tile roof, arched entryway, stucco walls, shuttered windows, simple ornamentation

Building Type	Typology
	Walk-Up Townhomes (Garages Below)

Defining Characteristics	Primary Street Facing Features
	Repetitive gable roofs, decorative shutters, entry arches, stucco cladding, private garage entries

Fenestration and Openings	Doors	Windows	Other Openings
	Residential-scale entry doors, garage doors	Multi-pane horizontal windows; some projecting bay windows; small punched windows	Small arched entry recess; no balconies or skylights visible

Material	Wall	Color	Roof	Hardscape
	Smooth stucco exterior	Cream / beige with darker accents	Red clay tile	Paver driveways, concrete sidewalk, garage access

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Formal entry landscaping with hedges and sign	Paver driveway, concrete sidewalk	Shrubs, groundcover, small trees, flowering beds

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Arched entry, window shutters, projecting bays	Roof projections, bay windows, recessed entries	at grade entry	Neighborhood signage (OLIVA), minimal fencing

Evaluation:
<p>Strengths: Provides window details consistent with selected architectural style, pop-outs create depth and break up building mass, pop-outs compatible with Spanish architecture, well-distributed elements like iron grilles, awnings, shutters, and attic vents, sufficient landscape and setback buffer at ground-level patios, decorative paving at driveway and walkways, craftsmanship elements and accent points at building corners, consistent application of architectural style, good stoop frontage with landscaping transition, muted earth tones with contrasting trim, variation in modules adds interest, proportional shutters complement window scale, gutters and downspouts used as intentional visual elements</p> <p>Weaknesses: Window color, materials, and grid style are inconsistent with the overall palette, window grid style lacks definition and does not reflect true divided lights</p>

ODS FIELDWORK CHECKLIST

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Project
70 Esperanza Ave
City: Sierra Madre

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2000's	Landscaping Improvements, Most likely painted	Good, building and landscaping well maintained	no

Height	Number of Stories	Estimated Height
	3	30'-35'

Setbacks	Front	Side	Side	Rear
	20'	5'-10'	5'-10'	5'-10'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable/Hipped	Boxy	Breaks in massing across unit sections

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Contemporary Traditional	Stone details, white trim, gabled roofs, covered entries, lodge like

Building Type	Typology
	Multifamily/ Townhome

Defining Characteristics	Primary Street Facing Features
	Covered entryway, stone veneer, balconies, well landscaped.

Fenestration and Openings	Doors	Windows	Other Openings
	Glass paneled double door faces drive way loop for lobby, Street-facing, wood for townhomes	Flush, multi-pane windows.	Balconies

Material	Wall	Color	Roof	Hardscape
	Stucco, Stone Veneer, Wood Trim	Shades of olives and green	Shingle	Concrete sidewalks, Walkways, Driveways/ drive loop, drive pavers, Stone Veneer

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Hedges, Trees, bushes	Walkways, Stone along column bases, Stone Veneer wall at driveway	Lawn, flower beds, planter areas

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Covered entries, balconies, varied windows	Variations in massing, recessed balconies, contrast in materials, trim color, plane shifts, Town homes use projections nicely	Lobby	Subterranean parking access from west

Evaluation:
<p>Strengthen: Building staggers or steps back to reduce overall scale from the public right-of-way, appropriate building details for style such as course belt trim, recessed windows, wide overhangs, and exposed structural beams, use of multiple materials such as stone, stucco, and wood appropriate for the style, large covered porch emphasizes building entry, setbacks attempt to reduce perceived massing, project includes elements that reference style despite varied surrounding context</p> <p>Weaknesses: overall building scale feels oversized relative to neighborhood, setbacks only partially effective in reducing massing, porte-cochere creates an inactive and unengaging frontage, project exceeds low-rise character of surrounding area, front setback is too deep and weakens relationship to street, lacks a clear frontage type to primary building entry for pedestrians</p>

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

ODS FIELDWORK CHECKLIST

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Project
405 Mariposa Ave
City: Sierra Madre

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	Not Clear	Not sure if improved or just maintained.	Good, building and landscaping well maintained	no

Height	Number of Stories	Estimated Height
	2	25'-30'

Setbacks	Front	Side	Side	Rear
	10'-15'	5'-10'	5'-10'	15'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable/Hipped	Boxy/ Euclidean	Yes

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Spanish Colonial / Ranch Style	Arches, Clay tile roofs, stucco walls

Building Type	Typology
	Multifamily

Defining Characteristics	Primary Street Facing Features
	Arched porch, decorative tiled stairs, balconies, varied landscaping

Fenestration and Openings	Doors	Windows	Other Openings
	Arched wood door	Flush, Symmetrical	Balconies

Material	Wall	Color	Roof	Hardscape
	Stucco	Off-white or cream	Clay tile	ADA Ramps, Concrete sidewalks, Walkways, Steps, Driveways

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Hedges, Trees, courtyard	Brick/Tiled Paths, Decomposed Granite, Ramp	Trees, shrubs, planters, flowering plants

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Arcade walkways, corner feature, awnings, courtyard	Recessed arches, varied wall planes, symmetry with small shifts	Porch/Stoop	Driveway access with gate to the west.

Evaluation:
<p>Strengthen: Appropriately scaled for the neighborhood, building features consistent with Spanish style such as decorative railings, stone door trim, and exposed rafter tails, significant setback with ample landscaping between patios and sidewalk, decorative paving at driveway and walkways, multifamily building appears like single-family which integrates into the neighborhood, well-articulated massing, strong frontage appeal that engages the street, well-maintained landscaping enhances curb presence, integrated ramp and stair access, authentic Spanish elements like archways and tiled roofs</p> <p>Weaknesses: Lacks a clear frontage type to private units or common space such as a stoop or defined entry feature</p>

ODS FIELDWORK CHECKLIST

The intention of this document is to capture prevalent and community defining architectural features to align with upcoming design standards. Attach photos for important features.

Project
245 W Sierra Madre Blvd
City: Sierra Madre

Immediate Observations	Approximate Age of Building	Improvements / Renovations	Overall Condition	Historical Relevance
	2010's	Not sure if improved or just maintained.	Good, building and landscaping well maintained	no

Height	Number of Stories	Estimated Height
	2	25'-30'

Setbacks	Front	Side	Side	Rear
	10'	10'	10'	10'

Building Form	Roof Geometry	Overall Geometry	Building Breaks
	Gable/Hipped	Boxy/ Horizontal	yes, courtyard

Architectural Style	Clearly Discernible Style	Primary Features Associated With Style
	Spanish Colonial / Ranch Style	Arches, Clay tile roofs, stucco walls

Building Type	Typology
	Mixed Use / Senior Living

Defining Characteristics	Primary Street Facing Features
	Covered arcade, signage, awnings, corner tower, balconies, iron railings, decorative tile

Fenestration and Openings	Doors	Windows	Other Openings
	White framed, glazed, double	Multi-pane, flush with stucco, white trim	not clear

Material	Wall	Color	Roof	Hardscape
	Stucco	Off-white or cream	Clay tile	ADA Ramps, Concrete sidewalks, Walkways, Steps, Driveways

Landscape Features	Primary Features	Hardscape Features	Softscape Features
	Hedges, Trees, courtyard	Concrete paths, driveways, Steps, Walkways	Trees, shrubs, planters, flowering plants

Primary Elevation	Primary Features	Articulation	Frontage Type	Other
	Arcade walkways, corner feature, awnings, courtyard	Inset windows, color breaks, plane changes	Gallery, Porch	

Evaluation:
<p>Strengthen: Well-balanced breaks in the roofline and roof modulation, sufficient level of detail to window trim and grouping, usable and semi-private arcade that is visually appropriate and provides screening, appropriately screened utilities and equipment using planting or low walls, good level of detail with appropriate use of Spanish Colonial style, well-executed arcade helps conceal building depth and massing, open space along frontage breaks up façade length, effective use of landscaping and fencing to define open spaces while maintaining privacy, standpipes are well screened with landscaping and low walls</p> <p>Weaknesses: Railing lacks decoration consistent with Spanish style, window grilles lack depth and definition due to grids being located between the glass rather than on the exterior, window depth is lacking and could benefit from more shadow and articulation</p>

Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit F	Objective Design Standards this Project Exemplifies	Link to picture examples of successful projects
<p>Successful Projects that Exemplify Specific Objective Design Standards (Include name of project, full project address)</p> <p>801 East Main Housing Project</p>	<p>Objective Design Standards this Project Exemplifies (Include explanation of why the project is successful, for each identified design standard)</p> <p>Site Planning and Access - locating vehicular access along the non-major high-traffic streets, locating open common spaces at the corners of the site to maximize human interaction and clear visuals to site amenities, provided covered entries to each unit, creating connectivity for pedestrians where openings or voids along the building facade occur and invite patrons to separate spaces on the project. Building Modulation & Articulation - buildings present balconies (covered and uncovered) that create relief and breaks in the building mass, presents various openings, decorative railing and notches, awnings, and corbels that articulates the facade, and is designed at a lower human scale along the public sidewalk with 1 - 1 1/2 stories or setback from the property line with well-design landscaping buffer.</p>	<p>49 dwelling units ranging in size from 2 to 4 bedrooms. As required by the State Housing Element Law, the City rezoned the project site to allow residential development as a use by-right for projects that dedicate at least 20% of their total units as affordable to lower income households</p> <p>801-817 East Main Street and 17-25 North Granada Avenue Alhambra, CA</p>
<p>Mariposa Affordable Housing Development</p>	<p>Materials, Finishes, and Color - the building provides at least 3 different wall cladding materials or colors such as brick and siding panels of various colors. Focusing heavier materials at the base of the building creating a logical foundation and changing siding colors where modulation occurs on the upper floors. Finishes are authentic with a natural appearance and texture. Parking structure - location of at grade parking is oriented towards a parking lot and alley, and away from the main thoroughfare. Parking structure is integrated into the overall design and introduces a series of focus planting at columns.</p>	<p>A mix of 1- and 2- bedroom units for a total of 40 units in a 5-story building with on-site support services</p> <p>Mariposa Affordable Housing Development Alhambra</p>
<p>Monterey Bay Square</p>	<p>Entries - location of residential entries are more private in nature with potted landscaping, isolated canopy, signage, and transparent. Verses retail and restaurant entrances which are presented with larger storefronts, cohesive overhang/awning, thickened bulkhead and columns that create a durable foundation along a high pedestrian traffic area. Parking Structures - present a panelized system on the exterior façade that screens parking while adding an architectural element to the elevation. These perforated panels provide shade to the interior of the parking structure and create a visual appeal through lighting.</p>	<p>A mixed-use residential and commercial center that consists of ground-floor retail and restaurant, and five floors of condominium residential units (62 units total) above. There will also be a second building consisting of a 7-level parking structure with a ground floor restaurant unit. (built)</p> <p>Monterey Bay Square Alhambra, CA</p>
<p>123 South Marguerita Ave</p>	<p>Building Modulation and Articulation - presents a combination of roof forms at different heights that is compatible with its architectural style. Roof supports / brackets are well-detailed and consistent throughout. Upper stories are setbacks to create a more human scale design with a differentiation in design among each story. Materials, Finishes, and Color - At least 3 different materials are used on the project including stone, lap siding, and stucco with complementary colors. Materials are logically organized where stone is focused along the base of the building, and siding and stucco are well-distributed throughout.</p>	<p>A three-story, four-unit apartment complex. The complex is configured as a duplex, and features landscaping, and communal space in the form of common open space. The Craftsman style architecture can be seen in the Hardie-siding, roof brackets, shaped rafter tails and hung windows.</p> <p>123 South Marguerita Avenue Alhambra, CA</p>
<p>Solana (Duarte), 1750 Fasana Rd, Duarte, CA 91010</p>	<p>Architectural Elements - roof lines broken at regular intervals, balcony materials are consistent with the architectural style, freeway visible signage</p> <p>Articulation - four-sided architecture, difference in materials from first two floors to upper floors, recessed balconies at top of building</p> <p>Architectural Corner Element - red color at corner</p> <p>Materials - balconies look to be steel or metal, Roof materials complement the materials and colors of the façades, color are varied across facade, standing seam metal at the key corner helps the entry stand out.</p> <p>Open Space Amenities - open space includes BBQ grills, pizza oven, fire pit, dog park, pool jacuzi, gathering space, private phone call rooms, business room</p>	<p>https://www.solanaduarte.com/gallery/</p>

Exhibit F	Objective Design Standards this Project Exemplifies	Link to picture examples of successful projects
<p>Successful Projects that Exemplify Specific Objective Design Standards (Include name of project, full project address)</p> <p>Paragon at Old Town Apartments, 700 S Myrtle Ave, Monrovia, CA 91016</p>	<p>Objective Design Standards this Project Exemplifies (Include explanation of why the project is successful, for each identified design standard)</p> <p>Base/Middle/Top - use of brick material and horizontal datum to distinguish retail ground floor from upper residential floors</p> <p>Building Breaks - pedestrian courtyards off the side streets are 50' deep building setbacks off the street (not full breaks)</p> <p>Architectural Corner Elements - pedestrian courtyard at corner, floating corner element at south corner on myrtle (3D architectural element)</p> <p>Materials - in some places ground floor materials/color differentiation between ground floor v upper floors, awnings along Myrtle street frontage, podium parking materials match some sides of the building, similar color/materials as development to northeast</p> <p>Design of Parking/Elements to conceal parking structure use - it looks like a apartment building (aka fake windows), however, it is clearly parking, landscaping around the parking podium, entrances located furthest from the Myrtle intersection</p>	<p>https://www.paragonatoldtown.com/apartments/ca/monrovia/photo-gallery</p>
<p>Avalon Monrovia, 825 S Myrtle Ave, Monrovia, CA 91016</p>	<p>Building Form - 360 degree design, the inset balconies reduce bulk/massing</p> <p>Materials and Colors - very monolithic white to light cream; white brick material used along the corner and also along the ground floor, but not the entire ground floor, smooth texture on all other surfaces of building, balconies seem to be steel/metal, some of the balconies have awnings that aren't fabric, parking podium looks semi-similar to the building in color</p> <p>Entries - Corner entrance is most prominent, with high transparency and tower.</p> <p>Stepbacks - fronting on Myrtle the top floor is stepbacked off the street, matching Paragon to north</p>	
<p>Colorado Blvd/Primrose Ave NE Corner (Monrovia), 151 W Colorado Blvd, Monrovia, CA 91016</p>	<p>Frontage Types - frontyard/porch type, accommodated in a variety of ways in both the block-scale and house-scale portions of the development</p> <p>Large site designed as two separate developments</p> <p>Articulation - Western townhomes designed as individually distinguished row homes (e.g. San Francisco)</p>	
<p>New Development North of APU citrus college station (The Promenade), 839 Orchid Way, Azusa, CA 91702</p>	<p>Public Realm/Landscaping - An entire townhome development formed around a central traffic circle and boulevards with landscaped paths/medians</p> <p>Architectural Style - Seems like the townhomes follow a Spanish colonial architectural style. Materials include brick at the ground floor level of some of the buildings, smooth white, cream, yellow, light brown color, medium brown accents. Mission bell type lights. Small variations between buildings and larger variations between blocks to avoid extreme monotony.</p>	
<p>Areum Monrovia</p>	<p>An interesting shape for the development, a triangle</p> <p>Wrap development/hidden parking</p> <p>large green space setback from santa anita wash with dog spaces and a pool</p>	
<p>Citrus Walk, 137 E. Italia Street, Covina, CA 91723</p>	<p>Frontage Type (yard?) - Seems there are ground floor porches fenced in along Italia St, and there are also individual entrances linked to these porches. These porches are flat to the ground.</p> <p>Material and Color - Colors in the development are orange, blue, green, grey. Articulation highlights individual units.</p> <p>Building Type (live/work) - Rowhouses, but The corner townhome has a rear facing balcony, and this townhome also features a ground floor commercial use. Also the townhomes fronting on Citrus Ave have ground floor commercial uses, and inset balconies.</p>	
<p>Citrus Village (City Ventures), 1009 N Citrus Ave, Covina, CA 91722</p>	<p>Pedestrian Connectivity - Stone material to slow traffic at entry, pedestrian connection to central green space</p> <p>Frontage (patio) - There are walled in no-step patios at the ground floor level fronting on Citrus Ave. These patios lead to individual unit entries.</p>	



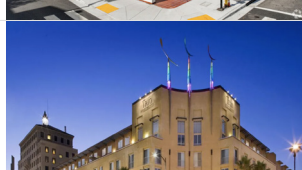
Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit F				Exhibit F				
Successful Projects that Exemplify Specific Objective Design Standards (Include name of project, full project address)	Objective Design Standards this Project Exemplifies (Include explanation of why the project is successful, for each identified design standard)	Link to picture examples of successful projects		Successful Projects that Exemplify Specific Objective Design Standards (Include name of project, full project address)	Objective Design Standards this Project Exemplifies (Include explanation of why the project is successful, for each identified design standard)	Link to picture examples of successful projects	Image of Project	
Monterey Station Apartments, 120 N Garey Ave, Pomona, CA 91767	<p>Material and Color - Colors are lime, white, light brown, dark brown, dark grey/navy. Along Garey Ave, brick material along 2nd and 3rd stories, smooth white texture on ground floor, metal siding texture at fourth floor.</p> <p>Corner - No corner element architecturally, but there is public art.</p>	Link to picture examples of successful projects		801 East Main Housing Project	<p>Site Planning and Access - locating vehicular access along the non-major high-traffic streets, locating open common spaces at the corners of the site to maximize human interaction and clear visuals to site amenities, provided covered entries to each unit, creating connectivity for pedestrians where openings or voids along the building facade occur and invite patrons to separate spaces on the project. Building Modulation & Articulation - buildings present balconies (covered and uncovered) that create relief and breaks in the building mass, presents various openings, decorative railing and notches, awnings, and cornices that articulates the facade, and is designed at a lower human scale along the public sidewalk with 1 - 1 1/2 stories or setback from the property line with well-design landscaping buffer.</p>	801-817 East Main Street and 17-26 North Granada Avenue Alhambra, CA		49 dwelling units ranging in size from 2 to 4 bedrooms. As required by the State Housing Element Law, the City rezoned the project site to allow residential development as a use by-right for projects that dedicate at least 20% of their total units as affordable to lower income households
80 North Raymond Condominiums, 80 N Raymond Ave, Pasadena, CA 91103	<p>Parking mimics building detail</p>			Mariposa Affordable Housing Development	<p>Materials, Finishes, and Color - the building provides at least 3 different wall cladding materials or colors such as brick and siding panels of various colors. Focusing heavier materials at the base of the building creating a logical foundation and changing siding colors where modulation occurs on the upper floors. Finishes are authentic with a natural appearance and texture. Parking structure - location of at grade parking is oriented towards a parking lot and alley, and away from the main thoroughfare. Parking structure is integrated into the overall design and introduces a series of focus planting at columns.</p>	Mariposa Affordable Housing Development Alhambra, CA		A mix of 1- and 2- bedroom units for a total of 40 units in a 5-story building with on-site support services
Marv's Place, 143 Mar Vista Ave, Pasadena, CA 91106	<p>Residential yard frontage in multifamily</p> <p>Large Site - breaks up large site into two separately designed projects, and residential site into smaller-scaled buildings</p> <p>Building Orientation - buildings oriented to maximize spaces and views from street, house-scale view</p> <p>Architectural Style - Craftsman style townhomes transitions to single family neighborhood</p>			Monterey Bay Square	<p>Entries - location of residential entries are more private in nature with potted landscaping, isolated canopy, signage, and transparent. Verses retail and restaurant entrances which are presented with larger storefronts, cohesive overhang/awning, thickened bulkhead and columns that create a durable foundation along a high pedestrian traffic area. Parking Structures - present a panelized system on the exterior facade that screens parking while adding an architectural element to the elevation. These perforated panels provide shade to the interior of the parking structure and create a visual appeal through lighting.</p>	Monterey Bay Square Alhambra, CA		A mixed-use residential and commercial center that consists of ground-floor retail and restaurant, and five floors of condominium residential units (62 units total) above. There will also be a second building consisting of a 7-level parking structure with a ground floor restaurant unit. (built)
Mission Meridian Village, 727-809 Meridian Ave, South Pasadena, CA 91030	<p>Frontage - porch frontage and vertical separation from street provide privacy</p>			123 South Marguerita Ave	<p>Building Modulation and Articulation - presents a combination of roof forms at different heights that is compatible with its architectural style. Roof supports / brackets are well-detailed and consistent throughout. Upper stories are setbacks to create a more human scale design with a differentiation in design among each story. Materials, Finishes, and Color - At least 3 different materials are used on the project including stone, lap siding, and stucco with complementary colors. Materials are logically organized where stone is focused along the base of the building, and siding and stucco are well-distributed throughout.</p>	123 South Marguerita Avenue Alhambra, CA		A three-story, four-unit apartment complex. The complex is configured as a duplex, and features landscaping, and communal space in the form of common open space. The Craftsman style architecture can be seen in the Hardie-siding, roof brackets, shaped rafter tails and hung windows.
Park View, 645 E Union St, Pasadena, CA 91101	<p>Material and Color - coherent application of Spanish architectural style, white stucco, blue trim, terra cotta roof, and cream balcony pilasters</p> <p>Corner - corner open space/dining gesture with tower and public art at top</p>			Solana (Duarte), 1750 Fasana Rd, Duarte, CA 91010	<p>Architectural Elements - roof lines broken at regular intervals, balcony materials are consistent with the architectural style, freeway visible signage</p> <p>Articulation - four-sided architecture, difference in materials from first two floors to upper floors, recessed balconies at top of building</p> <p>Architectural Corner Element - red color at corner</p> <p>Materials - balconies look to be steel or metal. Roof materials complement the materials and colors of the façades, color are varied across facade, standing seam metal at the key corner helps the entry stand out.</p> <p>Open Space Amenities - open space includes BBQ grills, pizza oven, fire pit, dog park, pool jacuzzi, gathering space, private phone call rooms, business room</p>	https://www.solanaduarte.com/gallery/		
Trio Apartments, 44 N Madison Ave, Pasadena, CA 91101	<p>Stepback - horizontal datum and stepback from street frontage at top floor delineates top of building</p> <p>Open Space - penetrable public open space</p>			Paragon at Old Town Apartments, 700 S Myrtle Ave, Monrovia, CA 91016	<p>Base/Middle/Top - use of brick material and horizontal datum to distinguish retail ground floor from upper residential floors</p> <p>Building Breaks - pedestrian courtyards off the side streets are 50' deep building setbacks off the street (not full breaks)</p> <p>Architectural Corner Elements - pedestrian courtyard at corner, floating corner element at south corner on myrtle (3D architectural element)</p> <p>Materials - in some places ground floor materials/color differentiation between ground floor v upper floors, awnings along Myrtle street frontage, podium parking materials match some sides of the building, similar color/materials as development to northeast</p> <p>Design of Parking/Elements to conceal parking structure use - it looks like an apartment building (aka fake windows), however, it is clearly parking, landscaping around the parking podium, entrances located furthest from the Myrtle intersection</p>	https://www.paragonatoldtown.com/apartments/ca/monrovia/photo-gallery		
				Avalon Monrovia, 825 S Myrtle Ave, Monrovia, CA 91016	<p>Building Form - 360 degree design, the inset balconies reduce bulk/massing</p> <p>Materials and Colors - very monolithic white to light cream; white brick material used along the corner and also along the ground floor, but not the entire ground floor, smooth texture on all other surfaces of building, balconies seem to be steel/metal, some of the balconies have awnings that aren't fabric, parking podium looks semi-similar to the building in color</p> <p>Entries - Corner entrance is most prominent, with high transparency and tower.</p>			
					<p>Stepbacks - fronting on Myrtle the top floor is stepbacked off the street, matching Paragon to north</p>			

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Appendix E: SGVCOG Regional Objective Design Standards Research Memorandum

Exhibit F Successful Projects that Exemplify Specific Objective Design Standards (Include name of project, full project address)	Objective Design Standards this Project Exemplifies (Include explanation of why the project is successful, for each identified design standard)	Link to picture examples of successful projects	Image of Project
Colorado Blvd/Primrose Ave NE Corner (Monrovia), 151 W Colorado Blvd, Monrovia, CA 91016	<p>Frontage Types - frontyard/porch type, accommodated in a variety of ways in both the block-scale and house-scale portions of the development</p> <p>Large site designed as two separate developments</p> <p>Articulation - Western townhomes designed as individually distinguished row homes (e.g. San Francisco)</p>		
New Development North of APU citrus college station (The Promenade), 839 Orchid Way, Azusa, CA 91702	<p>Public Realm/Landscaping - An entire townhome development formed around a central traffic circle and boulevards with landscaped paths/medians</p> <p>Architectural Style - Seems like the townhomes follow a Spanish colonial architectural style. Materials include brick at the ground floor level of some of the buildings, smooth white, cream, yellow, light brown color, medium brown accents. Mission bell type lights. Small variations between buildings and larger variations between blocks to avoid extreme monotony.</p>		
Areum Monrovia	<p>An interesting shape for the development, a triangle</p> <p>Wrap development/hidden parking</p> <p>large green space setback from santa anita wash with dog spaces and a pool</p>		
Citrus Walk, 137 E. Italia Street, Covina, CA 91723	<p>Frontage Type (yard?) - Seems there are ground floor porches fenced in along Italia St, and there are also individual entrances linked to these porches. These porches are flat to the ground.</p> <p>Material and Color - Colors in the development are orange, blue, green, grey. Articulation highlights individual units.</p> <p>Building Type (live/work) - Rowhouses, but the corner townhome has a rear facing balcony, and this townhome also features a ground floor commercial use. Also the townhomes fronting on Citrus Ave have ground floor commercial uses, and inset balconies.</p>		
Citrus Village (City Ventures), 1009 N Citrus Ave, Covina, CA 91722	<p>Pedestrian Connectivity - Stone material to slow traffic at entry, pedestrian connection to central green space</p> <p>Frontage (patio) - There are walled in no-step patios at the ground floor level fronting on Citrus Ave. These patios lead to individual unit entries.</p>		
Monterey Station Apartments, 120 N Garey Ave, Pomona, CA 91767	<p>Material and Color - Colors are lime, white, light brown, dark brown, dark grey/navy. Along Garey Ave, brick material along 2nd and 3rd stories, smooth white texture on ground floor, metal siding texture at fourth floor.</p> <p>Corner - No corner element architecturally, but there is public art.</p>		
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Marv's Place, 143 Mar Vista Ave, Pasadena, CA 91106	Residential yard frontage in multifamily		

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City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services
Candice Yu, Principal Accountant

Subject: CONSIDERATION OF PROPOSED ANNUAL SEWER LEVY REPORTS FOR
COLLECTION OF SEWER CAPITAL CHARGES AND SEWER MAINTENANCE
CHARGES AND ADOPTION OF RESOLUTIONS CONFIRMING SEWER CHARGE
RATES FOR FISCAL YEAR 2026-2027

BACKGROUND/DISCUSSION

On an annual basis, the City of La Puente charges residential and commercial property owners for use of the City sanitary sewer system. At the present time there are two (2) separate assessments in effect, one funding the maintenance and operation of the sewer system and one dedicated to capital improvements. These two revenue sources combine to finance the activities of the sewer enterprise fund.

In 2006, the City Council adopted Ordinance No. 06-850 adding Chapter 4.10 to the La Puente Municipal Code. This amendment authorizes the City to impose levies for the replacement and capital improvement of the sewer system (hereafter referred to as the “Capital Charge”). The current Capital Charge levy has been in place since Fiscal Year 2006-2007.

The City Council elected to withdraw from the Consolidated Sewer Maintenance District of Los Angeles County in 2009 (Resolution 09-4784). The City thereby assumed responsibility for managing and operating the City sewer directly. Beginning in Fiscal Year 2011-2012, property owners were charged an additional annual fee for operations and maintenance of the sewer (hereafter referred to as the “Maintenance Charge”). This fee provides for regular cleaning, flushing, and repairs.

No rate changes are being proposed for the upcoming Fiscal Year 2026-2027. Pursuant to section 5473.1 of the California Health & Safety, the City Council is required to hold a public hearing annually to certify the rate structure. Notice of this public hearing has been published in a local newspaper of general circulation as is mandated by state law.

Chapter 4.10 of the La Puente Municipal Code establishes the rates to be assessed on parcels. These rates were determined using hydraulic studies prepared by the Los Angeles County Sanitation District.

Rate Structure – Sewer Capital Charge

Annual sewer capital charges per unit are calculated by multiplying the base charge of \$84.00 by the strength factor. A single-family residence is assigned a strength factor of one (1.00). Other land uses are assigned strength factors based on their typical wastewater generation relative to a single-family residence. The table

below illustrates the most common elements of rate structure.

Customer Class	Strength Factors	Bill Unit	Annual Charges per Billing Unit
Residential			
Single Family Home	1.00	Per dwelling unit	\$84
Condominiums	0.75	Per dwelling unit	\$63
Multi-Unit Residential	0.60	Per dwelling unit	\$50
Mobile Home Parks	0.60	Per no. of spaces	\$50
Commercial			
Restaurant	5.29	Per 1,000 building sq. ft.	\$444
Office Building	0.76	Per 1,000 building sq. ft.	\$64
Hotel/Motel	0.48	Per 1,000 building sq. ft.	\$40
Stores, Retail	0.38	Per 1,000 building sq. ft.	\$32
Service Shop, Vehicle	0.38	Per 1,000 building sq. ft.	\$32
Church	0.19	Per 1,000 building sq. ft.	\$16

Rate Structure – Sewer Maintenance Charge

Annual sewer maintenance charges per dwelling unit (residential) or parcel (commercial) are calculated by multiplying the base charge of \$40.50 by the number of sewage units attributable to the land use classification. Residential parcels are assigned a value of one (1.00) sewage unit per dwelling unit, while commercial parcels typically have a higher number of sewage units. The table below illustrates the most common elements of rate structure.

Customer Class	Number of Sewage Units	Billing Unit	Annual Charges per Billing Unit
Residential Parcels	1.00	Per dwelling unit	\$40.50
Commercial			
Stores	1.00	Per parcel	\$40.50
Office Building	5.00	Per parcel	\$202.50
Restaurant	2.00	Per parcel	\$81.00
Shopping Center, Neighborhood	10.00	Per parcel	\$405.00
Service Shop, Vehicle	2.00	Per parcel	\$81.00
Church	2.00	Per parcel	\$81.00

Senior Citizen Discount

The La Puente Municipal Code provides a forty (40) percent discount on the annual sewer charge for low-income senior citizen customers with atypically low water usage. In order to qualify for the discount, applicants

must be over sixty-two (62) years of age, use less than two hundred (200) gallons of water per day, and meet the threshold to be considered low-income by the U.S. Department of Housing and Urban Development. Applicants are required to apply to the program on an annual basis, and documentation of the qualifying conditions is required. For the upcoming fiscal year, thirty-two (32) senior citizens were found eligible for the discount. This is a decrease of six (6) senior citizens over the prior year.

Method of Collection

Engineer's reports are prepared annually by a consultant determining the assessment calculation for each individual parcel. These reports are then provided to the Los Angeles County Treasurer and Tax Collector, who administers the charges on behalf of the City. The assessments appear on the annual property tax bill for each parcel. Once collected from property owners, the revenues are aggregated and remitted to the City throughout the fiscal year.

FISCAL IMPACT

The Fiscal Year 2026-2027 adopted budget contains \$1,463,400 in combined revenue from the two sewer charges. Costs associated with collecting this revenue include approximately \$3,000 in consultant fees and \$3,750 in County administrative fees. These expenditures are appropriated within the Sewer Construction and Maintenance Fund.

RECOMMENDATION

It is recommended that the City Council: (1) open the public hearing and receive public input; and (2) adopt Resolution No. 26-6004 confirming the Fiscal Year 2026-2027 sewer capital charge; and (3) adopt Resolution No. 26-6005 confirming the Fiscal Year 2026-2027 sewer maintenance charge.

ATTACHMENTS

- A. Capital Sewer Charge FY 26-27 Resolution
- B. Maintenance Sewer Charge FY 26-27 Resolution

RESOLUTION NO. 26-6004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, CONFIRMING THE FISCAL YEAR 2026-2027 SEWER CHARGE PURSUANT TO CHAPTER 4.10 OF THE CITY OF LA PUENTE MUNICIPAL CODE AND ADOPTING THE CORRESPONDING FISCAL YEAR 2026-2027 PRELIMINARY SEWER CHARGE REPORT CALLED FOR UNDER HEALTH & SAFETY CODE SECTION 5473

WHEREAS, in 2006, the City Council adopted Chapter 4.10 of the La Puente Municipal Code (“Code”), imposing an annual charge for the operation, maintenance and capital costs associated with the City’s sewer system, on each parcel in the City; and

WHEREAS, calculation of the sewer charge is based on flow and strength studies prepared by the Los Angeles County Sanitation District, which determined the hydraulic loading and strength characteristics of each customer class; and

WHEREAS, pursuant to Health and Safety Code Section 5473, and Section 4.10.060 of the City’s Code, as a pre-condition to the placement of any sewer charge established under Health & Safety Code Section 5470 *et seq.* on the annual tax roll, it is necessary to prepare and adopt an annual written report containing a description of each real property parcel subject to the sewer charge and the amount of the charge to be levied against each such parcel for the fiscal year in question – all computed in conformity with the pre-established calculation methodology and rate structure for the charge; and

WHEREAS, the Director of Administrative Services, with the approval of the City Council, selected Willdan Financial Services to prepare the annual report in connection with the proposed levy and collection of sewer charges upon eligible parcels of land within the City; and

WHEREAS, the City, in compliance with Health & Safety Code Sections 5473 and 5473.1, filed the Fiscal Year 2026-2027 Preliminary Sewer Charge Report with the City Clerk; and

WHEREAS, the City Clerk gave notice of the filing of the Director of Administrative Service’s, or designee’s, report pursuant to Section 5473.1 of the California Health & Safety Code, and noticed June 23, 2026, as the date for the public hearing before the City Council on the annual report; and

WHEREAS, the amount of the annual charge for each customer class for Fiscal Year 2026-2027, remains unchanged from Fiscal Year 2015-2016, and are as follows:

Land Use Code	Land Use Description	Strength Factor per Billing Unit	26/27 Rate per Billing Unit	Unit of Measure
0100	Residential – SFR	1.00	\$84	Dwelling Unit

Land Use Code	Land Use Description	Strength Factor per Billing Unit	26/27 Rate per Billing Unit	Unit of Measure
0101	Residential - SFR w/ Pool	1.00	84	Dwelling Unit
0104	Residential - SFR w/ Therapy Pool	1.00	84	Dwelling Unit
0108	Residential - SFR Misc.	1.00	84	Dwelling Unit
0109	Residential - SFR Misc.	1.00	84	Dwelling Unit
010C	Residential - Condominium	0.75	63	Dwelling Unit
010D	Residential - Planned Residential Development	1.00	84	Dwelling Unit
010V	Residential - SFR Vacant	0.00	0	N/A
0200	Residential - Double, Duplex, or Two Units	0.60	50	Dwelling Unit
0201	Residential - Double, Duplex, or Two Units	0.60	50	Dwelling Unit
0300	Residential - Three Units	0.60	50	Dwelling Unit
0400	Residential - Four Units	0.60	50	Dwelling Unit
0401	Residential - Four Units	0.60	50	Dwelling Unit
0500	Residential - Five or More Apartments	0.60	50	Dwelling Unit
0501	Residential -Five or More Apartments - four stories	0.60	50	Dwelling Unit
0901	Mobile Home Park with Pool	0.60	50	No. of Spaces
1000	Commercial - Open	0.00	0	N/A
100V	Commercial - Vacant	0.00	0	N/A
10TV	Commercial - Vacant	0.00	0	N/A
1100	Stores	0.38	32	1,000 sq. ft.
11T0	Stores	0.38	32	1,000 sq. ft.
1200	Store and Office Combination	0.38	32	1,000 sq. ft.
1210	Store and Residential Combination	0.38	32	1,000 sq. ft.
1500	Shopping Centers (Neighborhood)	1.44	121	1,000 sq. ft.
150V	Shopping Center - Vacant	0	0	N/A
1600	Shopping Centers (Regional)	1.44	121	1,000 sq. ft.
1700	Office Buildings	0.76	64	1,000 sq. ft.
1720	Office and Residential	0.76	64	1,000 sq. ft.
1800	Hotel and Motels - under 50 rooms	0.48	40	Room
1801	Hotel and Motels - under 50 rooms	0.48	40	Room
1820	Motels - under 50 units	0.48	40	Room
1830	Motels - 50 or more units	0.48	40	Room
1900	Professional Buildings	1.14	96	1,000 sq. ft.
1910	Medical Dental Building	1.14	96	1,000 sq. ft.
2100	Restaurants, Cocktail Lounges, Taverns	5.29	444	1,000 sq. ft.
2110	Fast Food - Walk Up	5.29	444	1,000 sq. ft.
2120	Fast Food - Auto Oriented	5.29	444	1,000 sq. ft.
2200	Wholesale, Mfg. Outlets	0.38	32	1,000 sq. ft.
2300	Banks, Savings and Loans	0.38	32	1,000 sq. ft.
2301	Banks, Savings and Loans	0.38	32	1,000 sq. ft.
2400	Radio/TV/Refrigeration Service, Paint Shop, Electrical Repair	0.76	64	1,000 sq. ft.
2500	Service Station - Full Service	0.38	32	1,000 sq. ft.
2510	Service Station - Self Serve	0.38	32	1,000 sq. ft.
2520	Service Station - with Car Wash	0.38	32	1,000 sq. ft.
2600	Auto Service Shop	0.38	32	1,000 sq. ft.

Land Use Code	Land Use Description	Strength Factor per Billing Unit	26/27 Rate per Billing Unit	Unit of Measure
2620	New Car Sales and Service	0.38	32	1,000 sq. ft.
2630	Car Wash	10.31	866	1,000 sq. ft.
2640	Car Wash - Self Serve	2.67	224	1,000 sq. ft.
2670	Auto Service Center (No gasoline)	0.38	32	1,000 sq. ft.
2700	Parking Lots - Patron or Employee	0.00	0	N/A
300V	Vacant Land	0.00	0	N/A
301X	Misc. Industrial	0.00	0	N/A
3100	Light Manufacturing	0.11	9	1,000 sq. ft.
3300	Warehousing, Distribution under 10,000 sq. ft.	0.11	9	1,000 sq. ft.
3310	Warehousing, Distribution 10,000-24,999 sq. ft.	0.11	9	1,000 sq. ft.
3320	Warehousing, Distribution 25,000-50,000 sq. ft.	0.11	9	1,000 sq. ft.
3900	Open Storage	0.11	9	1,000 sq. ft.
6400	Clubs, Lodge Halls, Fraternal Organizations	0.47	40	1,000 sq. ft.
6510	Amusement Facilities	1.33	112	1,000 sq. ft.
660V	Golf Courses - Vacant	0.00	0	N/A
7100	Churches	0.19	16	1,000 sq. ft.
710V	Church - Vacant	0.00	0	N/A
7200	Schools (Private)	0.76	64	1,000 sq. ft.
7700	Cemeteries, Mausoleums	0.53	45	1,000 sq. ft.
8100	Utility Commercial	0.76	64	1,000 sq. ft.
810V	Utility Commercial - Vacant	0.00	0	N/A
8800	Government Owned - Open Land	0.00	0	N/A
880V	Government Owned - Vacant Land	0.00	0	N/A
8820	Government Owned - General Gov. Services	0.00	0	N/A
8821	City Hall, Administration Center	0.00	0	N/A
8824	Government Owned - Utilities Office (Power, Water, etc.)	0.00	0	N/A
8830	Public School	0.00	0	N/A
8832	High School	0.00	0	N/A
8833	Elementary School	0.00	0	N/A
8841	Public Park	0.00	0	N/A
8850	Water Related Facilities	0.00	0	N/A
8855	Flood Control Drainage	0.00	0	N/A
8858	Reservoir, Tank, Underground Storage	0.00	0	N/A

WHEREAS, the amount of the annual charge shall be reduced by forty percent with respect to any Qualified Senior Residence, as described in Section 4.10.040(b) of the City’s Code, and any reduction in the annual charge for any Qualified Senior Residence shall be subsidized with general fund or other non-enterprise revenues; and

WHEREAS, on June 23, 2026, during the regularly scheduled City Council meeting, as described in the notice of public hearing, the City Council heard and considered all objections or protests, if any, to the Fiscal Year 2026-2027 Preliminary Sewer Charge Report; and

WHEREAS, less than a majority of the owners of the total number of real property parcels subject to the sewer maintenance charge originally established under Chapter 4.10 of the City's Code submitted protests in opposition to the adoption of the Fiscal Year 2026-2027 Preliminary Sewer Charge Report.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1: Following notice duly given pursuant to Section 5473.1 and 5473.2 of the Health and Safety Code and Section 4.10.060 of the City's Code, the City Council held a properly noticed public hearing regarding the Fiscal Year 2026-2027 Preliminary Sewer Charge Report, the levy and collection of sewer charges, and considered all oral and written statements, protests and communications made or filed by interested persons.

SECTION 2: The City Council determines, after accepting oral and written testimony on the sewer charge from all interested persons, including property owners, that less than a majority of the owners of all parcels subject to the sewer charge have submitted protests in opposition to the adoption of the Fiscal Year 2026-2027 Sewer Charge.

SECTION 3: The City Council hereby approves and adopts the Fiscal Year 2026-2027 Preliminary Sewer Charge Report and orders, in conformity with said report, the Fiscal Year 2026-2027 levy of the sewer charge contained therein. The proceeds of the levy shall be used for replacement and upgrading of the City's sewer system, as set forth in the Fiscal Year 2026-2027 Preliminary Sewer Charge Report.

SECTION 4: On or before August 10, 2026, the City Clerk shall file with the Los Angeles County Auditor a copy of the Fiscal Year 2026-2027 Preliminary Sewer Charge Report and this Resolution as approved by the City Council. The City Clerk shall endorse upon the report a statement over her signature that the report has been finally adopted by the City Council in conformity with Health and Safety Code Section 5470 *et seq.* Subject to approval as to form by the City Attorney, the City Manager or designee, is authorized to execute and enter into any and all standard agreements required by the Los Angeles County Auditor as a pre-condition to the placement of the sewer charge contemplated herein on the annual tax rolls and for the collection of the same by the Los Angeles County Auditor. The City Manager or his designee is further authorized to complete and submit all such documentation and provide all such information as may be required by Los Angeles County Auditor for the collection of the subject sewer charge.

SECTION 5: The County Auditor of the County of Los Angeles shall enter on the County Assessment Roll opposite each parcel of land the amount of levy, and such levies shall be collected at the same time and in the same manner as the County taxes are collected. After collection by the County, the net amount of the levy shall be paid to the City Treasurer.

SECTION 6: The City Treasurer shall deposit all money representing charges collected by the County of Los Angeles for the Sewer Charge Ordinance to the Sewer Fund and such money shall be expended only for the replacement and upgrading of the City's sewer system.

SECTION 7: The adoption of this Resolution constitutes the Fiscal Year 2026-2027 Sewer Charge.

SECTION 8: The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

SECTION 9: The City Clerk shall attest to the passage of this Resolution, and it shall thereupon be in full force and effect and a certified copy of the levy shall be filed in the office of the City Clerk and open for public inspection.

PASSED, APPROVED AND ADOPTED this 23rd day of June, 2026, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Martha Torres, MPA, CMC, City Clerk

RESOLUTION NO. 26-6005**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, ORDERING THE FISCAL YEAR 2026-2027 LEVY OF THAT CERTAIN SEWER MAINTENANCE CHARGE ORIGINALLY ESTABLISHED BY WAY OF ORDINANCE NO. 11751 OF THE LOS ANGELES COUNTY BOARD OF SUPERVISORS FOR THE CITY'S SEWER MAINTENANCE DISTRICT AND ADOPTING THE CORRESPONDING FISCAL YEAR 2026-2027 PRELIMINARY SEWER MAINTENANCE CHARGE REPORT CALLED FOR UNDER HEALTH & SAFETY CODE SECTION 5473**

WHEREAS, following incorporation in 1956, the City of La Puente (“City”) determined that it did not have the financial ability or staffing to operate and maintain its sewer collection system, thereby prompting the City to join the Los Angeles County Consolidated Sewer Maintenance District (“CSMD”), subject to the City retaining ownership of all then existing sewer facilities and any later constructed and accepted sewer facilities; and

WHEREAS, the CSMD is a “maintenance district” within the meaning of Division 7, Part 3 Chapter 26 of the California Streets and Highways Code (Streets and Highways Code Section 5820 *et seq.*); and

WHEREAS, the governing legislative body of the CSMD is the Board of Supervisors for the County of Los Angeles (“Board of Supervisors”); and

WHEREAS, on March 10, 2009, the City Council adopted Resolution No. 09-4784 requesting the withdrawal of the territory that comprises all of the City from the CSMD pursuant to Streets and Highways Code Section 5853; and

WHEREAS, the City’s withdrawal from the CSMD was intended to promote a range of governmental efficiencies including, reduced response times for service calls; more efficient planning for sewer maintenance and construction projects; and better compliance with sewer discharge requirements of the State Water Resources Control Board; and

WHEREAS, on August 4, 2009, the Board of Supervisors approved a Resolution of Intention declaring its intention to exclude the territory comprising the City of La Puente from the territory of the CSMD and on August 25, 2009, following a duly noticed public hearing, formally approved the exclusion of said territory from the CSMD; and

WHEREAS, under the terms of the withdrawal proceedings conducted pursuant to Streets and Highways Code Section 5853, the City, effective July 1, 2010, relieved the CSMD of operations and maintenance responsibilities for the City’s sewer system and assumed these responsibilities on its own; and

WHEREAS, in July 1978, the Board of Supervisors approved Ordinance No. 11751 (“County Ordinance No. 11751”) establishing a sewer maintenance charge to be levied annually against real property parcels located within the territorial jurisdiction of the CSMD, including those parcels located within the City of La Puente; and

WHEREAS, the sewer maintenance charge established by County Ordinance No. 11751 is collected each fiscal year (commencing July 1st of each year and ending on June 30th of the following year) on the Los Angeles County tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, the ad valorem property tax; and

WHEREAS, the City Council seeks to continue the annual levy of the sewer maintenance charge initially established by County Ordinance No. 11751, subject to any subsequent adjustments, amendments or modifications approved by the Board of Supervisors prior to the withdrawal of the territory comprising the City of La Puente from the CSMD, so that the proceeds of this pre-existing charge may continue to be used by the City to pay costs and expenses associated with the operation, maintenance and servicing of the City’s sewer facilities; and

WHEREAS, the City Council further seeks to maintain (without increase or adjustment) the presently existing rate structure and calculation methodology for the sewer maintenance charge originally established by County Ordinance No. 11751, which rate structure and calculation methodology are as follows: A total of \$40.50 per sewage unit, where the amount of the charge for each parcel shall be computed by multiplying the sewage unit charge of \$40.50 by the number of sewage units for the current land use of the parcel, as shown in the following table; and

Number of Sewage Units for Current Land Uses

Land Use	Number of Sewage Units
Residential	
Vacant Residential Property	0.5
Single Residential Unit	1
Double, duplex, or two units	2
Three Units (any combination)	3
Four Units (any combination)	4
Five or more apartments, per residential unit	1
Mobile homes, per residential unit	1
Commercial	
Vacant commercial property	0.5
Stores	1
Store and office or residential	2
Department store	5
Supermarkets	
12,000 square feet or more	5
6,000 through 11,999 square feet	2
Small food store	1
Shopping Center, Neighborhood	10
Shopping Center, Regional	30

Office Buildings	5
Hotels/Motels – under 50 rooms	25
Hotels/Motels – 50 rooms and over	40
Professional buildings	5
Medical/dental buildings	5
Veterinary	3
Restaurant, cocktail lounges, taverns	5
Fast food Restaurant	2
Wholesale and manufacturing outlets	2
Banks, savings and loans	1
Service Shops	2
Service Stations	1
Service Station with car wash	5
Auto Service Center (no gas)	1
Used Car Sales	1
New Car Sales and Service	3
Car Wash	5
Recreation Equipment Sales and Service	1
Parking Lots	0.5
Miscellaneous Commercial Property	2
Industrial	
Vacant industrial property	0.5
Light manufacturing	5
Heavy manufacturing	100
Warehousing, distribution, storage	2
Lumber Yards	1
Cement, rock and gravel plants	1
Parking lots	0.5
Miscellaneous Industrial Property	2
Recreational	
Movie Theatres	2
Bowling alleys	5
Clubs, lodge halls, fraternal organizations	2
Auditorium, stadiums, amphitheaters	10
Amusement facilities	10
Commercial swimming pools, schools	5
Gymnasiums, health spas	2
Miscellaneous Recreational property	2
Vacant Recreational property	0.5
Institutional	
Churches	2
Church parking lot	0.5
Schools (private)	5
Colleges, universities (private)	50
Hospitals	100
Convalescent hospitals, nursing homes	50
Homes for aged and others	10
Cemeteries, mortuaries, funeral homes	1

Miscellaneous institutional property	5
Vacant institutional property	0.5
Miscellaneous	
Undesignated	2
Vacant Undesignated	0.5
Plants and state-assessed property	5

WHEREAS, the July 1978 sewer maintenance charge initially established by way of County Ordinance No. 11751 is a property-related fee/charge within the meaning of Article XIII D of the California Constitution and was established under the authority of Health & Safety Code Section 5470 *et seq.* as referenced under Section 20.40.030 of the Los Angeles County Code; and

WHEREAS, pursuant to Health and Safety Code Section 5473, as a pre-condition to the placement of any sewer maintenance charge established under Health & Safety Code Section 5470 *et seq.* on the annual tax roll, it is necessary to prepare and adopt an annual written report containing a description of each real property parcel subject to the sewer maintenance charge and the amount of the charge to be levied against each such parcel for the fiscal year in question – all computed in conformity with the pre-established calculation methodology and rate structure for the charge; and

WHEREAS, Willdan Financial Services, having been retained by the City to prepare the written report called for under Health and Safety Code Section 5473, has prepared a sewer maintenance charge report for the Fiscal Year 2026-2027 levy of the sewer maintenance charge originally established under County Ordinance No. 11751 (hereinafter, the “Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report”); and

WHEREAS, the City, in compliance with Health & Safety Code Sections 5473 and 5473.1, filed the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report with the City Clerk; and

WHEREAS, the City Clerk gave notice of the filing of the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report pursuant to Health and Safety Code Section 5473.1 and noticed June 23, 2026 as the date for the public hearing to consider adoption of the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report and the ordering of the Fiscal Year 2026-2027 levy of the sewer maintenance charge established by County Ordinance No. 11751 in conformity with the calculations set forth in the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report; and

WHEREAS, on June 23, 2026, during the regularly scheduled City Council meeting, as described in the notice of public hearing, the City Council heard and considered all objections or protests, if any, to the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report; and

WHEREAS, less than a majority of the owners of the total number of real property parcels subject to the sewer maintenance charge originally established under County Ordinance No. 11751 submitted protests in opposition to the adoption of the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Following notice duly given pursuant to Section 5473.1 and 5473.2 of the Health and Safety Code, on June 23, 2026, the City Council held a public hearing regarding the adoption of the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report; and the ordering of the Fiscal Year 2026-2027 levy of the sewer maintenance charge originally established by County Ordinance No. 11751. In the course of the June 23, 2026, public hearing, the City Council considered all oral and written statements, protests and communications made or filed by property owners, City staff and all other interested persons.

SECTION 2. The City Council determines, after accepting oral and written testimony from property owners, City staff and all other interested persons, that less than a majority of the owners of all parcels subject to the sewer maintenance charge have submitted protests in opposition to the adoption of the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report.

SECTION 3. The City Council hereby approves and adopts the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report and orders, in conformity with said report, the Fiscal Year 2026-2027 levy of the sewer maintenance charge originally established by County Ordinance No. 11751. The proceeds of the levy shall be used for the maintenance and operation of the City's sewer system.

SECTION 4. On or before August 10, 2026, the City Clerk shall file with the Los Angeles County Auditor a copy of the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report and this Resolution as approved by the City Council. The City Clerk shall endorse upon the report a statement that the Fiscal Year 2026-2027 Preliminary Sewer Maintenance Charge Report has been finally adopted by the City Council in conformity with Health and Safety Code Section 5470 *et seq.* Subject to approval as to form by the City Attorney, the City Manager or designee, is authorized to execute and enter into any and all standard agreements required by the Los Angeles County Auditor as a pre-condition to the placement of the sewer maintenance charge contemplated herein on the annual tax rolls and for the collection of the same by the Los Angeles County Auditor. The City Manager or designee is further authorized to complete and submit all such documentation and provide all such information as may be required by Los Angeles County Auditor for the collection of the subject sewer maintenance charge.

SECTION 5. The Auditor of the County of Los Angeles shall enter on the County Assessment Roll opposite each parcel of land the amount of levy, and such levies shall be collected at the same time and in the same manner as the County taxes are collected. After collection by the County, the net amount of the levy shall be paid to the City Treasurer.

SECTION 6. The City Treasurer shall deposit all money representing charges collected by the County of Los Angeles to the credit of its corresponding fund and such money shall be expended only for the maintenance, operation and servicing of the City's sewer system.

SECTION 7. The adoption of this Resolution constitutes the Fiscal Year 2026-2027 levy of the sewer maintenance charge originally established by way of County Ordinance No. 11751.

SECTION 8. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

SECTION 9. This resolution shall take effect immediately.

SECTION 10. The City Clerk shall attest to the passage of this Resolution and it shall thereupon be in full force and effect and a certified copy of the levy shall be filed in the office of the City Clerk and open for public inspection.

PASSED, APPROVED AND ADOPTED this 23rd day of June 2026, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Martha Torres, MPA, CMC, City Clerk



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026
From: Bob Lindsey, City Manager
By: Elizabeth Herrera, Accounting Technician II
Subject: CONSIDERATION OF A RESOLUTION APPROVING WARRANT RESOLUTION NO.
26-6006

BACKGROUND/DISCUSSION

The Warrant Register has been reviewed and submitted for Council approval in accordance with Section 37202 of the Government Code.

FISCAL IMPACT

Funds are available for all expenditures listed in the Warrant Register.

RECOMMENDATION

It is recommended that the City Council and Successor Agency adopt Resolution No. 26-6006 approving Warrant Register No. 1617.

ATTACHMENTS

- A. Warrant Resolution
- B. Warrant Register #1617

RESOLUTION NO. 26-6006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE ALLOWING CERTAIN CLAIMS AND DEMANDS IN THE AMOUNT \$1,379,408.06 (WARRANT REGISTER 1617)

THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37202 of the Government Code, the Director of Administrative Services, or designated representative, hereby certifies, and the City Manager hereby approves the accuracy of the following demands and the availability of funds for payment thereof.

APPROVED

EXAMINED

Bob Lindsey, City Manager

Troy Grunklee, CPA
Director of Administrative Services

SECTION 2: That the following claims and demands numbered 16915 through 17004 ACH(s) numbered 1061 through 1065 and Draft number 03474 through 03488 except for voided warrants 16917, 16950, and 16952 have been audited as required by law and the same are hereby allowed in the amounts hereinafter set forth on the attached check registers.

