



Dave Wheeler
Mayor

Joshua Sweeney
Mayor Pro Tempore

Don Caskey
Council Member

Janine Heft
Council Member

Erica Pezold
Council Member

City of Laguna Hills City Council / Planning Agency

Regular Meeting Agenda
Tuesday, September 10, 2024 - 7:00 PM
(Closed Session at 6:00 PM when scheduled)

City Council Chamber
24035 El Toro Road
Laguna Hills, CA 92653

In Person Public Comments: Any person wishing to address the City Council/Planning Agency on any matter, whether or not it appears on this Agenda, is asked to complete a pink "Request to Speak" form available on the table at the back of the Chamber and submit the form to the City Clerk. The Request to Speak form assists the Mayor in ensuring that all persons wishing to address the City Council are recognized and ensures accurate identification of meeting participants in the City Council/Planning Agency Minutes. Completion of the form is voluntary. It is City policy to limit public testimony to up to three minutes per person, an overall time limit of twelve minutes for any one subject, and a total time limit of thirty minutes for Public Comments. If you are commenting on an Agenda item, your comments will be heard at the time that item is scheduled on the Agenda. If you are addressing the City Council on an item not listed on the Agenda, the City Council is prohibited by law from discussing or taking any action on that item.

Submission of Electronic Public Comments: Those wishing to make electronic public comments may submit their comments by [email to the City Clerk](#) by 5:00 p.m. on Tuesday, September 10, 2024. In the subject line of the email, please state your name and the item number you are commenting on. Any public comment received that does not specify a particular agenda item number will be announced during the general public comment portion of the agenda. All comments received by 5:00 p.m. on the date of the meeting will be provided to the City Council and will be provided for public inspection at the meeting. During the applicable agenda item, the City Clerk will announce the name of the sender and subject matter of all electronic comments received by 5:00 p.m. on Tuesday, September 10, 2024. Email comments will NOT be read by the City Clerk during the meeting. Electronic public comments may only be submitted via email and comments via text and social media (Facebook, X (formerly Twitter), etc.) will not be accepted.

For questions or assistance, please contact the City Clerk's Office at (949) 707-2635 or via [email](#).

General Business Convening at 7:00 PM

Call to Order

Resolution No. 96-04-09-1 established rules of decorum for public meetings held by the City of Laguna Hills. Resolution No. 96-04-09-1 is available on the table at the back of the City Council Chamber.

Invocation: Bishop Scott Mckeen of Laguna Hills Ward of the Church of Jesus Christ of Latter-day Saints

Pledge of Allegiance

Roll Call of City Council Members

1. Presentations and Proclamations

1.1 Appointment of Laguna Hills High School Student Liaison Dylan Vu for the 2024 Fall Semester.

Recommendation: That Mayor Wheeler present a Certificate of Appointment to Laguna Hills High School Fall 2024 Student Liaison Dylan Vu.

1.2 Laguna Hills High School Student Liaison Report

Recommendation: That the City Council receive a report from Laguna Hills High School 2024 Fall Student Liaison Dylan Vu.

1.3 World Alzheimer's Awareness Month

Recommendation: That the City Council issue a Proclamation declaring the month of September 2024 as World Alzheimer's Month and that Mayor Wheeler present the Proclamation to Dan Daley, Healthcare Outreach Specialist.

2. Schedule of Future Events

2.1 Schedule of Future Events

Recommendation: That the Deputy City Clerk announce the upcoming meetings and events.

3. Public Comments

This is the time to address the City Council on any matter not listed on this Agenda that is within the subject matter jurisdiction of the City Council. Public Comments are limited to three minutes per person, an overall time limit of twelve minutes for

any one subject, and a total time limit of thirty minutes. Clarification questions from the City Council will not count against time limits. Speaker's responses are limited to one minute.

4. Consent Calendar

All matters listed under "CONSENT CALENDAR" are considered to be routine and will be enacted by one motion approving the recommendation listed on the Agenda. There will be no separate discussion unless Members of the City Council or Staff request specific items be removed from the Consent Calendar.

4.1 Waive Reading in Full of all Ordinances and Resolutions on the Agenda

Recommendation: That the City Council waive reading in full of all ordinances and resolutions on the agenda and declare that said titles which appear on the public agenda shall be determined to have been read by title and further reading waived.

4.2 Approval of Minutes for August 27, 2024, Special Meeting

Recommendation: That the City Council approve the City Council Minutes for the August 27, 2024, Regular Meeting.

4.3 Approval of Minutes for August 27, 2024, Regular Meeting

Recommendation: That the City Council approve the City Council Minutes for the August 27, 2024, Regular Meeting.

4.4 Ratification of September 10, 2024 Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from August 16, 2024, to August 29, 2024, in the amount of \$408,645.29.

4.5 Update of City Council Policy 317 - Public Facility Reservation & Use Policy, Related to the Use of City Facilities such as Community Center Rooms, Parks, Athletic Fields, Courts, and Gymnasium

Recommendation: That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, Adopting Updates to City Council Policy No. 317."

4.6 2024 Holiday Event Series Update

Recommendation: That the City Council receive and file the report.

4.7 Proposed First Amendment to Civic Center Office Lease with Fay Blix, an individual dba The Law Offices of Fay Blix, for 24031 El Toro Road, Suite 301, Laguna Hills, California

Recommendation: That the City Council: 1) Approve the first amendment to the lease agreement with Fay Blix, an individual dba The Law Offices of Fay Blix, for 24031 El Toro Road, Suite 301, Laguna Hills, California; and 2) Authorize the City Manager to make minor modifications, as necessary, to the first amendment to the lease agreement and to execute the first amendment to the lease agreement.

4.8 Award of Public Works Construction Contract for the Laguna Hills Community Center Carpeting Replacement Project, CIP No. 513-B

Recommendation: That the City Council: 1) Award the Public Works Construction Contract for the for the Laguna Hills Community Center Carpeting Replacement Project, CIP No. 513-B, to the lowest responsive bidder, Floor Covering Unlimited, Inc., in the amount of \$52,242.88; 2) Find that the Project is Categorically Exempt from the California Environmental Quality Act (CEQA), Class 1 Existing Facilities, pursuant to CEQA Guidelines, Section 15301; 3) Reject all other bids; and 4) Authorize the City Manager to sign the Public Works Construction Contract.

4.9 Response to the June 20, 2024, Orange County Grand Jury Report Entitled "E-bikes Friend or Foe."

Recommendation: That the City Council: 1) Approve the attached response to the Orange County Grand Jury's report; 2) Authorized the Mayor to sign the response letter; and 3) Direct the City Manager to submit the response

4.10 Resolution Establishing City Council Policy 102-Procedure for Order of Authority

Recommendation: That the City Council adopt a Resolution entitled: A resolution of the City Council of the City of Laguna Hills, California, establishing City Council Policy No. 102 regarding a procedure for order of authority.

Items Removed from the Consent Calendar

5.1 Roll Call of Planning Agency Members

5.2 Public Comments

This is the time to address the Planning Agency on any matters not listed on this Agenda this is within the subject matter jurisdiction of the Planning Agency. Public Comments are limited to three minutes per person, an overall time limit of ten minutes for any one subject, and a total time limit of thirty minutes

5.3 Approval of Minutes

5.4 Administrative Reports

5.5 Planning Agency Public Hearings

5.5.1 Conditional Use Permit/Site Development Permit/Master Sign Program (CUP/SDP/MSP) No. 0110-2022, a Request by Monique Lacher, on behalf of Aliso Equities, Ltd. for Approval of a Conditional Use Permit, Site Development Permit, and Master Sign Program Amendment to Construct a New Ralphs Fuel Station in the Alicia Town Center Located at 25594-25632 Alicia Parkway

Recommendation: That the Planning Agency:

- 1) Conduct a public hearing; and,
- 2) Find and determine that the proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of Title 14, Chapter 3 of the California Code of Regulations (Class 32, In-fill Development Projects); and,
- 3) Adopt a Resolution entitled: “A Resolution of the Planning Agency of the City of Laguna Hills, California, Approving Conditional Use Permit/Site Development Permit/Master Sign Program No. 0110-2022, a Request by Monique Lacher, on behalf of Aliso Equities, Ltd., for Approval of a New Ralphs Fuel Station in the Alicia Town Center, Located at 25594-25632 Alicia Parkway, Including an Exemption from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15332 of Title 14, Chapter 3 of the California Code of Regulations (Class 32, In-fill Development Projects)”.

5.6 Planning Agency Adjournment

6. City Council Public Hearings

6.1 Proposed Update to City's Traffic Violator Apprehension Program Fee

Recommendation: That the City Council:

- 1) Conduct a public hearing; and
- 2) Adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, Updating the City's Traffic Violator Apprehension Program Fee Repealing Resolution No. 2021-10-12-5, and Finding that the Action is Statutorily Exempt from the California Environmental Quality Act (CEQA) Per Section 15273 of the CEQA Guidelines and Public Resources Code Section 21080(B)(8)."

7. Administrative Reports

7.1 Proposed Reader Board at the Corner of Alicia Parkway and Paseo de Valencia

Recommendation: That the City Council:

- 1) Approve the conceptual design of the proposed reader board at the corner of Alicia Parkway and Paseo de Valencia;
- 2) Establish CIP No. 318 for the proposed project;
- 3) Authorize the Finance Director to amend the budget by allocating \$525,000 from the General Fund Reserves into CIP No. 318; and
- 4) Authorize City staff to develop construction plans and documents.

7.2 Proposed Street Name Sign Replacements

Recommendation: That the City Council:

- 1) Approve one of the proposed conceptual street name sign designs; 2) Authorize City staff to develop bid documents for the procurement and installation of the street name signs Citywide; and 3) Authorize the Finance Director to amend the budget by transferring \$200,000 from General Fund Reserves to CIP No. 153.

8. Matters Agendized and Presented by City Council Members

8.1 Consideration of a Policy to Ban the Installation and Use of Artificial Turf on City-owned properties in the City of Laguna Hills

Recommendation: Council Member Pezold recommends that the City Council direct staff to prepare the policy and return at the September 24, 2024, meeting for final approval.

9. City Council Member Committee Reports

9.1 Committee Assignment Reports

Recommendation: That the City Council receive reports from City Council Members on the City Council Committee Assignments listed in the staff report.

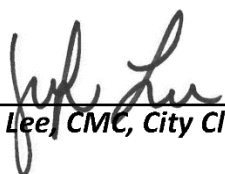
10. City Council Member Comments

Adjournment

The next Regular Meeting of the City Council/Planning Agency will be September 24, 2024, at 7:00p.m., in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, JENNIFER LEE, City Clerk of the City of Laguna Hills, do hereby certify that a copy of the foregoing Agenda was posted at Laguna Hills City Hall, Laguna Hills Community Center, and the Courtyard at La Paz Center by September 5, 2024, at 5:00p.m.



Jennifer Lee, CMC, City Clerk

It is the intention of the City of Laguna Hills to comply with the Americans with Disabilities Act in all respects. If as an attendee or a participant at this meeting you will need special assistance beyond what is normally provided, the City of Laguna Hills will attempt to accommodate you in every reasonable manner. Please contact the office of the City Clerk at (949) 707 2635. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 24035 El Toro Road, Laguna Hills, California, during normal business hours. In addition, such writings or documents will be made available for public review on the City's website at: <https://www.lagunahillscs.gov/supplementalagenda> and at the respective public meeting.

City Council Members receive no additional compensation or stipend as a result of simultaneously convening meetings of the Laguna Hills Planning Agency.



CITY OF LAGUNA HILLS

CERTIFICATE OF APPOINTMENT

be it known that

DYLAN VU

*on September 10, 2024, took the
Oath of Office
and on this date began serving as the*

STUDENT LIAISON

for the City of Laguna Hills

Dated this 10th day of September 2024.

DAVE WHEELER, MAYOR



CITY OF LAGUNA HILLS

PROCLAMATION

WORLD ALZHEIMER'S AWARENESS MONTH SEPTEMBER 2024

WHEREAS, the Nation, State of California and City of Laguna Hills observe World Alzheimer's Month during the month of September; and

WHEREAS, Alzheimer's disease, a progressive neurodegenerative brain disorder, tragically robs individuals of their moments and leads to progressive mental and physical impairments; and

WHEREAS, more than 164,000 residents in Orange County and over 6 million Americans are currently living with Alzheimer's disease; and

WHEREAS, Alzheimer's disease is the third leading cause of death in Orange County; and

WHEREAS, since 1982, the mission of Alzheimer's Orange County is to provide hands-on care and support, information, referrals, education and resources for families in Orange County and surrounding areas who experience memory loss, Alzheimer's and other dementias.

NOW, THEREFORE, I, Dave Wheeler, Mayor, on behalf of the City Council of the City of Laguna Hills, California, do hereby proclaim the month of September 2024, as World Alzheimer's Awareness Month in the city of Laguna Hills.

Dated this 27th day of August 2024.

DAVE WHEELER, MAYOR



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Kayle McDonald, Deputy City Clerk
Issue: Schedule of Future Events

Recommendation: That the Deputy City Clerk announce the upcoming meetings and events

Meetings:

City Council/Planning Agency Regular Meetings

Tuesday, September 24, 7:00 p.m., Laguna Hills Civic Center Council Chamber

Tuesday, October 8, 7:00 p.m., Laguna Hills Civic Center Council Chamber

Parks and Recreation Commission Regular Meetings

Wednesday, October 2, 7:00 p.m., Laguna Hills Civic Center Council Chamber

Events:

27th Annual Inner-Coastal & Watershed Cleanup Day

Saturday, September 21, 9:00 a.m.–12:00 p.m., Meet at Laguna Hills Community Center

Global Harmony Symphony - Moment Musicale Chamber Series

Tuesday, September 24, 11:30 a.m., Laguna Hills Community Center & Sports Complex

3rd Annual Heritage Day Fall Festival

Saturday, September 28, noon – 6:00 p.m., Laguna Hills Community Center & Sports Complex

Rooted Campaign Planting Event

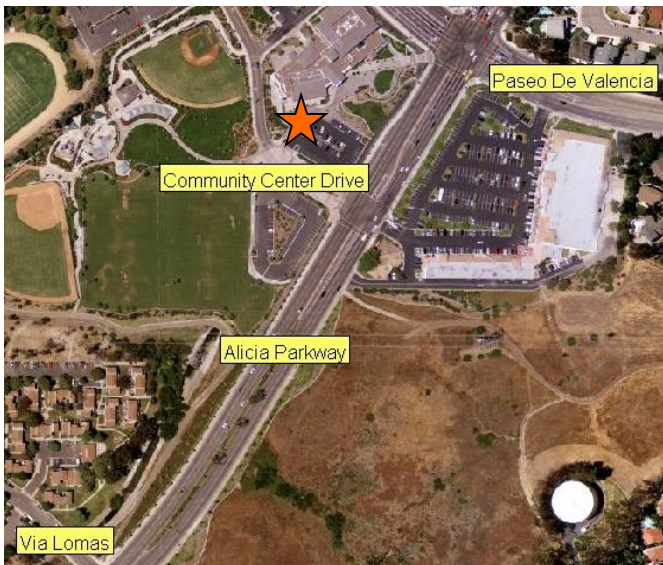
Saturday, October 12 from 9:00 a.m. -12:00 p.m., location TBD



The City of Laguna Hills

27th Annual Inner- Coastal & Watershed Cleanup Day

- What:** Take pride in our community and help clean up local creeks, watersheds, and trails to preserve the beauty of our community.
- When:** Saturday, September 21, 2024, 9:00 a.m. – 12:00 p.m.
- Where:** Laguna Hills Community Center (Meeting Location)
25555 Alicia Parkway, Laguna Hills, CA 92653
- Who:** Volunteers / Community Groups / Residents / Families



Directions: From Interstate 5, exit Alicia Parkway and turn west. Travel to Community Center Drive and turn right. Turn left into the parking lot.

★ = Meeting location. Look for the booth setup in front of the community center.

For more information, please visit

www.lagunahillsca.gov

or contact Samantha Vu in the Public Works Department at (949) 707-2657.

Individuals and groups may pre-register by email to svu@lagunahillsca.gov.

Laguna Hills Community Center

Wear appropriate clothes including closed-toe shoes or hiking boots.

Please, no sandals or open toed shoes.

Bring gardening or work gloves if you have them.

Remember your sunscreen and a hat!

This event is held in conjunction with California Coastal Clean-Up Day.

Come join your neighbors in helping to keep our Community beautiful!



ORANGE COUNTY STORMWATER
POLLUTION PREVENTION PROGRAM.
"THE OCEAN BEGINS AT YOUR FRONT DOOR"

GLOBAL HARMONY SYMPHONY
PRESENTS

Moment Musicale

Featuring Special Guests: *Flucello*

Antonina Styczen, Flutist

Pola Benke, Cellist

Tuesday, September 24, 2024

Doors open: 11:30am

Performance starts: 12 Noon

**Laguna Hills Community Center
25555 Alicia Pkwy, Laguna Hills**

Free Admission - Free Parking

Suggested Donation - \$10

For additional information:

contact@globalharmonysymphony.com

www.globalharmonysymphony.com

Livestream link:

<https://www.youtube.com/@globalharmonysymphony4666/streams>



LAGUNA HILLS HERITAGE DAY

Fall Festival

SATURDAY, 28 SEPT 12:00 PM-6:00 PM

**FUN FOR ALL - FOOD - MUSIC - GAMES -
PETTING ZOO - HISTORICAL
REENACTMENTS - BEER GARDEN - EXPO -
SHEEP SHEARING**

Laguna Hills Sports Complex
25555 Alicia Parkway

SPONSORED BY:



moulton niguel water district

lagunahillsca.gov



**City of Laguna Hills
City Council
Special Meeting
Minutes
Tuesday, August 27, 2024**

Call to Order

The meeting was called to order at 4:01 p.m. by Mayor Wheeler.

Roll Call of City Council Members

Present:

Mayor Dave Wheeler
Mayor Pro Tempore Joshua Sweeney
Council Member Don Caskey
Council Member Erica Pezold

Absent:

Council Member Janine Heft

Public Comments

There were no public comments on the special meeting items.

City Council Workshop Items

1 Consideration of Procedure for Order of Authority Policy

Recommendation: Mayor Wheeler recommends that the City Council direct staff to prepare the policy and return at the September 10, 2024, meeting for final approval.

Mayor Wheeler provided information on the item.

City Manager Hildenbrand responded to Council Member requests for additional information.

City Attorney Simonian responded to Council Member requests for additional information.

A motion to approve the recommendation was moved by Mayor Wheeler, seconded by Mayor Pro Tempore Sweeney.

Result: Approved

Yes 4, No 0, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council
Member Caskey, Council Member Pezold

Nays: None

Abstain: None

2 Update of City Council Policy 317 - Public Facility Reservation & Use Policy, Related to the Use of City Facilities such as Community Center Rooms, Parks, Athletic Fields, Courts, and Gymnasium

Recommendation: That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, Adopting Updates to City Council Policy No. 317".

Community Development Director Reynolds reviewed the information provided in the staff report, provided a PowerPoint presentation, and responded to Council Member requests for additional information.

City Attorney Simonian responded to Council Member requests for additional information.

A motion to approve the proposed changes to the policy and bring the item back for final approval of the Resolution at the next regular meeting was moved by Mayor Wheeler, seconded by Council Member Caskey.

Result: Approved

Yes 3, No 1, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council
Member Caskey

Nays: Council Member Pezold

Abstain: None

3 Inclusionary Housing Program Overview and Policy Discussion

Recommendation: That the City Council receive the staff presentation, provide feedback, and provide direction regarding a potential inclusionary housing ordinance for City Council consideration.

Larry Longenecker reviewed the information provided in the staff report, provided a PowerPoint presentation, and responded to Council Member requests for additional information.

City Attorney Simonian responded to Council Member requests for additional information.

A motion to accept the report and to retain consultant Keyser Marston Associates to provide a detailed financial feasibility analysis as described in the staff report was moved by Council Member Pezold, seconded by Council Member Caskey.

Result: Approved

Yes 3, No 0, Abstained 1

Ayes: Mayor Pro Tempore Sweeney, Council Member Caskey, Council Member Pezold

Nays: None

Abstain: Mayor Dave Wheeler

Adjournment

There being no further business before the City Council at this session, Mayor Wheeler declared the meeting adjourned at 5:51 p.m.

Jennifer Lee, City Clerk

ATTEST:

Dave Wheeler, Mayor

Approved at meeting of September 10, 2024.

**City of Laguna Hills
City Council / Planning Agency
Regular Meeting
Minutes
Tuesday, August 27, 2024**

General Business Convening at 7:00 PM

Call to Order

The meeting was called to order at 7:00 PM by Mayor Wheeler.

Invocation: Elder Clay Wilemon of Christ Community Church

Pledge of Allegiance: Council Member Heft

Roll Call of City Council Members

Present:

Mayor Dave Wheeler
Mayor Pro Tempore Joshua Sweeney
Council Member Don Caskey
Council Member Janine Heft
Council Member Erica Pezold

Absent:

1. Presentations and Proclamations

1.1 Appointment of Laguna Hills High School Student Liaison Ann Pham and Alternate Forrest Frey for the 2024 Fall Semester.

Mayor Wheeler presented Certificates of Appointment to Laguna Hills High School Fall 2024 Student Liaison Ann Pham and Alternate Forrest Frey.

1.2 Laguna Hills High School Student Liaison Report

The City Council received a report from Laguna Hills High School 2024 Fall Student Liaison Ann Pham.

1.3 Wildfire Awareness & Prevention Season Proclamation

The City Council issued a Proclamation declaring mid-summer to early-autumn 2024 as "Wildfire Awareness and Preventions Season" and Mayor Pro Tempore Sweeney presented the Proclamation to Michael Summers, Division Chief, Orange County Fire Authority.

2. Schedule of Future Events

2.1 Schedule of Future Events

City Clerk Lee announced the upcoming meetings and events.

3. Public Comments

The following individual(s) provided public comments on non-agendized items:

Carol Moore, Laguna Woods City Council Member

Babak Shahrestani, Laguna Hills Resident

Dawn Ford, Laguna Hills Resident

4. Consent Calendar

A motion to approve the Consent Calendar with Item No. 4.9, Item No. 4.10, and Item No. 4.13 removed by Mayor Wheeler and Item No. 4.19 removed by Council Member Pezold and Mayor Wheeler, was moved by Council Member Heft, seconded by Council Member Pezold.

Result: Approved

Yes 5, No 0, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council Member Caskey, Council Member Heft, Council Member Pezold

Nays: None

Abstain: None

4.1 Waive Reading in Full of all Ordinances and Resolutions on the Agenda

Recommendation: That the City Council waive reading in full of all ordinances and resolutions on the agenda and declare that said titles which appear on the public agenda shall be determined to have been read by title and further reading waived.

4.2 Approval of Minutes for July 9, 2024, Regular Meeting

Recommendation: That the City Council approve the City Council Minutes for the July 9, 2024, Regular Meeting.

4.3 Ratification of August 27, 2024 Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the periods from June 29, 2024, to August 15, 2024, in the amount of \$4,763,005.33.

4.4 Treasurer's Investment Report for June 2024

Recommendation: That the City Council receive and file the Treasurer's Investment Report for the month of June 2024.

4.5 Treasurer's Investment Report for July 2024

Recommendation: That the City Council receive and file the Treasurer's Investment Report for the month of July 2024.

4.6 Resolution Establishing the Principal Civil Engineer Classification and Senior Public Works Inspector Classification along with Salary Ranges and Benefits for the Positions within the Bargaining Unit Covered by the Memorandum of Understanding with the Laguna Hills City Employees Association

Recommendation: That the City Council adopt Resolution No. 2024-08-27-1: "A Resolution of the City Council of the City of Laguna Hills, California, Establishing Principal Civil Engineer Classification and Senior Public Works Inspector Classification along with Salary Ranges and Benefits within the Bargaining Unit Covered by the Memorandum of Understanding with the Laguna Hills City Employees Association."

4.7 City's Conflict of Interest Code Update

Recommendation: That the City Council adopt Resolution No. 2024-08-27-2: "A Resolution of the City Council of the City of Laguna Hills, California, Adopting an Updated Conflict of Interest Code and Rescinding Resolution No. 2022-09-13-1."

4.8 Designation of Voting Delegate for League of California Cities Annual Conference

Recommendation: That the City Council appoint the Mayor as the Voting Delegate and appoint the Mayor Pro Tempore as the Voting Delegate Alternate for the League of California Cities Annual Conference.

4.11 Response to the June 11, 2024 Orange County Grand Jury Report Entitled "Talking Trash: Recyclables and Organic Waste."

Recommendation: That the City Council: 1) Approve the attached response to the Orange County Grand Jury's report; 2) Authorize the Mayor to sign the response letter; and 3) Direct the City Manager to submit the response.

4.12 Rejection of Bid Proposals for Laguna Hills Civic Center Suite 205 Tenant Improvements Project, CIP No. 505-B

Recommendation: That the City Council reject all bid proposals received for the Laguna Hills Civic Center Suite 205 Tenant Improvements Project, CIP No. 505-B.

4.14 Informal Bidding Ordinance Use Quarterly Report

Recommendation: That the City Council receive and file the report.

4.15 Notice of Completion and Final Payment for the Phase XII Water Quality Project, CIP No. 412-L

Recommendation: That the City Council: 1) Certify the completion of and accept the improvements for the subject project; 2) Authorize the Public Works Director to sign the Notice of Completion; 3) Authorize the recording of the Notice of Completion with the County of Orange and to release the faithful performance and payment bonds one year and 35 days, respectively, after the date of recordation of the Notice of Completion contingent upon no claims or liens being filed with the City; and 4) Authorize payment of the final retention 35 days after the date of recordation of the Notice of Completion in the net amount of \$12,500.00, if no liens have been filed.

4.16 Approval of Proposed Professional Services Agreements for On-Call Civil Engineering, Project Management, and Support Services with: a) Ardurra Group, Inc.; b) HR Green Pacific, Inc.; c) Hunsaker & Associates Irvine, Inc.; d) KDM Meridian; e) NV5, Inc.; f) TAIT & Associates, Inc.; and g) W.G. Zimmerman Engineering, Inc.

Recommendation: That the City Council: 1) Approve the proposed Professional Services Agreements for On-Call Civil Engineering, Project Management, and Support Services with: a) Ardurra Group, Inc.; b) HR Green Pacific, Inc.; c) Hunsaker & Associates Irvine, Inc.; d) KDM Meridian; e) NV5, Inc.; f) TAIT & Associates, Inc.; and g) W.G. Zimmerman Engineering, Inc.; and 2) Authorize the City Manager to execute the Agreements.

4.17 Approval of Proposed Professional Services Agreements for On-Call Landscape Architecture Services with: a) Nuvis; b) Richard Fisher Associates; and c) RJM Design Group, Inc.

Recommendation: That the City Council: 1) Approve the proposed Professional Services Agreements for On-Call Landscape Architecture Services with: a) Nuvis; b) Richard Fisher Associates; and c) RJM Design Group, Inc.; and 2) Authorize the City Manager to execute the Agreements.

4.18 Development Application Status Report

Recommendation: That the City Council receive and file report.

Items Removed from the Consent Calendar

4.9 2024 Memorial Day Race Post Event Report and a Resolution Authorizing Community Assistance Funding for the 3/5 Marine Support Committee

Recommendation: That the City Council: 1) Receive and file the report; and 2) Adopt Resolution No. 2024-08-27-3: "A Resolution of the City Council of the City of Laguna Hills, California, Authorizing Community Assistance Funding for the 3rd Battalion, 5th Marines, 1st Division Support Committee, a California Non-Profit Corporation."

Mayor Wheeler removed Item No. 4.9 from the Consent Calendar to request additional information.

Deputy City Manager Reynolds responded to Council Member requests for additional information.

Community Services Manager Gannon responded to Council Member requests for additional information.

A motion to approve staff's recommendation was moved by Mayor Wheeler, seconded by Council Member Pezold.

Result: Approved

Yes 5, No 0, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council Member Caskey, Council Member Heft, Council Member Pezold

Nays: None

Abstain: None

4.10 2024 Fourth of July Celebration Post Event Report

Recommendation: That the City Council receive and file the report.

Mayor Wheeler removed Item No. 4.10 from the Consent Calendar to request additional information.

Community Services Manager Gannon responded to Council Member requests for additional information.

A motion to approve staff's recommendation was moved by Mayor Wheeler, seconded by Council Member Pezold.

Result: Approved

Yes 5, No 0, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council Member Caskey, Council Member Heft, Council Member Pezold

Nays: None

Abstain: None

4.13 Authority to Advertise Arterial Highway Rehabilitation Project – Paseo de Valencia and La Paz Road, CIP 104 and 109, and Curb Ramp Replacement Project – Alicia Parkway

Recommendation: That the City Council: 1) Approve the plans and specifications for the Arterial Highway Rehabilitation Project – Paseo de Valencia and La Paz Road, CIP 104 and 109, and Curb Ramp Replacement Project – Alicia Parkway; 2) Authorize the advertisement for bids for the Arterial Highway Rehabilitation Project – Paseo de Valencia and La Paz Road, CIP 104 and 109, and Curb Ramp Replacement Project – Alicia Parkway; 3) Authorize the City Engineer to make edits to the plans and specifications as necessary; 4) Find that environmental review is not required under the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Chapter 3, Section 15301 as a Class 1 Categorical Exemption - "Existing Facilities."

Mayor Wheeler removed Item No. 4.13 from the Consent Calendar to request additional information.

Public Works Director/City Engineer Ames responded to Council Member requests for additional information.

A motion to approve staff's recommendation was moved by Mayor Wheeler, seconded by Council Member Pezold.

Result: Approved

Yes 5, No 0, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council Member Caskey, Council Member Heft, Council Member Pezold

Nays: None

Abstain: None

A motion to reconsider Item No. 4.18 was moved by Mayor Wheeler, seconded by Council Member Pezold.

Result: Approved

Yes 5, No 0, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council Member Caskey, Council Member Heft, Council Member Pezold
Nays: None
Abstain: None

4.18 Development Application Status Report

Recommendation: That the City Council receive and file report.

Community Development Director Longenecker responded to Council Member requests for additional information.

A motion to approve staff's recommendation was moved by Council Member Pezold, seconded by Council Member Caskey.

Result: Approved

Yes 5, No 0, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council Member Caskey, Council Member Heft, Council Member Pezold
Nays: None
Abstain: None

4.19 Consideration of Amendment No. 1 to Agreement to Commission Original Art Work for 3rd Battalion, 5th Marines Darkhorse Bronze Memorial Sculpture with Brittany Ryan Studio, LLC.

Recommendation: That the City Council approve and authorize the City Manager to execute Amendment No. 1 to Agreement to Commission Original Art Work for 3rd Battalion, 5th Marines Darkhorse Bronze Memorial Sculpture with Brittany Ryan Studio, LLC.

Council Member Pezold and Mayor Wheeler removed Item No. 4.19 from the Consent Calendar to request additional information.

A motion to approve staff's recommendation was moved by Council Member Pezold, seconded by Council Member Heft.

Result: Approved

Yes 5, No 0, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council Member Caskey, Council Member Heft, Council Member Pezold

Nays: None

Abstain: None

5. Planning Agency

Mayor Wheeler recessed the City Council Meeting, and acting in capacity as Chair, called the Regular Meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:57 p.m.

5.1 Roll Call of Planning Agency Members

Present:

Chair Dave Wheeler
Vice Chair Joshua Sweeney
Agency Member Don Caskey
Agency Member Janine Heft
Agency Member Erica Pezold

Absent:

5.2 Public Comments

There were no public comments for the Planning Agency on non-agendized items.

5.3 Approval of Minutes

The Planning Agency Minutes are approved by the City Council.

5.4 Administrative Reports

There were no Planning Agency administrative reports.

5.5 Planning Agency Public Hearings

5.5.1 Conditional Use Permit (CUP) No. USE-0182-2024, a Request by Nikolett Veradi, on Behalf of NKA California LLC, Project Applicant, to Establish a Health Club Use, Coeur Pilates, in an Existing 1,439 Square-Foot Tenant Space Located at 24251 Avenida De La Carlota, B4

Recommendation: That the Planning Agency:

1) Conduct a public hearing;

2) Find and determine that the project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of Title 14, Chapter 3 of the California Code of Regulations (Class 1, Existing Facilities); and

3) Adopt Resolution No. PA2024-08-27-1: "A Resolution of the Planning Agency of the City of Laguna Hills, California, Approving Conditional Use Permit (CUP) No. USE-0182-2024, a Request by Nikolett Veradi, on behalf of NKA California LLC, Project Applicant, to Establish a Health Club Use, Coeur Pilates, in an Existing 1,439 Square-Foot Tenant Space Located at 24251 Avenida De La Carlota, B4, Including an Exemption from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 of Title 14, Chapter 3 of the California Code of Regulations (Class 1, Existing Facilities)."

Jennifer Ash reviewed the information provided in the staff report, provided a PowerPoint presentation, and responded to Agency Member requests for additional information.

Chair Wheeler opened the public hearing.

Property Owner, Paul Tanguay, Fritz Duda Company, spoke in favor of the project and responded to Agency Member requests for additional information.

Project Applicant, Nikolett Veradi, responded to Agency Member requests for additional information and agreed to abide by the conditions of approval.

Chair Wheeler closed the public hearing.

A motion to approve staff's recommendation was moved by Council Member Caskey, seconded by Council Member Pezold.

Result: Approved

Yes 5, No 0, Abstained 0

Ayes: Mayor Wheeler, Mayor Pro Tempore Sweeney, Council Member Caskey, Council Member Heft, Council Member Pezold

Nays: None

Abstain: None

5.6 Planning Agency Adjournment

Chair Wheeler adjourned the Planning Agency Meeting at 8:09 p.m. and reconvened the City Council Meeting. All Council Members were present in Chamber.

6. City Council Public Hearings

There were no City Council public hearings.

7. Administrative Reports

7.1 City Manager

The City Manager provided no administrative reports.

8. Matters Agendized and Presented by City Council Members

There were no matters agendized by City Council Members.

9. City Council Member Committee Reports

9.1 Committee Assignment Reports

The City Council received reports from City Council Members on the City Council Committee Assignments listed in the staff report.

10. City Council Member Comments

Mayor Wheeler

Mayor Wheeler requested a discussion regarding sending a letter to the Department of Motor Vehicles (DMV) in opposition to the Laguna Hills branch closure.

Mayor Wheeler requested the City reach out to the Florence Sylvester Senior Center to advertise their programs on the City's website.

Council Member Pezold

Council Member Pezold requested a discussion on an artificial turf policy be agendized for the September 10, 2024, regular meeting and received a second from Council Member Caskey.

Council Member Pezold requested a discussion on the potential hazards of eucalyptus trees be agendized for a future meeting and received a second from Council Member Heft.

Council Member Pezold requested social media posts to highlight future agenda reports.

Council Member Pezold reported that she is working on e-bike social media posts.

Council Member Pezold indicated her desire for the City to develop a multi-year strategic plan.

Mayor Pro Tempore Sweeney

Mayor Pro Tempore Sweeney reported on the August 18, 2024, OCFA Brews for a Cause fundraiser for fallen firefighters held at GameCraft Brewing Co.

Council Member Caskey

Council Member Caskey requested that all Council Members sign the DMV closure opposition letter.

Council Member Caskey provided comments regarding eucalyptus trees and asked that we request input from the Orange County Fire Authority (OCFA) and the City's Parks and Recreation Commission.

Council Member Caskey provided comments regarding strategic planning.

Council Member Heft

Council Member Heft agreed with Council Members Caskey's request to have all Council Members sign the DMV closure opposition letter and requested the letter to be prepared prior to the next City Council meeting.

Mayor Wheeler

Mayor Wheeler requested information on the upcoming Heritage Day event.

Adjournment

There being no further business before the City Council at this session, Mayor Wheeler declared the meeting adjourned at 8:44 p.m.

Jennifer Lee, City Clerk

ATTEST:

Dave Wheeler, Mayor

Approved at meeting of September 10, 2024.



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Eric Hendrickson, Finance Director
Issue: Ratification of September 10, 2024 Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from August 16, 2024, to August 29, 2024, in the amount of \$408,645.29.

Background:

The City issues accounts payable disbursements on a regular basis and presents it to the City Council for ratification at its next regularly scheduled City Council Meeting. The attached Warrant Register containing checks and electronic funds transfers for the period from August 16, 2024, to August 29, 2024, is being presented for ratification by the City Council. Payments have been reviewed and approved by the appropriate departmental staff. The Finance Director certifies to the accuracy of the attached register and to the availability of monies for payment thereof.

Fiscal Impact:

Ratification of the accompanying Warrant Register includes disbursements totaling \$408,645.29.

Attachments:

1. Warrant Register - September 10, 2024
2. Payables Detail Report - September 10, 2024



City of Laguna Hills, CA

Warrant Register - September 10, 2024

By Check Number

Date Range: 08/16/2024 - 08/29/2024

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Regular				
4095	A-0388	ABTECH TECHNOLOGIES, INC.	08/29/2024	8,400.00
4096	A-0138	ALL CITY MANAGEMENT, INC.	08/29/2024	2,699.76
4097	Z-CD-0464	AMERICAN SUPREME ROOFING	08/29/2024	1,290.00
4098	A-0392	AQUATICO	08/29/2024	795.00
4099	A-0310	ARBOR DAY FOUNDATION	08/29/2024	25.00
4100	B-0222	BILL'S SOUND AND SECURITY	08/29/2024	65.00
4101	B-0452	BRITTANY MARIE RYAN	08/29/2024	15,000.00
4102	C-0333	CALIFORNIA PARK & RECREATION SOCIETY, INC.	08/29/2024	145.00
4103	C-1177	CANON FINANCIAL SERVICES, INC.	08/29/2024	937.89
4104	C-1220	CARDENAS, JESSICA	08/29/2024	20.10
4105	Z-CS-0494	CARLOS LOPEZ	08/29/2024	500.00
4106	C-1190	COUNTY OF ORANGE	08/29/2024	913.00
4107	C-0023	COX COMMUNICATION	08/29/2024	1,514.38
4108	D-0572	DAILY JOURNAL CORPORATION	08/29/2024	1,116.47
4109	D-0541	DIAMOND ENVIRONMENTAL SERVICES, LP	08/29/2024	1,869.25
4110	Z-CD-0479	DIAMOND STAR ASSOCIATION, INC	08/29/2024	7,785.82
4111	D-0583	DMS FACILITY SERVICES, LLC	08/29/2024	103,990.00
4112	E-0504	EL TORO WATER DISTRICT	08/29/2024	386.56
4113	E-0615	ELECTRO SYSTEMS ELECTRIC	08/29/2024	5,349.81
4114	F-0725	FASTSIGNS OF LAKE FOREST	08/29/2024	1,574.81
4115	H-0829	HARTZOG AND CRABILL, INC.	08/29/2024	6,172.63
4116	H-0934	HOME DEPOT	08/29/2024	1,596.97
4117	H-0960	HR GREEN PACIFIC, INC.	08/29/2024	6,228.00
4118	I-0960	IRV SEAVER MOTORCYCLES	08/29/2024	2,757.61
4119	J-1057	JAMEY CLARK, INC.	08/29/2024	5,680.84
4120	L-1362	LAGUNA HILLS TEAM DARK HORSE	08/29/2024	10,000.00
4121	M-1612	MINUTEMAN PRESS	08/29/2024	334.05
4122	M-1388	MOBILE MINI, INC.	08/29/2024	642.60
4123	M-1302	MOULTON NIGUEL WATER DISTRICT	08/29/2024	25,421.21
4124	N-1496	NOTIFICATIONMAPS.COM, LLC	08/29/2024	950.00
4125	N-1487	NUVIS LANDSCAPE ARCHITECTURE	08/29/2024	525.00
4126	O-1528	OCTA	08/29/2024	730.00
4127	O-1613	ONTARIO REFRIGERATION SERVICE, INC.	08/29/2024	15,458.27
4128	R-1985	REGIONAL FIRST AID, INC	08/29/2024	161.52
4129	R-1977	RJ ELECTRIC	08/29/2024	1,867.00
4130	R-1806	RJM DESIGN GROUP, INC.	08/29/2024	70,314.09
4131	S-1902	SAN DIEGO GAS AND ELECTRIC	08/29/2024	37,485.15
4132	S-2331	SKYLINE PEST CONTROL	08/29/2024	360.00
4133	S-2330	SOCALGAS	08/29/2024	22.38
4134	S-2323	SOUTH COAST FAMILY MEDICAL CENTER, INC.	08/29/2024	340.00
4135	S-1904	SOUTHERN CALIFORNIA EDISON	08/29/2024	107.46
4136	S-2250	SPARKLETTES	08/29/2024	249.80
4137	S-2107	STAGE PLUS	08/29/2024	8,000.00
4138	S-1980	STATE DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	08/29/2024	64.00
4139	S-2209	STUDIO TWO BLACK DIAMOND	08/29/2024	1,057.06
4140	R-1888	THE RITZ COMPANIES	08/29/2024	12,935.27
4141	Z-CS-0493	VERONICA LARES	08/29/2024	500.00
4142	W-2450	WEX BANK	08/29/2024	587.87
4143	W-2452	WSP USA ENVIRONMENT AND INFRASTRUCTURE INC	08/29/2024	9,675.00
4144	Y-2655	YACHTY BY NATURE	08/29/2024	2,000.00
			Total Regular:	376,601.63

Warrant Register - September 10, 2024

Date Range: 08/16/2024 - 08/29/2024

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Bank Draft				
DFT0002907	H-0966	HIGH LEVEL SECURITY SOLUTIONS, INC.	08/16/2024	6,708.00
DFT0002910	H-0966	HIGH LEVEL SECURITY SOLUTIONS, INC.	08/29/2024	7,224.00
DFT0002917	U-2170	US BANK CORPORATE PAYMENT SYSTEMS	08/19/2024	18,111.66
Total Bank Draft:				32,043.66

Bank Code 1 - General Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	82	50	0.00	376,601.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	13	3	0.00	32,043.66
EFT's	0	0	0.00	0.00
	95	53	0.00	408,645.29

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	82	50	0.00	376,601.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	13	3	0.00	32,043.66
EFT's	0	0	0.00	0.00
	95	53	0.00	408,645.29

Fund Summary

Fund	Name	Period	Amount
998	Pooled Cash & Investments	8/2024	408,645.29
			408,645.29



City of Laguna Hills, CA

Payables Detail Report

By Fund

Payment Dates 08/16/2024 - 08/29/2024

Payment Date	Vendor Name	Payable Number	Description (Item)	Account Number	Amount
Fund: 100 - General Fund					
08/16/2024	HIGH LEVEL SECURITY SOLUTIONS, INC.	5808	Private Security Patrol, 7/30/24 - 8/11/24	100-420-720850	6,708.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	CPRS District 10	100-310-611000	10.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Ralphs	100-310-622005	10.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Smart and Final	100-310-622005	12.40
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Target	100-310-622005	26.85
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Smart and Final	100-310-622005	32.67
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Tuttle Click Ford	100-310-646100	73.84
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Orange County Jumpers	100-310-695508	1,977.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	TK Burgers	100-310-695512	515.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	4Imprint, Inc	100-310-695512	808.67
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Home Depot	100-310-695513	59.10
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Smart and Final	100-310-695513	87.95
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Terra Mia Pizzeria	100-310-695513	127.15
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Smart and Final	100-310-695513	48.26
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Event Listing Fee	100-310-695531	49.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (0629) 08.06.24	Baker Party Rentals	100-310-695531	2,365.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (3165) 08.06.24	Home Depot	100-355-622000	59.06
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (3165) 08.06.24	Smartlink	100-355-720700	620.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (3772) 08.06.24	CDW Govt	100-195-940000	1,836.88
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (3772) 08.06.24	CDW Govt	100-195-940000	435.60
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (3772) 08.06.24	Starbucks	100-310-622000	46.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (3772) 08.06.24	Starbucks	100-310-622000	24.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (3772) 08.06.24	Home Depot	100-310-645500	34.35
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5166) 08.06.24	Home Depot	100-195-910000	1,772.47
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5166) 08.06.24	Amazon	100-225-622000	49.45
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5166) 08.06.24	CEAOC, 8/5/24	100-355-611000	118.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5166) 08.06.24	Amazon	100-355-622000	13.78
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5166) 08.06.24	Amazon	100-355-622000	143.20

Payables Detail Report
Payment Dates: 08/16/2024 - 08/29/2024

Payment Date	Vendor Name	Payable Number	Description (Item)	Account Number	Amount
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5166) 08.06.24	Ansafone Communications	100-355-630000	198.64
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Metricool, 7/1/25 - 7/30/25	100-000-140000	45.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Metricool, 7/30/24 - 6/30/25	100-155-626000	495.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	CPRS District 10	100-310-611000	10.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Exxon Circle K	100-310-613100	60.01
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Party City	100-310-620500	10.75
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Ralphs	100-310-622005	124.34
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Pavilions	100-310-622005	23.42
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Ralphs	100-310-622005	28.95
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Costco	100-310-622005	31.96
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Home Depot	100-310-645500	11.82
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Smart and Final	100-310-695505	68.47
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Dark Harbor	100-310-695505	224.91
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (5958) 08.06.24	Newport Dunes	100-310-695505	15.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (6171) 08.06.24	Smart and Final	100-155-622000	164.31
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (7241) 08.06.24	Harbor Freight Tools	100-355-622000	7.52
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (7241) 08.06.24	Home Depot	100-355-720401	9.96
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (7941) 08.06.24	CSMFO, OC Chapter Meeting	100-155-612000	50.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Dell Business Online	100-195-621000	70.03
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Vizual Symphony, Aug '24	100-195-720050	1,040.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Autodesk	100-195-720050	505.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Amazon	100-310-620500	36.38
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Costco	100-310-622005	31.96
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Amazon	100-310-695503	32.93
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Terra Mia Pizzeria	100-310-695503	161.09
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Terra Mia Pizzeria	100-310-695503	112.60
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Ralphs	100-310-695503	82.88
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Panda Express	100-310-695503	64.87
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Pick Up Stix	100-310-695503	61.47
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Ralphs	100-310-695503	19.95
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Dollar Tree	100-310-695503	2.69
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Ralphs	100-310-695503	10.32

Payables Detail Report

Payment Dates: 08/16/2024 - 08/29/2024

Payment Date	Vendor Name	Payable Number	Description (Item)	Account Number	Amount
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Dollar Tree	100-310-695503	2.69
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Dollar Tree	100-310-695503	13.57
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Ralphs	100-310-695503	33.74
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Ralphs	100-310-695503	20.05
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8097) 08.06.24	Ralphs	100-310-695503	22.37
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	IACP	100-420-611000	500.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Amazon	100-420-622000	97.72
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Amazon Prime	100-420-626000	16.15
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Toll Roads of OC	100-420-646100	3.46
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Toll Roads of OC	100-420-646100	3.46
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Toll Roads of OC	100-420-646100	3.46
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Toll Roads of OC	100-420-646100	6.62
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Toll Roads of OC	100-420-646100	9.71
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Toll Roads of OC	100-420-646100	3.16
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Toll Roads of OC	100-420-646100	3.16
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	In-N-Out	100-420-695000	162.43
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Parlor at Stafford Prime	100-420-695000	155.87
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (8151) 08.06.24	Terra Mia Pizzeria	100-420-695000	79.20
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (9031) 08.06.24	APA California	100-225-611000	650.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (9031) 08.06.24	APA California	100-225-611000	650.00
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (9031) 08.06.24	Home Depot	100-225-622000	53.81
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (9031) 08.06.24	Intelius	100-225-626000	4.99
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (9031) 08.06.24	Intelius	100-225-626000	24.86
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (9031) 08.06.24	Zoom	100-225-626000	149.90
08/19/2024	US BANK CORPORATE PAYMENT SYSTEMS	CalCard (9031) 08.06.24	Jiffy Lube	100-225-646100	273.37
08/29/2024	DIAMOND ENVIRONMENTAL SERVICES, LP	0005395080	July 4th Restrooms, Jul '24	100-310-695508	1,869.25
08/29/2024	COX COMMUNICATION	080524	T-1 Line, 8/5/24 - 9/4/24	100-195-630000	845.70
08/29/2024	COX COMMUNICATION	080724	Traffic Signal, 8/7/24 - 9/6/24	100-195-630000	84.00
08/29/2024	SAN DIEGO GAS AND ELECTRIC	081324	Utilities - Electric, 6/7/24 - 7/9/24	100-310-631100	10,763.98
08/29/2024	SAN DIEGO GAS AND ELECTRIC	081324	Utilities - Electric, 6/7/24 - 7/9/24	100-355-631000	10,827.80
08/29/2024	SAN DIEGO GAS AND ELECTRIC	081324a	Utilities - Electric, 7/1/24 - 7/31/24	100-356-631400	15,155.14
08/29/2024	SAN DIEGO GAS AND ELECTRIC	081324a	Utilities - Electric, 7/1/24 - 7/31/24	100-356-631900	738.23
08/29/2024	CALIFORNIA PARK & RECREATION SOCIETY, INC.	081424	Membership, Community Services, FY 25/26	100-000-140000	60.42
08/29/2024	CALIFORNIA PARK & RECREATION SOCIETY, INC.	081424	Membership, Community Services, FY 24/25	100-310-610000	84.58
08/29/2024	MOULTON NIGUEL WATER DISTRICT	081524	Utilities - Water, 7/9/24 - 8/12/24	100-310-635100	586.31
08/29/2024	MOULTON NIGUEL WATER DISTRICT	081524	Utilities - Water, 7/9/24 - 8/12/24	100-355-635000	24,746.74

Payables Detail Report
Payment Dates: 08/16/2024 - 08/29/2024

Payment Date	Vendor Name	Payable Number	Description (Item)	Account Number	Amount
08/29/2024	SOCALGAS	081624	Utilities - Gas, Comm Ctr, 7/15/24 - 8/14/24	100-310-632500	22.38
08/29/2024	COX COMMUNICATION	081724	T-1 Line, 8/17/24 - 9/16/24	100-195-630000	584.68
08/29/2024	SOUTHERN CALIFORNIA EDISON	082124 - Acct #70007601	Utilities - Electric, 7/1/24 - 8/20/24	100-356-631400	107.46
08/29/2024	MOULTON NIGUEL WATER DISTRICT	082224	Utilities - Water, 7/16/24 - 8/19/24	100-355-635000	88.16
08/29/2024	CARDENAS, JESSICA	082624	Mileage Reimbursement, Aug '24	100-310-613000	20.10
08/29/2024	YACHTY BY NATURE	082624	Summer Concert Series, 8/9/24	100-310-695513	2,000.00
08/29/2024	LAGUNA HILLS TEAM DARK HORSE	082824	Cmmnty Assistance, 3/5 Committee for 2024 Marathon	100-310-695507	10,000.00
08/29/2024	ARBOR DAY FOUNDATION	082824	Membership, Public Works, FY 24/25	100-355-610000	25.00
08/29/2024	STUDIO TWO BLACK DIAMOND	101633	Printing Services, Business Cards, Aug '24	100-195-623000	37.71
08/29/2024	STUDIO TWO BLACK DIAMOND	101693	Printing Services, Envelopes, Aug '24	100-195-623000	1,019.35
08/29/2024	NOTIFICATIONMAPS.COM, LLC	104546697	Notification Package, Mill Creek Dr, Aug '24	100-355-700000	525.00
08/29/2024	NOTIFICATIONMAPS.COM, LLC	104546698	Notification Package, North Laguna Hills, Aug '24	100-355-700000	425.00
08/29/2024	SPARKLETTS	12194330 081424	Operating Supplies, Comm Ctr, 7/24/24 - 8/12/24	100-310-622005	249.80
08/29/2024	HOME DEPOT	13097	Build-A-Fort, Jul '24	100-310-695503	245.18
08/29/2024	HR GREEN PACIFIC, INC.	178264	Public Works Permit Inspections, Jul '24	100-355-700255	6,228.00
08/29/2024	ELECTRO SYSTEMS ELECTRIC	19682	Electric Repairs, Comm Ctr, Aug '24	100-310-645500	5,349.81
08/29/2024	FASTSIGNS OF LAKE FOREST	2016-18929	Heritage Day Posters, Aug '24	100-310-695531	1,252.60
08/29/2024	FASTSIGNS OF LAKE FOREST	2016-18953	Concert Signage, Aug '24	100-310-695513	174.56
08/29/2024	IRV SEAVER MOTORCYCLES	20241781	Motorcycle Maintenance, Police Svcs, Aug '24	100-420-646100	2,354.65
08/29/2024	IRV SEAVER MOTORCYCLES	20241870	Motorcycle Maintenance, Police Svcs, Aug '24	100-420-646100	402.96
08/29/2024	REGIONAL FIRST AID, INC	204599	Operating Supplies, Aug '24	100-195-622000	161.52
08/29/2024	THE RITZ COMPANIES	224775	Janitorial Services, Aug '24	100-310-721505	12,935.27
08/29/2024	SOUTH COAST FAMILY MEDICAL CENTER, INC.	2363	Recruitment, Jul '24	100-195-617000	340.00
08/29/2024	HARTZOG AND CRABILL, INC.	24-0525(HCI#3502)	Traffic Signal Mgmt Services, Jul '24	100-356-700101	6,172.63
08/29/2024	NUVIS LANDSCAPE ARCHITECTURE	27495	Professional Services, LEG-0016-2024, Jul '24	100-000-223000	525.00
08/29/2024	SKYLINE PEST CONTROL	315685	Pest and Rodent Control, Aug '24	100-310-645500	360.00
08/29/2024	CANON FINANCIAL SERVICES, INC.	34512001	Copier Usage SN 2XK05658, 7/1/24 - 7/31/24	100-195-641200	62.37
08/29/2024	CANON FINANCIAL SERVICES, INC.	34512001	Copier Lease SN 2XK05658, 8/1/24 - 8/31/24	100-195-641200	303.86
08/29/2024	CANON FINANCIAL SERVICES, INC.	34512994	Lease - Copier SN 2HT04285, 8/1/24 - 8/31/24	100-195-641200	253.84
08/29/2024	CANON FINANCIAL SERVICES, INC.	34512995	Lease - Copier SN 2KS02091, 8/1/24 - 8/31/24	100-195-641200	317.82
08/29/2024	HOME DEPOT	3614290	Build-A-Fort, Jul '24	100-310-695503	166.81
08/29/2024	HOME DEPOT	3643701	Build-A-Fort, Aug '24	100-310-695503	12.47
08/29/2024	AQUATICO	372-272	Fountains/Water Features Maintenance, Aug '24	100-310-645500	795.00
08/29/2024	STAGE PLUS	374724-1 Laguna Hills 1	Concert Stage & Sound, Jul '24	100-310-695513	4,000.00
08/29/2024	STAGE PLUS	375424-1 Laguna Hills 2	Concert Stage & Sound, Jul '24	100-310-695513	4,000.00
08/29/2024	HOME DEPOT	3971477	Build-A-Fort, Jul '24	100-310-695503	830.85
08/29/2024	WSP USA ENVIRONMENT AND INFRASTRUCTURE INC	40075378	Professional Services, NPDES Support, Jul '24	100-355-700000	9,675.00
08/29/2024	BILL'S SOUND AND SECURITY	44529	Passcode Change, Aug '24	100-310-630100	65.00
08/29/2024	MINUTEMAN PRESS	492	Street Pole Banners, Aug '24	100-355-720401	334.05
08/29/2024	HIGH LEVEL SECURITY SOLUTIONS, INC.	5812	Private Security Patrol, 8/12/24 - 8/25/24	100-420-720850	7,224.00
08/29/2024	HOME DEPOT	6024098	Build-A-Fort, Jul '24	100-310-695503	264.24
08/29/2024	RJ ELECTRIC	63014	Concert in the Park - Electrical, Aug	100-310-695513	935.00
08/29/2024	RJ ELECTRIC	63152	Electric Repairs, Aug '24	100-355-720701	375.00
08/29/2024	EL TORO WATER DISTRICT	6448140-15581	Water Usage, Public Works, 7/8/24 - 8/13/24	100-355-635000	386.56

Payables Detail Report

Payment Dates: 08/16/2024 - 08/29/2024

Payment Date	Vendor Name	Payable Number	Description (Item)	Account Number	Amount
08/29/2024	HOME DEPOT	7011802	Build-A-Fort, Jul '24	100-310-695503	73.45
08/29/2024	STATE DEPARTMENT OF JUSTICE	753409	Pre-employment Fingerprinting, Jul	100-195-617000	64.00
08/29/2024	ACCOUNTING OFFICE				
08/29/2024	JAMEY CLARK, INC.	75391	Park Repairs, Public Works, Aug '24	100-355-720701	372.00
08/29/2024	JAMEY CLARK, INC.	75411	Graffiti Removal, Public Works, Aug	100-355-720500	651.00
08/29/2024	JAMEY CLARK, INC.	75419	Graffiti Removal, Public Works, Aug	100-355-720500	744.00
08/29/2024	JAMEY CLARK, INC.	75422	Janitorial Services, Jul '24	100-310-721505	3,450.00
08/29/2024	JAMEY CLARK, INC.	75456	Park Repairs, Public Works, Aug '24	100-355-720701	463.84
08/29/2024	VERONICA LARES	76347220	Refund, Facility Deposit, R #59859487	100-000-222000	500.00
08/29/2024	CARLOS LOPEZ	76716603	Refund, Facility Deposit, R #64190694	100-000-222000	500.00
08/29/2024	HOME DEPOT	8615097	Facility Maintenance & Repairs,	100-310-645500	3.97
08/29/2024	MOBILE MINI, INC.	9021600070	Comm Ctr, Aug '24		
08/29/2024	MOBILE MINI, INC.	9021610876	Storage Rental, Community Center,	100-310-641000	82.97
08/29/2024	MOBILE MINI, INC.	9021681835	8/6 - 9/2/24		
08/29/2024	MOBILE MINI, INC.	9021681835	Storage Rental, Community Center,	100-310-641000	217.80
08/29/2024	MOBILE MINI, INC.	9021681835	8/7 - 9/3/24		
08/29/2024	MOBILE MINI, INC.	9021681835	Storage Rental, Community Center,	100-310-641000	341.83
08/29/2024	ALL CITY MANAGEMENT, INC.	94859	8/15 - 9/11/24		
08/29/2024	ALL CITY MANAGEMENT, INC.	94859	Crossing Guard Services, 8/4/24 -	100-420-720822	2,699.76
08/29/2024	WEX BANK	99153077 POLSVCS	8/17/24		
08/29/2024	OCTA	AR146339	Vehicle Fuel, Aug '24	100-420-613100	587.87
08/29/2024	DAILY JOURNAL CORPORATION	B3824514	Annual License AGR OC-47, FY 24/25	100-355-720700	730.00
08/29/2024	AMERICAN SUPREME ROOFING	BLDR-0267-2024	Legal Advertising, Jul '24	100-155-624001	1,116.47
08/29/2024	ONTARIO REFRIGERATION SERVICE, INC.	CM41048	BLDR-0267-2024, C&D Refund, REC-013174-2024	100-000-227001	1,290.00
08/29/2024	ONTARIO REFRIGERATION SERVICE, INC.	CM41048	HVAC Repairs, May '24	100-310-645500	12,470.00
08/29/2024	ONTARIO REFRIGERATION SERVICE, INC.	CM41780	HVAC Repairs, Jun '24	100-310-645500	243.00
08/29/2024	ONTARIO REFRIGERATION SERVICE, INC.	CM42429	HVAC Repairs, Aug '24	100-310-645500	743.27
08/29/2024	ONTARIO REFRIGERATION SERVICE, INC.	CM44916M	HVAC Maintenance, 6/1/24 - 6/30/24	100-310-645500	667.33
08/29/2024	ONTARIO REFRIGERATION SERVICE, INC.	CM44916M a	HVAC Maintenance, 7/1/24 - 8/31/24	100-310-645500	1,334.67
08/29/2024	DMS FACILITY SERVICES, LLC	RC-T001038	Landscape Services, Jul '24	100-355-720700	103,990.00
08/29/2024	COUNTY OF ORANGE	SH 69336	Fingerprint ID System Charges, Aug	100-420-720835	913.00
08/29/2024	DIAMOND STAR ASSOCIATION, INC	USE-0130-2023	USE-0130-2023, Deposit Refund, REC-009518-2023	100-000-223000	3,428.81
08/29/2024	DIAMOND STAR ASSOCIATION, INC	USE-0131-2023	USE-0131-2023, Deposit Refund, REC-009519-2023	100-000-223000	4,357.01
08/29/2024	ABTECH TECHNOLOGIES, INC.	W205243-IN	Computer Consulting Services, Aug	100-195-700090	8,400.00
Fund 100 - General Fund Total:					322,626.55
Fund: 212 - Measure M2 Fund					
08/29/2024	RJ ELECTRIC	63133	Electric Repairs, El Toro Bus Shelter, Aug '24	212-355-720400	557.00
Fund 212 - Measure M2 Fund Total:					557.00
Fund: 307 - Construction & Demolition Forfeited Deposits Fund					
08/29/2024	FASTSIGNS OF LAKE FOREST	2016-18959	Code Enforcement Door Tags - Trash Containers	307-355-700000	147.65
Fund 307 - Construction & Demolition Forfeited Deposits Fund Total:					147.65
Fund: 311 - Quimby Act Park In-Lieu Fee (VALH) Fund					
08/29/2024	RJM DESIGN GROUP, INC.	36579	Cabot Park Rehabilitation, CIP #241, Jul '24	311-000-790600	22,864.91
08/29/2024	RJM DESIGN GROUP, INC.	36580	Veeh Ranch & San Remo Rehab, CIP #241, Jul '24	311-000-790600	47,449.18
Fund 311 - Quimby Act Park In-Lieu Fee (VALH) Fund Total:					70,314.09
Fund: 401 - Public Art Fund					
08/29/2024	BRITTANY MARIE RYAN	082824	Dark Horse Memorial Sculpture Progress Pymt Amnd 1	401-310-900000	15,000.00
Fund 401 - Public Art Fund Total:					15,000.00

Payables Detail Report

Payment Dates: 08/16/2024 - 08/29/2024

Payment Date	Vendor Name	Payable Number	Description (Item)	Account Number	Amount
Fund: 600 - Capital Improvement Projects Fund					
08/29/2024	RJM DESIGN GROUP, INC.	36579	Cabot Park Rehabilitation, CIP #241, Jul '24	600-000-490311	(22,864.91)
08/29/2024	RJM DESIGN GROUP, INC.	36579	Cabot Park Rehabilitation, CIP #241, Jul '24	600-252-950241	22,864.91
08/29/2024	RJM DESIGN GROUP, INC.	36580	Veeh Ranch & San Remo Rehab, CIP #241, Jul '24	600-000-490311	(47,449.18)
08/29/2024	RJM DESIGN GROUP, INC.	36580	Veeh Ranch & San Remo Rehab, CIP #241, Jul '24	600-252-950241	47,449.18
Fund 600 - Capital Improvement Projects Fund Total:					-
Grand Total:					408,645.29

Report Summary**Fund Summary**

Fund	Payment Amount
100 - General Fund	322,626.55
212 - Measure M2 Fund	557.00
307 - Construction & Demolition Forfeited Deposits Fund	147.65
311 - Quimby Act Park In-Lieu Fee (VALH) Fund	70,314.09
401 - Public Art Fund	15,000.00
600 - Capital Improvement Projects Fund	-
Grand Total:	408,645.29

Account Summary

Account Number	Account Name	Payment Amount
100-000-140000	Prepaid Items	105.42
100-000-222000	Refundable Deposits	1,000.00
100-000-223000	Plan Application Deposit	8,310.82
100-000-227001	Security Deposit - Waste	1,290.00
100-155-612000	Travel, Conferences & Meetings	50.00
100-155-622000	Operating Supplies	164.31
100-155-624001	Advertising - Legal	1,116.47
100-155-626000	Subscriptions & Books	495.00
100-195-617000	Recruitment	404.00
100-195-621000	Computer Supplies	70.03
100-195-622000	Operating Supplies	161.52
100-195-623000	Printing	1,057.06
100-195-630000	Telephone & Communications	1,514.38
100-195-641200	Copier Leases	937.89
100-195-700090	Computer Consulting Services	8,400.00
100-195-720050	Contract Services - Software	1,545.00
100-195-910000	Furniture & Equipment	1,772.47
100-195-940000	Computer Hardware & Software	2,272.48
100-225-611000	Training & Education	1,300.00
100-225-622000	Operating Supplies	103.26
100-225-626000	Subscriptions & Books	179.75
100-225-646100	Vehicle Maintenance & Repairs	273.37
100-310-610000	Memberships & Dues	84.58
100-310-611000	Training & Education	20.00
100-310-613000	Mileage Reimbursement	20.10
100-310-613100	Vehicle Fuel	60.01
100-310-620500	Office Supplies - Community	47.13
100-310-622000	Operating Supplies	70.00
100-310-622005	Operating Supplies - Community	572.35
100-310-630100	Telephone & Communications -	65.00
100-310-631100	Utilities - Electric (Community	10,763.98
100-310-632500	Utilities - Gas (Community	22.38
100-310-635100	Utilities - Water (Community	586.31
100-310-641000	Equipment Rentals & Leases	642.60
100-310-645500	Facility Maintenance & Repairs	22,013.22
100-310-646100	Vehicle Maintenance & Repairs	73.84
100-310-695503	Build A Fort Camps	2,234.22
100-310-695505	Cultural Excursions	308.38
100-310-695507	Marathon 5k	10,000.00
100-310-695508	July Fourth Celebration	3,846.25
100-310-695512	Movies in the Park	1,323.67
100-310-695513	Concerts	11,432.02
100-310-695531	Heritage Day	3,666.60
100-310-721505	Contract Services - Janitorial &	16,385.27
100-355-610000	Memberships & Dues	25.00
100-355-611000	Training & Education	118.00
100-355-622000	Operating Supplies	223.56

Account Summary

Account Number	Account Name	Payment Amount
100-355-630000	Telephone & Communications	198.64
100-355-631000	Utilities - Electric	10,827.80
100-355-635000	Utilities - Water	25,221.46
100-355-700000	Professional Services	10,625.00
100-355-700255	Improvement Inspections	6,228.00
100-355-720401	Other Public Works Maintenance	344.01
100-355-720500	Graffiti Removal	1,395.00
100-355-720700	Landscape Maintenance	105,340.00
100-355-720701	Parks Contract Repair	1,210.84
100-356-631400	MOE - Electric (Streetlights &	15,262.60
100-356-631900	MOE - Electric (On-Bill Financing)	738.23
100-356-700101	MOE - Traffic Engineer Services	6,172.63
100-420-611000	Training & Education	500.00
100-420-613100	Vehicle Fuel	587.87
100-420-622000	Operating Supplies	97.72
100-420-626000	Subscriptions & Books	16.15
100-420-646100	Vehicle Maintenance & Repairs	2,790.64
100-420-695000	Community Assistance & Public	397.50
100-420-720822	Crossing Guard Services	2,699.76
100-420-720835	Fingerprint Identification Services	913.00
100-420-720850	Private Security Patrol	13,932.00
212-355-720400	Street Maintenance	557.00
307-355-700000	Professional Services	147.65
311-000-790600	Transfers Out to Capital	70,314.09
401-310-900000	Public Artwork	15,000.00
600-000-490311	Transfers In from Quimby Act	(70,314.09)
600-252-950241	General Park Renovations	70,314.09
Grand Total:		408,645.29

Project Account Summary

Project Account Key	Payment Amount
None	408,645.29
Grand Total:	408,645.29



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: David Reynolds, Deputy City Manager
Issue: Update of City Council Policy 317 - Public Facility Reservation & Use Policy, Related to the Use of City Facilities such as Community Center Rooms, Parks, Athletic Fields, Courts, and Gymnasium

Recommendation: That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, Adopting Updates to City Council Policy No. 317."

Background:

City Council Policy 317 – “Public Facility Reservation & Use Policy” (“Policy 317”) provides procedures and guidelines for public rental use of the City’s recreation facilities, such as the Community Center rooms, athletic fields, parks, picnic areas, and gymnasium. Since May of last year, the City has been working through revisions to this policy. The review process for Policy 317 revisions included meetings with the Parks and Recreation Commission and the City Council. The last review of the proposed revisions to Policy 317 by the City Council occurred on August 27, 2024, at a City Council workshop. At this workshop, the City Council reviewed the proposed revisions to Policy 317 and directed staff to bring Policy 317 revisions back to the City Council on September 10, 2024, for approval. Staff recommends the approval of the revised Policy 317 by the City Council's adoption of the proposed resolution in Attachment 1.

The major updates to Policy 317 include changes to the hours when reservations can occur, revisions to the insurance and security guard requirements, and the addition of more policies and procedures for events serving alcohol. To facilitate the Council's reference to certain sections of the policy, staff inserted line numbers on each page of the relined version of the revised policy (Attachment 2). The original policy, as approved by

the City Council on August 28, 2018, is also attached to this report as Attachment 3 for the Council's reference.

Fiscal Impact:

Revising the time that events must end at the Community Center during the weekends, as proposed in the attached revisions to Policy 317, may reduce facility rental revenue. For example, rental weekend hours after 11:00 pm totaled 114 hours in 2023 for the Heritage Room. This totaled approximately \$30,500 in revenue.

Rental fees are not established by Policy 317, but are set by a separate City Council Resolution. Proposed adjustments to facility rental fees will be brought to the City Council at a later date.