CERTIFIED, PURSUANT TO GOVERNMENT CODE, SECTION 37208, AS CONFORMING TO ADOPTED BUDGET, EXCEPT WARRANT NOS: NONE

Martha Torres, MPA, CMC, City Clerk

PASSED, APPROVED AND ADOPTED this 23rd day of June 2026, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Martha Torres, MPA, CMC, City Clerk

Check Register Report

Payment Dates: 6/1/2026 - 6/12/2026

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0014461	STD INSURANCE		285-20330	12.74
16918	6/5/2026 INV0014451	FTB PR WITHOLDING ORDER	STATE OF CALIFORNIA FRANCHISE TAX BOARD	100-20399	510.64 510.64
16919	6/5/2026 INV0014423 INV0014460 INV0014460 INV0014460 INV0014460 INV0014460 INV0014460 INV0014460	USBANK PARS RETIREMENT PARS RETIREMENT PARS RETIREMENT PARS RETIREMENT PARS RETIREMENT PARS RETIREMENT PARS RETIREMENT	U.S BANK PARS ACCT# 6746022400	280-20340 100-20340 203-20340 205-20340 260-20340 280-20340 285-20340	7,258.52 29.50 3,344.15 91.08 499.27 50.45 3,050.78 193.29
16920	6/5/2026 84742 84745	AEGSLN PLOTTER INK PLOTTER SUPPLIES	AEG SOLUTIONS	100-4100-53811 100-4100-53811	533.45 230.72 302.73
16921	6/5/2026 19FQ-NRL6-FRT4 1CWQ-JJYM-JTFY	AMABUS SUPPLIES-MOVIES @THE PARK SUPPLIES-JULY 4TH EVENT	AMAZON CAPITAL SERVICES INC	100-4140-53979 100-10250	87.71 32.46 55.25
16922	6/5/2026 1902-2860	BLAWAT 05/26 CITY PATROL	BLACKWATER SECURITY	100-2110-53111	39,335.35 39,335.35
16923	6/5/2026 0029105051426	TIMEWA 05/14-06/13 CABLES/INTERNET	CHARTER COMMUNICATIONS	100-4130-53715	139.29 139.29
16924	6/5/2026 06102026-LP	COLDUC ENTERTAINMENT FOR 2026 CONCERTS IN THE PARK	COLD DUCK	100-4140-53979	2,000.00 2,000.00
16925	6/5/2026 24420 24544	COMMD COMM CTR-FIRE DOOR REPAIR FIRE DOOR COMMUNITY CENTER	COMMERCIAL DOOR OF LOS ANGELES	100-4100-53813 100-4100-53811	14,357.25 1,636.25 12,721.00
16926	6/5/2026 91136166	CONCEN PRE EMPLOYMENT PHYSICAL	CONCENTRA	280-3300-53406	525.00 525.00
16927	6/5/2026 INV0014443	ERIGUR DJ SVC-PRIDE BRUNCH	ERICK GURROLA	100-4140-53979	600.00 600.00
16928	6/5/2026 INV0014442	EXTOFF 06/26 PHONE SVC	EXTENDED OFFICE SOLUTIONS INC	100-1150-53715	1,939.50 1,939.50
16929	6/5/2026 034971443	GALLS CODE-UNIFORM	GALLS	100-2130-53015	36.85 36.85
16930	6/5/2026 260000000274 260000000283	HLPUSD FACILITY USE FACILITY USE-LUNAR NEW YEAR	HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT	100-4140-53979 100-4140-53979	202.80 102.08 100.72
16931	6/5/2026 78120	HACOUT MTCE-UNIFORMS-CHAVEZ	HACIENDA OUTLET	100-3330-53015	105.81 105.81
16932	6/5/2026 LP0032	HEAANI PET CLINIC SVCS	HEART	100-2130-53111	4,200.00 4,200.00
16933	6/5/2026 1	JORREY ENTERTAINMENT-PRIDE BRUNCH	JORDAN REYES	100-4140-53976	500.00 500.00
16934	6/5/2026 INV0014446	JOSREY 05/16-30 SHOPPING CART-MILEAGE REIM-REYES	JOSE REYES	555-3150-53014	382.84 382.84
16935	6/5/2026 2603	BELKER DOG TRAINING SVC	KERN BELGUIN K9 LLC	100-2130-53111	875.00 875.00

Check Register Report

Payment Dates: 6/1/2026 - 6/12/2026

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
16936	6/5/2026 2327	KSKFAC 05/26 COMM CTR JANITORIAL SVC	KSK FACILITIES	285-3330-53813	3,350.00 3,350.00
16937	6/5/2026 262481AY 262481AY	LACSHF 03/26 LAW ENF SVC 03/26 LIABILITY INS	LA CO SHERIFF'S DEPT	100-2100-53110 100-2100-53186	734,360.83 652,924.36 81,436.47
16938	6/5/2026 INV0014444	MIRNAV DECORATION SVC-PRIDE BRUNCH	MIRSHA L. NAVA	100-4140-53979	600.00 600.00
16939	6/5/2026 4723975	AQMD FY 25/26 CH AQMD FEE	SOUTH COAST AQMD	100-1150-53811	172.49 172.49
16940	6/5/2026 0920	SUAVE BAND SVC-CONCERT @THE PARK	SUAVE ENTERPRISES	100-4140-53979	1,200.00 1,200.00
16941	6/5/2026 183805595-1	SUNBELT TRACK TRENCHER RENTAL	SUNBELT RENTALS, INC.	285-3330-53822	1,346.52 1,346.52
16942	6/5/2026 2603542	SUPALA SMOKE DETECTOR REPLACEMENT	SUPERIOR ALARM SYSTEMS	100-4100-53813	9,085.48 9,085.48
16943	6/5/2026 RG 4352459	SWAMOP 06/15 MOVIES@ THE PARK	SWANK MOTION PICTURES INC.	100-4140-53979	595.00 595.00
16944	6/5/2026 472213110	TERMI 05/16 COMM CTR PEST CONTROL	TERMINIX PROCESSING CENTER	285-3330-53813	83.78 83.78
16945	6/5/2026 121334	TERLAC SOL AMENDMENTS FOR DOG PARK GRASS	TLC MATERIALS	283-5618-59300	4,568.91 4,568.91
16946	6/12/2026 84782	AEGSLN PLOTTER SUPPLIES	AEG SOLUTIONS	100-4100-53811	230.72 230.72
16947	6/12/2026 144V-DRX6-M3DR 193J-YCRD-1CY1 19R1-6KHL-F4M7 1CLY-LQ9C-6TTK 1CTJ-94MF-N437 1TDD-97LL-9J7W 1TDD-97LL-JXYD 1VJQ-MGTW-QRHH 1YPC-VCJH-RWNH	AMABUS STANDING DESK PLASTIC CUPS STORAGE BOXES/OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES LAPTOP STANDS TONER SPORT SUPPLIES OFFICE SUPPLIES	AMAZON CAPITAL SERVICES INC	280-5617-59300 100-2110-53011 100-1150-53011 100-4130-53011 100-1130-53011 550-6100-53018 550-6100-53018 100-4110-53980 100-1150-53011	1,941.61 207.26 66.12 82.78 201.52 68.37 94.20 793.01 354.35 74.00
16948	6/12/2026 003	BRAOLM ENTERTAINMENT-BRUNCH BY THE BRIDGE	BRANDON M. OLMOS II	100-4140-53979	200.00 200.00
16949	6/12/2026 9790150 9790150 9790150 9790150 9790150	BRILAN 06/26 SR CENTER LANDSCAPE SVC 06/26 MEDIANS LANDSCAPE SVC 06/26 AMAR/SAUDER LANDSCAPE SVC 06/26 CH LANDSCAPE SVC 06/26 GN NATGURE CENTER-LANDSCAPE SVC	BRIGHTVIEW LANDSCAPING SERVICES INC.	100-4130-53814 200-3120-53814 200-3120-53814 285-3330-53814 285-3330-53814	11,897.75 253.50 6,446.68 481.00 2,391.91 2,324.66
16951	6/12/2026 5038914513	CBEEQU 06/12-07/11 FACILITY COPIER	CELL BUSINESS EQUIPMENT	100-1150-53911	1,165.23 1,165.23
16953	6/12/2026 91219176 91219176	CONCEN PRE EMPLOYMENT PHYSICAL PRE EMPLOYMENT PHYSICAL	CONCENTRA	100-1135-53406 280-3300-53406	2,035.00 386.00 1,649.00
16954	6/12/2026 3301-1026927	CED PVC CONDUIT	CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC	285-3330-53822	458.59 315.17

Check Register Report

Payment Dates: 6/1/2026 - 6/12/2026

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	3301-1027288	ELECTRICAL SUPPLIES		285-3330-53822	143.42
16955	6/12/2026	DEPTIND	DEPT OF INDUSTRIAL RELATIONS		250.00
	E 2286674 SB	COMM CTR ELEVATOR INSPECTION		100-4100-53811	125.00
	E 2286675 SB	COMM CTR LIFT INSPECTION		100-4100-53811	125.00
16956	6/12/2026	EDISON	EDISON CO		34,147.63
	INV0014478	04/29-05/28- 15612 TEMPLE AVE		285-3330-53712	6,918.11
	INV0014479	04/29-05/28 15614 TEMPLE AVE		285-3330-53712	1,759.97
	INV0014480	05/01-05/31 VARIOUS		200-3120-53713	8,146.10
	INV0014481	05/01-05/31 ST LIGHTS LS-2B		285-3330-53712	1,960.91
	INV0014482	05/01-05/31 1744 STLIGHTS LS-1/OPTION E		285-3330-53712	13,850.24
	INV0014483	04/29-05/28 501N GLENDORA- SOLAR PANELS		200-3120-53713	75.56
	INV0014484	04/29-05/28 501 N GLENDORA-SOLAR PANELS		100-4100-53712	1,436.74
16957	6/12/2026	EWIIRR	EWING IRRIGATION PRODUCTS INC.		2,312.88
	26374939	IRRIGATION SUPPLIES		285-3330-53822	999.77
	29822930	BACKFLOW REPAIR		285-3330-53822	1,313.11
16958	6/12/2026	GARDA	GARDAWORLD		535.55
	10849330	05/26 ARMORED TRANS SVC		100-1130-53111	535.55
16959	6/12/2026	GLOIND	GLOBAL INDUSTRIAL		2,510.01
	124487133	OUTDOOR BOTTLE FILLER		100-5617-59300	2,510.01
16960	6/12/2026	GT1COL	GT1 COLLISION REPAIR INC		1,397.68
	LP6826	2023 CHEVY SILVERADO REPAIR		555-3150-53812	1,397.68
16961	6/12/2026	HACOUT	HACIENDA OUTLET		70.54
	78121	MTCE UNIFORMS-CARRILLO		100-3330-53015	70.54
16962	6/12/2026	HILLYARD	HILLYARD/LOS ANGELES		550.74
	90169721	GYM CLEANING SUPPLIES		100-4110-53012	550.74
16963	6/12/2026	HMEDEP	HOME DEPOT CRC		2,007.44
	2513608	SMALL TOOLS		100-3100-53012	59.90
	4513239	IMPACT WRENCH FR		100-3100-53012	306.20
	4513240	SPRINKLER		285-3330-53822	52.59
	5013734	DOG PARK SUPPLIES		285-3330-53822	23.82
	5013735	MTCE TOOLS		100-3100-53012	191.25
	6050277	MTCE EQUIPMENT		100-3100-53012	54.81
	6521356	DOG PARK STONE DECOR		285-3330-53822	411.84
	682087	RESTROOM STALL DOOR		285-3330-53822	311.90
	7031507	MTCE TOOL		100-3100-53012	183.80
	7270561	COMM CTR-SUPPLIES		100-4100-53813	95.26
	8510727	MTCE TOOLS		100-3100-53012	74.68
	9280165	SIDEWALK-POTTING MIX, PLANTER		200-3120-53817	115.56
	9510541	DOG PARK SUPPLIES		285-3330-53822	125.83
16964	6/12/2026	INHOFA	INDUSTRY HOSES & FASTNERS		463.35
	72197	INSPECT AND REPAIR HYDRAULIC CYLINDER		555-3150-53812	463.35
16965	6/12/2026	JCLBAR	JCL TRAFFIC		716.51
	134314	SS BANDING/RIVETS		200-3120-53012	379.04
	134329	NO PARKING SIGNAGE		200-3120-53821	337.47
16966	6/12/2026	GONSALV	JOE A. GONSALVES & SON		2,500.00
	164396	06/26 LEGISLATIVE SVC		100-1100-53111	2,500.00
16967	6/12/2026	CHICO	JOE ESPINOSA		1,300.00
	021	ENTERTAINMENT-CONCERTS IN THE PARK 2026		100-4140-53979	1,300.00
16968	6/12/2026	KSKFAC	KSK FACILITIES		4,145.00
	2329	05/26 CH JANITORIAL SVC		100-1150-53813	2,650.00

Check Register Report

Payment Dates: 6/1/2026 - 6/12/2026

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	2330	JANITORIAL SERVICES		100-4130-53813	1,495.00
16969	6/12/2026 INV0014476 INV0014477 INV0014495	LPVCWD 03/16-05/15 WTR TEMPLE AVE. PARK 03/16-05/15 WTR 120 S. FIRST ST 03/16-05/15 WTR-SR CENTER	LA PUENTE VALLEY CO WATER	285-3330-53714 200-3120-53714 100-4130-53714	6,042.46 5,333.36 108.98 600.12
16970	6/12/2026 4473	LCAC 2027 LCC MEMBERSHIPS DUES	LEAGUE OF CALIF CITIES	100-10250	1,186.50 1,186.50
16971	6/12/2026 36439	LOCKSP SR CENTER DUPL KEYS	LOCKS PLUS, INC	100-4130-53012	61.46 61.46
16972	6/12/2026 97314	NEWASI COFFE SHOP-SINK REPLACEMENT	NEW ASIA FSE, INC.	285-3330-53822	566.87 566.87
16973	6/12/2026 26-F10530-646	PACPOR FENCE RENTAL-DOG PARK	PACIFIC PORTABLE SERVICES, LLC	285-3330-53822	317.89 317.89
16974	6/12/2026 74021681	PAPMAT FORKLIFT REPAIR	PAPE MATERIAL HANDLING	555-3150-53812	755.56 755.56
16975	6/12/2026 INV-297467	PIOMAN SPORT FIELD SUPPLIES	PIONEER MANUFACTURING COMPANY	285-3330-53822	582.12 582.12
16976	6/12/2026 INV53996 INV53996	PUBCOM RESTROOM BLDG-INSTALLATION RETENTION RESTROOM BLDG-INSTALLATION	PUBLIC RESTROOM COMPANY	280-20220 280-5617-59300	38,095.43 -2,005.02 40,100.45
16977	6/12/2026 4182714860401	QUAD ANNUAL FEE	QUADIENT	100-1150-53211	36.00 36.00
16978	6/12/2026 Q2386615	QUAD 07/01-09/30 CHPOSTAGE MACHINE LEASE	QUADIENT	100-10250	578.92 578.92
16979	6/12/2026 21479	RADCOM 06/26 REPEATER SITE RENTAL	RADIO COMMUNICATION SERVICE	550-6100-53111	250.00 250.00
16980	6/12/2026 4207545 4208771	RESOUR CONCRETE MIX SCOOP PINK 3/4	RESOURCE BUILDING MATERIALS	285-3330-53822 285-3330-53822	889.41 337.39 552.02
16981	6/12/2026 0011791887 0011793507 0011794614 0011794615 0011794959	SOUCAL AD-NOI NOTICE OF MITIGATED NEGATIVE AD-GPA 26-01& MCA 26-01 AD-AB 2561 PH NOTICE AD-JUNE 2 ELECTION AD-MUP NO. 26-02	SOUTHERN CALIFORNIA NEWS GROUP	100-3300-53411 100-3300-53411 100-1120-53411 100-1120-53411 100-3300-53411	2,274.11 386.42 460.74 356.70 512.89 557.36
16982	6/12/2026 7070035160	SOUTIR TIRE REPAIR	SOUTHERN TIRE MART	555-3150-53812	72.21 72.21
16983	6/12/2026 INV-12110	SPEFLO SHELTER FLOORING	SPECIALTY FLOORING, INC.	280-5617-59300	10,485.30 10,485.30
16984	6/12/2026 2057192	STANLE 05/26 ABBEY ST PEST CONTROL	STANLEY PEST CONTROL, INC.	200-3120-53814	85.00 85.00
16985	6/12/2026 6564	STIAN 06/26 ANIMAL DISPOSAL SVC	STILES ANIMAL REMOVAL, INC.	100-2130-53111	200.00 200.00
16986	6/12/2026 0922	SUAVE 06/24 BAND SVC-CONCERT@THE PARK	SUAVE ENTERPRISES	100-4140-53979	1,200.00 1,200.00

Check Register Report

Payment Dates: 6/1/2026 - 6/12/2026

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
16987	6/12/2026 0921	SUAVE 06/17 BAND SVC-CONCERT@THE PARK	SUAVE ENTERPRISES	100-4140-53979	1,200.00 1,200.00
16988	6/12/2026 180014049539 180014049551 180014052759 180054567721 80052567772	SOSUBW 04/23-05/21 WTR 6000078315 04/23-05/21 WTR 600078449 04/23-05/21 WTR 60000133466 04/23-05/21 WTR 6000076363 04/23-05/21 WTR 6000076674	SUBURBAN WATER SYSTEMS	200-3120-53714 200-3120-53714 200-3120-53714 200-3120-53714 200-3120-53714	1,337.84 264.80 228.47 41.67 709.34 93.56
16989	6/12/2026 8771/1 8772/1	SUNGRO DOG PARK PLANTS DOG PARK PLANTS	SUNSHINE GROWERS	285-3330-53822 285-3330-53822	1,304.21 864.59 439.62
16990	6/12/2026 RG 4359679	SWAMOP MOVIES IN THE PARK	SWANK MOTION PICTURES INC.	100-4140-53979	555.00 555.00
16991	6/12/2026 472207200 472209294 472209310 472213618 472213635	TERMI PEST CONTROL 05/19 CH PEST CONTROL 05/19 CH PEST CONTROL PEST CONTROL PEST CONTROL	TERMINIX PROCESSING CENTER	100-4130-53813 100-1150-53813 100-1150-53813 100-4130-53813 100-4130-53813	510.91 134.71 121.00 92.20 80.00 83.00
16992	6/12/2026 INV0014475	GASCO 03/06-05/05 GAS- SR CENTER	THE GAS COMPANY	100-4130-53711	257.18 257.18
16993	6/12/2026 1011	TICTOC VEH-CAR WASH	TICK-TOCK EXPRESS CAR WASH INC	555-3150-53812	119.00 119.00
16994	6/12/2026 INV0014493 INV0014493 INV0014493 INV0014493 INV0014493 INV0014493	TMOBILE 04/21-05/20 PHONE-ADMINISTRATION 04/21-05/20 PHONE-PUBLIC SAFETY 04/21-05/20 PHONE-ANIMAL CONTROL 04/21-05/20 PHONE-MTCE DEPT 04/21-05/20 PHONE-PROS TEAM 04/21-05/20 PHONE-FOUNDATION	T-MOBILE	100-1150-53715 100-2110-53715 100-2130-53715 100-3100-53715 100-3325-53715 100-4100-53715	1,741.50 493.46 596.87 25.77 213.76 246.45 165.19
16995	6/12/2026 INV156738 INV156794	TUST CART TIRES TORO MOWER MTCE	TURF STAR, INC.	555-3150-53812 555-3150-53812	1,243.73 607.71 636.02
16996	6/12/2026 CI100-00287870	INCODE 26/24 TIME & ATTENDANCE SUBSCRIPTION	TYLER TECHNOLOGIES, INC.	550-10250	3,290.26 3,290.26
16997	6/12/2026 208580007	ULINE OFFICE CHAIR	ULINE	100-2130-53011	319.80 319.80
16998	6/12/2026 262016443-1	UNREN SKID STEER AUGER BIT	UNITED RENTALS	100-3330-53012	298.80 298.80
16999	6/12/2026 2026-0602-01	VALPET SHELTER SVCS	VALLEY PET & SUPPLY	100-2130-53111	140.00 140.00
17000	6/12/2026 906216370	VERCOM 06/26 TORO MASTER LEASE PYMT	VERDANT COMMERCIAL CAPITAL	285-3330-53911	1,761.41 1,761.41
17001	6/12/2026 S130267915.1 S130447997.1 S130454061.1	WALIRW POWER OUTLET ELECTRICAL SUPPLIES PVCF 4" ELECTRICAL SUPPLIES	WALTERS WHOLESALE ELECTRIC CO.	285-3330-53822 285-3330-53822 285-3330-53822	1,146.25 482.22 606.61 57.42
17002	6/12/2026 244101	WESCO 05/01-15 PKWY TREE MTCE	WEST COAST ARBORISTS INC	200-3120-53815	309.10 309.10

Check Register Report

Payment Dates: 6/1/2026 - 6/12/2026

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
17003	6/12/2026	FERWHI	WHITTIER FERTILIZER CO		658.91
	438956	SOIL MIX		285-3330-53822	166.13
	439139	SAND		285-3330-53822	339.89
	439164	WASHED SAND		285-3330-53822	152.89
17004	6/12/2026	WILENG	WILLDAN ENGINEERING		92,544.99
	002-38192	BUILDING AMD SAFETY SVCS		100-3310-53111	53,935.69
	003-42226	02/26 LP CITY PARKING LOT IMPROV		100-3110-53111	552.00
	003-42574	04/26 TRAFFIC ENGINEERING		100-3110-53111	214.00
	003-42575	04/26 NPDES SVCS		284-3100-53111	1,983.00
	003-42576	04/26 SSMP AUDIT		284-3100-53111	1,879.00
	003-42584	04/26 ENGINEERING PERMITS		100-3110-53120	508.30
	003-42611	04/26 ST IMPROVEMENT PROJ FY 24/25		215-5598-59300	12,473.00
	003-42612	04/26 SAFE ROUTES ATP6		202-5620-59210	21,000.00
DFT0003474	6/5/2026	THEBAN	THE BANK OF NEW YORK		85,043.25
	INV0014445	2016 SEWER INTEREST PAYMENT		500-3210-53990	85,043.25
DFT0003475	6/5/2026	AFLAC	AFLAC		241.70
	INV0014447	EMPLOYEE LIFE ASSURANCE		100-20399	235.58
	INV0014447	EMPLOYEE LIFE ASSURANCE		260-20399	2.40
	INV0014447	EMPLOYEE LIFE ASSURANCE		264-20399	1.68
	INV0014447	EMPLOYEE LIFE ASSURANCE		280-20399	2.04
DFT0003476	6/5/2026	AFLAC	AFLAC		316.29
	INV0014448	EMPLOYEE INSURANCE		100-20399	160.83
	INV0014448	EMPLOYEE INSURANCE		200-20399	28.71
	INV0014448	EMPLOYEE INSURANCE		205-20399	17.83
	INV0014448	EMPLOYEE INSURANCE		260-20399	43.77
	INV0014448	EMPLOYEE INSURANCE		264-20399	25.05
	INV0014448	EMPLOYEE INSURANCE		280-20399	32.27
	INV0014448	EMPLOYEE INSURANCE		285-20399	7.83
DFT0003477	6/5/2026	ICMARC	MISSION SQUARE RETIREMENT		394.89
	INV0014452	EMPLOYEE LOAN REPYMT		100-20399	244.65
	INV0014452	EMPLOYEE LOAN REPYMT		200-20399	14.51
	INV0014452	EMPLOYEE LOAN REPYMT		210-20399	79.70
	INV0014452	EMPLOYEE LOAN REPYMT		215-20399	2.99
	INV0014452	EMPLOYEE LOAN REPYMT		260-20399	15.59
	INV0014452	EMPLOYEE LOAN REPYMT		264-20399	19.27
	INV0014452	EMPLOYEE LOAN REPYMT		280-20399	18.18
DFT0003478	6/5/2026	ICMARC	MISSION SQUARE RETIREMENT		1,500.00
	INV0014453	EMPLOYEE CONTRIBUTIONS		100-20399	982.25
	INV0014453	EMPLOYEE CONTRIBUTIONS		200-20399	44.72
	INV0014453	EMPLOYEE CONTRIBUTIONS		202-20399	35.25
	INV0014453	EMPLOYEE CONTRIBUTIONS		203-20399	46.94
	INV0014453	EMPLOYEE CONTRIBUTIONS		205-20399	39.02
	INV0014453	EMPLOYEE CONTRIBUTIONS		210-20399	130.98
	INV0014453	EMPLOYEE CONTRIBUTIONS		215-20399	58.24
	INV0014453	EMPLOYEE CONTRIBUTIONS		260-20399	42.59
	INV0014453	EMPLOYEE CONTRIBUTIONS		264-20399	36.13
	INV0014453	EMPLOYEE CONTRIBUTIONS		280-20399	83.88
DFT0003479	6/5/2026	CPERS-HEALTH	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		79,229.77
	INV0014455	HEALTH INSURANCE		100-20399	62,513.50
	INV0014455	HEALTH INSURANCE		200-20399	3,122.39
	INV0014455	HEALTH INSURANCE		203-20399	1,444.20
	INV0014455	HEALTH INSURANCE		205-20399	2,990.79
	INV0014455	HEALTH INSURANCE		210-20399	2,569.99
	INV0014455	HEALTH INSURANCE		215-20399	222.88
	INV0014455	HEALTH INSURANCE		260-20399	2,255.12

Check Register Report

Payment Dates: 6/1/2026 - 6/12/2026

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0014455	HEALTH INSURANCE		264-20399	544.79
	INV0014455	HEALTH INSURANCE		280-20399	2,698.33
	INV0014455	HEALTH INSURANCE		283-20399	448.08
	INV0014455	HEALTH INSURANCE		285-20399	419.70
DFT0003480	6/5/2026	NATRS	NATIONWIDE RETIREMENT		440.00
	INV0014456	Employee Contribution		100-20340	405.40
	INV0014456	Employee Contribution		200-20340	6.92
	INV0014456	Employee Contribution		203-20340	6.92
	INV0014456	Employee Contribution		205-20340	6.92
	INV0014456	Employee Contribution		210-20340	6.92
	INV0014456	Employee Contribution		215-20340	6.92
DFT0003481	6/5/2026	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		22,774.55
	INV0014457	EMPLOYER CONTRIBUTION		100-20360	17,891.82
	INV0014457	EMPLOYER CONTRIBUTION		200-20360	738.95
	INV0014457	EMPLOYER CONTRIBUTION		202-20360	205.72
	INV0014457	EMPLOYER CONTRIBUTION		203-20360	534.78
	INV0014457	EMPLOYER CONTRIBUTION		205-20360	732.84
	INV0014457	EMPLOYER CONTRIBUTION		210-20360	658.28
	INV0014457	EMPLOYER CONTRIBUTION		215-20360	388.33
	INV0014457	EMPLOYER CONTRIBUTION		260-20360	381.75
	INV0014457	EMPLOYER CONTRIBUTION		264-20360	153.23
	INV0014457	EMPLOYER CONTRIBUTION		280-20360	745.26
	INV0014457	EMPLOYER CONTRIBUTION		283-20360	111.92
	INV0014457	EMPLOYER CONTRIBUTION		285-20360	231.67
DFT0003482	6/5/2026	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		16,175.61
	INV0014458	PERS- NEW EMPLY CONTRB		100-20399	13,005.45
	INV0014458	PERS- NEW EMPLY CONTRB		200-20399	485.26
	INV0014458	PERS- NEW EMPLY CONTRB		202-20399	105.02
	INV0014458	PERS- NEW EMPLY CONTRB		203-20399	352.39
	INV0014458	PERS- NEW EMPLY CONTRB		205-20399	463.43
	INV0014458	PERS- NEW EMPLY CONTRB		210-20399	384.90
	INV0014458	PERS- NEW EMPLY CONTRB		215-20399	206.80
	INV0014458	PERS- NEW EMPLY CONTRB		260-20399	298.88
	INV0014458	PERS- NEW EMPLY CONTRB		264-20399	86.24
	INV0014458	PERS- NEW EMPLY CONTRB		280-20399	549.51
	INV0014458	PERS- NEW EMPLY CONTRB		283-20399	105.88
	INV0014458	PERS- NEW EMPLY CONTRB		285-20399	131.85
DFT0003483	6/5/2026	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		961.60
	INV0014459	EMPLOYEE PORTION		100-20360	961.60
DFT0003484	6/5/2026	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		65.00
	INV0014462	SURVIVORS LIFE INSURANCE		100-20350	54.01
	INV0014462	SURVIVORS LIFE INSURANCE		200-20350	1.51
	INV0014462	SURVIVORS LIFE INSURANCE		202-20350	0.17
	INV0014462	SURVIVORS LIFE INSURANCE		203-20350	1.07
	INV0014462	SURVIVORS LIFE INSURANCE		205-20350	1.34
	INV0014462	SURVIVORS LIFE INSURANCE		210-20350	1.28
	INV0014462	SURVIVORS LIFE INSURANCE		215-20350	0.37
	INV0014462	SURVIVORS LIFE INSURANCE		260-20350	1.55
	INV0014462	SURVIVORS LIFE INSURANCE		264-20350	0.40
	INV0014462	SURVIVORS LIFE INSURANCE		280-20350	2.44
	INV0014462	SURVIVORS LIFE INSURANCE		283-20350	0.36
	INV0014462	SURVIVORS LIFE INSURANCE		285-20350	0.50
DFT0003485	6/5/2026	EMPLOY	EMPLOYMENT DEVELOPMENT DEPT		8,702.67
	INV0014465	STATE INCOME TAX		100-20310	7,131.93
	INV0014465	STATE INCOME TAX		200-20310	157.47

Check Register Report

Payment Dates: 6/1/2026 - 6/12/2026

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0014465	STATE INCOME TAX		202-20310	67.13
	INV0014465	STATE INCOME TAX		203-20310	200.25
	INV0014465	STATE INCOME TAX		205-20310	239.07
	INV0014465	STATE INCOME TAX		210-20310	150.32
	INV0014465	STATE INCOME TAX		215-20310	128.40
	INV0014465	STATE INCOME TAX		260-20310	42.91
	INV0014465	STATE INCOME TAX		264-20310	7.68
	INV0014465	STATE INCOME TAX		280-20310	413.33
	INV0014465	STATE INCOME TAX		283-20310	50.05
	INV0014465	STATE INCOME TAX		285-20310	114.13
DFT0003486	6/5/2026	IRSPR	IRS PAYROLL TAX DEPOSIT		22,663.48
	INV0014466	FEDERAL WITHHOLDING		100-20300	18,258.28
	INV0014466	FEDERAL WITHHOLDING		200-20300	450.64
	INV0014466	FEDERAL WITHHOLDING		202-20300	132.96
	INV0014466	FEDERAL WITHHOLDING		203-20300	487.72
	INV0014466	FEDERAL WITHHOLDING		205-20300	615.82
	INV0014466	FEDERAL WITHHOLDING		210-20300	454.17
	INV0014466	FEDERAL WITHHOLDING		215-20300	271.92
	INV0014466	FEDERAL WITHHOLDING		260-20300	164.49
	INV0014466	FEDERAL WITHHOLDING		264-20300	24.74
	INV0014466	FEDERAL WITHHOLDING		280-20300	1,375.14
	INV0014466	FEDERAL WITHHOLDING		283-20300	124.98
	INV0014466	FEDERAL WITHHOLDING		285-20300	302.62
DFT0003487	6/5/2026	IRSPR	IRS PAYROLL TAX DEPOSIT		9,328.08
	INV0014467	MEDICARE TAX		100-20300	6,652.16
	INV0014467	MEDICARE TAX		200-20300	173.34
	INV0014467	MEDICARE TAX		202-20300	40.64
	INV0014467	MEDICARE TAX		203-20300	173.16
	INV0014467	MEDICARE TAX		205-20300	360.42
	INV0014467	MEDICARE TAX		210-20300	139.72
	INV0014467	MEDICARE TAX		215-20300	78.84
	INV0014467	MEDICARE TAX		260-20300	127.76
	INV0014467	MEDICARE TAX		264-20300	32.78
	INV0014467	MEDICARE TAX		280-20300	1,377.34
	INV0014467	MEDICARE TAX		283-20300	44.02
	INV0014467	MEDICARE TAX		285-20300	127.90
DFT0003488	6/5/2026	CPERS-HEALTH	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		23,808.87
	INV0014468	06/26 CalPErs Admin		100-1135-51314	82.36
	INV0014468	06/26 RETIREES HEALTH INSURANCE		100-1135-51314	23,726.51
Grand Total:					1,379,408.06

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	1,054,715.20
200 - GAS TAX FUND	23,169.77
202 - RMRA (SB 1)	21,612.92
203 - MEASURE M FUND	3,427.98
205 - MEASURE R FUND	6,083.60
210 - PROP A FUND	4,676.25
215 - PROP C FUND	13,889.83
260 - CDBG PROGRAM FUND	3,498.85
264 - HOUSING-PLHA	949.64
280 - MISCELLANEOUS GRANTS FUND	61,450.19
283 - MEASURE A SAFE PARKS FUND	5,482.37
284 - MEASURE W	3,862.00
285 - LIGHTING & LANDSCAPE MAINTENANCE	53,420.20
500 - SEWER CONSTRUCTION/MAINTENANCE FUND	85,043.25
550 - EQUIPMENT REPLACEMENT FUND	4,427.47
555 - VEHICLE MAINTENANCE & REPLACEMENT FUND	33,698.54
Grand Total:	1,379,408.06

Account Summary

Account Number	Account Name	Payment Amount
100-10250	Prepaid Expenses	1,820.67
100-1100-53111	Contract Services - Priva...	2,500.00
100-1120-53411	Printing & Publishing	869.59
100-1120-53972	Conferences & Meetings	120.00
100-1130-53011	Operating Supplies	68.37
100-1130-53111	Contract Services - Priva...	535.55
100-1135-51314	Health Insurance	23,808.87
100-1135-53406	Recruitment Expenses	386.00
100-1150-53011	Operating Supplies	156.78
100-1150-53211	Postage & Mailing Servic...	36.00
100-1150-53715	Utility - Communications	2,432.96
100-1150-53811	Equipment Maintenance	172.49
100-1150-53813	Facility Maintenance	2,863.20
100-1150-53911	Equipment Lease/Rental	1,165.23
100-20300	FIT Payable	24,910.44
100-20310	SIT Payable	7,131.93
100-20320	Life Ins Payable	666.26
100-20330	LTD Payable	2,695.03
100-20340	PARS	3,749.55
100-20350	Group Insurance	54.01
100-20360	PERS	18,853.42
100-20399	Other Payroll Deductions	78,081.52
100-2100-53110	Contract Services - LA Sh...	652,924.36
100-2100-53186	Liability Trust Fund	81,436.47
100-2110-53011	Operating Supplies	66.12
100-2110-53111	Contract Services - Priva...	39,335.35
100-2110-53715	Utility - Communications	596.87
100-2130-53011	Operating Supplies	319.80
100-2130-53015	Uniform/Boot Reimburs...	36.85
100-2130-53111	Contract Services - Priva...	5,415.00
100-2130-53715	Utility - Communications	25.77
100-3100-53012	Small Tools & Equipment	870.64
100-3100-53715	Utility - Communications	213.76
100-3110-53111	Contract Services - Priva...	766.00
100-3110-53120	Engineering Permits	508.30
100-3300-53411	Printing & Publishing	1,404.52
100-3310-53111	Contract Services - Priva...	53,935.69

Account Summary

Account Number	Account Name	Payment Amount
100-3325-53715	Utility - Communcations	246.45
100-3330-53012	Small Tools & Equipment	298.80
100-3330-53015	Uniform/Boot Reimburs...	176.35
100-4100-53712	Utility - Electricity	1,436.74
100-4100-53715	Utility - Communications	165.19
100-4100-53811	Equipment Maintenance	13,735.17
100-4100-53813	Facility Maintenance	10,816.99
100-4110-53012	Small Tools & Equipment	550.74
100-4110-53980	Sports Activities	354.35
100-4130-53011	Operating Supplies	201.52
100-4130-53012	Small Tools & Equipment	61.46
100-4130-53711	Utility - Gas	257.18
100-4130-53714	Utility - Water	600.12
100-4130-53715	Utility - Communications	139.29
100-4130-53813	Facility Maintenance	1,792.71
100-4130-53814	Landscape Maintenance	253.50
100-4140-53976	Special Departmental	500.00
100-4140-53979	Special Events	9,685.26
100-5617-59300	Construction Costs	2,510.01
200-20300	FIT Payable	623.98
200-20310	SIT Payable	157.47
200-20320	Life Ins Payable	23.26
200-20330	LTD Payable	99.76
200-20340	PARS	6.92
200-20350	Group Insurance	1.51
200-20360	PERS	738.95
200-20399	Other Payroll Deductions	3,695.59
200-3120-53012	Small Tools & Equipment	379.04
200-3120-53713	Utility - Hwy Lights	8,221.66
200-3120-53714	Utility - Water	1,446.82
200-3120-53814	Landscape Maintenance	7,012.68
200-3120-53815	Parkway Tree Maintena...	309.10
200-3120-53817	Street/Sidewalk Mainte...	115.56
200-3120-53821	Traffic Markings/Signs	337.47
202-20300	FIT Payable	173.60
202-20310	SIT Payable	67.13
202-20320	Life Ins Payable	2.64
202-20330	LTD Payable	23.39
202-20350	Group Insurance	0.17
202-20360	PERS	205.72
202-20399	Other Payroll Deductions	140.27
202-5620-59210	Design Engineering	21,000.00
203-20300	FIT Payable	660.88
203-20310	SIT Payable	200.25
203-20320	Life Ins Payable	16.23
203-20330	LTD Payable	73.24
203-20340	PARS	98.00
203-20350	Group Insurance	1.07
203-20360	PERS	534.78
203-20399	Other Payroll Deductions	1,843.53
205-20300	FIT Payable	976.24
205-20310	SIT Payable	239.07
205-20320	Life Ins Payable	20.59
205-20330	LTD Payable	96.26
205-20340	PARS	506.19
205-20350	Group Insurance	1.34
205-20360	PERS	732.84
205-20399	Other Payroll Deductions	3,511.07

Account Summary

Account Number	Account Name	Payment Amount
210-20300	FIT Payable	593.89
210-20310	SIT Payable	150.32
210-20320	Life Ins Payable	19.54
210-20330	LTD Payable	80.45
210-20340	PARS	6.92
210-20350	Group Insurance	1.28
210-20360	PERS	658.28
210-20399	Other Payroll Deductions	3,165.57
215-20300	FIT Payable	350.76
215-20310	SIT Payable	128.40
215-20320	Life Ins Payable	5.74
215-20330	LTD Payable	45.40
215-20340	PARS	6.92
215-20350	Group Insurance	0.37
215-20360	PERS	388.33
215-20399	Other Payroll Deductions	490.91
215-5598-59300	Construction Costs	12,473.00
260-20300	FIT Payable	292.25
260-20310	SIT Payable	42.91
260-20320	Life Ins Payable	17.61
260-20330	LTD Payable	53.98
260-20340	PARS	50.45
260-20350	Group Insurance	1.55
260-20360	PERS	381.75
260-20399	Other Payroll Deductions	2,658.35
264-20300	FIT Payable	57.52
264-20310	SIT Payable	7.68
264-20320	Life Ins Payable	3.29
264-20330	LTD Payable	14.36
264-20350	Group Insurance	0.40
264-20360	PERS	153.23
264-20399	Other Payroll Deductions	713.16
280-20220	Retention Payable	-2,005.02
280-20300	FIT Payable	2,752.48
280-20310	SIT Payable	413.33
280-20320	Life Ins Payable	20.21
280-20330	LTD Payable	89.99
280-20340	PARS	3,080.28
280-20350	Group Insurance	2.44
280-20360	PERS	745.26
280-20399	Other Payroll Deductions	3,384.21
280-3300-53406	Recruitment Expense	2,174.00
280-5617-59300	Construction Costs	50,793.01
283-20300	FIT Payable	169.00
283-20310	SIT Payable	50.05
283-20320	Life Ins Payable	5.57
283-20330	LTD Payable	22.60
283-20350	Group Insurance	0.36
283-20360	PERS	111.92
283-20399	Other Payroll Deductions	553.96
283-5618-59300	Construction Costs	4,568.91
284-3100-53111	Contract Services - Priva...	3,862.00
285-20300	FIT Payable	430.52
285-20310	SIT Payable	114.13
285-20320	Life Ins Payable	7.06
285-20330	LTD Payable	27.67
285-20340	PARS	193.29
285-20350	Group Insurance	0.50

Account Summary

Account Number	Account Name	Payment Amount
285-20360	PERS	231.67
285-20399	Other Payroll Deductions	559.38
285-3330-53111	Contract Services - Priva...	1,612.00
285-3330-53712	Utility - Electricity	24,489.23
285-3330-53714	Utility - Water	5,333.36
285-3330-53813	Facility Maintenance	3,433.78
285-3330-53814	Landscape Maintenance	4,716.57
285-3330-53822	Park Maintenance & Re...	10,509.63
285-3330-53911	Equipment Lease/Rental	1,761.41
500-3210-53990	Interest Payments	85,043.25
550-10250	Prepaid Expenses	3,290.26
550-6100-53018	Computer Hardware & S...	887.21
550-6100-53111	Contract Services - Priva...	250.00
555-3150-53014	Fuel	404.96
555-3150-53812	Vehicle Maintenance	8,389.72
555-3150-53912	Vehicle Lease	24,903.86
	Grand Total:	1,379,408.06

Project Account Summary

Project Account Key	Payment Amount
None	1,365,938.49
61126E	6,900.00
62126E	1,182.46
69826E	1,900.00
70626E	1,313.11
98726E	525.00
99026E	1,649.00
	Grand Total:
	1,379,408.06



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026
From: Bob Lindsey, City Manager
By: Troy Grunklee, CPA, Director of Administrative Services
Candice Yu, Principal Accountant
Subject: PRESENTATION OF MAY 2026 REQUISITION SUMMARY REPORT

BACKGROUND/DISCUSSION

On April 24, 2018, the City Council adopted several ordinances and accompanying resolutions amending the City's purchasing procedures to streamline and make the procurement process more efficient. One of the amendments to the purchasing procedures was a provision setting a \$5,000 spending limit for Department Heads and a separate provision increasing the City Manager's spending limit to \$20,000 for professional services, supplies and equipment. Additionally, on January 27, 2026, the City Council adopted Resolution No. 26-5971, that increased the City Manager's spending limit from \$20,000 to \$25,000. In order to document purchases approved by the City Manager and/or Department Heads the City Council directed that a monthly report be prepared and filed with the City Council. This action is to receive and file the requisition summary report for May 2026.

FISCAL IMPACT

City staff initiated fourteen (14) requisitions during the period totaling \$155,362.30.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

ATTACHMENTS

A. May 2026 Requisition Summary Report



Attachment A Requisition Summary Report

Requisition Detail

Issued Date Range 05/01/2026 - 05/31/2026

Requisition Number	Description Vendor	Status	Requested by Approved by	Issue Date	Trade Discount	Total		
REQ001238	SHELTER FLOORING SPEFLO - SPECIALTY FLOORING, INC.	Approved	ELIZABETH HERRERA City Manager	5/4/2026	0 \$	14,979.00		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
SHELTER FLOORING	1		0	0	0	0	0 \$	14,979.00
REQ001240	SOL AMENDMENTS FOR DOG PARK GRASS TERLAC - TLC MATERIALS	Approved	NORMA RAMIREZ Director of Dev. Services	5/6/2026	0 \$	4,568.91		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
SOL AMENDMENTS FOR DOG PA	1		0	0	303.66	1302.75	0 \$	4,568.91
REQ001241	9 BOULDERS FOR DOG PARK RESOUR - RESOURCE BUILDING MATERIALS	Approved	NORMA RAMIREZ Director of Dev. Services	5/6/2026	0 \$	4,631.46		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
9 BOULDERS FOR DOG PARK	1		0	0	411.45	0	0 \$	4,631.46
REQ001242	DOG PARK CAMERAS AMABUS - AMAZON CAPITAL SERVICES INC	Approved	REGINA NEWCOMB Director of Dev. Services	5/6/2026	0 \$	3,692.06		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
DOG PARK CAMERAS	1		0	0	0	0	0 \$	3,692.06
REQ001243	5 LARGE SHADE TREES FOR DOG PAK WESCO - WEST COAST ARBORISTS INC	Approved	NORMA RAMIREZ City Council	5/6/2026	0 \$	38,037.50		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
5 LARGE SHADE TREES FOR DOG	1		0	0	1537.5	500	0 \$	38,037.50
REQ001244	ATHLETIC FIELD SUPPLIES PIOMAN - PIONEER MANUFACTURING COMPANY	Approved	NORMA RAMIREZ City Manager	5/6/2026	0 \$	6,613.88		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
ATHLETIC FIELD SUPPLIES	1		0	0	603	121.11	0 \$	6,613.88
REQ001245	CHEMICAL AND AMMENDMENTS LP PARK EWIIRR - EWING IRRIGATION PRODUCTS INC.	Approved	NORMA RAMIREZ City Manager	5/6/2026	0 \$	14,503.34		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
CHEMICAL AND AMMENDMENT	1		0	0	1348.4	0	0 \$	14,503.34

Requisition Number	Vendor	Status	Ship To	Issue Date	Discount	Total		
REQ001246	BIGFOOT ELECTRIC BURDEN CAR PAPMAT - PAPE MATERIAL HANDLING	Approved	ELIZABETH HERRERA City Manager	5/6/2026	0	\$ 23,868.82		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
BIGFOOT ELECTRIC BURDEN CAR	1		0	0	2219.1	1503	0	\$ 23,868.82
REQ001247	EQUIPMENT REPAIR UNREN - UNITED RENTALS	Approved	NORMA RAMIREZ City Manager	5/7/2026	0	\$ 5,508.66		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
EQUIPMENT REPAIR	1		0	0	318.44	0	0	\$ 5,508.66
REQ001248	CITY DRONE DRONER - DRONE NERDS	Approved	ELIZABETH HERRERA City Manager	5/14/2026	0	\$ 9,280.89		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
CITY DRONE	1		0	0	862.89	0	0	\$ 9,280.89
REQ001249	TRANSER PLATFORM REPAIR INNO - INNOVATIVE PLAYGROUDS COMPANY, INC.	Approved	NORMA RAMIREZ Director of Dev. Services	5/18/2026	0	\$ 1,038.88		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
TRANSER PLATFORM REPAIR	1		0	0	75.25	0	0	\$ 1,038.88
REQ001250	DOG SHELTER ELECTRICAL SUPPLIES WALIRW - WALTERS WHOLESALE ELECTRIC CO.	Approved	ELIZABETH HERRERA City Manager	5/21/2026	0	\$ 24,744.45		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
DOG SHELTER ELECTRICAL SUPP	1		0	0	2300.5	0	0	\$ 24,744.45
REQ001251	LP PARK PLAYGROUND REPAIR INNO - INNOVATIVE PLAYGROUDS COMPANY, INC.	Approved	NORMA RAMIREZ Director of Dev. Services	5/21/2026	0	\$ 1,384.44		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
LP PARK PLAYGROUND REPAIR	1		0	0	118.16	0	0	\$ 1,384.44
REQ001252	OUTDOOR BOTTLE FILLER GLOIND - GLOBAL INDUSTRIAL	Approved	NORMA RAMIREZ Director of Dev. Services	5/27/2026	0	\$ 2,510.01		
Items								
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Total
OUTDOOR BOTTLE FILLER	1		0	0	233.36	117.55	0	\$ 2,510.01
			Requisition Count:	-14	Total Discount:	0	Total: \$ 155,362.30	



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services
Candice Yu, Principal Accountant

Subject: PRESENTATION OF MAY 2026 INVESTMENT REPORT

BACKGROUND/DISCUSSION

This report presents the City’s investment portfolio for the periods of May 2026. The attachment provides details of the City’s portfolio. It has been prepared to comply with regulations contained in California Government Code Section 53600 and the Statement of Investment Policy approved by the City Council on May 26, 2026.

The investment objectives of the City of La Puente are first, to provide safety of principal to ensure the preservation of capital in the overall portfolio, second, to provide sufficient liquidity to meet all operating requirements, and third, to earn a commensurate rate of return consistent with the constraints imposed by the safety and liquidity objectives.

The City follows the practice of pooling cash and investments for all funds under its direct control. Interest earned on pooled cash and investments is allocated to the various funds based on the respective fund’s average quarterly cash balance. It is common for governments to pool the cash and investments of various funds to improve investment performance. By pooling funds, cities are able to benefit from economies of scale, diversification, liquidity and ease of administration.

The Investment Report for May 2026 has been provided as an attachment for your review. Investment activity for the period is summarized as follows:

DATE	TRANSACTION	ASSET TYPE	RATE	AMOUNT
5/19/2026	Sale/Redemption	State Bank of India CD	1.000%	\$248,000.00
5/19/2026	Purchase	Bank of America CD	4.500%	\$247,000.00
5/26/2026	Sale/Redemption	US Government Obligation-Federal National Mortgage Association (FNMA)	3.440%	\$500,000.00
5/26/2026	Sale/Redemption	US Government Obligation-Federal Home Loan Bank (FHLB)	1.030%	\$250,000.00
5/29/2026	Purchase	US Government Obligation-Federal National Mortgage Association (FNMA)	4.010%	\$500,000.00

FISCAL IMPACT

Idle cash invested in certificates of deposit, government securities, and corporate bonds typically return higher yields than LAIF (Local Agency Investment Fund). This maximizes returns without assuming substantial additional risk.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

ATTACHMENTS

- A. May 2026 Investment Report

CITY OF LA PUENTE

Cash and Investment Report
May 31, 2026

Investment Type	Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Market Valuation
Local Agency Investment Fund	State of California			3.871%	\$ 8,826,170	\$ 8,826,170	\$ 8,836,747	LAIF
Government Obligations								
U.S. Agency Security	FFCB	08/03/21	08/10/26	0.710%	250,000	250,000	248,473	Stifel
U.S. Agency Security	FFCB	08/30/21	09/01/26	0.870%	500,000	499,915	496,365	Stifel
U.S. Agency Security	FFCB	09/23/21	09/28/26	0.940%	250,000	245,213	247,713	Stifel
U.S. Agency Security	FFCB	09/02/21	09/08/26	0.870%	250,000	250,000	247,993	Stifel
U.S. Agency Security	FFCB	10/07/21	10/07/26	1.000%	250,000	249,632	247,538	Stifel
U.S. Agency Security	FFCB	10/28/21	11/03/26	1.330%	250,000	250,000	247,363	Stifel
U.S. Agency Security	FFCB	11/10/21	11/16/26	1.270%	250,000	250,000	246,913	Stifel
U.S. Agency Security	FFCB	11/24/21	11/30/26	1.460%	500,000	500,000	494,110	Stifel
U.S. Agency Security	FHLB	09/30/21	10/13/26	1.100%	250,000	249,823	247,545	Stifel
U.S. Agency Security	FHLB	02/25/22	02/25/27	2.000%	250,000	250,000	246,765	Stifel
U.S. Agency Security	FHLB	04/28/22	05/10/27	3.100%	250,000	249,750	248,083	Stifel
U.S. Agency Security	FHLB	10/31/25	10/21/30	3.650%	250,000	250,178	244,893	Stifel
U.S. Agency Security	FHLB	12/23/25	12/23/30	4.000%	250,000	250,000	246,173	Multi-Bank
U.S. Agency Security	FHLB	01/29/26	01/29/31	4.100%	250,000	250,000	247,195	Multi-Bank
U.S. Agency Security	FHLB	02/26/26	02/26/31	4.000%	250,000	250,000	246,555	Multi-Bank
U.S. Agency Security	FHLMC	09/15/22	08/01/27	3.740%	250,000	248,540	248,304	Stifel
U.S. Agency Security	FHLMC	04/09/25	01/01/30	4.000%	250,000	246,924	246,623	Stifel
U.S. Agency Security	FHLMC	05/27/25	10/01/29	4.200%	250,000	248,102	247,886	Stifel
U.S. Agency Security	FHLMC	06/09/25	02/01/30	4.000%	500,000	496,382	493,238	Stifel
U.S. Agency Security	FHLMC	06/30/25	04/01/30	4.120%	500,000	501,191	494,123	Stifel
U.S. Agency Security	FHLMC	03/10/26	03/10/31	3.700%	500,000	498,500	490,490	Stifel
U.S. Agency Security	FNMA	07/21/22	09/01/26	2.150%	250,000	238,655	248,280	Stifel
U.S. Agency Security	FNMA	02/03/25	01/01/30	4.560%	750,000	745,319	753,862	Stifel
U.S. Agency Security	FNMA	04/21/25	03/01/29	2.110%	275,000	255,106	260,366	Stifel
U.S. Agency Security	FNMA	05/28/25	02/01/29	2.990%	525,000	503,537	508,082	Stifel
U.S. Agency Security	FNMA	07/22/25	07/01/30	4.240%	500,000	499,987	496,712	Stifel
U.S. Agency Security	FNMA	07/31/25	09/01/29	2.710%	500,000	473,942	475,682	Stifel
U.S. Agency Security	FNMA	08/19/25	10/01/29	4.060%	500,000	501,015	495,067	Stifel
U.S. Agency Security	FNMA	08/19/25	11/01/28	3.760%	500,000	499,846	494,755	Stifel
U.S. Agency Security	FNMA	08/28/25	08/01/30	4.140%	455,000	456,413	450,873	Stifel
U.S. Agency Security	FNMA	09/03/25	08/01/30	4.005%	250,000	249,978	246,809	Stifel
U.S. Agency Security	FNMA	09/30/25	11/01/29	2.670%	250,000	240,381	234,256	Stifel
U.S. Agency Security	FNMA	12/09/25	11/01/30	3.900%	250,000	249,670	245,447	Stifel
U.S. Agency Security	FNMA	02/24/26	11/01/30	1.200%	560,000	498,829	487,800	Stifel
U.S. Agency Security	FNMA	12/31/25	12/01/30	3.990%	250,000	250,519	245,423	Stifel
U.S. Agency Security	FNMA	02/12/26	01/01/31	3.890%	500,000	498,094	488,568	Stifel
U.S. Agency Security	FNMA	02/25/26	02/25/31	3.750%	250,000	250,000	244,333	Stifel
U.S. Agency Security	FNMA	03/30/26	09/01/30	1.100%	550,000	485,203	478,859	Stifel
U.S. Agency Security	FNMA	05/29/26	04/01/31	4.010%	500,000	494,841	490,638	Stifel
U.S. Agency Security	Treasury	09/29/21	06/30/26	0.875%	250,000	249,550	249,433	Stifel
U.S. Agency Security	Treasury	04/30/26	05/31/29	2.750%	500,000	490,804	481,525	Stifel
Total Government Securities					14,865,000	14,615,835	14,501,101	
Municipal Bonds***				various	-	-	-	
Negotiable Certificates of Deposit ***				various	9,662,000	9,662,735	9,609,313	
Corporate Bonds***				various				
Total Investments					\$ 33,353,170	\$ 33,104,740	\$ 32,947,161	
Deposits in Bank						326,491	*	
Miscellaneous Cash						2,200	**	
Total Cash and Deposits						328,691		
Total Investments, Cash and Deposits						\$ 33,433,431		

I certify that this investment portfolio is in conformity with the Investment Policy of the City of La Puente as stated in Resolution No. 25-5941 dated June 10, 2025. The Investment Program provides sufficient liquidity to meet the next six months' estimated expenditures.

* Deposits represent the equity in the checking & payroll accounts.