Attachments:

1. Attachment 1 - proposed City Council Resolution and Exhibit A, revised Policy No. 317
2. Attachment 2 - redlined version of revised Policy 317
3. Attachment 3 - Policy 317 - Public Facility Reservation and Use Policy, Aug. 28, 2018

Attachment 1

RESOLUTION NO. 2024-09-10-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA HILLS, CALIFORNIA, ADOPTING UPDATES TO
CITY COUNCIL POLICY NO. 317.

The City Council of the City of Laguna Hills, California, hereby finds, determines, declares, and resolves as follows:

WHEREAS, from 1997 through 2016 the City Council approved and periodically updated several City Council policies which established procedures regarding rental reservations for City parks and recreation facilities such as fields, parks, community center rooms, special events, and other outdoor park and recreation amenities; and

WHEREAS, City staff last updated these policies in 2018 by consolidating them into one comprehensive policy: Policy No. 317 - "Public Facility Reservation and Use Policy"; and

WHEREAS, the City Council approved Policy No. 317 on August 28, 2018, by adopting City Council Resolution No. 2018-08-28-7; and

WHEREAS, City staff updated Policy No. 317, which, as modified, is attached hereto; and

WHEREAS, the purpose of the proposed updates is to enhance and strengthen existing City Council approved policies and procedures concerning the reservation and exclusive use of City facilities and parks; and

WHEREAS, the Parks and Recreation Commission reviewed the proposed updates to City Council Policy No. 317 at its June 7, 2023, meeting and recommended to the City Council approval and adoption of the proposed updates to City Council Policy No. 317; and

WHEREAS, the Parks and Recreation Commission again reviewed the proposed updates to City Council Policy No. 317 at its February 7, 2024, meeting and recommended to the City Council approval and adoption of the proposed updates to City Council Policy No. 317; and

WHEREAS, the City Council reviewed the proposed updates to City Council Policy No. 317 on February 13, 2024, and moved to continue the item until February 27, 2024; and

WHEREAS, the City Council reviewed and discussed the proposed updates to City Council Policy No. 317 at a City Council workshop held on a February 27, 2024, and provided direction to staff for changes to the policy to be brought for City Council consideration at a future meeting; and

WHEREAS, the City Council reviewed and discussed the proposed updates to City Council Policy No. 317 at a City Council workshop held on August 27, 2024, and provided

direction to staff to bring back the revised Policy 317 for City Council approval at its September 10, 2024, meeting.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals set forth above are true and correct and are incorporated by reference herein.

SECTION 2. City Council Policy No. 317, entitled, "Public Facility Reservation and Use Policy," is hereby approved and adopted as set forth in Exhibit "A," a copy of which is attached hereto and is incorporated herein by reference.

PASSED, APPROVED AND ADOPTED this 10th day of September 2024.

DAVE WHEELER, MAYOR

ATTEST:

JENNIFER LEE, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

I, Jennifer Lee, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2024-09-10-X adopted by the City Council of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 10th day of September 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

JENNIFER LEE, CITY CLERK

CITY OF LAGUNA HILLS



CITY COUNCIL POLICY

SUBJECT: PUBLIC FACILITY RESERVATION & USE POLICY

POLICY No. 317

Effective Date: August 28, 2018

Last Revision: September 10, 2024

PURPOSE:

To establish policies and procedures, in conjunction with the Park and Recreation Facility Use Regulations (City of Laguna Hills Municipal Code, Chapters 8-04, 8-10), with respect to authorizing reserved and exclusive use of City Facilities and Parks.

DEFINITIONS:

Applicant – means a Person applying for a Facility Permit for Director approval, or in possession of an approved Facility Permit.

Alcoholic Beverages – means alcohol, spirits, liquor, wine, beer, and every liquid or solid containing one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.

Athletic Fields or Courts – means all ball diamonds, soccer fields, roller hockey rinks, and volleyball, basketball, and tennis courts owned, operated, or maintained by the City.

Community Center – means any portion of, whether indoors or outdoors, the Laguna Hills Community Center building located at 25555 Alicia Parkway, Laguna Hills.

Department – means Community Services Department.

Director – means the Community Services Director, the Community Services Director's designee, the Deputy City Manager, or the Deputy City Manager's designee.

Eviction – means expulsion from a City Facility and, if applicable, revocation of a Facility Permit.

Exclusive Use – means the right to use a City Facility, or portion thereof, for any activity at a specified time, on one or more occasions, to the exclusion of others.

Facility(ies) – means all City owned or maintained property, whether indoors or outdoors.

Facility Permit – means written permission issued by the Director authorizing a person or group to conduct specified activities within a City Facility, and/or authorizing the exclusive use of a City Facility, or portion thereof, by such persons or groups.

Large Group – means any organized activity in which fifty (50) or more individuals are expected to participate or attend.

Minors – means persons under 18 years of age.

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Park – means all parks, park-related buildings, facilities and grounds, recreational facilities, recreational areas, athletic fields or courts, and open space areas owned, operated, maintained, or controlled by the City.

Person – means every individual, firm, corporation, joint venture, association, social club, or any group or combination activity as a unit.

GENERAL FACILITY RESERVATION & USE POLICIES & PROCEDURES:

The following policies and procedures apply to all Facility rentals.

Facility Permits:

A Facility Permit must be obtained from the Community Services Department of the City of Laguna Hills, all required forms must be completed, and all required deposits and fees paid before any Person shall occupy any part of a Facility on a reserved and exclusive-use basis or for any other activity listed in the Park and Recreation Facility Use Regulations (City of Laguna Hills Municipal Code, Chapters 8-04 and 8-10).

- a) The following activities, require the issuance of a Facility Permit and Director approval. These activities must be noted on an application.
 - i. Any activity involving the temporary erection or placement on Park property of stages, booths, generators, platforms, pitching machines, sculptures, and other art works, inflatable bounce houses or similar play equipment, rock climbing walls, or other similar structures or portable recreational equipment.
 - ii. The sale of any goods, wares, merchandise, food, or beverages in connection with a permitted group activity.
 - iii. Any activity involving the use of live music or amplified sound or music systems including, without limitation, loudspeakers or other amplification devices or public address systems.
 - iv. Any recurrent athletic league, club, team, or group sporting activity including but not limited to games, practices, scrimmages, exhibitions, clinics, or other team-sport or athletic-related events or activities.
 - v. Any organized activity in which fifty (50) or more individuals (Large Group) are expected to participate or attend, or to which the public is invited, or which requires special city services. Such group activities include, but are not limited to: picnics; gatherings; meetings; parades; camp-outs; plays; musical events; art shows; exhibitions; athletic events; concerts; expos; markets; fairs; festivals; lectures; or any type of entertainment or theatrical performances.
- b) A permittee shall be bound by all City rules and regulations, by all applicable City Ordinances and applicable provisions of state and federal law.
- c) The City is not and shall not be held responsible for the loss, damage, or theft of equipment or articles owned or controlled by Facility users.

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- d) A Facility Permit may not be transferred, assigned, or sublet.
- e) Any group using City Facilities outside of the established hours of operation, as approved by the Director, shall pay for each or any part of an hour for each City staff member assisting with the Facility reservation, in addition to the regular rental fee as established by City Council resolution.
- f) Facility reservations may be booked up to one year in advance.
- g) City staff and law enforcement reserve the right to full access and inspection of all Facility reservation areas at any time.
- h) Refunds of Facility rental fees and/or deposit fees may take up to 45 days to process if cash or checks are used.
- i) Facility Permits will only be issued to persons 18 years of age and older, unless the application includes the use of Alcoholic Beverages in which case, reservations will only be issued to persons 21 years of age or older.
- j) Groups of less than 50 individuals (or less than a Large Group) may reserve a Park via a Facility Permit if they desire to assure use of the Facility.
- k) Large Group Park use will not be permitted on consecutive weekend days at the same Park without special approval from the Director.
- l) A Facility Permit is required for the placement of any sanitation facilities (i.e. porta potties) in a Park.
- m) Activities for Minors must be supervised by responsible adults at the ratio of one adult for every twenty Minors.
- n) Facility Permit requests for parties, events, or activities for a Minor will ONLY be issued to a parent or legal guardian of the Minor and who will also be attending the event.
- o) All Facility rental fees and deposits are set by City Council resolution except for charges for security services and insurance which are established by City's third-party vendors.

Application Process:

An Applicant seeking issuance of a Facility Permit shall file an application with the Department. The application must be received at least thirty (30) days in advance of desired reservation date(s). Requests received less than thirty (30) days in advance will be granted if conditions allow and payment for these reservations shall be paid in full when the request is made and the application is approved.

- a) An application must be submitted by an individual who is representing the group, association, firm, or corporation and is responsible for the Facility reservation. An

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Applicant must have official authorization to apply on behalf of an organization.
Applicant must include in the application:

- i. The name, address, and contact information of the Applicant.
 - ii. The name and address of the person, persons, corporation, or association sponsoring the activity, together with a list of the responsible officers and directors to whom notices and claims for damages may be directed.
 - iii. The day and hours for which the permit is desired (*including set up and clean up times*).
 - iv. The Facility or Facilities for which such permit is desired.
 - v. A numerical estimate of the anticipated attendance. (*Attendance cannot exceed posted room occupancies*).
 - vi. The percentage of the Applicant's group who are residents of the City of Laguna Hills if requested. (*Reasonable evidence of residential status may be required at the discretion of the Director*).
 - vii. Any other information that the City finds reasonable or necessary to safeguard City Facilities and the public.
- b) An Applicant must specify an exact list of the equipment that the Applicant desires to bring to Facility during a reservation. A map showing the locations of equipment may be required.
- c) Deposit fees (or refundable deposit) will be collected at the time of application submittal and prior to issuance of Facility Permit. Certain deposit fees are refundable, as set forth by City Council Resolution, unless the deposit fee, or a portion thereof, is used to cover Department's costs for cleaning and/or damage caused by a Person's Facility reservation, to cover unpaid balances with rental fees, insurance, or security guard services, to cover cancellation fees, or if an Applicant fails to abide by the Community Center Facility Rental Hours or the rental times specified on the Facility Permit.
 - i. It is the responsibility of the Applicant to inform Department staff of any changes in address in order to process deposit refunds.
 - ii. If an Applicant's deposit fee refund on file with the City has not been deposited by the Applicant within six months after the reservation date, then the City will retain the deposit fee.
- d) The entire time needed to prepare food, decorate the Facilities, or set-up before the event, and to completely clean up after the event must be reserved by the Applicant and must be stated on the application form. Early arrival or late departure, by a caterer or any member of the Applicant's party will result in additional fees and forfeiture of deposit.
- e) Depending on the nature of the event, Applicants may be required to meet with Department staff at least fourteen (14) days before event to personally review Applicant's needs, set up, and Department Facility rules and regulations.

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Standards of Issuance:

The Director may issue a Facility Permit hereunder when it is found:

- a) That the proposed activity or use of a City Facility will not unreasonably interfere with general public enjoyment of other facilities;
- b) That the proposed activity or use will not unreasonably interfere with public health, welfare, safety, or recreation;
- c) That the proposed activity or use is not unlawful;
- d) That the proposed activity or use will not entail unusual, extraordinary, or burdensome expense to the City or require costly police support or assistance;
- e) That the City Facility desired has not been previously reserved;
- f) That the Applicant, if applying on behalf of a firm, corporation, joint venture, association, social club, or any group or combination activity as a unit, be organized and in existence for at least thirty (30) days prior to seeking a Facility Permit;
- g) That required fees have been paid; and
- h) That evidence of insurance acceptable to the City has been provided.

Reservation and Use Priority:

Priority of use for all City Facilities shall be as follows:

- 1) City programs and events including those activities and events that the City of Laguna Hills is cosponsoring.
- 2) Laguna Hills sports organizations directly sponsoring youth programs open to all youth participants and predominately serving Laguna Hills youth. Local youth and adult organizations and groups such as service clubs, churches, and veterans, whose membership is open to the public, provided such organization and/or group carries out its activities through an existing bona fide office, an existing recognized place of worship, or an established meeting place that is physically located within the City of Laguna Hills.
- 3) Residents of the City of Laguna Hills.
- 4) Local merchants of the City of Laguna Hills wishing to reserve and make use of facilities for an activity directly related to their business pursuits within the City.
- 5) Non-resident nonprofit organizations.
- 6) Non-resident individuals and businesses.

Verification of Classification:

Any Applicant requesting a nonprofit classification must attach written verification and proof of nonprofit status to application. The status of an organization must be proved by the Applicant to the satisfaction of the Director.

(CATEGORY A) - Resident Nonprofit: Local clubs and organizations that are open to the general public and have their headquarters in the City of Laguna Hills. Application for nonprofit rentals must include a Federal Tax Exempt I.D. number, and may require proof of same by showing either a "Statement of Domestic

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Nonprofit Organization” filed with the State of California or nonprofit tax identification number.

(CATEGORY B) - Resident Private: Individuals, clubs, organizations, and other groups, with a City of Laguna Hills address, and/or where its participants/memberships are made up of at least 50% residents from the City of Laguna Hills. Proof of residency is required.

(CATEGORY C) - Non-Resident Nonprofit: Nonprofit clubs, organizations, and other groups that are non-residents of the City of Laguna Hills. Documentation required as stated above.

(CATEGORY D) - Non-Resident Private: Individuals, clubs, organizations, and other that are non-residents of the City of Laguna Hills.

(CATEGORY E) - Commercial: Business entities within or outside of the City of Laguna Hills boundaries.

Laguna Hills Youth Sports Organization Verification:

Application for Laguna Hills Youth Sports Organization Facility use must include a Federal Tax Exempt I.D. number, and may require proof of same by showing either a “Statement of Domestic Nonprofit Organization” filed with the State of California or nonprofit tax identification number. Appropriate documentation to verify Resident Nonprofit status may also be requested which includes, but is not limited to, team rosters, utility bills from team player’s place of residence, sports organization’s bylaws, mission statements or equivalent.

Laguna Hills nonprofit youth sports organizations are defined as local nonprofit volunteer organizations that are comprised predominately of Laguna Hills resident youths. These organizations maintain a “no cut” policy where every child is not denied the opportunity to play and registration is open to all Laguna Hills’ children. In addition, the youth sports organization is administered by volunteer Laguna Hills residents that serve as officers, coaches, commissioners, or board of directors and do not receive any compensation for their volunteer service.

Outdoor Park Amenities Use:

Outdoor Park amenities (including open areas, volleyball and basketball courts, picnic tables, BBQs, etc.) may be reserved for up to three (3) hours of use in conjunction with a group picnic reservation when available. To request the use of an outdoor Park amenity as stated above, Applicant must indicate a three (3) hour time slot on the Facility Permit application.

All outdoor Park amenities (including open areas, volleyball and basketball courts, picnic tables, BBQs, etc.) are available on a first come, first serve basis unless reserved as stated above.

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Policy Interpretation:

It is the policy of the City of Laguna Hills to grant the Department administrative discretion to interpret and adjust the general rules of this policy to meet specific needs of Applicants and the City. Appeals may be made to the City Manager.

Payments:

Deposit fees (or refundable deposit) will be collected at the time of application submittal and prior to issuance of Facility Permit (See “Application Process”). Remaining balance of Rental fees is due at least thirty (30) days prior to event. Personal checks will not be accepted when any payment is made less than fourteen (14) calendar days from the date of a reservation.

All receipts for payments and any reimbursements will be made to the Applicant only, regardless of payment source. Payments shall always be noted with event date(s), Facility reserved, and responsible party for reservation.

Disruptive Behavior

Applicant’s conduct or behavior that disrupts, disturbs, or otherwise impedes the orderly conduct of the scheduled activity permitted, or with the administration of City Facilities by City personnel and/or the enjoyment of others using a Park or Facility is strictly prohibited.

Applicants are responsible for controlling noise that may be disturbing to other activities occurring at a Park or Facility, or that may negatively impact a surrounding neighborhood.

Applicants who engage in such disruptive conduct shall be subject to Eviction in accordance to the City of Laguna Hills’ Municipal Code and may also result in the revocation of a Facility Permit.

Revocation:

The Director shall have the authority to summarily revoke a Facility Permit upon finding a violation of any provision, hereof, or upon finding a violation of any applicable City Ordinances, City rules and regulations, and/or state law. The individual or group will not be issued a permit for twelve months from date of the violation.

Appeal:

If an application and/or a Facility Permit is denied or revoked by the Director, an appeal may be made to the City Manager in writing within five (5) business days of the Director’s decision. The City Manager is not required to consider a late-filed appeal.

Waiver of Fees:

Any and all applicable fees may be waived or reduced by the Director, for public school activities and events and governmental purposes, as well as for community activities and events that are sponsored or co-sponsored by the City.

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Limitation of Use:

The City reserves the right to limit the hours of use of Park Facilities to prevent adverse effect or conditions to adjacent residents or damage to the Facilities or turf because of excessive use.

Security Services:

The City reserves the right to require security guard services for any activities held at City Facilities at the Director's discretion. All events serving Alcoholic Beverages require security guard services. Events with a live band, disk jockey amplified music, or any type of amplified music require security guard services. Department staff will arrange for a security guard service company on behalf of Applicant. Security guard service will be scheduled at a ratio of one (1) security guard per one hundred (100) guests, unless the Director determines that more security guards are required for an event. Security guard service will be scheduled for entire event time specified on the Facility Permit.

The Applicant is responsible for the cost of security guard services. Cost for security guard services are in addition to the Facility rental rates. Information regarding charges for security services will be provided to the Applicant upon Facility booking, subject to change if the terms and parameters of the reservation are modified.

Insurance Requirements:

Insurance is required for all indoor Facility rentals. Information regarding insurance coverage requirements will be provided to the Applicant upon Facility booking. Applicant is responsible for the cost of insurance and providing the City with the required Certificate of Insurance and endorsements at least ten (10) days prior to Applicant's use of Facility(ies). If insurance is not provided to the City at least (10) days prior to the Applicant's reservation, the reservation is subject to cancellation.

If the Applicant's insurance cannot meet City requirements, or Applicant elects to use the City's insurer, Department staff will arrange for insurance coverage on Applicant's behalf and the Applicant will be responsible for paying the cost of such coverage at the time of application. Cost for insurance coverage is in addition to the Facility rental rates.

The Director, in his or her discretion, may require Applicant to secure insurance coverage as described above for an outdoor Facility reservation dependent upon the nature of the activity. Insurance coverage requirements are subject to change if the terms and parameters of the reservation are modified.

Damage to Facility:

Any person or group causing property or equipment damage to City Facilities, including damage or defacement to amenities such as grass, foliage, carpet, walls, flooring, displays, signs, playground equipment, etc. will be required to pay for such damage (based on current cost of repair or replacement as established by the City). The City shall use Applicant's deposit fee to cover costs of damage and will bill the Applicant for any outstanding balance to cover full costs of damage if applicable. Until such

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outstanding payment is received, the City may revoke Applicant's current Facility Permit and reject future applications.

Smoking:

Smoking in City Parks and the Community Center is strictly prohibited per the City of Laguna Hills Municipal Code.

Alcohol Use:

No Person shall consume, possess or sell any Alcoholic Beverages within a designated Park. This prohibition shall not apply to reservations conducted at the Community Center in accordance with applicable City policies and an approved Facility Permit (see "Community Center Alcohol Use").

Drug Use:

No Person shall consume, use, possess or sell illegal drugs at a City Park or the Community Center.

Sale of Food:

A health permit is required from the County of Orange Healthcare Agency when food will be sold during a Facility reservation, or in the opinion of the Director a health permit is required. A copy of the health permit shall be filed with Department to be included in Applicant's Facility Permit.

Glass Containers:

No Person shall bring into, or have in his or her possession, in a Park a glass container. This prohibition shall not apply to reservations occurring at the Community Center in accordance with an approved Facility Permit.

Use of City Seal and Reference to City:

Any unauthorized references to the City that suggests (or can be interpreted as) the City is endorsing or sponsoring a Person's Facility reservation event is strictly prohibited and may result in the revocation of a Facility Permit. Therefore, without prior written authorization from the City of Laguna Hills, it is prohibited for Persons to:

- i. use the City Seal or emblem in any form of outreach and/or advertisement of a Person's Facility reservation event; or
- ii. use "The City of Laguna Hills," or "City of Laguna Hills," or "Laguna Hills Community Center," or any variation thereof, in the title of a Person's Facility reservation event advertisement, or in any manner that would suggest City sponsorship or endorsement; or
- iii. use of any image of City Facilities in reservation event advertisement, or in any manner that would suggest City sponsorship or endorsement; or
- iv. use of the City name, City Facility name, City address, a City email, and/or City phone number as the official address or official contact information for a Person's reservation event.

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The City does not restrict a Person from using a Facility name and address to advertise the location of a Person's reservation event. For example:

Applicant's name of event will be held at:
Laguna Hills Community Center and Sports Complex
25555 Alicia Parkway
Laguna Hills, CA 92653

Cleaning after Reservation

It is the Applicant's responsibility to clean entire rented Facilities, and all equipment used, to the condition prior to the Facilities reservation and to the satisfaction of Department staff.

In the event Applicant does not clean the Facilities, or does not clean the Facilities to the satisfaction of Department staff, the Department shall use Applicant's deposit fee to cover cleaning costs and will bill the Applicant any additional cleaning costs not covered under deposit fee.

Until entire payment is received for total cleaning costs, the City may revoke Applicant's current Facility Permit and reject future applications.

Signs:

Signs (including, banners, balloons, and other decorative materials) used to promote, advertise, or decorate a Facility reservation event, or for event wayfinding purposes, must first be approved by the Director based on reasonable time, place, manner and aesthetic considerations.

Applicants must note requested signage as well as desired locations on Applicant's Facility Permit. The proposed location of any requested sign(s) must be approved in advance by the Director and will only be permitted for display during the reservation hours designated on the Facility Permit.

Notwithstanding the forgoing, signs that contain any of the following are prohibited: 1) Content not related to the purpose of Applicant's Facility reservation; 2) Content that defames, abuses harasses, stalks, threaten or violates the legal rights of others; 3) Sexual content, profanity, vulgarity, obscenity, racism, hatred, slander, threats, and/or violence; 4) Content that is not appropriate for all age groups; 5) Content that promotes, fosters, or perpetuates discrimination or personal attacks on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation; 6) Content that contains personal information about another person or that violates a person's privacy; and/or 7) Content that promotes or encourages illegal activity.

Any signs that are placed in an unapproved location or that violate this policy will be immediately removed and the Applicant's Facility Permit may be subject to revocation.

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Trash and Recycling Requirement:

All Applicants are required to recycle their trash during their Facility use. Information about the City's recycling requirements will be shared with Applicants at the time of application.

Applicants who will be selling or serving food as part of their Facility reservation are required to recycle all food waste (organic waste).

Dependent on the nature of the event, Department staff may require Applicant to develop a recycling plan and any additional trash and recycling services in addition to the City's current service levels will be borne by the Applicant.

Failure by Applicant to adequately recycle their trash during their Facility reservation may result in the forfeit of a Person's deposit fee (or a portion thereof).

Cancellations:

The Department requests that Persons cancel their reservations at least thirty (30) days prior to their reservation date as stated on an approved Facility Permit. Cancellations are subject to cancellation fees as established by City Council Resolution. Cancellations made less than thirty (30) days prior to a reservation will forfeit the Applicant's Facility deposit.

COMMUNITY CENTER FACILITY RESERVATION & USE POLICIES & PROCEDURES:

In addition to the "General Facility Reservation & Use Policies & Procedures" stated above, the following policies and procedures shall also apply to reservations and use of the Community Center.

Community Center Facility Rental Hours:

Community Center Facilities can be rented during the following hours:

	Community Center Facility Rental Hours		
	Facility is available and Setup Hours must be included	Event must end Time	Time available for event cleanup
Monday - Saturday	8:00 am	10:00 pm	up to 11:00 pm
Sunday	12:00 pm	6:00 pm	up to 7:00 pm

- a) All events must end by time stated above under "Event must end Time." Additional time is allowed for event cleanup as designated above under "Time available for event cleanup." No music is allowed when an event ends or after the "Event must end Time" as noted above, and all guests not participating in the clean-up of the event must leave the event.
- b) Forfeiture of one half of the deposit may be applied to Facility reservations that runs up to one half hour past 11:00 pm on Monday – Saturdays, and up to one

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half hour past 7:00 pm on Sundays, or for a reservation that runs after the end time (including clean-up time) specified on the Facility Permit up to one half hour.

- c) Applicant will forfeit the full amount of deposit if Facility rental runs past 11:30 pm on Monday – Saturdays, and 7:30pm on Sundays, or for a reservation that runs more than one half hour after the end time (including clean-up time) specified on the Facility Permit.
- d) The weekend rate will begin at 5:00 p.m. on Fridays and end on 7:00 pm on Sundays.
- e) Applicants will be charged time and one half hourly rental rate for early arrival.
- f) There is a two (2) hour minimum hourly rental rate for Community Center Facility rentals.

Mandatory Site Meeting:

A mandatory site meeting shall be scheduled with the Applicant and Department staff at the Community Center. The site meeting appointment should be made at least fourteen (14) days prior to the event. Any caterer or special event coordinator should also attend the site meeting. Failure to complete a site meeting could result in a cancellation of the event and forfeiture of fees and deposits.

The Applicant is the only person who may request changes to the reservation.

Community Center Setup/Cleanup:

Usage time on the application must include all Facility preparation, including an Applicant's setup and decoration time by caterer and/or user, as well as cleanup time following use.

Applicants will not be allowed to occupy the Facilities during times not listed on the Facility Permit. Reservations are based upon use within the specified time period on Facility Permit and any additional use is subject to additional charges.

Department staff will be on hand to admit Applicant to the rented Facilities at the time specified on the approved Facility Permit.

City staff will set up all tables, chairs, and equipment according to the set-up plans provided. If no set up plan is submitted, City staff will set up the reservation according to standard set up configurations for the type and size indicated on the application.

Only one setup per group will be provided. Requests for changes to room setup after the setup is completed in accordance to the Facility Permit plan will not be accommodated.

Facilities must be left in the same condition in which they were found. Department staff will provide Applicant with a clean-up checklist that must be filled out before and after the activity to determine needed clean up or repairs before and after the rental. If the

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Facility is not cleaned to the conditions prior to Applicant's reservation, or to the satisfaction of the Department staff, the Applicant will pay for cleaning costs which will be deducted from Applicant's deposit fee. If clean-up costs are more than the deposit fee, the Applicant will be responsible for paying the difference.

Community Center & Kitchen Reservation Amenities:

- a) Rentals include the use of tables and chairs. Table covers are not provided.
- b) Styrofoam products are prohibited from use in the Community Center.
- c) Use of the kitchen must be included on the Facility Permit. Kitchen rental offers use of refrigerator/freezer, stove, oven(s), warmers, ice machine, and microwave.
- d) Eating, serving, and cooking utensils are not provided. Utensils must be provided by the Applicant and must all be removed promptly and completely upon conclusion of the event.
- e) Refrigerator space may be limited due to active, on-going City programs.
- f) Equipment or furnishings shall not be removed or rearranged without prior written approval from the Director.

Community Center Decorations:

Decorations must be flame retardant. Decorations with hay or straw are prohibited. Confetti, birdseed, popcorn, rice, or other material shall not be thrown. Nails, staples, tape, and similar hardware may not be used to attach materials to walls or ceilings in the Heritage Room. Glitter is not allowed. The use of open flames (i.e. candles) must first be approved on the Applicant's Facility Permit.

All decorative and other items, such as approved signs, shall be removed by the end of the rental period. Do not drag heavy items on floors.

Limited Space and Storage:

Due to limited space, storage will not be provided for building rentals. All equipment, supplies, food, and decorations brought in by Applicant must be removed by the Applicant before leaving the building and within the rental time designated on Applicant's Facility Permit.

Department staff are not authorized to sign for deliveries and are not authorized to permit any deliveries that vary from scheduled times.

The Department cannot be held responsible for any items delivered early or left behind. The Applicant or event contact person must accept all deliveries.

The "set-up time" stated on the application form is the earliest time that any deliveries can be made.

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Community Center Alcohol Use:

The following rules and guidelines apply to Alcoholic Beverages use at the Community Center.

- a) Applicants requesting the use of Alcoholic Beverages must submit a proper application form with their Facility use application. An alcohol permit fee, set by City Council resolution, will be charged to all Applicants requesting to serve Alcoholic Beverages.
- b) Applications to serve Alcoholic Beverages will not be considered for approval for any activity with a youth emphasis. This includes activities for Minors such as birthday parties, quinceaneras, bar and bat mitzvahs, or student activities.
- c) Alcoholic Beverages may not be served to Minors. Alcoholic Beverages are to be served only to persons 21 years of age and older.
- d) Alcoholic Beverages are permitted only within the confines of the Laguna Hills Community Center building and adjacent patios and courtyard.
- e) Alcoholic Beverages cannot be served past 9:30 pm on Monday – Saturdays, and 5:30 pm on Sundays.
- f) The maximum amount of time that Alcoholic Beverages may be served is 5 hours.
- g) Security is required for all events serving Alcoholic Beverages.
- h) Alcoholic Beverages may not be consumed while setting up or cleaning up an event.
- i) A bartender is required for beer keg service or when hard alcohol is served. Hard alcohol means all Alcoholic Beverages except for wine or beer served in cans or bottles. Additionally, the following type of events require a bartender: weddings, wedding receptions, and memorial services. It is the responsibility of the Applicant to show proof the person serving Alcoholic Beverages is a qualified bartending graduate from an accredited institution (RBS and/or TIPS). The bartender CANNOT be a guest of the event and consume alcohol. The bartender must supervise the bar for the duration of alcohol being served (maximum of 5 hours).

The Director has the discretion to require a bartender for any event serving alcohol including events that will only serve wine and/or beer.

- j) An Alcohol Beverage Control (A.B.C.) License must be provided if Alcoholic Beverages are to be sold during the scheduled activity, if a donation is requested or admission is by donation, if admission is charged, or if presale is charged for an event where Alcoholic Beverages are present.

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- k) It is the responsibility of the Applicant to contact Alcohol Beverage Control to obtain a license. A letter regarding your event will be provided for you to present to the Alcohol Beverage Control License office. Contact Alcohol Beverage Control at:

28 Civic Center Plaza
Santa Ana, California
(714) 558-4101

- l) A copy of the A.B.C. license must be submitted to the Community Services Department at least five (5) calendar days prior to your event.
- m) Any violation of these Alcoholic Beverages rules and guidelines will result in immediate termination of the event and the forfeiture of all rental fees and security deposit in full.
- n) If Applicant's event *is not serving* Alcoholic Beverages, as designated on the Applicant's Facility Permit, and Alcoholic Beverages are found in or around the reserved Facility, the event will immediately be terminated and the Applicant will forfeit all rental fees and security deposit in full.

Hardwood Flooring:

Due to the special flooring, hard-soled shoes, food, or beverages are not allowed in the physical activity room and gymnasium.

Animals:

Animals will not be permitted inside the Community Center unless they are service dogs/animals used by those requiring such assistance.

ATTACHMENTS:

- City of Laguna Hills Rental Fees and Deposits Schedule *(established by City Council Resolutions)*

Attachment 2

CITY OF LAGUNA HILLS



CITY COUNCIL POLICY

SUBJECT: PUBLIC FACILITY RESERVATION & USE POLICY

POLICY No. 317

Effective Date: August 28, 2018

Last Revision: ~~January 23~~ September 10, 2024

PURPOSE:

To establish policies and procedures, in conjunction with the Park and Recreation Facility Use Regulations (City of Laguna Hills Municipal Code, Chapters 8-04, 8-10), with respect to authorizing reserved and exclusive use of City Facilities and Parks.

DEFINITIONS:

Applicant – means a Person applying for a Facility Permit for Director approval, or in possession of an approved Facility Permit.

Alcoholic Beverages – means alcohol, spirits, liquor, wine, beer, and every liquid or solid containing one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.

Athletic Fields or Courts – means all ball diamonds, soccer fields, roller hockey rinks, and volleyball, basketball, and tennis courts owned, operated, or maintained by the City.

Community Center – means any portion of, whether indoors or outdoors, the Laguna Hills Community Center building located at 25555 Alicia Parkway, Laguna Hills.

Department – means Community Services Department.

Director – means the Community Services Director, the Community Services Director's designee, the Deputy City Manager, or the Deputy City Manager's designee.

Eviction – means expulsion from a City Facility and, if applicable, revocation of a Facility Permit.

Exclusive Use – means the right to use a City Facility, or portion thereof, for any activity at a specified time, on one or more occasions, to the exclusion of others.

Facility(ies) – means all City owned or maintained property, whether indoors or outdoors.

Facility Permit – means written permission issued by the Director authorizing a person or group to conduct specified activities within a City Facility, and/or authorizing the exclusive use of a City Facility, or portion thereof, by such persons or groups.

Large Group – means any organized activity in which fifty (50) or more individuals are expected to participate or attend.

Minors – means persons under 18 years of age.

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Park – means all parks, park-related buildings, facilities and grounds, recreational facilities, recreational areas, athletic fields or courts, and open space areas owned, operated, maintained, or controlled by the City.

Person – means every individual, firm, corporation, joint venture, association, social club, or any group or combination activity as a unit.

GENERAL FACILITY RESERVATION & USE POLICIES & PROCEDURES:

The following policies and procedures apply to all Facility rentals.

Facility Permits:

A Facility Permit must be obtained from the Community Services Department of the City of Laguna Hills, all required forms must be completed, and all required deposits and fees paid before any Person shall occupy any part of a Facility on a reserved and exclusive-use basis or for any other activity listed in the Park and Recreation Facility Use Regulations (City of Laguna Hills Municipal Code, Chapters 8-04 and 8-10).

- a) The following activities, require the issuance of a Facility Permit and Director approval. These activities must be noted on an application.
 - i. Any activity involving the temporary erection or placement on Park property of stages, booths, generators, platforms, pitching machines, sculptures, and other art works, inflatable bounce houses or similar play equipment, rock climbing walls, or other similar structures or portable recreational equipment.
 - ii. The sale of any goods, wares, merchandise, food, or beverages in connection with a permitted group activity.
 - iii. Any activity involving the use of live music or amplified sound or music systems including, without limitation, loudspeakers or other amplification devices or public address systems.
 - iv. Any recurrent athletic league, club, team, or group sporting activity including but not limited to games, practices, scrimmages, exhibitions, clinics, or other team-sport or athletic-related events or activities.
 - v. Any organized activity in which fifty (50) or more individuals (Large Group) are expected to participate or attend, or to which the public is invited, or which requires special city services. Such group activities include, but are not limited to: picnics; gatherings; meetings; parades; camp-outs; plays; musical events; art shows; exhibitions; athletic events; concerts; expos; markets; fairs; festivals; lectures; or any type of entertainment or theatrical performances.
- b) A permittee shall be bound by all City rules and regulations, by all applicable City Ordinances and applicable provisions of state and federal law.
- c) The City is not and shall not be held responsible for the loss, damage, or theft of equipment or articles owned or controlled by Facility users.

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- d) A Facility Permit may not be transferred, assigned, or sublet.
- e) Any group using City Facilities outside of the established hours of operation, as approved by the Director, shall pay for each or any part of an hour for each City staff member assisting with the Facility reservation, in addition to the regular rental fee as established by City Council resolution.
- f) Facility reservations may be booked up to one year in advance.
- g) City staff and law enforcement reserves the right to full access and inspection of all Facility reservation areas at any time.
- h) Refunds of Facility rental fees and/or deposit fees may take up to 45 days to process if cash or checks are used.
- i) Facility Permits will only be issued to persons 18 years of age and older, unless the application includes the use of ~~alcoholic beverages~~ Alcoholic Beverages in which case, reservations will only be issued to persons 21 years of age or older.
- j) Groups of less than 50 individuals (or less than a Large Group) may reserve a Park via a Facility Permit if they desire to assure use of the Facility.
- k) Large Group Park use will not be permitted on consecutive weekend days at the same Park without special approval from the Director.
- l) A Facility Permit is required for the placement of any sanitation facilities (i.e. porta potties) in a Park.
- m) Activities for Minors must be supervised by responsible adults at the ratio of one adult for every twenty Minors.

Rental Fees:

- n) Facility Permit requests for parties, events, or activities for a Minor will ONLY be issued to a parent or legal guardian of the Minor and who will also be attending the event.

All Facility rental fees and deposits are set by City Council resolution.

- a) ~~Community Center rental fee policies;~~ except for charges for security services and insurance which are
 - i. ~~The weekend rate, as~~ established by ~~City Council resolution,~~ will begin at 5:00 p.m. on Fridays and end on 12:00 a.m. on Sundays.
City's third-party vendors.
 - ii. ~~Applicants will be charged time and one half hourly rental rate for early arrival and late departure time not indicted on approved Facility Permit.~~

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~~iii.o) There is a two (2) hour minimum hourly rental rate for the Heritage Room, Classroom, and Art Room only.~~

Application Process:

An Applicant seeking issuance of a Facility Permit shall file an application with the Department. The application must be received at least ~~fourteen (14)~~thirty (30) days in advance of desired reservation date(s). Requests received less than ~~fourteen (14)~~thirty (30) days in advance will be granted if conditions allow and payment for these reservations shall be paid in full when the request is made and the application is approved.

- a) An application must be submitted by an individual who is representing the group, association, firm, or corporation and is responsible for the Facility reservation. An Applicant must have official authorization to apply on behalf of an organization. Applicant must include in the application:
 - i. The name, address, and contact information of the Applicant.
 - ii. The name and address of the person, persons, corporation, or association sponsoring the activity, together with a list of the responsible officers and directors to whom notices and claims for damages may be directed.
 - iii. The day and hours for which the permit is desired (*including set up and clean up times*).
 - iv. The Facility or Facilities for which such permit is desired.
 - v. A numerical estimate of the anticipated attendance. (*Attendance cannot exceed posted room occupancies*).
 - vi. The percentage of the Applicant's group who are residents of the City of Laguna Hills if requested. (*Reasonable evidence of residential status may be required at the discretion of the Director*).
 - vii. Any other information that the City finds reasonable or necessary to safeguard City Facilities and the public.
- b) An Applicant must specify an exact list of the equipment that the Applicant desires to bring to Facility during a reservation. A map showing the locations of equipment may be required.
- c) Deposit fees (or refundable deposit) will be collected at the time of application submittal and prior to issuance of Facility Permit. Certain deposit fees are refundable, as set forth by City Council Resolution, unless the deposit fee, or a portion ~~there of~~thereof, is used to cover Department's costs for cleaning and/or damage caused by a Person's ~~facility~~Facility reservation, to cover unpaid balances with rental fees, insurance ~~processing costs~~, or security guard services, to cover cancellation fees ~~-, or if an Applicant fails to abide by the Community Center Facility Rental Hours or the rental times specified on the Facility Permit.~~
 - i. It is the responsibility of the Applicant to inform Department staff of any changes in address in order to process deposit refunds.

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ii. If an Applicant's deposit fee refund on file with the City has not been deposited by the Applicant within six months after the reservation date, then the City will retain the deposit fee.

- d) The entire time needed to prepare food, decorate the ~~facilities~~Facilities, or set-up before the event, and to completely clean up after the event must be reserved by the Applicant and must be stated on the application form. Early arrival or late departure, by a caterer or any member of the Applicant's party will result in additional fees and forfeiture of deposit.
- e) Depending on the nature of the event, Applicants may be required to meet with Department staff at least fourteen (14) days before event to personally review Applicant's needs, set up, and Department Facility rules and regulations.

Standards of Issuance:

The Director may issue a Facility Permit hereunder when it is found:

- a) That the proposed activity or use of a City Facility will not unreasonably interfere with general public enjoyment of other facilities;
- b) That the proposed activity or use will not unreasonably interfere with public health, welfare, safety, or recreation;
- c) That the proposed activity or use is not unlawful;
- d) That the proposed activity or use will not entail unusual, extraordinary, or burdensome expense to the City or require costly police support or assistance;
- e) That the City Facility desired has not been previously reserved;
- f) That the Applicant, if applying on behalf of a firm, corporation, joint venture, association, social club, or any group or combination activity as a unit, be organized and in existence for at least thirty (30) days prior to seeking a Facility Permit;
- g) That required fees have been paid; and
- h) That, ~~if applicable~~, evidence of insurance acceptable to the City has been provided.

Reservation and Use Priority:

Priority of use for all City Facilities shall be as follows:

- 1) City programs, and events including those activities and events that the City of Laguna Hills is cosponsoring.
- 2) Laguna Hills sports organizations directly sponsoring youth programs open to all ~~applicants~~youth participants and predominately serving Laguna Hills youth. Local youth and adult organizations and groups such as service clubs, churches, and veterans, whose membership is open to the public, provided such organization and/or group carries out its activities through an existing bona fide office, an existing recognized place of worship, or an established meeting place that is physically located within the City of Laguna Hills.
- 3) Residents of the City of Laguna Hills.
- 4) Local merchants of the City of Laguna Hills wishing to reserve and make use of facilities for an activity directly related to their business pursuits within the City.
- 5) Non-resident nonprofit organizations.

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6) Non-resident individuals and businesses.

Verification of Classification:

Any Applicant requesting a nonprofit classification must attach written verification and proof of nonprofit status to application. The status of an organization must be proved by the Applicant to the satisfaction of the Director.

(CATEGORY A) - Resident Nonprofit: Local clubs and organizations that are open to the general public and have their headquarters in the City of Laguna Hills. Application for nonprofit rentals must include a Federal Tax Exempt I.D. number, and may require proof of same by showing either a "Statement of Domestic Nonprofit Organization" filed with the State of California or nonprofit tax identification number.

(CATEGORY B) - Resident Private: Individuals, clubs, organizations, and other groups, with a City of Laguna Hills address, and/or where its participants/memberships are made up of at least 50% residents from the City of Laguna Hills. Proof of residency is required.

(CATEGORY C) - Non-Resident Nonprofit: Nonprofit clubs, organizations, and other groups that are non-residents of the City of Laguna Hills. Documentation required as stated above.

(CATEGORY D) - Non-Resident Private: Individuals, clubs, organizations, and other that are non-residents of the City of Laguna Hills.

(CATEGORY E) - Commercial: Business entities within or outside of the City of Laguna Hills boundaries.

Laguna Hills Youth Sports Organization Verification:

Application for Laguna Hills Youth Sports Organization Facility use must include a Federal Tax Exempt I.D. number, and may require proof of same by showing either a "Statement of Domestic Nonprofit Organization" filed with the State of California or nonprofit tax identification number. Appropriate documentation to verify Resident Nonprofit status may also be requested which includes, but is not limited to, team rosters, utility bills from team player's place of residence, sports organization's bylaws, mission statements or equivalent.

Laguna Hills nonprofit youth sports organizations are defined as local nonprofit volunteer organizations that are comprised predominately of Laguna Hills resident youths. These organizations maintain a "no cut" policy where every child is not denied the opportunity to play and registration is open to all Laguna Hills' children. In addition, the youth sports organization is administered by volunteer Laguna Hills residents that serve as officers, coaches, commissioners, or board of directors and do not receive any compensation for their volunteer service.

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Outdoor Park Amenities Use:

Outdoor Park amenities (including fieldsopen areas, volleyball and basketball courts, picnic tables, BBQs, etc.) may be reserved for up to three (3) hours of use in conjunction with a group picnic reservation when available. To request the use of aan outdoor Park amenity as stated above, Applicant must indicate a three (3) hour time slot on the Facility Permit application.

All outdoor Park amenities ~~are~~(including open areas, volleyball and basketball courts, picnic tables, BBQs, etc.) are available on a first come, first serve basis unless reserved as stated above.

Policy Interpretation:

It is the policy of the City of Laguna Hills to grant the Department administrative discretion to interpret and adjust the general rules of this policy to meet specific needs of Applicants and the City. Appeals ~~must~~may be made to the City Manager ~~whose decision shall be final.~~

Payments:

~~All payments are due fourteen (14) calendar days prior to scheduled use. Any balance due can be paid by credit card, cashier's check, personal check, or money order. However, personal~~Deposit fees (or refundable deposit) will be collected at the time of application submittal and prior to issuance of Facility Permit (See "Application Process"). Remaining balance of Rental fees is due at least thirty (30) days prior to event. Personal checks will not be accepted when any payment is made less than fourteen (14) calendar days from the date of a reservation.

~~Any cash payment for a Facility Permit deposit and/or fees is limited to \$500 per Person per day.~~

All receipts for payments and any reimbursements will be made to the Applicant only, regardless of payment source. Payments shall always be noted with event date(s), Facility reserved, and responsible party for reservation.

Disruptive Behavior

Applicant's conduct or behavior that disrupts, disturbs, or otherwise impedes the orderly conduct of the scheduled activity permitted, or with the administration of City

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Facilities by City personnel and/or the enjoyment of others using a Park or Facility is strictly prohibited.

Applicants are responsible for controlling noise that may be disturbing to other activities occurring at a Park or Facility, or that may negatively impact a surrounding neighborhood.

Applicants who engage in such disruptive conduct shall be subject to Eviction in accordance to the City of Laguna Hills' Municipal Code and may also result in the revocation of a Facility Permit.

Revocation:

The Director shall have the authority to summarily revoke a Facility Permit upon finding a violation of any provision, hereof, or upon finding a violation of any applicable City Ordinances, City rules and regulations, and/or state law. The individual or group will not be issued a permit for twelve months from date of the violation.

Appeal:

If an application and/or a Facility Permit is denied or revoked by the Director, an appeal may be made to the City Manager in writing within five (5) business days of the Director's decision. The City Manager is not required to consider a late-filed appeal. ~~The City Manager's decision on the appeal is final.~~

Waiver of Fees:

Any and all applicable fees may be waived or reduced, ~~at the sole discretion of the City Manager~~ by the Director, for public school activities and events and governmental purposes, as well as for community activities and events that are sponsored or co-sponsored by the City. ~~The decision of the City Manager shall be final.~~

Limitation of Use:

The City reserves the right to limit the hours of use of Park Facilities to prevent adverse effect or conditions to adjacent residents or damage to the Facilities or turf because of excessive use.

Security Services:

The City reserves the right to require security guard services for any activities held at City Facilities at the Director's discretion. All events serving Alcoholic Beverages require security guard services. Events with a live band, disk jockey amplified music, or any type of amplified music require security guard services. Department staff will arrange for a security guard service company on behalf of Applicant. Security guard service

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1 will be scheduled at a ratio of one (1) security guard per one hundred (100) guests,
2 unless the Director determines that more security guards are required for an event.

3
4 ~~Department staff will arrange for a security guard service company on behalf of~~
5 ~~Applicant.~~ Security guard service will be scheduled for entire event time specified on
6 the Facility Permit.

7
8 The Applicant is responsible for the cost of security guard services. Cost for security
9 guard services are in addition to the Facility rental rates. Information regarding charges
10 for security services will be provided to the Applicant upon Facility booking, subject to
11 change if the terms and parameters of the reservation are modified.

12
13 **Insurance Requirements:**

14 ~~Dependent upon the nature of the proposed activity for a Facility rental, the City may,~~
15 ~~at its discretion, require the Applicant to purchase, through the Department's insurance~~
16 ~~service provider, coverage naming the City of Laguna Hills, its officers and employees as~~
17 ~~additional insured. Insurance is required for all indoor Facility rentals. Information~~
18 ~~regarding insurance coverage requirements will be provided to the Applicant upon~~
19 ~~Facility booking. Applicant is responsible for the cost of insurance and providing the~~
20 ~~City with the required Certificate of Insurance and endorsements at least ten (10) days~~
21 ~~prior to Applicant's use of Facility(ies). If insurance is not provided to the City at least~~
22 ~~(10) days prior to the Applicant's reservation, the reservation is subject to cancellation.~~

23
24 If the Applicant's insurance cannot meet City requirements, or Applicant elects to use
25 the City's insurer, Department staff will arrange for insurance coverage on Applicant's
26 behalf and the Applicant will be responsible for paying the cost of such coverage at the
27 time of application. Information regarding Cost for insurance coverage requirements
28 and charges will be providedis in addition to the Facility rental rates.

29
30 The Director, in his or her discretion, may require Applicant to secure insurance
31 coverage as described above for an outdoor Facility reservation dependent upon Facility
32 booking,the nature of the activity. Insurance coverage requirements are subject to
33 change if the terms and parameters of the reservation are modified. ~~Insurance coverage~~
34 ~~is required for any activities where alcohol is served.~~

35
36
37 **Damage to Facility:**

38 Any person or group causing property or equipment damage to City Facilities, including
39 damage or defacement to ~~Park~~ amenities such as grass ~~and,~~ foliage, carpet, walls,
40 flooring, displays, signs, playground equipment, etc. will be required to pay for such
41 damage (based on current cost of repair or replacement as established by the City). The
42 City shall use Applicant's deposit fee to cover costs of damage and will bill the Applicant
43 for any outstanding balance to cover full costs of damage if applicable. Until such
44 outstanding payment is received, the City may revoke Applicant's current Facility Permit
45 and reject future applications.

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Smoking:

Smoking in City Parks and the Community Center is strictly prohibited per the City of Laguna Hills Municipal Code.

Alcohol Use:

No Person shall consume, possess or sell any Alcoholic Beverages within a designated Park. This prohibition shall not apply to reservations conducted at the Community Center in accordance with applicable City policies and an approved Facility Permit (see "Community Center Alcohol Use").

Drug Use:

No Person shall consume, use, possess or sell illegal drugs at a City Park or the Community Center.

Sale of Food:

A health permit is required from the County of Orange Healthcare Agency when food will be sold during a Facility reservation, or in the opinion of the Director a health permit is required. A copy of the health permit shall be filed with Department to be included in Applicant's Facility Permit.

Glass Containers:

No Person shall bring into, or have in his or her possession, in a Park a glass container. This prohibition shall not apply to reservations occurring at the Community Center in accordance with an approved Facility Permit.

Use of City Seal and Reference to City:

Any unauthorized references to the City that suggests (or can be interpreted as) the City is endorsing or sponsoring a Person's Facility reservation event is strictly prohibited and may result in the revocation of a Facility Permit. Therefore, without prior written authorization from the City of Laguna Hills, it is prohibited for Persons to:

- i. use the City Seal or emblem in any form of outreach and/or advertisement of a Person's Facility reservation event; or
- ii. use "The City of Laguna Hills," or "City of Laguna Hills," or "Laguna Hills Community Center," or any variation thereof, in the title of a Person's Facility reservation event advertisement, or in any manner that would suggest City sponsorship or endorsement; or
- iii. use of any image of City Facilities in reservation event advertisement, or in any manner that would suggest City sponsorship or endorsement; or
- iv. use of the City name, City Facility name, City address, a City email, and/or City phone number as the official address or official contact information for a Person's reservation event.

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1 The City does not restrict a Person from using a Facility name and address to advertise
2 the location of a Person's reservation event. For example:

3
4 *Applicant's name of event* will be held at:
5 Laguna Hills Community Center and Sports Complex
6 25555 Alicia Parkway
7 Laguna Hills, CA 92653
8

9 **Cleaning after Reservation**

10 It is the Applicant's responsibility to clean entire rented Facilities, and all equipment
11 used, to the condition prior to the Facilities reservation and to the satisfaction of
12 Department staff.

13
14 In the event Applicant does not clean the Facilities, or does not clean the Facilities to
15 the satisfaction of Department staff, the Department shall use Applicant's deposit fee to
16 cover cleaning costs and will bill the Applicant any additional cleaning costs not covered
17 under deposit fee.

18
19 Until entire payment is received for total cleaning costs, the City may revoke Applicant's
20 current Facility Permit and reject future applications.

21
22 **Signs:**

23 Signs (including, banners, balloons, and other decorative materials) used to promote,
24 advertise, or decorate a Facility reservation event, or for event wayfinding purposes,
25 must first be approved by the Director based on reasonable time, place, manner and
26 aesthetic considerations.

27
28 Applicants must note requested signage as well as desired locations on Applicant's
29 Facility Permit. The proposed location of any requested sign(s) must be approved in
30 advance by the Director and will only be permitted for display during the reservation
31 hours designated on the Facility Permit.

32
33 Notwithstanding the forgoing, signs that contain any of the following are prohibited: 1)
34 Content not related to the purpose of Applicant's Facility reservation; 2) Content that
35 defames, abuses harasses, stalks, threaten or violates the legal rights of others; 3)
36 Sexual content, profanity, vulgarity, obscenity, racism, hatred, slander, threats, and/or
37 violence; 4) Content that is not appropriate for all age groups; 5) Content that promotes,
38 fosters, or perpetuates discrimination or personal attacks on the basis of race, creed,
39 color, age, religion, gender, marital status, status with regard to public assistance,
40 national origin, physical or mental disability, or sexual orientation; 6) Content that
41 contains personal information about another person or that violates a person's privacy;
42 and/or 7) Content that promotes or encourages illegal activity.

43
44 Any signs that are placed in an unapproved location or that violate this policy will be
45 immediately removed and the Applicant's Facility Permit may be subject to revocation.
46

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Trash and Recycling Requirement:

All Applicants are required to recycle their trash during their Facility use. Information about the City's recycling requirements will be shared with Applicants at the time of application.

Applicants who will be selling or serving food as part of their Facility reservation are required to recycle all food waste (organic waste).

Dependent on the nature of the event, Department staff may require Applicant to develop a recycling plan and any additional trash and recycling services in addition to the City's current service levels will be borne by the Applicant.

Failure by Applicant to adequately recycle their trash during their Facility reservation may result in the forfeit of a Person's deposit fee (or a portion thereof).

Cancellations:

The Department requests that Persons cancel their reservations at least ~~fourteen~~ (14thirty (30)) days prior to their reservation date as stated on an approved Facility Permit. Cancellations are subject to cancellation fees as established by City Council Resolution. Cancellations made less than ~~fourteen~~ (14thirty (30)) days prior to a reservation ~~are subject to higher cancellation fees where applicable~~ will forfeit the Applicant's Facility deposit.

COMMUNITY CENTER FACILITY RESERVATION & USE POLICIES & PROCEDURES:

In addition to the "General Facility Reservation & Use Policies & Procedures" stated above, the following policies and procedures shall also apply to reservations and use of the Community Center.

Community Center Facility Rental Hours:

Community Center Facilities can be rented during the following hours:

	<u>Community Center Facility Rental Hours</u>		
	<u>Facility is available and Setup Hours must be included</u>	<u>Event must end Time</u>	<u>Time available for event cleanup</u>
<u>Monday - Saturday</u>	<u>8:00 am</u>	<u>10:00 pm</u>	<u>up to 11:00 pm</u>
<u>Sunday</u>	<u>12:00 pm</u>	<u>6:00 pm</u>	<u>up to 7:00 pm</u>

a) All events must end by time stated above under "Event must end Time." Additional time is allowed for event cleanup as designated above under "Time available for event cleanup." No music is allowed when an event ends or after the "Event must end Time" as noted above, and all guests not participating in the clean-up of the event must leave the event.

b) Forfeiture of one half of the deposit may be applied to Facility reservations that runs up to one half hour past 11:00 pm on Monday – Saturdays, and up to one

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half hour past 7:00 pm on Sundays, or for a reservation that runs after the end time (including clean-up time) specified on the Facility Permit up to one half hour.

c) Applicant will forfeit the full amount of deposit if Facility rental runs past 11:30 pm on Monday – Saturdays, and 7:30pm on Sundays, or for a reservation that runs more than one half hour after the end time (including clean-up time) specified on the Facility Permit.

d) The weekend rate will begin at 5:00 p.m. on Fridays and end on 7:00 pm on Sundays.

e) Applicants will be charged time and one half hourly rental rate for early arrival.

f) There is a two (2) hour minimum hourly rental rate for Community Center Facility rentals.

Mandatory Site Meeting:

A mandatory site meeting ~~will~~shall be scheduled with the Applicant and Department staff at the Community Center. The site meeting appointment should be made at least fourteen (14) days prior to the event. Any caterer or special event coordinator should also attend the site meeting. Failure to complete a site meeting could result in a cancellation of the event and forfeiture of fees and deposits.

The Applicant is the only person who may request changes to the reservation.

Community Center Setup/Cleanup:

Usage time on the application must include all Facility preparation, including an Applicant's setup and decoration time by caterer and/or user, as well as cleanup time following use. ~~Reservations are based upon use within the specified time period. Any additional use will be charged.~~

Applicants will not be allowed to occupy the Facilities during times not listed on the Facility Permit. Reservations are based upon use within the specified time period on Facility Permit and any additional use is subject to additional charges.

Department staff will be on hand to admit Applicant to the rented Facilities at the time specified on the approved Facility Permit.

~~Applicants will not be allowed to occupy the Facilities during times not listed on the Facility Permit.~~ City staff will set up all tables, chairs, and equipment according to the set-up plans provided. If no set up plan is submitted, City staff will set up the reservation according to standard set up configurations for the type and size indicated on the application.

Only one setup per group will be provided. Requests for changes to room setup after the setup is ~~complete~~completed in accordance to the Facility Permit plan will not be accommodated.

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Facilities must be left in the same condition in which they were found. Department staff will provide Applicant with a clean-up checklist that must be filled out before and after the activity to determine needed clean up or repairs before and after the rental. If the Facility is not cleaned to the conditions prior to Applicant's reservation, or to the satisfaction of the Department staff, the Applicant will pay for cleaning costs which will be deducted from Applicant's deposit fee. If clean-up costs are more than the deposit fee, the Applicant will be responsible for paying the difference.

Community Center & Kitchen Reservation Amenities:

a) ~~Building rentals~~Rentals include the use of tables and chairs. Table covers are not provided.

~~b) Eating and serving utensils are not provided.~~

~~e)b)~~ Styrofoam products are prohibited from use in the Community Center.

~~d)c)~~ Use of the kitchen must be included on the Facility Permit. Kitchen rental offers use of refrigerator/freezer, stove, oven(s), warmers, ice machine, and microwave. ~~Partial Kitchen rentals only include use of refrigerator and ice machine.~~

~~e)d)~~ Cooking~~Eating, serving, and cooking~~ utensils are not provided. Utensils must be provided by the Applicant and must all be removed promptly and completely upon conclusion of the event.

~~f)e)~~ Refrigerator space may be limited due to active, on-going City programs.

~~g)f)~~ Equipment or furnishings shall not be removed or rearranged without prior written approval from the Director.

Community Center Decorations:

Decorations must be flame retardant. Decorations with hay or straw are prohibited. Confetti, birdseed, popcorn, rice, or other material shall not be thrown. Nails, staples, tape, and similar hardware may not be used to attach materials to walls or ceilings in the Heritage Room. ~~All decorative and other items, such as approved signs, shall be removed by the end of the rental period. Do not drag heavy items on floors.~~ Glitter is not allowed. ~~The use of Open open flames (i.e. candles) will not be allowed in the facilities, unless specifically authorized in writing by the Director must first be approved on the Applicant's Facility Permit.~~

All decorative and other items, such as approved signs, shall be removed by the end of the rental period. Do not drag heavy items on floors.

Limited Space and Storage:

Due to limited space, storage will not be provided for building rentals. All equipment, supplies, food, and decorations brought in by Applicant must be removed by the

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1 Applicant before leaving the building and within the rental time designated on
2 Applicant's Facility Permit.

3
4 Department staff are not authorized to sign for deliveries and are not authorized to
5 permit any deliveries that vary from scheduled times.

6
7 The Department cannot be held responsible for any items delivered early or left behind.
8 The Applicant or event contact person must accept all deliveries.

9
10 The "set-up time" stated on the application form is the earliest time that any deliveries
11 can be made.

12
13 **Community Center Alcohol Use:**

14 The following rules and guidelines apply to Alcoholic Beverages use at the Community
15 Center.

16
17 ~~Alcoholic Beverages are permitted only within the confines of the Laguna Hills~~
18 ~~Community Center building and adjacent patios and courtyard. Beer kegs are allowed~~
19 ~~only if an individual (bartender) is attending the keg and servicing beer to reservation~~
20 ~~attendees. Beer kegs are restricted to only Community Center patio areas.~~

21
22 a) Applicants requesting the use of Alcoholic Beverages must submit a proper
23 application form with their ~~facility~~Facility use application. An alcohol permit fee,
24 set by City Council resolution, will be charged to all Applicants requesting to
25 serve ~~alcohol~~Alcoholic Beverages.

26
27 b) Applications to serve Alcoholic Beverages will not be considered for approval for
28 any activity with a youth emphasis. This includes activities for ~~minors~~Minors
29 such as birthday parties, quinceaneras, bar and bat mitzvahs, or student
30 activities. ~~Alcohol may not be served to minors. Alcoholic Beverages are to be~~
31 ~~served only to persons 21 years of age and older. An Applicant's failure to comply,~~
32 ~~monitor, and enforce this law is grounds for terminating the activity and forfeiting~~
33 ~~the refundable deposits and all rental fees which have been paid.~~

34
35 c) ~~All Alcoholic Beverages must be consumed inside the rented area of the Facility.~~
36 ~~The consumption of~~may not be served to Minors. Alcoholic Beverages is
37 ~~prohibited during set up~~are to be served only to persons 21 years of age and
38 ~~older.~~

39
40 d) ~~Alcoholic Beverages are permitted only within the confines of the Laguna Hills~~
41 ~~Community Center building and adjacent patios and courtyard.~~ ~~clean~~

42
43 e) ~~Alcoholic Beverages cannot be served past 9:30 pm on Monday – Saturdays, and~~
44 ~~5:30 pm on Sundays.~~

45
46 f) ~~The maximum amount of time that Alcoholic Beverages may be served is 5 hours.~~

47
48 g) ~~Security is required for all events serving Alcoholic Beverages.~~

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h) Alcoholic Beverages may not be consumed while setting up or cleaning up time.
an event.

i) A bartender is required for beer keg service or when hard alcohol is served. Hard
alcohol means all Alcoholic Beverages except for wine or beer served in cans or
bottles. Additionally, the following type of events require a bartender: weddings,
wedding receptions, and memorial services. It is the responsibility of the
Applicant to show proof the person serving Alcoholic Beverages is a qualified
bartending graduate from an accredited institution (RBS and/or TIPS). The
bartender CANNOT be a guest of the event and consume alcohol. The bartender
must supervise the bar for the duration of alcohol being served (maximum of 5
hours).

The Director has the discretion to require a bartender for any event serving
alcohol including events that will only serve wine and/or beer.

j) An Alcohol Beverage Control (A.B.C.) License must be provided if Alcoholic
Beverages are to be sold during the scheduled activity, if a donation is requested
or admission is by donation, if admission is charged, or if presale is charged for
an event where Alcoholic Beverages are present.

k) It is the responsibility of the Applicant to contact Alcohol Beverage Control to
obtain a license. A letter regarding your event will be provided for you to present
to the Alcohol Beverage Control License office. Contact Alcohol Beverage Control
at:

28 Civic Center Plaza
Santa Ana, California
(714) 558-4101

l) A copy of the A.B.C. license must be submitted to the Community Services
Department at least five (5) calendar days prior to your event.

m) Any violation of these Alcoholic Beverages rules and guidelines will result in
immediate termination of the event and the forfeiture of all rental fees and
security deposit in full.

n) If Applicant's event is not serving Alcoholic Beverages, as designated on the
Applicant's Facility Permit, and Alcoholic Beverages are found in or around the
reserved Facility, the event will immediately be terminated and the Applicant will
forfeit all rental fees and security deposit in full.

Hardwood Flooring:

Due to the special flooring, hard-soled shoes, food, or beverages are not allowed in the
physical activity room and gymnasium.

Animals:

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1 Animals will not be permitted inside the Community Center unless they are service
2 dogs/animals used by those requiring such assistance.
3
4

5 **ATTACHMENTS:**
6

- 7 • City of Laguna Hills Rental Fees and Deposits Schedule *(established by City Council*
8 *Resolutions)*
9

Attachment 3

CITY OF LAGUNA HILLS



CITY COUNCIL POLICY

SUBJECT: PUBLIC FACILITY RESERVATION & USE POLICY

POLICY No. 317

Effective Date: August 28, 2018

PURPOSE:

To establish policies and procedures, in conjunction with the Park and Recreation Facility Use Regulations (City of Laguna Hills Municipal Code, Chapters 8-04, 8-10), with respect to authorizing reserved and exclusive use of City Facilities and Parks.

DEFINITIONS:

Applicant – means a Person applying for a Facility Permit for Director approval, or in possession of an approved Facility Permit.

Alcoholic Beverages – means alcohol, spirits, liquor, wine, beer, and every liquid or solid containing one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.

Athletic Fields or Courts – means all ball diamonds, soccer fields, roller hockey rinks, and volleyball, basketball, and tennis courts owned, operated, or maintained by the City.

Community Center – means any portion of, whether indoors or outdoors, the Laguna Hills Community Center building located at 25555 Alicia Parkway, Laguna Hills.

Department – means Community Services Department.

Director – means the Community Services Director, the Community Services Director's designee, the Deputy City Manager, or the Deputy City Manager's designee.

Eviction – means expulsion from a City Facility and, if applicable, revocation of a Facility Permit.

Exclusive Use – means the right to use a City Facility, or portion thereof, for any activity at a specified time, on one or more occasions, to the exclusion of others.

Facility(ies) – means all City owned or maintained property, whether indoors or outdoors.

Facility Permit – means written permission issued by the Director authorizing a person or group to conduct specified activities within a City Facility, and/or authorizing the exclusive use of a City Facility, or portion thereof, by such persons or groups.

Large Group – means any organized activity in which fifty (50) or more individuals are expected to participate or attend.

Minors – means persons under 18 years of age.

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Park – means all parks, park-related buildings, facilities and grounds, recreational facilities, recreational areas, athletic fields or courts, and open space areas owned, operated, maintained, or controlled by the City.

Person – means every individual, firm, corporation, joint venture, association, social club, or any group or combination activity as a unit.

GENERAL FACILITY RESERVATION & USE POLICIES & PROCEDURES:

The following policies and procedures apply to all Facility rentals.

Facility Permits:

A Facility Permit must be obtained from the Community Services Department of the City of Laguna Hills, and all required deposits and fees paid before any Person shall occupy any part of a Facility on a reserved and exclusive-use basis or for any other activity listed in the Park and Recreation Facility Use Regulations (City of Laguna Hills Municipal Code, Chapters 8-04 and 8-10).

- a) The following activities, require the issuance of a Facility Permit and Director approval. These activities must be noted on an application.
 - i. Any activity involving the temporary erection or placement on Park property of stages, booths, generators, platforms, pitching machines, sculptures, and other art works, inflatable bounce houses or similar play equipment, rock climbing walls, or other similar structures or portable recreational equipment.
 - ii. The sale of any goods, wares, merchandise, food, or beverages in connection with a permitted group activity.
 - iii. Any activity involving the use of live music or amplified sound or music systems including, without limitation, loudspeakers or other amplification devices or public address systems.
 - iv. Any recurrent athletic league, club, team, or group sporting activity including but not limited to games, practices, scrimmages, exhibitions, clinics, or other team-sport or athletic-related events or activities.
 - v. Any organized activity in which fifty (50) or more individuals (Large Group) are expected to participate or attend, or to which the public is invited, or which requires special city services. Such group activities include, but are not limited to: picnics; gatherings; meetings; parades; camp-outs; plays; musical events; art shows; exhibitions; athletic events; concerts; expos; markets; fairs; festivals; lectures; or any type of entertainment or theatrical performances.
- b) A permittee shall be bound by all City rules and regulations, by all applicable City Ordinances and applicable provisions of state and federal law.
- c) The City is not and shall not be held responsible for the loss, damage, or theft of equipment or articles owned or controlled by Facility users.

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- d) A Facility Permit may not be transferred, assigned, or sublet.
- e) Any group using City Facilities outside of the established hours of operation, as approved by the Director, shall pay for each or any part of an hour for each City staff member assisting with the Facility reservation, in addition to the regular rental fee as established by City Council resolution.
- f) Facility reservations may be booked up to one year in advance.
- g) City staff reserves the right to full access and inspection of all Facility reservation areas at any time.
- h) Refunds of Facility rental fees and/or deposit fees may take up to 45 days to process if cash or checks are used.
- i) Facility Permits will only be issued to persons 18 years of age and older, unless the application includes the use of alcoholic beverages in which case, reservations will only be issued to persons 21 years of age or older.
- j) Groups of less than 50 individuals (or less than a Large Group) may reserve a Park if they desire to assure use of the Facility.
- k) Large Group Park use will not be permitted on consecutive weekend days at the same Park without special approval from the Director.
- l) A Facility Permit is required for the placement of any sanitation facilities (i.e. porta potties) in a Park.
- m) Activities for Minors must be supervised by responsible adults at the ratio of one adult for every twenty Minors.

Rental Fees:

All Facility rental fees and deposits are set by City Council resolution.

Community Center rental fee policies:

- i. The weekend rate, as established by City Council resolution, will begin at 5:00 p.m. on Fridays and end on 12:00 a.m. on Sundays.
- ii. Applicants will be charged time and one half hourly rental rate for early arrival and late departure time not indicted on approved Facility Permit.
- iii. There is a two (2) hour minimum hourly rental rate for the Heritage Room, Classroom, and Art Room only.

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Application Process:

An Applicant seeking issuance of a Facility Permit shall file an application with the Department. The application must be received at least fourteen (14) days in advance of desired reservation date(s). Requests received less than fourteen (14) days in advance will be granted if conditions allow and payment for these reservations shall be paid in full when the request is made and the application is approved.