** Miscellaneous cash represents a total of all petty cash accounts.

*** Detailed list of Negotiable Certificates of Deposit/Corporate Bonds attached

Troy O. Grunklee, CPA
Dir. Of Administrative Services

Candice Yu
Principal Accountant

CITY OF LA PUENTE

Cash and Investment Report

May 31, 2026

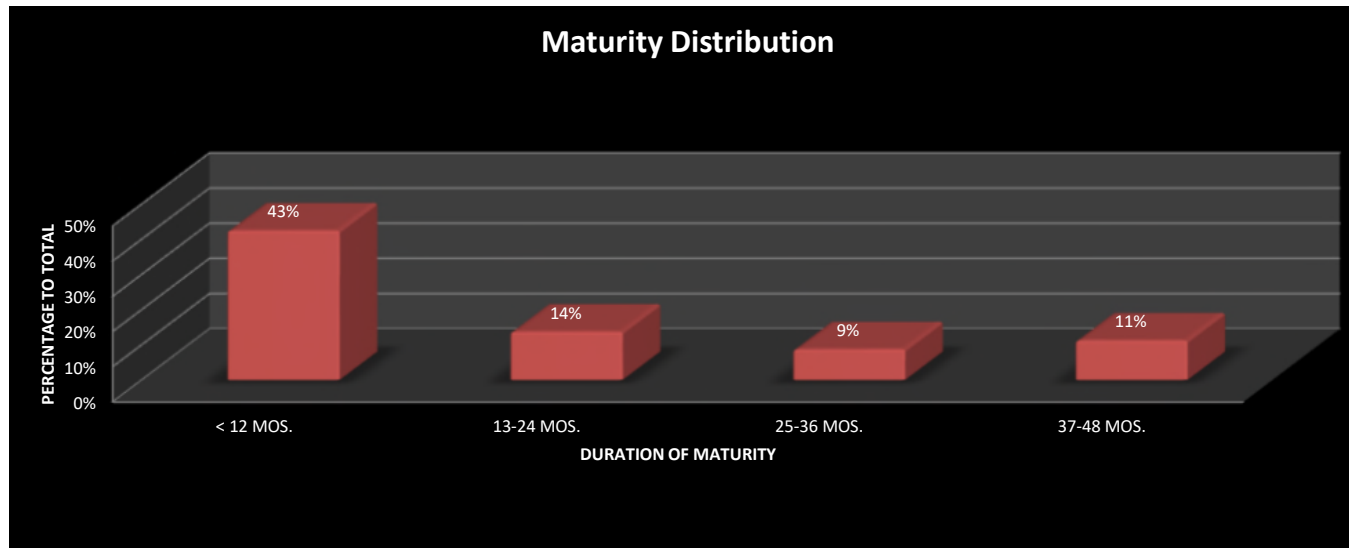
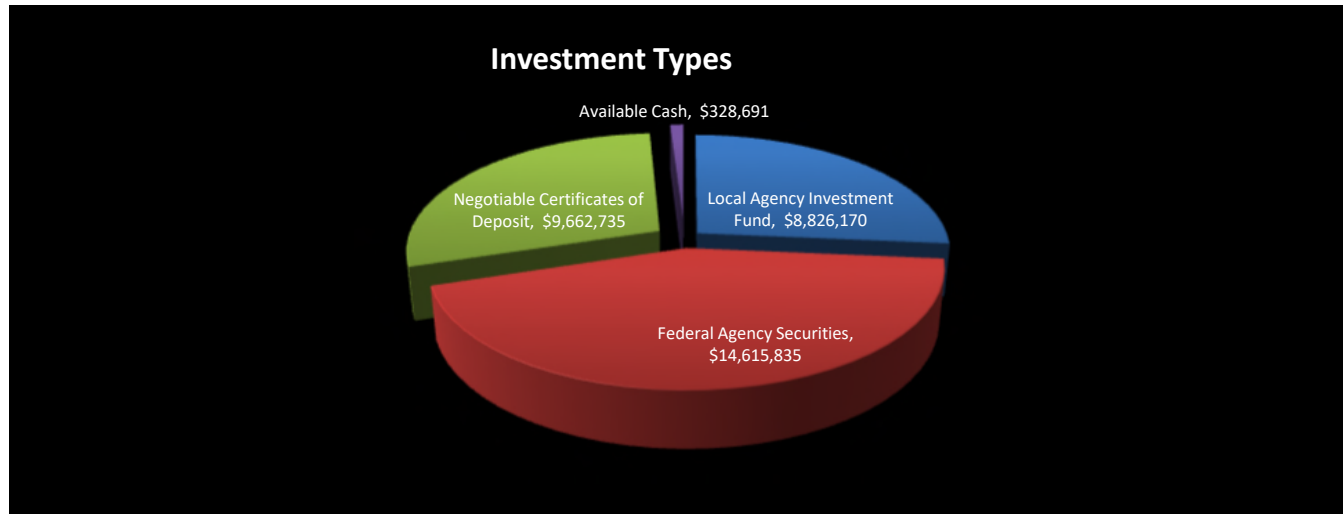
Negotiable Certificates of Deposit

Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Valuation
UBS Bank	6/15/21	6/23/26	0.75%	248,000	248,000	247,449	Stifel
Parsons FCU	6/24/21	6/30/26	0.50%	249,000	249,000	248,368	Stifel
Sallie Mae Bank	6/30/21	7/8/26	1.00%	247,000	247,000	246,197	Stifel
Goldman Sachs Bank	7/20/21	7/28/26	1.00%	248,000	248,000	246,765	Stifel
Ally Bank	7/22/22	7/28/26	3.25%	246,000	246,000	245,695	Stifel
Toyota Bank	7/21/21	7/29/26	0.95%	248,000	248,000	246,755	Stifel
Synchrony Bank	8/24/21	8/27/26	0.90%	248,000	248,000	246,219	Stifel
Pentagon FCU	8/17/21	9/1/26	0.85%	249,000	249,000	247,025	Stifel
Healthcare System FCU	9/7/22	9/21/26	3.60%	249,000	249,000	248,711	Stifel
Medallion Bank	9/14/21	9/30/26	0.90%	249,000	249,000	246,473	Stifel
Live Oak Bank	10/4/21	10/19/26	0.90%	249,000	249,000	246,059	Stifel
USF Federal Credit Union	10/14/21	10/28/26	0.90%	249,000	249,000	245,875	Stifel
Capital One Bank NA	11/8/21	11/17/26	1.10%	248,000	248,000	244,637	Stifel
Alabama Credit Union	6/7/23	12/21/26	4.85%	248,000	248,000	249,183	Stifel
Connexus Credit Union	12/20/21	12/23/26	1.15%	249,000	249,000	245,205	Stifel
Bank Hapoalim	12/8/21	12/26/26	1.35%	248,000	248,000	244,478	Stifel
Nelnet Bank	1/24/22	2/2/27	1.45%	248,000	248,000	243,831	Stifel
Amerant Bank	2/14/22	2/16/27	1.60%	248,000	248,000	243,898	Stifel
Beal Bank	3/1/22	3/3/27	2.05%	248,000	248,000	244,372	Stifel
American First Credit Union	4/24/23	4/27/27	4.40%	249,000	249,000	249,884	Stifel
Cy Fair FCU	5/4/23	5/19/27	4.35%	248,000	248,000	248,806	Stifel
Jeep Country FCU	6/21/23	6/29/27	4.70%	248,000	248,000	249,815	Stifel
Capital One Bank USA	7/14/22	7/20/27	3.40%	245,000	245,000	243,302	Stifel
Discover Bank	7/14/22	7/20/27	3.35%	245,000	245,000	243,167	Stifel
American Express National Bank	7/22/22	7/27/27	3.45%	245,000	245,000	243,344	Stifel
St. Vincent Medical Center Credit Union	8/3/22	8/12/27	3.50%	249,000	249,000	247,454	Stifel
Belmont Bank	8/5/22	8/24/27	3.15%	249,000	249,000	246,353	Stifel
Cobalt Credit Union	9/1/22	9/15/27	3.60%	249,000	249,000	247,626	Stifel
Affinity Bank	3/13/23	3/17/28	4.90%	248,000	248,000	251,494	Stifel
Morgan Stanley Private Bank	3/17/23	3/23/28	4.90%	244,000	244,000	247,331	Stifel
Manufacturers & Traders Trust Co	5/29/26	5/8/28	3.95%	245,000	245,522	244,280	Multi-Bank
BMW Bank of North America	8/15/25	8/15/28	3.85%	245,000	245,000	243,655	Stifel
Civic Federal Credit Union	7/23/25	10/23/28	4.10%	249,000	249,000	248,925	Stifel
Merrick Bank	4/21/26	4/20/29	4.00%	249,000	249,000	248,196	Stifel
Workers Credit Union	8/18/25	8/20/29	3.90%	249,000	249,000	247,185	Stifel
Morgan Stanley Private Bank	6/30/25	7/1/30	4.30%	245,000	245,000	245,757	Stifel
Canandaigua National Bank	11/26/25	11/26/30	4.00%	249,000	249,000	245,270	Stifel
Sunwest Bank	2/27/26	2/27/31	3.70%	249,000	249,000	243,273	Stifel
Bank of America CD	5/19/26	5/12/31	4.50%	247,000	247,213	247,000	Stifel
Total for Negotiable Certificates of Deposit				\$ 9,662,000	\$ 9,662,735	\$ 9,609,313	

CITY OF LA PUENTE

Cash and Investment Report Charts

May 31, 2026





City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Abraham Tellez, Director of Development Services

Subject: CONSIDERATION OF AMENDMENT NO. 6 TO THE PROFESSIONAL SERVICES AGREEMENT WITH WEST COAST ARBORISTS, INC. FOR STREET TREE TRIMMING AND URBAN FORESTRY SERVICES

BACKGROUND/DISCUSSION

At the City Council meeting of May 28, 2024, the City Council approved Amendment No. 5 to the Professional Services Agreement, dated September 23, 2015 (“Agreement”) with West Coast Arborists, Inc. (“WCA”) for street tree trimming and urban forestry services. Amendment No. 5 extended the term of the Agreement to June 30, 2026.

The City would like to amend the term of the Agreement with WCA until June 30, 2031 and has received an updated rate schedule from WCA for the City’s consideration of a five-year term extension.

The most regularly used service of WCA is the annual grid pruning of residential (as well as commercial) City parkway trees. The City has kept up the practice of performing grid pruning of parkway trees on a three-year cycle, trimming one-third of the City every three years. Under the current Amendment No. 5, the fee per tree for grid pruning is \$72.30. For the proposed Amendment No. 6, WCA has offered a rate reduction of 5% of the current contract rates for the two initial years (FY 26-27 and 27-28) of the five-year term (through to June 30, 2028) and requested that an annual Consumer Price Index (CPI) adjustment is applied for each of the three remaining years (FY 28-29, 29-30, and 30-31) of the extension term. As a result, the grid pruning rate would adjust to \$68.70 per tree, a decrease of \$3.60 per tree over the initial two-year period. Although the City will trim approximately 1,141 parkway trees as part of the annual grid pruning program this coming year, other services include emergency tree services, tree removals, replacements and new plantings.

The City continues to receive quality tree trimming services from WCA while their staff maintains a positive working relationship with City staff and the public. Their field staff is very responsive to meeting the service level needs of the City, especially when the need arises for emergency tree trimming and removal services in the evenings and on the weekends.

FISCAL IMPACT

For the upcoming 2026-27 Fiscal Year, the City has budgeted \$240,000 in the Gas Tax budget for parkway street tree trimming and urban forestry services.

RECOMMENDATION

It is recommended that the City Council approve Amendment No. 6 to the Professional Services Agreement with West Coast Arborists, Inc. to extend the term to June 30, 2031.

ATTACHMENTS

- A. West Coast Arborists Amendment No. 6 with Exhibit A and B

AMENDMENT NO. 6

TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF LA PUENTE AND WEST COAST ARBORISTS, INC.

This Amendment No. 6 to the Professional Services Agreement (“Sixth Amendment”) is made and entered into this 9th day of June 2026, by and between the City of La Puente, a California municipal corporation (“City”), and West Coast Arborists Inc., a California Corporation (“Consultant”).

WHEREAS, on September 23, 2015, Professional Services Agreement No. 15-1209 (“Agreement”) was entered into between the City and Consultant, to provide all labor, expertise, materials, and equipment necessary for the provision of tree care services to City, incorporated by reference herein and attached as Exhibit “A”; and

WHEREAS, on October 9, 2018, Amendment No. 1 was approved by the City and Consultant to amend the Term and Payment (including Exhibit B – Rate Schedule); and

WHEREAS, on August 11, 2020, Amendment No. 2 was approved by the City and Consultant to amend the Term and Payment (including Exhibit B – Rate Schedule); and

WHEREAS, on June 28, 2022, Amendment No. 3 was approved by the City and Consultant to amend the Term and Payment (including Exhibit B – Rate Schedule); and

WHEREAS, on June 13, 2023, Amendment No. 4 was approved by the City and Consultant to amend the Term and Payment (including Exhibit B – Rate Schedule); and

WHEREAS, on May 28, 2024, Amendment No. 5 was approved by the City and Consultant to amend the Term and Payment (including Exhibit B – Rate Schedule); and

WHEREAS, the City and Consultant desire to enter into this Sixth Amendment and have agreed to amend the following: Section 1 (Term) and Section 4 (Payment), including Exhibit B – Rate Schedule.

AMENDMENT

NOW, THEREFORE, in consideration of the mutual covenants, promises and agreements set forth herein, the sufficiency of which is mutually acknowledged, it is agreed:

Section 1. SECTION 1 – **TERM** of the Agreement is hereby amended in its entirety to state as follows:

This Agreement shall commence as of September 23, 2015, and shall remain and continue in effect until June 30, 2031, unless sooner terminated pursuant to the provisions of this Agreement.

Section 2. SECTION 4(a) – **PAYMENT** of the Agreement is hereby amended in its entirety to state as follows:

- (a) The City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of compensation as set forth in Exhibit B (“Rate Schedule”), attached hereto and incorporated herein by this reference as though set forth in full, based upon actual services satisfactorily performed on the above tasks. Commencing with the effective date of this Sixth Amendment and ending on June 30, 2031, the rates in the Rate Schedule shall remain as set forth for two years (FY 26-27 and 27-28) and may be adjusted by CPI annually for the remaining three years of the agreement provided that the annual CPI adjustment does not exceed the 5% per year.

Section 3. Except as otherwise set forth in this Sixth Amendment, the Agreement shall remain binding, controlling, and in full force and effect. This Sixth Amendment, together with the Agreement, shall constitute the entire, complete, final, and exclusive expression of the Parties with respect to the matters addressed in all documents.

Section 4. The provisions of this Sixth Amendment shall be deemed a part of the Agreement and except, as otherwise provided under this Sixth Amendment, the Agreement and all provisions contained therein shall remain binding and enforceable. In the event of any conflict or inconsistency between the provisions of this Sixth Amendment and the provisions of the Agreement, the provisions of this Sixth Amendment shall control, but only in so far as such provisions conflict with the Agreement and no further.

Section 5. This Sixth Amendment may be executed in any number of counterparts, provided each of the parties hereto executes at least one counterpart; each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one Sixth Amendment.

[intentionally left blank. signature page follows]

IN WITNESS WHEREOF, the City and Consultant have executed this Amendment No. 6 to the Agreement as of June 23, 2026.

“CITY”
City of La Puente

“CONSULTANT”
West Coast Arborists, Inc.

By: _____
Bob Lindsey, City Manager

By: _____
Patrick Mahoney, President

Attest:

By: _____
Martha Torres, City Clerk

Approved as to form:

By: _____
Susie Altamirano, City Attorney

Exhibit A

CITY OF LA PUENTE

PROFESSIONAL SERVICES AGREEMENT

This PROFESSIONAL SERVICES AGREEMENT ("Agreement"), is made and effective as of September 23, 2015 ("Effective Date"), between the City of La Puente, a municipal corporation ("City") and West Coast Arborists, Inc., a California corporation ("Consultant"). The City and Consultant are hereinafter collectively referred to as the "Parties".

RECITALS

WHEREAS, City desires to engage Consultant to perform the services described herein, and Consultant desires to perform such services in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

1. TERM

This Agreement shall commence on the Effective Date, and shall remain and continue in effect until September 22, 2018, unless sooner terminated pursuant to the provisions of this Agreement. The City shall have the option of renewing the Agreement for two (2) additional one-year terms.

2. SERVICES

(a) Consultant shall perform the tasks ("Services") described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. ("Scope of Services"). Tasks other than those specifically described in the Scope of Services shall not be performed without prior written approval of the City. The Services shall be performed by Consultant, unless prior written approval is first obtained from the City. In the event of conflict or inconsistency between the terms of this Agreement and Exhibit A, the terms of this Agreement shall prevail.

(b) City shall have the right to request, in writing, changes to the Services. Any such changes mutually agreed upon by the Parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

(c) Consultant shall perform all Services in a manner reasonably satisfactory to the City and in a first-class manner in conformance with the standards of quality normally observed by an entity providing urban forestry services, serving a municipal agency.

(d) Consultant shall comply with all applicable federal, state, and local laws, regulations and ordinances in the performance of this Agreement, including but not limited to, the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*). During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working on the Effective Date if both (i) such work would require Consultant to abstain from a decision under this

Agreement pursuant to a conflict of interest statute or law; and (ii) City has not consented in writing to Consultant's performance of such work. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.* Consultant hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous twelve (12) months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of Government Code §1090 *et. seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for Services performed pursuant to this Agreement, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

(e) Consultant represents that it has, or will secure at its own expense, all licensed personnel required to perform the Services. All Services shall be performed by Consultant or under its supervision, and all personnel engaged in the Services shall be qualified and licensed to perform such services.

(f) Consultant represents and warrants that it is aware of the requirements of California Labor Code Section 1720, *et seq.*, and 1770, *et seq.*, as well as California Code of Regulations, Title 8, Section 16000, *et seq.*, ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "Public Works" and "Maintenance" projects. If the Services are being performed as part of an applicable "Public Works" or "Maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000.00 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. City shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and any location where the Services are performed.

(g) Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sexual orientation, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

3. MANAGEMENT

City's Development Services Director shall represent the City in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by Consultant, but shall have no authority to modify the Services or the compensation due to Consultant.

4. PAYMENT

(a) The City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B ("Rate Schedule"), attached hereto and incorporated herein by this reference as though set forth in full, based upon actual services satisfactorily performed on the above tasks. In no event shall the total compensation payable to Consultant under this Agreement exceed the sum of Four Hundred Five Thousand Dollars (\$405,000), unless specifically approved in advance, in writing, by the City

(b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City and Consultant at the time City's written authorization is given to Consultant for the performance of said services.

(c) Consultant shall submit invoices monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Consultant's fees it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this Agreement shall be made within 45 days of receipt of an invoice therefore.

5. SUSPENSION OR TERMINATION OF AGREEMENT

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant shall submit an invoice to the City pursuant to Section 5 of this Agreement.

6. OWNERSHIP OF DOCUMENTS

(a) Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to review such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts or copies therefrom as necessary; and shall

allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office, and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. Consultant hereby grants to City all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by Consultant in the course of providing the services under this Agreement. All reports, documents, or other written material developed by Consultant in the performance of the Services pursuant to this Agreement, shall be and remain the property of the City.

7. INDEMNIFICATION

(a) Indemnity for professional liability

When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless the City and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or Subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

(b) Indemnity for other than professional liability

Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or agency for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

(c) DUTY TO DEFEND. In the event the City, its officers, employees, agents and/or volunteers are made a party to any action, claim, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this Agreement, and upon demand by City, Consultant shall have an immediate duty to defend the City at Consultant's cost or at City's option, to reimburse

the City for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters.

Payment by City is not a condition precedent to enforcement of this indemnity. In the event of any dispute between Consultant and City, as to whether liability arises from the sole negligence of the City or its officers, employees, or agents, Consultant will be obligated to pay for City's defense until such time as a final judgment has been entered adjudicating the City as solely negligent. Consultant will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation.

8. INSURANCE

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit C attached hereto and incorporated herein by reference.

9. INDEPENDENT CONSULTANT

(a) Consultant is and shall at all times remain as to the City a wholly independent consultant and/or independent contractor. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultants exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against the City, or bind the City in any manner.

(b) No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

10. LEGAL RESPONSIBILITIES

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

11. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City has or will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of

this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

12. NO BENEFIT TO ARISE TO LOCAL OFFICERS AND EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

13. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

(a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Consultant, its officers, employees, agents, or subconsultants, shall not without written authorization from the City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City, unless otherwise required by law or court order. (b) Consultant shall promptly notify City should Consultant, its officers, employees, agents, or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this Agreement and the work performed there under or with respect to any project or property located within the City, unless Consultant is prohibited by law from informing the City of such Discovery, court order or subpoena. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless City is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to Consultant in such proceeding, Consultant agrees to cooperate fully with the City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

14. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

If to City:

David Carmany, City Manager
City of La Puente
15900 E. Main Street
La Puente, CA 91744
Email: dcarmany@lapuente.org
Tel: (626) 855-1501
Fax: (626) 961-4626

With a copy to:

James M. Casso, City Attorney
Casso & Sparks
Post Office Box 4131
West Covina, CA 91791
Email: jcasso@cassosparks.com
Tel: (626) 512-5470

If to Contractor:

Patrick Mahoney, President
West Coast Arborists, Inc.
2200 East Via Burton Street
Anaheim CA 92806
Email: pmahoney@wcainc.com
Tel: (714) 991-1900 Ext.113

15. ASSIGNMENT

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City.

Before retaining or contracting with any subconsultant for any services under this Agreement, Consultant shall provide City with the identity of the proposed subconsultant, a copy of the proposed written contract between Consultant and such subconsultant which shall include and indemnity provision similar to the one provided herein and identifying City as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed subconsultant carries insurance at least equal to that required by this Agreement or obtain a written waiver from the City for such insurance.

Notwithstanding Consultant's use of any subconsultant, Consultant shall be responsible to the City for the performance of its subconsultant as it would be if Consultant had performed the Services itself. Nothing in this Agreement shall be deemed or construed to create a contractual relationship between the City and any subconsultant employed by Consultant. Consultant shall be solely responsible for payments to any subconsultants. Consultant shall indemnify, defend and hold harmless the Indemnified Parties for any claims arising from, or related to, the services performed by a subconsultant under this Agreement.

16. GOVERNING LAW/ATTORNEYS' FEES

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court in Los Angeles County, California. If any action at law or suit in equity is brought to enforce or interpret the provisions of this Agreement, or arising out of or relating to the Services provided by Consultant under this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and all related costs, including costs of expert witnesses and consultants, as well as costs on appeal, in addition to any other relief to which it may be entitled.

17. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this Agreement or with respect to the terms and conditions of this Agreement, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

18. SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

19. COUNTERPARTS

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

20. CAPTIONS

The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and shall have no significance in the interpretation of this Agreement.

21. WAIVER

The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing.

22. REMEDIES

Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies.

(Signatures on following page)

23. AUTHORITY TO EXECUTE THIS AGREEMENT

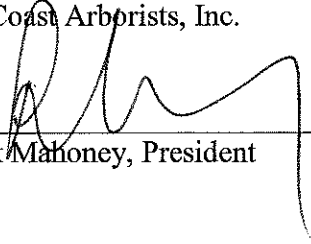
The person or persons executing this Agreement on behalf of Consultant represents and warrants that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date.

**“CITY”
City of La Puente**

By: 
David Carmany, City Manager

**“CONSULTANT”
West Coast Arborists, Inc.**

By: 
Patrick Mahoney, President

Attest:

By: 
Sheryl Garcia, Chief Deputy City Clerk

Approved as to form:

By: 
James M. Casso, City Attorney

EXHIBIT A

SCOPE OF SERVICES

The CONTRACTOR shall perform and/or provide the following services in accordance with this Scope of Services when requested by the CITY or as set forth in the CITY's approved Project Schedule. The General Specifications apply and CONTRACTOR shall adhere to such terms when performing the specific services set forth in the Project Schedule. The specific services are described in Section B "Technical Specifications." CONTRACTOR shall adhere to the terms of the Technical Specifications when providing services.

SECTION A: GENERAL SPECIFICATIONS

CONTRACTOR shall provide all labor, expertise, materials, and equipment necessary for the provision of CITY tree care services specified herein, which includes, but is not limited to, tree trimming, tree removal, stump grinding, tree planting, watering of young trees, maintenance of tree basins, repair of irrigation systems damaged during the pruning, removal or planting of trees, establishment of grass seed, grading and preparation of parkway areas for seeding and tree installation, identification of utility locations, traffic control, notification of customers by mail, entry of data into and maintenance of an electronic tree inventory and work history tracking system. These services are part of the unit prices set forth in the sample Agreement Exhibit B and unless otherwise provided, no additional compensation is provided to CONTRACTOR for such services. CONTRACTOR shall also be required to report any condition that could pose a threat to the public or result in a poor aesthetic such as, but not limited to, low or hanging limbs, blocked traffic control devices or signage, and dead, dying or structurally deficient trees. Water utilized for the services under the Agreement shall not be furnished by CITY.

CONTRACTOR shall complete all work to the satisfaction of and under the supervision of the Development Services Director or designated representative.

CONTRACTOR shall deliver a level of quality that is compatible with International Society of Arboriculture (ISA) standards, American National Standards Institute (ANSI) criteria and the standards and requirements described herein in providing tree services to ensure that trees in CITY receive the best possible care that results in a neat, clean and attractive appearance to trees and associated sites serviced under the terms of the Agreement.

CONTRACTOR shall provide service that ensures the safety of employees and the public while minimizing inconvenience to the public and disruption of traffic while working in CITY.

CONTRACTOR shall endeavor to maintain good public relations at its worksites and shall conduct its work in a manner which will cause the least possible interference with or annoyance to, the public.

CONTRACTOR shall during the term of the Agreement, hold valid State California Contractor's License C-61/D-49.

CONTRACTOR shall comply with CONTRACTOR's Quality Control Plan, as submitted, throughout the term of the Agreement. The Quality Control Plan shall provide CITY with an effective and efficient means of identifying and correcting problems throughout the entire scope of services.

CONTRACTOR shall comply with CONTRACTOR's Safety Manual, attached as submitted that meets SB 198 requirements for injury and illness prevention.

CONTRACTOR shall maintain a local (within 50 miles) office staffed by a representative during regular work hours, which shall be defined as Monday through Friday from 8:00a.m. to 4:00 p.m. (excluding holidays). Such representative shall be authorized to discuss matters pertaining to the Agreement.

Upon commencement of the Agreement, CONTRACTOR shall provide a list of emergency numbers for after-hours work to the Development Services Director. "After hours work" shall be defined as work performed outside regular work hours. CONTRACTOR shall have a tree service supervisor available by telephone on a 24-hour basis who is assigned to provide prompt attention to requests from CITY for emergency and after-hours tree service requests. The response time for emergency and after- hours work requests shall not be greater than two (2) hours. CONTRACTOR shall deal with any tree related emergency situation ranging from limbs down on single trees to storm related damage to a large number of trees requiring the commitment and focus of significant resources and manpower for several days. Failure to respond to tree emergency and after-hours work requests within the specified time limits shall subject CONTRACTOR to the penalties described in the Penalty Schedule, Agreement Exhibit B.

In the event of a regional emergency, wherein, a number of the CONTRACTORS clients require immediate assistance, the CONTRACTOR shall guarantee the City will have a least one fully manned and fully equipped crew to assist the City in the emergency response within two (2) hours.

Staff Qualifications: All persons performing tree work on CITY trees shall be trained according to tree care standards accepted by the International Society of Arboriculture.

CONTRACTOR shall employ personnel qualified by reason of education, training and experience to perform the services specified in this Agreement.

Any person employed under this Agreement who fails or refuses to carry out the directions set forth under this Agreement or in the opinion of the Development Services Director is incompetent, disorderly; or uses threatening or abusive language or is otherwise unsatisfactory while performing work under the Agreement, shall be immediately removed from performing work under this Agreement and shall not again perform services under the Agreement except by written consent of the City.

CONTRACTOR shall staff each project work site with a Supervisor who holds a current ISA (International Society of Arboriculture) Certified Arborist credential. All worksite supervisors employed by CONTRACTOR shall be fluent in written and spoken English, and possess adequate technical background to ensure that all work is accomplished with the special provisions of this contract.

All CONTRACTOR personnel engaged in the actual trimming of CITY trees shall hold, at minimum, a current ISA Certified Tree Worker credential. All other personnel (e.g. ground workers, traffic control staff) shall have received sufficient training so as to be capable of performing their functions in a safe and proficient manner.

CONTRACTOR's employees shall have:

Proper licenses and/or current certifications to operate equipment.

Ability to operate and maintain equipment in accordance with manufacturer recommendations.

Mechanical ability to make required operator adjustments to the equipment being used.

Knowledge of safety regulations as they relate to tree care and traffic control.

Ability to communicate orally and in writing in English. vii. Knowledge of tree care and related operations.

Notification:

At least seven (7) working days prior to the commencement of any non-emergency work at any tree site, CONTRACTOR shall, by mailing, notice the occupant(s) of that property of the type of work that shall be performed and the anticipated time frame during which the work shall be performed. CONTRACTOR shall maintain a log of those notified.

CONTRACTOR shall be required to notify residents and/or businesses of scheduled tree work at least forty-eight (48) hours prior to the work being performed. Notifications shall be made in the form of door hangers.

City approved "No Parking" signs shall be posted near individual trees scheduled for pruning twenty-four (24) hours prior to the work being performed.

Beginning non-emergency work without notification shall subject CONTRACTOR to the penalties described in the Penalty Schedule, Agreement Exhibit B.

Postings shall not be left in place once work has been completed. Leaving postings on trees once work has been completed shall subject CONTRACTOR to the penalties described in the Penalty Schedule of Agreement Exhibit B.

The routine watering of young trees shall be exempt from these notification and posting standards.

Traffic control:

At no time shall CONTRACTOR commence or carry on with work that presents a hazard to pedestrians or vehicular traffic.

Prior to the commencement of, and for the duration of, any work in any area, CONTRACTOR shall be responsible for traffic control and safety regulations as related to any city, state or county requirements while working on streets, highways, medians and/or roadside strips. The design and operation of work zone traffic controls must comply with US Department of Transportation/Federal highway Administrative guidelines. All operations shall be conducted by CONTRACTOR to provide maximum safety for the public according to the most recent edition of the *Work Area Traffic Control Handbook*.

CONTRACTOR shall display standardized warning signage when staging or working in any area that is subject to pedestrian or vehicular traffic.

CONTRACTOR shall be responsible for the placement of "Sidewalk Closed" signage at the perimeter of any sidewalk or pathway that leads pedestrian traffic into the work zone.

Any operation that results in a blockage of, or produces debris which could enter into, vehicular traffic zones will require the use of a flag person equipped with, and using, a SLOW/STOP traffic paddle. Work in two way traffic zones will require the use of two (2) flag persons. The placement of a traffic paddle into a safety cone shall not be considered a substitute for the required flag person(s).

Where CONTRACTOR's work is in progress, each street shall remain open to local traffic at all times unless prior arrangements have been made and approved by the Development Services Director or designated representative.

Violations of traffic control standards defined herein shall be subject to the penalties described in the Penalty Schedule of Agreement Exhibit B.

Wildlife protection:

Prior to the commencement of any work in the vicinity of any tree, each tree shall be visually surveyed, from all sides, for the sole purpose of detecting the presence of nests or wildlife of any type.

CONTRACTOR shall cease work in a tree if a nest is found and is determined to be active, unless given written permission by the City.

At no time shall any nest or wildlife be moved from its location.

In the event that wildlife is accidentally displaced and needs assistance, CONTRACTOR shall notify the Public Works Department and the nearest appropriate animal rescue facility for assistance, as described in CONTRACTOR's exhibit entitled "Protection of Wildlife plan", attached as submitted, for assistance.

Pre-inspection:

Prior to the commencement of any work in the vicinity of any tree, CONTRACTOR shall identify the location of utilities, irrigation components and/or any private property element(s) that could be compromised by any work activity.

If identified, CONTRACTOR shall take appropriate action to protect same.

If, during the course of pre-inspection, CONTRACTOR identifies damage to private property or CITY property that exists before the onset of work, CONTRACTOR shall digitally photo-document and report such damage to the Development Services Director prior to commencing work in that area. Digital photo- documentation shall be time and date embedded. Any claim of damage that cannot be refuted by photo-documentation and log of report to the Development Services Director shall be considered the responsibility of CONTRACTOR.

Utility Operations:

CONTRACTOR shall adjust work schedules when utility operations prevent maintenance during a specified time frame. No additional compensation shall be allowed for complying with these requirements.

Dig Alert Requirements:

- Delineation of the proposed excavation site is mandatory. Mark the area to be excavated with water-soluble or chalk based white paint on paved surfaces or with other suitable markings such as flags or stakes on unpaved areas.
- Contact DigAlert at least two (2) full working days prior to digging.
- Your permit for digging will not be valid without a DigAlert ticket number.
- If the members have facilities within the work area, they will mark them prior to the start of your excavation and if not, they will let you know there is no conflict.
- The Law requires you to hand expose to the point of no conflict 24" on either side of the underground facility, so you know its exact location before using power equipment.

Work in the vicinity of aerial utilities:

All persons performing tree work on CITY trees in or around primary electrical lines shall be trained to do so according to the "Electrical Safety Orders: of the State of California, including all amendments and revisions.

Setup, Operations, Equipment Staging:

CONTRACTOR shall setup, operate and stage in a manner that presents the least amount of disruption to residents, businesses, the public and traffic flow.

Outside of an emergency situation, at no time will multiple setups or equipment staging be allowed on both sides of a street within the same block.

Equipment shall never be stored or left unattended on a public street, CITY facility or private property.

The staging of equipment shall be bound by the work hour restrictions defined herein.

Identification and reporting of hazards:

While performing work of any type, the tree worker should inspect for any obvious hazards related to trees. All hazardous situations should be corrected or promptly reported to CITY. Any defective or weakened trees shall be reported to the Development Services Director or designated representative.

Work Site Conditions: T

The work area shall be kept safe at all times until all operations are completed. Under no circumstances shall the accumulation of brush, limbs, logs or other debris be allowed to pose a hazard to the public.

Access to Private Property:

No employee of CONTRACTOR shall enter a fenced or otherwise secured area of private property without the consent of the property owner.

Site Cleanup:

CONTRACTOR shall remove branches, limbs, logs or any other debris resulting from any tree operations and clean the work site and all areas associated with the work site promptly upon completion of each task.

CONTRACTOR shall endeavor to prevent spillage on streets over which work or hauling is done, and any such spillage or debris deposited on street due to CONTRACTOR operations shall be immediately cleaned up.

During production trimming and removals, debris shall be removed from public rights of way and private property within one (1) hour of the completion of work on the tree from which the debris was generated.

CONTRACTOR shall cease work immediately if clean up equipment ceases to function or is not available (e.g. loader, roll off equipment, staff).

Rights of way shall not be used to stage unattended debris generated during regular work hours.

All lawn areas shall be raked, all streets/sidewalks shall be swept, and all brush, branches.

Areas are to be left in a condition equal to or better than that which existed prior to the commencement of tree operations.

No material is to be allowed to enter any storm drain.

Debris staged in parkway(s) due to a night time emergency response shall be clearly coned off and emergency taped off and shall be cleaned up to in conformance with the standards described in this Exhibit prior to 10:00 am the first business day after the emergency call out occurred.

If the volume of debris from a night time emergency exceeds the storage capacity of the parkway(s), CONTRACTOR shall make arrangements to remove the debris immediately.

Debris shall not be stored unattended in any portion of a traffic lane at night.

All debris generated by CONTRACTOR in the performance of work shall become the property of CONTRACTOR after the time of site clean-up. CONTRACTOR shall dispose of all generated debris at no additional cost to CITY and shall dispose of debris as is consistent with the requirements of AB 939.

Failure to comply with site cleanup requirements shall subject CONTRACTOR to the penalties described in Agreement Exhibit B.

Protecting the Integrity and Value of the Urban Forest.

If, at any time, CONTRACTOR is unclear on what course of action to follow in the field, CONTRACTOR shall consult with the Development Service Director. CONTRACTOR shall never take an action that will result in the permanent disfigurement of structures or trees. Disfigurement of trees/structures shall subject CONTRACTOR to penalties as described in Agreement Exhibit B.

Working Hours.

A "Normal Work Zone" shall be defined as a residential or low traffic volume street. CONTRACTOR's regular work hours for Normal Work Zones shall be limited to the hours between 8:00AM and 4:00PM Monday through Friday, excluding recognized holidays. Deviation from regular work hours in Normal Work Zones shall not be allowed without prior written consent of the City.

A "Special Work Zone" shall be defined as a business area or high volume traffic street or where night work is required. Work will only be allowed during the night or on Sundays in Special Work Zones during times set by the Development Services Director or designated representative.

Night Work.

When working at night CONTRACTOR shall provide adequate lighting which allows for safe and proper performance of work, as well as inspection of same.

While working at night, CONTRACTOR shall minimize the impact of noise upon neighbors.

CONTRACTOR shall not use chainsaws for work performed at night unless it is an emergency situation.

CONTRACTOR's Equipment.

All equipment used and all maintenance practices employed shall be subject to the inspection of the City and shall meet safety and functional requirements. All equipment must be maintained in a good state of repair. All safety guards shall be in place. No equipment shall leak oil or fluids. Equipment drive belts and hoses shall be in good repair and show no sign of fraying. No equipment shall present any potential danger to the operator, co-workers, passing motorists or pedestrians. Failure to comply with this provision shall be cause to have the equipment removed from the job site.

CONTRACTOR shall maintain a sufficient inventory of equipment so as to complete work as specified. All equipment shall be approved by CITY prior to commencement of services.

CONTRACTOR shall not park or store equipment or materials overnight at any CITY work site.

All CONTRACTOR vehicles and equipment operating under this Agreement shall be clearly marked with CONTRACTOR'S identification.

CONTRACTOR shall make annual submissions of current OSHA certification of all aerial equipment and the most recent California Highway Patrol Commercial Vehicle Inspection report for equipment to be used throughout the term of the Agreement.

Authority and Inspections.

The City's authorized representatives shall at all times have access to the work site and shall be furnished with every reasonable facility for acquiring full knowledge with respect to the progress, workmanship and character of materials used in the work. Whenever CONTRACTOR varies the period during which work is carried out, CONTRACTOR shall give due notice to the City Director so that property access for inspection may be provided. CONTRACTOR shall comply with any instructions given by the City upon inspection of the work.

Questions.

CONTRACTOR questions regarding the performance of the work shall be directed to the Development Services Director.

Alterations, modifications or deviations from the work described in the scope of services by CONTRACTOR shall be subject to the prior written approval of CITY. In such event, any necessary price adjustments shall be made by mutual consent of the parties.

Inspection of work.

CITY's Public Works Department shall inspect work during the performance of work or when deemed necessary. Any work found not to be acceptable will be noted in writing and shall be subject to the penalty provisions and schedule set forth in the Penalty Schedule of Agreement Exhibit B.

Work Deficiencies.

CITY shall notify CONTRACTOR in writing of any deficiencies in work.

CONTRACTOR shall make a reasonable and good faith effort to correct the deficiencies within a reasonable period not to exceed three (3) days from notification. After this time period, if unacceptable conditions still exist, CITY has the right to terminate the Agreement or deduct payment as is proportionately appropriate for non-compliance with the specified provisions of the Agreement.

All work which CITY determines is defective or deficient shall be removed and replaced by CONTRACTOR in a manner acceptable to CITY at CONTRACTOR's own expense.

If any portion of the work performed under the Agreement proves defective or not in accordance with the specifications, and the deficiency, as determined by CITY, does not make the work dangerous or undesirable, the City Director shall have the right and authority to retain the work, but may make deductions in the payment due CONTRACTOR as is proportionately appropriate for the deficiency.

Risk Management.

Tree work is a controlled task. At no time shall CONTRACTOR perform work in a manner so as to result in a loss of control incident (e.g. free-falling large limbs or trunk sections, hinge cutting to avoid use of ropes/hoisting equipment, lack of safety apparatus/equipment guards, improper use/loading of equipment).

Failure to maintain such controls shall subject CONTRACTOR to penalties as described in Agreement Exhibit B. In addition to such penalties, CONTRACTOR shall be responsible for the mitigation of any damage related to a loss of control incident at CONTRACTOR's sole cost and expense.

Accidents, Injuries.

CONTRACTOR shall conduct all work outlined in the Scope of Services in such a manner as to meet all accepted standards for safe practices during the maintenance operation and to safely maintain stored equipment, machines and materials or other hazards consequential or related to the work; and agrees to accept the sole responsibility for complying with all CITY County, State or other legal requirements including, but limited to, full compliance with the terms of the applicable OSHA and CAL EPA Safety Orders at all times so as to protect all persons, including CONTRACTOR employees, agents of CITY, vendors, members of the public or others from injury or damage to their property.

CONTRACTOR shall cooperate fully with CITY in the investigation of any accident, injury or death occurring on CITY property including a complete written report to the Development Services Director within 24 hours following the incident.

Property Damage.

Should any structure or property be damaged during tree operations, CONTRACTOR shall immediately notify CITY and owners or authorities.

Repairs to property damaged by CONTRACTOR shall be made within forty eight (48) hours.

In the event of damage to utility lines, CONTRACTOR shall report the damages to utility and make arrangements for the utility to make repairs.

Repairs on private property shall be made in accordance with the appropriate building code under permits issued by CITY.

Any damage caused by CONTRACTOR shall be repaired or restored at CONTRACTOR's expense to a condition similar or equal to that existing before such damage, or CONTRACTOR shall repair such damage in a manner acceptable to the City.

CONTRACTOR shall repair any damage as directed by CITY that CONTRACTOR incurs to sprinkler systems in City parkways within 24 hours so as to minimize damage to affected lawns.

CONTRACTOR shall notify the Development Services Director immediately of any utility that is disturbed or damaged.

Insecticides, Herbicides, Fungicides.

At no time shall CONTRACTOR use, store or transport any insecticide, herbicide or fungicide in the City of La Puente without the prior written consent of the City. Violation of this chemical use policy will be subject to penalties as described in Agreement Exhibit B and can result in the termination of the Agreement.

SECTION B. TECHNICAL TREE TRIMMING SPECIFICATIONS

The following Section contains descriptions and technical specifications for the detailed services and materials which will be necessary to provide services under this Agreement.

The following specifications shall be adhered to regardless of tree being serviced and/or the type of service being performed including, but not limited to, tree pruning, tree removal, stump grinding, tree planting, tree watering, repairs or record keeping related to any tree activity.

Hardwood Tree Pruning

- a. Any tree work performed on a CITY tree must be done according to CITY's specification. The criterion for pruning varies based on the type or purpose of pruning.
- b. Full Prune: A Full Prune is performed when conditions within the crown of a hardwood tree are such that the entire tree needs to be fully pruned. Complete pruning is recommended when the primary objective is to maintain or improve tree health and structure, and includes safety pruning. Full Pruning should consist of one or more of the following pruning types:
- c. Crown Cleaning: Crown Cleaning or cleaning out is the removal of dead, diseased, crowded, weakly attached and low-vigor branches and water sprouts from the entirety of the tree crown. Care must be used to avoid stripping branches of all foliage at the interior of the tree crown. This practice, known as "lion tailing", disrupts the structural integrity of the tree, making it subject to limb and branch failure, especially during high winds.
- d. Crown Thinning: Crown Thinning includes crown cleaning and the selective removal of branches to increase light penetration and air movement into and through the crown. Increased light and air stimulates and maintains interior foliage, which in turn improves branch taper and strength. Thinning reduces the wind-sail effect of the crown and the weight of heavy limbs. Care must be used to avoid stripping branches of all foliage at the interior of the tree crown. Thinning the crown can emphasize the structural beauty of trunk and branches as well as improve the growth of plants beneath the tree by increasing light penetration. When thinning the crown of mature trees, seldom should more than one-fourth of the live foliage be removed.
- e. Crown Reduction: Crown Reduction is used to reduce the height and/or spread of a tree. Crown reduction varies from topping, a destructive practice, in that cuts are not made indiscriminately, resulting in large stubbed off limbs that are subject to decay. While reducing a crown, tree workers must adhere to basic tree trimming practices involving limb/branch size relationships and use of the branch bark collar in avoiding the onset of decay at cut sites.
- f. Crown restoration: Crown Restoration is a corrective pruning used as a means to restore the form of crowns that have been previously damaged by storms or poor pruning practices. This treatment is best performed by tree workers who have a good understanding of the effects of pruning on the development of tree crowns.
- g. Crown Raising/Safety Prune: A Crown Raising or Safety Prune is performed when conditions within the crown of a hardwood tree are such that a certain objective needs to be met or a certain condition needs attention. A crown raising or safety prune does not involve the detail of work found in a full prune. Crown raising or safety pruning may consist of one or more of the following pruning types:
- h. Crown Raising: Crown Raising consists of removing the lower branches of a tree in order to provide clearance for buildings, vehicles and pedestrians. It is important that a tree have at least one-half of its foliage on branches that originate in the lower two-thirds of its crown to ensure a well-formed, tapered structure and to uniformly distribute stress within the tree.
- i. Safety Prune: Safety prune is employed as a means of eliminating potentially hazardous limbs (dead/dying) from the crown of a hardwood tree when an entire pruning of the tree is not warranted. Safety pruning does not involve the fine detail work described herein as "full prune".

Specifications for hardwood tree pruning: the specifications for the pruning of hardwood trees are as follows:

- a. Consult with the Development Services Director before making any cut that would result in permanent disfigurement of the structure of a tree.
- b. Trees shall be pruned so as to prevent branch and foliage interference with safe public passage. Over-street clearance shall be kept to a minimum of seventeen (17) feet above the paved surface of the street and fourteen (14) feet above the curb and surface of a public sidewalk or pedestrian way. Exceptions are allowed for young trees, which would be irreparably damaged by such pruning action. If pruning to these standards would result in permanent disfiguration of a tree, CONTRACTOR shall not prune the tree until such time as direction is obtained from an Urban Forest Field Inspector.
- c. When removing a live branch, pruning cuts should be made in branch tissue just outside the branch bark ridge and collar, which are trunk tissue. If no collar is visible, the angle of the cut should approximate the angle formed by the branch bark ridge and the trunk.
- d. When removing a dead branch, the final cut should be made outside the collar of live callus tissue. If the collar has grown out along the branch stub, only the dead stub should be removed, the live collar should remain intact and uninjured.
- e. Whenever pruning involves the removal of limbs that are too large to hold securely in one hand during the cutting operation, the limb shall be cut off first at a point several feet beyond the intended final cut. The final cut shall be made in a manner to prevent unnecessary tearing back of the bark and wood. Cuts that result in tearing of tissue on limbs below cuts shall be penalized as described within Part Seven (7).
- f. All final tree pruning cuts shall be made in such a manner so as to favor the earliest possible covering of the wound by natural callus growth. Excessively deep flush cuts, which produce large wounds or weaken the tree at the cut, shall not be made. The branch collar should not be removed.
- g. All dead and dying branches and branch stubs that are one-half (1/2) inch diameter or larger shall be removed.
- h. All broken or loose branches shall be removed.
- i. Those branches that are developing in such a manner as to become larger than the limbs they originate from shall be removed.
- j. When encountering limbs that are weighted with more foliage than the limb is likely to support, selectively prune branches toward the end of the limb in order to reduce end weight and thus decrease the likelihood of limb failure.
- k. Selectively prune branches that create sight line conflicts with traffic control signs and/or devices.
- l. Selectively prune branches that are within five (5) feet of a structure.
- m. Clear trees of sprout or sucker growth to a minimum height of ten (10) feet above ground level. Exceptions are allowed for young trees, which would be irreparably damaged by such pruning action.
- n. Prune so as to maintain a balanced appearance when viewed from the opposite side of the street immediately opposite the tree, unless authorized by the Development Services Director to do otherwise.
- o. Remove all vines entwined in trees and on tree trunks. Vine tendrils shall be removed without injury to trees.
- p. Tree limbs shall be removed and controlled in such a manner as to cause no damage to other parts of the tree, or to other plants or property.
- q. All tools used on a tree known to contain an infectious tree disease shall be properly disinfected immediately before and after completing work on such tree.
- r. All major pest problems shall be promptly reported to CITY.

- s. All cutting tools and saws used in tree pruning shall be kept sharpened to result in final cuts with an un-abrasive wood surface and secure bark remaining intact.
- t. All trees six (6) inches in diameter or less shall be pruned with hand tools only.
- u. Chain saws will not be permitted to remove any branches two (2) inches or less in diameter. This is to prevent any unnecessary abrasions to cambial tissue that may predispose a tree to insect and/or future disease/decay problems.
- v. Any extraneous metal, wire, rubber or other material interfering with tree growth shall be removed when possible.
- w. The use of climbing spurs or spike shoes in the act of pruning trees is prohibited, unless specifically directed by CITY to aid in the safety of climbers performing the removal of a tree.
- x. Gas powered chainsaws shall only be used for emergency situations; pruning cuts over 4" in diameter and tree removals unless permission is granted, in writing, by the Development Services Director or designated representative.

Palm Tree Pruning

Any tree work performed on a CITY tree must be done according to CITY's specification. The criterion for pruning varies based on the type or purpose of pruning.

Palm Prune: Palm Pruning consists of maintaining the crowns and trunks of palm trees including the pruning of spent or declining fronds, seed pods and the skinning or shaping of spent petiole bases into a ball or nut as applicable by palm type.

Specifications for palm tree pruning: the specifications for the pruning of palm trees are as follows:

- a. While making an approach to the palm crown for pruning, CONTRACTOR shall inspect the trunk of the palm tree for signs of decay, insect frass, bird nesting or any other condition suggestive of a structural abnormality. Upon finding any condition suggestive of a structural abnormality of the palm stem, CONTRACTOR shall report to the Development Services Director immediately.
- b. Fronds shall be trimmed using a handsaw or pole saw that has been sterilized for no less than five (5) minutes by having the entirety of its cutting blade submersed in an equal solution of bleach and water before and after the handsaw is used to cut the fronds of any other palm tree. At no time shall a chainsaw be used to prune any frond from any palm tree in the City of Manhattan Beach. The use of chainsaws to prune any frond from any palm tree will result in the penalties described in Agreement Exhibit B. Live, healthy fronds, initiating at an angle of 90 degrees or greater from the horizontal plane, shall not be removed. Fronds removed should be cut close to the petiole base, taking into consideration the role of petiole bases in the formation and maintenance of the ornamental ball or nut, as applicable by species. Live trunk tissue should never be cut while pruning palm fronds.
- c. Using properly sterilized equipment as described herein, any fruit or flower structures in the crown of the palm shall be removed concurrently with frond pruning. At no time shall a chainsaw be used to cut any fruit or flower from any palm tree in CITY. Failure to adhere to this standard will result in the penalties described in Agreement Exhibit B. Care shall be taken in the handling of fruit and flowers as they are likely to release clear liquids that react with, can cause staining to, hardscape elements. CONTRACTOR shall be responsible for removing palm fruit related stains from private property hardscape elements.
- d. Maintenance of the ornamental ball or nut, located at the upper portion of the palm trunk, directly below the live fronds, shall be as described by species as follows:

Phoenix canadensis (Canary Island Date Palm): spent petiole bases shall be formed into an ornamental ball which begins directly below the lowest green fronds and acts to provide a base

of support to the palm crown. This ornamental ball shall be uniform and smooth in appearance and shall extend no less than four (4) and no more than eight (8) feet below the lowest live frond in the crown. Ornamental balls with flattened or "stop sign" sides will not be accepted. The upper portion of the ornamental ball shall not taper in, resulting in a "pineapple" appearance as this treatment defeats the support capacity of the ball. The distal portion of the ball shall begin at a point flush with the periphery of the palm trunk and make a gradual taper upwards until it reaches the periphery of the shaped ornamental ball. While forbidden to use chainsaws for pruning fronds, fruit and flowers from any palm tree in the City of Manhattan Beach, CONTRACTOR may use a chainsaw in forming and/or shaping the ornamental ball of a Canary Island Date Palm. The use of a sharpened shovels in shaping and maintaining ornamental balls often results in ornamental balls which have flat, untapered bottoms that are likely to relax and collapse into pedestrian and vehicular traffic zones with grave consequences. CONTRACTOR shall use care not to cut into live trunk tissue while maintaining the ornamental ball. CONTRACTOR shall remove any foreign plant material that has sprouted in an ornamental ball. CONTRACTOR shall verify that the ornamental ball meets the standard described herein each time a Canary Island Date Palm is pruned.

Phoenix dactylifera (Date Palm): spent petiole bases are left to form a supportive "nut" below the lowest green fronds of the crown. Unlike the ornamental ball of a *Phoenix canariensis* (Canary Island Date Palm), the nut does not require ornate shaping. Instead, spent petiole bases are left uniformly long to form the nut, which shall extend no less than four (4) and no more than six (6) feet below the lowest live frond in the crown. While forbidden to use chainsaws for pruning fronds, fruit and flowers from any palm tree in the City of Manhattan Beach, CONTRACTOR may use a chainsaw in forming and/or shaping the nut of a Date Palm by shortening a number of the lower petiole bases to bring the length of the nut to standard. CONTRACTOR shall use care not to cut into live trunk tissue while maintaining the nut. CONTRACTOR shall verify that the nut meets the standard described herein each time a Date Palm Island Date Palm is pruned.

Syagrus romanzoffianum (Queen Palm): loose petiole bases are to be removed each time the crown of a Queen Palm is serviced. Petiole bases that are attached to live trunk tissue shall be left undamaged.

Archontophoenix cunninghamiana (King Palm): loose petiole bases are to be removed each time the crown of a King Palm is serviced. Petiole bases that are attached to live trunk tissue shall be left undamaged.

Washingtonia robusta (Mexican Fan Palm): spent petiole bases are left uniformly long to form a nut which shall extend no more than four (4) feet below the lowest live frond in the crown. Using hand tools, CONTRACTOR shall skin the trunk area below the nut clean without causing damage to live trunk tissue. CONTRACTOR shall verify that the nut meets the standard described herein each time a Mexican Fan Palm is pruned.

Washingtonia filifera (California Fan Palm): spent petiole bases are left uniformly long to form a nut which shall extend no more than eight (8) feet below the lowest live frond in the crown. Using hand tools, CONTRACTOR shall skin the trunk area below the nut clean without causing damage to live trunk tissue. CONTRACTOR shall verify that the nut meets the standard described herein each time a California Fan Palm is pruned.

Tree Removal

Any tree work performed on a CITY tree must be done according to CITY's specification.

Tree Removal: Tree removal consists of the removal of the entirety of a hardwood tree or palm tree and the removal of its root system in its entirety by grinding.

Specifications for tree removal: the specifications for tree removal are as follows:

- a. CONTRACTOR shall comply with all general specifications standards described herein.
- b. The diameter price given by CONTRACTOR for tree removals shall be inclusive of all staff, materials and equipment necessary to remove trees as described herein.
- c. As stated previously herein, CONTRACTOR shall identify the location of all utilities and private property landscape irrigation components prior to the removal of a tree and its root system. CONTRACTOR shall notify the Development Services Director or designated representative, in writing, of any condition that prevents the removal of a tree and/or the grinding of its root system. CONTRACTOR shall take all responsibility for any damage that occurs once the process of removing a tree and/or associated root grinding begins.
- d. CONTRACTOR shall comply with wildlife protection standards described in Attachment 2.
- e. CONTRACTOR shall not remove any tree without first confirming that the tree being considered is indeed the tree to be removed. Any confusion should be resolved by contacting the Development Services Director for assistance. The errant removal of trees shall be penalized as is described in Agreement Exhibit B.
- f. During a tree removal, CONTRACTOR shall maintain control of the tree and its parts at all times, which shall include the selection and use of proper techniques and equipment. At no time shall branches, limbs or tree trunks be allowed to free-fall and create damage of any type. Loss of control incidents shall be penalized as is described in Agreement Exhibit B.
- g. Cranes and other rigging equipment shall be properly certified, with evidence of such available for inspection prior to use of said equipment in CITY. Crane operators shall be certified by Commission for the Certification of Crane Operators (NCCCO) and shall be prepared to display current certification prior to operating a crane in CITY. The use of cranes and certified operators shall not result in additional charges to CITY and is part of the unit price set forth in Agreement Exhibit B for the specific service.
- h. While loading and handling debris, CONTRACTOR shall maintain control at all times so as not to result in damage to the public rights or way or private property. In addition, CONTRACTOR shall not drop logs or trunks so as to create undue noise or impact shock related damages to public and/or private property.
- i. Stumps, including the root flare shall be ground to a depth of no less than eighteen (18) inches. Surface roots shall be traced and ground to a depth of no less than eight (8) inches. Debris generated by stump grinding and root removal shall be removed from the site and replaced with a topsoil mix. Chip shall not be used as a backfill material.
- j. Clean up after a tree removal and/or stump grinding shall include the repair of any barren areas or divots created during the tree removal by filling with topsoil and seeding with a fescue turf grass seed. Seed shall be covered by one quarter (1/4) inch topdressing of well decomposed organic fines. This is part of the unit price provided for the service and no additional compensation is provided.
- k. CONTRACTOR shall be responsible for the repair of any private property irrigation system components damaged during a tree removal or stump grinding. Repairs shall be made using components matching those that were damaged.
- l. CONTRACTOR shall inspect for, and correct, any settling that has occurred at any tree removal site for a period of no less than six (6) months after the tree removal/stump grinding has been completed. Correction is defined to include the restoration of a smooth and even grade to the

parkway and the seeding and topdressing of barren areas related to the tree removal site as specified previously herein.

Tree Planting

Any tree work performed on a CITY tree must be done according to CITY's specification.

Tree Planting: Tree planting consists of the installation of nursery stock container or palm trees supplied by CONTRACTOR.

Specifications for tree planting: the specifications for tree planting are as follows:

- a. CONTRACTOR shall comply with all general specifications standards described herein.
- b. CONTRACTOR shall identify the location of all utilities and private property landscape irrigation components prior to the planting of any tree. CONTRACTOR shall assume full responsibility for any damage that occurs during the planting of any tree.
- c. CONTRACTOR shall supply quality nursery stock which is fully rooted and representative of recognized standards for size and quality of the material being planted. Brown trunk height (BTH) for palm trees shall be measured from the top of root ball to the lowest green frond attached to the trunk at an angle of ninety (90) degrees.
- d. Planting stock shall be well watered prior to shipping and covered for the duration of transport. Trees that are delivered uncovered, with a dry or fractured root ball or with broken scaffold limbs will be rejected. Root bound material will be rejected. Palms that are delivered uncovered, with a dry root ball or with a soilless root ball will be rejected.
- e. CONTRACTOR shall not begin excavation for the planting of a tree without first confirming that the planting site being considered is indeed the site intended for the planting of a tree. Any confusion should be resolved by contacting the Development Services Director for assistance. In excavating planting pits, CONTRACTOR shall not excavate deeper than the depth of the root ball of the tree being installed.
- f. The bottom of the planting pit shall be compacted sufficiently so that the planted tree will not settle below top of root ball grade standards defined herein. As the width of the parkway allows, CONTRACTOR shall excavate the planting pit to be two (2) times the width of the root ball of the nursery stock being planted.
- g. All nursery containers and box sides shall be removed from tree root balls prior to planting. CONTRACTOR shall not install trees with box bottoms left on. All container debris (e.g. strapping, box fragments, and nails) shall be removed from the planting pit prior to backfilling.
- h. CONTRACTOR shall install the tree or palm so that the top of root ball is two (2) inches above top of curb so that the trunk flare is completely exposed. In the event that there is no curb (i.e. park site), CONTRACTOR shall install the tree or palm so that the top of root ball is two (2) inches above surrounding grade. CONTRACTOR shall not resort to cutting or trimming the root ball as a means of meeting grade standards.
- i. CONTRACTOR shall backfill hardwood tree plantings with an equal mix of excavated soil and topsoil. The topsoil portion of the backfill mix shall contain no more than ten (10) percent well decomposed organic fines.
- j. CONTRACTOR shall backfill palm plantings with one hundred (100) percent washed mortar (plaster) sand.
- k. While backfilling, CONTRACTOR shall cease backfilling when the planting pit is one half (1/2) full and apply water to remove air pockets from the backfill. Once the water has drained, CONTRACTOR shall resume backfilling the planting pit. A watering basin shall be constructed in a uniform circle and shall extend from the center of the tree trunk to six (6) inches beyond the edge of the root ball. The top of the watering basin shall be graded and maintained uniformly with the upper edge of the basin maintained at a grade of four (4) inches above the root flare of the tree.

- l. CONTRACTOR shall be responsible for the stability of planted trees. The nursery stake shall be removed from the trunk of the tree (as applicable) and the tree shall be double staked using two (2), two (2) inch lodge pole stakes of a length sufficient to be installed beyond the depth of the planting stock root ball and to extend to the lowest branches of the installed tree's crown. The stakes shall be installed an equal distance from the trunk of the tree and shall be installed perpendicular to the street or sidewalk and shall be installed so that one stake is orientated to be one hundred eighty (180) degrees opposite the other. The root ball shall not be damaged by the installation of stakes. The stake shall not be in contact with any aerial part of the tree. The trunk of the tree shall be attached to the stakes using Century Universal Tree Ties (or CITY approved equivalent) installed as per manufacturer's specifications.
- m. Upon completion of the planting of a tree, CONTRACTOR shall seed and top dress any barren areas within ten (10) feet of the center of the trunk of the tree. The seed shall be a tall fescue turf grass type applied at a rate of one (1) pound per one hundred (100) square feet. The seed shall be top dressed with well-decomposed organic fines, spread evenly with a topdressing roller, at a depth of one eighth (.125) inch. Use of manure, native soil or chip topdressings shall not be allowed. CONTRACTOR shall include seed establishment information for the property owner in the mailed notification prior to every tree planting. This is part of the unit price for the service and no additional compensation is provided.
- n. CONTRACTOR shall not use hoses, equipment or water from private properties while installing or watering-in parkway trees.

Tree Watering

Any tree work performed on a CITY tree must be done according to CITY's specification.

Tree Watering: Tree watering consists of the irrigation of young trees which have been installed by CONTRACTOR and the irrigation of other trees as directed by CITY.

Specifications for tree watering: the specifications for tree planting are as follows:

- a. CONTRACTOR shall comply with all general specifications standards described herein.
- b. As stated previously herein, CONTRACTOR shall identify the location of all utilities and private property landscape irrigation components prior to the planting of any tree. CONTRACTOR shall take all responsibility for any damage that occurs during the planting of any tree.
- c. CONTRACTOR shall not use hoses, equipment or water from private properties when watering parkway trees.
- d. While performing tree watering, CONTRACTOR shall maintain the tree watering basin to include the removal of weeds and debris and the maintenance of the watering basin to size and grade standards defined herein.
- e. Trees shall be watered in such a manner that does not result in erosion of the tree watering basin, splashing of parked vehicles or damage to any of the tree's surroundings. Haphazard riggings and/or watering out of the window from the cab of watering equipment will not be tolerated.
- f. CONTRACTOR shall maintain a daily log of trees watered. The log shall list the tree watered by site (e.g. 0000 N. Any Street F-1). A printed copy of the log, which shall be maintained in digital format, must accompany invoicing for tree watering services by CONTRACTOR.

Trim Oleanders on Old Valley Boulevard/Valley Boulevard

The City has a stand of Oleander plants that require periodic trimming. The plants are located along the south side of Old Valley Boulevard and Valley Boulevard. The limits on Old Valley Boulevard are Valley Boulevard from Glendora Avenue to Valley Boulevard. The limits on Valley Boulevard are from Old Valley Boulevard to Azusa Way.

The CONTRACTOR shall trim the plants vertically to a point behind the curb and horizontally to a point 7 feet above the curb. The trimming shall be done in a uniform and aesthetically pleasing manner.

SECTION C. TREE INVENTORY SPECIFICATIONS

The tree inventory must be completed within the first 60 days of the contract. The extent of the required inventory includes but is not limited to all publicly owned trees on street rights-of-way, parks, City facilities and open spaces such as medians, greenspaces, etc. The cost of the initial tree inventory is to be listed on the bid schedule. Any costs for the upkeep, maintenance and updates of the tree inventory are to be included in the cost of tree trimming.

The specifications that follow are the **desirable elements** for the tree inventory and software program. CONTRACTORS are encouraged to present to the CITY their proposal for the tree inventory and software program even though it may not meet all of the desirable elements. A joint-venture or partnership with a SUBCONSULTANT for the tree inventory may be an acceptable way of meeting this requirement.

The CONTRACTOR will provide the City access to a record keeping system consisting of an Internet-based software program that allows the City to maintain information about its tree population, including the description of each tree by species, height, diameter, work history, and tree and planting site location. The tree inventory software program shall be an Internet-driven tracking program. The program shall have the capability to produce detailed listings of tree and site information, work histories, service requests, summary reports and pictures of City tree species. The CONTRACTOR shall provide software support to the City for the entire term of the contract.

The CONTRACTOR shall provide the City with recommendations for tree maintenance, recommended planting locations, and recommended removals. Attributes to be collected by field personnel should include the information shown in the Scope of Work below.

CONTRACTOR shall provide and operate, at no additional cost to CITY, a computerized tree inventory system that is capable of uploading historic data. This system shall be password accessible twenty four (24) hours each day of the year via the internet or other method acceptable to the City. Historic tree inventory and work history data if available shall be uploaded and operational within CONTRACTOR's tree inventory system prior to the commencement of any tree service work under the terms of this contract. Baseline data shall include but is not limited to address, street, facility, species, diameter, crown, height, recommended maintenance, overhead utilities and parkway size and type.

CONTRACTOR shall update and maintain the tree site specific, computerized tree inventory system to reflect changes in baseline data and to record the date, cost and crew identity for any trimming, removal, planting or emergency response work that occurs at any tree site at which tree work is performed. The system shall be upgraded to reflect the removal and replacement of trees, as well as the addition of trees to the inventory. The system shall be capable of maintaining and displaying all past and future work histories for any and all tree sites in the inventory, both individually and collectively by query.

All aspects of the tree inventory system including, but not limited to, data entry, system maintenance, system hardware and/or software upgrades and server security and stability shall be the responsibility of CONTRACTOR and shall be provided at no cost to CITY. The system

shall not be proprietary in the nature of its function and shall operate and interface with common computer software and web based applications, including the ability to export data into common spreadsheet applications. Failure to meet and maintain the requirements for the computerized tree inventory system shall be grounds for termination of the Agreement.

Tree site/task specific hardcopy backup data for any work that has occurred during a billing cycle shall accompany the invoicing for that period and shall be accessible for review on the internet based computerized tree inventory system prior to the submittal of invoicing for that work. Invoicing for work that does not meet the requirements defined herein will not be processed for payment until such time as the requirements have been satisfied.

GPS Tree Inventory

Provide the City with Global Positioning System (GPS) coordinates for all trees in public spaces. This includes but is not limited to all publicly owned trees on street rights-of-way, parks, City facilities and open spaces such as medians, greenspaces, etc. The address information contained in inventory should be linked directly to a Geographical Information System (GIS) program, such as ArcView. Using a handheld computer and a backpack GPS receiver, the inventory collector will identify the trees by their global coordinates of longitude and latitude. By collecting the data using the GPS system, the City can consolidate the tree data with other various GPS coded programs in the City. At the end of the project, the City will receive a complete listing of all sites inventoried, both in hard copy and electronically, which will enable you to connect the inventory to the City's GIS program and create various frequency reports.

A GPS tree inventory shall be created with a new database using the City's standardized addressing system for all parks and open space areas. CONTRACTOR shall be required to create an ESRI ArcView/ArcGIS compatible "shape file". The new inventory shall be capable of showing the location of every existing tree site and vacancies on the City's existing GIS base maps (streets, parcels, addresses, ROW and hardscape, etc.) The consultant's tree inventory shall be conducted by visiting each tree site or vacant planting site and plot the position. The data shall be compatible with the latest version of ArcView. Minimum accuracy shall be not more than one (1) meter.

Experience

The CONTRACTOR shall have at a minimum five (5) years' experience in collecting tree inventories and developing inventory databases, including an extensive program that simplifies the management of the City's Urban Forest. The CONTRACTOR shall have developed a complete and comprehensive computer software program in at least five (5) California cities. The program should have specialized reports designed specifically for City representatives' needs. The program should be developed based on the needs of the City and allow the City to modify and structure the program specific to our needs. The user-friendly program should allow customers to generate a variety of reports quickly.

Scope of Work

City shall provide the most up-to-date GPS inventory data to CONTRACTOR upon award of contract. CONTRACTOR will manage the entire inventory project. The project shall include field data collection, data entry, access to the computer software, and training of City employees on the use of the system, future technical maintenance and support and as an option, conversion

of the existing database. Attributes to be collected by field personnel may include, but is not limited to:

- Tree Number
- City District/Grid/LLDs/Parks/R-Areas/Residential
- Street
- Location by Address
- Location by GIS
- Species by botanical name & common name
- Tree diameter
- Tree height
- Recommended Maintenance Classification
- Existing overhead Utilities
- Parkway Size
- Parkway Type
- Sidewalk damage

Technical Support and Maintenance

The CONTRACTOR shall provide routine maintenance, archive, backup, restore and disaster recovery procedures as may be requested by the City. The CONTRACTOR shall provide complete support rapidly with experienced staff available to the City during the hours of 7:00 A.M. to 5:00 P.M. Monday through Friday. The CONTRACTOR shall be readily available by telephone, e-mail or may respond to the City's location within a timely manner.

EXHIBIT B
RATE SCHEDULE

Hardwood Tree Trimming:	Unit	Unit Price
Full prune-hardwood tree 0-6 inch DBH (diameter breast height)	EA.	\$24.00
Full prune-hardwood tree 7-16 inch DBH	EA.	\$55.00
Full prune-hardwood tree 17-24 inch DBH	EA.	\$95.00
Full prune-hardwood tree over 24 inch DBH	EA.	\$155.00
Crown Raising/Safety Prune-hardwood tree 0-6 inch DBH	EA.	\$19.00
Crown Raising/Safety Prune-hardwood tree 7-16" DBH	EA.	\$29.00
Crown Raising/Safety Prune-hardwood tree 17-24 inch DBH	EA.	\$39.00
Crown Raising/Safety Prune-hardwood tree over 24 inch DBH	EA.	\$49.00
Grid Pruning: (All trees within a Grid)	EA.	\$55.00
Palm Tree Trimming: Canary Island Date Palm	EA.	\$140.00
California Fan Palm	EA.	\$55.00
Hybird Fan Palm	EA.	\$55.00
Mexican Fan Palm	EA.	\$55.00
Windmill Palm	EA.	\$55.00
King Palm	EA.	\$25.00
Queen Palm	EA.	\$39.00
Tree Removal:		
Tree and Stump removal per inch trunk DBH	IN.	\$29.00
Stump grinding per stump diameter inch at grade	IN.	\$10.00
Tree 30DQWLQJ: LQFOXGHV WUHH ODERU VWDNHV WLHV		
15 gallon	EA.	\$115.00
24 inch Box	EA.	\$235.00
36 inch Box	EA.	\$645.00
48 inch Box	EA.	\$1,195.00
Mexican Fan Palm per foot 8TH (brown trunk height)	FT.	\$55.00
Tree Installation:		
Mexican Fan Palm 10-30 feet BTH	EA.	\$995.00

Tree Watering		
Watering of young trees, water trunk/operator-per day	DAY	\$560.00
Trimming of Oleanders on Old Valley Blvd/Valley Blvd		
	LS	\$20,000.00
Initial Tree Inventory		
Tree Inventory	LS	\$6,000.00
Additional Tree Inventory Updates (Per tree site)	T.S.	\$2.00
Day Rate Crew:		
Boom truck w/chip body, low decibel chipper, operator, ground person per eight (8) hour day	HR.	\$1,200.00
Call in Crew:		
Per fully equipped per man, per hour, cost, crew called in for unscheduled service	M/HR.	\$70.00
Specialty Equipment Rental: Crane/95' Aerial Tower	HR.	\$140.00
Emergency Crew:		
Per fully equipped cost per man, per hour, crew called in for emergency service nights/weekends (Per man hour)	M/HR.	\$95.00

Annual Cost Adjustments	Year 1	Year 2	Year 3	Year 4	Year5
	0.0%	5%	5%	5%	5%

Penalty Schedule

CONTRACTOR and CITY agree that if completion of certain services to be provided by CONTRACTOR under this Agreement specified below are delayed, not performed or performed in a manner outside of specifications, a penalty as described herein will be assessed each day that the service is not properly performed or not provided as required under the Agreement. This is in addition to CITY's other remedies allowed by law, including the contractual requirement that the condition be remedied. The following penalties shall be assessed for the circumstances described:

Worker without proper uniform and/or safety apparel, vehicle without proper	\$100.00 per occurrence
Failure to properly notice prior to the commencement of non-emergency work	\$100.00 per occurrence
Debris or trash left in area that has been vacated by workers	\$100.00 per occurrence
Postings left in place after work has been completed and area vacated by workers	\$100.00 per occurrence

Staging debris in traffic lane(s) for more than one (1) hour after generation of same debris/unattended debris	\$100.00 per occurrence
Failure to post warning signage when operating equipment in pedestrian/vehicular traffic area, violation of traffic control standards, lack of required flag person(s)	\$200.00 per occurrence
Disposal of debris at unauthorized sites (e.g. residential trash receptacles, commercial trash dumpsters, park site waste containers)	\$500.00 per occurrence.
Pruning in a manner that leaves tissue tears on remaining limbs	\$500.00 per tree
Equipment leaking fluids	\$500.00 per occurrence +cost to mitigate damage
Disfigurement/errant removal of CITY tree	\$500.00 per occurrence+ cost to mitigate value of loss in accordance with "Council of Tree and Landscape Appraisers, Guide for Plant Appraisal, current edition.
Failure to respond to emergency or after hours tree service requests within one (1) hour	\$500.00 per occurrence
Unauthorized use, transport and/or storage of any chemical insecticide, herbicide, fungicide product in the City of Manhattan	\$1000.00 per occurrence+
Loss of control incident	\$1000.00 per occurrence+ possible costs to terminate the agreement

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting Consultant's indemnification of City, and prior to commencement of the Services, Consultant shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to Agency.

General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000.00 per occurrence, \$2,000,000.00 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000.00 combined single limit for each accident.

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement and Consultant agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000.00).

Consultant shall submit to City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of Agency, its officers, agents, employees and volunteers.

Proof of insurance. Consultant shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsement must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this contract. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Consultant, his agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess

insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant, or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the Agency nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass Through Clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

City's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City and Consultant may renegotiate Consultant's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by the City. The City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City.

Timely notice of claims. Consultant shall give the City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.



Schedule of Compensation for Year 2026 - 2028

Tree Maintenance Services performed by WCA, Inc.

Item	Description	Unit	Proposed Prices
1	Grid Prune	Each	\$68.70
2	Full Prune 0-6 DSH	Each	\$30.00
3	Full Prune 7-16 DSH	Each	\$68.70
4	Full Prune 17-24 DSH	Each	\$118.35
5	Full Prune > 24 DSH	Each	\$193.70
6	Raise/Safety Prune 0-6 DSH	Each	\$23.80
7	Raise/Safety Prune 7-16 DSH	Each	\$36.25
8	Raise/Safety Prune 17-24 DSH	Each	\$48.75
9	Raise/Safety Prune > 24 DSH	Each	\$61.25
10	King Palm Prune	Each	\$31.20
11	Queen Palm Prune	Each	\$48.75
12	Fan Palm Prune	Each	\$68.70
13	Windmill Palm Prune	Each	\$68.70
14	Date Palm Prune	Each	\$175.00
15	Tree & Stump Removal	Inch	\$36.25
16	Tree Only Removal	Inch	\$23.80
17	Stump Grinding	Inch	\$12.45
18	Plant 15 Gallon	Each	\$143.70
19	Plant 24" Box	Each	\$293.65
20	Plant 36" Box	Each	\$806.10
21	Plant 48" Box	Each	\$1,493.35
22	Purchase Mexican Fan Palm BTH	Foot	\$68.70
23	Install Mexican Fan Palm 10-30 BTH	Each	\$1,243.00
24	Watering	Day	\$700.00
25	Tree Inventory Updates	Each	\$2.45
26	Specialty Equipment Rental	Hour	\$175.00
27	Crew Rental - per crew member	Man Hour	\$87.50
28	Emergency Crew Rental - per crew member	Man Hour	\$119.00

WCA offers the City of La Puente the opportunity to extend our current contract for 5 years, with a 5% cost reduction and holding these rates for 2 years through June 30, 2028. WCA would respectfully request a CPI cost adjustment for years 3-5 (2028-2031).



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Abraham Tellez, Director of Development Services

Subject: CONSIDERATION OF AN AGREEMENT FOR CONSTRUCTION SERVICES WITH BEST CONTRACTING SERVICES, INC FOR ROOFING IMPROVEMENTS AT THE LA PUENTE COMMUNITY CENTER IN THE AMOUNT OF \$774,747.00

BACKGROUND/DISCUSSION

The La Puente Community Center roof had its last major overhaul in fiscal year 2009-2010 when the Youth Learning Activity Center was constructed. The useful life of the roof was 10 years and there have been several minor repairs that have taken place, however during inclement weather the roof will leak in certain areas.

In order to address these issues and extend the useful life of the roof, City staff have determined that a new roof is necessary. The improvements will consist of a new single ply roof, wood decking replacement as necessary, tile resets of the main building and two towers, and tile replacement as necessary.

The roofing improvements at the La Puente Community Center is being awarded through a competitively bid contract by Omnia Partners. Omnia Partners is a public agency service cooperative and is the largest and most experienced cooperative purchasing organization in the United States.

Through national solicitations, they provide the opportunity for members to purchase through nationally leveraged, competitively bid contracts. Omnia Partners contracts offer a multitude of products, equipment, and services to government agencies and non-profit entities. The City of La Puente is a member of Omnia Partners and has used Omnia Partners contracts in the past. Section 2.21.090 of the La Puente Municipal Code authorizes the City to participate in cooperative purchasing plans or programs such as Omnia Partners.

Through the Omnia Partners process, Best Contracting has been identified and selected for this Project.

FISCAL IMPACT

The City has received two separate grants, one Federal and one State for the construction of the new Activity Center. Since the City received favorable pricing related to the construction of the new Activity Center, excess grant funds are available. Additionally, both grants have allowed the City to utilize these funds on rehabilitation and construction at La Puente Park, including community facility upgrades, therefore funding is available utilizing these grants for this project.

The total cost for this Project is \$774,747.00. Funding is available in the Fiscal Year 2026-26 Capital Improvement budget funded by the Miscellaneous Grant Fund (Fund 280).

RECOMMENDATION

It is recommended that the City Council: (1) approve the Agreement for construction services with BEST Contracting Services, Inc. for roofing improvements at the La Puente Community Center in the amount of \$774,747; and, (2) authorize the City Manager to execute the Agreement and approve change orders up to 10% of the original bid amount.

ATTACHMENTS

- A. Best Contracting Bid Community Center Agreement
- B. Best Contracting Bid Community Center Bid Proposal

AGREEMENT FOR CONSTRUCTION SERVICES

This AGREEMENT FOR CONSTRUCTION SERVICES (“Agreement”), is made and effective as of June 23, 2026, (“Effective Date”), between the City of La Puente, a municipal corporation (“City”) and BEST Contracting Services, Inc., a corporation, doing business as BEST Contracting, (“Contractor”). The City and Contractor are hereinafter collectively referred to as the “Parties”.

In consideration of the mutual covenants and conditions set forth herein, the Parties agree as follows:

ARTICLE 1 SCOPE OF WORK

The Contractor shall perform within the time set forth in Article 2 of this Agreement and shall furnish all labor, materials, equipment, tools, utility services, and transportation and perform and complete all work required in connection with the roofing improvements at the Community Center (“Roofing Improvements”) at La Puente Park (hereinafter “Project”). The scope of work to be provided by Contractor is set forth as Exhibit “A” attached hereto as though fully set forth herein.

By entering into this Agreement, Contractor acknowledges that there may be other contractors on the site whose work will be coordinated with that of its own. Contractor expressly warrants and agrees that it will cooperate with other contractors and will do nothing to delay, hinder, or interfere with the work of other separate contractors, the City, the Construction Manager, the Architect, or utilities. Contractor also expressly agrees that, in the event its work is hindered, delayed, interfered with, or otherwise affected by a separate contractor, its sole remedy will be a direct action against the separate contractor. To the extent allowed by law, the Contractor will have no remedy, and hereby expressly waives any remedy against the City or the architect on account of delay, hindrance, interference or other events caused by a separate contractor.

ARTICLE 2 TIME FOR PROJECT COMPLETION

All of Contractor’s work on the Project shall be completed within durations established for the individual activities as set forth in the Project Construction Schedule. All work shall commence within twenty-one (21) calendar days after receiving a written Notice to Proceed from the City. Contractor shall refer to the Project Plans and Specifications, all of which, as set forth below, are incorporated herein by reference, for contractual obligations regarding individual activity durations. The aggregate sum total work of all individual prime contractors to the City comprises the entire “Project” and shall be commenced and completed in conformance with the Project Construction Schedule. The Project Construction Schedule shall be submitted to the City by Contractor before proceeding with the Project. The Project Construction shall be completed within 50 Working Days (“Contract Time”).

**ARTICLE 3
THE CONTRACT SUM**

The City shall pay to the Contractor for the performance of this Agreement, subject to any additions and deductions provided in the Project documents, the sum of Seven Hundred Seventy-Four Thousand Seven Hundred Forty-Seven Dollars (\$774,747.00) (“Contract Sum”).

**ARTICLE 4
PROGRESS PAYMENTS**

Based upon applications for payment submitted by the Contractor, the City shall make progress payments on account of the Contract Sum to the Contractor as provided in the General Conditions.

**ARTICLE 5
RETENTION OF SECURITIES**

Public Contract Code Section 22300 permits the substitution of securities for any monies withheld by a public agency to ensure performance under a contract, at the request and expense of the Contractor.

**ARTICLE 6
INDEMNITY, DEFENSE AND HOLD HARMLESS AGREEMENT**

Contractor shall indemnify, defend with legal counsel approved by City, and hold harmless City, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with Contractor's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of the City. Should conflict of interest principles preclude a single legal counsel from representing both City and Contractor, or should City otherwise find Contractor's legal counsel unacceptable, then Contractor shall reimburse the City its costs of defense, including without limitation reasonable legal counsel's fees, expert fees and all other costs and fees of litigation. The Contractor shall promptly pay any final judgment rendered against the City (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the Contractor's negligent, reckless or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

Contractor obligations under this section apply regardless of whether or not such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by an Indemnitee. However, without affecting the rights of City under any provision of this agreement, Contractor shall not be required to indemnify and hold harmless the City for liability attributable to the active negligence of the City, provided such active negligence is determined by agreement between the Parties or by the findings of a court of competent jurisdiction. In instances where the City is shown to have

been actively negligent and where City's active negligence accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion or percentage of liability not attributable to the active negligence of the City.

**ARTICLE 7
PREVAILING WAGES**

A. Wage rates for this Project shall be in accordance with the "General Wage Determination Made By the Director of Industrial Relations Pursuant To California Labor Code, Part 7, Chapter 1, Article 2, Sections 1770, 1773 and 1773.1 ", for Los Angeles County. Wage rates shall conform with those posted at the Project job site.

B. The following Labor Code sections are hereby referenced and made a part of this Agreement:

- (i) Section 1775, Penalty for Failure to Comply with Prevailing Wage Rates.
- (ii) Section 1777.4, Apprenticeship Requirements.
- (iii) Section 1777.5, Apprenticeship Requirements.
- (iv) Section 1813, Penalty for Failure to Pay Overtime.
- (v) Section 1810 and 1811, Working Hour Restrictions.
- (vi) Section 1775, Payroll Records.
- (vii) Section 1773.8, Travel and Subsistence Pay.

**ARTICLE 8
RECORD AUDIT**

In accordance with Government Code, Section 8546.7, records of both the City and the Contractor shall be subject to examination and audit by the Auditor General for a period of three (3) years after final payment.

**ARTICLE 9
CERTIFICATIONS/LICENSES**

A. Contractor represents that it holds the following license as issued by the California Contractors State License Board: License B, #456263, expiring on May 31, 2028.

**ARTICLE 10
FINAL PAYMENT**

Final payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the City to the Contractor no sooner than thirty-five (35) days after a Notice of Completion has been recorded, unless otherwise stipulated in the Notice of Completion, provided the work has then been completed, and the Agreement fully performed.

ARTICLE 11
CONTRACTOR'S FAILURE TO PROCURE COMPLETION OF PROJECT

In the event Contractor fails to furnish tools, equipment, or labor in the necessary quantity or quality, or fails to prosecute the work or any part thereof contemplated by this Agreement in a diligent and workmanlike manner, and if the Contractor for a period of three (3) calendar days after receipt of written demand from City or its designated representative to do so, fails to furnish tools, equipment, or labor in the necessary quantity or quality, and to prosecute its work and all parts thereof in a diligent and workmanlike manner, or after commencing to do so within said three (3) calendar days, fails to continue to do so; then the City may exclude the Contractor from the premises, or any portion thereof, and take possession of said premises or any portion thereof, together with all material and equipment thereon, and may complete the work contemplated by this Agreement or any portion of said work, either by furnishing the tools, equipment, labor or material necessary, or by letting the unfinished portion of said work, or the portion taken over by the City to another contractor or by a combination of such methods. In any event, the procuring of the completion of said work, or the portion thereof taken over by the City, shall be a charge against the Contractor, and may be deducted from any money due or becoming due to Contractor from the City, or the Contractor shall pay the City the amount of said charge, or the portion thereof unsatisfied. The sureties, provided for under this Agreement shall become liable for payment should Contractor fail to pay in full any said cost incurred by the City.

ARTICLE 12
INSURANCE

Prior to the beginning of and throughout the duration of the Project, Contractor and its subcontractors shall maintain insurance in conformance with the requirements set forth below. Contractor will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth herein, Contractor agrees to amend, supplement or endorse the existing coverage to do so.

Contractor acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to Contractor or its subcontractors in excess of the limits and coverage identified in this Agreement and which is applicable to a given loss, claim or demand, will be equally available to the City.

A. Contractor shall provide the following types and amounts of insurance:

Without limiting Contractor's indemnification of City, and prior to commencement of the Project, Contractor shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to the City.

General liability insurance. Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage, and a \$2,000,000 completed operations aggregate. The

policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO “insured contract” language will not be accepted.

Automobile liability insurance. Contractor shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Contractor arising out of or in connection with work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Umbrella or excess liability insurance. Contractor shall obtain and maintain an umbrella or excess liability insurance that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability and employer’s liability. Such policy or policies shall include the following terms and conditions:

- A drop down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies; and
- Policies shall “follow form” to the underlying primary policies.
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Workers’ compensation insurance. Contractor shall maintain Workers’ Compensation Insurance (Statutory Limits) and Employer’s Liability Insurance (with limits of at least \$1,000,000) for Contractor’s employees in accordance with the laws of the State of California, Section 3700 of the Labor Code. In addition, Contractor shall require each subcontractor to similarly maintain Workers’ Compensation Insurance and Employer’s Liability Insurance in accordance with the laws of the State of California, Section 3700 for all of the subcontractor’s employees.

Contractor shall submit to the City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of the City, its officers, agents, employees and volunteers.

Pollution liability insurance. Environmental Impairment Liability Insurance shall be written on a Contractor’s Pollution Liability form or other form acceptable to the City providing coverage for liability arising out of sudden, accidental and gradual pollution and remediation. The policy limit shall be no less than \$1,000,000 dollars per claim and in the aggregate. All activities contemplated in this agreement shall be specifically scheduled on the policy as “covered operations.” The policy shall provide coverage for the hauling of waste from the project site to the final disposal location, including non-owned disposal sites.

Products/completed operations coverage shall extend a minimum of three years after project completion. Coverage shall be included on behalf of the insured for covered claims arising out of the actions of independent contractors. If the insured is using subcontractors, the Policy must include work performed "by or on behalf" of the insured. Policy shall contain no language that would invalidate or remove the insurer's duty to defend or indemnify for claims or suits expressly excluded from coverage. Policy shall specifically provide for a duty to defend on the part of the insurer. The City, its officials, officers, agents, and employees, shall be included as insureds under the policy.

Builder's risk insurance. Upon commencement of construction and with approval of City, Contractor shall obtain and maintain builder's risk insurance for the entire duration of the Project until only the City has an insurable interest. The Builder's Risk coverage shall include the coverages as specified below.

The named insureds shall be Contractor and City, including its officers, officials, employees, and agents. All Subcontractors (excluding those solely responsible for design work) of any tier and suppliers shall be included as additional insureds as their interests may appear. Contractor shall not be required to maintain property insurance for any portion of the Project following transfer of control thereof to the City. The policy shall contain a provision that all proceeds from the builder's risk policy shall be made payable to the City. The City will act as a fiduciary for all other interests in the Project.

Policy shall be provided for replacement value on an "all risk" basis for the completed value of the project. There shall be no coinsurance penalty or provisional limit provision in any such policy. Policy must include: (1) coverage for any ensuing loss from faulty workmanship, nonconforming work, omission or deficiency in design or specifications; (2) coverage against machinery accidents and operational testing; (3) coverage for removal of debris, and insuring the buildings, structures, machinery, equipment, materials, facilities, fixtures and all other properties constituting a part of the Project; (4) Ordinance or law coverage for contingent rebuilding, demolition, and increased costs of construction; (5) transit coverage (unless insured by the supplier or receiving contractor), with sub-limits sufficient to insure the full replacement value of any key equipment item; (6) Ocean marine cargo coverage insuring any Project materials or supplies, if applicable; (7) coverage with sub-limits sufficient to insure the full replacement value of any property or equipment stored either on or off the Project site or any staging area. Such insurance shall be on a form acceptable to the City to ensure adequacy of terms and sublimits and shall be submitted to the City prior to commencement of construction.

Other provisions or requirements

Proof of insurance. Contractor shall provide certificates of insurance to the City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by the City's risk manager prior to commencement of performance. Current certification of insurance shall be kept on file with the City at all times during the term of this contract. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by Contractor, his agents, representatives, employees or subcontractors. Contractor must maintain general liability and umbrella or excess liability insurance for as long as there is a statutory exposure to completed operations claims. The City and its officers, officials, employees, and agents shall continue as additional insureds under such policies.

Primary/noncontributing. Coverage provided by Contractor shall be primary and any insurance or self-insurance procured or maintained by the City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, the City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by the city will be promptly reimbursed by Contractor or the City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, the City may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's risk manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). Contractor acknowledges and agrees that any actual or alleged failure on the part of the City to inform Contractor of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other

coverage, or a waiver of any type. If the Contractor maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Notice of cancellation. Contractor agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass Through Clause. Contractor agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Contractor, provide the same minimum insurance coverage and endorsements required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Contractor agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

City's right to revise requirements. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Contractor a ninety (90)-day advance written notice of such change. If such change results in substantial additional cost to the Contractor, the City and Contractor may renegotiate Contractor's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City.

Timely notice of claims. Contractor shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

ARTICLE 13 CONTRACTOR'S LICENSE

Contractor must possess at the time of bid submittal, and throughout the Project duration, a Contractor's License, of the classification required to prosecute the work, issued by the State of California, which is current and in good standing. Contractor shall ensure that any subcontractor working on the Project possesses at the time of commencing work and throughout the Project duration, a Contractor's License, issued by the State of California, which is current and in good standing.

ARTICLE 14 CORPORATION IN GOOD STANDING

If Contractor is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of California, and that Amy Tsui whose title is President, is authorized to act for and bind the corporation.

ARTICLE 15 PROVISIONS REQUIRED BY LAW

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction.

ARTICLE 16 SUBSURFACE HAZARDOUS MATERIALS

A. In the event trenches or other excavations extend deeper than four (4) feet below the surface, the Contractor shall promptly, and before the following conditions are disturbed, notify the City in writing of any:

(i) Material that the Contractor believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code that is required to be removed to a Class I, Class II or Class III disposal site in accordance with the provisions of existing law.

(ii) Subsurface or latent physical conditions at the site differing from those indicated.

(iii) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in the Work or the character provided for in the Agreement.

B. Upon receipt of said notification the City will investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in the Contractor's cost of or the time required for performance of any part of the work, the City will issue a change order under the procedures described in the General Conditions.

C. In the event that a dispute arises between the City and the Contractor whether the conditions materially differ, or involve hazardous waste or cause a decrease or increase in the Contractor's cost of or time required for performance of any part of the work, the Contractor shall not be excused from any scheduled completion date provided for by the Agreement, but shall proceed with all work to be performed under the Agreement. The Contractor shall retain any and all rights provided either by Agreement or by law which pertain to the resolution of disputes and protests between the contracting parties.

ARTICLE 17 LIQUIDATED DAMAGES

Pursuant to Government Code Section 53069.85, if work is not completed within the contract time or in strict accordance with the Project Schedule, it is understood, acknowledged and agreed that the City will suffer damage. It is therefore agreed that the Contractor shall pay to the City the sum of One Thousand Dollars (\$1,000.00) for each and every calendar day of delay beyond the Contract Time, or beyond any completion schedule, construction schedule or Project milestones established in or pursuant to the Project Schedule, or beyond the time indicated in the Project Schedule for any individual Contract activity.

Contractor expressly understands, acknowledges and agrees that such liquidated damages can and shall be imposed if the Contractor does not meet each and every aspect of any activity schedule, completion schedule, construction schedule or Project milestones established in or pursuant to the Project Schedule. If the City accepts work or makes any payment under this Agreement after a default by reason of delays, the acceptance of such work and/or payment(s) shall in no respect constitute a waiver or modification of any provisions regarding Contract Time, a completion schedule, the Project Construction Schedule or the accrual of liquidated damages. In the event the same is not paid, the Contractor further agrees that the City may deduct the amount thereof from any money due or that may become due the Contractor under the Agreement. This Article does not exclude recovery of damages under provisions of the Contract Documents, and is expressly in addition to the City's ability to seek other damages.

Contractor is to refer to the Project Construction Schedule for duration of individual activities. Liquidated damages may be assessed if any individual activity duration exceeds the time indicated for that activity on the Project Construction Schedule.

SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it

is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

**ARTICLE 18
COUNTERPARTS**

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

**ARTICLE 19
CAPTIONS**

The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and shall have no significance in the interpretation of this Agreement.

**ARTICLE 20
WAIVER**

The waiver by City or Contractor of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Contractor unless in writing.

**ARTICLE 21
REMEDIES**

Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies.

[SIGNATURES NEXT PAGE]

**ARTICLE 22
AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of Contractor represents and warrants that he/she has the authority to execute this Agreement on behalf of the Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

“CITY”

City of La Puente

By: _____
Bob Lindsey, City Manager

“CONTRACTOR”

BEST Contracting Services, Inc.

By: _____
Name: _____
Title: _____

Attest:

By: _____
Martha Torres, City Clerk

Approved as to form:

By: _____
Susie Altamirano, City Attorney

WORKERS' COMPENSATION INSURANCE CERTIFICATION

The Contractor certifies as follows:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Signed: _____
(Typed or Printed Name)

Business Address (Street Address, City, State & Zip Code):

Business Phone: (____) _____

GENERAL SPECIFICATIONS

FOR ROOFING IMPROVEMENTS AT THE LA PUENTE COMMUNITY CENTER AT LA PUENTE PARK

SCOPE OF WORK

The work to be done consists of furnishing all materials, equipment, tools, labor, and incidentals as required by the Plans, Specifications, and contract documents. The general work items include roofing improvements that include the construction and installation of a new single ply roof, wood decking replacement as necessary, tile resets of the main building and two towers, and tile replacement as necessary for the Community Center building at La Puente Park (see Exhibit A).

LOCATION OF WORK

The project is located at the:

Community Center at La Puente Park, 501 Glendora Avenue, La Puente, CA.

TIME FOR COMPLETION

The Contractor shall complete all work in every detail within 50 working days after the date in the Notice to Proceed.

NOTIFICATION

The Contractor shall notify the Development Services Director, in writing, not less than 48 hours prior to starting construction.

EMERGENCY INFORMATION

The names, addresses, and telephone numbers of the Contractor and subcontractors, or their representatives, shall be filed with the City and the County Sheriff's Department prior to beginning work.

STANDARD SPECIFICATIONS

The Standard Specifications of the City of La Puente (hereinafter, the "AGENCY") are contained in the 2021 Edition of the Standard Specifications for Public Works Construction, including all supplements, and current supplements as written and promulgated by the Joint Cooperative Committee of the Southern California Chapter of the American Public Works Association and the Southern California District of the Associated General Contractors of California and all amendments thereto. Copies of these Standard Specifications are available from the publisher, Building News, Incorporated, 990 Park Center Drive, Suite E, Vista, California 92081, telephone (760) 734-1113.

The Standard Specifications set forth above will control the General Provisions, Construction Materials, and Construction Methods for this Contract, except as amended by the Plans, Special Provisions, or other contract documents. The following Special Provisions are supplementary and in addition to the provisions of the Standard Specifications unless otherwise noted and the section

numbers of the Special Provisions coincide with those of the said Standard Specifications. Only those sections requiring elaborations, amendments, specifying of options, or additions are called out.

SPECIAL PROVISIONS - PART 1

GENERAL PROVISIONS

SECTION 1 - TERMS, DEFINITIONS, ABBREVIATIONS, UNITS OF MEASURE, AND SYMBOLS

1-2 TERMS AND DEFINITIONS

AGENCY: City of La Puente and its authorized representatives

Board: City Council of the City of La Puente

Caltrans: State of California Department of Transportation

City: City of La Puente and its authorized representatives

County: County of Los Angeles

Federal: United States of America

1-3 ABBREVIATIONS

1-3.2 Common Usage. The list of abbreviations in the Greenbook 2006 Edition is added to the Standard Specifications.

SECTION 2 - SCOPE AND CONTROL OF THE WORK

2-1 AWARD AND EXECUTION OF THE CONTRACT

Within 10-working days after the date of the AGENCY's Notice of Award, the Contractor shall execute and return the following contract documents to the AGENCY:

City Business License

Contract Agreement

Public Liability and Property Damage Insurance Certificate

Workers' Compensation Insurance Certificate

W-9

Failure to comply with the above will result in annulment of the award and forfeiture of the proposal guarantee.

The Contract Agreement shall not be considered binding upon the AGENCY until executed by the authorized AGENCY officials.

A corporation to which an award is made may be required, before the Contract Agreement is executed by the AGENCY, to furnish evidence of its corporate existence, of its right to enter into contracts in the State of California and that the officers signing the contract and bonds for the corporation have the authority to do so.

2-5 PLANS AND SPECIFICATIONS

2-5.2 Precedence of Contract Documents. The Special Provisions shall include the Bid Proposal.

2-5.3 Shop Drawings and Submittals.

2-5.3.3 Submittals. Add:

Submittals are required for all materials as noted within these specifications and as noted on the plans.

Section 2 is amended by adding thereto the following new Subsection 2-5.4 Examination of Contract Documents.

2-5.4 Examination of Contract Documents. The bidder shall examine carefully the entire site of the work, including but not restricted to the conditions and encumbrances related thereto, the Plans and Specifications, and the proposal and contract forms therefore. The submission of a bid shall be conclusive evidence that the bidder has investigated and is satisfied as to the conditions to be encountered, as to the character, quality, and scope of the work to be performed, the quantities of material to be furnished and as to the requirements of the proposal, Plans, Specifications, and the contract.

SECTION 3 - CHANGES IN WORK

3-2.2. Contract Unit Prices.

3-2.2.1 General.

The first two paragraphs of Subsection 3-2.2.1 are hereby deleted and replaced with the following:

The AGENCY reserves the right to increase or decrease the amount of any quantity shown and to delete any item from the Contract.

3-3 EXTRA WORK

3-3.2 Payment.

Subsection 3-3.2.1 is hereby deleted and replaced with the following.

3-3.2.1 General. When the price for the extra work cannot be agreed upon, payment for extra work by cost plus a differential for labor, materials and equipment shall be considered payment under force account basis. The labor,

materials, and equipment provided shall be subject to the approval of the AGENCY and compensation will be determined as provided herein.

3-5 DISPUTED WORK

3-5.1 Claims and Disputes During Performance.

The following procedures and requirements shall apply and be fully complied with for any claim or dispute to be considered for payment as extra work:

Procedure:

- A. The Contractor and the AGENCY shall make good-faith attempts to resolve any and all claims and disputes that may from time to time arise during the performance of the Work of this Contract. If the Contractor considers any Work required of them to be outside the requirements of the Contract, or if they consider any instruction, meaning, requirement, ruling or decision of the AGENCY or its representative to be unauthorized, they shall, within seven (7) calendar days after such demand is made, or instruction is given, file a written protest (dispute) with the AGENCY stating clearly and in detail their objection and reason therefore. The Contractor shall promptly comply with the Work required of them even though a written protest has been filed. If a written protest is not issued within seven (7) calendar days, the Contractor shall waive their right to further claim on the specific issue.
- B. The AGENCY will review the Contractor's written protest and provide a decision, if the Contractor still considers the Work required of them to be outside of the requirements of the Contract, they shall so notify the AGENCY, in writing, within seven (7) calendar days after receiving the decision that a formal claim will be issued. Within thirty (30) calendar days of receiving the decision, the Contractor shall submit their claim and all arguments, justification, cost or estimate, schedule analysis, and detailed documentation supporting their position. Failure to furnish notification within seven (7) calendar days and all justifying documentation within thirty (30) calendar days will result in the Contractor waiving their right to the subject claim.
- C. Upon receipt of the Contractor's formal claim including all arguments, justification, cost or estimates, schedule analysis, and documentation supporting their position as previously stipulated, the AGENCY or its representative will review the issue and within thirty (30) calendar days from receipt of the Contractor's claim render a final determination.

Certification:

- A. The Contractor shall submit with the claim their certification and Subcontractors' certifications under penalty of perjury that:
 1. The claim is made in good faith.

2. Supporting data are accurate and complete to the best of the Contractor's knowledge and belief.
 3. The amount requested accurately reflects the Contract adjustment for which the Contractor believes the AGENCY is liable.
 4. If the Contractor is an individual, the certification shall be executed by that individual.
 5. If the Contractor is not an individual, the certification shall be executed by an officer or general partner of the Contractor having overall responsibility for the conduct of the Contractor's affairs.
 6. If a false claim is submitted, it will be considered fraud and the Contractor may be subject to criminal prosecution.
- B. In regard to any claim or portion of a claim for subcontractor work, the Contractor shall fully review said claim and certify said claim, under penalty of perjury, to have been made in good faith.
- C. Failure to furnish certification as required herein will result in the Contractor waiving its right to the subject claim.

Claim Format

- A. The Contractor shall submit the claim justification in the following format:
1. Summary of claim merit and quantum plus clause under which the claim is made.
 2. List of documents relating to claim:
 - a. Specifications.
 - b. Drawings.
 - c. Clarifications/Requests for information.
 - d. Schedules.
 - e. Other.
 3. Chronology of events and correspondence.
 4. Analysis of claim merit.
 5. Analysis of claim cost.

SECTION 4 - CONTROL OF MATERIALS

4-1 MATERIALS AND WORKMANSHIP

4-1.1 General. The Contractor and all subcontractors, suppliers, and vendors, shall guarantee that the entire work will meet all requirements of this Contract as to the quality of materials, equipment, and workmanship. The Contractor, at no cost to the AGENCY, shall make any repairs or replacements made necessary by defects in materials, equipment, or workmanship that become evident within 1 year after the date of recordation of the Notice of Completion. Within this 1-year period, the Contractor shall also restore to full compliance with requirements of this contract any portion of the work which is found to not meet those requirements. The Contractor shall hold the AGENCY harmless from claims of any kind arising from damages due to said defects or noncompliance. The Contractor shall commence the necessary repairs, replacements, and restorations within seven (7) days after the date of the AGENCY's written notice.

4-1.4 Test of Materials. Except as elsewhere specified, the AGENCY will bear the cost of testing material and/or workmanship which exceed the requirements indicated in the Standard Specifications and the Special Provisions. The cost of all other tests, including the retesting of material or workmanship that fails to pass the first test shall be borne by the Contractor.

4-1.5 Certification. A Certificate of Compliance shall be furnished prior to the use of any materials for which these Specifications or the Special Provisions require that such a certificate be furnished. In addition, when so authorized in these Specifications or in the Special Provisions, the AGENCY may permit the use of certain materials or assemblies prior to sampling and testing if accompanied by a Certificate of Compliance. The certificate shall be signed by the manufacturer of the material or the manufacturer of assembled materials and shall state that the materials involved comply in all respects with the requirements of the specifications. A Certificate of Compliance shall be furnished with each lot of material delivered to the work and the lot so certified shall be clearly identified in the certificate.

All materials used on the basis of a Certificate of Compliance may be sampled and tested at any time. The fact that material is used on the basis of a Certificate of Compliance shall not relieve the Contractor of responsibility for incorporating material in the work which conforms to the requirements of the Plans and Specifications, and any such material not conforming to such requirements will be subject to rejection whether in place or not.

The AGENCY reserves the right to refuse to permit the use of material on the basis of a Certificate of Compliance.

The form of the Certificate of Compliance and its disposition shall be as directed by the AGENCY.

4-1.6 Trade Names or Equals. Approval of equipment and materials offered as equivalents to those specified must be obtained prior to the opening of bids as set forth in the Instructions to Bidders.

4-1.9 Submittals. The Contractor shall examine the Plans and Specifications to verify requirements for submittals of manufacturers data, catalog cuts, shop drawings, test data, samples, etc.

Within 35 days after the Award of Contract, the Contractor shall submit to the AGENCY two (2) copies of a complete list of all products that are proposed for installation. The list shall be tabulated by specification section and shall reference critical dates for material deliveries to the site; which dates shall also be shown on the construction schedule.

All submittals shall be made in ample time to allow for review and approval prior to the date needed. Fifteen working days shall be considered an absolute minimum; requests for substitution, incomplete or improper submittals will require a greater length of time. No time extensions will be granted for the Contractor's failure to allow sufficient time for review.

SECTION 5 – NOT MODIFIED

SECTION 6 - PROSECUTION, PROGRESS, AND ACCEPTANCE OF THE WORK

6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF THE WORK

The Contractor's proposed construction schedule shall be submitted to the AGENCY within 10-working days after the date of the AGENCY's execution of the Contract Agreement. The schedule shall be supported by written statements from each supplier of materials or equipment indicating that all orders have been placed and acknowledged and setting forth the dates each item will be delivered. The Construction Schedule shall be in the Critical Path Method schedule format.

Prior to issuing the Notice to Proceed, the AGENCY will schedule a preconstruction meeting with the Contractor to review the proposed construction schedule and delivery dates, arrange utility coordination, discuss construction methods, and clarify inspection procedures.

The Contractor shall submit periodic progress reports to the AGENCY by the 10th day of each month. The report shall include an updated construction schedule. Any deviations from the original schedule shall be explained. Progress payments will be withheld pending receipt of any outstanding reports.

6-5 TERMINATION OF CONTRACT. *Replace with the following:*

1. In addition to all other available remedies that the City may have under the agreement, and at law or equity, the City may terminate the Contractor's control of the work:
 - A. If the Contractor or any of its subcontractors engaged in the performance of the work fails to timely perform the work or any of the Contractor's material obligations under the contract documents (including but not limited to, submission of an acceptable schedule) except due to reasons beyond the control of the Contractor pursuant to the contract documents.

- B. If the Contractor is adjudged bankrupt, or if it should make a general assignment for the benefit of creditors, or if a receiver should be appointed on account of its creditors.
 - C. If the Contractor or any of the subcontractors engaged in the performance of the work persistently or repeatedly refuses or fails to supply enough properly skilled workers or proper materials for the timely completion of the work.
 - D. If the Contractor fails to make prompt payment to subcontractors engaged in the performance of the work or for material or labor used in the performance of the work in accordance with the contract documents and applicable law.
 - E. If the Contractor or any subcontractors engaged in the performance of the work persistently disregard laws or ordinances applicable to the performance of the work, or the instructions of the City, the construction manager, the architect, or other authorized representatives of the City.
 - F. For any reason or for no reason, at the City's sole discretion.
2. If the City intends to terminate the Contractor's control of the work for any of the reasons specified in this section, the City will immediately serve written notice to the Contractor and its sureties. Notice of the City's intent to terminate the Contractor's control of the work will be given by certified mail and will specify the grounds for termination, the required cure, if any, and the time by which the cure must be performed. Upon receipt of notice of the City's intent to terminate the Contractor's control of the work, the Contractor will have ten (10) days from receipt of the notice, or a longer time specified in the notice, to cure its default. If the Contractor does not perform the required cure by the time specified in the notice, the City will issue a written notice of termination to the Contractor and its sureties by certified mail. The notice of termination will specify:
- A. That upon receipt of the notice the Contractor's right to perform or complete the work, including on behalf of the Contractor's sureties, is terminated;
 - B. That the Contractor's sureties will have the right to take over and complete the work and perform all of the Contractor's remaining obligations that have accrued under the agreement;
 - C. That if the Contractor's sureties do not both give the City written notice of their intention to take over and perform the agreement and commence completion of the work and performance of all of the Contractor's remaining obligations that have accrued under the agreement within ten (10) days after receipt of notice of termination, the City may declare the Contractor's sureties in default and take over the completion of the work, or have the work completed for the account and at the expense of the Contractor and its sureties, and the Contractor and its sureties will be liable to the City for any resulting excess cost.

3. The City may, in addition to all other available remedies that the City may have under the contract documents and at law or equity, deduct any such excess cost of completing the work from amounts that are due or that may become due the Contactor.
4. Upon termination of the Contractor's control of the work, the Contractor will, if so directed by the City, immediately remove from the work site any and all materials and personal property belonging to the Contractor that have not been incorporated in the work and the Contractor and its sureties will be liable upon their bond for all damages caused the City by reason of the Contractor's failure to complete the work.
5. The City reserves the right to refuse use of any Contractor assigned by any surety to complete the work.
6. If the City completes or has completed any portion of, or the whole of the work, following termination of the Contractor's control of the work, the City will neither be liable for nor account to the Contractor or the Contractor's sureties in any way for the time within which, or the manner in which such work is performed, or for any changes made in such work or for the money expended in satisfying claims, suits, or other obligations in connection with completing the work.
7. If, following termination of the Contractor's control, the unpaid balance of the contract price exceeds all costs of completing the work, the difference will be paid to the Contractor.
8. If the agreement or Contractor's control of the work is terminated for any reason, no allowances or compensation will be granted for the loss of any anticipated profit by the Contractor.

6-6 DELAYS AND EXTENSIONS OF TIME

6-6.1 General. Utility delays subject to the provisions of Subsection 5-5 of the Standard Specifications shall only be granted time extensions or payment for delay based on strict conformance with Subsections 6-6.2, 6-6.3, and 6-6.4 in the Standard Specifications and as those subsections are modified in the General Conditions.

6-6.3 Payment for Delays to Contractor. Compensation for idle time due to delays shall be in conformance with Subsection 8-1.09 of the State Standard Specifications wherein reference to Section 4-1.03D shall mean Subsection 3-3.1, of the Standard Specifications.

6-6.4 Written Notice and Report. The first sentence of subsection 6-6.4 is hereby deleted and replaced with the following:

If the Contractor desires payment for a delay as specified in Subsection 6-6.3 of the Standard Specifications, it shall notify the AGENCY in writing within 3 days of beginning of the delay. If the Contractor desires an extension of time as specified in Subsection 6-6.2 of the Standards Specifications, it shall notify the AGENCY, in writing, within 3 days of beginning of the delay. Such notice shall specify the nature of the delay, cause, and the conditions which set the beginning time for the delay.

6-7 TIME OF COMPLETION

6-7.1 General. The time for completion shall be as noted in the General Specifications.

6-7.2 Working Day. The Contractor's activities shall be confined to the hours noted in Special Provisions.

6-8 COMPLETION, ACCEPTANCE, AND WARRANTY.

The following paragraphs replace paragraph three (3) of Section 6-8 of the Standard Specifications:

GUARANTEE. The Contractor guarantees all of the work for one year from the date the City accepts the work. Upon receiving written notice of a need for repairs that are directly attributable to defective materials or workmanship, the Contractor must make good any defects arising or discovered in any part of the work by diligently commencing the necessary repairs within seven (7) days from the date of notice from the City.

If the Contractor fails to make good any defects in the work in accordance with this provision, in addition to any other available remedy under the contract or at law or equity, the City may make good or have made good such defects in the work and deduct the cost from amounts that may be due or become due the Contractor.

Notwithstanding the preceding, the Contractor shall remain responsible for repairing any work found to be defective at its sole cost regardless of when such defect is discovered by the City.

In addition to the Contractor's one-year guarantee, and the Contractor's ongoing obligation to repair any defective work, upon completion of the project and as a condition of acceptance of the project, the Contractor must deliver to the Engineer all written manufacturer warranties from manufacturers and/or subcontractors that guarantee and warrant specific products and installations against defects in materials and workmanship for periods following acceptance of the project. Such manufacturer warranties, if required, shall be so indicated in the Special Provisions.

6-9 LIQUIDATED DAMAGES. *Replace with the following:*

Time is of the essence in the Agreement. By execution of the Agreement, the City and the Contractor (and Subcontractors) agree that it will be difficult or impossible to determine the actual damage that the City will sustain in the event of the Contractor's failure to fully perform the work or to fully perform all of the Contractor's obligations that have accrued pursuant to the agreement by the time for completion. Accordingly, the City and the Contractor agree in accordance with California Government Code Section 53069.85 that the Contractor will forfeit and pay to the City liquidated damages in the sum of \$1,000.00 per day for each and every calendar day completion of the work or performance of all of the Contractor's obligations that have accrued pursuant to the agreement is delayed beyond the time for completion. The City and the Contractor further agree in accordance with California Government Code Section 53069.85

Each location, incident, non-compliance situation, and/or violation shall be considered separate occurrences and the resulting payments for damages are cumulative (even if occurred on same day).

SECTION 7 - RESPONSIBILITIES OF THE CONTRACTOR

7-2 LABOR

7-2.1 General. In accordance with the Labor Code, as provided in Section 1773, et. seq., the AGENCY has on file in the City Clerk's office the latest prevailing rates as established by the Director of Industrial Relations of the State of California. The Contractor shall not pay less than these rates.

7-2.2.4 Payroll Records. The Contractor shall comply with Labor Code Section 1776. The Contractor shall also be responsible or compliance by all Subcontractors.

The penalties specified in Subdivision (g) of the Labor Code Section 1776 for noncompliance with the provisions of said Section 1776 may be deducted from any monies due or which may become due to the Contractor.