- a) An application must be submitted by an individual who is representing the group, association, firm, or corporation and is responsible for the Facility reservation. An Applicant must have official authorization to apply on behalf of an organization. Applicant must include in the application:
 - i. The name, address, and contact information of the Applicant.
 - ii. The name and address of the person, persons, corporation, or association sponsoring the activity, together with a list of the responsible officers and directors to whom notices and claims for damages may be directed.
 - iii. The day and hours for which the permit is desired (*including set up and clean up times*).
 - iv. The Facility or Facilities for which such permit is desired.
 - v. A numerical estimate of the anticipated attendance. (*Attendance cannot exceed posted room occupancies*).
 - vi. The percentage of the Applicant's group who are residents of the City of Laguna Hills if requested. (*Reasonable evidence of residential status may be required at the discretion of the Director*).
 - vii. Any other information that the City finds reasonable or necessary to safeguard City Facilities and the public.
- b) An Applicant must specify an exact list of the equipment that the Applicant desires to bring to Facility during a reservation. A map showing the locations of equipment may be required.
- c) Deposit fees (or refundable deposit) will be collected at the time of application submittal and prior to issuance of Facility Permit. Certain deposit fees are refundable, as set forth by City Council Resolution, unless the deposit fee, or a portion thereof, is used to cover Department's costs for cleaning and/or damage caused by a Person's facility reservation, to cover unpaid insurance processing costs, or to cover cancellation fees.
- d) The entire time needed to prepare food, decorate the facilities, or set-up before the event, and to completely clean up after the event must be reserved by the Applicant and must be stated on the application form. Early arrival or late departure, by a caterer or any member of the Applicant's party will result in additional fees.
- e) Depending on the nature of the event, Applicants may be required to meet with Department staff at least fourteen (14) days before event to personally review Applicant's needs, set up, and Department Facility rules and regulations.

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Standards of Issuance:

The Director may issue a Facility Permit hereunder when it is found:

- a) That the proposed activity or use of a City Facility will not unreasonably interfere with general public enjoyment of other facilities;
- b) That the proposed activity or use will not unreasonably interfere with public health, welfare, safety, or recreation;
- c) That the proposed activity or use is not unlawful;
- d) That the proposed activity or use will not entail unusual, extraordinary, or burdensome expense to the City or require costly police support or assistance;
- e) That the City Facility desired has not been previously reserved;
- f) That the Applicant, if applying on behalf of a firm, corporation, joint venture, association, social club, or any group or combination activity as a unit, be organized and in existence for at least thirty (30) days prior to seeking a Facility Permit;
- g) That required fees have been paid; and
- h) That, if applicable, evidence of insurance acceptable to the City has been provided.

Reservation and Use Priority:

Priority of use for all City Facilities shall be as follows:

- 1) City programs, including those activities and events that the City of Laguna Hills is cosponsoring.
- 2) Laguna Hills sports organizations directly sponsoring youth programs open to all applicants and predominately serving Laguna Hills youth. Local youth and adult organizations and groups such as service clubs, churches, and veterans, whose membership is open to the public, provided such organization and/or group carries out its activities through an existing bona fide office, an existing recognized place of worship, or an established meeting place that is physically located within the City of Laguna Hills.
- 3) Residents of the City of Laguna Hills.
- 4) Local merchants of the City of Laguna Hills wishing to reserve and make use of facilities for an activity directly related to their business pursuits within the City.
- 5) Non-resident nonprofit organizations.
- 6) Non-resident individuals and businesses.

Verification of Classification:

Any Applicant requesting a nonprofit classification must attach written verification and proof of nonprofit status to application. The status of an organization must be proved by the Applicant to the satisfaction of the Director.

(CATEGORY A) - Resident Nonprofit: Local clubs and organizations that are open to the general public and have their headquarters in the City of Laguna Hills. Application for nonprofit rentals must include a Federal Tax Exempt I.D. number, and may require proof of same by showing either a "Statement of Domestic

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Nonprofit Organization” filed with the State of California or nonprofit tax identification number.

(CATEGORY B) - Resident Private: Individuals, clubs, organizations, and other groups, with a City of Laguna Hills address, and/or where its participants/memberships are made up of at least 50% residents from the City of Laguna Hills. Proof of residency is required.

(CATEGORY C) - Non-Resident Nonprofit: Nonprofit clubs, organizations, and other groups that are non-residents of the City of Laguna Hills. Documentation required as stated above.

(CATEGORY D) - Non-Resident Private: Individuals, clubs, organizations, and other that are non-residents of the City of Laguna Hills.

(CATEGORY E) - Commercial: Business entities within or outside of the City of Laguna Hills boundaries.

Laguna Hills Youth Sports Organization Verification:

Application for Laguna Hills Youth Sports Organization Facility use must include a Federal Tax Exempt I.D. number, and may require proof of same by showing either a “Statement of Domestic Nonprofit Organization” filed with the State of California or nonprofit tax identification number. Appropriate documentation to verify Resident Nonprofit status may also be requested which includes, but is not limited to, team rosters, utility bills from team player’s place of residence, sports organization’s bylaws, mission statements or equivalent.

Laguna Hills nonprofit youth sports organizations are defined as local nonprofit volunteer organizations that are comprised predominately of Laguna Hills resident youths. These organizations maintain a “no cut” policy where every child is not denied the opportunity to play and registration is open to all Laguna Hills’ children. In addition, the youth sports organization is administered by volunteer Laguna Hills residents that serve as officers, coaches, commissioners, or board of directors and do not receive any compensation for their volunteer service.

Park Amenities Use:

Park amenities (including fields, volleyball and basketball courts, picnic tables, BBQs, etc.) may be reserved for up to three (3) hours of use in conjunction with a group picnic reservation when available. To request the use of a Park amenity, Applicant must indicate a three (3) hour time slot on the Facility Permit application.

All Park amenities are on a first come, first serve basis unless reserved as stated above.

Policy Interpretation:

It is the policy of the City of Laguna Hills to grant the Department administrative discretion to interpret and adjust the general rules of this policy to meet specific needs

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of Applicants and the City. Appeals must be made to the City Manager whose decision shall be final.

Payments:

All payments are due fourteen (14) calendar days prior to scheduled use. Any balance due can be paid by credit card, cashier's check, personal check, or money order. However, personal checks will not be accepted when any payment is made less than fourteen (14) calendar days from the date of a reservation.

Any cash payment for a Facility Permit deposit and/or fees is limited to \$500 per Person per day.

All receipts for payments and any reimbursements will be made to the Applicant only, regardless of payment source. Payments shall always be noted with event date(s), Facility reserved, and responsible party for reservation.

Disruptive Behavior

Applicant's conduct or behavior that disrupts, disturbs, or otherwise impedes the orderly conduct of the scheduled activity permitted, or with the administration of City Facilities by City personnel and/or the enjoyment of others using a Park or Facility is strictly prohibited.

Applicants are responsible for controlling noise that may be disturbing to other activities occurring at a Park or Facility, or that may negatively impact a surrounding neighborhood.

Applicants who engage in such disruptive conduct shall be subject to Eviction in accordance to the City of Laguna Hills' Municipal Code and may also result in the revocation of a Facility Permit.

Revocation:

The Director shall have the authority to summarily revoke a Facility Permit upon finding a violation of any provision, hereof, or upon finding a violation of any applicable City Ordinances, City rules and regulations, and/or state law. The individual or group will not be issued a permit for twelve months from date of the violation.

Appeal:

If an application and/or a Facility Permit is denied or revoked by the Director, an appeal may be made to the City Manager in writing within five (5) business days of the Director's decision. The City Manager is not required to consider a late-filed appeal. The City Manager's decision on the appeal is final.

Waiver of Fees:

Any and all applicable fees may be waived or reduced, at the sole discretion of the City Manager, for public school activities and events and governmental purposes, as well as

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for community activities and events that are sponsored or co-sponsored by the City. The decision of the City Manager shall be final.

Limitation of Use:

The City reserves the right to limit the hours of use of Park Facilities to prevent adverse effect or conditions to adjacent residents or damage to the Facilities or turf because of excessive use.

Security Services:

The City reserves the right to require security guard services for any activities held at City Facilities at the Director's discretion. Department staff will arrange for a security guard service company on behalf of Applicant. Security guard service will be scheduled for entire event time specified on the Facility Permit. The Applicant is responsible for the cost of security guard services. Information regarding charges for security services will be provided to the Applicant upon Facility booking, subject to change if the terms and parameters of the reservation are modified.

Insurance Requirements:

Dependent upon the nature of the proposed activity for a Facility rental, the City may, at its discretion, require the Applicant to purchase, through the Department's insurance service provider, coverage naming the City of Laguna Hills, its officers and employees as additional insured. Department staff will arrange for insurance coverage on Applicant's behalf and the Applicant will be responsible for paying the cost of such coverage at the time of application. Information regarding insurance coverage requirements and charges will be provided to the Applicant upon Facility booking, subject to change if the terms and parameters of the reservation are modified. Insurance coverage is required for any activities where alcohol is served.

Damage to Facility:

Any person or group causing property or equipment damage to City Facilities, including damage or defacement to Park amenities such as grass and foliage, will be required to pay for such damage (based on current cost of repair or replacement as established by the City). The City shall use Applicant's deposit fee to cover costs of damage and will bill the Applicant for any outstanding balance to cover full costs of damage if applicable. Until such outstanding payment is received, the City may revoke Applicant's current Facility Permit and reject future applications.

Smoking:

Smoking in City Parks and the Community Center is strictly prohibited per the City of Laguna Hills Municipal Code.

Alcohol Use:

No Person shall consume, possess or sell any Alcoholic Beverages within a designated Park. This prohibition shall not apply to reservations conducted at the Community

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Center in accordance with applicable City policies and an approved Facility Permit (see “Community Center Alcohol Use”).

Sale of Food:

A health permit is required from the County of Orange Healthcare Agency when food will be sold during a Facility reservation, or in the opinion of the Director a health permit is required. A copy of the health permit shall be filed with Department to be included in Applicant’s Facility Permit.

Glass Containers:

No Person shall bring into, or have in his or her possession, in a Park a glass container. This prohibition shall not apply to reservations occurring at the Community Center in accordance with an approved Facility Permit.

Use of City Seal and Reference to City:

Any unauthorized references to the City that suggests (or can be interpreted as) the City is endorsing or sponsoring a Person’s Facility reservation event is strictly prohibited and may result in the revocation of a Facility Permit. Therefore, without prior written authorization from the City of Laguna Hills, it is prohibited for Persons to:

- i. use the City Seal or emblem in any form of outreach and/or advertisement of a Person’s Facility reservation event; or
- ii. use “The City of Laguna Hills,” or “City of Laguna Hills,” or “Laguna Hills Community Center,” or any variation thereof, in the title of a Person’s Facility reservation event advertisement, or in any manner that would suggest City sponsorship or endorsement; or
- iii. use of any image of City Facilities in reservation event advertisement, or in any manner that would suggest City sponsorship or endorsement; or
- iv. use of the City name, City Facility name, City address, a City email, and/or City phone number as the official address or official contact information for a Person’s reservation event.

The City does not restrict a Person from using a Facility name and address to advertise the location of a Person’s reservation event. For example:

Applicant’s name of event will be held at:
Laguna Hills Community Center and Sports Complex
25555 Alicia Parkway
Laguna Hills, CA 92653

Cleaning after Reservation

It is the Applicant’s responsibility to clean entire rented Facilities, and all equipment used, to the condition prior to the Facilities reservation and to the satisfaction of Department staff. In the event Applicant does not clean the Facilities, or does not clean

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the Facilities to the satisfaction of Department staff, the Department shall use Applicant's deposit fee to cover cleaning costs and will bill the Applicant any additional cleaning costs not covered under deposit fee. Until entire payment is received for total cleaning costs, the City may revoke Applicant's current Facility Permit and reject future applications.

Signs:

Signs (including, banners, balloons, and other decorative materials) used to promote, advertise, or decorate a Facility reservation event, or for event wayfinding purposes, must first be approved by the Director based on reasonable time, place, manner and aesthetic considerations. Applicants must note requested signage as well as desired locations on Applicant's Facility Permit. The proposed location of any requested sign(s) must be approved in advance by the Director and will only be permitted for display during the reservation hours designated on the Facility Permit. Notwithstanding the forgoing, signs that contain any of the following are prohibited: 1) Content not related to the purpose of Applicant's Facility reservation; 2) Content that defames, abuses, harasses, stalks, threaten or violates the legal rights of others; 3) Sexual content, profanity, vulgarity, obscenity, racism, hatred, slander, threats, and/or violence; 4) Content that is not appropriate for all age groups; 5) Content that promotes, fosters, or perpetuates discrimination or personal attacks on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation; 6) Content that contains personal information about another person or that violates a person's privacy; and/or 7) Content that promotes or encourages illegal activity.

Any signs that are placed in an unapproved location or that violate this policy will be immediately removed and the Applicant's Facility Permit may be subject to revocation.

Trash and Recycling Requirement:

All Applicants are required to recycle their trash during their Facility use. Information about the City's recycling requirements will be shared with Applicants at the time of application. Applicants who will be selling or serving food as part of their Facility reservation are required to recycle all food waste (organic waste). Dependent on the nature of the event, Department staff may require Applicant to develop a recycling plan and any additional trash and recycling services in addition to the City's current service levels will be borne by the Applicant.

Failure by Applicant to adequately recycle their trash during their Facility reservation may result in the forfeit of a Person's deposit fee (or a portion thereof).

Cancellations:

The Department requests that Persons cancel their reservations at least fourteen (14) days prior to their reservation date as stated on an approved Facility Permit. Cancellations are subject to cancellation fees as established by City Council Resolution.

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Cancellations made less than fourteen (14) days prior to a reservation are subject to higher cancellation fees where applicable.

COMMUNITY CENTER FACILITY RESERVATION & USE POLICIES & PROCEDURES:

In addition to the “General Facility Reservation & Use Policies & Procedures” stated above, the following policies and procedures shall also apply to reservations and use of the Community Center.

Mandatory Site Meeting:

A mandatory site meeting will be scheduled with the Applicant and Department staff at the Community Center. The site meeting appointment should be made at least fourteen (14) days prior to the event. Any caterer or special event coordinator should also attend the site meeting. Failure to complete a site meeting could result in a cancellation of the event and forfeiture of fees and deposits. The Applicant is the only person who may request changes to the reservation.

Community Center Setup/Cleanup:

Usage time on the application must include all Facility preparation, including an Applicant’s setup and decoration time by caterer and/or user, as well as cleanup time following use. Reservations are based upon use within the specified time period. Any additional use will be charged.

Department staff will be on hand to admit Applicant to the rented Facilities at the time specified on the approved Facility Permit. Applicants will not be allowed to occupy the Facilities during times not listed on the Facility Permit. City staff will set up all tables, chairs, and equipment according to the set up plans provided. If no set up plan is submitted, City staff will set up the reservation according to standard set up configurations for the type and size indicated on the application. Only one setup per group will be provided. Requests for changes to room setup after the setup is complete in accordance to the Facility Permit plan will not be accommodated.

Facilities must be left in the same condition in which they were found. Department staff will provide Applicant with a clean-up checklist that must be filled out before and after the activity to determine needed clean up or repairs before and after the rental. If the Facility is not cleaned to the conditions prior to Applicant’s reservation, or to the satisfaction of the Department staff, the Applicant will pay for cleaning costs which will be deducted from Applicant’s deposit fee. If clean-up costs are more than the deposit fee, the Applicant will be responsible for paying the difference.

Community Center & Kitchen Reservation Amenities:

- a) Building rentals include the use of tables and chairs. Table covers are not provided.
- b) Eating and serving utensils are not provided.

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- c) Styrofoam products are prohibited from use in the Community Center.
- d) Use of the kitchen must be included on the Facility Permit. Kitchen rental offers use of refrigerator/freezer, stove, oven(s), and microwave. Partial Kitchen rentals only include use of refrigerator and ice machine.
- e) Cooking utensils are not provided. Utensils must be provided by the Applicant and must all be removed promptly and completely upon conclusion of the event.
- f) Refrigerator space may be limited due to active, on-going City programs.
- g) Equipment or furnishings shall not be removed or rearranged without prior written approval from the Director.

Community Center Decorations:

Decorations must be flame retardant. Decorations with hay or straw are prohibited. Confetti, birdseed, popcorn, rice, or other material shall not be thrown. Nails, staples, tape, and similar hardware may not be used to attach materials to walls or ceilings in the Heritage Room. All decorative and other items, such as approved signs, shall be removed by the end of the rental period. Do not drag heavy items on floors. Glitter is not allowed. Open flames (i.e. candles) will not be allowed in the facilities, unless specifically authorized in writing by the Director.

Limited Space and Storage:

Due to limited space, storage will not be provided for building rentals. All equipment, supplies, food, and decorations brought in by Applicant must be removed by the Applicant before leaving the building and within the rental time designated on Applicant's Facility Permit.

Department staff are not authorized to sign for deliveries and are not authorized to permit any deliveries that vary from scheduled times. The Department cannot be held responsible for any items delivered early or left behind. The Applicant or event contact person must accept all deliveries. The "set-up time" stated on the application form is the earliest time that any deliveries can be made.

Community Center Alcohol Use:

Alcoholic Beverages are permitted only within the confines of the Laguna Hills Community Center building and adjacent patios and courtyard. Beer kegs are allowed only if an individual (bartender) is attending the keg and servicing beer to reservation attendees. Beer kegs are restricted to only Community Center patio areas.

Applicants requesting the use of Alcoholic Beverages must submit a proper application form with their facility use application. An alcohol permit fee, set by City Council resolution, will be charged to all Applicants requesting to serve alcohol.

Applications to serve Alcoholic Beverages will not be considered for approval for any activity with a youth emphasis. This includes activities for minors such as birthday

City Council Policy
No. 317
Public Facility Reservation and Use Policy

parties, quinceaneras, bar and bat mitzvahs, or student activities. Alcohol may not be served to minors. Alcoholic Beverages are to be served only to persons 21 years of age and older. An Applicant's failure to comply, monitor, and enforce this law is grounds for terminating the activity and forfeiting the refundable deposits and all rental fees which have been paid.

All Alcoholic Beverages must be consumed inside the rented area of the Facility. The consumption of Alcoholic Beverages is prohibited during set up and clean up time. An Alcohol Beverage Control (A.B.C.) License must be provided if Alcoholic Beverages are to be sold during the scheduled activity, if a donation is requested or admission is by donation, if admission is charged, or if presale is charged for an event where Alcoholic Beverages are present.

It is the responsibility of the Applicant to contact Alcohol Beverage Control to obtain a license. A letter regarding your event will be provided for you to present to the Alcohol Beverage Control License office. Contact Alcohol Beverage Control at:

28 Civic Center Plaza
Santa Ana, California
(714) 558-4101

A copy of the A.B.C. license must be submitted to the Community Services Department at least five (5) calendar days prior to your event.

Hardwood Flooring:

Due to the special flooring, hard-soled shoes, food, or beverages are not allowed in the physical activity room and gymnasium.

Animals:

Animals will not be permitted inside the Community Center unless they are service dogs/animals used by those requiring such assistance.

ATTACHMENTS:

- City of Laguna Hills Rental Fees and Deposits Schedule *(established by City Council Resolutions)*



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Holland Gannon, Community Services Manager
Issue: 2024 Holiday Event Series Update

Recommendation: That the City Council receive and file the report.

Background:

The Community Services Department Staff is planning the 2024 Holiday Event Series to include four festive activities designed to bring joy and celebration to our community. In addition, holiday related recreation workshops will also be offered this season. Below are the details for each of the four events and the recreation programs.

1. Tree Lighting Ceremony

- **Date:** December 6, 2024
- **Location:** Community Center Parking Lot and Plaza
- **Features:**
 - **Snow Play Area:** Located in the Community Center parking lot for a winter wonderland experience.
 - **Santa Claus Appearance:** Santa will be present in the Community Center Plaza area, available for photos inside the giant walk-through Holiday Ornament.
 - **Holiday Music:** Enjoy festive tunes provided by carolers as well as ambient holiday music.
 - **Refreshments and Crafts:** A variety of holiday-themed refreshments and craft activities for all ages.

2. Parent's Night Out

- **Date:** December 13, 2024
- **Features:**
 - **Crafts:** Creative holiday-themed craft projects for children.
 - **Dinner:** Pizza will be provided.
 - **Games:** Fun and engaging games for kids to enjoy.
 - **Bounce Houses:** Inflatable bounce houses and obstacle courses for play.

3. Breakfast with Santa

- **Date:** December 14, 2024
- **Features:**
 - **Breakfast:** A pancake breakfast will be provided to all attendees.
 - **Story Time:** Enjoy a special holiday story time hosted by OC Public Library.
 - **Crafts:** Holiday crafts for children to make and take home.
 - **Pictures with Santa:** Capture the moment with Santa Claus in a festive setting.

4. Holiday Dance Extravaganza

- **Date:** December 21, 2024
- **Features:**
 - **Dance Performances:** Experience performances from some of Orange County's top dance groups showcasing their holiday-themed routines.

Additional Recreation Programming:

- Holiday Painting Party: November 2
- Fall Centerpiece Workshop: November 23
- Holiday Wreath Workshop: December 12
- Holiday Lights Excursion: TBD

Fiscal Impact:

The budget for the 2024 Holiday Event Series is \$25,000.

Attachments:

None



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Joe Ames, Public Works Director/City Engineer
Issue: Proposed First Amendment to Civic Center Office Lease with Fay Blix, an individual dba The Law Offices of Fay Blix, for 24031 El Toro Road, Suite 301, Laguna Hills, California

Recommendation: That the City Council: 1) Approve the first amendment to the lease agreement with Fay Blix, an individual dba The Law Offices of Fay Blix, for 24031 El Toro Road, Suite 301, Laguna Hills, California; and 2) Authorize the City Manager to make minor modifications, as necessary, to the first amendment to the lease agreement and to execute the first amendment to the lease agreement.

Background:

City staff and the Civic Center property management company have negotiated a five-year lease renewal with Fay Blix, an individual dba The Law Offices of Fay Blix, for 24031 El Toro Road, Suite 301. Ms. Fay Blix currently operates a law practice, and has been leasing space in the Civic Center since 2012. The most current lease was executed June 14, 2022 for a two-year period starting November 1, 2022 and expiring October 31, 2024. The first amendment to the lease has been included as an attachment to this staff report. City staff is recommending approval of the lease amendment.

CEQA Findings:

CEQA Guidelines Section 15378 specifically excludes organizational or administrative activities of government that will not result in direct or indirect physical changes in the environment.

Fiscal Impact:

The following is a summary of the key lease terms and financial analysis:

Commencement Date:	November 1, 2024
Term:	Sixty (60) months
Rentable Square Feet:	2,312
Upfront Capital:	\$31,676 (estimated)
Base Rent:	Months 1-12: \$5,548.80/month (~\$2.40/SF/mo) Months 13-24: \$5,715.26/month (~\$2.47/SF/mo) Months 25-36: \$5,886.72/month (~\$2.55/SF/mo) Months 37-48: \$6,063.32/month (~\$2.62/SF/mo) Months 49-60: \$6,245.22/month (~\$2.70/SF/mo)

Total Rent Payments: \$336,361

The Base Rent includes the lessee's share of eligible operating expenses (also known as common area maintenance charges) for the first year. In the second and subsequent years, any increases in eligible operating expenses will be borne, proportionally, by the lessee up to 4% annually.

The Base Rent schedule reflects a 3% annual increase.

Upfront Capital includes leasing commissions and tenant improvements (or allowances for tenant improvements). The negotiated first amendment to the lease includes up to \$14,000 in tenant improvement allowances. Essex Realty, per the terms of the existing property management agreement, will receive approximately \$7,070 for its lease commission (2% of total rent consideration) as the lessor's broker, and the broker representing Fay Blix will receive approximately \$10,605 for its lease commission (3% of total rent consideration) as the lessee's broker.

Attachments:

1. Proposed First Amendment to Lease, Suite 301

First **AMENDMENT TO LEASE**

THIS AMENDMENT TO LEASE is made and entered into as of August 27, 2024, by and between The City of Laguna Hills, a municipal corporation organized and existing under the laws of the State of California ("Lessor") and Fay Blix, an individual dba The Law Offices of Fay Blix ("Lessee").

WHEREAS, on or about June 14, 2022 a Lease was entered into by and between Lessor and Lessee relating to certain real property commonly known as (street address, city, state, zip): 24031 El Toro Road, Suite 301 Laguna Hills, CA 92653 (the "Premises"), and

WHEREAS, Lessor and Lessee ☐ have ☒ have not previously amended said Lease, and

WHEREAS, the Lessor and Lessee now desire to amend said Lease,

NOW, THEREFORE, for payment of TEN DOLLARS and other good and valuable consideration to Lessor, the receipt and sufficiency of which is hereby acknowledged, the parties mutually agree to make the following additions and modifications to the Lease:

☒ TERM: The Expiration Date is hereby ☐ advanced ☒ extended to October 31, 2029.

☐ AGREED USE: The Agreed Use is hereby modified to: _____.

☒ BASE RENT ADJUSTMENT: Monthly Base Rent shall be as follows: _____

From November 1, 2024 - November 30, 2024 Base Rent shall be abated.
From December 1, 2024 - October 31, 2025 Base Rent shall be \$5,548.80 per month.
From November 1, 2025 - November 30, 2025 Base Rent shall be abated.
From December 1, 2025 - October 31, 2026 Base Rent shall be \$5,715.26 per month.
From November 1, 2026 - November 30, 2026 Base Rent shall be abated.
From December 1, 2026 - October 31, 2027 Base Rent shall be \$5,886.72 per month.
From November 1, 2027 - October 31, 2028 Base Rent shall be \$6,063.32 per month.
From November 1, 2028 - October 31, 2029 Base Rent shall be \$6,245.22 per month.

☒ OTHER: Security Deposit: Lessee currently has a security deposit with Lessor in the amount of \$5,679.90. Lessee shall deposit an additional amount of \$1,351.90 to bring the security deposit to \$7,031.80 pursuant to section 5 of the Lease.

Tenant Improvements: Lessor shall provide Tenant with a TI Allowance of no more than \$14,000 to be paid directly to Lessee. Lessee is to perform all tenant Improvements which includes but not limited to hiring architect, submitting building plans, submitting construction permits, hiring licensed and insured contractor and funding any tenant improvement costs. Lessee to provide Lessor with contractor invoices, proof of payment and lien releases once work is 100% complete. Should Lessee not utilize the entire TI Allowance; the remaining balance will be null and void and cannot be utilized at any other time or for any other matter.

Prior to the commencement of this Renewal term, Lessor at Lessor's sole cost and expense shall have damaged ceiling tiles replaced in the library and hallway areas of the Premises.

Base Year: Section 1.9 of the lease shall be modified to give Lessee a new Base Year of 2025. Lessee shall have no obligation to pay a share of the Operating Expense Increase applicable to the first 12 months of this Amendment term.

Option to Renew: Provided the Lessee is not in default, Lessee shall have the right to renew the Lease under the same terms and conditions for an additional period of up to five (5) years except the rental rate shall be adjusted to reflect the fair market rate at the time of renewal taking into consideration acceptable market concessions. In addition, the Base Year Expenses shall be adjusted to reflect the year of the extended

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term. Should Lessee wish to exercise said Option(s), Lessee shall notify the Lessor in writing of their desire to exercise their option no later than One hundred and twenty (120) days prior to termination of the term or renewal period.

Accessibility; Americans with Disabilities Act: The Premises have not undergone an inspection by a Certified Access Specialist (CASp). Note: A Certified Access Specialist (CASp) can inspect the subject premises and determine whether the subject premises comply with all of the applicable construction-related accessibility standards under state law. Although state law does not require a CASp inspection of the subject premises, the commercial property owner or lessor may not prohibit the lessee or tenant from obtaining a CASp inspection of the subject premises for the occupancy or potential occupancy of the lessee or tenant, if requested by the lessee or tenant. The parties shall mutually agree on the arrangements for the time and manner of the CASp inspection, the payment of the fee for the CASp inspection, and the cost of making any repairs necessary to correct violations of construction-related accessibility standards within the premises .

This Amendment shall not be construed against the party preparing it, but shall be construed as if all parties jointly prepared this Amendment and any uncertainty and ambiguity shall not be interpreted against any one party. Signatures to this Amendment accomplished by means of electronic signature or similar technology shall be legal and binding.

All other terms and conditions of this Lease shall remain unchanged and shall continue in full force and effect except as specifically amended herein.

EXECUTED as of the day and year first above written.

By Lessor:

The City of Laguna Hills, a municipal corporation organized and existing under the laws of the State of California

By: _____
Name Printed: Jarad L. Hildenbrand
Title: City Manager
Phone: _____
Fax: _____
Email: _____

By: _____
Name Printed: _____
Title: _____
Phone: _____
Fax: _____
Email: _____

Address: _____
Federal ID No.: _____

By Lessee:

Fay Blix, an individual dba The Law Offices of Fay Blix

By: _____
Name Printed: Fay Blix
Title: _____
Phone: _____
Fax: _____
Email: _____

By: _____
Name Printed: _____
Title: _____
Phone: _____
Fax: _____
Email: _____

Address: _____
Federal ID No.: _____

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DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP

(As required by the Civil Code)

When you enter into a discussion with a real estate agent regarding a real estate transaction, you should from the outset understand what type of agency relationship or representation you wish to have with the agent in the transaction.

SELLER'S AGENT

A Seller's agent under a listing agreement with the Seller acts as the agent for the Seller only. A Seller's agent or a subagent of that agent has the following affirmative obligations:

To the Seller: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Seller.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
- (b) A duty of honest and fair dealing and good faith.
- (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties.

An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

BUYER'S AGENT

A Buyer's agent can, with a Buyer's consent, agree to act as agent for the Buyer only. In these situations, the agent is not the Seller's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Seller. An agent acting only for a Buyer has the following affirmative obligations:

To the Buyer: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Buyer.

To the Buyer and the Seller:

- (a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
- (b) A duty of honest and fair dealing and good faith.
- (c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties.

An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

AGENT REPRESENTING BOTH SELLER AND BUYER

A real estate agent, either acting directly or through one or more salesperson and broker associates, can legally be the agent of both the Seller and the Buyer in a transaction, but only with the knowledge and consent of both the Seller and the Buyer.

In a dual agency situation, the agent has the following affirmative obligations to both the Seller and the Buyer:

- (a) A fiduciary duty of utmost care, integrity, honesty and loyalty in the dealings with either the Seller or the Buyer.
- (b) Other duties to the Seller and the Buyer as stated above in their respective sections.

In representing both Seller and Buyer, a dual agent may not, without the express permission of the respective party, disclose to the other party confidential information, including, but not limited to, facts relating to either the Buyer's or Seller's financial position, motivations, bargaining position, or other personal information that may impact price, including the Seller's willingness to accept a price less than the listing price or the Buyer's willingness to pay a price greater than the price offered.

SELLER AND BUYER RESPONSIBILITIES

Either the purchase agreement or a separate document will contain a confirmation of which agent is representing you and whether that agent is representing you exclusively in the transaction or acting as a dual agent. Please pay attention to that confirmation to make sure it accurately reflects your understanding of your agent's role. The above duties of the agent in a real estate transaction do not relieve a Seller or Buyer from the responsibility to protect his or her own interests. You should carefully read all agreements to assure that they adequately express your understanding of the transaction. A real estate agent is a person qualified to advise about real estate. If legal or tax advice is desired, consult a competent professional. If you are a Buyer, you have the duty to exercise reasonable care to protect yourself, including as to those facts about the property which are known to you or within your diligent attention and observation. Both Sellers and Buyers should strongly consider obtaining tax advice from a competent professional because the federal and state tax consequences of a transaction can be complex and subject to change.

Throughout your real property transaction you may receive more than one disclosure form, depending upon the number of agents assisting in the transaction. The law requires each agent with whom you have more than a casual relationship to present you with this disclosure form. You should read its contents each time it is presented to you, considering the relationship between you and the real estate agent in your specific transaction. **This disclosure form includes the provisions of Sections 2079.13 to 2079.24, inclusive, of the Civil Code set forth on page 2. Read it carefully. I/WE ACKNOWLEDGE RECEIPT OF A COPY OF THIS DISCLOSURE AND THE PORTIONS OF THE CIVIL CODE PRINTED ON THE BACK (OR A SEPARATE PAGE).**

☐ Buyer	☐ Seller	☒ Lessor	☐ Lessee	<u>The City of Laguna Hills</u>	Date: _____
☐ Buyer	☐ Seller	☐ Lessor	☒ Lessee	<u>Fay Blix</u>	Date: _____

Agent: Essex Realty Management DRE Lic. #: 00965485
Real Estate Broker (Firm)

By: Heather Stark DRE Lic. #: 02153034 Date: _____
(Salesperson or Broker-Associate)

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**DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP
CIVIL CODE SECTIONS 2079.13 THROUGH 2079.24 (2079.16 APPEARS ON THE FRONT)**

2079.13. As used in Sections 2079.7 and 2079.14 to 2079.24, inclusive, the following terms have the following meanings:

(a) "Agent" means a person acting under provisions of Title 9 (commencing with Section 2295) in a real property transaction, and includes a person who is licensed as a real estate broker under Chapter 3 (commencing with Section 10130) of Part 1 of Division 4 of the Business and Professions Code, and under whose license a listing is executed or an offer to purchase is obtained. The agent in the real property transaction bears responsibility for that agent's salespersons or broker associates who perform as agents of the agent. When a salesperson or broker associate owes a duty to any principal, or to any buyer or seller who is not a principal, in a real property transaction, that duty is equivalent to the duty owed to that party by the broker for whom the salesperson or broker associate functions. **(b)** "Buyer" means a transferee in a real property transaction, and includes a person who executes an offer to purchase real property from a seller through an agent, or who seeks the services of an agent in more than a casual, transitory, or preliminary manner, with the object of entering into a real property transaction. "Buyer" includes vendee or lessee of real property. **(c)** "Commercial real property" means all real property in the state, except (1) single-family residential real property, (2) dwelling units made subject to Chapter 2 (commencing with Section 1940) of Title 5, (3) a mobilehome, as defined in Section 798.3, (4) vacant land, or (5) a recreational vehicle, as defined in Section 799.29. **(d)** "Dual agent" means an agent acting, either directly or through a salesperson or broker associate, as agent for both the seller and the buyer in a real property transaction. **(e)** "Listing agreement" means a written contract between a seller of real property and an agent, by which the agent has been authorized to sell the real property or to find or obtain a buyer, including rendering other services for which a real estate license is required to the seller pursuant to the terms of the agreement. **(f)** "Seller's agent" means a person who has obtained a listing of real property to act as an agent for compensation. **(g)** "Listing price" is the amount expressed in dollars specified in the listing for which the seller is willing to sell the real property through the seller's agent. **(h)** "Offering price" is the amount expressed in dollars specified in an offer to purchase for which the buyer is willing to buy the real property. **(i)** "Offer to purchase" means a written contract executed by a buyer acting through a buyer's agent that becomes the contract for the sale of the real property upon acceptance by the seller. **(j)** "Real property" means any estate specified by subdivision (1) or (2) of Section 761 in property, and includes (1) single-family residential property, (2) multiunit residential property with more than four dwelling units, (3) commercial real property, (4) vacant land, (5) a ground lease coupled with improvements, or (6) a manufactured home as defined in Section 18007 of the Health and Safety Code, or a mobilehome as defined in Section 18008 of the Health and Safety Code, when offered for sale or sold through an agent pursuant to the authority contained in Section 10131.6 of the Business and Professions Code. **(k)** "Real property transaction" means a transaction for the sale of real property in which an agent is retained by a buyer, seller, or both a buyer and seller to act in that transaction, and includes a listing or an offer to purchase. **(l)** "Sell," "sale," or "sold" refers to a transaction for the transfer of real property from the seller to the buyer and includes exchanges of real property between the seller and buyer, transactions for the creation of a real property sales contract within the meaning of Section 2985, and transactions for the creation of a leasehold exceeding one year's duration. **(m)** "Seller" means the transferor in a real property transaction and includes an owner who lists real property with an agent, whether or not a transfer results, or who receives an offer to purchase real property of which he or she is the owner from an agent on behalf of another. "Seller" includes both a vendor and a lessor of real property. **(n)** "Buyer's agent" means an agent who represents a buyer in a real property transaction.