A copy of all payroll shall be submitted with each progress payment application to the City. Payrolls shall contain the full name, address, and social security number of each employee, their correct classification, rate of pay, daily and weekly number of hours worked, itemized deductions made, and actual wages paid. They shall also indicate apprentices and ratio of apprentices to journeymen. The employee's address and social security number need only appear on the first payroll on which their name appears. The payroll shall be accompanied by a "Statement of Compliance" signed by the employer or its agent indicating that the payrolls are correct and complete and that the wage rates contained therein are not less than those required by the contract. The "Statement of Compliance" shall be on forms furnished by the City or on any form with identical wording. The Contractor shall be responsible for submission of copies of payrolls of all subcontractors.

EFFECT ON PROGRESS PAYMENTS: If by the 15th of the month, the Contractor has not submitted satisfactory payrolls for all work performed during the monthly period ending on or before the 1st of that month, the City will retain an amount equal to ten percent (10%) of the estimated value of the work performed (exclusive of mobilization) during the month from the next monthly estimate, except that such retention shall not exceed \$10,000 nor be less than \$1,000. Retentions for failure to submit satisfactory payrolls shall be additional to all other retentions provided for in the contract. The retention for a failure to submit payrolls for any monthly period will be released for payment on the monthly estimate for partial payments following the date that all the satisfactory payrolls for which the retentions were made are submitted.

The Contractor and each subcontractor shall preserve their payroll records for a period of 3 years from the date of the acceptance of the project.

7-3 LIABILITY INSURANCE

The first four paragraphs of Section 7-3 are hereby replaced with the following:

General liability insurance. Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage, and a \$1,000,000 completed operations aggregate. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO “insured contract” language will not be accepted.

Automobile liability insurance. Contractor shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Contractor arising out of or in connection with work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Umbrella or excess liability insurance. Contractor shall obtain and maintain an umbrella or excess liability insurance that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability and employer’s liability. Such policy or policies shall include the following terms and conditions:

- A drop down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrence of effective dates with primary policies; and
- Policies shall “follow form” to the underlying primary policies.
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Workers’ compensation insurance. Contractor shall maintain Workers’ Compensation Insurance (Statutory Limits) and Employer’s Liability Insurance (with limits of at least \$1,000,000) for Contractor’s employees in accordance with the laws of the State of California, Section 3700 of the Labor Code. In addition, Contractor shall require each subcontractor to similarly maintain Workers’ Compensation Insurance and Employer’s Liability Insurance in accordance with the laws of the State of California, Section 3700 for all of the subcontractor’s employees.

Contractor shall submit to the City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of the City, its officers, agents, employees and volunteers.

Pollution liability insurance. Environmental Impairment Liability Insurance shall be written on a Contractor’s Pollution Liability form or other form acceptable to the City providing coverage for liability arising out of sudden, accidental and gradual pollution and remediation. The policy limit shall be no less than \$1,000,000 dollars per claim and in the aggregate. All activities contemplated in this agreement shall be specifically scheduled on the

policy as “covered operations.” The policy shall provide coverage for the hauling of waste from the project site to the final disposal location, including non-owned disposal sites.

Products/completed operations coverage shall extend a minimum of three years after project completion. Coverage shall be included on behalf of the insured for covered claims arising out of the actions of independent contractors. If the insured is using subcontractors, the Policy must include work performed “by or on behalf” of the insured. Policy shall contain no language that would invalidate or remove the insurer’s duty to defend or indemnify for claims or suits expressly excluded from coverage. Policy shall specifically provide for a duty to defend on the part of the insurer. The City, its officials, officers, agents, and employees, shall be included as insureds under the policy.

Builder’s risk insurance. Upon commencement of construction and with approval of City, Contractor shall obtain and maintain builder’s risk insurance for the entire duration of the Project until only the City has an insurable interest. The Builder’s Risk coverage shall include the coverages as specified below.

The named insureds shall be Contractor and City, including its officers, officials, employees, and agents. All Subcontractors (excluding those solely responsible for design work) of any tier and suppliers shall be included as additional insureds as their interests may appear. Contractor shall not be required to maintain property insurance for any portion of the Project following transfer of control thereof to the City. The policy shall contain a provision that all proceeds from the builder’s risk policy shall be made payable to the City. The City will act as a fiduciary for all other interests in the Project.

Policy shall be provided for replacement value on an "all risk" basis for the completed value of the project. There shall be no coinsurance penalty or provisional limit provision in any such policy. Policy must include: (1) coverage for any ensuing loss from faulty workmanship, nonconforming work, omission or deficiency in design or specifications; (2) coverage against machinery accidents and operational testing; (3) coverage for removal of debris, and insuring the buildings, structures, machinery, equipment, materials, facilities, fixtures and all other properties constituting a part of the Project; (4) Ordinance or law coverage for contingent rebuilding, demolition, and increased costs of construction; (5) transit coverage (unless insured by the supplier or receiving contractor), with sub-limits sufficient to insure the full replacement value of any key equipment item; (6) Ocean marine cargo coverage insuring any Project materials or supplies, if applicable; (7) coverage with sub-limits sufficient to insure the full replacement value of any property or equipment stored either on or off the Project site or any staging area. Such insurance shall be on a form acceptable to the City to ensure adequacy of terms and sublimits and shall be submitted to the City prior to commencement of construction.

Other provisions or requirements

Proof of insurance. Contractor shall provide certificates of insurance to the City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers’ compensation. Insurance certificates and endorsements must be approved by the City’s risk manager prior to commencement of performance. Current certification of insurance shall be kept on file with the City at all times during the term of this contract. The

City reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by Contractor, his agents, representatives, employees or subcontractors. Contractor must maintain general liability and umbrella or excess liability insurance for as long as there is a statutory exposure to completed operations claims. The City and its officers, officials, employees, and agents shall continue as additional insureds under such policies.

Primary/noncontributing. Coverage provided by Contractor shall be primary and any insurance or self-insurance procured or maintained by the City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, the City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by the city will be promptly reimbursed by Contractor or the City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, the City may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's risk manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). Contractor acknowledges and agrees that any actual or alleged failure on the part of the City to inform Contractor of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given

coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Contractor maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Notice of cancellation. Contractor agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass Through Clause. Contractor agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Contractor, provide the same minimum insurance coverage and endorsements required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Contractor agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

City's right to revise requirements. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Contractor a ninety (90)-day advance written notice of such change. If such change results in substantial additional cost to the Contractor, the City and Contractor may renegotiate Contractor's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City.

Timely notice of claims. Contractor shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this

Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

7-5 PERMITS AND REGISTRATIONS

The text of Subsection 7-5 of the Standard Specifications is hereby deleted and replaced with the following:

Prior to the start of any work, the Contractor shall take out the applicable AGENCY permits and make arrangements for AGENCY inspections. The AGENCY will issue the permits at no charge to the Contractor. The Contractor and all subcontractors shall each obtain an AGENCY business license and shall be licensed in accordance with the State Business and Professions Code. The Contractor shall also obtain any and all other permits, licenses, inspections, certificates, or authorizations required by any governing body or entity.

The Contractor shall pay all cost incurred by the permit requirements.

Pursuant to State Bill 854, the following new requirements apply to all public works projects:

A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded. The website for contractor registration with the Department of Industrial Relations (DIR) is <https://efiling.dir.ca.gov/PWCR>.

Contractors who are awarded a public works project must submit electronic payroll records to the DIR's Compliance Monitoring Unit (CMU) in addition to providing wet-ink original copies to the City or its designated labor compliance enforcement officer.

7-6 THE CONTRACTOR'S REPRESENTATIVE. *Add the following:*

INDEPENDENT CONTRACTOR: At all times during the term of this agreement, Contractor shall be an independent contractor and shall not be an employee of City. City shall have the right to control Contractor only insofar as the results of Contractor's services rendered pursuant to this agreement.

CONTRACTOR NO AGENT: Except as City may specify in writing, Contractor shall have no authority, expressed or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, expressed or implied, pursuant to this agreement to bind City to any obligation whatsoever.

ASSIGNMENT PROHIBITED: No party to this agreement may assign any right or obligation pursuant to this agreement. Any attempted or purported assignment of any right or obligation pursuant to this agreement shall be void and of no effect.

REPRESENTATIVE AT WORK SITE: The Contractor's Representative shall be present and immediately available to the City at the work site whenever work (INCLUDING THAT OF SUBCONTRACTORS) is in progress or whenever actions of the elements necessitate Contractor's presence to take measures necessary to protect the work, persons, or property, or provide for the public's convenience. The Contractor's representative shall have full authority to act on Contractor's behalf and shall be a competent full-time superintendent, satisfactory to the Engineer, to supervise and be responsible for all Contractor and/or subcontractor crews and shall not be directly involved in the performance of the work or tasks at hand.

At the City's option, work may be suspended until the Contractor has complied with this paragraph. Contractor shall not be due additional compensation or working days due to non-compliance with this paragraph.

7-9 PROTECTION AND RESTORATION OF EXISTING IMPROVEMENTS

The last paragraph of Subsection 7-9 of the Standard Specifications is hereby deleted and replaced with the following:

All costs to the Contractor for protecting, removing, restoring, relocating, repairing, replacing, or reestablishing existing improvements shall be included in the bid.

SECTION 9 - MEASUREMENT AND PAYMENT

9-3 PAYMENT

9-3.2 Partial and Final Payment. The text of Subsection 9-3.2 of the Standard Specifications is hereby deleted and replaced with the following:

The closure date for the purpose of making partial progress payments will be the last day of each month. The Contractor shall prepare the approximate measurement of the work performed through the closure date and submit it to the AGENCY for approval by the 10th day of the following month.

The City of La Puente Municipal Code requires that a contractor and/or subcontractor conducting business in the City must obtain a City of La Puente business license. In the event that a contractor and/or subcontractor fails to obtain a valid business license, the City of La Puente will deduct the amount of the required business license fee(s) from the first payment for services.

Payments are commonly authorized and made within 30 days following the 10th day of the month submitted. However, payments will be withheld pending receipt of any outstanding reports required by the Contract Documents. In addition, the final progress payment will not be released until the Contractor returns the control set of Plans and Specifications showing the as-built conditions.

The full 5-percent retention will be deducted from all progress payments. The final retention will be authorized for final payment 35 days after the date of recordation of the Notice of Completion.



Project Manual for: Community Center Roofing Project
✓ Roofing

City of La Puente

- **Community Center**
501 Glendora Ave, La Puente, CA, 91744

PROJECT DOCUMENTS

May 27, 2026

Owner: City of La Puente

15900 Main Street, La Puente, CA, 91744

Omnia Partners

Proposal & Service Request Number:

- Service Number TRBM-310259
- Community Center CPN CA-R230404-310259



2026 Roofing Improvements
City of LA Puente- Community Center Re-Roof

SECTION 00 21 13 – INSTRUCTIONS FOR QUOTATIONS

PART 1 - GENERAL

1.1 NOTICE OF OMNIA PARTNERS CUSTOMER PROPOSAL AND SPECIFICATIONS

- A. The City of La Puente, will receive sealed OMNIA PARTNERS CUSTOMER PROPOSALS via email, not later than 2:00 p.m. on Wednesday May 27, 2026, for the following roof improvements:
- B. City of La Puente, Community Center Re-Roof
 - 1. 501 Glendora Ave
La Puente, CA, 91744
- C. Quotations shall be emailed to the Tremco Rep, and addressed as follows:
 - 1. Saul Sanchez, Maintenance Superintendent
 - 2. City of LA Puente
 - 3. 15900 Main St,
 - 4. La Puente, CA, 91744
- D. All correspondence shall bear the following identifications:
 - 1. Quotation for Community Center Re-Roof
 - 2. City of La Punte 2026 Omnia Roofing project
 - 3. Omnia Partners CUSTOMER PROPOSAL NUMBER: R230404- CA-R230404-310259, SERVICE REQUEST NO: TRBM-310259
 - 4. Contact Information:
 - 5. Client:
City of La Puente
15900 Main St,
La Puente, CA, 91744
 - 6. Administration (Point of Contact for Procedural Questions):
Saul Sanchez
Maintenance Superintendent
City of La Puente
15900 Main Street
La Puente, CA, 91744
E-mail: ssanchez@lapuente.org
 - 7. Technical (Point of Contact for Installation Questions):
Mark Bandini
Field Advisor
Tremco Roofing & Building Maintenance
A7630 Cherry Ave
Fontana, CA, 92336
Cell: 909-800-0502
E-mail: mbandini@tremcoinc.com
- E. Pre Quotation Meeting:

2026 Roofing Improvements

City of LA Puente- Community Center Re-Roof

A **MANDATORY** PRE-QUOTATION MEETING was held at the Community Center, 501 Glendora Ave, La Puente, CA, 91744 on Friday May 22nd, 2026 for the purpose of reviewing the project specifications, project documents, contractor qualifying requirements and a tour of all proposed roof areas.

1. Specifications and proposal documents will be provided following the meeting.
2. Each contractor(s) shall examine the roof area(s) hereafter described as the Project and be familiar with existing conditions.



SECTION 00 41 13 – BID PROPOSAL FORM

May 25th, 2026

Saul Sanchez
Maintenance Superintendent
City of La Puente
15900 Main Street
La Puente, CA, 91744

Re: Proposal for 2026 Roofing Improvements – Community Center Re-Roof.
Omnia Partners Customer Proposal No. CA-R230404-310259. SN-TRBM-310259
Contract Number: #R230404

Dear, Mr. Sanchez

Having carefully examined the instructions for quotations, project specifications, drawings, supporting documents and addenda issued prior to this date, we propose to furnish all labor, materials, equipment, transportation, and other services required to successfully accomplish the work in accordance with the project documents.

This proposal and any work performed related to this proposal will be provided in accordance with the project documents and the terms, conditions and criteria established by Omnia Partners No. R230404 - Roofing Products and Services. The Proposer will be solely responsible for delivering the project in accordance with Omnia Partners Contract No. R230404 and the project documents.

A. Base Quotation – Roofing Improvement at Community Center new single ply roofing:

\$532,860.00 Single Ply

\$ 220,174.00 Tile Re-set (Main Building & Two (2) Towers)

Total (OMNIA FEE Included) \$ 774,747.00

B. Unit Pricing: Provide unit pricing for the following:

1. Wood decking replacement \$ 11.00 SQF. (If needed)

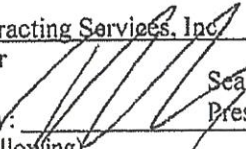
- C. The Proposer acknowledges scheduling for the construction of the specified project, which includes pre-construction activities, construction per major discipline, completion, project close out and commissioning.
1. Number of work days necessary **50 Days**.
- D. Contractor shall be responsible for Liquidated Damages in the amount of \$500.00 per day for every day past the project deadline. Project deadline to be mutually determined by contractor and customer prior to start of work. Rain delays and delays associated with other contractors shall not be considered the responsibility of the roofing contractor and therefore will not be considered cause for assessment of Liquidated Damages.

The owner and their representatives reserve the right to waive any irregularities, to reject any or all Proposals, or to accept any Proposal.

Executed on May 26, 2026.

Best Contracting Services, Inc
Contractor

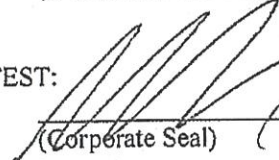
Taxpayer I.D. No.: 95-3781209

By:  Sean Tabazadeh,
President

(If Contractor is a Corporation, complete the

following)
(Sole Owner, or Partner, or
President of Corporation)

ATTEST:


(Corporate Seal) Sean Tabazadeh,
CEO/Secretary

Whose address is:

19027 S. Hamilton Ave.
Gardena, CA 90248

Telephone No.: 310-328-6969
Fax No.: 310-328-9176

SEE ATTACHED NOTARY

Sworn to and subscribed before me this _____ day of _____, 20____.
Notary Public in and for the State of _____

Signature of Notary

Expiration Date of Notary Public Commission: _____

CALIFORNIA ACKNOWLEDGMENT

CIVIL CODE § 1189

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

State of California }
County of Los Angeles

On MAY 26 2026 before me, Christine Chan Nguyen, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Sean Tabazadeh
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.



Place Notary Seal and/or Stamp Above

Signature [Handwritten Signature]
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Bid Form

Document Date: MAY 26 2026 Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____ Signer's Name: _____

Corporate Officer -- Title(s): _____ Corporate Officer -- Title(s): _____

Partner -- Limited General Partner -- Limited General

Individual Attorney in Fact Individual Attorney in Fact

Trustee Guardian or Conservator Trustee Guardian or Conservator

Other: _____ Other: _____

Signer is Representing: _____ Signer is Representing: _____

Respectfully Submitted,

Jonathan Munoz.

Jonathan Munoz

BEST Contracting Services, Inc.

#456263

O: 310.328.6969 Ext. 239

M: 310.613-2104

E-mail: JMunoz@BESTContracting.com

2.2 PROVISIONS FOR OMNIA #R230404, #R241608 and R220904

Additional Terms and Conditions

1. **Alcohol/Tobacco/Non-Prescription Drugs.** Contractor's employees and any approved subcontractor(s) employees shall strictly adhere to Member's policies relating to alcohol, tobacco and non-prescription drugs. Smoking will only be permitted in posted designated areas off premises. In no event shall any of Contractor's employees or any approved subcontractor(s) employees use, possess, consume or sell any alcohol, tobacco or non-prescription drugs while on site. Any violation may result in the immediate termination of Contractor or any approved subcontractor(s).
2. **Assignment.** No right or interest in this contract shall be assigned or transferred by Contractor.
3. **Audit Rights.** Contractor shall, at its sole expense, maintain appropriate records of all projects performed through the Contract in accordance with Generally Accepted Accounting Principles ("GAAP") and good construction accounting practices. Contractor shall maintain such records for a period of no less than three (3) years after the date of final payment (five (5) years for projects in New Jersey) (the "Retention Period") and shall make such records available to Tremco, the Cooperative or Lead Agency at any reasonable time, upon request, during the Retention Period. Records of projects performed in New Jersey shall also be made available during the Retention Period to the New Jersey Office of the State Comptroller upon request.
4. **Bonding.** The Contractor is required to be knowledgeable and current on all statutory requirements for bonding. Upon execution of a contract with a Member or upon issuance of a Purchase Order by a Member to Contractor, Contractor shall provide payment and performance bonds as required by and consistent with the applicable laws of the state in which the work is being performed. However, it is at the Member's sole discretion at the time of contract execution to require bonding at one-hundred percent of the price specified in the contract.
5. **Buy American Requirement.** (For New Jersey, Kentucky, and all other applicable States) Contractor may only use unmanufactured construction material mined or produced in the United States, as required by the Buy American Act. Where trade agreements apply, to the extent permitted by applicable law, then unmanufactured construction material mined or produced in a designated country may also be used. Contractor is required to check state specific requirements to ensure compliance with this requirement. [NOTE: Buy American requires that 51% of the components in a finished product must be made/manufactured in the USA. It will be incumbent on the Contractor to ensure they are compliant with this provision.]
6. **Certificates of Insurance.** Within fourteen days, but prior to commencement of work, Contractor shall provide a certificate of insurance ("COI") showing the Cooperative or the Lead Agency named, the Member and the manufacturer of the roofing system being installed shall be named as additional insured parties. The insurance company shall be licensed in the applicable state in which work is being conducted. The Contractor shall give the Member a minimum of ten (10) days' notice prior to any modifications or cancellation of policies. The awarded Contractor shall require all subcontractor(s) performing any work to maintain coverage as specified. At a minimum:
 - (a) worker's compensation, as required by the laws of the State of member;

(b) commercial general liability for bodily injury and/or property damage in an amount of not less than \$1,000,000 single limit, per occurrence;

(c) automobile liability for bodily injury and/or property damage in an amount of not less than \$1,000,000 single limit, per occurrence.

In the event the Member requires higher insurance requirements, those requirements will prevail.

- 7. Change Orders.** Except for any unforeseen circumstances, or force majeure events, any Contractor-initiated change orders should be avoided. All change orders must be supported by RS Means. See Pricing. All change orders must be approved by the Member prior to commencing the additional work.
- 8. Cleanup.** Contractor shall clean up and remove all debris and rubbish resulting from their work as required or directed by the Member. Upon completion of the work, the premises shall be left in good repair and in an orderly, neat, clean and unobstructed condition.
- 9. Compliance with Trade Restrictions.** (A) Except as authorized by the Office of Foreign Assets Control (OFAC) in the Department of Treasury, the Contractor warrants that it shall not acquire, for use in the performance of any NCCN project, any supplies or services if any proclamation, Executive order, or statute administered by OFAC, or if OFAC's implementing regulations at 31 CFR Chapter V, would prohibit such a transaction by a person subject to the jurisdiction of the United States. (B) Except as authorized by OFAC, most transactions involving Cuba, Iran and Sudan are prohibited as are most imports from Burma or North Korea, into the United States or its outlying areas. Lists of entities and individuals subject to economic sanctions are included in OFAC's List of Specially Designated Nationals and Blocked Persons at <https://home.treasury.gov/policy-issues/financial-sanctions/specially-designated-nationals-and-blocked-persons-list-sdn-human-readable-lists>. More information about these restrictions, as well as updates, is available in the OFAC's regulation at 31 CFR Chapter V and/or on OFAC's website at <https://home.treasury.gov/policy-issues/financial-sanctions/additional-ofac-resources/ofac-legal-library/code-of-federal-regulations-cfr>.
- 10. Current Products.** Proposals shall be for materials in current production, within shelf life of the manufacturer, free from defects, fully tested, provided as per manufacturer's requirements, sold or manufactured via legal and reputable channels, not misbranded and marketed to the general public and public agencies at the time the proposal is submitted.
- 11. Delivery.** Contractor shall deliver materials purchased through the Contract to the Member pursuant to the terms of the Purchase Order. Conforming product shall be shipped within seven (7) days of receipt of Purchase Order. If delivery is not or cannot be made within this time period, the Contractor must receive written authorization from the Member for the delayed delivery. The Member may cancel the order if estimated shipping time is not acceptable.
- 12. Disclosures.** Contractor affirms that it has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with a contract between the Contractor and a Member. Contractor should include in its NCCN application a complete description of any relationships that might be considered a conflict of interest in doing business with Members. The Contractor affirms that, to the best of its knowledge, any proposal has been arrived at independently, and is submitted without

collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other contractors in the award of a contract.

- 13. Duty to Keep Current.** Contractor and primary subcontractor(s) shall maintain in current status all federal, state and local licenses, bonds and permits required for the operation of the business conducted by Contractor and/or its primary subcontractor(s). Contractor and primary subcontractor(s) shall remain fully informed of and in compliance with all laws, ordinances, rules, code, and regulations pertaining to the lawful provision of any services it provides through the Contract.
- 14. Employment Eligibility.** Where applicable, Contractor warrants that it shall be and remain in compliance with the Federal Immigration and Nationality Act (FINA) and the Immigration Reform and Control Act (IRCA), and any other federal and state immigration laws and regulations. The Contractor further warrants that it is and shall remain in compliance with the various employment state statues of the states it will operate in. The Member may request verification of compliance from any Contractor or subcontractor(s) performing work under the Contract. The Member reserves the right to confirm compliance in accordance with applicable laws. Compliance should be in accordance with the E-Verify Employee Eligibility Verification Program.
- 15. Environmental Compliance.** Contractor and any approved subcontractor(s), will be trained on the handling and application of hazardous materials and chemicals, including the disturbance or dismantling of structures containing hazardous materials in compliance with 29 CFR 1910 and 1926. Contractor agrees to comply with requirements for disposal, removal or demolition of asbestos or asbestos-containing materials within the requirement of 40 CFR, Part 61, and Subpart A. Contractor agrees to comply with the OSHA standard regarding communication of first-aid treatment and location of first-aid treatment with all employees and any subcontractor(s). All waste material will be handled in compliance with OSHA 29 CFR 1926.252.
- 16. Equal Opportunity and Non-Discrimination.** The Contractor and its subcontractor(s) will comply with all applicable federal and state laws, rules, regulations and executive orders governing equal employment opportunity, immigration, and non-discrimination, including but not limited to the Americans with Disabilities Act.
- 17. FEMA.** If performing work for Member who is requesting reimbursement from FEMA, Contractor shall follow all FEMA requirements of Appendix II to 2 CFR Part 200 as may be amended or changed from time to time.
- 18. Fingerprint & Background Checks.** If required to provide services on school district property, Contractor shall submit a full set of fingerprints to the school district if requested of each person or employee and subcontractor(s), if any, who may provide such service. Alternately, the school district may fingerprint those persons or employees. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors and subcontractors and their employees for which fingerprints are submitted to the district. Contractor and subcontractor(s) shall not provide services on school district properties until authorized by the district. The Contractor shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted. Contractor shall comply with governing board policy in the school district in which work is being performed.

Contractor shall perform the appropriate background checks of any personnel that will be performing the services within the proximity of minors. Contractor shall notify the Member of any proposed employee who has been convicted, pled guilty or pled “no contest” to a criminal offense, and the Member reserves the right to reject the proposed employee with a criminal background. No person employed by the Contractor who has been found guilty of any criminal offenses shall be allowed into the work site without prior written approval of the Member.

- 19. Indemnity.** Contractor shall defend, indemnify, and hold harmless Tremco, the Cooperative, Lead Agencies and Cooperative Members, administrators, employees and agents, and the manufacturer of the roofing system being installed, against all claims, damages, losses and expenses, including but not limited to reasonable attorneys’ fees, arising out of, resulting from or related to the actions or omissions of the Contractor, Contractor employees or Contractor subcontractor(s) in connection with execution of or performance under a contract with a Member, including any supplemental agreements with a Member. Any litigation involving either a Cooperative or its Lead Agencies, its administrators and employees and agents will be in the county requested of the Cooperative or its Lead Agencies. Any litigation involving a Member will be in the jurisdiction of the Member.
- 20. Inspection & Acceptance.** Title and risk of loss shall not pass to a given Member until receipt and acceptance of the products at the point of delivery and/or installation. If defective or incorrect material is delivered, the Member may make the determination to return the material to the Contractor at no cost to the Member. The Contractor agrees to pay all shipping costs for the return shipment. Contractor shall be responsible for arranging the return of the defective or incorrect material.
- 21. Interpretation, Enforcement and Forum of Laws.** For disputes between the Member and the Contractor, any agreement shall be governed by, construed, interpreted, and enforced solely in accordance with the laws of the state in which the Member resides and the venue of any action shall lie in such state.
- 22. Invoices.** The awarded Contractor shall submit invoices to the Member clearly indicating the following: “Per OMINA Contract # R230404 – Contractor Network; Certified Proposal Number CA-R230404-310259”.
- 23. Legal Obligation to Comply with all Applicable Laws.** It is the Contractor’s responsibility to be aware of and comply with all local, state, and federal laws, statutes, rules, regulations and orders in effect. This includes laws and regulations pertaining to labor, wages, hours and other conditions of employment in effect. The laws of the state of the respective Member shall govern any resulting contract. All applicable laws and regulations must be followed even if not specifically identified herein.
- 24. Liquidated Damages.** The Member may suffer financial loss if the project is not substantially complete or products or services are not delivered on the established date. The Contractor (or, if applicable, surety) shall be liable for and shall pay to the Member, not as a penalty, the sums that may be hereinafter agreed upon as liquidated damages per calendar day of delay until the work and/or delivery is determined by Member to be complete and/or delivered. Liquidated damages will be agreed upon on a project-by-project basis between the Contractor and the Member.
- 25. Manufacturer Certification or Approval.** Contractor warrants and certifies that it has the necessary approval or certification from the manufacturer to install and/or maintain the manufacturer’s roofing system(s) to deliver to Members a manufacturer’s warranty, including but not limited to entering into

any authorized or similar contractor agreements required by the manufacturer. Contractor will not submit a proposal to be awarded a project through the NCCN to install a roofing system for which it cannot deliver a manufacturer's warranty to the Cooperative Member. Contractor shall do no work that would or could void any manufacturer's warranty.

- 26. Order of Precedence.** Contractor understands and acknowledges that the terms and conditions, if any, of the Cooperative Member will take precedent over any other terms and conditions. In addition, it is incumbent on Contractor to make any subcontractor(s) aware of, and to provide subcontractor(s) with, the terms and conditions of Member as well as the terms and conditions outlined herein.
- 27. OSHA Compliance.** All field processes and procedures must comply with applicable OSHA general and construction industry standards and regulations. For employees of Contractor or any subcontractor(s), a minimum of 10-hours of OSHA training is required. For any supervisory personnel of Contractor or any supervisors of any subcontractor(s), a minimum of 30-hours of OSHA training is required.
- 28. Payments.** The Member will make payments directly to the Contractor. Payment shall be made after satisfactory performance, in accordance with all provisions thereof, and upon receipt of a properly completed invoice.
- 29. Permits.** It is the responsibility of the Contractor to obtain all necessary permits required by law.
- 30. Preparation.** Contractor shall not begin a project where Member has not prepared the site, unless Contractor does the preparation work at no cost, or until Member includes the cost of site preparation in a Purchase Order.
- 31. Prevailing Wage.** It is the responsibility of the Contractor to comply, when and where applicable, with the prevailing wage legislation in effect in the jurisdiction of the project location. It shall further be the responsibility of the Contractor to monitor the prevailing wage rates as established by the appropriate Department of Labor for any increase in rates during the term of a contract and adjust wage rates accordingly.
- 32. Pricing.** Any product or service offered must have pricing that can be audited by Member, Cooperative and any Lead Agency, if applicable, or Tremco. Pricing must follow the format outlined below:

The awarded Contractor must provide a RS Means line item estimate to validate their proposal amount, and represents a maximum allowable price. A copy of the RS Means line item estimate must be provided to your Tremco representative along with a copy of the purchase order and/or contract entered into with the Member.

Pricing under the Contractor Network is based on RS Means used to validate your proposal, upon award via an independent estimator. If the Contractor cannot perform the RS Means Estimate, contact your Tremco representative for contact information for an independent estimator. The RS Means method of pricing cannot exceed the JOC coefficients submitted by Tremco in their response. Contact your Tremco representative for a copy of the coefficients.

Multiplier/factor to be applied to the R.S. Means costs for the Omnia Partners National Cooperative Contractor Network: Discount coefficient for standard hours of .93 and for non-standard hours a positive coefficient of 1.25. The markup percentage on non pre-priced items is 15%.

Price gouging is prohibited. Contractor shall not sell goods or services during a declared state of emergency at a price that is in excess of ten percent (10%) above the price that existed immediately prior to the declaration.

- 33. Prime Contractor.** Contractor acknowledges that they are the Prime Contractor when performing work under any Tremco Cooperative Contracts. The scope of work to be performed under WTI's Cooperative Contracts is limited to roofing, building envelope, air barrier, and all related work.
- 34. Product Performance.** All roof systems must meet the regulatory requirements of the International Building Code, all applicable state and local codes for public buildings, including, but not limited to, UL 790, Class A and FM Class I, 1-90 Fastening Standards, and site specific, as well as building specific, wind uplift requirements as well as stipulated manufacturer's requirements for warranty. The Contractor will comply with the latest, most stringent industry-standard construction details published by the National Roofing Contractors Association's (NRCA) Roofing and Waterproofing Manual, most recent edition, as may be updated or amended.
- 35. Project Compliance.** Project will be completed in full accordance with all project specifications and drawings and shall be merchantable of good quality and workmanship and free from defect. All services to be performed in a professional and workmanlike manner in conformity with industry standards by persons reasonably suited by skill, training, and experience for the type of services they are assigned to perform. Contractor and any subcontractor(s) shall have at least three (3) years of experience in the skill being provided.
- 36. Project Documents.** Contractor will deliver services to Members on projects in which it is the successful proposer under the Cooperative Contract in a good and workmanlike manner and in strict compliance with the specifications and other construction documents applicable to the project and the Contractor's scope of work.
- 37. Proposals.** Contractor will contact their Tremco representative to receive a Customer Proposal Number (CPN) that must be included on any proposal(s) and invoice(s) submitted to the Cooperative Member. Each CPN will be Contract and customer specific and cannot be reused on any other proposal.
- 38. Proposal Bond: MICHIGAN ONLY.** A certified or cashier's check or proposal bond payable to the order of Public Agency, City, State for not less than five (5%) percent of the greatest amount for which a contract can be awarded must accompany the proposal.
- 39. Purchase Orders.** Purchase Orders will be issued by the Member to the awarded Contractor indicating on the Purchase Order "**Per OMINA Contract R230404 –Contractor Network; Certified Proposal Number CA-R230404-310259**". Contractor must submit a copy of each purchase order to their Tremco representative at the time of order entry which allows Tremco to administer the program.
- 40. Registered Sex Offender Restrictions, Felony Conviction Notice and Child and Sex Offender Notice.** Contractor and their approved subcontractor(s), if any, selected to perform projects through

the NCCN will be required to complete and submit a Felony Conviction Notice and Child and Sex Offender Notice for personnel. These forms will be submitted to the Member as required. For work to be performed at schools, Contractor agrees that no employee or employee of a subcontractor who has been adjudicated to be a registered sex offender will perform work at any time when students are or are reasonably expected to be present. Contractor agrees that a violation of this condition shall be considered a material breach and may result in the cancellation of the Purchase Order at the Member's discretion. Contractor must identify any additional costs associated with compliance of this term. If no costs are specified, compliance with this term will be provided at no additional charge.

- 41. Safety Measures.** Contractor shall take all reasonable precautions for the safety of employees on the worksite and shall erect and properly maintain all necessary safeguards for protection of workers and the public. Contractor shall post warning signs against all hazards created by its operation and work in progress. Proper precautions shall be taken pursuant to state law and standard practices to protect workers, the general public and existing structures from injury or damage.
- 42. Stored Materials.** Upon prior written agreement between the Contractor and Member, payment may be made for materials not incorporated in the work but delivered and suitably stored at the site or some other location, for installation at a later date. An inventory of the stored materials must be provided to Member prior to payment. Such materials must be stored and protected in a secure location and be insured for their full value by the Contractor against loss and damage. Contractor agrees to provide proof of coverage and/or the addition of Member as an additional insured upon Member's request. Additionally, if stored offsite, the materials must also be clearly identified as property of buying Member and be separated from other materials. Member must be allowed reasonable opportunity to inspect and take inventory of stored materials, on or offsite, as necessary. Until final acceptance by the Member, it shall be the Contractor's responsibility to protect all materials and equipment. The Contractor warrants and guarantees that title for all work, materials and equipment shall pass to the Member upon final acceptance.
- 43. Subcontractors.** It is the responsibility of the Contractor to ensure all subcontractors are aware of and adhere to the terms and conditions outlined in this document.
- 44. Suspended or Disbarred.** The Contractor warrants that it, nor any subcontractor(s), has not been debarred, suspended or otherwise ineligible for the award of federal, state or local government contracts.
- 45. Tax Exempt Status.** It is the Contractor's responsibility to know and comply with the tax laws in the State specific locality where the Contractor is performing work for a Member. If not tax exempt, the Contractor will assume all liability for all applicable taxes to be collected and paid to the appropriate taxing authority. All applicable taxes must be listed as a separate item on all cost proposals and invoices.
- 46. Warranty Conditions.** All materials, equipment and services shall include manufacturer's minimum standard warranty and a two-year (2) labor warranty unless otherwise agreed to in writing. All designs for roof replacements shall be for systems with a life of 20 or more years.
- 47. Weapons, Explosive Devices and Fireworks.** Contractor agrees that it, its employees and subcontractor(s) shall not use, possess, display or store any weapon, explosive device or fireworks on the Member's site.

2026 Roofing Improvements- City of La Puente
Community Center Re-Roof

PART 1 - SECTION 00 21 15 – SELECTION CRITERIA & EVALUATION

- A. Proposals are to include the information requested in the sequence and format prescribed. Organizations submitting may provide additional information further describing their capabilities and experience.
- B. Award of the Contract resulting from this solicitation shall be under the selection process described herein. A committee appointed by the Owner will evaluate Proposals submitted in response to this solicitation.
- C. Each of the criteria has been assigned an appropriate weight by the Owner as set forth below. Following an analysis and evaluation of the proposals, ranking of the Offeror's will be made based upon the selection criteria. Subjective judgment on the part of the Owner is implicit in the criteria selection process. The selection process permits placing technical considerations above total price. Therefore, the Owner reserves the right to award to other than the lowest proposed price.
- D. Within 45 days after the opening of the proposals, the Owner shall evaluate and rank each proposal submitted in relation to the selection criteria. The Owner reserves the right to interview any proposer. Once the Offeror's have been ranked, the Owner may negotiate with the first ranked Offeror. If the Owner is unable to come to terms with the first ranked Offeror, discussions will be terminated, and the Owner will proceed to the next ranked Offeror and repeat the process until a contract agreement is reached or all proposals are rejected.
- E. Any Proposal may be considered unacceptable if the committee determines it fails to comply with the specified criteria, or if the proposal does not provide adequate information in technical and/or price proposals, as specified.
- F. The Owner will evaluate the proposals submitted based upon the selection criteria described below:
 - 1. The purchase price. (10 points)
 - 2. The reputation of the vendor and of the vendor's goods and services. (10 points)
 - 3. The quality of the vendors' goods or services. (20 points)
 - 4. The extent to which the goods or services meet the district's needs. (20 points)
 - 5. The vendor's past relationship with the district. (10 points)
 - 6. The vendor's safety record. (10 points)
 - 7. The long-term cost to the district to acquire the vendor's goods or services. (10 points)
 - 8. Any other relevant factor that a private business entity would consider in selecting a vendor. (10 points)
- G. A proposal may not be modified, withdrawn, or canceled by an Offeror for a period of sixty (60) days after the last date specified for receipt of proposals. Prior to the last date specified for receipt of proposals, a proposal may be modified or withdrawn by notice to the Owner at the place designated for receipt of proposals. Such notice shall be in writing and executed by the Offeror. Any modification shall be worded so as not to reveal the amount of the original proposal. Any proposal withdrawn may be resubmitted within the time designated for the receipt of proposals.

2026 Roofing Improvements- City of La Puente

Community Center Re-Roof

- H. The Owner may request from Offeror a written interpretation of any term or statement in the proposal that is or appears unclear or subject to more than one interpretation and may act upon such written interpretation. Conditional proposals will not be accepted. The Owner shall have the right to reject all proposals, to reject a proposal not accompanied by the required security, to reject a proposal that is in any way incomplete, irregular, or nonconforming, or to reject a proposal that may otherwise be legally rejected for any reason. To the extent allowed by law, the Owner may waive any informality in any proposal. Unless the Owner rejects all proposals, the Owner intends to award the Contract to the Offeror that offers the best value to the Owner based on the listed selection criteria. If the Owner is unable to reach a contract agreement with the selected Offeror, the Owner shall terminate further discussions and proceed to the next Offeror in the order of the selection ranking until a contract agreement is reached or all proposals are rejected. Time is of the essence, and the award of the contract to the successful Offeror is expressly conditioned upon (i) the Offeror's execution and delivery of the contract, and delivery of all required payment and performance bonds and evidence of insurance, within ten (10) calendar days after the successful Offeror is notified of the acceptance of its proposal, and (ii) the Offeror's timely fulfillment of any and all other preconditions expressly set forth in the Contract Documents. Should the Offeror fail to timely execute and deliver the contract, required bonds, evidence of insurance, or fail to timely fulfill any other such preconditions, the Owner may, at its option and discretion, without releasing, impairing, or affecting its right to receive the security as damages for such failure, rescind the award and thereafter negotiate with and award the contract to the next ranked Offeror, or may reject all proposals. There will be no contractual obligation on the part of the Owner to any Offeror, nor will any Offeror have any property interest or other right in the contract or work being proposed unless and until the contract is unconditionally executed and delivered by all parties, and all conditions to be fulfilled by the Offeror have either been so fulfilled by the Offeror or waived in writing by the Offeror or waived in writing by the Owner. Each Offeror by submission of a proposal waives any claims it has or may have against the Architect, its consulting engineers and their employees, or any other consultants, and the Owner, its trustees, officers, and employees, connected with or rising out of the proposal administration, proposal evaluation, proposal recommendation, the award of the contract, or the rejection of any proposals.

SECTION 075416 - KETONE ETHYLENE ESTER (KEE) ROOFING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Mechanically-fastened thermoplastic KEE roofing system on wood deck, including:
2. Cover board.
3. Walkway material.

1.2 DEFINITIONS

- A. Roofing Terminology: Refer to ASTM D1079 "Standard Terminology Relating to Roofing and Waterproofing" and glossary in applicable edition of NRCA's "The NRCA Roofing Manual: Membrane Roof Systems" for definition of terms related to roofing work in this Section.

1.3 PREINSTALLATION MEETINGS

A. Preinstallation Roofing Conference: Conduct conference at Project site.

1. Meet with Owner, Owner's insurer if applicable, testing and inspecting agency representative, roofing Installer, roofing system manufacturer's representative, and installers whose work interfaces with or affects roofing, including installers of roof accessories and roof-mounted equipment.
2. Review drawings and specifications.
3. Review methods and procedures related to roofing installation, including manufacturer's written instructions.
4. Review and finalize construction schedule and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
5. Examine substrate conditions and finishes for compliance with requirements, including flatness and fastening.
6. Review structural loading limitations of roof deck during and after roofing.
7. Review base flashings, special roofing details, roof drainage, roof penetrations, equipment curbs, and condition of other construction that will affect roofing system.
8. Review governing regulations and requirements for insurance and certificates if applicable.
9. Review temporary protection requirements for roofing system during and after installation.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Wind Uplift Resistance Submittal: For roofing system, indicating compliance with wind uplift performance requirements.

1.5 INFORMATIONAL SUBMITTALS

- A. Contractor's Product Certificate: Submit certificate, indicating products intended for Work of this Section, including product names and numbers and manufacturers' names, with statement indicating that products to be provided meet the requirements of the Contract Documents.
- B. Qualification Data: For Installer, Manufacturer and Roofing Inspector.
 - 1. Include letter from Manufacturer written for this Project indicating approval of Installer.
- C. Manufacturer Certificates: Signed by roofing manufacturer certifying that roofing system complies with requirements specified in "Performance Requirements" Article.
 - 1. Submit evidence of compliance with performance requirements.
 - a. Include: UL listing certificate.
 - 2. Product Compatibility: Indicate manufacturer has verified compatibility of roofing system components, including but not limited to: Roofing membrane, flashing sheets, adhesives, and sealants.
- D. Warranties: Unexecuted sample copies of special warranties.
- E. Inspection Reports: Reports of Roofing Inspector. Include weather conditions, description of work performed, tests performed, defective work observed, and corrective actions taken to correct defective work.
 - 1. Submit reports within 24 hours after inspection.

1.6 CLOSEOUT SUBMITTALS

- A. Executed copies of warranties.
- B. Maintenance Data: To include in maintenance manuals.

1.7 QUALITY ASSURANCE

- A. Installer Qualifications: An employer of workers trained and certified by manufacturer, including a full-time on-site supervisor with a minimum of five years' experience installing products comparable to those specified, able to communicate verbally with Contractor, and employees, and qualified by the manufacturer to install manufacturer's product and furnish warranty of type specified.

- B. **Manufacturer Qualifications:** Approved manufacturer listed in this Section, UL listed for roofing systems comparable to that specified for this Project, with minimum five years' experience in manufacture of thermoplastic roof membrane products in successful use in similar applications.
- C. **Roofing Inspector Qualifications:** A technical representative of manufacturer not engaged in the sale of products and experienced in the installation and maintenance of the specified roofing system, qualified to perform roofing observation and inspection specified in Field Quality Control Article, to determine Installer's compliance with the requirements of this Project, and approved by the manufacturer to issue warranty certification. The Roofing Inspector shall be one of the following:
 - 1. An authorized full-time technical employee of the manufacturer.
 - 2. An independent party certified as a Registered Roof Observer by the International Institute of Building Enclosure Consultants (formerly the Roof Consultants Institute) retained by the Contractor or the Manufacturer and approved by the Manufacturer.
- D. **Manufacturer's Installation Instructions:** Obtain and maintain on-site access to manufacturer's written recommendations and instructions for installation of products.

1.8 DELIVERY, STORAGE, AND HANDLING

- A. Deliver roofing materials to Project site in original containers with seals unbroken and labeled with manufacturer's name, product brand name and type, date of manufacture, approval or listing agency markings, and directions for storing and mixing with other components.
- B. Store liquid materials in their original undamaged containers in a clean, dry, protected location and within the temperature range required by roofing system manufacturer. Protect stored liquid material from direct sunlight.
 - 1. Discard and legally dispose of liquid material that cannot be applied within its stated shelf life.
- C. Protect roof insulation materials from physical damage and from deterioration by sunlight, moisture, soiling, and other sources. Store in a dry location. Comply with insulation manufacturer's written instructions for handling, storing, and protecting during installation.
- D. Handle and store roofing materials and place equipment in a manner to avoid permanent deflection of deck.

1.9 PROJECT / FIELD CONDITIONS

- A. **Weather Limitations:** Proceed with installation only when existing and forecasted weather conditions permit roofing system to be installed according to manufacturer's written instructions and warranty requirements.
- B. **Daily Protection:** Coordinate installation of roofing so insulation and other components of roofing system not permanently exposed are not subjected to precipitation or left uncovered at the end of the workday or when rain is forecast.

1. Provide tie-offs at end of each day's work to cover exposed roofing and insulation with a course of roofing sheet securely in place with joints and edges sealed.
2. Complete terminations and base flashings and provide temporary seals to prevent water from entering completed sections of roofing.
3. Remove temporary plugs from roof drains at end of each day.
4. Remove and discard temporary seals before beginning work on adjoining roofing.

1.10 WARRANTY

- A. Manufacturer's Warranty: Roof System Manufacturer's standard form in which Manufacturer agrees to repair or replace components of roofing system that fail in materials or workmanship within warranty period, as follows.
 1. Form of Warranty: Manufacturer's standard warranty form.
 2. Scope of Warranty: Work of this Section and including sheet metal details and termination details installed by the roof system Installer and approved by the Roof System Manufacturer.
 3. Warranty Period: 20 years from date of completion.
- B. Manufacturer Inspection Services: By manufacturer's technical representative, to report maintenance responsibilities to Owner necessary for preservation of Owner's warranty rights. The cost of manufacturer's inspections is included in the Contract Sum.
 1. Inspections to occur in following years: 2, 5, 10 and 15 following completion.
- C. Installer Warranty: Installer's warranty signed by Installer, as follows.
 1. Form of Warranty: Form acceptable to Roofing Manufacturer and Owner.
 2. Scope of Warranty: Work of this Section.
 3. Warranty Period: 2 years from date of completion.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Basis of Design: The roof system specified in this Section is based upon products of Tremco CPG Inc, Beachwood, OH, (800) 562-2728, www.tremcoroofing.com that are named in other Part 2 articles. Provide specified products.
- B. Source Limitations: Obtain components for roofing system from same manufacturer as membrane roofing or manufacturer approved by membrane roofing manufacturer.

2.2 PERFORMANCE REQUIREMENTS

- A. General Performance: Installed membrane roofing and base flashings shall withstand specified uplift pressures, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Membrane roofing and base flashings shall remain watertight.
 - 1. Accelerated Weathering: Roofing system shall withstand 10,000 hours of exposure when tested according to ASTM G152, ASTM G154, or ASTM G155.
 - 2. Impact Resistance: Roof membrane shall resist impact damage when tested according to ASTM D3746/D3746M, ASTM D4272/D4272M, or the "Resistance to Foot Traffic Test" in FM Approvals 4470.
- B. Flashings and Fastening: Provide base flashings, perimeter flashings, detail flashings and component materials and installation techniques that comply with requirements and recommendations of the following:
 - 1. NRCA Roofing Manual (Sixth Edition) for construction details and recommendations.
 - 2. SMACNA Architectural Sheet Metal Manual (Seventh Edition) for construction details.
- C. Exterior Fire-Test Exposure: ASTM E108, Class A; for application and roof slopes indicated, as determined by testing identical membrane roofing materials by a qualified testing agency. Materials shall be identified with appropriate markings of applicable testing agency.
- D. Solar Reflectance Index: Not less than 78 when calculated according to ASTM E1980, based on testing identical products by a qualified testing agency.
- E. Energy Performance: Roofing system shall have an initial solar reflectance index of not less than 0.70 and an emissivity of not less than 0.75 when tested according to CRRC-1.

2.3 MATERIALS, GENERAL

- A. Material Compatibility: Roofing materials shall be compatible with one another and adjacent materials under conditions of service and application required, as demonstrated by roof membrane manufacturer based on testing and field experience.

2.4 THERMOPLASTIC MEMBRANE MATERIALS

- A. KEE Roof Membrane:
 - 1. Thermoplastic Ketone Ethylene Ester (KEE) coated polyester fabric-reinforced sheet, ASTM D6754.
 - a. Basis of design product: Tremco, TremPly KEE Single Ply Roof Membrane.
 - b. Breaking Strength, minimum, ASTM D751: Machine direction, 500 lbf/in (87 kN/m); Cross machine direction, 400 lbf/in (70 kN/m).

- c. Tear Strength, minimum, ASTM D751: Machine direction, 120 lbf (162 N/m); Cross machine direction, 140 lbf (190 N/m).
 - d. Elongation at Break, ASTM D751: 20 percent.
 - e. Dynamic Impact/Puncture Resistance, ASTM D5635: 30 J, minimum.
 - f. Minimum Membrane Thickness, nominal, less backing, ASTM D751: 45 mils (1.1 mm).
 - g. Thickness over fiber, optical method: 0.014 inches (0.355 mm).
 - h. Accelerated Weathering, ASTM G155 and ASTM G154: Not greater than 15,000 hr., no cracking or crazing.
 - i. Abrasion Resistance, ASTM D3389: Not greater than 2,000 cycles, H-18 wheel, 1,000 g load.
 - j. Color: White.
 - k. Solar Reflectance Index (SRI), ASTM E1980: 110 (White, initial), 86 (White, 3-yr aged).
- B. Sheet Flashing: Manufacturer's standard, smooth-backed, sheet flashing of same material, type, reinforcement, thickness and color as KEE roof membrane.

2.5 AUXILIARY ROOFING MATERIALS

- A. General: Auxiliary membrane roofing materials recommended by roofing system manufacturer for intended use, and compatible with membrane roofing.
1. Liquid-type auxiliary materials shall comply with VOC limits of authorities having jurisdiction.
 2. Adhesives and sealants that are not on the exterior side of weather barrier shall comply with the following limits for VOC content when calculated according to 40 CFR 59, Subpart D (EPA Method 24):
 - a. Plastic Foam Adhesives: 50 g/L.
 - b. Single-Ply Roof Membrane Sealants: 450 g/L.
 - c. Nonmembrane Roof Sealants: 300 g/L.
 - d. Sealant Primers for Nonporous Substrates: 250 g/L.
 - e. Sealant Primers for Porous Substrates: 775 g/L.
 3. Adhesives and sealants that are not on the exterior side of weather barrier shall comply with the testing and product requirements of the California Department of Public Health's

(formerly, the California Department of Health Services') "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers."

- B. Flashing Membrane Adhesive:
 - 1. Bonding adhesive, solvent based fast drying, VOC-compliant, for bonding KEE smooth-backed single ply membranes and flashings to substrates.
 - a. Basis of design product: Tremco, TremPly KEE LV Bonding Adhesive.
 - b. VOC, maximum, ASTM D 3960: 200 g/L.
- C. Metal Termination Bars: Manufacturer's standard, predrilled stainless-steel or aluminum bars, approximately 1 by 1/8 inch (25 mm by 3 mm) thick; with anchors.
- D. Metal Battens: Manufacturer's standard, aluminum-zinc-alloy-coated or zinc-coated steel sheet, approximately 1 inch wide by 0.05 inch (25 mm wide by 1.3 mm) thick, prepunched.
- E. Metal Stress Plates: Manufacturer's standard AZ50 Galvalume-coated steel formed plates, 0.047 inch thick, with radial corners and membrane-engaging barbs engineered to enhance wind resistance for mechanically-attached KEE membrane roofing systems. FMG approved.
 - 1. Product: TremPly KEE Plus Stress Plates.
- F. Fasteners: Factory-coated steel fasteners and metal plates complying with corrosion-resistance provisions in FM Approvals 4470, designed for fastening components to substrate, and acceptable to membrane roofing system manufacturer.
- G. Joint Sealant: Elastomeric joint sealant compatible with roofing materials, with movement capability appropriate for application.
 - 1. Joint Sealant, Polyurethane: ASTM C920, Type S, Grade NS, Class 50 single-component moisture curing sealant, formulated for compatibility and use in dynamic and static joints; paintable.
 - a. Basis of design product: Tremco, TremSEAL Pro.
 - b. Volatile Organic Compounds (VOC), maximum, ASTM D3960: 40 g/L.
 - c. Hardness, Shore A, ASTM C661: 40.
 - d. Adhesion to Concrete, ASTM C794: 35 pli.
 - e. Tensile Strength, ASTM D412: 350 psi (2410 kPa).
 - f. Color: White.
- H. Prefabricated Pipe Flashings: As recommended by roof membrane manufacturer.

- I. Provide new clad edge metal systems.
 - 1. 22 gauge cleat with a maximum 1” flange onto the deck
 - 2. Fascia to extend 1” longer than the existing edge metal.
- J. Counterflashing: 22-gauge surface-mounted counterflashing skirt metal.
- K. Gutter Metal: Aluminum-Zinc Alloy-Coated Steel Sheet: ASTM A 792/A 792M, Class AZ50 coating designation, Grade 50 (Class AZM150 coating designation, Grade 340) prepainted by the coil-coating process to comply with ASTM A 755/A 755M; structural quality.
 - a. Thickness: 0.0236-inch/24 ga.(0.60-mm) minimum thickness.
 - b. Color to be selected by Owner.
 - c. 10 gauge powder coated brackets and 16 gauge galvanized straps.
- 2. Downspouts: 16-gauge powder coated steel. Color and shape to be selected by Owner.
- L. Coping Metal: Aluminum-Zinc Alloy-Coated Steel Sheet: ASTM A 792/A 792M, Class AZ50 coating designation, Grade 50 (Class AZM150 coating designation, Grade 340) pre-painted by the coil-coating process to comply with the ASTM A 755/A 755; structural quality.
 - 1. Thickness: 0.0236-inch/24ga.(0.60-mm) minimum thickness.
 - 2. Color to be selected by Customer.
 - 3. 22-gauge galvanized cleat.
- M. T-Tops: 22 gauge clad metal with sides and screens.
- N. Acrylic elastomeric sealer, single-component, high solids, low-VOC, formulated for compatibility and use with specified roofing and wall substrates.
- O. Metal Coating: ASTM D 6083, solar-reflective acrylic elastomer emulsion coating.
- P. Miscellaneous Accessories: Provide pourable sealers, preformed cone and vent sheet flashings, preformed inside and outside corner sheet flashings, T-joint covers, lap sealants, termination reglets, and other accessories.

2.6 ROOF INSULATION MATERIALS

- A. General: Preformed roof insulation boards manufactured or approved by roofing manufacturer, selected from insulation manufacturer's standard sizes, suitable for application, and of thicknesses indicated.
 - 1. Provide preformed saddles, crickets, tapered edge strips, and other insulation shapes where needed for sloping to drain. Fabricate to slopes indicated, not less than two times the roof slope.

- B. Cricket Insulation: Provide roof insulation product in thicknesses indicated in Part 3 as follows:
 - 1. Board Insulation, Polyisocyanurate: CFC- and HCFC- free, with recycled content glass-fiber mat facer on both major surfaces, ASTM C1289 Type II Class 1.
 - a. Basis of design product: Tremco, Trisotech Insulation.
 - b. Compressive Strength, ASTM D1621: Grade 2: 20 psi (138 kPa).
 - c. Conditioned Thermal Resistance at 75 deg. F (24 deg. C): 14.4 at 2.5 inches (50.8 mm) thick.

2.7 ROOF INSULATION ACCESSORIES

- A. Cover Board:
 - 1. Gypsum panel, glass-mat-faced, ASTM C1177/C1177M.
 - a. Basis of design product: Tremco/GP Gypsum DensDeck.
 - b. Thickness: 1/4 inch (6 mm).
- B. Insulation Cant Strips: ASTM C 208, Type II, Grade 1, cellulosic-fiber insulation board.
- C. Tapered Edge Strips: ASTM C 208, Type II, Grade 1, cellulosic-fiber insulation board.
- D. Insulation Fasteners: Factory-coated steel fasteners and metal plates complying with corrosion-resistance provisions in FM Approvals 4470, designed for fastening roof insulation and cover boards to substrate, and acceptable to roofing system manufacturer.

2.8 WALKWAY MATERIALS

- A. Walkway / Protection Mat Material:
 - 1. Protection walkway roll, reinforced KEE membrane roll with diamond-tread, slip-resistant surface, fabricated for heat welding to compatible KEE membrane surface.
 - a. Basis of design product: Tremco, TremPly KEE Protection Walkway Roll.
 - b. Roll Size: 30 inches by 100 ft (760 mm by 25.4 m).
 - c. Thickness: 0.060 inch (1.5 mm).
 - d. Breaking strength: 450 lbs (77 kN/m).
 - e. Color: Yellow.
- B. Rubber blocks: 100% rubber blocks with steel channels and reflective strips designed for supporting conduit.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with the following requirements and other conditions affecting performance of roofing system:
 - 1. Verify that roof openings and penetrations are in place and curbs are set and braced and that roof drain bodies are securely clamped in place.
 - 2. Wood Roof Deck: Verify that deck is sound and dry and securely fastened with no projecting fasteners and with no adjacent units in excess of 1/16 inch (1.6 mm) out of plane relative to adjoining deck.
 - 3. Verify that existing substrate is sound and dry.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Clean substrate of dust, debris, moisture, and other substances detrimental to roofing installation according to roofing system manufacturer's written instructions. Remove sharp projections.
- B. Prevent materials from entering and clogging roof drains and conductors and from spilling or migrating onto surfaces of other construction. Remove roof-drain plugs when no work is taking place or when rain is forecast.
- C. Complete terminations and base flashings and provide temporary seals to prevent water from entering completed sections of roofing system at the end of the workday or when rain is forecast. Remove and discard temporary seals before beginning work on adjoining roofing.
- D. Raise any pipe penetration lower than six inches to ten inches to insure proper flashing.

3.3 INSTALLATION, GENERAL

- A. Install roofing system in accordance with manufacturer's written instructions and approved details.
- B. NRCA Installation Details: Install roofing system in accordance with applicable NRCA Manual Plates and NRCA recommendations; modify as required to comply with manufacturer's approved details and perimeter fastening requirements of FM Global references if applicable.

3.4 INSULATION INSTALLATION

- A. Coordinate installing membrane roofing system components so insulation is not exposed to precipitation or left exposed at the end of the workday.
- B. Comply with membrane roofing system and insulation manufacturer's written instructions for installing roof insulation.

- C. Crickets: Install tapered insulation under area of roofing to conform to slopes indicated.
 - 1. Where crickets are required to provide positive slope to drain, make slope of crickets minimum of two times the roof slope, not less than 1/4 inch in 12 inches (1:48).
 - 2. Install crickets on the high side of all curbs.
- D. Trim surface of insulation where necessary at roof drains so completed surface is flush and does not restrict flow of water.
- E. Install insulation with long joints of insulation in a continuous straight line with end joints staggered between rows, abutting edges and ends between boards. Fill gaps exceeding 1/4 inch (6 mm) with insulation.
 - 1. Cut and fit insulation within 1/4 inch (6 mm) of nailers, projections, and penetrations.
- F. Mechanically Cricket Insulation: Install each layer of insulation and secure to deck using mechanical fasteners specifically designed and sized for fastening specified board-type roof insulation to deck type.
- G. Cover Boards: Install cover boards over insulation with long joints in continuous straight lines with end joints staggered between rows. Offset joints of insulation below a minimum of 6 inches (150 mm) in each direction. Loosely butt cover boards together.
 - 1. Secure cover boards to resist uplift pressure at corners, perimeter, and field of roof.
 - 2. Mechanically fasten cover boards.

3.5 MECHANICALLY FASTENED MEMBRANE ROOFING INSTALLATION

- A. Mechanically fasten membrane roofing over area to receive roofing and install according to roofing system manufacturer's written instructions.
 - 1. For in-splice attachment, install membranes roofing with long dimension perpendicular to steel roof deck flutes.
- B. Start installation of membrane roofing in presence of roofing system manufacturer's technical personnel.
- C. Accurately align membrane roofing and maintain uniform side and end laps of minimum dimensions required by manufacturer. Stagger end laps.
- D. Mechanically fasten or adhere membrane roofing securely at terminations, penetrations, and perimeter of roofing.
- E. Apply membrane roofing with side laps shingled with slope of roof deck where possible.
- F. In-Seam Attachment: Secure one edge of membrane sheet using fastening plates or metal battens centered within membrane seam and mechanically fasten membrane sheet to roof deck.

G. Metal Stress Plate Installation:

1. Locate plates in grid pattern in accordance with membrane manufacturer's instructions.
2. Install plates in straight rows in the specified number and spacing to achieve the required wind uplift resistance in the main field, edges and corners of the roof.
3. Install plates and separation pads using fasteners that comply with the specified applicable building code wind uplift rating and the fastener and membrane manufacturer's requirements. Ensure that all fasteners are properly driven normal to the surface of the sub-structure. Do not over-drive fasteners; plates that are recessed into and/or not flush with the surface of the insulation are not acceptable.

H. Welded Seams: Clean seam areas, overlap membrane roofing, and hot-air weld side and end laps of membrane roofing and sheet flashings according to manufacturer's written instructions to ensure a watertight seam installation.

1. Test lap edges with probe to verify seam weld continuity. Apply lap sealant to seal cut edges of sheet membrane.
2. Verify field strength of seams a minimum of twice daily and repair seam sample areas.
3. Repair tears, voids, and lapped seams in roofing that does not comply with requirements.

I. Spread sealant bed over deck drain flange at roof drains and securely seal membrane roofing in place with clamping ring.

3.6 FLASHING INSTALLATION

- A. Install sheet flashings and preformed flashing accessories and adhere to substrates according to membrane roofing system manufacturer's written instructions.
- B. Apply bonding adhesive to substrate and underside of sheet flashing at required rate and allow to partially dry. Do not apply to seam area of flashing.
- C. Flash penetrations and field-formed inside and outside corners with cured or uncured sheet flashing.
- D. Clean seam areas, overlap, and firmly roll sheet flashings into the adhesive. Hot-air weld side and end laps to ensure a watertight seam installation.
- E. Seal top termination of base flashing with a metal termination bar and a continuous bead of joint sealant.
- F. Seal any pipe and conduit penetrations through adjacent walls with non-sag polyurethane sealant for gaps less than ½", and with backer rod, and metal flashing for gaps greater than ½".
- G. Replace existing T-tops or Goode neck vents with new T-tops with sides and screens. Secure flange with pan head screws.

- H. Install clad edge metal secured at 4” oc at draining edges. Use fasteners designed for substrate.
- I. Install clad metal scupper to replace all existing scuppers.
- J. Coping:
 - 1. Remove and dispose of existing coping.
 - 2. Install wood nailer to entire parapet walls in scope.
 - 3. Install new 22 gauge, galvanized steel continuous cleat secured to substrate at 6” oc.
 - 4. Install new 24 gauge, pre-finished coping.
 - 5. Hook coping to continuous cleat and fasten interior portion of coping with galvanized steel hex head screws with neoprene washers. Secure at 18” oc.
- K. Seal all remaining duct, duct drops, roof hatch and pan seams with acrylic sealer and polyester reinforcement. Coat ducts and pans with metal coating at a rate of 3 gallons per square. Remove prior repairs, prepare, and prime surfaces prior to coating application.

3.7 WALKWAY INSTALLATION

- A. Flexible Walkways: Install walkway products in locations indicated. Heat weld to substrate or adhere walkway products to substrate with compatible adhesive according to roofing system manufacturer's written instructions.
 - 1. Install walk pads around serviceable units and around roof hatch.
- B. Install new rubber blocks to support all conduit. Include a block every 8’ and additional blocks at changes in direction and where needed for proper support. Use block manufacturer’s risers for high conduit.
 - 1. Use existing supports if functional.
 - 2. Set rubber blocks/ existing supports on oversized walkpad sections.
 - 3. Install new redwood sleepers for conduit that cannot be raised. Set sleepers over oversized walkpad sections.

3.8 FIELD QUALITY CONTROL

- A. Final Roof Inspection: Arrange for roofing system manufacturer's technical personnel to inspect roofing installation on completion.
- B. Repair or remove and replace components of membrane roofing system where inspections indicate that they do not comply with specified requirements.

- C. Additional inspections, at Contractor's expense, will be performed to determine compliance of replaced or additional work with specified requirements.

3.9 PROTECTING AND CLEANING

- A. Protect membrane roofing system from damage and wear during remainder of construction period. When remaining construction will not affect or endanger roofing, inspect roofing for deterioration and damage, describing its nature and extent in a written report, with copies to and Owner.
- B. Correct deficiencies in or remove membrane roofing system that does not comply with requirements; repair substrates; and repair or reinstall membrane roofing system to a condition free of damage and deterioration at time of Substantial Completion and according to warranty requirements.
- C. Clean overspray and spillage from adjacent construction using cleaning agents and procedures recommended by manufacturer of affected construction.

END OF SECTION 075416



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Abraham Tellez, Director of Development Services

Subject: CONSIDERATION OF RELEASE OF BOND FOR TRACT MAP NO. 82839 LOCATED AT 15616 AMAR ROAD – AMAR ESTATES LLC

BACKGROUND/DISCUSSION

On August 20, 2020, the Planning Commission adopted Resolution No. 20-1552 approving Tentative Tract Map No. 82839 to subdivide a 0.56 acre lot for the development of a 12-unit condominium project (“Project”) located at 15616 Amar Road. The resolution established Conditions of Approval for the Project that required the developer to complete or bond for public improvements prior to recordation of the Final Tract Map.

On July 11, 2023, the City Council approved Final Tract Map No. 82839 for recordation, and also approved the execution of a Subdivision Improvement Agreement allowing the developer to bond for and complete the off-site public improvements after the recordation of the Final Tract Map.

In accordance with the Conditions of Approval for Tentative Tract Map No. 82839 approved by the City Council, the developer, Amar Estates LLC, was required to construct public improvements that included a new driveway approach, curb & gutter, sidewalk, and parkway drain, and installation of survey monuments.

The Project is located on a 0.56 acre lot bounded by Amar Road to the north, a single-family home to the west, and the Amar Plaza apartments to the south and east. The Conditions of Approval required the developer to either complete or bond for the public improvements prior to recordation of the final tract map. The cost of the public improvements was estimated at \$13,612.50. In lieu of bonds, the developer opted to submit a Certificate of Deposit and execute a Subdivision Improvement Agreement; so that the public improvements can be constructed after the recordation of the final tract map, and prior to selling any of the new homes.

In accordance with the Subdivision Improvement Agreement guaranteeing the installation of the public improvements, the developer provided a Certificate of Deposit totaling \$30,628.13 to cover the cost of a Faithful Performance Bond in the amount of \$13,612.50; Material and Labor Bond in the amount of \$13,612.50; and Warranty Bond in the amount of \$3,403.13.

Since all of the required public improvements have been completed and inspected to the satisfaction of the City Engineer, staff is recommending that the Certificate of Deposit be released to the developer.

FISCAL IMPACT

There is no fiscal impact to the City to release the Certificate of Deposit for Tract Map No. 82839.

RECOMMENDATION

It is recommended that the City Council: (1) accept the public improvements completed for Tract Map No. 82839; (2) authorize the City Clerk to execute a Notice of Completion; and (3) authorize staff to release the Certificate of Deposit to the developer.

ATTACHMENTS

- A. Subdivision Improvement 15616 Amar Tract 82839 Agreement
- B. Public Improvement 15616 Amar Tract 82839 NOC

SUBDIVISION IMPROVEMENT AGREEMENT
Final Tract Map No. 82839

This **SUBDIVISION IMPROVEMENT AGREEMENT** (“Agreement” herein) is made this 11th day of July, 2023, by and between the City of La Puente, a municipal corporation (“City” herein), and Dat Wong (“the Subdivider” herein), collectively referred to herein as the “Parties.”

RECITALS

A. Subdivider previously applied for approval of a tentative tract map to subdivide certain real property located at 15616 Amar Road in the City of La Puente, for the purpose of subdividing the existing lot for condominiums (“Subdivision”).

B. The tentative map of the Subdivision was previously approved by the City, subject to the Subdivision Map Act and the City’s Subdivision Ordinance, which is set forth in Title 11 of the La Puente Municipal Code (collectively referred to herein as the “Subdivision Laws”) and to the City’s standard requirements and conditions of approval contained in the Planning Commission’s Resolution No. 20-1552 approving Tentative Parcel Map No. 82839 (“Resolution of Approval”), a copy of which is on file in the Office of the City Clerk and which is incorporated herein by this reference.

C. Pursuant to Section 11.28.220 of the Subdivision Laws, as a condition precedent to the approval of a final map, the Subdivider must comply with the Planning Commission’s Resolution of Approval and either: (i) complete, in compliance with City standards, all of the improvements and land development work required by the Subdivision Laws and the Planning Commission’s Resolution of Approval, or (ii) enter into a secured agreement with the City to complete the improvements and land development work within a period of time specified by the City.

D. Plans and related specifications (“Improvement Plans”), for the construction, installation and completion of the certain improvements, more specifically described in the attached Exhibit A, have been prepared by the Subdivider, approved by the City’s Development Services Director or his or her designee (“Director”), and are on file in the office of City’s Development Services Department. Said Improvement Plans are incorporated herein by this reference.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the Parties agree as follows:

1. **SUBDIVIDER’S OBLIGATION TO CONSTRUCT IMPROVEMENTS**

A. Subdivider shall, at its sole expense, and in compliance with the provisions of the Subdivision Laws, the Improvement Plans, and all applicable City standards,

and in a good and workmanlike manner, furnish, construct, install and guarantee (as set forth in Section 3) the Improvements, as generally described in this Section 1, and more specifically described in the attached Exhibit A as well as in the tentative map and in the Planning Commission's Resolution of Approval relating thereto (collectively, the "Improvements").

The general categories of Improvements, as more fully described in Exhibit A, and the estimated costs thereof are as follows:

Survey Monuments	\$2,000.00
Off-Site Improvements	\$10,375.00
10% Contingency	\$1,237.50
<hr/>	
Total Estimated Cost of Improvements Plus Contingency	\$13,612.50

B. Subject to any time extensions granted in accordance with Section 4 below, Subdivider shall commence work on the Improvements not later than one (1) year from recordation of Final Tract Map No. 82839 and shall complete the Improvements by no later than two (2) years after recordation of Final Tract Map No. 82839 ("the Completion Date" herein). The Improvements shall not be deemed complete until a Notice of Completion is approved and accepted by the City Council.

Notwithstanding the preceding paragraph, if the Director reasonably determines that accelerated construction of the Improvements is essential in order to protect the public health, welfare and safety, including, without limitation, providing for the orderly development of the surrounding area, the Director shall give Subdivider not less than 15 (fifteen) days' prior written notice to commence or accelerate installation and construction of the Improvements, or any portion thereof. The notice shall describe the work to be done by Subdivider and reasonable time periods within which the work will commence and be completed. All or any portions of said Improvements may be required to be constructed or completed at a specified time. If the Subdivider objects to the commencement or acceleration of the Improvements as specified by the Director, Subdivider may appeal the decision of the Director to the City Council. Any such appeal shall be filed with the City Clerk within 10 (ten) days after receipt by Subdivider of the written notice from the Director. Further, if any of the circumstances specified in Section 4 occur, the provisions of this paragraph shall not prevent Subdivider from requesting a time extension to perform said work, pursuant to the provisions of Section 4.

C. All monumentation shall be installed prior to the City's approval of the Notice of Completion. As used herein, "monumentation" shall mean the setting of survey monuments and tie points in accordance with the Subdivision Laws, and the delivery to the Director of tie notes for said points.

D. Subdivider shall, at its sole expense, replace or repair any and all public improvements, public utility facilities, and surveying or subdivision monuments which are

destroyed or damaged as a result of any work by Subdivider or its agents under this Agreement. Any such replacement or repair shall be subject to the approval of the Director. Until recordation of the Notice of Completion of the Improvements, Subdivider assumes responsibility for the care and maintenance of, and any damage to, the Improvements. Subdivider shall replace or repair all Improvements, public utility facilities, and surveying or subdivision monuments which are destroyed or damaged for any reason, regardless whether resulting from the acts of the Subdivider, prior to recordation of the Notice of Completion. Subdivider shall bear the entire cost of such replacement or repairs regardless of what entity owns the underlying property. Any repair or replacement shall be to the satisfaction of the City Engineer.

E. Until the Notice of Completion is recorded, Subdivider shall be responsible for the care and maintenance of such Improvements and shall bear all risks of loss or damage to said Improvements. Neither City, nor its officers, agents' and employees, shall have any liability for any accident, loss or damage to the Improvements prior to their completion and acceptance by the City.

F. Subdivider shall, at its sole expense, obtain all necessary permits and licenses for the construction and installation of the Improvements, give all necessary notices, and pay all fees required by City ordinance or resolution and all taxes required by law.

G. Not less than fifteen (15) days prior to commencement of work on the Improvements, Subdivider shall give written notice to the Director of the date fixed for such commencement of work in order that the Director shall have adequate time to schedule all necessary inspections. City shall use its best efforts to inspect the Improvements in a timely manner.

2. INSPECTION OF WORK AND FINAL ACCEPTANCE

A. Upon completion of the Improvements the Subdivider may request a final inspection by the City Engineer. Subdivider shall maintain proper facilities and safe access for inspection of the Improvements by the City Engineer and other City personnel. Within ten (10) business days of any inspection of the Improvements, the Director shall, as a courtesy, provide written notice to Subdivider of the list of items which have been found to be incomplete and the list of items which have been found to be complete. Regardless of the list provided to the Subdivider by the City, Subdivider shall complete all Improvements as required by this Agreement. If the City Engineer determines that all of the Improvements have been completed in accordance with this Agreement and in compliance with the Improvement Plans and all applicable City standards, then the City Engineer shall promptly certify in writing to the City Council the completion of the Improvements. When applicable law requires an inspection at a particular state of construction of the Improvements, Subdivider shall not proceed with additional work until the inspection has been made, and the work is approved. Subdivider shall bear all costs of inspection and certification for completeness in accordance with City's standard fees and rates.

B. Acceptance and approval of the Notice of Completion by the City Council shall not constitute a waiver by the City of any defect(s) in the Improvements.

3. GUARANTEE AND WARRANTY OF THE IMPROVEMENTS

A. Subdivider shall guarantee the Improvements against any defective workmanship or any unsatisfactory performance for one year after the recordation of the Notice of Completion. If, within said one year period, any Improvements or part of any Improvements furnished, installed or constructed by the Subdivider, or any of the related work performed under this Agreement, fails to comply with any requirements of this Agreement, or the Subdivision Laws, or the Improvement Plans and related specifications, the Subdivider shall, without delay and without cost to the City, repair, replace or reconstruct any defective or otherwise unsatisfactory part or parts of the Improvements.

B. Should the Subdivider fail or refuse to act promptly or in accordance with subparagraph 3.A above following thirty (30) days written notice, then the City may, in its reasonable discretion, make the necessary repairs or replacements or perform the necessary reconstruction and, if Subdivider fails to reimburse City for such reasonable costs within fifteen (15) days following a written demand therefore from City, City may draw upon the Subdivider's improvement security to reimburse itself for the costs incurred. If the Subdivider's improvement security does not cover the total cost of such repair, replacement, or reconstruction, the Subdivider shall reimburse the City for any reasonable excess costs incurred.

C. Should the City determine that the public health or safety requires curing any defect before Subdivider can be notified or adequately respond, the City may, in its sole discretion, perform such work as is reasonably necessary to protect the public health or safety, and Subdivider shall pay to City the cost of such work.

D. The security furnished for the faithful performance of the Subdivider's obligation to construct and install the Improvements described herein shall include Subdivider's liability hereunder for the one-year guarantee and warranty of the Improvements as set forth in subparagraph 3.A above.

4. TIME EXTENSIONS

A. Upon a showing by the Subdivider of good cause, the date for commencement of work on the Improvements, or the Completion Date, may be extended by the Director, with the written concurrence of the City Manager. Consent to any such extension shall not be unreasonably withheld. As used herein, "good cause" may include, without limitation, delay resulting from an act or omission of the City; acts of God or force majeure, including, without limitation, inclement weather; inability to obtain labor or materials through no fault of Subdivider; civil unrest; and strikes, boycotts or similar job actions by employees or labor organizations which prevent the conduct of the work.

B. As a condition of any time extension provided for herein, the Director, with the written concurrence of the City Manager, may require the Subdivider to furnish new or modified improvement security guaranteeing performance of this Agreement, as extended, in an increased amount as necessary to compensate for any projected increase in the Estimated Total Cost of Improvements, as reasonably determined by the Director.

5. IMPROVEMENT SECURITY

A. Prior to City's execution of this Agreement, Subdivider shall provide as security bonds to the City:

1. For Performance and Guarantee: Security in an amount equal to one hundred percent (100%) of the Estimated Total Cost of the Improvements as set forth in Section 1, above ("Performance Security"). The form of which shall be subject to City Attorney's prior approval.

2. For Payment: To secure Subdivider's payment to any contractor, subcontractor, person renting or supplying equipment, or furnishing labor and materials for completion of the Improvements, security in the amount of one hundred percent (100%) of the Estimated Total Cost of the Improvements as set forth above in the Section 1, above ("Payment Security"). The form of which shall be subject to City Attorney's prior approval.

3. Warranty: To warranty the Subdivider's work for a period of one (1) year following recordation of the Notice of Completion against any defective work or labor done or defective materials furnished, in the amount of twenty-five percent (25%) of the Estimated Total Cost of the Improvements as set forth above in the Section 1, above ("Warranty Security"). The form of which shall be subject to City Attorney's prior approval.

4. Monument Setting: To secure the Subdivider setting the subdivision monuments as set forth on the Final Map, in the amount of one hundred percent (100%) of the estimated cost of setting the monuments ("Monument Security"). The form of which shall be subject to City Attorney's prior approval.

B. If the improvement security is a corporate surety bond and, in the opinion of the City, any surety or sureties thereon become insufficient, the Subdivider shall renew or replace any such surety bond with good and sufficient surety or sureties within ten (10) days after receiving from City written demand therefor.

C. Improvement security consisting of corporate surety bonds, issued by sureties that are admitted to do business in the State of California, shall be kept on file with the City Clerk. If a corporate surety bond is replaced by another approved bond, the replacement shall be filed with the City Clerk and, upon filing, shall be deemed to have been made a part of and incorporated into this Agreement. Upon filing and approval by the Director of a replacement bond, the former improvement security shall be released and exonerated.

D. Modifications of the Improvement Plans and related specifications, and modifications of the Improvements, not exceeding ten percent (10%) of the original Estimated Total Cost of the Improvements, shall not subject Subdivider to providing additional improvement security. If any such modifications exceed ten percent (10%) of the Estimated Total Cost of the Improvements, Subdivider shall furnish additional improvement security for performance and guarantee, and for payment, as required by subparagraph A above, for one hundred percent (100%) of the revised Estimated Total Cost of the Improvements.

E. Notwithstanding Subsection 5D above, Subdivider's security shall compensate the City for the actual cost of completing the required Improvements in the event of default by the Subdivider in the performance of this Agreement, regardless of whether the City's cost of completion exceeds the estimated cost of the Improvements.

6. REDUCTION OR RELEASE OF IMPROVEMENT SECURITY

A. Performance security shall be released upon the recordation of the Notice of Completion.

B. If City receives no notice of recorded claims of lien, labor and materials security shall be released in full 90 days after recordation of the Notice of Completion. If City receives notice of any recorded lien, the provisions of the Subdivision Map Act shall apply.

C. No security given for the guarantee or warranty of work shall be released until the expiration of the warranty period and until any claims filed during the warranty period have been settled. As provided in Section 3 of this Agreement, the warranty period shall not commence until recordation of the Notice of Completion. Warranty security not utilized during the warranty period shall be released one year after recordation of the Notice of Completion. However, if at the end of the one-year warranty period, there are one or more outstanding requests by City for performance of work or provision of materials under the terms of the warranty, warranty security shall be retained until the outstanding requests are satisfied or until Subdivider has made other arrangements satisfactory to the City Engineer.

D. City may retain from any security released an amount sufficient to cover costs and reasonable expenses and fees, including reasonable attorneys' fees.

7. INDEMNIFICATION.

A. City and Subdivider agree that City, its elected and appointed officers, officials, employees, agents, contractors, consultants and volunteers ("City Indemnitees") should, to the extent permitted by law, be fully protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation or court costs, or any other cost arising out of or in any way related to the Subdivider's performance of this Agreement (collectively,

“Claims”). Accordingly, the provisions of this indemnity clause are intended by the City and Subdivider to be interpreted and construed to provide the fullest protection possible under the law to City. Subdivider acknowledges that City would not enter into this Agreement in the absence of Subdivider’s commitment to indemnify and protect City as set forth herein.

B. To the fullest extent permitted by law, Subdivider shall indemnify, defend with counsel selected by City, and hold harmless the City Indemnitees from and against any and all Claims of every nature arising out of or in connection with Subdivider’s performance of this Agreement or failure to comply with this Agreement. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Subdivider from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any Claims whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Subdivider acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

C. The obligations of Subdivider under this Section 7 will not be limited by the provisions of any workers’ compensation act or similar act. Subdivider expressly waives its statutory immunity under such statutes or laws as to the City Indemnitees.

D. Subdivider’s obligations under this Section 7 are not conditioned or dependent upon whether the City, or its officers, agents and employees, prepared, supplied or reviewed any Improvement Plans or related specifications in connection with the Subdivision or the Improvements, or has insurance or other indemnification covering any of these matters.

E. Subdivider’s obligation to indemnify, hold harmless and defend the City Indemnitees shall extend to injuries to persons and damages to or alleged taking of property resulting from the design or construction of the Subdivision, and the Improvements required herein, and shall likewise extend to adjacent property owners asserting claims based upon the diversion of waters caused by the Subdivider’s related design or construction of public drainage systems, streets, and other public facilities or improvements. The City’s acceptance of the Improvements shall not constitute an assumption by the City of any responsibility or liability for any damage or alleged taking of property referenced herein. City shall not be responsible or liable for the design or construction of the Subdivision or the Improvements constructed or installed pursuant to the approved Improvement Plans or the Final Map, regardless of any act or omission by the City in approving the Improvement Plans or the Final Map, unless the particular Improvement design was required by the City over the written objection of the Subdivider, which objection stated that the Improvement design was potentially dangerous or defective and set forth an alternative design. This indemnification obligation shall survive the expiration or termination of this Agreement. Notwithstanding anything contained in this Section 7 to the contrary, Subdivider’s improvement security shall not be required to secure the Subdivider’s obligations under this Section 7 beyond the one-year guarantee and warranty period.

F. Subdivider agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 7 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Subdivider in the performance of this Agreement.

8. INSURANCE.

A. Prior to commencement of work on the Improvements, the Subdivider shall obtain, and shall, at its sole costs and expense, carry, maintain, and keep in full force and effect insurance of the types and in the amounts as set forth below:

i. Comprehensive General Liability Insurance in an amount not less than **One Million Dollars (\$1,000,000.00)** including bodily injury, property damage, products, completed operations and contractual liability coverage.

ii. Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of **One Million Dollars (\$1,000,000.00)** per occurrence.

iii. Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Subdivider. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than **One Million Dollars (\$1,000,000.00)** per accident.

iv. Professional Liability Insurance against errors and omissions in the performance of the work under this Agreement with coverage limits of not less than **One Million Dollars (\$1,000,000.00)**.

B. City and its officers, employees, agents, and volunteers shall be named as additional insureds with respect to each of the insurance policies required under this Agreement except for Statutory Workers' Compensation Insurance and Employer's Liability Insurance and Professional Liability Insurance. The coverage shall contain no special limitations on the scope of protection afforded to City or its officers, officials, employees, agents, or volunteers. An endorsement must state that coverage is primary insurance with respect to the City and its officers, officials, employees, agents and volunteers, and that no insurance or self-insurance maintained by the City shall be called upon to contribute to a loss under the coverage.

C. Subdivider shall require each of its subcontractors, if any, to maintain insurance coverage that meets all of the requirements of this Agreement.

D. The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California. The policy or policies for Comprehensive General Liability Insurance, Automobile Liability Insurance, Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be issued by an insurer with a rating of at least A:VII in the latest edition of Best's Insurance Guide.

E. Subdivider agrees that if it does not keep the insurance required by this Section 8 in full force and effect the City may declare Subdivider in default; or take out the necessary insurance and pay, at Subdivider's expense, the premium thereon.

F. Prior to commencement of the work on the Improvements, Subdivider shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the insurance policies required by this Section 8 are in effect in the required amounts and naming the City as an additional insured. Subdivider shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).

G. Subdivider shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.

H. All insurance policies required herein shall be written on an occurrence basis and shall name the City Indemnitees as additional insureds, with the exception of professional liability insurance, which shall be written on a claims-made basis. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty (30) days' prior written notice to City. Subdivider agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

I. Subdivider's insurance coverage shall be primary insurance and shall not be contributing with any insurance or self-insurance maintained by City, and the policies shall so provide. The insurance policies shall contain a waiver of subrogation for the benefit of the City.

J. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Subdivider shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Subdivider shall procure a bond guaranteeing payment of losses and expenses.

9. OWNERSHIP OF THE IMPROVEMENTS

A. Ownership of all or any category of the Improvements constructed and installed by the Subdivider pursuant to this Agreement and to be dedicated to the City pursuant to the Final Map shall, as applicable, vest in the City upon recordation of a Notice of Completion.

B. The Subdivider shall at all times prior to the acceptance of the Improvements by the City, give good and adequate warning to the public of each and every dangerous and defective condition caused by the construction of the Improvements of which Subdivider or its agents or employees have knowledge and shall take all steps reasonably necessary under the circumstances to protect the public from such dangerous or defective conditions, if any.

10. DEFAULT AND BREACH BY THE SUBDIVIDER AND REMEDIES

A. Upon the occurrence of any of the following events, the Subdivider shall be deemed to be in default under this Agreement:

1. Subject to any time extensions granted in accordance with Section 4, failure to commence construction and installation of the Improvements by the commencement date set forth above in the Subdivision Reference Data;

2. Failure to correct or cure any defect in the Improvements during the one-year guarantee and warranty period, as required by Section 3A or failure to commence correction or cure of any such defect or failure to diligently prosecute same to completion;

3. Subject to any time extensions granted in accordance with Section 4, failure to perform substantial construction work, after commencement of work on the Improvements, for a period of thirty (30) days after written notice thereof from the City;

4. Insolvency, appointment of a receiver, or the filing of any petition in bankruptcy, whether voluntary or involuntary, and such is not cured or discharged within a period of sixty (60) days;

5. Commencement of a foreclosure action against the Subdivision or any portion thereof, or any conveyance by the Subdivider in lieu or in avoidance of foreclosure; or

6. Failure to perform any other obligations in accordance with the terms and provisions of this Agreement within thirty (30) days after written notice thereof from the City.

B. City reserves to itself all remedies available to it at law or in equity for any breach of Subdivider's obligations under this Agreement. City shall have the right, without limitation of other rights or remedies, to draw upon or utilize any improvement security furnished hereunder to mitigate City's damages in the event of Subdivider's default.

C. The City may serve written notice of any default upon the surety on any corporate surety bond furnished as improvement security hereunder, and request that said surety take over and complete the Improvements herein specified. If such surety, within fifteen (15) days after service of such notice of default, does not give the City written notice of its intention to perform this Agreement, or does not commence such performance within five (5) days after notice to the City of such intention to perform, the City may take over the work and prosecute the same to completion, by contract or by any other method the City deems advisable, for the account and at the expense of the Subdivider and its surety.

D. Subdivider acknowledges that the Estimated Total Costs and improvement security amounts set forth herein may not reflect the actual cost of construction or installation of the Improvements, and, consequently, City's damages for Subdivider's default shall be measured by the cost of completing the required Improvements. If the damages incurred by the City in taking over and completing the Improvements exceeds the principal amount of the improvement

security, then the Subdivider shall reimburse the City in the amount of such excess damages.

E. City may, without liability for so doing, take possession of, and utilize in completing the Improvements, such materials, appliances, plants and other property belonging to Subdivider as may be on the site of the work and necessary for the performance of the work. Subdivider hereby consents to entry by the City and its forces, including contractors, upon any real property in the Subdivision owned by Subdivider or by any assignee of this Agreement, in the event the City elects to maintain or complete the work on the Improvements following Subdivider's default.

F. The City's failure to take an enforcement action with respect to a default, or to declare a default or breach, shall not be construed as a waiver of that default or breach or any subsequent default or breach of the Subdivider.

G. If City sues to compel Subdivider's performance of this Agreement, or to recover from Subdivider or Subdivider's sureties damages or costs incurred in completing or maintaining the work on the Improvements, Subdivider agrees to pay all reasonable attorneys' fees and other costs and expenses of litigation incurred by the City in connection therewith, even if Subdivider subsequently resumes and completes the work.

11. RELATIONSHIP OF THE PARTIES

Neither Subdivider, nor any of Subdivider's contractors, employees or agents, are or shall be deemed to be, agents of the City in connection with the performance of Subdivider's obligations under this Agreement.

12. ASSIGNMENT

A. Subdivider shall not assign this Agreement without the prior written consent of the City which will not be unreasonably withheld or delayed. Any attempted or purported assignment in violation of this subparagraph shall be null and void and shall have no force or effect. In the event of such assignment, replacement bonds, in a form satisfactory to City, shall be provided to City.

B. The sale or other disposition of the Subdivision shall not relieve Subdivider of its obligations hereunder. If Subdivider intends to sell the Subdivision, or any portion thereof, to any other person or entity, the Subdivider may request a novation of this Agreement and a substitution of improvement security. Upon the City's approval of the novation and substitution of improvement security, which shall not be unreasonably withheld or delayed, the Subdivider may request a release or reduction of the improvement security furnished pursuant to this Agreement, which shall not be unreasonably denied.

13. NOTICES

All notices required or provided for in this Agreement shall be in writing and delivered in person or by mail, postage prepaid, to the addresses set forth below, or such other address that either party may hereafter designate in writing to the other. Notice shall be effective on the date that it is delivered in person, or, if mailed, three (3) days after the date of deposit in the United States Mail.

If to the City:

Bob Lindsey, City Manager
City of La Puente
15900 E. Main Street
La Puente, CA 91744
Email: blindsey@lapuente.org
Tel: (626) 855-1501
Fax: (626) 961-4626

And:

Jesse Jauregui, City Attorney
Olivarez Madruga Law Organization, LLP
500 S. Grand Avenue, 12th Floor
Los Angeles, CA 90071
Email: jjauregui@omlowlaw.com
Tel: (213) 744-0099

If to the Subdivider:

Dat Wong
5635 Angelus Avenue
San Gabriel, CA 91776
Email: dathwong@yahoo.com
Tel: (626) 627-5393

14. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the Parties with respect to its subject matter. All modifications, amendments, or waivers of any terms of this Agreement shall be in writing and signed by the duly authorized representatives of the Parties.

15. SEVERABILITY

The provisions of this Agreement are severable. If any portion of this Agreement is held invalid by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect.

16. INCORPORATION OF SUBDIVISION REFERENCE DATA AND RECITALS

The Recitals and Exhibit A are incorporated into this Agreement.

17. GOVERNING LAW AND VENUE

This Agreement shall be governed and construed in accordance with the laws of the State of California without regard to principles of conflicts of laws. The venue for any litigation shall be Los Angeles County, California or in the United States District Court for Central District of California.

18. CAPTIONS

The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and shall have no significance in the interpretation of this Agreement.

19. SIGNATURES

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

20. AUTHORITY

Each person executing this Agreement hereby represents and warrants (i) their authority to do so, and (ii) that such authority has been duly and validly conferred.

21. EFFECTIVE DATE OF THE AGREEMENT

This Agreement shall be and become effective as of the date that it is executed by a duly authorized officer or employee of the City, it being the intention of the Parties that the Subdivider shall first execute this Agreement and thereafter submit it to the City. The City shall insert the Effective Date in the Subdivision Reference Data in all counterparts of this Agreement and shall transmit a fully executed counterpart to the Subdivider.

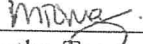
[Signature Page to Follow].

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

City of La Puente ("City")

By: 
Bob Lindsey, City Manager

ATTEST:


Martha Torres, City Clerk

Approved as to form:

By: 
Jesse Jauregui, City Attorney

Dat Wong ("Subdivider")

By: 

DAT WONG,
Name, Title

EXHIBIT A

CATEGORIES OF IMPROVEMENTS

1. **Survey Monuments:** (a) Set monuments (2 EA)

Estimated Cost: \$2,000.00

2. **Off-Site Improvements:** (a) Driveway approach (1 EA)
(b) Parkway drain (1 EA)
(c) Construct curb & gutter (75 LF)
(d) Construct new sidewalk along frontage (300 SF)
(e) 24" Box Tree (1 EA)

Estimated Cost: \$10,375.00

ESTIMATED COST FOR ALL IMPROVEMENTS: \$12,375.00

10% CONTINGENCY: \$1,237.50

TOTAL COST FOR ALL IMPROVEMENTS
PLUS CONTINGENCY: \$13,612.50

PERFORMANCE BOND (100%): \$13,612.50

PAYMENT BOND (100%): \$13,612.50

WARRANTY BOND (25%): \$3,403.13

TOTAL IMPROVEMENT BOND AMOUNT: **\$30,628.13**

ACKNOWLEDGMENT

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

State of California

County of Los Angeles

On September 2, 2022 before me, SANDY LEE

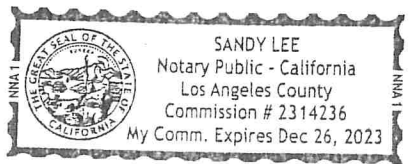
A Notary Public personally appeared DAI WONG

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

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

WITNESS my hand and official seal.

Signature [Handwritten Signature]



(Seal)

Description of Attached Document

Title or Type of Document: Subdivision Improvement Agreement Final Tract Map # S2336
Document Date: July 11, 2023 Number of Pages: 15

Date

Opened: 10/31/2023

Certificate of Deposit

Certificate Number: 818034299

Account Number: 818034299

SSN/TIN Number: _____

Amount of


Deposit: **** Thirty Thousand Six Hundred Twenty-Eight Dollars And Thirteen Cents**** \$ **** 30,628.13****

This Certificate is Issued to:

Issuer:

AMAR ESTATES LLC
 * THE CITY OF LA PUENTE AS JOINT OWNER/CERTIFICATE HOLDER*
5635 ANGELUS AVE
SAN GABRIEL , CA 91776

UNITED PACIFIC BANK
1630 S. AZUSA AVENUE
CITY OF INDUSTRY, CA 91748

By 

Not Negotiable - Not Transferable.

This account is subject to all the terms and conditions stated in the Certificate of Deposit Disclosures, as they may be amended from time to time, and incorporates the Certificate of Deposit Disclosures by reference into this agreement.

This certificate may be redeemed on 10/31/2025 only upon presentation of the certificate to the Financial Institution.

The initial term of this certificate of deposit is 24 Months.

The interest rate of this certificate of deposit is 3.688 % with an annual percentage yield of 3.75 %.

The rate on this certificate is fixed variable. The interest will be:

added to principal

paid to _____ account (No. _____)

mailed to the owner(s)

Automatic Renewal _____

Endorsements - Sign only when you request withdrawal.

X _____

X _____

RECORDING REQUESTED BY
CITY OF LA PUENTE
AND WHEN RECORDED MAIL TO

NAME CITY OF LA PUENTE
CITY CLERK
STREET ADDRESS 15900 East Main Street
CITY La Puente CA 91744
STATE California
ZIP 91744

EXEMPT FROM FILING FEES PER GOV. CODE SECTION 6103

SPACE ABOVE LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. (See reverse side for complete requirements.)

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is City of La Puente
3. The full address of the owner is 15900 East Main Street, La Puente, CA 91744
4. The nature of the interest or estate of the owner is: in fee.

(if other than Fee, strike "In fee" and insert, for example, "purchaser under contract of purchase", or "lessee")

5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES	ADDRESSES
-------	-----------

6. The full names and addresses of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work or improvements herein referred to:

NAMES	ADDRESSES
-------	-----------

7. A work of improvement on the property hereinafter described was substantially completed on May 30, 2026.

8. The work done was: Construction of driveway, curb & gutter, and sidewalk, and installation of survey monuments for Tract 82839.

9. The names of the contractor, if any, for such work of improvement was: Amar Estates LLC

(If no contractor for work of improvement as a whole, insert "None")

NA

(Date of Contract)

10. The property on which said work of improvement was completed is in the City of: La Puente
County of Los Angeles, State of CA, and is described as follows: Off-Site Public Improvements for Tract 82839.

11. The street address of said property is 15616 Amar Road

(If no street address has been officially assigned, insert "none".)

Executed on _____ at La Puente, CA

(Signature of Owner or corporate officer of Owner named in paragraph 2, or agent)

VERIFICATION

I, the undersigned, say: I am the City Clerk of the City of La Puente, the declarant of the foregoing Notice of Completion. I have read said Notice of Completion and know the contents thereof; the same is true to my own knowledge. I declare under penalty of perjury that the foregoing is true and correct. Executed on _____ at La Puente, CA

City of La Puente, City Clerk



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services
Gisel Rubio-Lopez, Housing & Grants Analyst

Subject: CONSIDERATION OF AWARD OF YOUTH WORKFORCE GRANT SUBRECIPIENT AGREEMENTS TO SIMPLE SOLUTIONS

BACKGROUND/DISCUSSION

The City of La Puente was awarded funding through the Governor's CaliforniansForAll Youth Workforce Initiative to implement a Youth Workforce Development Program that provides employment opportunities, workforce training, and supportive services to local youth. The program is designed to help participants develop job skills, gain work experience, and overcome barriers to employment.

As part of the program, the City entered into an agreement with Goodwill Southern California to provide wraparound services and participant support. While Goodwill is a well-established organization with experience delivering workforce development services, staff determined that the program structure was not fully meeting the City's desired service delivery goals and participant support needs.

To ensure participants receive the level of individualized support necessary to successfully complete the program and transition into long-term employment opportunities, staff elected to discontinue services with Goodwill and explore alternative service providers that could better align with the City's program objectives.

Following the conclusion of services with Goodwill, staff evaluated alternative service providers and met with representatives from Simple Solutions Psychotherapy to discuss the City's workforce development goals, participant needs, and program requirements.

Simple Solutions Psychotherapy is a behavioral health and workforce support organization serving youth and young adults throughout Southern California. The organization specializes in individualized case management, mentorship, career readiness, life skills training, barrier removal services, and workforce development programming. Their proposed program includes comprehensive intake assessments, individualized service plans, one-on-one case management, group-based life skills and job readiness training, financial literacy education, mentorship opportunities, and employment support services.

Under the proposed agreement, services will be available to all participants enrolled in the City's Youth Workforce Development Program. Priority will be given to participants who are approaching the completion of their work experience hours and preparing to exit the program. Services will focus on helping participants overcome barriers to employment, strengthen workplace readiness skills, and secure employment opportunities following completion of the program.

The proposed agreement has a not-to-exceed amount of \$100,000 and will provide wraparound services for up to 75 participants. The program utilizes a reimbursement-based structure under which the City will only be invoiced for services that are delivered and documented.

Staff believes the proposed partnership with Simple Solutions Psychotherapy will strengthen participant outcomes by providing a more individualized and comprehensive approach to workforce development support and employment preparation.

FISCAL IMPACT

This program will be funded exclusively by a state grant, and there is no impact to the General Fund. The available funding awarded to the City is \$2,000,000. The sum of the subrecipient agreements awarded herein is an amount not-to-exceed \$100,000.

RECOMMENDATION

It is recommended that the City Council: (1) award the subrecipient agreement to Simple Solutions Psychotherapy; and (2) authorize the City Manager to execute all documents necessary to effectuate these agreements.

ATTACHMENTS

- A. Youth Workforce Grant Agreement Simple Solutions

CITY OF LA PUENTE

PROFESSIONAL SERVICES AGREEMENT

This PROFESSIONAL SERVICES AGREEMENT (“Agreement”), is made and effective as of June 23, 2026 (“Effective Date”), between the City of La Puente, a municipal corporation (“City”) and Simple Solutions Psychotherapy, a California nonprofit public benefit corporation (“Consultant”). The City and Consultant are hereinafter collectively referred to as the “Parties”.

RECITALS

WHEREAS, City desires to engage Consultant to perform the services described herein, and Consultant desires to perform such services in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

1. TERM

This Agreement shall commence on June 23, 2026 (the “Commencement Date”), and shall terminate on, December 30, 2026 (the “Expiration Date.”)

2. SERVICES

(a) Consultant shall perform the tasks (“Services”) described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full (“Scope of Services”). Tasks other than those specifically described in the Scope of Services shall not be performed without prior written approval of the City. In the event of conflict or inconsistency between the terms of this Agreement and Exhibit A, the terms of this Agreement shall prevail.

(b) City shall have the right to request, in writing, changes to the Services. Any such changes mutually agreed upon by the Parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

(c) Consultant shall perform all Services in a manner reasonably satisfactory to the City and in a manner in conformance with the standards of quality normally observed by an entity providing workforce development, job training, and youth employment services for a municipal agency.

(d) Consultant shall comply with all applicable federal, state, and local laws, regulations and ordinances in the performance of this Agreement, including but not limited to, the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*). During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working on the Effective Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute or law; and (ii) City has not consented in writing to Consultant’s performance of such work. No officer or employee of City shall have

any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.* Consultant hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous twelve (12) months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of Government Code §1090 *et. seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for Services performed pursuant to this Agreement, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

(e) Consultant represents that it has, or will secure at its own expense, all licensed personnel required to perform the Services. All Services shall be performed by Consultant or under its supervision, and all personnel engaged in the Services shall be qualified and licensed to perform such services.

(f) Consultant shall implement a Youth Workforce Development Program serving eligible youth participants, including but not limited to paid work experience, job readiness training, career pathway development, and supportive services. Consultant shall ensure that program participants are provided with individualized case management, employment planning, and access to supportive services designed to address barriers to employment.

3. MANAGEMENT

The City Manager, or his/her designee, shall represent the City in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by Consultant, but shall have no authority to modify the Services or the compensation due to Consultant.

4. PAYMENT

(a) The City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B (“Rate Schedule”), attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed **ONE HUNDRED THOUSAND DOLLARS (\$100,000)** for the total Term of the Agreement unless additional payment is approved as provided in this Agreement.

(b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City and Consultant at the time City’s written authorization is given to Consultant for the performance of said services.

(c) Consultant shall submit invoices monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as

practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Consultant's fees it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this Agreement shall be made within 45 days of receipt of an invoice therefore.

5. SUSPENSION OR TERMINATION OF AGREEMENT

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant shall submit an invoice to the City pursuant to Section 4 of this Agreement.

6. OWNERSHIP OF DOCUMENTS

(a) Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to review such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office, and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. Consultant hereby grants to City all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by Consultant in the course of providing the services under this Agreement excluding Consultants standard details, standard specifications and calculations. All reports, documents, or

other written material developed by Consultant in the performance of the Services pursuant to this Agreement, shall be and remain the property of the City.

(c) Reporting, Recordkeeping, and Audit:

Consultant shall comply with all programmatic and financial reporting, recordkeeping, monitoring, and audit requirements associated with this Agreement.

(1) Reporting Requirements. Consultant shall submit programmatic and financial reports to the City in a form and frequency prescribed by the City. At a minimum, Consultant shall provide:

(i) Monthly reports detailing participant enrollment, activities, hours worked, services provided, and expenditures incurred;

(ii) Quarterly performance reports summarizing program outcomes, including participant progress, completions, employment placements, and other performance metrics required by the City or funding agency; and

(iii) A final report upon completion of the Agreement term summarizing total program performance, outcomes, and expenditures.

(2) Financial Documentation. Consultant shall maintain complete and accurate financial records, including but not limited to general ledgers, invoices, payroll records, timesheets, receipts, and supporting documentation sufficient to substantiate all costs incurred under this Agreement. All expenditures must be necessary, reasonable, and directly related to the performance of the Services.

(3) Record Retention. Consultant shall retain all financial and programmatic records related to this Agreement for a minimum of five (5) years following final payment, or longer if required by applicable federal, state, or local regulations.

(4) Monitoring and Desk Reviews. The City, or its authorized representatives, shall have the right to conduct monitoring activities, including desk reviews and on-site visits, to evaluate Consultant's performance, compliance with program requirements, and financial management. Consultant shall cooperate fully and provide access to all requested records, documents, and personnel.

(5) Audit and Inspection. Consultant shall make all records, documents, and accounts related to this Agreement available for inspection, audit, and copying by the City, the State of California, California Volunteers, or any other authorized governmental agency, at any reasonable time. Consultant agrees to comply with all applicable audit requirements, including the Single Audit Act, if applicable.

(6) Corrective Action and Disallowed Costs. If any monitoring review or audit identifies deficiencies, noncompliance, or questioned costs, Consultant shall promptly take corrective action as directed by the City. The City reserves the right to withhold payments, disallow costs, or require repayment of funds for any ineligible, unsupported, or noncompliant expenditures.

(7) Compliance with Grant Requirements. Consultant shall comply with all applicable requirements of the funding source, including reporting, documentation, and performance standards established by California Volunteers and any other applicable state or federal agency.

7. INDEMNIFICATION

(a) Indemnity for professional liability

When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless the City and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or Subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

(b) Indemnity for other than professional liability

Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or agency for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

(c) Duty to Defend

In the event the City, its officers, employees, agents and/or volunteers are made a party to any action, claim, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this Agreement, and upon demand by City, Consultant shall reimburse the City for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters in an amount that is proportionate to the finding of liability against Consultant.

Payment by City is not a condition precedent to enforcement of this indemnity.

8. INSURANCE

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit C attached hereto and incorporated herein by reference.

9. INDEPENDENT CONSULTANT

(a) Consultant is and shall at all times remain as to the City a wholly independent consultant and/or independent contractor. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultants exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against the City, or bind the City in any manner.

(b) No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

10. LEGAL RESPONSIBILITIES

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

11. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City has or will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

12. NO BENEFIT TO ARISE TO LOCAL OFFICERS AND EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

13. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

(a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Consultant, its officers, employees, agents, or subconsultants, shall not without written authorization from the City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City, unless otherwise required by law or court order. (b) Consultant shall promptly notify City should Consultant, its officers, employees, agents, or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this Agreement and the work performed there under or with respect to any project or property located within the City, unless Consultant is prohibited by law from informing the City of such Discovery, court order or subpoena. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless City is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to Consultant in such proceeding, Consultant agrees to cooperate fully with the City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

14. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

If to City:

Robert Lindsey, City Manager
City of La Puente
15900 E. Main Street
La Puente, CA 91744
Tel: (626) 855-1501

With a copy to:

Susie Altamirano, Esq.
Olivarez Madruga Law Organization, LLP
500 S. Grand Avenue, 12th Floor
Los Angeles, CA 90071
Tel: (213) 744-0099

If to Consultant:

Simple Solutions Psychotherapy
c/o Dr. Saniyyah Mayo, DMFT, Founder & C.E.O.
8350 Archibald Ave., Suite 110
Rancho Cucamonga, CA, 91730
Tel: (909) 527-3463

15. ASSIGNMENT

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City.

Before retaining or contracting with any subconsultant for any services under this Agreement, Consultant shall provide City with the identity of the proposed subconsultant, a copy of the proposed written contract between Consultant and such subconsultant which shall include and indemnity provision similar to the one provided herein and identifying City as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed subconsultant carries insurance at least equal to that required by this Agreement or obtain a written waiver from the City for such insurance.

Notwithstanding Consultant's use of any subconsultant, Consultant shall be responsible to the City for the performance of its subconstulant as it would be if Consultant had performed the Services itself. Nothing in this Agreement shall be deemed or construed to create a contractual relationship between the City and any subconsultant employed by Consultant. Consultant shall be solely responsible for payments to any subconsultants. Consultant shall indemnify, defend and hold harmless the Indemnified Parties for any claims arising from, or related to, the negligent services performed by a subconsultant under this Agreement.

16. GOVERNING LAW/ATTORNEYS' FEES

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court in Los Angeles County, California. If any action at law or suit in equity is brought to enforce or interpret the provisions of this Agreement, or arising out of or relating to the Services provided by Consultant under this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and all related costs, including costs of expert witnesses and consultants, as well as costs on appeal, in addition to any other relief to which it may be entitled.

17. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this Agreement or with respect to the terms and conditions of this Agreement, are merged into this Agreement and shall be of no further force or effect. Each party is entering into

this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

18. SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

19. COUNTERPARTS

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

20. CAPTIONS

The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and shall have no significance in the interpretation of this Agreement.

21. WAIVER

The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing.

22. REMEDIES

Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies.

(Signatures on following page)

23. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of Consultant represents and warrants that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date.

“CITY”
City of La Puente

“CONSULTANT”
**Simple Solutions Psychotherapy, a
California nonprofit public benefit
corporation**

By: _____
Robert Lindsey, City Manager

By: _____
Dr. Saniyyah Mayo, DMFT,
Founder & Chief Executive Officer

Attest:

By: _____
Martha Torres, MPA, City Clerk

Approved as to form:

By: _____
Susie Altamirano, Esq., City Attorney

Attachments:	Exhibit A	Scope of Services
	Exhibit B	Rate Schedule
	Exhibit C	Insurance Requirements

EXHIBIT A

SCOPE OF SERVICES

2.1 Program Overview

SSP will deliver a structured 20-hour wraparound services package to each enrolled participant, combining individualized case management with cohort-based group programming. The model reflects the City's stated priorities: every participant receives one-on-one support to identify and remove barriers to employment, alongside group instruction in life skills, career readiness, and job readiness, reinforced through structured mentorship.

Each participant's 20-hour service package is composed of three components:

- **Intake, Assessment & Individualized Service Plan (2 hours).** A comprehensive intake including barrier assessment, employment readiness screening, and development of a written Individualized Service Plan (ISP) that guides all subsequent services. The ISP is a documented deliverable retained in the participant file and available to the City upon request.
- **Individual Case Management & Barrier Removal (5 hours).** One-on-one sessions addressing the specific barriers identified at intake — transportation, documentation, housing instability, justice-system obligations, behavioral health linkages, childcare, and related needs — delivered on a schedule responsive to each participant's circumstances.
- **Group Programming (13 hours).** Facilitated cohort sessions (10–12 participants) covering life skills development, career readiness, job readiness training, financial literacy fundamentals, workplace communication, and peer mentorship circles. Sessions are delivered in two-hour blocks using SSP's trauma-informed group curricula.

Participants requiring support beyond 20 hours will be identified through SSP's monthly reporting, and additional hours will be delivered only with the City's prior written approval, consistent with the City's stated case-by-case process.

2.2 Two Delivery Tracks

Because the City is enrolling participants on a rolling basis and has asked that participants nearing the end of their available program hours be prioritized, SSP will operate two parallel delivery tracks at no difference in price:

- **Standard Track (8–10 weeks).** The full 20-hour package delivered at a sustainable weekly pace: weekly or biweekly group sessions with individual case management interspersed according to the ISP.
- **Accelerated Track (2–3 weeks).** For participants approaching program exit, the same 20-hour package delivered intensively: stacked group sessions, front-loaded case management, and expedited barrier-removal action steps, ensuring no participant exits

the program without receiving their full complement of services before the December 30, 2026 contract end date.

Upon receipt of the City's participant roster, SSP will triage all participants by remaining program runway and assign tracks accordingly, with track assignments reflected in the first monthly report.

2.3 Scheduling & Site Logistics

To maximize service hours and contain delivery costs – which directly supports the competitive pricing in Section 3 – SSP proposes the following operational terms:

- **City-provided group space.** Group sessions will be held at the La Puente Community Center or another City-designated facility, keeping services accessible to participants in their own community.
- **Batched session days.** Group sessions for multiple cohorts will be scheduled back-to-back on designated service days, concentrating staff deployment efficiently.
- **Confirmation threshold.** Group sessions will be scheduled with a minimum of six (6) confirmed participants drawn from the City-provided roster. Where confirmations fall below the threshold, affected participants will be consolidated into the next scheduled session so that no participant loses access to hours.
- **Exit definition.** A participant will be considered exited from SSP services following three (3) consecutive missed scheduled contacts despite documented outreach attempts. Final billing for an exited participant reflects only services actually delivered (see Section 3.4).