2079.14. A seller's agent and buyer's agent shall provide the seller and buyer in a real property transaction with a copy of the disclosure form specified in Section 2079.16, and shall obtain a signed acknowledgment of receipt from that seller and buyer, except as provided in Section 2079.15, as follows: **(a)** The seller's agent, if any, shall provide the disclosure form to the seller prior to entering into the listing agreement. **(b)** The buyer's agent shall provide the disclosure form to the buyer as soon as practicable prior to execution of the buyer's offer to purchase. If the offer to purchase is not prepared by the buyer's agent, the buyer's agent shall present the disclosure form to the buyer not later than the next business day after receiving the offer to purchase from the buyer.

2079.15. In any circumstance in which the seller or buyer refuses to sign an acknowledgment of receipt pursuant to Section 2079.14, the agent shall set forth, sign, and date a written declaration of the facts of the refusal.

2079.16 Reproduced on Page 1 of this AD form.

2079.17(a) As soon as practicable, the buyer's agent shall disclose to the buyer and seller whether the agent is acting in the real property transaction as the buyer's agent, or as a dual agent representing both the buyer and the seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller, the buyer, and the buyer's agent prior to or coincident with execution of that contract by the buyer and the seller, respectively. **(b)** As soon as practicable, the seller's agent shall disclose to the seller whether the seller's agent is acting in the real property transaction as the seller's agent, or as a dual agent representing both the buyer and seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller and the seller's agent prior to or coincident with the execution of that contract by the seller.

(c) CONFIRMATION: The following agency relationships are confirmed for this transaction.

Seller's Brokerage Firm DO NOT COMPLETE, SAMPLE ONLY License Number _____

Is the broker of (check one): ☐ the seller; or ☐ both the buyer and seller. (dual agent)

Seller's Agent DO NOT COMPLETE, SAMPLE ONLY License Number _____

Is (check one): ☐ the Seller's Agent. (salesperson or broker associate); or ☐ both the Buyer's Agent and the Seller's Agent. (dual agent)

Buyer's Brokerage Firm DO NOT COMPLETE, SAMPLE ONLY License Number _____

Is the broker of (check one): ☐ the buyer; or ☐ both the buyer and seller. (dual agent)

Buyer's Agent DO NOT COMPLETE, SAMPLE ONLY License Number _____

Is (check one): ☐ the Buyer's Agent. (salesperson or broker associate); or ☐ both the Buyer's Agent and the Seller's Agent. (dual agent)

(d) The disclosures and confirmation required by this section shall be in addition to the disclosure required by Section 2079.14. An agent's duty to provide disclosure and confirmation of representation in this section may be performed by a real estate salesperson or broker associate affiliated with that broker.

2079.18 (Repealed pursuant to AB-1289, 2017-18 California Legislative session)

2079.19 The payment of compensation or the obligation to pay compensation to an agent by the seller or buyer is not necessarily determinative of a particular agency relationship between an agent and the seller or buyer. A listing agent and a selling agent may agree to share any compensation or commission paid, or any right to any compensation or commission for which an obligation arises as the result of a real estate transaction, and the terms of any such agreement shall not necessarily be determinative of a particular relationship.

2079.20 Nothing in this article prevents an agent from selecting, as a condition of the agent's employment, a specific form of agency relationship not specifically

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prohibited by this article if the requirements of Section 2079.14 and Section 2079.17 are complied with.

2079.21 (a) A dual agent may not, without the express permission of the seller, disclose to the buyer any confidential information obtained from the seller. **(b)** A dual agent may not, without the express permission of the buyer, disclose to the seller any confidential information obtained from the buyer. **(c)** "Confidential information" means facts relating to the client's financial position, motivations, bargaining position, or other personal information that may impact price, such as the seller is willing to accept a price less than the listing price or the buyer is willing to pay a price greater than the price offered. **(d)** This section does not alter in any way the duty or responsibility of a dual agent to any principal with respect to confidential information other than price.

2079.22 Nothing in this article precludes a seller's agent from also being a buyer's agent. If a seller or buyer in a transaction chooses to not be represented by an agent, that does not, of itself, make that agent a dual agent.

2079.23 (a) A contract between the principal and agent may be modified or altered to change the agency relationship at any time before the performance of the act which is the object of the agency with the written consent of the parties to the agency relationship. **(b)** A lender or an auction company retained by a lender to control aspects of a transaction of real property subject to this part, including validating the sales price, shall not require, as a condition of receiving the lender's approval of the transaction, the homeowner or listing agent to defend or indemnify the lender or auction company from any liability alleged to result from the actions of the lender or auction company. Any clause, provision, covenant, or agreement purporting to impose an obligation to defend or indemnify a lender or an auction company in violation of this subdivision is against public policy, void, and unenforceable.

2079.24 Nothing in this article shall be construed to either diminish the duty of disclosure owed buyers and sellers by agents and their associate licensees, subagents, and employees or to relieve agents and their associate licensees, subagents, and employees from liability for their conduct in connection with acts governed by this article or for any breach of a fiduciary duty or a duty of disclosure.

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City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Joe Ames, Public Works Director/City Engineer
Issue: Award of Public Works Construction Contract for the Laguna Hills Community Center Carpeting Replacement Project, CIP No. 513-B

Recommendation: That the City Council: 1) Award the Public Works Construction Contract for the for the Laguna Hills Community Center Carpeting Replacement Project, CIP No. 513-B, to the lowest responsive bidder, Floor Covering Unlimited, Inc., in the amount of \$52,242.88; 2) Find that the Project is Categorically Exempt from the California Environmental Quality Act (CEQA), Class 1 Existing Facilities, pursuant to CEQA Guidelines, Section 15301; 3) Reject all other bids; and 4) Authorize the City Manager to sign the Public Works Construction Contract.

Background:

On August 29, 2024, bids for the replacement of the carpeting in the Heritage Room, first floor hallway, and staircase were opened with the following results:

<u>Bidder</u>	<u>Bid Amount</u>
Floor Covering Unlimited, Inc.	\$52,242.88
Interior Resources, Inc. dba Commerical Interior Resources	\$57,537.00
Rod-West Floor Covering, LLC	\$64,900.00

Informal bidding procedures were followed, except that the project was advertised in all trade journals required by the formal bidding procedures, in conformance with the State of California Public Contract Code and the City of Laguna Hills Municipal Code.

Floor Covering Unlimited, Inc., which is the lowest responsive bidder, submitted a bid in the amount of \$52,242.88 for the base bid. Floor Covering Unlimited, Inc. provided

satisfactory references and City staff verified the contractor is licensed for the contemplated work and is registered with the State Department of Industrial Relations. Therefore, award of the contract to Floor Covering Unlimited, Inc. in the bid amount of \$52,242.88 is recommended.

CEQA Findings:

Staff has reviewed the proposed project for compliance with the California Environmental Quality Act (CEQA) and determined that this project is categorically exempt from CEQA pursuant to Section 15301 of Title 14, Chapter 3 of the California Code of Regulations (Class 1 – Existing Facilities).

Fiscal Impact:

CIP 513 had a remaining budgetary balance of \$67,890 from FY 2023-2024, which is sufficient for this project. This balance will be rolled forward into FY 2024-2025 to account for the expected project expenditure in the amount of \$52,242.88.

Attachments:

1. Public Works Construction Contract, CIP 513-B



**CITY OF LAGUNA HILLS
CALIFORNIA**

**PUBLIC WORKS PLANS
AND SPECIFICATIONS FOR**

**LAGUNA HILLS COMMUNITY CENTER
CARPETING REPLACEMENT PROJECT
CIP No. 513-B**

PREPARED FOR

**CITY OF LAGUNA HILLS COMMUNITY CENTER
25555 ALICIA PARKWAY
LAGUNA HILLS, CA 92653**

PREPARED BY

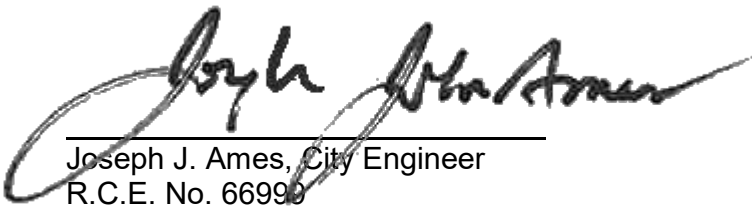
**CITY OF LAGUNA HILLS
24035 EL TORO ROAD
LAGUNA HILLS, CA 92653**

July 23, 2024

CITY OF LAGUNA HILLS

**SPECIFICATIONS FOR
LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT
CIP No. 513-B**

Approved By:



Joseph J. Ames, City Engineer
R.C.E. No. 66999
Expiration Date 9/30/24

July 23, 2024

Date

CITY OF LAGUNA HILLS

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CIP No. 513-B**

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**CITY OF LAGUNA HILLS
NOTICE INVITING BIDS FOR CONSTRUCTION OF**

**LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT
CIP No. 513-B**

NOTICE IS HEREBY GIVEN that sealed bids for the **LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT, CIP No. 513-B**, ("Project") in the City of Laguna Hills will be received at the Office of the City Clerk at 24035 El Toro Road, Laguna Hills, until **10:00 a.m. on Thursday, August 29, 2024**, at which time they will be publicly opened and read aloud.

NON-MANDATORY SITE INSPECTION OPPORTUNITY: Bidders shall be offered the opportunity to access the work areas for personal inspection on Tuesday, August 13, 2024 from 8:00 a.m. to 4:00 p.m. Site Address: 25555 Alicia Parkway, Laguna Hills, California 92653. A City staff member will direct and/or escort the Bidders to the areas of work. Bidders are encouraged to participate in the site inspection opportunity as no changed conditions claims shall be accepted.

DESCRIPTION OF THE WORK: In general, the work is comprised of carpet removal, preparation of subfloor, installation of new carpet tile and broadloom, and steam-cleaning tile and grout adjacent to the carpet installation areas.

AWARD OF CONTRACT: The City reserves the right after opening bids to reject any or all bids, to waive any informality (non-responsiveness) in a bid, or to make award to the lowest responsive, responsible bidder, and reject all other bids, as it may best serve the interest of the City. Within three (3) business days of bid opening, contractor must submit a revised bid bond with numerical dollar values, both in words and with digits of bid amount. Within five (5) working days after the date of the Notice of Apparent Low Bidder, the successful bidder will be required to submit required Contract Agreement and Insurance. Within ten (10) working days after the date of the Notice of Award, the successful bidder will be required to submit Bonds (Faithful Performance and Material and Labor), and Construction Schedule.

CONTRACTOR'S LICENSE CLASSIFICATION: The Contractor shall possess a valid **Class A, Class B, or Class C-15 Contractor's License**, at the time of submitting bids, in accordance with provisions of Chapter 9, Division III of the California Business and Professions Code.

WAGE RATE REQUIREMENTS: The wage rates applicable to this Project are the State of California Department of Industrial Relations prevailing rates of per diem wages. In accordance with the provisions of Sections 1773.2 of the California Labor Code, copies of the general prevailing rate of per diem wages as determined by the State Director of Industrial Relations are available at City Hall, which shall be made available to any interested party upon request, or on the Internet at the State Department of Industrial Relations website (www.dir.ca.gov) under Statistics and Research. It shall be mandatory upon the Contractor to whom the contract is awarded and upon any subcontractor to pay not less than said specified rates to all workers employed by them in the execution of the contract. A copy of said rates shall be posted at each job site during the course of construction. The Contractor and all subcontractors shall comply with all provisions of the California Labor Code relating to prevailing wage rates, including Sections 1770–1781.

This Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. The Department of Industrial Relations shall monitor and enforce compliance with applicable prevailing wage requirements for the contract. The reporting requirements may be found at <https://www.dir.ca.gov/Public-Works/Contractors.html>. The Contractor is responsible for complying with all requirements of the Department of Industrial Relations, including filing electronic payroll reports.

A contractor or subcontractor will 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 on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5. It is not a violation of Labor Code Section 1771.1 for an unregistered contractor to submit a bid

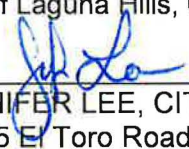
that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.

RETAINAGE FROM PAYMENTS: The Contractor may elect to receive 100 percent of payments due under the Contract Documents from time to time, without retention of any portion of the payments by the City, by depositing securities of equivalent value with the City in accordance with the provisions of Section 22300 of the Public Contract Code. If the Contractor chooses not to exercise its rights under Public Contract Code Section 22300, the full five percent (5%) retention will be deducted from all payments. The final retention will be authorized for payment thirty-five (35) days after the date of recordation of the Notice of Completion, if no stop notices have been filed. The City may withhold from release of the final retention amounts authorized under Public Contracts Code Section 7107 and/or 125% of amounts identified in any Stop Notices received by the City.

OBTAINING OR INSPECTING CONTRACT DOCUMENTS: Contract Documents may be inspected without charge at the Public Works Department, City Hall, 24035 El Toro Road, Laguna Hills, California 92653. Contract Documents are available in portable document form (PDF) on the City's website: www.lagunahillsca.gov. It is the contractor's responsibility to ensure they are on the City's Plan Holder's List and they obtain any addendums or clarifications that are issued by the City on the City's website prior to submitting a bid. For any questions regarding acquisition of Contract Documents, contact Julie Comella at jcomella@lagunahillsca.gov.

Dated this 25th day of July 2024.

City of Laguna Hills, California

BY 
JENNIFER LEE, CITY CLERK
24035 El Toro Road
Laguna Hills, CA 92653

Published: Saddleback Valley News

CITY OF LAGUNA HILLS
INSTRUCTIONS TO BIDDERS
FOR
LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT
CIP No. 513-B

1. PROPOSAL FORMS

Bids shall be submitted in writing on the Proposal forms provided by the City of Laguna Hills (hereinafter "CITY" or "City"). All blank spaces in the bid forms must be correctly filled in and all information requested therein must be clearly and legibly set forth in the manner and form indicated. All spaces for bid prices and lump sum price for which the bid is made, must be filled in, in both words and figures. All prices and notations must be in ink or typewritten. No erasures will be permitted. Mistakes may be crossed out and corrections typed or written in ink adjacent thereto and must be initialed by the person or persons signing the bid. Bidder acknowledges and agrees that by failing to complete the bid forms in their entirety, as set forth above, the CITY may find the bidder's entire bid non-responsive and may cause the rejection of the bidder's proposal at the discretion of the CITY.

2. PROPOSAL GUARANTEE (BID BOND)

In accordance with Public Contract Code Section 20170, proposals must be accompanied by a proposal guarantee consisting of either cash, a cashier's check, a certified check or bid bond payable to the CITY in the minimum amount of ten percent (10%) of the total amount bid. Any proposal not accompanied by such a guarantee will not be considered. **IF A BIDDER TO WHOM A CONTRACT IS AWARDED FAILS OR REFUSES TO EXECUTE THE CONTRACT DOCUMENTS OR FURNISH THE REQUIRED INSURANCE POLICIES AND BONDS AS SET FORTH IN THOSE DOCUMENTS, THE PROPOSAL GUARANTEE SHALL BE FORFEITED TO THE CITY.** The proposal guarantees of all bidders will be held until the successful bidder has properly executed all Contract Documents.

3. NON-COLLUSION AFFIDAVIT

Bidder shall declare that the only persons or parties interested in the proposal as principals are those named therein; that no officer, agent, or employee of the CITY is personally interested, directly or indirectly, in the proposal; that the proposal is made without connection to any other individual, firm, or corporation making a bid for the same work; and that the proposal is in all respects fair and without collusion or fraud. The Non-Collusion Affidavit shall be executed and submitted with the proposal.

4. PROPOSAL BID SHEET

Bidders shall give unit prices for each and all of the items set forth. No aggregate bids will be considered. The bidder shall set forth for each item of work, in clearly legible figures, a unit item price and a total for the item in the respective spaces provided for this purpose. The quantities listed in the Bid sheets are supplied to give an indication of the general scope of work, but the accuracy of figures is not guaranteed and the bidder shall make his own estimates from the drawings. In case of a variation between the unit price and the totals shown by the bidder, the unit price will be considered to be the bid.

5. DELIVERY OF PROPOSAL

Proposals may be mailed or delivered by messenger. However, it is the bidder's responsibility alone to ensure delivery of the proposal to the hands of the CITY's designated official prior to the bid opening time deadline set forth in the "Notice Inviting Sealed Bids." Late proposals will not be considered and will be returned to the bidder unopened. Proposals shall be enclosed in a sealed envelope plainly marked on the outside, "LAGUNA HILLS CIVIC CENTER SUITE 205 TENANT IMPROVEMENTS, CIP No. 505-B, - DO NOT OPEN WITH REGULAR MAIL."

6. WITHDRAWAL OF PROPOSALS

A proposal may be withdrawn by a written request signed by the bidder. Such requests must be delivered to the CITY's designated official prior to the bid-opening time deadline set forth in the "Notice Inviting Sealed Bids". The withdrawal of a proposal will not prejudice the right of the bidder to submit a new proposal, provided there is time remaining to do so. Proposals may not be withdrawn after the bid opening without forfeiture of the proposal guarantee.

7. NONRESPONSIVE PROPOSALS

Unauthorized conditions, limitations, or provisions attached to a proposal will render it nonresponsive and may cause its rejection. The completed proposal forms shall be without inter-lineation, alterations, or erasures. Alternative proposals will not be considered unless specifically requested. No oral, telegraphic, or telephonic proposal, modification, or withdrawal will be considered.

8. TAXES

No mention shall be made in the proposal of Sales Tax, Use Tax, or any other tax, as all amounts bid will be deemed and held to include any such taxes that may be applicable. Bidder acknowledges and agrees that CITY shall not be responsible for the payment of any increase in Sales Tax, Use Tax, or any other tax that takes effect after award.

9. DISQUALIFICATION OF BIDDERS

In the event that any bidder acting as a prime contractor has an interest in more than one proposal, all such proposals will be rejected, and the bidder will be disqualified. This restriction does not apply to subcontractors or suppliers who may submit quotations to more than one bidder.

No contract will be executed unless the bidder is licensed in accordance with the provisions of the Business and Professions Code.

10. INTERPRETATION OF PLANS AND DOCUMENTS

If any person contemplates submission of a bid for the proposed contract and is in doubt as to the true meaning of any part of the plans, specifications or other proposed contract documents, or finds discrepancies in, or omissions from, the drawings or specifications, he or she may submit to the City Engineer a written request for an interpretation or correction thereof five (5) working days prior to the scheduled bid opening. The person submitting the request

will be responsible for its prompt delivery. Any interpretation or correction of the proposed documents shall be made only by addendum duly issued and copy of such addendum will be mailed or delivered to each person receiving a set of such documents. The City Engineer will not be responsible for any other explanation or interpretations of the proposed documents.

11. ADDENDA OR BULLETINS

The effect of all addenda to the Contract Documents shall be considered in the bid, and said addenda shall be made a part of the Contract Documents and shall be returned with them. Before submitting a bid, each bidder shall confirm as to whether or not any addenda have been issued, and failure to cover in this bid any such addenda issued, may render bid non-responsive and may result in its rejection by the CITY.

12. LEGAL RESPONSIBILITIES

All proposals must be submitted, filed, made, and executed in accordance with State and Federal laws relating to bids for contracts of this nature whether the same are expressly referred to herein or not.

Any bidder submitting a proposal shall by such action thereby agree to each and all of the terms, conditions, provisions, and requirements set forth, contemplated, and referred to in the Plans, Specifications, and Contract Documents, and to full compliance therewith.

13. AWARD OF CONTRACT

Following a review of the bids, the CITY shall determine whether to award the contract or to reject all bids. The award of contract, if made, will be to the lowest responsive-responsible bidder as determined solely by the CITY. At the time of contract award, the successful bidder shall hold a Class A or Class B Contractor's License issued by the State of California. Additionally, the CITY reserves the right to reject any or all proposals, to accept any bid or portion thereof, to waive any irregularity, and to take the bids under advisement for the period of time stated in the "Notice Inviting Sealed Bids", all as may be required to provide for the best interests of the CITY. In no event will an award be made until all necessary investigations are made as to the responsibility and qualifications of the bidder to whom the award is contemplated.

Within three (3) days of bid opening contractor must submit a revised bid bond with numerical dollar values, both in words and with digits of bid amount. Within five (5) working days after the date of the Notice of Apparent Low Bidder, the successful bidder will be required to submit required Contract Agreement and Insurance. Within ten (10) working days after the date of the Notice of Award, the successful bidder will be required to submit Bonds (Faithful Performance and Material and Labor). Submission of these documents shall be at the Low Bidder's sole cost and expense and shall not be made reimbursable by City. Award of Contract, if made, shall be solely the determination of the City Council.

No bidder may withdraw its proposal for a period of forty-five (45) days after the time set for opening thereof. However, the CITY will return all proposal guarantees within ten (10) days after the award of the contract or rejection of the bids, as the case may be, to the respective bidders whose proposals they accompany.

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14. PREVAILING WAGE RATES

The wage rates applicable to this Project are the State of California Department of Industrial Relations prevailing rates of per diem wages. In accordance with the provisions of Sections 1773.2 of the California Labor Code, copies of the general prevailing rate of per diem wages as determined by the State Director of Industrial Relations are available at City Hall, which shall be made available to any interested party upon request, or on the Internet at the State Department of Industrial Relations website (www.dir.ca.gov) under Statistics and Research.

It shall be mandatory upon the Contractor to whom the Contract is awarded and upon any subcontractor to pay not less than said specified rates to all workers employed by them in the execution of the Contract. A copy of said rates shall be posted at each job site during the course of construction. The Contractor and all subcontractors shall comply with all provisions of the California Labor Code relating to prevailing wage rates, including Sections 1770–1781.

This Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. The Department of Industrial Relations shall monitor and enforce compliance with applicable prevailing wage requirements for this Agreement. The reporting requirements may be found at <https://www.dir.ca.gov/Public-Works/Contractors.html>. The Contractor is responsible for complying with all requirements of the Department of Industrial Relations, including filing electronic payroll reports.

A contractor or subcontractor will 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 on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5. It is not a violation of Labor Code Section 1771.1 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. Contractor and its subcontractors shall maintain active registration with the Department of Industrial Relations for the duration of the Project.

A contractor or subcontractor will not be qualified to bid on, be listed in a bid proposal, subject to Section 6109 of the public Contract Code, or engage in the performance of any contract for public work on a public works project if the contractor or subcontractor is ineligible to perform work pursuant to Section 1777.1 or 1777.7 of the Labor Code.

The CITY will not recognize any claim for additional compensation because of the payment by the Contractor of any wage rate in excess of the prevailing wage rate or the Federal Minimum Wage Rate (whichever is greater) as set forth in the contract. The possibility of wage increases is one of the elements to be considered by the bidder in determining his bid, and will not under any circumstances be considered as the basis of a claim against the CITY on the Contract.

The Contractor and subcontractors shall comply with Section 1777.6 of the Labor Code which stipulates that it shall be unlawful to refuse to accept otherwise qualified employees as registered apprentices on any public works on any basis listed in Government Code Section 12940(a), as those bases are defined in Government Code Sections 12926 and 12926.1, except as provided in Labor Code Section 3077 and Government Code Section 12940.

15. WORKERS' COMPENSATION CERTIFICATE

Section 3700 of the Labor Code requires that every employer shall secure the payment compensation by either being insured against liability to pay compensation with one or more insurers or by securing a certificate of consent to self-insure from the State Director of Industrial Relations.

In accordance with this section and with Section 1861 of the Labor Code, the Contractor shall sign a Compensation Insurance Certificate which is included with the Contract Agreement, and submit same to CITY along with the other required Contract Documents, prior to performing any work. Reimbursement for this requirement shall be considered as included in the various items of work.

16. CLAYTON ACT AND CARTWRIGHT ACT

In accordance with Section 7103.5 of the Public Contract Code, in entering into a public works contract or a subcontract to supply goods, services or materials pursuant to a public works contract, the Contractor or subcontractor offers and agrees to assign to CITY all rights, and interest in and all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the Contractor, without further acknowledgment by the parties.

17. SUBLETTING AND SUBCONTRACTING.

Pursuant to the Subletting and Subcontracting Fair Practices Act (commencing with Section 4100 of the Public Contract Code), bidders are required to list in their proposal the name business address, California contractor license number, and public works contractor registration number issued pursuant to Section 1725.5 of the Labor Code of each subcontractor who will perform work or labor or render services in or about the construction of the work or improvement or a subcontractor who specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the Plans and Specifications in excess of 1/2 of 1% of this prime Contractor's total bid or \$10,000, whichever is greater. If a subcontractor's California contractor license number or public works contractor registration number are submitted incorrectly in the bid, it will not be grounds for filing a bid protest or grounds for considering the bid nonresponsive if the corrected subcontractor's California contractor license number is submitted to CITY within 24 hours after the bid opening

If the bidder fails to list a subcontractor for a portion of work or if the bidder lists more than one subcontractor of the same portion of work in excess of 1/2 of 1% of the total bid or \$10,000, whichever is greater, the bidder agrees that it is fully qualified to perform that portion of work itself, and that the bidder shall perform that portion of work itself. If after award of the contract, the bidder actually subcontracts that portion of work, except as provided in Public Contract Code Section 4107 or 4109, the bidder shall be subject to the penalties listed in Section 4111 of the Public Contract Code. It is the CITY's intent for the Subletting and Subcontracting Fair Practices Act to apply to all phases of the work.

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18. SUBSTITUTION OF SECURITIES

In conformance with Public Contract Code Section 22300, which is incorporated herein by this reference, the Contractor may substitute securities for any monies withheld by the CITY to ensure performance under the Contract or, in the alternative, may request payment of retention earned directly to an escrow agent.

At the request and expense of the Contractor, the Contractor has the option to deposit securities, which have been approved by the CITY, with a State or Federally chartered bank as the escrow agent or require the City to deposit 5% of each progress payment with the escrow agent. Said securities will be used as a substitute for retention earnings required to be withheld by the CITY, pursuant to the construction contract. Said securities shall have no obligation to any other construction contract for substitution of securities in lieu of retention. When the Contractor deposits the CITY approved securities with the escrow agent, the escrow agent shall notify the CITY within 10 calendar days of the deposit. Said securities shall be evaluated quarterly by the escrow agent to verify the current market value. If the current market value of said securities falls below the required amount, the escrow agent shall notify the Contractor and require additional securities and/or cash to be submitted for CITY approval, and be held in the escrow account to meet the Contractor's obligations. The escrow agent shall hold said securities until such time as the escrow agent receives written notification from the CITY that the Contractor has satisfactorily completed his Contract obligations.

The type of securities deposited and the method of release shall be approved by the City Attorney's office.

If the Contractor chooses not to exercise its rights under Public Contract Code Section 22300, the full five percent (5%) retention will be deducted from all payments. The final retention will be authorized for payment thirty-five (35) days after the date of recordation of the Notice of Completion, if no stop notices have been filed. The CITY may withhold from release of the final retention amounts authorized under Public Contracts Code Section 7107 and/or 125% of amounts identified in any Stop Notices received by the CITY.

BIDDER'S NAME Floor Covering Unlimited, Inc

CITY OF LAGUNA HILLS

**PROPOSAL
FOR
LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT
CIP No. 513-B**

TO CITY OF LAGUNA HILLS, as CITY:

In accordance with CITY's "Notice Inviting Sealed Bids", the undersigned BIDDER hereby proposes to furnish all materials, equipment, tools, labor, and incidentals required for the above stated project as set forth in the Plans, Specifications, and Contract Documents therefore, and to perform all work in the manner and time prescribed therein.

BIDDER declares that this proposal is based upon careful examination of the work site, Plans, Standard Specifications, Notice Inviting Sealed Bids, Instructions to Bidders, Proposal Documents, General Specifications, Special Provisions and Contract Documents. If this proposal is accepted for award, BIDDER agrees to enter into a contract with CITY at the unit and/or lump sum prices set forth in the following Proposal Bid Sheet. BIDDER understands that failure to enter into a contract in the manner and time prescribed will result in forfeiture to CITY of the Bid Security accompanying this proposal.

BIDDER understands that a bid is required for the entire work, that the estimated quantities set forth in the Proposal Bid Sheet are solely for the purpose of comparing bids, and that final compensation under the contract will be based upon the actual quantities of work satisfactorily completed. It is agreed that the unit and/or lump sum prices bid include all appurtenant expenses, taxes, royalties, and fees. In the case of discrepancies in the amounts bid, unit prices shall govern over extended amounts.

BIDDER agrees and acknowledges that it is aware of the provisions of Section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that the BIDDER will comply with such provisions of that code before the commencement of any work under this Contract, if awarded.

BIDDER certifies that in all previous contracts or subcontracts, all reports which may have been due under the requirements of any CITY, State, or Federal equal employment opportunity orders have been satisfactorily filed, and that no such reports are currently outstanding.

BIDDER declares that the only persons or parties interested in this proposal as principals are those named herein; that no officer, agent, or employee of the CITY is personally interested, directly or indirectly, in this proposal; that this proposal is made without connection to any other individual, firm, or corporation making a bid for the same work; and that this proposal is in all respects fair and without collusion or fraud.

BIDDER certifies that affirmative action has been taken to seek out and consider disadvantaged business enterprises for those portions of the work to be subcontracted, and that such affirmative actions have been carefully documented, that said documentation is open to inspection, and that

said affirmative action will remain in effect for the life of any contract awarded hereunder. Furthermore, BIDDER certifies that affirmative action will be taken to meet all equal employment opportunity requirements of the contract documents.

BIDDER'S NAME: Floor Covering Unlimited, Inc

DATE Aug. 24, 2024. XX

BIDDER'S ADDRESS: _____

BY Harry Lee
(Print Name)

9601 Cozycroft Avenue Unit #8

Chatsworth, CA 91311

Harry Lee X
(Signature)

PHONE: (323) 651-5290; 323-445-9285

TITLE President

Subscribed and sworn to before me
this 24th day of August, 2024

BY Harry Lee
(Print Name)

[Signature]
(Signature of Notary Public)

Harry Lee X
(Signature)

(Attach Jurat)

TITLE President



(SEAL)

SEE NOTARY ATTACHMENT X

JURAT

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.

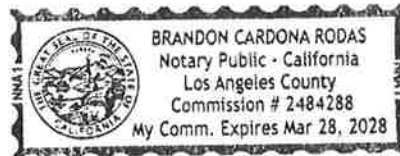
State of California

County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this 24TH day of August,
2024 by HARRY LEE

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature _____ (Seal)



OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

P-O
(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages 1 Document Date AUG 24 2024

MA
Additional information

INSTRUCTIONS

The wording of all Jurats completed in California after January 1, 2015 must be in the form as set forth within this Jurat. There are no exceptions. If a Jurat to be completed does not follow this form, the notary must correct the verbiage by using a jurat stamp containing the correct wording or attaching a separate jurat form such as this one with does contain the proper wording. In addition, the notary must require an oath or affirmation from the document signer regarding the truthfulness of the contents of the document. The document must be signed AFTER the oath or affirmation. If the document was previously signed, it must be re-signed in front of the notary public during the jurat process.

- State and county information must be the state and county where the document signer(s) personally appeared before the notary public.
- Date of notarization must be the date the signer(s) personally appeared which must also be the same date the jurat process is completed.
- Print the name(s) of the document signer(s) who personally appear at the time of notarization.
- Signature of the notary public must match the signature on file with the office of the county clerk.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different jurat form.
 - ❖ Additional information is not required but could help to ensure this jurat is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
- Securely attach this document to the signed document with a staple.

... 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.

BIDDER'S INFORMATION

BIDDER certifies that the following information is true and correct:

Bidder's Name Floor Covering Unlimited, Inc

Business Address 9601 Cozycroft Avenue #8, Chatsworth, CA 91311

Email: floorcoveringunltd@msn.com

Telephone: (323) 651-5290; 323-445-9285

State Contractor's License No. and Class 413038 - B and C-15 licenses

Original Date Issued 10/20/1981 Expiration Date 10/31/2025

The following are the names, titles, addresses, and phone numbers of all individuals, firm members, partners, joint ventures, and/or corporate officers having a principal interest in this proposal:

Joanne Lee, VP - 9601 Cozycroft Avenue #8, Chatsworth, CA 91311, 310-497-4592

Harry Lee - Pres - 9601 Cozycroft Avenue #8, Chatsworth, CA 91311 310-497-9367

Lenin Bueno, Lead Man/Manager - 9601 Cozycroft Aven, #8, Chatsworth, CA 91311 323-445-9285

The dates of any voluntary or involuntary bankruptcy judgments against any principal having an interest in this proposal are as follows:

none - not applicable

All current and prior DBA's, alias, and/or fictitious business names for any principal having an interest in this proposal are as follows:

not applicable

Subscribed and sworn to before me
this 24th day of August, 2024

(Signature of Notary Public)

(SEAL)



By Harry Lee ✓
(Print Name)

Harry Lee
(Signature)

Title President

Date 8/24, 2024

BIDDER'S NAME

Floor Covering Unlimited, Inc

LIST OF SUBCONTRACTORS (4100 PUBLIC CONTRACT CODE)

BIDDER proposes to subcontract certain portions of the work, and to procure materials and equipment from suppliers and vendors in excess of ½ of 1% of the total bid amount or ten thousand dollars (\$10,000), whichever is greater as follows (add additional pages as necessary) (Bidder must include all requested information):

Subcontractor Name NOT APPLICABLE
Address _____
License No. and Class _____
DIR Registration No. _____
Phone No. _____ Email: _____
Percent of Total Contract _____
Specific Scope of Work _____

Subcontractor Name _____
Address _____
License No. and Class _____
DIR Registration No. _____
Phone No. _____ Email: _____
Percent of Total Contract _____
Specific Scope of Work _____

Subcontractor Name _____
Address _____
License No. and Class _____
DIR Registration No. _____
Phone No. _____ Email: _____
Percent of Total Contract _____
Specific Scope of Work _____

Subcontractor Name _____
Address _____
License No. and Class _____
DIR Registration No. _____
Phone No. _____ Email: _____
Percent of Total Contract _____
Specific Scope of Work _____

BIDDER'S NAME
Floor Covering Unlimited, Inc

REFERENCES

The BIDDER shall provide the names, addresses, phone numbers, and e-mail addresses of three (3) references for which BIDDER has performed similar work within the past three years, with at least two (2) references being public agencies. Failure of the BIDDER to list the required references in the bid proposal, or the subsequent inability of the CITY to verify any provided references, shall result in the BIDDER being deemed non-responsive.