2.4 Staffing & Supervision

Services will be delivered by SSP case managers and group facilitators experienced in serving justice-involved, foster-connected, and behavioral-health-engaged young adults, operating under the clinical and administrative oversight of SSP leadership. All staff receive trauma-informed care training, and SSP maintains supervision structures consistent with its CalAIM Enhanced Care Management operations.

2.5 Pre-Existing Intellectual Property

SSP's life skills, career readiness, and group programming curricula are pre-existing, proprietary materials developed prior to and independent of this engagement. They are licensed to the program for use in service delivery and do not constitute materials or products created under the contract. Reports, rosters, and participant-specific deliverables produced under the contract will be the City's in accordance with the contract's ownership provisions.

EXHIBIT B
RATE SCHEDULE

3. Pricing Structure & Rationale

SSP's pricing is unit-based: the City is invoiced only for services actually delivered, documented participant by participant, within firm not-to-exceed limits at both the participant and contract level. This structure was designed specifically for a reimbursement-based subaward – every invoice line corresponds to a documented service unit, which simplifies the City's fiscal review and audit trail.

3.1 Rate Card

Service Unit	Rate	Unit Basis
Intake, Assessment & Individualized Service Plan	\$250	One-time, per participant
Individual Case Management & Barrier Removal	\$95	Per hour
Group Programming – per-participant rate	\$35	Per participant, per group hour
Group Programming – base session rate (minimum)	\$420	Per two-hour session delivered

Group sessions are billed at the greater of (a) the per-participant rate for participants in attendance (\$35 per participant per group hour), or (b) the base session rate of \$420 per two-hour session delivered. The base session rate is explained in Section 3.3.

3.2 Full Package Value Per Participant

Component	Hours	Rate	Amount
Intake, assessment & service plan	2	Flat	\$250
Individual case management	5	\$95/hr	\$475
Group programming	13	\$35/participant-hr	\$455
Per-Participant Not-to-Exceed (20-hour package)	20	—	\$1,180

The blended effective rate across the full 20-hour package is \$59 per service hour – a rate made possible by the efficiency of cohort-based group delivery, and substantially below prevailing market rates for individually delivered case management services of comparable clinical quality in Los Angeles County.

The base session rate of \$420 per delivered two-hour group session is the structural safeguard that allows SSP to offer a \$35 per-participant-hour group rate — roughly one-third the cost of equivalent individually delivered services — while remaining fiscally responsible.

The cost of delivering a group session is fixed, not variable. Whether three participants attend or twelve, SSP incurs the same costs for every session: a credentialed facilitator’s preparation and delivery time, staff travel from Rancho Cucamonga to La Puente, curriculum materials, attendance documentation, and post-session reporting. Under a purely attendance-based rate, a session attended by three participants would bill \$210 against a fixed delivery cost that exceeds that amount — meaning SSP would lose money providing the service. No responsible provider can sustain that structure, and providers who price as though attendance is guaranteed typically recover the risk by inflating the per-participant rate for everyone.

The base session rate solves this transparently. It functions as a floor equivalent to six attending participants. When attendance is seven or higher, the City pays only the per-participant rate — and receives the full benefit of group efficiency. When attendance falls below six, the City pays the documented fixed cost of the session that was delivered: a real service, staffed, prepared, and held, regardless of turnout. The City never pays for participants who are absent; it pays for sessions that occur. Worked examples:

Attendance (2-hour session)	Billing Basis	Session Invoice
12 participants	Per-participant rate	\$840
8 participants	Per-participant rate	\$560
6 participants	Base session rate (floor)	\$420
3 participants	Base session rate (floor)	\$420

SSP pairs this safeguard with the operational commitments in Section 2.3 — the six-participant confirmation threshold, cohort consolidation, and batched scheduling — which are designed to make invocation of the base rate the exception rather than the norm. The structure aligns incentives on both sides: SSP is motivated to fill every session, and the City is protected from paying full-cohort prices for under-attended ones. Participants attending a base-rate session are still credited their service hours toward the 20-hour package; the per-participant and base-rate amounts are never billed additively for the same session.

3.4 Early Exit & Partial Completion Billing

Attrition is a realistic feature of serving young people facing significant barriers, and the pricing structure accounts for it directly. Because billing is unit-based, a participant who exits early is billed only for the services actually received — the City never pays the full package price for a partial engagement. The flat intake unit ensures SSP’s most labor-intensive work, performed at

the front of every engagement, is recovered regardless of when a participant exits; the Individualized Service Plan is a completed, documented deliverable whether or not the participant continues. Illustrative scenarios:

Exit Point	Services Billed	Total Billed
Exit after intake only	Intake unit	\$250
Exit at 10 hours (intake + 3 individual + 5 group)	\$250 + \$285 + \$175	\$710
Exit at 15 hours	Units delivered	\$945 (typical)
Full 20-hour completion	Full package	\$1,180

Replacement reallocation. Amounts unbilled due to early exits remain available within the contract not-to-exceed amount to serve replacement enrollees referred by the City, so attrition results in more youth served rather than unspent funds.

3.5 Hours Beyond 20 – Approved Overages

Where a participant requires support beyond the 20-hour package, SSP will flag the participant in its monthly report and request the City's written approval before additional hours are delivered, consistent with the City's case-by-case process. Approved overage hours are billed at:

Approved Overage Service	Rate
Individual case management	\$95/hr
Group programming	\$40/participant-hr

3.6 Invoicing & Payment Terms

- Invoices are submitted monthly, itemized by participant and service unit, with supporting service logs and attendance documentation, in the format prescribed by the City.
- Billing reflects actual enrollment and services delivered – the City is never invoiced for unenrolled capacity.
- All billing is subject to the per-participant not-to-exceed of \$1,180 (exclusive of approved overages) and the contract not-to-exceed of \$97,350.
- Payment on a reimbursement basis, monthly, consistent with the City's subaward terms.

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting Consultant's indemnification of City, and prior to commencement of the Services, Consultant shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000.00 per occurrence, \$2,000,000.00 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000.00 combined single limit for each accident.

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement and Consultant agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000.00).

Consultant shall submit to City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of Agency, its officers, agents, employees and volunteers.

Proof of insurance. Consultant shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsement must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this contract. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Consultant, his agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant, or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the Agency nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass Through Clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

City's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City and Consultant may renegotiate Consultant's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by the City. The City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City.

Timely notice of claims. Consultant shall give the City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Abraham Tellez, Director of Development Services
Juan Galvan, Senior Planner

Subject: SECOND READING AND CONSIDERATION OF ADOPTION OF ORDINANCE NO. 26-996 OF THE CITY COUNCIL OF THE CITY OF LA PUENTE APPROVING MUNICIPAL CODE AMENDMENT NO. 26-01 (TITLE 10 ZONING CODE UPDATE AND OFFICIAL ZONING MAP AMENDMENT)

BACKGROUND/DISCUSSION

At its May 26, 2026, meeting, the City Council considered General Plan Amendment No. 26-01 and Municipal Code Amendment No. 26-01, and continued the item to the June 9, 2026, City Council meeting.

On June 9, 2026, the City Council conducted a public hearing and adopted Resolution No. 26-5988, approving General Plan Amendment No. 26-01, adopting the Planning Commission's recommendation and findings, and adopting the CEQA Addendum to the 6th Cycle Housing Element Negative Declaration. The City Council also introduced Ordinance No. 26-996 for first reading. Ordinance No. 26-996 amends Title 10 (Zoning) of the La Puente Municipal Code to add Chapter 10.21 (Religious Congregational Sites Overlay), Chapter 10.51 (Replacement Housing Units), and Chapter 10.52 (Housing Element Sites), and updating the Official Zoning Map.

Ordinance No. 26-996 is now before the City Council for second reading and adoption.

Planning Commission Consideration/Action

At its May 5, 2026 regular meeting, the Planning Commission held a public hearing on General Plan Amendment No. 26-01 and Municipal Code Amendment No. 26-01 relating to Housing Element Program 3 and the CEQA Addendum to the 6th Cycle Housing Element Negative Declaration. At the conclusion of the public hearing, the Planning Commission adopted Resolution No. 26-1596 recommending approval of the proposed General Plan Amendment and Municipal Code Amendment to the City Council.

Environmental Compliance

Pursuant to the California Environmental Quality Act (CEQA), the City has prepared an Addendum to the previously adopted Initial Study/Negative Declaration for the 6th Cycle Housing Element in accordance with CEQA Section 15164.

Staff recommend that the City Council find that the proposed project is consistent with the previously adopted environmental document, that no new significant impacts would occur, and that none of the conditions

described in CEQA Guidelines Section 15162 requiring preparation of a subsequent environmental document are present. Upon approval, staff will file a Notice of Determination.

FISCAL IMPACT

The proposed Ordinance has no direct fiscal impact. Implementation of the amendments may facilitate future development, which could generate additional revenue.

RECOMMENDATION

It is recommended that the City Council (1) adopt Ordinance No. 26-996, an Ordinance of the City Council of the City of La Puente, approving Municipal Code Amendment No. 26-01, amending Title 10 (Zoning) of the La Puente Municipal Code to add Chapter 10.21 (Religious Congregational Sites Overlay), Chapter 10.51 (Replacement Housing Units), and Chapter 10.52 (Housing Element Sites), and updating the Official Zoning Map; and (2) direct staff to file a Notice of Determination for the CEQA Addendum previously adopted by the City Council on June 9, 2026.

ATTACHMENTS

- A. Ordinance No. 26-996 Approving MCA No. 26-01 Attachment C with Exhibit C-1 through D-2
- B. CEQA Addendum

ORDINANCE NO. 26-996

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, AMENDING TITLE 10 (ZONING) OF THE LA PUENTE MUNICIPAL CODE TO IMPLEMENT 6TH CYCLE HOUSING ELEMENT PROGRAMS 3A, 3B, AND 3C IN COMPLIANCE WITH STATE HOUSING LAW

WHEREAS, pursuant to the City’s police power under Article XI, Section 7 of the California Constitution, the City Council has authority to enact ordinances to promote the public health, safety, and welfare; and

WHEREAS, the City has adopted the La Puente Municipal Code (“LPMC”), including Title 10 (Zoning), to regulate land use and development within the City; and

WHEREAS, on October 7, 2022, the California Department of Housing and Community Development (HCD) certified the City’s 6th Cycle Housing Element (2021–2029), which includes programs to remove governmental constraints and facilitate housing production; and

WHEREAS, Programs 3a, 3b, and 3c of the certified Housing Element require the City to amend its Zoning Code to implement ministerial approval processes, ensure no net loss of housing, and facilitate housing development on identified sites; and

WHEREAS, Program 3a requires the establishment of a Religious Congregational Sites Overlay to facilitate affordable housing on properties owned or controlled by religious institutions, consistent with Government Code Sections 65583.2(h) and (i) and

WHEREAS, Program 3b requires the adoption of replacement housing requirements and tenant protections to ensure no net loss of existing housing units and to protect displaced residents, consistent with Government Code Sections 65583.2(g)(3), 65915(c)(3), and 66300(d), and SB 330; and

WHEREAS, Program 3c requires the implementation of ministerial approval processes for qualifying housing developments on Housing Element sites, including reuse sites, prior-cycle sites, and designated Downtown sites, consistent with Government Code Section 65583.2 and related State housing laws; and

WHEREAS, this Ordinance is intended to ensure consistency between the Municipal Code, the General Plan, and State Housing Law, including Government Code Sections 65583.2, 65913.4, and 66300; and

WHEREAS, the City Council has reviewed and considered the Addendum to the 6th Cycle Housing Element Initial Study/Negative Declaration prepared pursuant to CEQA Guidelines Section 15164.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES ORDAIN AS FOLLOWS:

SECTION 1. RECITALS. The City Council finds that the foregoing recitals are true and correct and are incorporated herein by reference.

SECTION 2. CEQA. The City Council finds that an Addendum to the 6th Cycle Housing Element Initial Study/Negative Declaration has been prepared in accordance with CEQA Guidelines Section 15164. The City Council further finds that the proposed amendments are consistent with the prior environmental analysis and that none of the conditions described in CEQA Guidelines Section 15162 requiring additional environmental review have occurred.

SECTION 3. AMENDMENT TO TITLE 10 – PROGRAM 3A Title 10 of the La Puente Municipal Code is hereby amended to add Chapter 10.21 (Religious Congregational Sites Overlay Zone), which establishes ministerial (by-right) approval procedures where at least 20 percent of units are affordable to lower-income households and objective development standards to facilitate affordable housing on qualifying religious and institutional sites, including a permitted density range of 20 to 30 dwelling units per acre, as set forth in Exhibit C-1.

SECTION 4. AMENDMENT TO TITLE 10 – PROGRAM 3B. Title 10 of the La Puente Municipal Code is hereby amended to add Chapter 10.51 (Replacement Housing Units), which establishes one-for-one replacement requirements, long-term affordability standards, and tenant protections for displaced residents, as set forth in Exhibit C-2.

SECTION 5. AMENDMENT TO TITLE 10 – PROGRAM 3C. Title 10 of the La Puente Municipal Code is hereby amended to add Chapter 10.52 (Housing Element Sites), which establishes a ministerial (by-right) approval process for qualifying housing developments on Housing Element sites, including reuse sites, prior-cycle sites, and designated Downtown sites, where at least 20 percent of units are affordable to lower-income households, as set forth in Exhibit C-3.

SECTION 6. ZONING MAP AMENDMENT (OVERLAY APPLICATION)
The Official Zoning Map of the City of La Puente is hereby amended to apply the following overlay designations to specific parcels identified in the City's Housing Element inventory:

- A. Religious Congregational Sites Overlay Zone (Chapter 10.21). The Religious Congregational Sites (RCS) Overlay Zone is hereby applied to the parcels identified in Exhibit D-1, attached hereto and incorporated by reference.
- B. Housing Element Sites (Chapter 10.52). The Housing Element Sites designation is hereby applied to the parcels identified in Exhibit D-2, attached hereto and incorporated by reference.

These overlay designations shall be reflected on the Official Zoning Map and shall apply in addition to the underlying base zoning districts. In the event of a conflict between the overlay provisions and the underlying zoning, the overlay provisions shall control.

SECTION 7. CLERICAL ERRORS. The City Clerk is authorized to make minor, non-substantive corrections to this Ordinance, including typographical errors, formatting issues, and cross-reference corrections.

SECTION 8. SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions.

SECTION 9. EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days after its adoption pursuant to Government Code Section 36937.

SECTION 10. PUBLICATION. The City Clerk shall certify to the adoption of this Ordinance and shall cause it to be published and posted as required by law.

PASSED, APPROVED AND ADOPTED this ___ day of _____, 2026, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Martha Torres, MPA, CMC, City Clerk

EXHIBIT C-1

MCA 26-01 - Program 3a Religious Congregational Sites Overlay

Addition of Chapter 10.21 Religious Congregational Sites Overlay

Chapter 10.21 Religious Congregational Sites Overlay of Title 10, Zoning, of the City of La Puente Municipal Code is hereby added as follows:

Chapter 10.21 Religious Congregational Sites Overlay

SECTIONST

- 10.21.010 Purpose**
- 10.21.020 Definitions**
- 10.21.030 Applicability**
- 10.21.040 Uses Permitted**
- 10.21.050 Development Standards**

10.21.010 Purpose

This Chapter is created to establish procedures to implement State Housing Element Law related to the Religious Congregational Sites Overlay identified as Program 3a of the City of La Puente 2021-2029 Sixth Cycle Housing Element of the General Plan. It is the intent of these regulations to ensure full compliance with California Government Code Sections 65583.2(h) and (i) through facilitating affordable-housing development on properties owned or controlled by religious institutions or affiliated nonprofits.

The objectives include:

1. Enable lower-income housing on properties owned or controlled by religious institutions or affiliated nonprofits;
2. Satisfy the City's lower-income shortfall-rezoning obligation;
3. Provide ministerial (by-right) processing for qualifying projects.

Nothing in this Chapter limits rights provided by AB 1851 (2020) or SB 4 (2023). This Chapter is adopted specifically to fulfill Gov. Code § 65583.2(h)–(i) and the Housing Element.

10.21.010 Definitions

For purposes of this Chapter, the following definitions shall apply:

“Affiliated Nonprofit” means a nonprofit corporation or organization that is controlled by, or under common control with, a Religious Institution and operates for religious, charitable, or educational purposes.

EXHIBIT C-1

MCA 26-01 - Program 3a Religious Congregational Sites Overlay

“By Right” means a use or development that is permitted without discretionary review and that is subject only to objective standards. Approval of a by-right development shall be ministerial and shall not constitute a “project” under Division 13 (commencing with Section 21000) of the Public Resources Code, consistent with Government Code Section 65583.2(i).

“Gross Floor Area” means the total floor area of all floors within a building, measured to the exterior walls, excluding areas expressly exempted by this Zoning Code.

“Gross Project Area” means the total site area proposed for residential development under the Religious Congregational Sites Overlay.

“Lower-Income Household” means the same meaning as set forth in Health and Safety Code Section 50079.5.

“Ministerial” means a process involving no discretionary judgment by the City and limited to determining compliance with objective standards, consistent with Government Code Section 65583.2(h) and (i).

Religious Congregational Sites Overlay (RCSO) means the overlay zoning district established by this Chapter and applied to parcels identified in the 2021–2029 Housing Element pursuant to Government Code Section 65583.2(h).

“Religious Facility” means a structure or use primarily devoted to religious assembly, worship, fellowship, education, or administration, including but not limited to a sanctuary, chapel, fellowship hall, classroom, or administrative building.

“Religious Institution” means an organization or congregation that is organized primarily for religious worship or related religious purposes and that qualifies as a religious organization under federal or state law.

10.21.030 Applicability

The official Zoning Map is hereby amended to indicate that the Religious Congregational Sites Overlay (RCSO) may apply to specific parcels as identified to accommodate the City’s lower income housing needs in “Table 31. Religious Congregational Sites” of the City of La Puente 2021-2029 Sixth Cycle Housing Element of the General Plan.

No separate parcel-specific action shall be required; application of the Overlay shall occur by operation of this Ordinance when the Community Development Director verifies that a property satisfies the criteria of this Chapter (Applicability).

This Overlay shall apply to the specified parcels provided that the parcel:

1. Is owned, leased, or controlled by a religious institution or its affiliated nonprofit; and
2. Contains an existing religious facility or associated use (e.g., sanctuary, hall, classroom, fellowship or administrative building);

EXHIBIT C-1

MCA 26-01 - Program 3a Religious Congregational Sites Overlay

10.21.040 Uses Permitted

The following residential and complementary uses are permitted in the Housing Overlay. 100 percent residential uses are expressly permitted.

Use	RCSO Permit Requirements	Notes and Specific Use Standards
	P Permitted	
RESIDENTIAL USES		
Dwelling:	P	
Detached Single Unit	P	
Duplex	P	
Multi Family – more than 2 units per structure	P	
Senior Citizen Housing	P	See Sec. 10.10.100 (Senior Citizen Housing)
Transitional and Supportive Housing	P	As required by Sections 65580-65589.8 of the Government Code
Child Day Care - Large Family	P	See Section 10.50.060 (Large Family Day Care Homes) and applicable State laws
Child Day Care - Small Family	P	See Section 10.50.060 (Small Family Day Care Homes) and applicable State laws
Day Care Facility - Commercial: Child or Adult	P	
RECREATION, EDUCATION, AND ASSEMBLY USES		
Religious Assembly	P	
Private School - Grades K-12	P	
OTHER USES		
Accessory Structures	P	See Ch. 10.26 (Accessory Structures)

In any mixed-use development, residential uses shall occupy at least fifty percent (50%) of the total gross floor area of the project, consistent with Government Code Section 65583.2(h).

In accordance with Government Code Section 65583.2(h), owner-occupied and rental multifamily residential development shall be permitted by right when at least twenty percent (20%) of the units are restricted for lower-income households during the planning period. Such development shall be processed ministerially consistent with Government Code Section 65583.2(i) and shall not be subject to discretionary review.

EXHIBIT C-1

MCA 26-01 - Program 3a Religious Congregational Sites Overlay

10.21.050 Development Standards

A. **General.** Notwithstanding any maximum density, unit cap, or dwelling unit limitation established in the underlying zoning district, residential density for projects electing the RCSO shall be governed exclusively by the density standards set forth in Chapter 10.21.

B. **Density.** The minimum residential density shall be 20 dwelling units per acre based on gross project area consistent with Government code 65583.2(h). The maximum residential density shall be 30 dwelling units per acre based on gross project area. The size of the lot shall be calculated as the portion of the site being developed for residential use, including accessory uses that serve the housing development. Lot size shall not include portions of the site primarily used by the church or place of religion, including but not limited to parking areas or accessory features serving the church or place of religion.

C. **Minimum Capacity.** Each site must accommodate a minimum of sixteen (16) units, consistent with Government Code Section 65583.2(h).

D. **Parking.** Except as otherwise expressly provided in this Code, or by state law, the number of and design of required off-street parking spaces shall be as set forth in Chapter 10.30. The calculation of required parking spaces shall be based upon the parking required for each individual use within a development. An applicant may request, but shall not be entitled to, a reduction in the required number of parking spaces. A parking analysis prepared by a duly licensed professional shall be provided by the applicant to support a request for a parking reduction.

The City shall not impose minimum parking requirements on a residential, commercial, or mixed-use development project located within one-half (½) mile of a major transit stop, as defined in Government Code Section 65863.2, except where an exception authorized by that section applies.

E. **Height / FAR / Lot Coverage.** Maximum building height shall be 40 feet. The following structures must be stepped back from the edge of the building a minimum of five feet and are allowed to exceed the established building height limit:

1. Elevators, stair towers, skylights, and chimneys;
2. Rooftop open space features (such as trellises and sunshades);
3. Flagpoles;
4. Fire escapes and catwalks;
5. Solar facilities;
6. Telecommunications facilities;
7. Utility elements.

EXHIBIT C-1

MCA 26-01 - Program 3a Religious Congregational Sites Overlay

F. Minimum Setbacks. Residential projects within the Housing Overlay shall comply with the minimum setback requirements applicable to the R-4 zone, as detailed in Section 10.10.030.

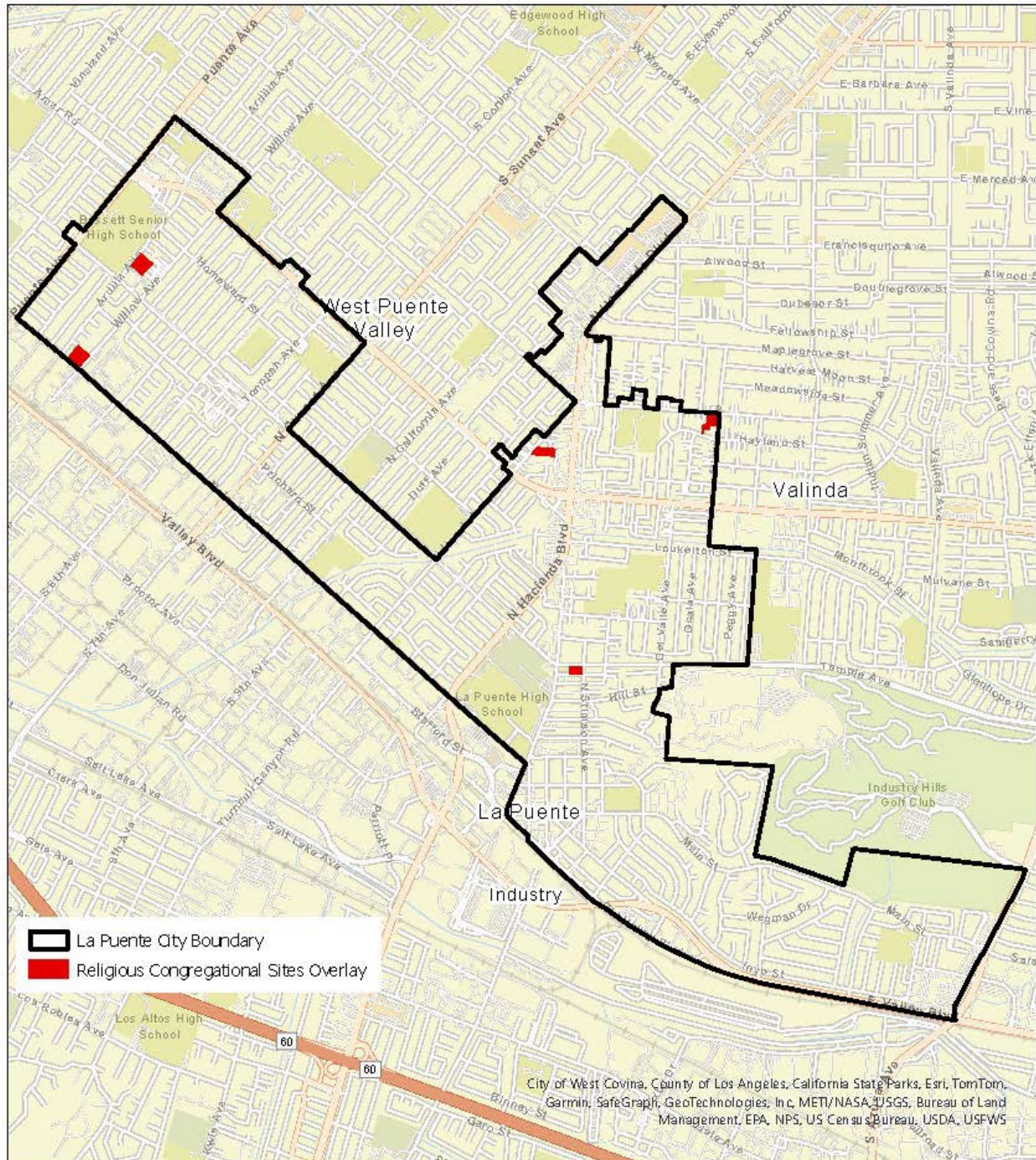
G. Minimum Open Space. 150 square feet of open space shall be provided per dwelling unit, of which not more than 50% may be private open space.

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EXHIBIT C-1

MCA 26-01 - Program 3a Religious Congregational Sites Overlay

Exhibit A: Applicable Sites of Religious Congregational Sites Overlay (Program 3a)



Religious Congregational Sites Overlay (Program 3a)

This Project is funded and managed by the Southern California Association of Governments (SCAG) with Regional Early Action Program 2021 grant funding from the State of California Department of Housing and Community Development.

EXHIBIT C-1

MCA 26-01 - Program 3a Religious Congregational Sites Overlay

SITEID	Assessor Parcel Number		Site Address/Intersection2	Size	General Plan Designation (Current)	Zoning Designation (Current)	Maximum Density Allowed (Current GP)	Overlay	
								Minimum Density Allowed (units/acre)	Max.Density Allowed (units/acre)
13	8201-027-007	First Fundamental Bible Church La Puente	13925 NELSON AVE	1.97	LDR	R1	7	20	30
45	8472-037-030	Kingdom Hall of Jehovah's Witnesses	1010 N UNRUH AVE	1.41	HDR	R4	30	20	30
44	8252-009-038	La Puente Church of Nazarene	1179 ALLERON AVE	1.31	MHDR	R3	18	20	30
57	8251-016-042	St. Joseph Catholic Church	N STIMSON/TEMPLE AVE	1.51	LDR	R1	7	20	30
15	8201-009-001	St. Louis of France Catholic Church	13901 TEMPLE AVE	3.86	MDR	R1	14	20	30

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EXHIBIT C-2

MCA 26-01 - Program 3b Replacement Units

Addition Chapter 10.51 Replacement Housing Units

Chapter 10.51 Replacement Units of Title 10, Zoning, of the City of La Puente Municipal Code is hereby added as follows:

Chapter 10. 51 Replacement Housing Units

Sections

10.51.010	Purpose
10.51.020	Definitions
10.51.030	Requirements for Replacement Units
10. 51.040	Application Requirements
10. 51.050	Enforcement
10. 51.060	Relationship to Other Requirements

10. 51.010 Purpose

This Chapter is created to establish procedures to implement State Housing Element Law related to the replacement of housing unit's requirements identified Program 3b of the in the Sixth Cycle Housing Element of the General Plan. It is the intent of these regulations to ensure full compliance with California Government Code Sections 65583.2(g)(3), 65915(c)(3), and 66300(d), as implemented by AB 1397 (2017), SB 330 (2019), SB 8 (2021), and AB 1218 (2023).

The City's intent is to:

1. Prevent the net loss of housing stock during redevelopment.
2. Require one-for-one replacement of demolished dwelling units with equal or greater bedroom count.
3. Provide relocation assistance and rights of return for tenants of Protected Units, as defined in Government Code § 66300(d)(2), when such units are demolished or converted.
4. Apply these requirements citywide to all housing Development Projects, consistent with Government Code § 66300(d).

10. 51.020 Definitions

“Development Project” means any project involving construction, demolition, alteration, or conversion of structures, as defined in Government Code Section 66300(a)(2), regardless of whether the proposed project includes residential uses.

EXHIBIT C-2

MCA 26-01 - Program 3b Replacement Units

“Existing Residential Units” means any dwelling units currently on a site, or that have been vacated or demolished within the past five (5) years prior to the submittal of a complete application for a Development Project, consistent with Government Code Section 66300(d)(2).

“Protected Unit” means a residential dwelling unit that meets any of the following criteria, consistent with California Government Code Section 66300(d)(2):

- A unit that, during the five (5) years preceding the submittal of a complete application for a Development Project, is or was any of the following:
 - Subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of lower or very low income;
 - Subject to any form of rent or price control through a public entity’s valid exercise of its police power;
 - Occupied by lower- or very-low-income households, as documented by the public agency.
- A unit that within ten (10) years preceding to the submittal of a complete application for a Development Project, was withdrawn from rent or lease under the Ellis Act

“Replacement Unit” means a newly constructed residential unit provided on a one-for-one basis to replace an existing or recently removed dwelling unit, consistent with the requirements of Government Code Sections 65583.2(g)(3), 65915(c)(3), and 66300(d). The specific standards for replacement, including affordability, size, and timing requirements, are established in Section 10.XX.030 of this Chapter.

“Lower-Income Household” has the same meaning as defined in Section 50079.5 of the Health and Safety Code.

“Director” means the Director of the Development Services or the Director’s designee.

10. 51.030 Requirements for Replacement Units

A. General Applicability. Replacement housing requirements shall apply to any Development Project that would demolish, convert, or alter existing residential units, regardless of whether the proposed project includes new housing. If the Director determines that a Development Project would result in a net housing loss, the developer shall replace the residential units to be removed, whether the units to be removed are occupied or not.

Replacement Units shall be replaced on a one-for-one basis and shall contain at least the same number of bedrooms as the units being removed. Replacement Units shall be applied for and constructed concurrently with the Development Project and shall be located within the same neighborhood as the units removed, but need not be located on the same site as previously existed.

EXHIBIT C-2

MCA 26-01 - Program 3b Replacement Units

B. **Development Standards.** Development Projects shall meet the following standards, subject to the approval of the Director:

1. **Applicability**

- a. **Current or Past Residential Use.** Replacement requirements apply to sites that currently have residential uses, or have had residential uses within the past five years (based on the date the application for development was submitted) that have been vacated or demolished.
- i. **All Residential Units – One-for-One Replacement Required.** All residential units removed as part of a Development Project shall be replaced on a one-for-one numerical basis to prevent net loss of housing stock, consistent with Government Code § 66300.6(a).
- ii. **Protected Units – Additional Affordability Requirements.** Residential units that meet the definition of “Protected Units” under California Government Code § 66300(d)(2) or as defined in Section 10.51.20 Definitions of this Chapter shall be subject to the additional affordability and tenant protection requirements set forth in Government Code § 66300(d) and this Chapter.
- b. **Minimum Replacement.** A Development Project subject to this Chapter shall not be approved to demolish unless it meets the one-for-one replacement standard in subsection A and the affordability standards in Government Code § 66300(d).

2. **One-for-One Replacement of Units**

- a. **Bedroom Count.** Replacement Units shall provide at least the same number of bedrooms as the units being removed (Gov. Code § 66300(d)(2)(A)(i)). For units with four or more bedrooms, replacement may be three-bedroom units consistent with state law.
- b. **Affordability (Applies to Protected Units Only).** When a Development Project involves the demolition or removal of Protected Units, the required Replacement Units corresponding to those Protected Units shall be provided in accordance with California Government Code Sections 65583.2(g)(3), 65915(c)(3)(B), and 66300(d):

Replacement Units shall be affordable to households at the same or lower income level as the Protected Units being removed, as required by Government Code § 66300(d). Income levels shall be determined based on the income limits published annually by the California Department of Housing and Community Development for Los Angeles County.

EXHIBIT C-2

MCA 26-01 - Program 3b Replacement Units

The number of Replacement Units required to be affordable at each income level shall equal the maximum number of Protected Units at that income level that existed within the twenty-four (24) month period immediately prior to the application for the conversion permit.

When a project is approved, for each unit merged, demolished or eliminated, the developer shall be required to provide an affordable designated unit in the new project to a qualifying household for at least 55 years for rental units and 45 years for ownership units. The developer shall enter a regulatory agreement with the City to provide for the provision of any such units, and the regulatory agreement shall be recorded with the Los Angeles County Recorder's Office.

If the incomes of the prior occupants is not known, and unless otherwise demonstrated, the presumption in California Government Code Section 65915(c)(3)(B)(i) regarding Lower Income Households shall be inclusive of the percentage of Extremely Low Income, Very Low Income and Low Income Households in the same proportion as their share of all renter households within the City of La Puente, as determined using the most recently available data from the United States Department of Housing and Urban Development's Comprehensive Housing Affordability Strategy.

3. **Timing:** Replacement Units must be constructed prior to or concurrently with market-rate units and receive a Certificate of Occupancy no later than the market-rate units (Gov. Code § 66300(d)(2)(C)).
4. **Location:** Replacement Units shall be provided on-site whenever feasible. Off-site replacement may be approved by the Director if:
 - a. Located within the same jurisdiction;
 - b. Provide comparable or better access to schools, transit, and services; and
 - c. Are available for occupancy prior to or concurrent with the market-rate units.

C. Existing Occupant Protections (Gov. Code § 66300(d)(2), AB 1218, Relocation Assistance Act)

The following minimum tenant and occupant protections apply only to tenants of Protected Units, as defined in subsection B.1.a.ii, when a Development Project will demolish, remove, or convert such units:

1. **Notice of Displacement:** The project applicant shall provide written notice to all affected tenants at least six (6) months prior to the date of displacement, demolition, or commencement of construction activities. Notice shall specify the anticipated vacate date, tenant rights under state law, and contact information for a relocation coordinator or City

EXHIBIT C-2

MCA 26-01 - Program 3b Replacement Units

liaison. Notice shall be delivered by personal service or certified mail, and in the primary language of the household to the extent feasible.

2. **Right to Remain:** Tenants shall be permitted to remain in their units until no sooner than six (6) months prior to the commencement of construction, consistent with Government Code § 66300(d)(2)(B).
3. **Right to Return if Demolition Does Not Proceed:** If demolition or removal does not proceed and the property is returned to the rental market, displaced tenants shall have the right to reoccupy their prior unit or a comparable unit on the site at their prior rental rate, as provided in Government Code § 66300(d)(2)(B)(ii).
4. **Relocation Assistance:** The project applicant shall provide relocation benefits to Lower-income tenants of Protected Units consistent with the California Relocation Assistance Act (Gov. Code § 7260 et seq.) and any applicable local ordinance providing greater benefits. Relocation assistance shall include reimbursement of moving expenses and rent differential payments for a period of up to forty-two (42) months, as applicable.
 - a. **Relocation Payment Timing:** Relocation assistance payments shall be made available prior to displacement and in amounts sufficient to enable tenants to secure comparable replacement housing. The City may require a relocation plan and documentation of payment before issuance of a demolition permit.
5. **Right of First Refusal:** Each lower-income household displaced from a Protected Unit shall be offered the right of first refusal to lease or purchase a Comparable Replacement Unit upon project completion.
 - a. **Comparable Unit:** Must match or exceed the number of bedrooms (and bathrooms, if applicable) of the original unit and be affordable at the same income level.
 - b. **Rent Standard:** Returning tenants shall pay the lesser of (a) the rent paid at time of displacement, adjusted annually by CPI or local rent stabilization ordinance, or (b) the affordable rent for the household's income level.
 - c. **Offer Procedure:** Written notice of availability shall be provided within thirty (30) days of issuance of the certificate of occupancy. Tenants shall have at least thirty (30) days to respond.

Tenants of other residential units not defined as Protected Units remain subject to any applicable tenant protection, relocation, or notice requirements established under other state or local laws, including, but not limited to, the California Relocation Assistance Act (Gov. Code § 7260 et seq.), and any Just Cause Eviction or local relocation provisions.

10. 51.040 Application Requirements

EXHIBIT C-2

MCA 26-01 - Program 3b Replacement Units

Prior to approval of any discretionary entitlement or issuance of any ministerial building permit, the applicant shall submit a Replacement Housing and Tenant Protection Plan that includes:

- A five-year unit history for the site, including occupancy status and rent data.
- Identification of Protected Units and determination of affordability level (or rent-based presumption if income unknown).
- Location, number, bedroom mix, and affordability level of proposed Replacement Units.
- Schedule for delivery of Replacement Units relative to other development phases.

The City shall verify compliance with this Chapter before issuing any demolition or building permits.

No permit to demolish a residential building in any zoning district shall be issued until a building permit for the replacement structure is approved and the time for filing an appeal or court action has lapsed with no appeal or court action filed, unless the building is determined to pose a serious and imminent hazard as defined in the Building Code. In the event an appeal or court action is filed, a permit to demolish a residential building shall not be issued unless the appeal is resolved in favor of the demolition, or the court action upholds the demolition.

10. 51.050 Enforcement

Compliance with this Chapter shall be a condition of project approval. Failure to provide Replacement Units or required tenant protections may result in withholding of final inspection, issuance of stop-work orders, and other remedies under the Municipal Code. Replacement obligations shall run with the land and be recorded as conditions of approval.

10.51.060 Relationship to Other Requirements

The provisions of this Chapter are minimum standards and apply in addition to:

- Housing Element Program commitments (Gov. Code § 65583.2(g)(3));
- State Density Bonus Law replacement requirements (Gov. Code § 65915(c)(3));
- Local inclusionary housing, rent stabilization, or relocation ordinances.

Where multiple requirements apply, the more protective standard shall govern.

EXHIBIT C-3

MCA 26-01- Program 3c Housing Element Reuse Sites

Addition of Chapter 10.52 Housing Element Sites

Chapter 10.52 Housing Element Sites of Title 10, Zoning, of the City of La Puente Municipal Code is hereby added as follows:

Chapter 10.52 Housing Element Sites

Sections

10.52.010	Purpose
10.52.020	Definitions
10.52.030	Approval Requirements for Housing Element Sites

10.52.010 Purpose

This Chapter is created to establish procedures to implement State Housing Element Law related to sites identified by the Sixth Cycle Housing Element of the General Plan and its associated Program 3c. The intent of these regulations is to ensure consistency with Government Code Sections 65583.2 and 65589.5, as amended by AB 1397, and to facilitate development on sites identified in the Sixth Cycle Housing Element of the General Plan.

These regulations shall apply to the Inventory of Housing Element Sites, Re-Use Housing Element Sites, Lower Income Rezoning Housing Element Sites, and Downtown Business District Sites, and where so stated herein shall supersede the regulations applying on the sites pursuant to state law.

10.52.20 Definitions.

For purposes of this Section the following words and phrases are defined as follows:

“By-Right Approval” means approval of a housing development without a conditional use permit, planned unit development permit, or other discretionary local review that would constitute a “project” under Section 21100 of the Public Resources Code (CEQA), consistent with Government Code Section 65583.2(i). Projects approved by right may be subject only to administrative review for compliance with objective standards. If a subdivision is required, the project is subject to all applicable laws, including CEQA and the Subdivision Map Act.

“Downtown Sites” means Housing Element sites identifies as having a current zoning designation of Downtown Business District in Table A in Appendix C of the most recently adopted 2021-2029 Sixth Cycle Housing Element.

EXHIBIT C-3

MCA 26-01- Program 3c Housing Element Reuse Sites

“Housing Development Project” means a use consisting of any of the following, as defined in California Government Code Section 65589.5(h)(2):

- Residential units only.
- Mixed-use developments consisting of residential and nonresidential uses, with at least two-thirds of the total floor area designated for residential use.
- Transitional housing or supportive housing, as defined by state law.

“Housing Element Sites” means sites listed on the inventory of land suitable for residential development developed pursuant to paragraph (3) of subdivision (a) of California Government Code Section 65583 that exists Appendix C of the most recently adopted 2021-2029 Sixth Cycle Housing Element.

“Lower Income Households” has the same meaning as defined in Section 50079.5 of the Health and Safety Code.

“Lower Income Rezoning Housing Element Sites” means sites that were or will be rezoned as part of a rezoning program to meet the Housing Element need for very low and low-income households allocated pursuant to Government Code Section 65584. These sites are identified in Table B in Appendix C of the most recently adopted 2021-2029 Sixth Cycle Housing Element and include sites that are accommodating lower income units.

“Re-Use Housing Element Sites” means Housing Element Sites identified as meeting the criteria for a re-use housing element site in the most recently adopted Housing Element (non-vacant sites identified in the prior Fifth Cycle Housing Element and vacant sites identified in the prior two Housing Elements, “Identified in Last/Last Two Planning Cycle(s)” column) to meet the need for low- and very low-income RHNA in Table A in Appendix C of the most recently adopted 2021-2029 Sixth Cycle Housing Element.

“Religious Congregation Sites” means Housing Element sites identified as Religious Congregation Sites in the most recently adopted 2021-2029 Sixth Cycle Housing Element. These sites are identified in Table 32 of the Housing Element and are also Sites 13, 15, 44, 45, and 57 in Table A in Appendix C of the most recently adopted 2021-2029 Sixth Cycle Housing Element.

10.52.040 Approval Requirements for Housing Element Sites

1. **By-Right Approval for Re-Use Housing Element Sites.** If a Housing Development Project is proposed on a Re-Use Housing Element Site that is identified in the most recently adopted 2021-2029 Sixth Cycle Housing Element as accommodating a portion of the housing need for low- and very low-income households and at least twenty percent of the project’s units will be made affordable and available to Lower Income Households, the project shall be subject to By-Right Approval pursuant to California Government Code section 65583.2(i).

EXHIBIT C-3

MCA 26-01- Program 3c Housing Element Reuse Sites

2. **By-Right Approval for Lower Income Rezoning Housing Element Sites.** If a Housing Development Project is proposed on a Lower Income Rezoning Housing Element Site that is identified in the most recently adopted 2021-2029 Sixth Cycle Housing Element, and at least twenty percent of the project's units will be made affordable and available to Lower Income Households, the project shall be subject to By-Right Approval pursuant to California Government Code section 65583.2 (i).
3. **By-Right Approval for Downtown Sites.** If a Housing Development Project is proposed on a Downtown Site that is identified in the most recently adopted 2021-2029 Sixth Cycle Housing Element and at least twenty percent of the project's units will be made affordable and available to Lower Income Households, the project shall be subject to By-Right Approval.
4. **Densities for Lower Income Rezoning Sites or Religious Congregation Sites.** If a Housing Development Project is proposed on a Lower Income Rezoning Housing Element Site or Religious Congregation Site, it shall not be approved unless it meets a minimum density requirement of 20 units per acre and permit at least 16 units, inclusive of Accessory Dwelling Units.

EXHIBIT D-1

**MCA 26-01: Program 3a Religious Congregational Sites (RCS) Overlay Parcels
(Chapter 10.21)**

Assessor Parcel Number	Size	General Plan Designation	Zoning Designation	Max. Density Allowed (units/acre) Current	Min. Density Allowed (units/acre) Overlay	Max. Density Allowed (units/acre) Overlay
8201-027-007	1.97	LDR	R1	7	20	30
8472-037-030	1.41	HDR	R4	30	20	30
8252-009-038	1.31	MHDR	R3	18	20	30
8251-016-042	1.51	LDR	R1	7	20	30
8201-009-001	3.86	MDR	R1	14	20	30

Note: The Religious Congregational Sites (RCS) Overlay Zone establishes a minimum density of 20 dwelling units per acre and a maximum density of 30 dwelling units per acre, regardless of the underlying zoning designation. In the event of a conflict between the overlay standards and the base zoning district, the overlay standards shall prevail.

EXHIBIT D-2**MCA 26-01: Program 3c Housing Reuse Sites (HRS) Overlay Parcels (Chapter 10.52)**

Assessor's Parcel Number	Size	General Plan Designation	Current Zoning	Identified in Last/Last Two Planning Cycle(s)
8471-018-021	0.47	LDR	R1	Used in Two Consecutive Prior Housing Elements - Vacant
8214-016-020	0.47	LDR	R1	Used in Prior Housing Element - Non-Vacant
8201-026-012	0.95	LDR	R1	Used in Prior Housing Element - Non-Vacant
8201-027-007	0.9	LDR	R1	Used in Prior Housing Element - Non-Vacant
8201-008-019	0.4	MDR	R2	Used in Prior Housing Element - Non-Vacant
8201-009-001	1.11	MDR	R1	Used in Prior Housing Element - Non-Vacant
8203-018-006	0.35	MHDR	R3	Used in Prior Housing Element - Non-Vacant
8203-030-012	0.34	MHDR	R3	Used in Prior Housing Element - Non-Vacant
8251-014-048	1.52	LDR	R1	Used in Prior Housing Element - Non-Vacant
8251-014-047	0.37	LDR	R1	Used in Prior Housing Element - Non-Vacant
8254-013-011	0.33	MDR	R2	Used in Prior Housing Element - Non-Vacant
8254-013-040	0.18	MDR	R2	Used in Prior Housing Element - Non-Vacant
8254-015-033	0.32	MDR	R2	Used in Prior Housing Element - Non-Vacant
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8251-002-012	0.28	MDR	R2	Used in Prior Housing Element - Non-Vacant
8251-004-018	0.35	MDR	R2	Used in Prior Housing Element - Non-Vacant
8251-018-053	0.24	MDR	R2	Used in Prior Housing Element - Non-Vacant
8252-012-006	0.28	MDR	R2	Used in Prior Housing Element - Non-Vacant
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8251-002-015	0.39	MDR	R2	Used in Prior Housing Element - Non-Vacant
8251-018-025	0.15	MDR	R2	Used in Prior Housing Element - Non-Vacant
8251-018-008	0.4	MDR	R2	Used in Prior Housing Element - Non-Vacant
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8251-017-038	0.59	MDR	R2	Used in Prior Housing Element - Non-Vacant
8252-009-022	0.27	MHDR	R3	Used in Prior Housing Element - Non-Vacant
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8252-010-030	0.22	MHDR	R3	Used in Prior Housing Element - Non-Vacant
8252-011-004	0.22	MHDR	R3	Used in Prior Housing Element - Non-Vacant
8252-009-005	0.29	MHDR	R3	Used in Prior Housing Element - Non-Vacant
8252-009-019	0.3	MHDR	R3	Used in Prior Housing Element - Non-Vacant
8252-011-009	0.36	MHDR	R3	Used in Prior Housing Element - Non-Vacant
8252-011-013	0.36	MHDR	R3	Used in Prior Housing Element - Non-Vacant
8251-004-029	0.26	HDR	R4	Used in Prior Housing Element - Non-Vacant
8251-004-030	0.38	HDR	R4	Used in Prior Housing Element - Non-Vacant

EXHIBIT D-2**MCA 26-01: Program 3c Housing Reuse Sites (HRS) Overlay Parcels (Chapter 10.52)**

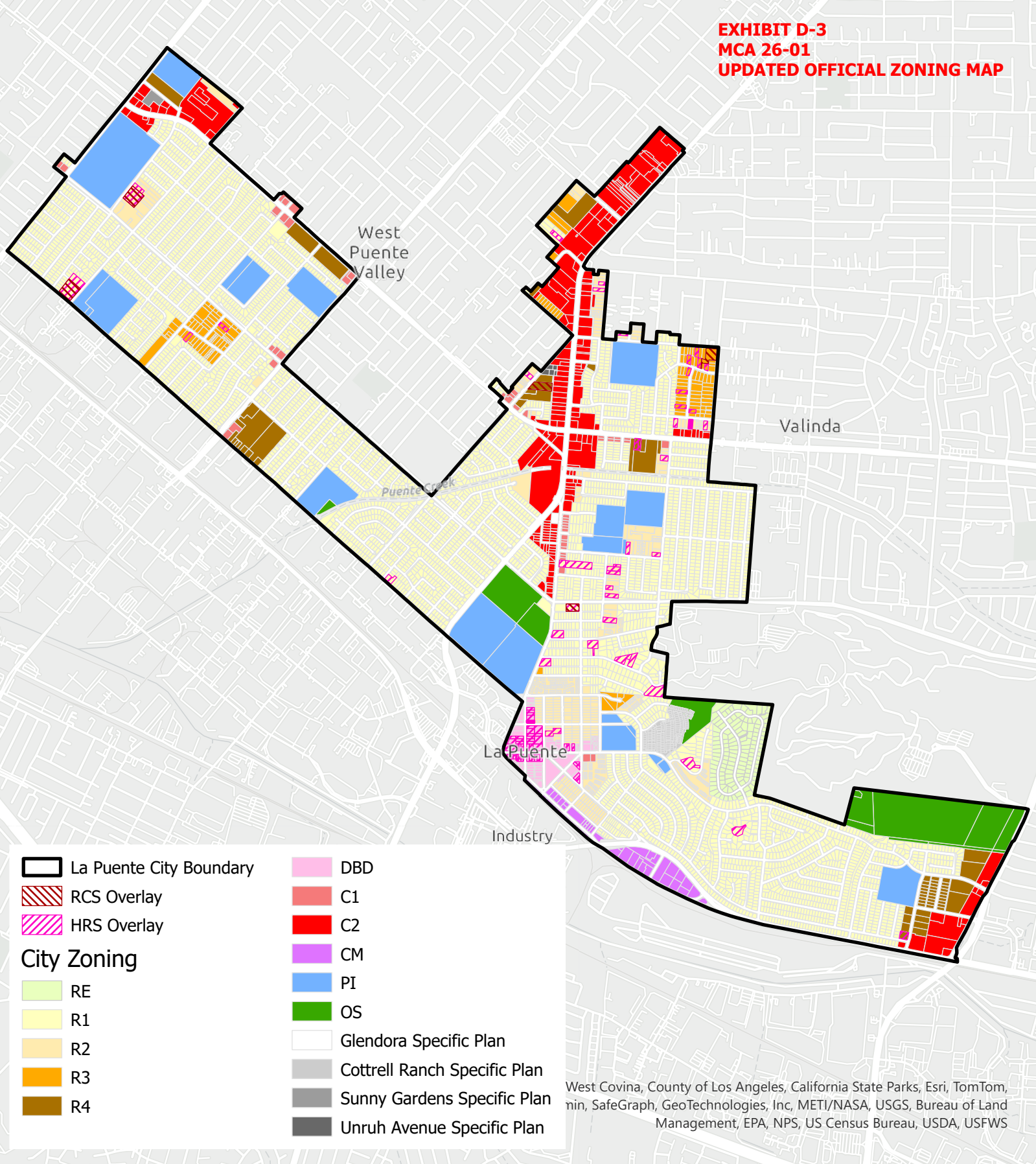
8247-002-034	0.57	LDR	R1	Used in Prior Housing Element - Non-Vacant
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8247-002-035	0.75	LDR	R1	Used in Prior Housing Element - Non-Vacant
8247-015-003	0.8	LDR	R1	Used in Prior Housing Element - Non-Vacant
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8246-010-012	0.3	MU	DBD	Used in Prior Housing Element - Non-Vacant
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8246-010-005	0.17	MU	DBD	Used in Prior Housing Element - Non-Vacant
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8246-009-012	0.17	MU	DBD	Used in Prior Housing Element - Non-Vacant
8246-009-800	0.52	MU	DBD	Used in Prior Housing Element - Non-Vacant
8246-009-900	0.17	MU	DBD	Used in Prior Housing Element - Non-Vacant
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8246-007-010	0.15	MDR	DBD	Used in Prior Housing Element - Non-Vacant
8246-004-018	0.17	MDR	DBD	Used in Prior Housing Element - Non-Vacant
8246-004-015	0.34	MDR	DBD	Used in Prior Housing Element - Non-Vacant
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8246-004-014	0.16	MDR	DBD	Used in Prior Housing Element - Non-Vacant
8246-004-016	0.17	MDR	DBD	Used in Prior Housing Element - Non-Vacant
8246-016-015	0.17	MDR	DBD	Used in Prior Housing Element - Non-Vacant

EXHIBIT D-2**MCA 26-01: Program 3c Housing Reuse Sites (HRS) Overlay Parcels (Chapter 10.52)**

8246-016-016	0.08	MDR	DBD	Used in Prior Housing Element - Non-Vacant
8246-016-014	0.16	MDR	DBD	Used in Prior Housing Element - Non-Vacant
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8246-013-018	0.06	MU	DBD	Not Used in Prior Housing Element
8246-013-015	0.14	MU	DBD	Not Used in Prior Housing Element
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8246-014-001	0.16	MU	DBD	Not Used in Prior Housing Element
8246-014-002	0.16	MU	DBD	Not Used in Prior Housing Element
8246-014-006	0.16	MU	DBD	Not Used in Prior Housing Element
8246-014-005	0.16	MU	DBD	Not Used in Prior Housing Element
8246-010-004	0.17	MU	DBD	Not Used in Prior Housing Element
8246-010-006	0.15	MU	DBD	Not Used in Prior Housing Element

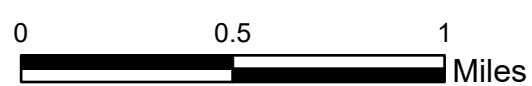
Note: The Housing Element Sites designation (Chapter 10.52) establishes a ministerial (by-right) approval process for qualifying housing developments that include at least 20 percent of units affordable to lower-income households. These provisions apply in addition to the underlying zoning and are intended to implement the City's certified Housing Element in compliance with State Housing Law. In the event of a conflict, the provisions of Chapter 10.52 shall control.

**EXHIBIT D-3
MCA 26-01
UPDATED OFFICIAL ZONING MAP**



West Covina, County of Los Angeles, California State Parks, Esri, TomTom, min, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS

Source: Los Angeles County, City of La Puente



La Puente Zoning Map

This Project is funded and managed by the Southern California Association of Governments (SCAG) with Regional Early Action Program 2021 grant funding from the State of California Department of Housing and Community Development.

Addendum No. 1 to the Final Initial Study/Negative Declaration

La Puente 2021–2029 Housing Element

April 2026

Prepared for:



City of La Puente
15900 Main Street
La Puente, California 91744

Prepared by:



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San Diego, California 92108

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Table of Contents

Section 1	Introduction	1
	1.1 Background.....	1
	1.2 Approved Project.....	1
	1.3 Modified Project.....	3
	1.4 Discretionary Approvals Required.....	4
Section 2	California Environmental Quality Act Requirements	5
Section 3	Evaluation of Environmental Impacts	7
	3.1 Aesthetics	7
	3.1.1 Approved Project	7
	3.1.2 Modified Project.....	8
	3.2 Agriculture and Forestry Resources	8
	3.2.1 Approved Project	8
	3.2.2 Modified Project.....	8
	3.3 Air Quality.....	8
	3.3.1 Approved Project	8
	3.3.2 Modified Project.....	9
	3.4 Biological Resources	9
	3.4.1 Approved Project	9
	3.4.2 Modified Project.....	9
	3.5 Cultural and Tribal Cultural Resources	9
	3.5.1 Approved Project	9
	3.5.2 Modified Project.....	10
	3.6 Energy.....	10
	3.6.1 Approved Project	10
	3.6.2 Modified Project.....	10
	3.7 Geology and Soils	11
	3.7.1 Approved Project	11
	3.7.2 Modified Project.....	11
	3.8 Greenhouse Gas Emissions	11
	3.8.1 Approved Project	11
	3.8.2 Modified Project.....	12
	3.9 Hazards and Hazardous Materials.....	12
	3.9.1 Approved Project	12
	3.9.2 Modified Project.....	12
	3.10 Hydrology and Water Quality.....	13

3.10.1	Approved Project	13
3.10.2	Modified Project.....	13
3.11	Land Use and Planning	13
3.11.1	Approved Project	13
3.11.2	Modified Project.....	14
3.12	Mineral Resources.....	14
3.12.1	Approved Project	14
3.12.2	Modified Project.....	14
3.13	Noise.....	14
3.13.1	Approved Project	14
3.13.2	Modified Project.....	15
3.14	Population and Housing	15
3.14.1	Approved Project	15
3.14.2	Modified Project.....	15
3.15	Public Services	15
3.15.1	Approved Project	15
3.15.2	Modified Project.....	16
3.16	Recreation	16
3.16.1	Approved Project	16
3.16.2	Modified Project.....	16
3.17	Transportation.....	17
3.17.1	Approved Project	17
3.17.2	Modified Project.....	17
3.18	Utilities and Service Systems.....	17
3.18.1	Approved Project	17
3.18.2	Modified Project.....	18
3.19	Wildfire.....	18
3.19.1	Approved Project	18
3.19.2	Modified Project.....	18
Section 4	Conclusion.....	19

Appendices

Appendix A. Figures

Acronyms and Abbreviations

CEQA	California Environmental Quality Act
City	City of La Puente
EIR	Environmental Impact Report
GHG	greenhouse gas
IS/ND	Initial Study/Negative Declaration
NPDES	National Pollutant Discharge Elimination System
RHNA	Regional Housing Needs Assessments
SB	Senate Bill
SCAG	Southern California Association of Governments

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Section 1 Introduction

1.1 Background

State housing law requires local governments to adequately facilitate the improvement and development of housing to meet the existing and projected housing needs of all economic segments of the community. This is partly achieved through periodic comprehensive updates to the Housing Elements of locally adopted General Plans. The latest updates to Housing Elements cover the planning period of 2021–2029, also known as the 6th Cycle Housing Element Update.