Agency Name California Department of Motor Vehicles
Address 13700 Hoover Street, Westminstewr, CA 92683
Phone No. 818-430-5857 Contact: Robert Christopherson
Description of Work removing existing VCT tile floor and replacing with carpet tile - \$88,333.00

Agency Name Los Angeles Unified School District - Frost Middle School
Address 12314 Bradford Place, Granada Hills, CA 91344
Phone No. 818-654-3518 Contact: Steve Greenhalge, project manager
Description of Work Furnish and installation of LVT in all specified ares - \$85,103.20

Agency Name State of California Highway Patrol
Address East Los Angeles Field Office
Phone No. 916-843-3822 Contact: Dolores Ochoa, ABMA
Description of Work removal of existing carpet and replacement with floor tile in all specified areas as per contract. - \$98,888.00

DESIGNATION OF SURETIES

The following are the names, addresses, and phone numbers for all brokers and sureties from whom BIDDER intends to procure insurance and bonds:

Name Markel Insurance Company - David Noddle - Agency
Address 19507 Ventura Blvd, Tarzana, CA 91356
Phone No. 818-881-1011

Name _____
Address _____
Phone No. _____

Name _____
Address _____
Phone No. _____

Name _____
Address _____
Phone No. _____

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.

CONTRACTOR'S LICENSING STATEMENT

BIDDER certifies that the following is true and correct. The undersigned is licensed in accordance with the laws of the State of California providing for the registration of Contractors.

Contractor's License Number 413038 - B and C-15 licenses

DIR Registration No. 1000001747

Name of Individual Contractor (Print or type):

not applicable

Signature of Owner(s) _____

Business Address _____

or

Name of Company _____

Business Address _____

Officers:

Name Harry Lee Title President

Name Joanne Lee Title Vice President, Secretary

Name _____ Title _____

or

Name of Corporation Floor Covering Unlimited, Inc.

Business Address 9601 Cozycroft Avenue #8, Chatsworth, CA 91311

Corporation organized under the laws of the State of California

Harry Lee

Name of President of Corp./ Company

Joanne Lee

Name of Secretary of Corp./ Company

Subscribed and sworn to before me
this 24th day of August, 2024

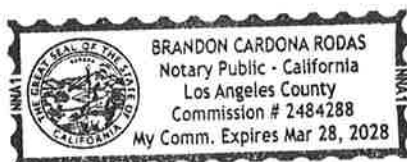
(Signature of Notary Public)

(SEAL)

By: Harry Lee
(Signature)

By: Harry Lee, President
(Print Name and Title)

(SEAL)



Bond Amount \$ 5,224.29
Bond Number N/A

BID BOND (Page 1 of 2)

BIDDER'S BOND

KNOW ALL PERSONS BY THESE PRESENTS:

THAT WHEREAS, Floor Covering Unlimited, Inc. (the "Principal") has submitted a bid
(NAME OF BIDDER)
(the "Bid") to the City of Laguna Hills, California (the "City") for construction of the LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT, CIP 513-B (the "Work") as specifically set forth in documents entitled LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT, CIP 513-B Dated: July 23, 2024 (the "Specifications").

AND WHEREAS, the Principal is required to provide bidder's security in an amount equal to at least ten percent (10%) of the amount of the Bid and has chosen to satisfy this obligation by providing this bond.

NOW, THEREFORE, we, the Principal, and Markel Insurance Company (the
(NAME OF SURETY)
"Surety"), an admitted surety insurer in the State of California, are held firmly bound unto the City of Laguna Hills in the sum of Five Thousand Two Hundred Twenty Four & 29/100 and /100 DOLLARS (\$ 5,224.29), lawful money of the United States of America, for the payment of which sum, well and truly be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents, this amount being ten percent (10%) of the total amount of the Bid.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:

1. If (a) the City accepts the Bid and awards the Principal a contract for the Work, and (b) within the time and manner required under the Specifications or by law, after the prescribed forms are presented to the Principal for signature, the Principal executes a written contract for construction of the Work in accordance with the Bid and delivers the required faithful performance and payment bonds and insurance policies, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.
2. The Surety, for value received, hereby stipulates and agrees that the obligation of said Surety and its bond shall be in no way impaired or affected by any extension of the

Bond Amount \$ 5,224.29
Bond Number N/A

BID BOND (Page 2 of 2)

time within which the City may accept such Bid; and said Surety does hereby waive notice of any such extension.

3. In the event suit is brought upon this bond by the City and judgment is recovered, as part of the obligation secured hereby and in addition to the face amount specified in this bond, the Surety shall pay all costs incurred by the City in such suit, including reasonable attorneys' fees to be fixed by the court.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named on the 29th day of August, 2024.

PRINCIPAL

Floor Covering Unlimited, Inc.
(Principal Name) (Seal)

By: Harry Jay Lee
(Signature)
HARRY JAY LEE (PRES)
(Print Name and Title)

By: _____
(Signature)

(Print Name and Title)

SURETY

Markel Insurance Company
(Surety Name) (Seal)

By: David Noddle
(Signature)
David Noddle, Attorney in Fact
(Print Name and Title)

By: _____
(Signature)

(Print Name and Title)

Principal Address and Telephone:

9601 Cozycroft Ave., #8
Chatsworth, CA 91311
Ph. 323-651-5290

Surety Address and Telephone

3111 Camino Del Rio N., Ste. 900
San Diego, CA 92108
Ph. 619-400-4100

Affix Corporate Seals

Attach Notary Acknowledgments for All Signatures

Attach Power-of-Attorney if Executed by Attorney-in-Fact

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 AUG 29 2024 before me, A. Bisordi, Notary Public
(insert name and title of the officer)

personally appeared David Noddle,
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  (Seal)



CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

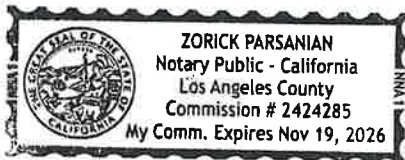
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of **CALIFORNIA**

County of **LOS ANGELES**

On August 30th, 2024 before me, **Zorick Parsanian**, Notary Public,

personally appeared HARRY JAY LEE



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 Above

Signature Zorick Parsanian

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another document.

Description of Attached Document

Title or Type of Document: BIDDENS BOND

Document Date: _____ Number of Pages: TWO PAGES

Signer(s) Other Than Named Above: NONE

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

- ☐ Individual
☐ Corporate Officer — Title(s): _____
☐ Partner ☐ Limited ☐ General
☐ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT
OF SIGNER

Top of thumb here

Signer's Name: _____

- ☐ Individual
☐ Corporate Officer — Title(s): _____
☐ Partner ☐ Limited ☐ General
☐ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT
OF SIGNER

Top of thumb here

JOINT LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That SureTec Insurance Company, a Corporation duly organized and existing under the laws of the State of Texas and having its principal office in the County of Harris, Texas and Markel Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the state of Illinois, and having its principal administrative office in Glen Allen, Virginia, does by these presents make, constitute and appoint:

David Noddle

Their true and lawful agent(s) and attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal and deliver for and on their own behalf, individually as a surety or jointly, as co-sureties, and as their act and deed any and all bonds and other undertaking in suretyship provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

Fifteen Million and 00/100 Dollars (\$15,000,000.00)

This Power of Attorney is granted and is signed and sealed under and by the authority of the following Resolutions adopted by the Board of Directors of SureTec Insurance Company and Markel Insurance Company:

"RESOLVED, That the President, any Senior Vice President, Vice President, Assistant Vice President, Secretary, Assistant Secretary, Treasurer or Assistant Treasurer and each of them hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer or attorney, of the company, qualifying the attorney or attorneys named in the given power of attorney, to execute in behalf of, and acknowledge as the act and deed of the SureTec Insurance Company and Markel Insurance Company, as the case may be, all bond undertakings and contracts of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, Markel Insurance Company and SureTec Insurance Company have caused their official seal to be hereunto affixed and these presents to be signed by their duly authorized officers on the 18th day of July, 2024.

SureTec Insurance Company

By: 
Michael C. Keimig, President



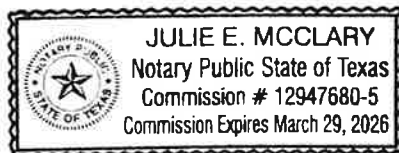
Markel Insurance Company

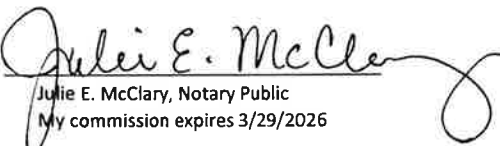
By: 
Lindey Jennings, Vice President

State of Texas
County of Harris:

On this 18th day of July, 2024 A. D., before me, a Notary Public of the State of Texas, in and for the County of Harris, duly commissioned and qualified, came THE ABOVE OFFICERS OF THE COMPANIES, to me personally known to be the individuals and officers described in, who executed the preceding instrument, and they acknowledged the execution of same, and being by me duly sworn, disposed and said that they are the officers of the said companies aforesaid, and that the seals affixed to the proceeding instrument are the Corporate Seals of said Companies, and the said Corporate Seals and their signatures as officers were duly affixed and subscribed to the said instrument by the authority and direction of the said companies, and that Resolutions adopted by the Board of Directors of said Companies referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand, and affixed my Official Seal at the County of Harris, the day and year first above written.



By: 
Julie E. McClary, Notary Public
My commission expires 3/29/2026

We, the undersigned Officers of SureTec Insurance Company and Markel Insurance Company do hereby certify that the original POWER OF ATTORNEY of which the foregoing is a full, true and correct copy is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, we have hereunto set our hands, and affixed the Seals of said Companies, on the AUG 29 2024 day of August, 2024.

SureTec Insurance Company
By: 
M. Brent Beaty, Assistant Secretary

Markel Insurance Company
By: 
Andrew Marquis, Assistant Secretary

BIDDERS NAME Floor Covering Unliminted, Inc.

NON-COLLUSION AFFIDAVIT TO BE EXECUTED
BY BIDDER AND SUBMITTED WITH BID

STATE OF CALIFORNIA)
) SS
COUNTY OF)

In conformance with Public Contract Code Section 7106, the party making the foregoing bid declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that such bid is genuine and not collusive or sham; that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 8/24/24 [date], at Los Angeles [city], CA [state]."

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.

Signed Harry Lee

President

Title

Subscribed and sworn to before me
this 24th day of August, 2024

[Signature]
Signature of Notary Public



(SEAL)

**CITY OF LAGUNA HILLS
PROPOSAL BID SHEETS
FOR
LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT
CIP No. 513-B**

Item	Description	Est. Quantity	Units	Unit Price	Total Cost
1	Provide and install carpet tile in specified areas per Plans and Specifications, including removal and disposal of existing carpet, preparation of existing subfloor, installation of new carpet tile in any layout chosen by the City, vacuuming, and all required tools and supplies. (Units are in <u>installed</u> Square Feet.) Brand: ShawContract Collection: Gather Style: Tapestry Tile, 5T347 Color: Heritage, 85530 Size of Tiles: 18 in x 36 in	3,100	SF	\$9.50	\$29,450.00
2	Provide and install carpet tile in specified areas per Plans and Specifications, including removal and disposal of existing carpet, preparation of existing subfloor, installation of new carpet tile in any layout chosen by the City, vacuuming, and all required tools and supplies. (Units are in <u>installed</u> Square Feet.) Brand: ShawContract Style: Tru Colours Tile, 59368 Color: Taupe, 68760 Size of Tiles: 24 in x 24 in	1,400	SF	\$7.92	\$11,088.00
3	Provide and install broadloom carpet <u>on stairs</u> in specified areas per Plans and Specifications, including removal and disposal of existing carpet, preparation of existing subfloor, installation of new broadloom carpet, vacuuming, and all required tools and supplies. (Units are in <u>installed</u> Square Feet.) Brand: ShawContract Collection: Gather Style: Tapestry Broadloom, 60788 Color: Heritage 85530	240	SF	\$23.85	\$5,724.00

Item	Description	Est. Quantity	Units	Unit Price	Total Cost
4	Steam clean existing tile surround and grout per Plan after removal of existing carpeting and before installation of new carpeting.	1	LS	\$2,000.00	\$2,000.00
5	Provide unused, new carpet tiles to City for storage and future use. Brand: ShawContract Collection: Gather Style: Tapestry Tile, 5T347 Color: Heritage, 85530 Size of Tiles: 18 in x 36 in	96	EA	\$32.88	\$3156.48
6	Provide unused, new carpet tiles to City for storage and future use. Brand: ShawContract Style: Tru Colours Tile, 59368 Color: Taupe, 68760 Size of Tiles: 24 in x 24 in	36	EA	\$22.90	\$824.40

TOTAL BID IN FIGURES:

\$ 52,242.88

TOTAL BID IN WORDS:

Fifty-Two Thousand, Two Hundred Forty-Two

DOLLARS

AND Eighty-Eight

CENTS.

NOTE: THE ESTIMATED QUANTITIES SHOWN HEREIN ARE APPROXIMATE AND ARE TO BE USED ONLY AS COMPARISON OF BIDS. PAYMENT FOR QUANTITIES WILL BE MADE FOR ACTUAL MATERIALS USED ON THE JOB. THE CITY RESERVES THE RIGHT TO INCREASE OR DECREASE THE AMOUNT OF ANY QUANTITY SHOWN AND TO DELETE ALL OR ANY ITEM FROM THE CONTRACT. IF THERE IS A CONFLICT BETWEEN THE UNIT PRICE PROVIDED AND TOTAL COST, THE UNIT PRICE SHALL PREVAIL. IF THERE IS A CONFLICT BETWEEN THE "TOTAL BID FIGURES" AND THE "TOTAL BID IN WORDS", THE "TOTAL BID IN WORDS" SHALL PREVAIL.

CITY OF LAGUNA HILLS

PROPOSAL BID SHEETS
FOR

LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT
CIP No. 513-B

PROPOSAL

IN WITNESS WHEREOF, BIDDER executes and submits this proposal with the names, titles, hands, and seals of all forenamed principals this _____ day of _____, 20____.

BIDDER Floor Covering Unlimited, Inc
9601 Cozycroft Avenue #8, Chatsworth, CA 91311

Subscribed and sworn to before me this 24th day of Aug, 2024. *Notary Public*
SIGNATURE NOTARY PUBLIC [Signature] (Attach Jurat)

By Harry Lee, President
(PRINT)

[Signature]
(SIGNATURE)

(SEAL)

Title PRESIDENT

CITY acknowledges that this proposal was received and opened at the time and in the place specified, and that it was accompanied by the required guarantee in the minimum amount of ten percent (10%) of the total bid.

By _____

Title _____

JURAT

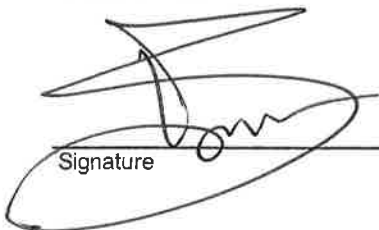
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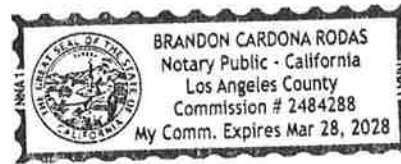
State of California

County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this 24TH day of August,
2024 by HARRY LEE

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.


Signature _____ (Seal)



OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

PROPOSAL BID SHEETS
(Title or description of attached document)

FOR LAGUNA HILLS COMMUNITY CENTER
(Title or description of attached document continued)

Number of Pages 1 Document Date AUG 24 2024

N/A
Additional information

INSTRUCTIONS

The wording of all Jurats completed in California after January 1, 2015 must be in the form as set forth within this Jurat. There are no exceptions. If a Jurat to be completed does not follow this form, the notary must correct the verbiage by using a jurat stamp containing the correct wording or attaching a separate jurat form such as this one with does contain the proper wording. In addition, the notary must require an oath or affirmation from the document signer regarding the truthfulness of the contents of the document. The document must be signed AFTER the oath or affirmation. If the document was previously signed, it must be re-signed in front of the notary public during the jurat process.

- State and county information must be the state and county where the document signer(s) personally appeared before the notary public.
- Date of notarization must be the date the signer(s) personally appeared which must also be the same date the jurat process is completed.
- Print the name(s) of the document signer(s) who personally appear at the time of notarization.
- Signature of the notary public must match the signature on file with the office of the county clerk.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different jurat form.
 - ❖ Additional information is not required but could help to ensure this jurat is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
- Securely attach this document to the signed document with a staple.

BIDDERS NAME Floor Covering Unlimited, Inc.

BIDDER'S CERTIFICATION FOR

**ACKNOWLEDGEMENT OF COMPLIANCE WITH INSURANCE
REQUIREMENTS FOR PUBLIC WORKS CONSTRUCTION
CITY OF LAGUNA HILLS**

BIDDER agrees, acknowledges and is fully aware of the insurance requirements as specified in the INSTRUCTIONS TO BIDDERS FOR LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT CIP No. 513-B, AND IN THE SPECIAL PROVISIONS FOR LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT CIP No. 513-B, and accepts all conditions and requirements contained therein.

Floor Covering Unlimited, Inc.

Bidder

By *Harry Lee*

Date 8/24/24

***** SUBMIT THIS EXECUTED FORM WITH THE BID

AUG 24 2024

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.

[Signature]

*Notary
Attachment*



CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

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

State of California)

County of **LOS ANGELES**)

On **AUG 24 2024** before me, **BRANDON CARDONA RODAS, NOTARY PUBLIC**
Date Here Insert Name and Title of the Officer

Personally appeared **Harry Lee**
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.



Signature [Signature]
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

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

Description of Attached Document

Title or Type of Document **BIDDERS CERTIFICATION FOR ACK. OF COMPLIANCE WITH INSURANCE** Document Date **AUG 24 2024**

Number of Pages **5** Signer(s) Other Than Named Above **N/A**

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 _____

CITY OF LAGUNA HILLS

CONTRACT AGREEMENT FOR

LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT, CIP NO. 513-B

THIS CONTRACT AGREEMENT (hereinafter "Agreement" or "Contract" or "Contract Agreement") is made and entered into for the above stated Project this 10th day of September, 2024, BY AND BETWEEN THE **CITY OF LAGUNA HILLS**, as CITY, and Floor Covering Unlimited, Inc., as CONTRACTOR.

WITNESSETH that CITY and CONTRACTOR have mutually agreed as follows:

ARTICLE I

The contract documents for the aforesaid Project shall consist of the Notice Inviting Sealed Bids, Instructions to Bidders, Proposal Documents, Contract Documents, General Specifications, Standard Specifications, Special Provisions, Plans, and all referenced specifications, details, standard drawings, and all appendices attached hereto, together with this Contract Agreement and all required bonds, insurance coverage, permits, notices, and affidavits; and also including any and all addenda or supplemental agreements clarifying, amending, or extending the work contemplated as may be required to ensure its completion in an acceptable manner (hereinafter collectively the "Contract Documents"). All of the provisions of said Contract Documents are attached hereto and are incorporated by reference herein and made a part of this Contract Agreement as though fully set forth herein.

ARTICLE II

For and in consideration of the payments and agreements to be made and performed by CITY, CONTRACTOR agrees to furnish all materials and perform all work required for the above stated project, and to fulfill all other obligations as set forth in the aforesaid Contract Documents.

ARTICLE III

CONTRACTOR agrees to receive and accept the prices set forth in the Proposal as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. Said compensation shall cover all expenses, losses, damages, and consequences arising out of the nature of work during its progress or prior to its acceptance including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the aforesaid Contract Documents; and also including those arising from actions of the elements, unforeseen difficulties or obstructions encountered in the prosecution of the work, suspension or discontinuance of the work, and all other unknowns or risks of any description connected with the work. Notwithstanding any provisions of this Agreement to the contrary, CITY and CONTRACTOR mutually agree that CITY's maximum cumulative payment obligation hereunder (including CONTRACTOR's profit) shall be Fifty Two Thousand Two Hundred Forty Two Dollars and Eighty-Eight Cents (\$52,242.88), which shall include all amounts payable to CONTRACTOR for its subcontracts, leases, materials and costs arising from, or due to termination of, this Agreement.

ARTICLE IV

CITY hereby promises and agrees to employ, and does hereby employ, CONTRACTOR to provide the materials, do the work, and fulfill the obligations according to the terms and conditions

herein contained and referred to, for the prices aforesaid, and hereby contracts to pay the same at the time, in the manner, and upon the conditions set forth in the Contract Documents.

ARTICLE V

CONTRACTOR acknowledges the provisions of the Labor Code requiring every employer to be insured against liability for workers' compensation, or to undertake self-insurance in accordance with the provisions of that code, and certifies compliance with such provisions.

ARTICLE VI

CONTRACTOR affirms that the signatures, titles, and seals set forth hereinafter in execution of this Agreement represent all individuals, firm members, partners, joint ventures, and/or corporate officers having a principal interest herein.

ARTICLE VII

CONTRACTOR hereby represents and warrants that it will comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C. Section 1101, *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should CONTRACTOR so employ such unauthorized aliens for the performance of any work and/or services under this Agreement, and should any liability or sanctions be imposed against CITY for such use of unauthorized aliens, CONTRACTOR hereby agrees to reimburse CITY for any and all liabilities, actions, suits, claims, demands, losses, costs, judgments, arbitration awards, settlements, damages, demands, orders, or penalties which arise out of or are related to such employment, together with any and all costs, including attorneys' fees, incurred by CITY.

ARTICLE VIII

To the fullest extent permitted by law, CONTRACTOR shall defend (at CONTRACTOR's sole cost and expense), indemnify, protect, and hold harmless CITY, its elected and appointed officials, officers, employees, agents, and volunteers (collectively the "Indemnified Parties"), from and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgments, arbitration awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to or death of persons (CONTRACTOR's employees included), or for damage to property, including property owned by CITY, which Claims arise out of, pertain to, or are related to CONTRACTOR's performance under the Agreement. Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit CONTRACTOR's indemnification obligation or other liability hereunder. Notwithstanding the foregoing, such obligation to defend, hold harmless, and indemnify the CITY, its elected and appointed officials, officers, employees, agents, and volunteers, shall not apply to such claims or liabilities arising from the sole or active negligence or willful misconduct of CITY.

ARTICLE IX

CONTRACTOR shall be familiar with, observe, and comply at all times during the term of this Agreement with any work rules for contractors as may be established and promulgated by the City Manager, which work rules shall be additional terms and conditions for providing the work and services to the CITY pursuant to this Agreement, as may be updated and/or amended from time to time at the sole discretion of the City Manager.

[SIGNATURES ON NEXT PAGE]

CONTRACT AGREEMENT

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first written.

CITY:

CONTRACTOR:

DAVE WHEELER, MAYOR
CITY OF LAGUNA HILLS

(CORPORATION (NAME - TYPE))

BY: _____
(PRINT)

ATTEST:

(SIGNATURE)

JENNIFER LEE, CMC, CITY CLERK
CITY OF LAGUNA HILLS

(TITLE)

BY: _____
(PRINT)

GREGORY E. SIMONIAN, CITY ATTORNEY
CITY OF LAGUNA HILLS

(SIGNATURE)

(TITLE)

NOTE: SIGNATURES OF CORPORATE OFFICIALS MUST BE NOTARIZED, ATTACH JURAT.

FAITHFUL PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS:

THAT WHEREAS, on September 10, 2024, the City of Laguna Hills, California
(DATE OF AWARD)
("City") awarded a public works contract (the "Contract"), delineated as Contract No. CIP No. 513-B, for the LAGUNA HILLS COMMUNITY CENTER CARPETING REPLACEMENT
(NAME OF PROJECT AND/OR DESCRIPTION OF WORK)
PROJECT, CIP 513-B, as specified in the Contract, to Floor Covering Unlimited, Inc., a
(NAME OF CONTRACTOR)
California Corporation, hereby designated as the "Principal", which Contract is attached
(CONTRACTOR ENTITY TYPE i.e., INC, LLC, ETC)
hereto, and which Contract and all documents incorporated therein by reference are expressly incorporated into this bond by reference.

AND WHEREAS, the Principal is required under the terms of the Contract to furnish a bond for the faithful performance of the Contract.

NOW, THEREFORE, we, the Principal, and _____ (the
(NAME OF SURETY)
"Surety"), an admitted surety insurer in the State of California, are held firmly bound unto the City of Laguna Hills in the sum of _____ and _____/100 DOLLARS (\$ _____), lawful money of the United States of America, for the payment of which sum, well and truly be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:

1. If the Principal, its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly do and perform all of the covenants and obligations of the Contract, including the provisions for liquidated damages in said Contract, and including any and all amendments, supplements, and alterations made to the Contract as provided therein, on the Principal's part to be done and performed at the times and in the manner specified in the Contract, and shall indemnify and save harmless the City, its officers and agents as specified in the Contract, then this obligation shall be null and void, otherwise it shall be and remain in full force and effect;
2. In the event the Principal fails to fully perform all requirements in accordance with the terms and conditions of the Contract, then the Surety shall enforce performance by the Principal or shall pay the City for the same in an amount not exceeding the amount specified in this bond.
3. In the event suit is brought upon this bond by the City and judgment is recovered, as part of the obligation secured hereby and in addition to the face amount specified in this bond, the

FAITHFUL PERFORMANCE BOND

(PAGE 2 OF 2)

Surety shall pay all costs incurred by the City in such suit, including reasonable attorneys' fees to be fixed by the court.

4. The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alterations, additions, omissions or other modifications to the terms of the Contract, or in the work to be performed or the material to be furnished under the Contract, or in the specifications or plans, whether or not made pursuant to the terms of the Contract, shall in any manner release either the Principal or Surety or affect the Surety's obligations on this bond, and it does hereby waive notice of any such changes, extensions, alterations, additions, omissions or other modifications.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named on the _____ day of _____, 20_____.

PRINCIPAL:

SURETY:

(Principal Name) (Seal)

(Surety Name) (Seal)

By:

By:

(Signature)

(Signature)

(Print Name and Title)

(Print Name and Title)

By:

By:

(Signature)

(Signature)

(Print Name and Title)

(Print Name and Title)

Principal Address and Telephone:

Surety Address and Telephone:

Affix Corporate Seals

Attach Notary Acknowledgments for All Signatures

Attach Power-of-Attorney if Executed by Attorney-in-Fact

PAYMENT (LABOR AND MATERIAL) BOND

KNOW ALL PERSONS BY THESE PRESENTS:

THAT WHEREAS, on September 10, 2024, the City of Laguna Hills, California
(DATE OF AWARD)
("City") awarded a public works contract (the "Contract"), delineated as Contract No. CIP No.
513-B, for the LAGUNA HILLS COMMUNITY CENTER CARPETING REPLACEMENT
(NAME OF PROJECT AND/OR DESCRIPTION OF WORK)
PROJECT, CIP 513-B, as specified in the Contract, to Floor Covering Unlimited, Inc., a
(NAME OF CONTRACTOR)
California Corporation, hereby designated as the "Principal", which Contract is attached
(CONTRACTOR ENTITY TYPE i.e., INC, LLC, ETC)
hereto, and which Contract and all documents incorporated thereinby reference are expressly
incorporated into this bond by reference.

AND WHEREAS, the Principal is required under the terms of the Contract to give this
bond in connection with the execution of the Contract.

NOW, THEREFORE, we, the Principal, and _____ (the
(NAME OF SURETY)
"Surety"), an admitted surety insurer in the State of California, are held firmly bound unto
the City of Laguna Hills in the sum of _____ and _____/100
DOLLARS (\$ _____), lawful money of the United States of America, for the
payment of which sum, well and truly be made, we bind ourselves, our heirs, executors,
administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:

1. If the Principal, or its subcontractors, or their respective heirs, executors, administrators, successors or assigns, shall fail to pay (a) any of the persons named in Section 9100 of the California Civil Code, (b) any amounts due under the California Unemployment Insurance Code with respect to work or labor performed under the Contract, or (c) any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Principal and its subcontractors pursuant to Section 13020 of the California Unemployment Insurance Code with respect to such work or labor, then the Surety shall pay for the same, in an aggregate amount not exceeding the sum specified in this bond. In case suit is brought upon this bond, the Surety will pay reasonable attorney's fees to be fixed by the court.
2. This bond shall inure to the benefit of any of the persons named in Section 9100 of the California Civil Code so as to give a right of action to such persons or their assigns in any suit brought upon this bond.

PAYMENT (LABOR AND MATERIAL) BOND
(PAGE 2 OF 2)

3. The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alterations, additions, omissions or other modifications to the terms of the Contract, or in the work to be performed or the material to be furnished under the Contract, or in the specifications or plans, whether or not made pursuant to the terms of the Contract, shall in any manner release either the Principal or Surety or affect the Surety's obligations on this bond, and it does hereby waive notice of any such changes, extensions, alterations, additions, omissions or other modifications.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named on the _____ day of _____, 20_____.

PRINCIPAL:

(Principal Name) (Seal)

By:

(Signature)

(Print Name and Title)

By:

(Signature)

(Print Name and Title)

Principal Address and Telephone:

SURETY:

(Surety Name) (Seal)

By:

(Signature)

(Print Name and Title)

By:

(Signature)

(Print Name and Title)

Surety Address and Telephone:

Affix Corporate Seals

Attach Notary Acknowledgments for All Signatures

Attach Power-of-Attorney if Executed by Attorney-in-Fact

COMPENSATION INSURANCE CERTIFICATE

Pursuant to Section 1861 of the State Labor Code, each contractor to whom a public works contract has been awarded shall sign the following certificate and shall submit same to the City prior to performing any work on the contract:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' 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 work of this contract."

Contractor

By: _____
(PRINT)

(SIGNATURE)

Title

Date

Section 3700 of the Labor Code reads as follows:

"Every employer except the State shall secure the payment of compensation in one or more of the following ways:

"(a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this state.

(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employee."

COMPENSATION INSURANCE CERTIFICATE

TO BE SUBMITTED WITH CONTRACT

CITY OF LAGUNA HILLS
GENERAL SPECIFICATIONS
FOR
LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT
CIP No. 513-B

SCOPE OF WORK

The work to be performed and completed by Contractor consists of furnishing all materials, equipment, tools, labor, and all other incidental work in this specification document. The general items of work to be done hereunder consist of LAGUNA HILLS COMMUNITY CENTER CARPET REPLACEMENT PROJECT CIP No. 513-B as depicted on the Bid Set of Plans and Specifications.

LOCATION OF WORK

The Project is located at the Laguna Hills Community Center, 25555 Alicia Parkway Laguna Hills, CA 92653, as shown on the plans.

TIME OF COMPLETION

The Contractor shall complete all work in every detail within sixty (60) working days after the date of the Notice to Proceed.

TRAFFIC REQUIREMENTS

The Contractor shall not block any access to ongoing business operations at the Laguna Hills Community Center, 25555 Alicia Parkway, Laguna Hills, CA 92653, at any time. Contractor's workers shall park their work and/or private vehicles along the most southerly parking spaces in the parking lot. No materials or equipment shall be stored in parking lots, plaza, or public spaces.

UTILITY REQUIREMENTS

The Contractor is advised of the existence of the utility notification service provided by UNDERGROUND SERVICE ALERT (USA). USA member utilities will provide the Contractor with the precise locations of their substructures in the construction area when the Contractor gives at least 48 hours notice to the Underground Service Alert by calling 1(800) 422-4133. Contractor shall provide the City with proof of contact with USA upon request.

The Contractor shall notify the following agencies at least 48 hours in advance of excavating around any of their structures. The utility companies listed below can be contacted as indicated.

NAME	ADDRESS	CITY, STATE, ZIP	ATTENTION	Phone Number
AT&T	3939 E. Coronado St.	Anaheim, CA 92807	Robert Fleisher	714/618- 9129
OCTA	550 S. Main Street	Orange, CA 92613- 1584	Kyle Poff	714/560- 5816

Southern California Edison	14155 Bake Parkway	Irvine, CA 92718	Chris Schafer	949/458-4413
Gas Company	1919 South State College	Anaheim, CA 92806	Andrew Alday	714/385-3377
Gas Company Southern Region Transmission	P. O. Box 1100	Chatsworth, CA 91313	Rosalyn Squires	818/701-4546
CR&R	P.O. Box 1100	San Juan Capistrano, CA 92693-1100	Mike Campuzano	949/254-1779
Moulton Niguel Water District	27500 La Paz Road	Laguna Niguel, CA 92677	Steve Merk	949/425-3538
Cox Communication	27121 Towne Centre Drive	Foothill Ranch, CA 92610	Reynaldo Castro	949/563-8889

The California Public Utilities Commission mandates that, in the interest of public safety, main line gas valves be maintained in a manner to be readily accessible and in good operating condition. The Contractor shall notify the Southern California Gas Company (714) 634-3185 at least 2 working days prior to the start of construction.

The Contractor shall exercise extreme care to protect all existing utilities in place whether shown on the plans or not, and shall assume full responsibility for all damage resulting from his operations. The Contractor shall coordinate with each utility company as to the requirements and methods for protection of their facilities during the construction period, and shall be responsible for preparation and processing of any required plans or permits. The Contractor shall assume full responsibility to maintain uninterrupted service for all utilities.

By submitting a bid, the Contractor acknowledges the above referenced utility work to be done in conjunction with this Project. The Contractor shall schedule his work and conduct his operations so as to permit access and time for the required utility work to be accomplished during the progress of the work.

The Contractor shall coordinate with each utility company as to the extent of required work and the time required to do so. The Contractor shall include this time in his schedule. Payment for the above, if any, shall be deemed as included in the items of work as shown on the proposal bid sheet and no additional compensation will be allowed.

FLOW AND ACCEPTANCE OF WATER

It is anticipated that storm, surface or other waters will be encountered at various times and locations during the work herein contemplated. The Contractor, by submitting a bid,

acknowledges that he has investigated the risk arising from such waters and has prepared his bid accordingly, and Contractor, by submitting a bid, assumes all of said risk.

REMOVAL OF WATER

The Contractor shall provide and maintain at all times during construction ample means and devices to promptly remove and properly dispose of all water entering the excavations or other parts of the work. No concrete footing or floor shall be laid in water nor shall water be allowed to rise over them until the concrete or mortar has set at least two (2) hours. Water shall not be allowed to rise unequally against any walls for a period of twenty-eight (28) days. Dewatering for the structures and pipelines shall commence when ground water is first encountered, and shall be continuous until such time as water can be allowed to rise in accordance with the above statement. Dewatering shall be accomplished by well points or some other method which will insure a dry hold and preservation of final lines and grade of the bottoms of excavation, all subject to the approval of the City Engineer.