On February 22, 2022, the City of La Puente (City) City Council adopted Resolution No. 22-5690 approving General Plan Amendment No. 21-02 for the 2021–2029 Housing Element (approved project) and adopting the associated Final Initial Study/Negative Declaration (IS/ND)¹ in compliance with the California Environmental Quality Act (CEQA). The Final IS/ND contains a comprehensive disclosure and analysis of potential environmental effects associated with the implementation of the approved project. Through preparation of the Final IS/ND, the City determined that the approved project would have no or less than significant environmental impacts and that no mitigation measures would be required.

Since the adoption of the Final IS/ND, modifications to the approved project have been proposed. These modifications include zoning amendments to encourage housing development to meet the established City commitments under the approved project. This Addendum to the Final IS/ND addresses the proposed modifications in relation to the potential environmental impacts associated with the implementation of the approved project analyzed in the Final IS/ND. The Final IS/ND and its supporting documents are incorporated herein by reference.

1.2 Approved Project

The approved project consists of the adoption and implementation of the City’s 2021–2029 Housing Element, which updated the City’s 2013–2021 Housing Element. The 2021–2029 Housing Element is an integral component of the City’s General Plan, as it addresses existing and future housing needs of all types for people of all economic segment groups in the City. The 2021–2029 Housing Element serves as a tool for decision-makers and the public to understand and meet the City’s housing needs. Although the law does not require local governments to construct housing to meet identified needs, it does require that the community address housing needs in its discretionary planning actions.

The approved project applies to properties within the municipal boundaries of the City. The City is approximately 20 miles east of Downtown Los Angeles in the San Gabriel Valley and is bordered by the City of West Covina to the north, the unincorporated Los Angeles County community of Valinda to the north and east, and the City of Industry to the south and west. Regional access to the City is provided via Interstate 10 and State Route 60. La Puente has been fully urbanized for many years, and development is

¹ City of La Puente. 2022. Final Initial Study/Negative Declaration, La Puente 2021–2029 Housing Element. Adopted February 22.

characterized primarily as a residential community with a mix of housing types, commercial and industrial businesses primarily along major highways and streets, and public institutional and open space uses.

California Government Code, Title 7, Division 1, Chapter 3, Article 10.6, Section 65580–65589.8, establishes the legal requirements for a Housing Element and encourages the provision of affordable and decent housing in suitable living environments for all communities to meet statewide goals. The 2021–2029 Housing Element, a policy document, identifies the City’s current and future housing needs and presents the City’s goals, policies, and programs to address those identified needs.

California Housing Element law requires that each city and county develop local housing programs designed to meet their “fair share” of housing needs for all income groups. The California Department of Housing and Community Development Housing Policy Division develops the Regional Housing Needs Assessments (RHNA) for each region of the state, represented by councils of governments. The Southern California Association of Governments (SCAG) determines the housing allocation for each city and county within its six-county jurisdiction, which includes Los Angeles County. SCAG assigned the City a housing allocation of 1,929 units.

The City’s 2021–2029 Housing Element, Section 4, Housing Resources, provides details regarding:

- Availability of sites for housing.
- Financial resources.
- Administrative resources.
- Opportunities for energy conservation.

The City’s 2021–2029 Housing Element’s Residential Sites Inventory summarizes the sites available in La Puente to accommodate the remaining RHNA through residential recycling primarily through infill developments on residentially zoned lots, on vacant land, and within the Downtown Business District.

The City’s 2021–2029 Housing Element, Section 5, Housing Plan, provides guidance for City decision-makers to achieve the Housing Element’s long-term housing objectives. The Housing Plan identifies goals, policies, and programs to provide additional housing opportunities, remove governmental constraints to affordable housing, improve the condition of existing housing, and present equal housing opportunities for all residents. The programs identify the methods, agencies, officials, funding sources, and time frames the City will use to implement the policies and achieve the 2021–2029 Housing Element’s goals.

The programs addressed in this Addendum are found on pages H-69–H-72 of the 2021–2029 Housing Element and include the following:

- **Program 3a:** Adequate Sites to Accommodate the RHNA and Monitoring of No Net Loss (includes Religious Congregational Sites Overlay)
- **Program 3b:** Replacement Housing Requirement
- **Program 3c:** By-Right Approval of Projects with 20 Percent Affordable Units on “Reuse” Housing Element Sites

The Final IS/ND does not address the site-specific impacts of future housing projects under the approved project. Future housing development proposals will be subject to a development review process and subsequent project-level environmental review as projects are proposed.

1.3 Modified Project

California Government Code, Section 65583(c)(1)(A), states that cities have up to 3 years from adoption of a Housing Element to rezone sites, including adopting minimum density and development standards. To comply with state housing law and the City's certified 6th Cycle Housing Element (i.e., the 2021–2029 Housing Element), the City must create streamlined pathways for housing development. Therefore, the City proposes to implement components of 2021–2029 Housing Element Programs 3a, 3b, and 3c through the adoption of a General Plan Amendment and Zoning Code Amendment. These proposed changes include the following:

- **Program 3a: Religious Congregational Sites Overlay Program.** The City would amend its Zoning Code to establish a Religious Congregational Sites Overlay Program that allows by-right development of affordable housing to be integrated on specific sites with existing religious facilities. Housing would be developed in accordance with standards stipulated in California Government Code, Section 65583.2(h) and (i), related to acreage, allowable density, and minimum number of units.
- **Program 3b: Replacement Housing Requirement.** Development on nonvacant sites with existing residential units would be subject to a replacement requirement, pursuant to Assembly Bill 1397. The City would amend its Zoning Code to require the replacement of units affordable at the same or lower income levels as a condition of any development on a nonvacant site, consistent with the State Density Bonus Law.
- **Program 3c: By-Right Approval for Reuse Sites.** Pursuant to Assembly Bill 1397, passed in 2017, the City would amend its Zoning Code to require by-right approval of housing development that includes 20 percent of the units as affordable to lower income households on “reuse sites” identified in the prior Housing Element and used to meet the 6th Cycle RHNA. The approved project assumes sites in the Downtown Business District identified in the 6th Cycle Housing Inventory would be subject to this requirement.

The proposed General Plan Amendment and Zoning Code Amendment would remove discretionary barriers, such as public hearings, for eligible affordable housing projects on specific parcels. Refer to Appendix A, Figures, for maps identifying initial sites that qualify under Programs 3a and 3c. No changes to the previously approved 2021–2029 Housing Element sites would occur as a result of this Addendum. Other sites not identified on these maps may still qualify and be added in the future.

The proposed Zoning Code Amendment (specifically, to Title 10, Zoning, of the La Puente Municipal Code) would establish the following regulatory frameworks:

- **New Chapter 10.21:** Religious Congregational Sites Overlay District.
 - This amendment would create a new overlay zone (Program 3a) applied to specific institutional parcels.
- **New Chapter 10.51:** Replacement Housing Units.
 - This amendment would codify State Housing Element Law related to the replacement of housing units identified in Program 3b to prevent net loss of housing stock during redevelopment, require one-for-one replacement of demolished dwelling units with equal or greater bedroom count, and provide relocation assistance and rights-of-return for tenants of Protected Units.
- **New Chapter 10.52:** Housing Element Sites.
 - This amendment codifies the “by-right” mandate of California Government Code, Section 65583.2(i), for sites identified in Program 3c.

Together, the proposed General Plan Amendment and Zoning Code Amendment constitute the “modified project” evaluated in this Addendum. In summary, the modified project consists of actions required by the City to implement the programs identified in the adopted 2021–2029 Housing Element (i.e., the approved project).

1.4 Discretionary Approvals Required

The City of La Puente, as the lead agency under CEQA, will use this Addendum to the Final IS/ND to make decisions regarding the adoption and implementation of the following:

- General Plan Amendment
- Zoning Code Amendment

Section 2 California Environmental Quality Act Requirements

CEQA Guidelines, Sections 15162–15164, discuss a lead agency’s responsibilities once an ND has been adopted.

CEQA Guidelines, Section 15162, states the following:

- (a) When an [Environmental Impact Report] EIR has been certified or a negative declaration adopted for a project, no subsequent EIR shall be prepared for that project unless the lead agency determines, on the basis of substantial evidence in the light of the whole record, one or more of the following:
 - (1) Substantial changes are proposed in the project which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;
 - (2) Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR or Negative Declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or
 - (3) New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified as complete or the Negative Declaration was adopted, shows any of the following:
 - (A) The project will have one or more significant effects not discussed in the previous EIR or negative declaration;
 - (B) Significant effects previously examined will be substantially more severe than shown in the previous EIR;
 - (C) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or
 - (D) Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.

In the alternative, where the changes or new information will result in no new impacts, or no more severe impacts than any that were disclosed in the Final EIR, a lead agency “shall prepare an addendum” pursuant to CEQA Guidelines, Section 15164, which states the following:

- (a) The lead agency or responsible agency shall prepare an addendum to a previously certified EIR if some changes or additions are necessary but none of the conditions described in Section 15162 calling for preparation of a subsequent EIR have occurred.
- (b) An addendum to an adopted negative declaration may be prepared if only minor technical changes or additions are necessary or none of the conditions described in Section 15162 calling for the preparation of a subsequent EIR or negative declaration have occurred.

- (c) An addendum need not be circulated for public review but can be included in or attached to the final EIR or adopted negative declaration.
- (d) The decision making body shall consider the addendum with the final EIR or adopted negative declaration prior to making a decision on the project.
- (e) A brief explanation of the decision not to prepare a subsequent EIR pursuant to Section 15162 should be included in an addendum to an EIR, the lead agency's findings on the project, or elsewhere in the record. The explanation must be supported by substantial evidence.

As the lead agency for the approved project, the City must determine if the modified project would result in previously undisclosed significant environmental impacts or a substantial increase in the severity of previously disclosed impacts (14 CCR 15162, 15163, 15164[a], 15088.5[a], and 15088.5[b]). As discussed in the following sections, preparation of this Addendum to the Final IS/ND is appropriate pursuant to CEQA Guidelines, Section 15164.

Section 3 Evaluation of Environmental Impacts

Pursuant to CEQA Guidelines, Sections 15162 and 15164, this Addendum No. 1 documents that the modified project's effects have been adequately addressed in the Final IS/ND. This section summarizes the approved project's impacts identified in the Final IS/ND for each environmental issue area, evaluates any changes in those impacts resulting from the modified project, and identifies if new mitigation measures would be required. Each environmental issue area is discussed in the same order as presented in the Final IS/ND.

The approved project is a policy document that does not change land use designations or, in and of itself, authorize any development in the City. Although the City is required by state law to facilitate development consistent with its allocated share of regional housing needs, the approved project does not authorize a change in the location or nature of allowable development.

The modified project would establish by-right approval of qualifying housing development projects on sites identified in the 2021–2029 Housing Element that meet specific criteria. Pursuant to California Government Code, Section 65583.2(i), “by-right” means a use or development that is permitted without discretionary review and that is subject only to objective standards. Approval of a by-right development shall be ministerial and, therefore, would not be subject to additional review under CEQA. Development for by-right housing projects is still subject to application and staff-level review by the City's Planning Division.

Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize specific development on sites identified under Programs 3a and 3c or replacement housing under Program 3b. The modified project would not include specific development proposals. Future development proposals would be required to comply with applicable regulations and objective development standards, including those intended to minimize environmental impacts, required as part of the development review processes.

3.1 Aesthetics

3.1.1 Approved Project

Impacts related to aesthetics are discussed in Section 4.1 of the Final IS/ND. As analyzed in the Final IS/ND, the City is considered an urbanized area. All areas of the City, including hillside areas, contain existing development that is primarily housing. No scenic vistas, trees, rock outcroppings, or state scenic highways occur in the City. The Final IS/ND concluded that implementation of the approved project would not have a substantial adverse effect on a scenic vista, substantially damage resources within a state scenic highway, conflict with zoning or other regulations governing scenic quality, or adversely affect daytime or nighttime views. No mitigation was required.

3.1.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals would be required to comply with all applicable regulations and objective development standards, including those related to aesthetics/design, lighting, and glare. No new significant aesthetics impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.2 Agriculture and Forestry Resources

3.2.1 Approved Project

Impacts related to agriculture and forestry resources are discussed in Section 4.2 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have no impact on agriculture and forestry resources. The California Department of Conservation categorizes the entire City as “Urban and Built-Up Land.” No land in the City is identified, zoned, or designated for agricultural use, forest land, timberland, or under a Williamson Act contract. No mitigation was required.

3.2.2 Modified Project

The modified project would include the same municipal boundaries of the City as analyzed for the approved project. Therefore, the modified project would have no impact on agriculture and forestry resources. No new significant agriculture and forestry impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.3 Air Quality

3.3.1 Approved Project

Impacts related to air quality are discussed in Section 4.2 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have a less than significant impact on air quality. The City is within the South Coast Air Basin, which is a non-attainment area for federal and state criteria air pollutants, including ozone, particulate matter less than 10 microns in diameter (PM₁₀) and particulate matter less than 2.5 microns in diameter (PM_{2.5}). Future development proposals facilitated by the 2021–2029 Housing Element programs have the potential to result in pollutant emissions. The City would ensure each future development proposal is reviewed, if applicable, to confirm consistency with applicable federal, state, and local air quality standards; the applicable Air Quality Management Plan; General Plan goals, policies, and standards relative to air quality; standard California Building Code requirements; state and federal regulations; and South Coast Air Quality Management District rules and programs. No mitigation was required.

3.3.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals would be required to comply with applicable regulations and objective development standards, including South Coast Air Quality Management District rules, building codes, and site design requirements. Future by-right development would be consistent with underlying land use designations and, therefore, consistent with the applicable Air Quality Management Plan. No new significant air quality impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.4 Biological Resources

3.4.1 Approved Project

Impacts related to biological resources are discussed in Section 4.4 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have no impact on biological resources. The City has been fully urbanized for many years. As such, the City does not contain habitat supporting special-status plant or wildlife species, riparian habitat, federally protected wetlands, or wildlife corridors. The City does not have local policies protecting biological resources and is not within an approved habitat conservation plan. No mitigation was required.

3.4.2 Modified Project

The modified project would include the same municipal boundaries of the City as analyzed for the approved project. Therefore, the modified project site does not contain biological resources, and the modified project would have no impact on biological resources. No new significant biological resources impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.5 Cultural and Tribal Cultural Resources

3.5.1 Approved Project

Impacts related to Cultural and Tribal Cultural Resources are discussed in Section 4.5 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would not cause a substantial adverse change in the significance of historical, archaeological, and Tribal Cultural Resources. The approved project would not disturb any human remains. There is one building listed on the National Register of Historic Places – La Puente Valley Woman’s Club at 200 N. First Street. The City is largely built out and does not contain any known archaeological resources, and no such resources had been discovered during prior development activity. No formal cemeteries exist in the City. Regarding the level of past disturbance associated with development throughout the City, it is not anticipated that human remains exist in the City. The City sent letters via email for the purposes of Senate Bill (SB) 18 and Assembly Bill 52 consultation to nine Tribes on

June 16 and June 17, 2021. At the conclusion of the notification period, the City received no requests for SB 18 or Assembly Bill 52 consultation. No mitigation was required.

3.5.2 Modified Project

The modified project would include a proposed General Plan Amendment and, therefore, would be subject to SB 18 consultation with California Native American Tribes traditionally associated with the area. On March 5, 2026, the City sent SB 18 consultation notification letters via certified mail to Tribal contacts provided on a list from the Native American Heritage Commission. On March 11, 2026, Chief Andrew Salas of the Gabrieleño Band of Mission Indians – Kizh Nation formally requested consultation. On March 12, 2026, Brandy Salas of the Gabrieleño Band of Mission Indians – Kizh Nation stated that the Tribe has no objections to the implementation of 2021–2029 Housing Element programs but requests notification before future ground-disturbing activities. Consultation with the Gabrieleño Band of Mission Indians – Kizh Nation is ongoing. No other Tribes have requested consultation to date.

The modified project would include the same municipal boundaries of the City as analyzed for the approved project. Therefore, the modified project would have the same impact on Cultural and Tribal Cultural Resources. Although qualifying future projects may be approved by-right, development would be subject to applicable regulations governing the protection of Cultural and Tribal Cultural Resources, such as the National Historic Preservation Act; Native American Graves Protection and Repatriation Act; California Historic Building Code; California Health and Safety Code, Section 7050.5; and Native American Historic Cultural Sites (California Public Resources Code, Section 5097 et seq.), which would be assessed on a project-by-project basis. No new significant Cultural and Tribal Cultural Resources impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.6 Energy

3.6.1 Approved Project

Impacts related to energy are discussed in Section 4.6 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have no impact related to energy. Future development proposals would be required to comply with applicable regulations and development standards, including but not limited to the most current adopted version of the California Building Code and California Green Building Standards Code, along with project-specific standards required during the development review process. No mitigation was required.

3.6.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals would be required to comply with applicable regulations and objective development standards, including the most recent building and

energy standards at the time of development. No new significant energy impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.7 Geology and Soils

3.7.1 Approved Project

Impacts related to geology and soils are discussed in Section 4.7 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have a less than significant or no impact related to geology and soils. The City, similar to the rest of California, is within a seismically active region. Although no Alquist-Priolo Earthquake Fault zones exist in the City, several major faults within a 50-mile radius of the City can produce substantial effects from ground shaking. The City has been urbanized for many years, with risks related to seismic-related ground failure, landslides, substantial soil erosion, and unstable soils minimized through development requiring site-specific geotechnical investigations and compliance with the most recent California Building Code. Additionally, the City does not contain any known paleontological resources. No mitigation was required.

3.7.2 Modified Project

The modified project would include the same municipal boundaries of the City as analyzed for the approved project. Therefore, future development facilitated by the modified project would be exposed to the same geological conditions analyzed for the approved project. The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals would be required to comply with applicable regulations and objective development standards, including the most recent building code and standards for geotechnical/structural safety and erosion prevention. No new significant geology and soils impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.8 Greenhouse Gas Emissions

3.8.1 Approved Project

Impacts related to greenhouse gas (GHG) emissions are discussed in Section 4.8 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have a less than significant impact related to GHG emissions. Future development proposals would be required to comply with applicable regulations and development standards, including but not limited to the most current adopted version of the California Building Code and California Green Building Standards Code, along with project-specific standards required during the development review process. In addition, the City's General Plan includes eight resource conservation and water quality policies that support actions to reduce the use of resources and energy and, thus, the creation of GHG emissions. Future development proposals would be subject to these policies, as applicable. No mitigation was required.

3.8.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals would be required to comply with applicable regulations, objective development standards, and General Plan policies, including the most recent building and resource conservation standards at the time. No new significant GHG emissions impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.9 Hazards and Hazardous Materials

3.9.1 Approved Project

Impacts related to hazards and hazardous materials are discussed in Section 4.9 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would result in a less than significant impact related to hazardous materials and no impact related to airport hazards and emergency plans. Businesses that use, transport, or dispose of hazardous materials are required to comply with federal, state, and local hazardous materials regulations. Specifically, truck traffic, including trucks that transport chemicals, is restricted to designated routes per the City’s Ordinance 10.24.030. No properties in the City are included on the California Department of Toxic Substances Control Hazardous Waste and Substances List (Cortese List). However, the U.S. Environmental Protection Agency identifies portions of the City within the San Gabriel Superfund Site Area 4, which contains contaminated groundwater and soil. The cleanup status is active. Separately, there are several leaking underground storage tanks in the City that have the potential to negatively affect groundwater quality. Future development proposals would be required to comply with applicable policies, regulations, and development standards related to potentially hazardous materials, including soil remediation. Additionally, the approved project would not impair the City’s Emergency Operations Plan, and the approved project site is not within 2 miles of an airport. No mitigation was required.

3.9.2 Modified Project

The modified project would include the same municipal boundaries of the City as analyzed for the approved project. Therefore, future development facilitated by the modified project would be exposed to the same potentially hazardous conditions analyzed for the approved project related to San Gabriel Super Fund Site Area 4 and routine use, transport, or disposal of hazardous materials in the City. Similarly, the modified project would not impair the City’s Emergency Operations Plan, and the modified project site is not within 2 miles of an airport. Future development proposals would be required to comply with applicable regulations and objective development standards, including site-specific conditions related to potentially hazardous materials and requirements of the U.S. Environmental Protection Agency for development within San Gabriel Superfund Site Area 4. No new significant

hazards and hazardous materials impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.10 Hydrology and Water Quality

3.10.1 Approved Project

Impacts related to hydrology and water quality are discussed in Section 4.10 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have a less than significant impact related to water quality, groundwater supplies, and drainage and no impact related to flood hazard, tsunami, or seiches inundation. Future development proposals would be required to provide for the elimination and reduction of pollutant discharges, including capture and treatment of dry weather and first-flush runoff in a manner consistent with the Los Angeles Regional Water Quality Control Board requirements. Stormwater discharges must comply with applicable provisions of Los Angeles County's National Pollutant Discharge Elimination System (NPDES) permit. As a co-permittee, the City is responsible for implementation of the requirements of the NPDES permit issued to Los Angeles County. Consistent with Los Angeles Regional Water Quality Control Board/NPDES and City requirements, appropriate water quality best management practices would be required. Design of future development proposals would also be subject to drainage standards such as Low Impact Development standards, runoff capture and control features, and stormwater conveyance. No portion of the City is within a 100-year floodplain or tsunami hazard zone or would be subject to inundation by seiche. No mitigation was required.

3.10.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals would be required to comply with applicable regulations and objective development standards, including the water quality standards of the NPDES permit and site drainage design standards. The modified project would include the same municipal boundaries of the City as analyzed for the approved project. Therefore, future development facilitated by the modified project would not be within a 100-year floodplain or tsunami hazard zone or subject to inundation by seiche. No new significant hydrology and water quality impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.11 Land Use and Planning

3.11.1 Approved Project

Impacts related to land use and planning are discussed in Section 4.11 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would not physically divide an established community or cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect. Implementation of the approved

project would not provide for new land uses that would divide communities (such as new highways or utility corridors). Future development proposals, including those by-right, would be required to comply with applicable regulations and objective development standards. No mitigation was required.

3.11.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified within the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals would be required to comply with applicable regulations and objective development standards, including the Zoning Code Amendment implemented by the modified project. Additionally, the modified project would provide for future new housing opportunities that would not divide communities. No new significant land use and planning impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.12 Mineral Resources

3.12.1 Approved Project

Impacts related to mineral resources are discussed in Section 4.12 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have no impact on mineral resources because no known state or locally designated mineral resources or locally important mineral resource recovery sites exist in the City. No mitigation was required.

3.12.2 Modified Project

The modified project would include the same municipal boundaries of the City as analyzed for the approved project. Therefore, the modified project would have no impact on mineral resources. No new significant mineral resources impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.13 Noise

3.13.1 Approved Project

Impacts related to noise are discussed in Section 4.13 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have a less than significant impact related to ambient noise levels and groundborne vibration and no impact related to airport noise. Typically, residential uses do not generate high noise or vibration levels. Future development proposals would be required to comply with applicable policies, regulations, and development standards related to noise. Additionally, the City is not within an Airport Land Use Plan or within 2 miles of a public airport or public use airport. No mitigation was required.

3.13.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals, including those by-right, would be required to comply with applicable regulations and objective development standards, including those that apply to noise receiving and generation, such as the City’s Municipal Code Chapter 4.34, Noise Regulations. The modified project would include the same municipal boundaries of the City as analyzed for the approved project and, therefore, would not be subject to excessive airport noise levels. No new significant noise impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.14 Population and Housing

3.14.1 Approved Project

Impacts related to population and housing are discussed in Section 4.14 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have a less than significant impact related to population and housing. The approved project is consistent with SCAG’s Regional Growth Forecast and RHNA for the City. The approved project aims to preserve existing housing stock while encouraging development of underutilized and vacant properties with existing housing. Any housing displacement would be evaluated on a future project-by-project basis. No mitigation was required.

3.14.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element consistent with SCAG’s Regional Growth Forecast and RHNA for the City. Therefore, growth induced by the modified project would not be considered unplanned growth. Future redevelopment proposals may result in the removal of existing housing. However, the modified project would implement Program 3b of the 2021–2029 Housing Element. The modified project would codify State Housing Element Law related to the replacement of housing units identified in Program 3b to prevent net loss of housing stock during redevelopment, require one-for-one replacement of demolished dwelling units with equal or greater bedroom count, and provide relocation assistance and rights-of-return for tenants of Protected Units. Therefore, the modified project would not displace substantial numbers of existing people or housing. No new significant population and housing impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.15 Public Services

3.15.1 Approved Project

Impacts related to public services are discussed in Section 4.15 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would result in a less than significant impact on fire protection, police

protection, schools, parks, and other public facilities. The approved project is a policy-level document and, as such, does not include any site-specific development designs or proposals. However, it does include policies and programs that would facilitate the production of future housing development. As such, new housing units associated with future development proposals could require additional public services. The City evaluates fire and police protection service levels and adjusts budgets accordingly to meet identified demand and service goals. This process would continue through the life of the approved project. With continued application of these programs, the City would be able to address anticipated increased service demands. New residents in the future housing developments could place an increased demand on school facilities within the Hacienda La Puente School District. As allowed by state law, the school district collects fees for new residential construction to help offset the costs of providing additional education facilities and services. Such fees would be paid by developers at the time individual building permits are issued. Pursuant to SB 50, payment of fees to the school districts is considered full mitigation for project impacts. No mitigation was required.

3.15.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals, including those by-right, would be required to comply with applicable regulations and objective development standards, including demand for public services, such as applicable development impact fees. The City has been fully urbanized for many years, with established development in existing public service areas throughout. No new significant public services impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.16 Recreation

3.16.1 Approved Project

Impacts related to recreation are discussed in Section 4.16 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would result in a less than significant or no impact on parks and recreational facilities. The approved project is a policy-level document and, as such, does not include any site-specific development designs or proposals. However, it does include policies and programs that would facilitate the production of future housing development. As such new housing units associated with future development proposals could require affect recreational facilities. Future development would be required to comply with applicable regulations and development standards as they relate to recreation requirements. No mitigation was required.

3.16.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified within the adopted 2021–2029 Housing Element. Although the modified project would create

regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. The modified project presents opportunities to include pocket parks and joint use agreements with future redevelopment of underutilized sites, consistent with the City's Community Resources Element of the General Plan. No new significant recreation impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.17 Transportation

3.17.1 Approved Project

Impacts related to transportation are discussed in Section 4.17 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would result in a less than significant impact related to transportation. The approved project would neither significantly impact the effectiveness or performance of existing pedestrian, bicycle, or multipurpose trail facilities nor limit the accessibility for pedestrians or future cyclists or their ability to use existing facilities. Future development proposals would be required to comply with City and Los Angeles County Fire Department design standards regarding safe access and circulation. No mitigation was required.

3.17.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals, including those by-right, would be subject to preliminary review for transportation assessment requirements (including non-CEQA assessments for level of service) and City and Los Angeles County Fire Department design standards regarding safe access and circulation. No new significant transportation impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.18 Utilities and Service Systems

3.18.1 Approved Project

Impacts related to utilities and service systems are discussed in Section 4.18 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would result in a less than significant impact related to water facilities, water supply, wastewater treatment, stormwater drainage, electric power, telecommunication facilities, and solid waste. The approved project is a policy-level document and, as such, would not include any site-specific development designs or proposals. However, it would include policies and programs to facilitate the production of future housing development. As such, new housing units associated with future development proposals could require additional utilities. Future development proposals would be required to install or relocate, as applicable, on-site and off-site water, wastewater, storm drain, street, electricity, natural gas, and telecommunications infrastructure to serve the development. Future development proposals would comply with the requirements of the applicable

water supplier and wastewater treatment provider, as well as City solid waste reduction and diversion code requirements. No mitigation was required.

3.18.2 Modified Project

The modified project consists of actions required by the City to implement established programs identified in the adopted 2021–2029 Housing Element. Although the modified project would create regulatory pathways to facilitate new housing development in the City, it would not authorize or include specific development proposals. Future development proposals, including those by-right, would be subject to review during the application process for the provision of adequate utilities to serve the proposal. Similarly, future development would comply with City solid waste reduction and diversion code requirements during construction and operation. No new significant utilities and service impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

3.19 Wildfire

3.19.1 Approved Project

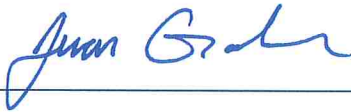
Impacts related to wildfire are discussed in Section 4.19 of the Final IS/ND. As analyzed in the Final IS/ND, the approved project would have no impact related to wildfire. The City is not within a wildland urban interface area, Local Responsibility Area Fire Hazard Severity Zone, or State Responsibility Area Fire Hazard Severity Zone. No mitigation was required.

3.19.2 Modified Project

The modified project would include the same municipal boundaries of the City as analyzed for the approved project. Therefore, the modified project would have no impact related to wildfire. No new significant wildfire impacts would occur beyond those identified in the Final IS/ND; no new mitigation would be required.

Section 4 Conclusion

This document identifies the changed circumstances related to the modified project that were not previously disclosed in the Final IS/ND. The City finds that the modified project would not have new significant effects on the environment or a substantial increase in the severity of previously identified significant effects addressed by the Final IS/ND and that no substantial changes have occurred with respect to the circumstances under which the modified project will be undertaken that would require major revisions of the previous ND due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects. In addition, no new information of substantial importance to the modified project has been identified as defined by CEQA Guidelines, Section 15162(a)(3). However, minor technical changes or additions are necessary, and in accordance with Section 15164 of the CEQA Guidelines, an addendum has been prepared.



April 23, 2026

Signature

Date

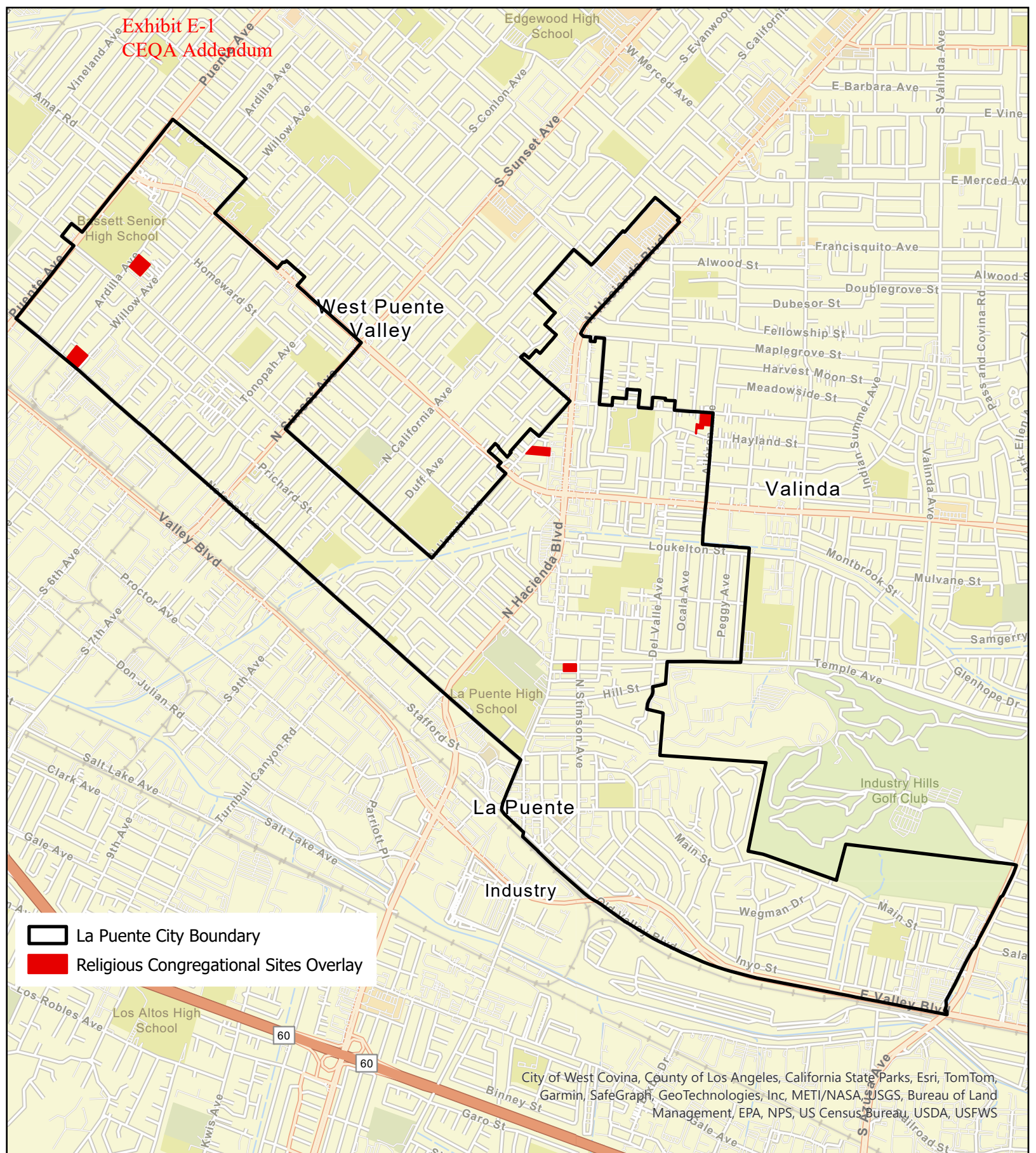
Juan Galvan, Senior Planner

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Appendix A. Figures

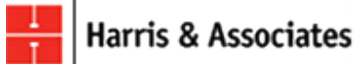
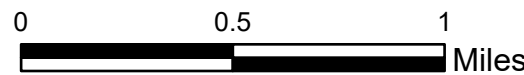
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Exhibit E-1
CEQA Addendum



City of West Covina, County of Los Angeles, California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS

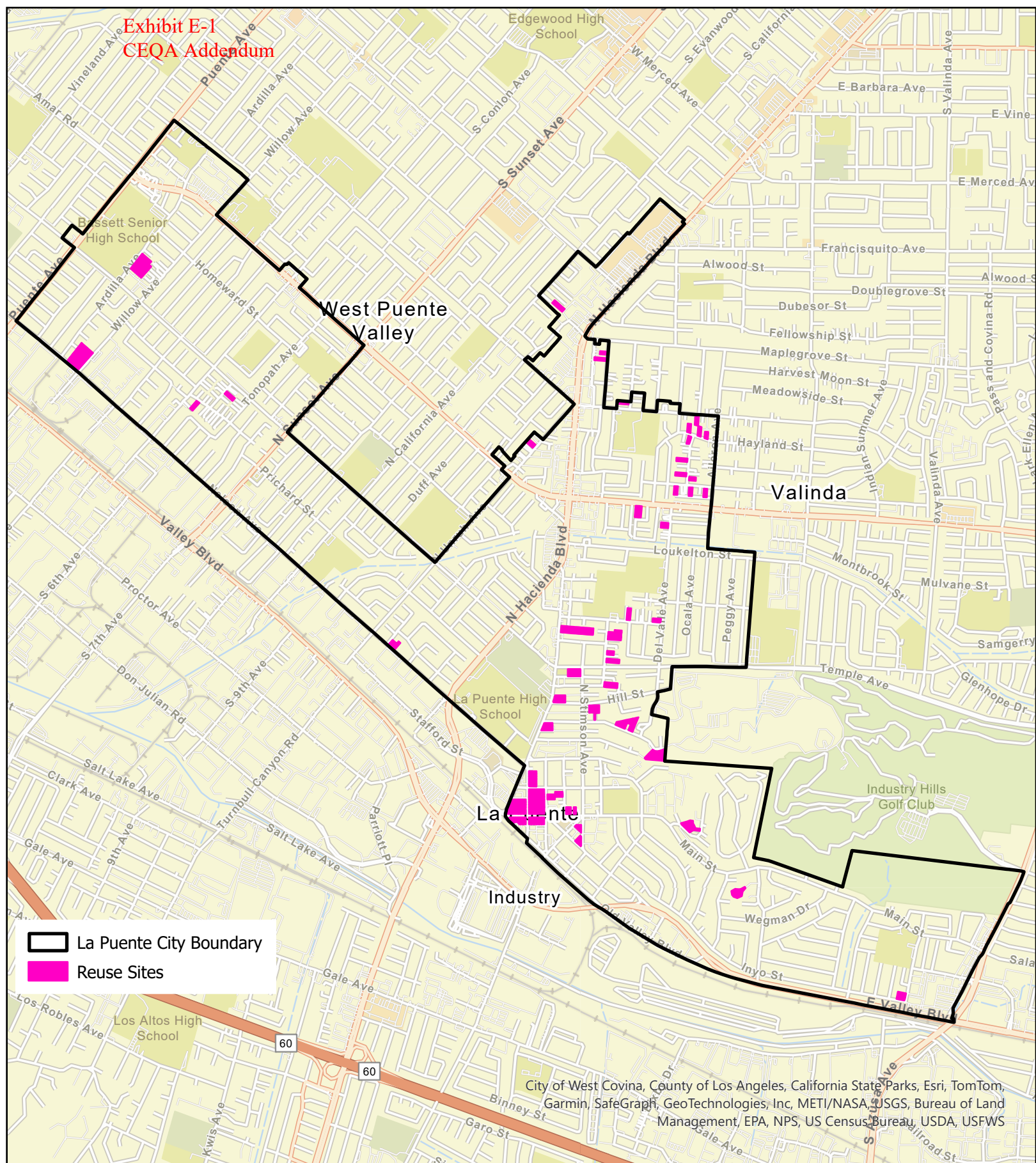
Source: Los Angeles County, City of La Puente



Religious Congregational Sites Overlay (Program 3a)

This Project is funded and managed by the Southern California Association of Governments (SCAG) with Regional Early Action Program 2021 grant funding from the State of California Department of Housing and Community Development.

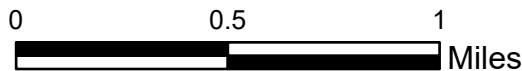
Exhibit E-1
CEQA Addendum



- La Puente City Boundary
- Reuse Sites

City of West Covina, County of Los Angeles, California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS

Source: Los Angeles County, City of La Puente



By-Right Approval for Reuse Sites (Program 3c)



This Project is funded and managed by the Southern California Association of Governments (SCAG) with Regional Early Action Program 2021 grant funding from the State of California Department of Housing and Community Development.



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

Subject: CONSIDERATION OF A RESOLUTION RESCINDING RESOLUTION NO. 26-5995 AND AMENDING THE COMPREHENSIVE PERSONNEL SYSTEM FOR FULL-TIME POSITIONS TO AUTHORIZE FUNDING AND ADD AN ADDITIONAL SENIOR MAINTENANCE WORKER

BACKGROUND/DISCUSSION

The City of La Puente, on July 1st of each year, adopts salary resolutions for full-time and part-time employees to authorize positions and salary ranges to ensure adequate staffing for the fiscal year. On May 26, 2026, the City Council adopted Resolution No. 25-5995 establishing the number of authorized full-time positions and salary ranges for City employees that will begin on July 1, 2026.

City staff are recommending adding an additional Senior Maintenance Worker. The primary purpose of this additional Senior Maintenance Worker will be completing small scale sidewalk repair jobs throughout the City working alongside the current Senior Maintenance Worker. This will allow the City to complete more sections of sidewalks in a shorter period and lessen the dependence on contractors to complete the work. Currently, the City schedules sidewalk work in conjunction with grind and overlay and slurry seal projects. This position would allow the City more independence in completing side walk repairs outside of major street projects and allow for more focused sidewalk repairs therefore minimizing potential liabilities.

FISCAL IMPACT

The cost for authorizing the Full-Time Senior Maintenance Worker for the fiscal year would be approximately \$130,000 and would be funded using a combination of Measure M (Fund 203) and Measure R (Fund 205).

RECOMMENDATION

It is recommended that the City Council: (1) adopt Resolution No. 26-6007 rescinding Resolution No. 26-5995 amending the comprehensive personnel system; and (2) provide any necessary direction to Staff.

ATTACHMENTS

A. Amending Full-Time Base Salary Resolution

RESOLUTION NO. 26-6007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, RESCINDING RESOLUTION NO. 26-5995, AND AMENDING THE COMPREHENSIVE PERSONNEL SYSTEM AND ESTABLISHING THE NUMBER OF AUTHORIZED FULL-TIME POSITIONS AND MONTHLY SALARY RANGES FOR CITY EMPLOYEES

WHEREAS, the City Council wishes to rescind Resolution 26-5995 and to establish the number of authorized full-time positions and monthly salary ranges for City employees for the 2026-2027 fiscal year, effective July 1, 2026.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

SECTION 1. Effective July 1, 2026, Resolution 26-5995 is hereby rescinded.

SECTION 2. Effective July 1, 2026, the salary ranges and position titles of Unclassified Exempt, Exempt At-Will, Classified Exempt authorized positions are as follows:

A. Unclassified Management Exempt Positions	Authorized Positions	Range	Monthly Salary Steps A - E
City Manager	1	Contract	22,662
B. Exempt At-Will	Authorized Positions	Range	Monthly Salary Steps A – G
Director of Administrative Services	1	A11	14,799 – 20,290
Director of Development Services	1	A10	14,095 – 19,324
Chief/Director of Public Safety	1	A10	14,095 – 19,324
Director of Community Services	1	A8	12,203 – 16,731
Assistant City Engineer	1	A4	9,137 – 12,528
City Clerk	1	A4	9,137 – 12,528
Finance Manager	1	A4	9,137 – 12,528
Planning Manager	1	A3	8,540 – 11,709

C. Classified Exempt Positions	Authorized Positions	Range	Monthly Salary Steps A – F
Senior Planner	1	E8	7,718 – 9,850
Maintenance Superintendent	2	E8	7,718 – 9,850
Public Safety Senior Supervisor	1	E8	7,718 – 9,850
Communications/Information Technology Analyst	1	E8	7,718 – 9,850
Principal Accountant	1	E6	7,000 – 8,934
Associate Planner	1	E6	7,000 – 8,934
Public Safety Supervisor	1	E6	7,000 – 8,934
Community Outreach Program Supervisor	1	E6	7,000 – 8,934
Community Engagement Supervisor	1	E5	6,667 – 8,508
Management Analyst	1	E5	6,667 – 8,508
Maintenance Supervisor	1	E5	6,667 – 8,508
Assistant Planner	1	E4	6,349 – 8,104
Shelter/TNR Supervisor	1	E2	5,759 – 7,350
Management Assistant	1	E2	5,759 – 7,350
Concession and Event Supervisor	1	E2	5,759 – 7,350

SECTION 4. Effective July 1, 2026, the salary ranges and position titles of Classified Non-Exempt authorized positions are as follows:

D. Classified, Non-Exempt Positions	Authorized Positions	Range	Monthly Salary Step A - E
Grants & Housing Analyst ^{NR*}	1	N23	6,476 – 8,265
Senior Maintenance Worker ^{NR*}	3	N21	5,874 – 7,497
Community Services Supervisor	1	N21	5,874 – 7,497
Community Services Coordinator	2	N20	5,594 – 7,140
Accounting Technician II	1	N20	5,594 – 7,140
Maintenance Lead	1	N20	5,594 – 7,140
Administrative Assistant	1	N19	5,328 – 6,800
Code Enforcement Officer	3	N19	5,328 – 6,800
Park Maintenance Worker	2	N19	5,328 – 6,800
Accounting Technician	1	N18	5,074 – 6,476
Community Outreach Program Coordinator	4	N18	5,074 – 6,476
Information Technology Technician	1	N18	5,074 – 6,476
Maintenance Worker	5	N17	4,832 – 6,168
Accounting Assistant	2	N16	4,602 – 5,874
Community Services Specialist	3	N15	4,383 – 5,594
Office Specialist	1	N12	3,787 – 4,832

**NR – Not Represented*

SECTION 6. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

SECTION 7. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 23rd day of June, 2026, by the following vote:

AYES:	COUNCILMEMBERS: None
NOES:	COUNCILMEMBERS: None
ABSENT:	COUNCILMEMBERS: None
ABSTAIN:	COUNCILMEMBERS: None

Charlie Klinakis, Mayor

ATTEST:

Martha Torres, MPA, CMC, City Clerk



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services
Candice Yu, Principal Accountant

Subject: PRESENTATION OF MAY 2026 BUDGET REPORT

BACKGROUND/DISCUSSION

The City Council adopted the Fiscal Year 2025-2026 Budget and Capital Improvement Program on May 27, 2025. The attached report examines fiscal activity taking place in the month of May and includes all funds within the operating budget. The report analyzes year-to-date transactions in comparison to budgeted amounts for the entire fiscal year, expressing each category using a percentage-of-completion methodology. It additionally provides comparisons in activity level to the same time period last fiscal year.

FISCAL IMPACT

As of the end of May 2026, ninety-two (92%) percent of the fiscal year has elapsed.

REVENUES

General fund revenues to date have reached \$18,171,415, representing 82.5% of the annual budget, a decrease compared to 86.7% at this point last fiscal year. Property Tax collections total \$8,542,250, reflecting a 4.0% increase over the prior year. In May, the City received its second and final annual allocation of Property Tax in-lieu of Vehicle License Fees (VLF) in the amount of \$3,288,660. Investment revenue totaled \$442,782, representing a 59.0% increase compared to the same period last fiscal year. This is primarily due to the continued elevated interest rate environment. The City's investment portfolio has benefited from higher yields available on fixed-income investments. Across all funds, total revenue posted through the May 2026 period is \$29,158,845 or 73.7% of the annual budget, a minimal increase over 72.1% in FY 24/25.

EXPENDITURES

In aggregate of all funds, total expenditures through May 2026 have reached \$26,833,791, representing 76.9% of the annual budget. This expenditure level is consistent with the same period in the prior fiscal. Year-to-date expenditures in the General Fund are \$18,385,795 or 81.6% of the annual budget, slightly lower in contrast with 82.6% at this time in FY 2024-2025. Overall, expenditure levels remain consistent with prior year trends, indicating a stable spending patters across fiscal periods.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

ATTACHMENTS

- A. May 2026 Budget Report

CITY OF LA PUENTE
Monthly Budget Report - May 2026
Statement of Revenues
92% of the Fiscal Year Complete

	FY 2025-2026 BUDGET	FY 2025-2026 YTD ACTUAL	%	FY 2024-2025 BUDGET	FY 2024-2025 YTD ACTUAL	%
GENERAL FUND						
Property Tax	8,707,300	8,542,250	98.1%	8,494,600	8,226,649	96.8%
Sales Tax	3,849,100	2,860,225	74.3%	3,701,800	2,908,858	78.6%
Sales Tax - Measure LP	3,619,000	2,399,472	66.3%	3,481,000	2,468,067	70.9%
Other Taxes and Assessments	1,900,300	1,491,556	78.5%	1,750,500	1,560,504	89.1%
Licenses and Permits	924,900	624,524	67.5%	851,000	1,006,655	118.3%
Fines and Forfeitures	763,500	554,851	72.7%	627,500	536,153	85.4%
Use of Money	365,000	442,782	121.3%	320,000	277,751	86.8%
Intergovernmental	163,700	132,869	81.2%	137,500	245,660	178.7%
Charges for Services	967,800	864,367	89.3%	978,300	759,243	77.6%
Other	768,700	258,518	33.6%	691,300	249,749	36.1%
TOTAL GENERAL FUND	22,029,300	18,171,415	82.5%	21,033,500	18,239,289	86.7%
SPECIAL REVENUE FUNDS						
Gas Tax	1,041,200	856,216	82.2%	1,041,200	884,140	84.9%
RMRA (SB1)	888,000	797,835	89.8%	990,000	771,401	77.9%
Measure M	692,200	584,666	84.5%	749,800	568,476	75.8%
Measure R	608,800	515,619	84.7%	659,700	503,321	76.3%
Prop A Fund	1,018,500	951,925	93.5%	1,099,000	938,420	85.4%
Prop C Fund	851,400	829,405	97.4%	894,100	787,563	88.1%
AQMD	52,000	52,848	101.6%	52,000	39,459	75.9%
Miscellaneous Grants	3,987,900	906,258	22.7%	5,950,000	505,305	8.5%
Lighting & Landscape Maintenance District	1,048,200	1,054,292	100.6%	1,056,100	1,036,434	98.1%
CDBG	332,400	174,517	52.5%	388,400	206,557	53.2%
Permanent Local Housing Fund (PLHA)	300,500	29,076	9.7%	300,000	642,428	214.1%
PEG Access	27,000	17,521	64.9%	39,700	21,318	53.7%
Supplemental Law Enforcement Fund	196,000	201,537	102.8%	170,000	194,663	114.5%
Other Special Revenue	1,737,800	733,630	42.2%	1,329,200	579,250	43.6%
TOTAL SPECIAL REVENUE FUNDS	12,781,900	7,705,346	60.3%	14,719,200	7,678,735	52.2%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service	871,600	867,489	99.5%	849,500	849,500	100.0%
2019A Debt Service	264,200	47,119	17.8%	260,600	50,319	19.3%
2019B Debt Service	233,600	41,800	17.9%	234,400	44,700	19.1%
Capital Projects	53,300	53,287	100.0%	53,300	53,287	100.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	1,422,700	1,009,695	71%	1,397,800	997,806	71.4%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	703,100	61,792	8.8%	701,000	64,935	9.3%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,595,100	1,450,222	90.9%	1,538,400	1,365,492	88.8%
Equipment Replacement Fund	344,200	268,438	78.0%	265,000	210,342	79.4%
Vehicle Maintenance & Replacement Fund	677,400	491,938	72.6%	633,600	492,409	77.7%
TOTAL INTERNAL SERVICE FUNDS	1,021,600	2,210,598	216.4%	898,600	2,068,243	230.2%
TOTAL REVENUES	39,553,700	29,158,845	73.7%	40,288,500	29,049,007	72.1%

CITY OF LA PUENTE
Monthly Budget Report - May 2026
Statement of Operating Expenditures
92% of the Fiscal Year Complete

	FY 2025-2026 BUDGET	FY 2025-2026 YTD ACTUAL	%	FY 2024-2025 BUDGET	FY 2024-2025 YTD ACTUAL	%
GENERAL FUND						
General Government	1,494,600	1,415,780	94.7%	1,578,500	1,534,633	97.2%
Administrative Services	3,074,800	2,939,256	95.6%	2,250,000	2,415,200	107.3%
General Services	426,800	436,710	102.3%	458,700	421,327	91.9%
Public Safety	11,598,600	8,489,180	73.2%	11,125,400	7,964,630	71.6%
Development Services	3,324,400	2,878,302	86.6%	3,386,100	3,229,298	95.4%
Community Services	2,606,800	2,226,567	85.4%	2,650,000	2,147,698	81.0%
TOTAL GENERAL FUND	22,526,000	18,385,795	81.6%	21,448,700	17,712,787	82.6%
SPECIAL REVENUE FUNDS						
Gas Tax	1,155,400	912,103	78.9%	1,027,900	839,246	81.6%
RMRA/SB1	47,200	63,570	134.7%	74,600	40,749	54.6%
Measure M	615,500	277,418	45.1%	506,000	192,352	38.0%
Measure R	684,300	401,218	58.6%	668,500	351,279	52.5%
Prop A	1,185,900	957,088	80.7%	1,126,900	869,539	77.2%
Prop C	100,800	78,766	78.1%	124,200	94,130	75.8%
AQMD	100	-	0.0%	100	147,748	147747.7%
Lighting & Landscape Maintenance District	1,097,300	939,417	85.6%	1,051,300	923,314	87.8%
CDBG	331,500	257,721	77.7%	388,400	255,772	65.9%
Permanent Local Housing Assistance (PLHA)	300,500	38,643	12.9%	300,000	442,080	147.4%
Supplemental Law Enforcement Fund	196,000	-	0.0%	170,000	-	0.0%
PEG Access	36,000	36,581	101.6%	29,000	37,386	128.9%
American Rescue Plan Act Fund	-	-	0.0%	111,400	113,042	101.5%
Other Special Revenue	1,625,100	1,546,815	95.2%	2,370,300	992,179	41.9%
TOTAL SPECIAL REVENUE FUNDS	7,375,600	5,509,340	74.7%	7,948,600	5,298,814	66.7%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service Fund	871,600	868,037	99.6%	849,500	849,500	100.0%
Capital Projects	53,300	53,287	100.0%	260,600	53,287	20.4%
Series 2019A Debt Service	264,200	264,238	88.4%	234,400	260,638	111.2%
Series 2019 B Debt Service	233,600	233,600	100.0%	53,300	234,400	439.8%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	1,422,700	1,419,162	99.8%	1,397,800	1,397,825	100.0%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	1,055,700	505,539	47.9%	1,055,700	502,756	47.6%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,283,000	233,035	18.2%	1,249,800	612,711	49.0%
Equipment Replacement Fund	321,700	240,385	74.7%	262,000	245,051	93.5%
Vehicle Maintenance & Replacement Fund	894,000	540,534	60.5%	870,400	499,486	57.4%
TOTAL INTERNAL SERVICE FUNDS	1,215,700	1,013,954	83.4%	1,132,400	744,537	65.7%
TOTAL OPERATING EXPENDITURES	34,878,700	26,833,791	76.9%	34,233,000	26,269,428	76.7%



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026
From: Bob Lindsey, City Manager
By: Troy Grunklee, CPA, Director of Administrative Services
Subject: DISCUSSION AND DIRECTION RELATED TO FIREWORK SUPPRESSION FOR 4TH
OF JULY WEEKEND

BACKGROUND/DISCUSSION

During the oral comments from the City Council at the City Council Meeting on June 9, 2026, the Mayor requested an item be presented to the City Council for discussion and direction regarding firework suppression for the upcoming 4th of July holiday by the Los Angeles Sheriff's Department. The Mayor requested that staff look into allocating \$25,000 from the Los Angeles Sheriff's Department budget for firework suppression to get illegal fireworks off the street.

FISCAL IMPACT

There is funding available in the General Fund Public Safety department to accommodate the \$25,000 of additional overtime for firework suppression.

RECOMMENDATION

It is recommended that the City Council discuss this item and provide any necessary direction to Staff.

ATTACHMENTS

None



City of La Puente Agenda Report

To: Mayor and City Council For meeting of: June 23, 2026
From: Bob Lindsey, City Manager
By: Bob Lindsey, City Manager
Subject: DISCUSSION AND DIRECTION REGARDING NAMING RIGHTS FOR THE LA
PUENTE ANIMAL SHELTER/COMMUNITY DOG PARK/K-9 TRAINING CENTER AT
16550 OLD VALLEY BOULEVARD

BACKGROUND/DISCUSSION

In anticipation of the future opening of the La Puente Animal Shelter/Community Dog Park/K-9 Training Center, City staff recommends that the City Council discuss naming rights for the facility.

FISCAL IMPACT

None.

RECOMMENDATION

It is recommended that the City Council discuss naming rights for the La Puente Animal Shelter/Community Dog Park/K-9 Training Center and provide direction to Staff.

ATTACHMENTS

None