Dewatering methods and disposal of water from dewatering operations shall be the sole responsibility of the Contractor and shall conform to the requirements of the State Regional Water Quality Control Board, the requirements of the National Pollution Discharge Elimination System (NPDES), and the Federal Clean Water Act. Full compensation for dewatering shall be considered as included in the contract prices paid for the related items of work, and no additional compensation will be allowed therefore.

STANDARD SPECIFICATIONS

The Standard Specifications of the City are contained in the 2018 edition of the STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION, also known as the "Greenbook", including all 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, which is incorporated herein by this reference. Copies of these Standard Specifications are available from the publisher:

BNi Building News
Division of BNi Publications, Inc.
990 Park Center Drive, Suite E
Vista, California 92801
(760) 734-1113

The Standard Specifications set forth above will control the general provisions for this Contract except as amended by the Plans, General Specifications, Special Provisions, or other Contract Documents.

The section numbers of the following Special Provisions coincide with those of the said Standard Specifications. Only those sections requiring amendment, elaboration, addition, or that are specifying options are stated in the Special Provisions.

In case of conflict between the Standard Specifications and the General Specifications or Special Provisions, the General Specifications and Special Provisions shall take precedence over and be used in lieu of such conflicting portions of the Standard Specifications.

References in the Special Provisions to "CALTRANS Standard Specifications" shall mean the latest edition of the Standard Specifications of the State of California, Department of Transportation. Copies of these specifications and standard drawings may be obtained from:

California Department of Transportation
Publications Distribution Unit
1900 Royal Oaks Drive
Sacramento, California 95815-3800
Telephone (916) 263-0822
Fax (916) 263-0470

References in the Special Provisions to Standard Plans shall mean the Standard Plans for Public Works Construction, latest edition (written and promulgated by the Public Works Standards, Inc.), and, where applicable and as determined and selected by the City Engineer, those specific standard plans of the City of Laguna Hills, the County of Orange and/or the State Department of Transportation, latest editions.

Where the Plans or Specifications describe portions of the work in general terms, but not in complete detail, it is understood that the item is to be furnished and installed complete and in place and that only the best general practice is to prevail and that only materials and workmanship of the first quality are to be used. Unless otherwise specified, the Contractor shall furnish all labor, materials, tools, equipment and incidentals, and do all the work involved in executing the contract.

WAGE RATES AND LABOR CODE REQUIREMENTS

The City has determined that the work on this Project requires work of labor categories which are subject to the State of California Department of Industrial Relations prevailing rates of per diem wages.

Contractor 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. Contractor agrees to fully comply with all applicable federal and state labor laws (including, without limitation, if applicable, the Prevailing Wage Laws). It is agreed by the parties that, in connection with the work provided pursuant to the Agreement, Contractor shall bear all risks of payment or non-payment of prevailing wages under California law, and Contractor hereby agrees to defend, indemnify, and hold the City, its elected officials, officers, employees, and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. The foregoing indemnity shall survive termination of the Agreement.

Contractor understands and agrees to comply with the following California Labor Code compliance conditions [Labor Code Sections 1720 et seq., 1813, 1860, 1861, 3700]:

a) The Agreement is subject to the provisions of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works and the awarding public agency ("City") and Contractor agree to be bound by all the provisions thereof as though set forth in full herein.

b) Contractor shall be registered with the Department of Industrial Relations (“DIR”) in accordance with California Labor Code Section 1725.5 and has provided proof of registration to City prior to the effective date of this Agreement.

c) Contractor agrees to comply with the provisions of California Labor Code Sections 1771, 1774 and 1775 concerning the payment of prevailing rates of wages to workers and the penalties for failure to pay prevailing wages. The applicable prevailing wage determination(s) may be obtained at (<http://www.dir.ca.gov/OPRUDPreWageDetermination.htm>), are on file with City, and are available to any interested party upon request. A copy of said rates shall be posted at each job site during the term of this Agreement.

d) Pursuant to California Labor Code Section 1771.4, Contractor’s services are subject to compliance monitoring and enforcement by the Department of Industrial Relations. Contractor shall post job site notices as prescribed by DIR regulations and furnish the records specified in California Labor Code Section 1776 directly to the Labor Commissioner in the manner prescribed by California Labor Code Section 1771.4(a)(3) and (c)(2).

e) Eight (8) hours of labor shall constitute a legal day’s work for all workmen employed in the execution of this Agreement, and the Contractor and any subcontractor shall comply with and be governed by the laws of the State of California having to do with working hours set forth in Division 2, Part 7, Chapter 1, Article 3 of the California Labor Code. Contractor shall comply with the provisions of California Labor Code Section 1813 concerning penalties for workers who work excess hours. Contractor shall, as a penalty to the City, forfeit twenty-five dollars (\$25) for each worker employed in the execution of this Agreement by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the California Labor Code. (See, e.g., Cal. Labor Code §1815.)

f) Pursuant to California Labor Code Section 1771.1, Contractor and any subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the California Public Contract Code, or engage in the performance of any contract for public work on a public works project unless registered with the DIR and qualified to perform public work pursuant to California Labor Code Section 1725.2. It is not a violation of California Labor Code Section 1771.1 for an unregistered contractor to submit a bid that is authorized by California Business and Professions Code Section 7029.1 or by California Public Contract Code Section 10164 or 20103.5, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded. Contractor shall not perform any work under this Agreement with any subcontractor who is ineligible to perform work on the public works project pursuant to Section 1777.1 or 1777.7 of the California Labor Code.

Apprentices

Section 1777.5 requires the Contractor or Subcontractor employing tradesmen in any apprenticeable occupation to apply to an applicable apprenticeship committee that can supply apprentices to the site of the public works project and which administers the apprenticeship program in that trade for a certificate of approval. The certificate will also fix the ratio of apprentices to journeymen to be used in the performance of the Contract.

The Contractor is required to make contributions to funds established for the administration of apprenticeship programs if he employs registered apprentices or journeymen in any

apprenticeable trade and if other Contractors on the public works site are making such contributions.

Information relative to apprenticeship standards, contributions, wage schedules and other requirements may be obtained from the State Director of Industrial Relations or from the Division of Apprenticeship Standards.

RESOLUTION OF CONSTRUCTION CLAIMS

California Public Contract Code (PCC) section 9204 as adopted by Assembly Bill 626 prescribes a process to present, confer, and mediate all construction claims relating to the City's public works project.

"Public works project" means the erection, construction, alteration, repair, or improvement of any public structure, building, road, or another public improvement of any kind.

"Claim" means a separate demand by the Contractor sent by registered mail or certified mail with return receipt requested for (A) a time extension, including, without limitation for relief from damages or penalties for delay assessed by a public entity under a contract for a public works project (B) payment of money or damages arising from work done by or on behalf of the Contractor pursuant to the contract for a public works project and payment for which is not otherwise expressly provided or to which the claimant is not otherwise entitled, or the amount the payment of which is disputed by the local agency. (PCC 9204(c)(1))

For any claim subject to this article, PCC section 9204 requires the following:

- a) The claim shall be submitted by the Contractor in writing, sent by registered mail or certified mail with return receipt requested and must include the documents necessary to substantiate the claim. Nothing in this subdivision is intended to extend the time limit or supersede notice requirements otherwise provided by contract for the filing of claims. However, upon receipt of a claim, the City, and the Contractor may, by mutual agreement, extend the time period provided by statute.
- b) For claims of all amounts, the City shall respond within 45 days of receipt of the claim, and provide the claimant a written statement identifying which portion of the claim is disputed and which portion of the claim is undisputed. If the City requires approval from the City Council, and the City Council does not meet within the 45-day period to respond, the City shall have up to three days to issue its response following the City Council meeting.
- c) For all portions of a claim determined to be undisputed, the City must process payment to the claimant within 60 days of issuing the City's written determination.
- d) If the claimant disputes the City's response, or if the City fails to respond within the time limits provided, the claimant may demand an informal conference to meet and confer for settlement of the issues in dispute. The demand must be sent in writing by registered or certified mail, return receipt requested. Upon receipt of a demand, the City must schedule a meet and confer conference within 30 days for settlement of the disputed claim.
- e) Within 10 business days following the conclusion of the meet and confer conference, if any portion of the claim remains in dispute, the City shall provide the claimant an addition written

statement identifying the portion of the claim that is undisputed and the portion that remains in dispute.

- f) For all portions of a claim determined to be undisputed, the City must process payment to the claimant within 60 days of issuing the City's written determination.
- g) Any remaining undisputed portion of the claim, as identified by the Contractor in writing, shall be submitted to nonbinding mediation in which the parties share the cost evenly. The City and the claimant shall mutually agree on a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree, each party shall select a mediator and those mediators shall jointly select a qualified, neutral third party to mediate the remaining undisputed claim. Each party shall bear the respective costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to applicable procedures outside of PCC section 9204.

Unless otherwise agreed to by the City and the Contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under PCC Section 20104.4 to mediate after litigation has been commenced.

PCC Section 9204 does not preclude the City from requiring arbitration of disputes under private arbitration or the Public Works Contract Arbitration Program if mediation under this section does not resolve the parties' dispute.

Should the City fail to respond to a claim, or fail to issue written statements as required, the Contractor's claim is deemed denied. A claim denied by reason of the City's failure to respond shall not constitute an adverse finding with regard to the merits of the claim or the responsibility or qualifications of the claimant.

Amounts not paid in a timely manner as required by PCC 9204 shall bear interest at seven percent per annum.

NOTICE OF THIRD-PARTY CLAIMS

In accordance with PCC Section 9201, the City will provide timely notification to Contractor of the receipt of any third-party claim relating to the Agreement. The Contractor agrees to reimburse the City for its reasonable costs incurred in providing such notice.

CLAYTON ACT AND CARTWRIGHT ACT

In accordance with Section 7103.5 of the Public Contract Code, in entering into a public works contract or a subcontract to supply goods, services or materials pursuant to a public works contract, the contractor or subcontractor offers and agrees to assign to the awarding body all rights, and interest in and all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the contractor, without further acknowledgment by the parties.

CITY OF LAGUNA HILLS

SPECIAL PROVISIONS FOR SPECIFICATIONS FOR

PROJECT NAME

PART 1 - GENERAL PROVISIONS

SECTION 1 - TERMS, DEFINITIONS, ABBREVIATIONS AND SYMBOLS.

1-2 DEFINITIONS.

City	- City of Laguna Hills
Board	- City Council
Caltrans	- California Department of Transportation
County	- County of Orange
Engineer	- City Engineer
Federal	- United States of America
State	- State of California
Contractor	- Contractor, its workers, employees and agents
Project	- Project Name

1-3 ABBREVIATIONS.

1-3.2 Common Usage. [Add the following to this section]:

MUTCD	- Manual of Uniform Traffic Control Devices, including the California Supplement
OCPW	- Orange County Public Works Department
SPPWC	- Standard Plans for Public Works Construction
SSPWC	- Standard Specifications for Public Works Construction
FHWA	- Federal Highway Administration
HUD	- Housing and Urban Development

1-7 AWARD AND EXECUTION OF CONTRACT.

Within three (3) days of bid opening contractor must submit:

- If a bid bond is submitted with a 10% of Bid designation for the amount as noted in the City Approved Bid Bond form, a revised Bid Bond with numerical dollar values, both in words and with digits, shall be submitted to the City within three (3) days of bid opening.

Within five (5) working days after the date of the Notice of Apparent Low Bidder, the Contractor shall execute and return the following documents to the City:

- All Insurance Requirements set forth herein
- Two (2) Original Signed Contract Agreements

Within ten (10) working days after the date of the Notice of Award, the Contractor shall execute and return the following documents to the City:

- Faithful Performance Bond
- Material and Labor Bond
- Construction Schedule
- Water Pollution Control Plan
- Form W-9
- Encroachment Permit Application
- Construction Materials Submittals

FAILURE TO COMPLY WITH ALL OF THE ABOVE WILL RESULT IN ANNULMENT OF THE AWARD AND FORFEITURE OF THE PROPOSAL GUARANTEE AT THE SOLE DISCRETION OF City.

The Contract Agreement shall not be considered binding upon the City until executed by the authorized City officials. A corporation to which an award is made may be required, before the Contract Agreement is executed by the City, 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.

1-7.2 Contract Bonds. [Replace section with the following]:

Both the Faithful Performance Bond and the Material and Labor Bond shall each be for not less than one hundred percent (100%) of the total Contract amount. The Material and Labor Bond shall remain in force until thirty-five (35) days after the date of recordation of the Notice of Completion. The Faithful Performance Bond will be held for one year after the date of recordation of the Notice of Completion.

Prior to the acceptance of any bond, the City shall verify that the surety is an admitted surety in the State of California. If requested by the City, the Contractor shall provide other information specified in the Code of Civil Procedure Section 995.660 to enable the City to verify the sufficiency of the bond.

Should any bond become insufficient, the Contractor shall correct the insufficiency within ten (10) calendar days after receiving notice from the City. The Contractor shall provide the City with evidence of the correction within ten (10) calendar days of said correction. Should any surety at any time be unsatisfactory to the City, written notice will be given to the Contractor to that effect. No further payments shall be deemed due or will be payable under the Contract until Contractor submits an acceptable bond from a surety accepted by the City. Changes to the work or extensions of time made pursuant to the Contract Agreement shall in no way release the Contractor or the surety from its obligations. Notice of such changes or extensions shall be waived by the surety.

SECTION 2 – SCOPE OF WORK.

2-1.1 PLANS AND SPECIFICATIONS [Add the following to this section]:

The Contractor shall maintain a control set of Plans and Specifications on the Project site at all times. All final locations determined in the field, and any deviations from the Plans and

Specifications, shall be marked in red on this control set to show the as-constructed conditions. Upon completion of all work, the Contractor shall return the control set to the Engineer. Final payment will not be made until this requirement has been met.

2-2 PERMITS. [Add the following to this section]:

Prior to the start of any work, the Contractor shall take out the applicable City Building permits and make arrangements for City inspections. Requests for inspections shall be made to the City at least 24 hours in advance of need. The Contractor and all subcontractors shall each obtain any and all other permits, licenses, inspections, certificates, or authorizations required by any governing body or public utility. Payment for this work shall be included in the bid items of work and no additional compensation will be allowed. The City will waive the usual City permit fees.

Further, Contractor shall ensure that its employees, agents, contractors, and subcontractors conduct themselves in compliance with such laws and licensure requirements including, without limitation, compliance with laws applicable to nondiscrimination, sexual harassment, and ethical behavior throughout the duration of the Contract. Contractor shall not retain or employ an unlicensed subcontractor to perform work pursuant to this Contract. Contractor shall notify the City immediately and in writing of its employees', agents', contractors' or subcontractors' inability to obtain or maintain, irrespective of the pendency of any appeal, any such licenses, permits, approvals, certificate, waivers, and exemptions that may be required. Such inability shall be cause for termination of this Contract

2-8 EXTRA WORK.

2-8.2 Payment.

2-8.3 Markup.

(a) **Work by Contractor.** [Add the following to this section]: The following percentages shall be the maximum added to the Contractor's costs and shall constitute the markup for all overhead and profits:

1) Labor	20
2) Materials	15
3) Equipment Rental	15
4) Other Items and Expenditures	15

To the sum of the costs and markups provided for in this subsection, 1 percent shall be added as compensation for bonding.

(b) **Work by Subcontractor.** [Add the following to this section]: When all or any part of the extra work is performed by a Subcontractor, the markup established in 3-3.2.3(a) shall be applied to the Subcontractor's actual cost of such work. A markup of 10 percent on the first \$5,000 of the subcontracted portion of the extra work and a markup of five (5) percent on work added in excess of \$5,000 of the subcontracted portion of the extra work may be added by the Contractor.

The markups mentioned hereinafter shall include, but are not limited to, all costs for the services of superintendents, project managers, timekeepers and other personnel not working directly on the change order and pickup or yard trucks used by the above personnel. These costs shall be

reported as labor or equipment elsewhere except when actually performing work directly on the change order and then shall only be reported at the labor classification of the work performed.

The costs of rental equipment shall not exceed the equipment rental rates in the surcharge and Equipment Rental Rates, as published by the State of California Business, Transportation, and Housing Agency and the California Department of Transportation, Division of Construction for the current fiscal year.

2-10 DISPUTED WORK. [Add the following to this section]:

If the Contractor and the City are unable to reach an agreement on disputed work, the City may direct the Contractor to proceed as directed. The City shall have the option, at its own discretion, to pay for said work through unilateral change order executed by the City after conducting its own analysis of the reasonable costs thereof. Although not to be construed as proceeding under extra work provisions in Section 3-3, the Contractor shall keep and furnish records of disputed work in accordance with Section 3-3.

In any case where the Contractor believes extra compensation is due the Contractor for work or materials not clearly covered in the Contract, or not ordered by the City as “extra work”, the Contractor shall notify the City in writing of the Contractor's intention to make claim for such extra compensation before the Contractor begins the work on which Contractor bases the claim. If such notification is not given, or the City is not afforded proper supporting documentation by the Contractor for keeping strict account of actual cost, then the Contractor shall be deemed to have waived the claims for such extra compensation. Such notice by the Contractor, and the fact that the City has kept account of the cost as aforesaid, shall not in any way be construed as proving the validity of the claim. The validity of the claim must be determined by the City. If the City determines that the claim is well founded, it shall be allowed and paid for as “extra work”; if the City determines that the claim is not well founded, it shall be disallowed and not paid.

SECTION 3 – CONTROL OF THE WORK.

3-10 SURVEYING.

3-10.5 Survey Services. [Add the following to this section]:

The Contractor shall be responsible for the finished work's conforming to the lines, grades and benchmarks given by the Engineer. The Contractor shall establish supplementary benchmarks, elevations, lines and grades and any other necessary controls which are not established by the Engineer and which are necessary to complete the work. Compensation for above work by the Contractor shall be included within the various items of work and no additional compensation will be allowed.

SECTION 4 - CONTROL OF MATERIALS

4-3 INSPECTIONS.

4-3.1 General. [Add the following to this section]:

The City will pay for inspection and materials testing. The Contractor shall pay for retests and re-inspections due to failure to meet Specifications. If the Contractor elects to work under this Contract more than 8 hours/day or more than 40 hours/week, Saturday, Sunday, or City holidays,

it shall arrange with the Engineer for the required inspection service and pay the Special Inspection Fees as provided by the Material Inspector and City Engineer. When Special Inspection is required, the Contractor shall notify the City and pay inspection fees 24 hours in advance. A 24 hour advance notice will be given during working hours, exclusive of Saturday, Sunday or City holidays for the purpose of permitting the Engineer to make necessary assignments of his representatives. If the Contractor is directed by the City to work under this Contract more than 8 hours/day or more than 40 hours/week, the Special Inspection Fee requirements will be waived.

SECTION 5 – LEGAL RELATIONS AND RESPONSIBILITIES

5-1 LAWS AND REGULATIONS. [Add the following to this section]:

The Contractor, and all subcontractors, suppliers and vendors, shall comply with all City, State, and Federal orders regarding affirmative action to ensure equal employment opportunities and fair employment practices. Failure to file any report due under said orders will result in suspension of periodic progress payments.

The Contractor shall ensure unlimited access to the job site for all equal employment opportunity compliance officers.

5-3 LABOR.

5-3.3 Payroll Records. [Add the following to this section]:

Contractor shall comply with the provisions of California Labor Code Section 1776 which, among other things, require Contractor and each subcontractor to (1) keep accurate payroll records, (2) certify and make such payroll records available for inspection as provided by Section 1776, and (3) inform the City of the location of the records. The Contractor is responsible for compliance with Section 1776 by itself and all of its subcontractors. Verified payroll records shall be submitted to the City by the tenth day of each month. Progress payments will be withheld pending receipt of any outstanding reports.

5-4 INSURANCE.

5-4.5 Compliance with Insurance Requirements. [Add the following to this section]:

Contractor shall obtain, maintain, and keep in full force and effect during the term of this Agreement, at its sole cost and expense, and in a form and content satisfactory to City, all insurance required under this section. Contractor shall not commence any work or services under this Agreement unless and until it has provided evidence satisfactory to City that it has secured all insurance required under this section. If Contractor's existing insurance policies do not meet the insurance requirements set forth herein, Contractor agrees to amend, supplement or endorse the policies to do so.

5-4.5.1 Types of Insurance Required. [Add the following to this section]:

As a condition precedent to the effectiveness of this Agreement, and without limiting the indemnity provisions set forth in this Agreement, Contractor shall obtain and maintain in full force and effect during the term of this Agreement, including any extension thereof, the following policies of insurance:

A. Commercial General Liability Insurance. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Commercial General Liability Insurance (Insurance Services Office form CG 00 01) written on an occurrence basis with limits of at least two million dollars (\$2,000,000.00) per occurrence, four million dollars (\$4,000,000.00) in the general aggregate, and four million dollars (\$4,000,000.00) for completed operations aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to the Agreement.

B. Automobile Liability Insurance. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Automobile Liability Insurance (Insurance Services Office form CA 001) written on a per occurrence basis with limits of at least one million dollars (\$1,000,000.00) combined limit for each occurrence covering bodily injury and property damage. The policy shall specifically include coverage for owned, non-owned, leased, and hired automobiles.

C. Workers' Compensation Insurance. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Workers' Compensation Insurance in at least the minimum statutory amounts, and in compliance with all other statutory requirements, as required by the State of California. Contractor agrees to waive and obtain endorsements from its workers' compensation insurer waiving all subrogation rights under its workers' compensation insurance policy against the City, its officials, officers, employees, agents and volunteers, and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Employer's Liability Insurance written on a per occurrence basis with limits of at least one million dollars (\$1,000,000.00) per accident for bodily injury or disease.

5-4.5.2 Acceptability of Insurers. [Add the following to this section]:

Insurance required by this section shall be issued by a licensed company authorized to transact business in the state by the Department of Insurance for the State of California with a current rating of A-:VII or better (if an admitted carrier), or a current rating of A:X or better (if offered by a non-admitted insurer listed on the State of California List of Approved Surplus Line Insurers (LASLI), by the latest edition of A.M. Best's Key Rating Guide, except that the City will accept workers' compensation insurance from the State Compensation Fund. In the event the City determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to the City, the Contractor agrees that the minimum limits of the insurance policies may be changed accordingly upon receipt of written notice from the City. Contractor shall immediately substitute any insurer whose A.M. Best rating drops below the levels specified herein.

5-4.5.3 Insurance Endorsements. [Add the following to this section]:

Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for written approval. Required insurance policies shall contain the following provisions, or Contractor shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

A. The policy or policies of insurance required by this section for Commercial General Liability and Automobile Liability Insurance shall be endorsed to provide the following:

(1) Additional Insured: The City, its officials, officers, employees, agents and volunteers, shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement; and

(2) Additional Insured Endorsements: Additional insured endorsements shall not (1) be restricted to "ongoing operations", (2) exclude "contractual liability", (3) restrict coverage to "sole" liability of Contractor, or (4) contain any other exclusions contrary to the Agreement; and, the coverage shall contain no special limitations on the scope of protection afforded to additional insureds.

(3) Notice: The policy or policies of insurance required by this section for Commercial General Liability and Automobile Liability Insurance shall be endorsed to state that coverage shall not be suspended, voided, cancelled, or modified, or reduced in coverage or in limits, except after thirty (30) days prior written notice by First Class U.S. Mail, postage-prepaid, has been provided to the City. Notwithstanding the foregoing, if coverage is to be suspended, voided, or cancelled because of Contractor's failure to pay the insurance premium, the notice provided to City shall be by ten (10) days prior written notice.

B. For all policies of Commercial General Liability Insurance, Contractor shall provide endorsements for completed operations to effectuate this requirement.

5-4.5.4 Deductibles and Self-Insured Retentions.

Any deductible or self-insured retention must be approved in writing by the City in advance and shall protect the City, its officials, officers, employees, agents and volunteers, in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

5-4.5.6 Primary and Non-Contributing Insurance.

All policies of Commercial General Liability Insurance and Automobile Liability Insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents or volunteers, shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

5-4.5.7 Waiver of Subrogation.

All policies of Commercial General Liability and Automobile Liability Insurance shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents and volunteers, or shall specifically allow Contractor or others providing insurance evidence in compliance with the requirements set forth in this section to waive their right to recovery prior to a loss. Contractor hereby agrees to waive its own right of recovery against the City, its officials, officers, employees, agents and volunteers, and Contractor hereby agrees to require similar written express waivers and insurance clauses from each of its subcontractors.

5-4.5.8 Evidence of Coverage.

Concurrently with the execution of the Agreement, Contractor shall deliver certificates of insurance together with original endorsements affecting each of the insurance policies required by this section. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for written approval. The certificates of insurance and original endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, Contractor shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies. Contractor shall promptly furnish, at City's request, copies of actual policies including all declaration pages, endorsements, exclusions and any other policy documents City requires to verify coverage.

5-4.5.9 Requirements Not Limiting.

Requirement of specific coverage or minimum 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. Nothing in this section shall be construed as limiting in any way the indemnification provision contained in this Agreement, or the extent to which Contractor may be held responsible for payments of damages to persons or property.

5-4.5.10 Enforcement of Agreement (Non-Estoppel).

Contractor acknowledges and agrees that actual or alleged failure on the part of the City to inform Contractor of any non-compliance with any of the insurance requirements set forth in this section imposes no additional obligation on the City nor does it waive any rights hereunder.

5-4.5.11 Insurance for Subcontractors.

Contractor shall either: (1) include all subcontractors engaged in any work or services for Contractor relating to this Agreement as additional named insureds under the Contractor's insurance policies; or (2) Contractor shall be responsible for causing its subcontractors to procure and maintain the appropriate insurance in compliance with the terms of the insurance requirements set forth in this section, including adding the City, its officials, officers, employees, agents and volunteers, as additional insureds to their respective policies. All policies of Commercial General Liability Insurance provided by Contractor's subcontractors performing any work or services related to this Agreement shall be endorsed to name the City, its officials, officers, employees, agents and volunteers, as additional insureds. Contractor shall not allow any subcontractor to commence any work or services relating to this Agreement unless and until it has provided evidence satisfactory to City that the subcontractor has secured all insurance required under this section.

5-4.5.12 Other Insurance Requirements.

The following terms and conditions shall apply to the insurance policies required of Contractor pursuant to this Agreement:

A. Contractor shall provide immediate written notice to City if (1) any of the insurance policies required herein are terminated, cancelled or suspended, (2) the limits of any of

the insurance coverages required herein are reduced, or (3) the deductible or self-insured retention is increased.

B. All insurance coverage and limits provided by Contractor and available or applicable to this Agreement are intended to apply to each insured, including additional insureds, against whom a claim is made or suit is brought to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations shall limit the application of such insurance coverage.

C. None of the insurance coverages required herein will be in compliance with the requirements of this section if they include any limiting endorsement which substantially impairs the coverages set forth herein (e.g., elimination of contractual liability or reduction of discovery period), unless the endorsement has first been submitted to the City and approved in writing.

D. Certificates of insurance will not be accepted in lieu of required endorsements, and submittal of certificates without required endorsements may delay commencement of the Project. It is Contractor's obligation to ensure timely compliance with all insurance submittal requirements as provided herein.

E. Contractor agrees to ensure that subcontractors, if any, and any other parties involved with the Project who are brought onto or involved in the Project by Contractor, provide the same minimum insurance coverage 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 subcontractors and others engaged in the Project will be submitted to the City for review.

F. Contractor agrees to provide immediate written notice to City of any claim, demand or loss against Contractor arising out of the work or services performed under this Agreement and for any other claim, demand or loss which may reduce the insurance available to pay claims, demands or losses arising out of this Agreement.

5-4.5.13 Contractor's Liability; City Not Liable; Claims Resolution

A. Contractor's liability. The Contractor shall be responsible for any loss or damage that may occur to:

- The work or any part thereof;
- Any of the materials or other things used or employed in performing the work;
- Any injury to any person or persons, either workers or the public;
- Any damage to property resulting from any cause which might have been prevented by the Contractor, including defects or obstructions at any time before completion of the work and its final acceptance.

B. City ordered precautions. If, in the opinion of the City Engineer, the precautions taken by Contractor are not safe or adequate at any time during the term of the Contract, the City Engineer may order the Contractor to take further precautions, and if the Contractor shall fail to do so, the City Engineer may order the work done by others and charge the Contractor for the cost thereof, such cost to be deducted from any moneys due or becoming due

the Contractor. Failure of the City Engineer to order such additional precautions, however, shall not relieve the Contractor from his full responsibility for public safety.

C. City not liable. The City shall not be answerable or accountable in any manner, for any loss or damage that may occur to any of the following from any cause which might have been prevented by the Contractor:

- The work or any part thereof;
- Any of the materials or other things used or employed in performing the work;
- Any injury to any person or persons, either workers or the public;
- Any damage to property.

D. Claims Resolution. From time to time during the period of this contract, the City and/or the Contractor may be served with third-party claims, as a result of alleged conduct by Contractor. The following procedures shall be followed by City and Contractor:

For claims received by Contractor:

(1) Contractor shall provide City on a monthly basis details regarding any claim for damages to persons or property, including, date claim made, date of alleged damages, type of damages, alleged cause of damages and, as claims are resolved, details regarding Contractor's denial or payment of such claim and the reasons for denial or payment.

(2) Contractor shall resolve or deny any claim received within thirty (30) days of receipt. If Contractor is unable to resolve a claim within the thirty (30) days set forth above, it shall, prior to the expiration of the thirty (30) days request and extension in writing from the City.

For claims received by City:

(1) City shall process any claims received pursuant to Chapter 3-12 (Claims Against the City) of the Laguna Hills Municipal Code.

(2) If after investigation of the claim, the City determines the Contractor is liable under this Contract, City shall tender the claim to the Contractor for proper handling and resolution.

E. Retention of Claimed Damages by City. The City may retain so much of the money due the Contractor under and by virtue of the Contract as shall be considered necessary by the City until disposition has been made of such suits or claims for damages aforesaid.

5-7 SAFETY.

5-7.1.3 Traffic and Access. [Add the following to section]:

When entering or leaving roadways carrying public traffic, the Contractor's equipment, whether empty or loaded, shall in all cases yield to public traffic.

Pedestrian access shall be maintained at all times during construction and shall be in accordance with the Americans With Disabilities Act.

5.7.2 Safety Orders

5.7.2.1 General. [Add the following to this section]:

The Contractor shall comply with the provisions of any City ordinances or regulations regarding requirements for the protection of excavations and the nature of such protection.

In accordance with Section 6500 of the Labor Code, the Contractor is required to obtain a permit from the Division of Industrial Safety for any trench or excavation which is five feet or more in depth and into which a person is required to descend.

In accordance with Section 6705 of the Labor Code, prior to any excavation involving an expenditure in excess of twenty-five thousand dollars (\$25,000) for the excavation of any trench or trenches five (5) feet or more in depth, Contractor shall submit to Engineer a written detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches.

Prior to beginning of excavations requiring shoring, the Contractor shall designate in writing to the Engineer someone whose responsibility it is to supervise the Project safety measures and someone whose responsibility it is to supervise the installation and removal of sheeting, shoring and bracing.

In addition to shoring the excavations in accordance with the minimum requirements of Industrial Safety Orders, it shall be the Contractor's responsibility to provide any and all additional shoring required to support the sides of the excavation against the effects of load which may exceed those desired by using the criteria set forth in the Industrial Safety Orders. The Contractor shall be solely responsible for any damages which may result from his failure to provide adequate shoring of the excavation under any and all of the conditions of loading which may exist or which may arise during construction of the Project.

In accordance with Section 7104 of the Public Contract Code, any public works contract which involves excavations that extend deeper than four feet below the surface shall provide as follows:

- I. That the Contractor shall promptly, and before the following conditions are disturbed, notify the City, in writing, of any:
 - A. Material that the Contractor believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code, which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.
 - B. Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids.
 - C. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally as inherent in work of the character provided for in the contract.

- II. The local public entity shall promptly 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 shall issue a change order under the procedures described in the contract.
- III. That, in the event that a dispute arises between 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 contract, but shall proceed with all work to be performed under the contract. The Contractor shall retain any and all rights provided either by contract or by law which pertain to the resolution of disputes and protests between the contracting parties.

5-7.2.2.1 Storage of Equipment and Materials in Public Streets. [Add the following section]:

The Contractor is required to, at his own expense, maintain and operate a work and storage area outside of the public right-of-way. In such case the Contractor shall submit to City written authorization from the owners of the subject property prior to occupation. Occupation of site without written authorization shall be grounds for immediate suspension of work. Location of site to be approved by City. Condition and operation of yard shall conform to these specifications. The Contractor shall assume full responsibility for all damage to the site resulting from his operations and shall repair and/or replace same, at his own expense, to the satisfaction of the owner of the subject property. The Contractor shall vacate site and return it to pre-Project condition within five (5) working days following application for Notice of Completion. The Contractor shall obtain a written release from the property owner accepting the condition of the vacated site and releasing the Contractor from any further clean-up or restoration work and shall submit a copy of such release to City. The Notice of Completion will not be issued until said release is submitted.

SECTION 6 - PROSECUTION AND PROGRESS OF WORK

6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF WORK.

6-1.0 General. [Add the following section]:

The Contractor's proposed Construction Schedule shall be submitted to the Engineer within ten (10) working days after the date of the Notice of Award of Contract. 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 that each item will be delivered. The schedule shall establish the order of work which minimizes disruption of existing travel lanes.

Prior to issuing the Notice to Proceed, the Engineer will schedule a preconstruction meeting with the respective Contractor to review the proposed Construction Schedule and delivery dates, arrange the utility coordination, discuss construction methods, and clarify inspection procedures.

The Contractor shall submit periodic Progress Reports to the Engineer by the tenth day of each month. The report shall include an updated Construction Schedule. Any deviations from the original schedule shall be explained. Liquidated damages will be assessed pending receipt of any outstanding reports, as set forth in Section 6-9.1 below.

6-1.3 Construction Schedule (Critical Path Method) [Add the following section]:

The Contractor shall submit to the Engineer practicable critical path method (CPM) progress schedules in conformance with these Special Provisions. Whenever the term "schedule" is used in this section it shall mean CPM progress schedule illustrated by the Gantt Bar method. The schedule shall be prepared by qualified and experienced scheduling staff.

Schedules shall show the order in which the Contractor proposes to carry out the work with logical links between time-scaled work activities, and calculations made using the critical path method to determine the controlling operation or operations. The Contractor is responsible for assuring that all activity sequences are logical and that each schedule shows a coordinated plan for complete performance of the work.

The Contractor shall produce schedules using computer software and shall furnish compatible software for the Engineer's exclusive possession and use. The Contractor shall furnish network diagrams, narrative reports, tabular reports and schedule data as parts of each schedule submittal.

The number of activities shall be sufficient to assure adequate planning of the Project, to permit monitoring and evaluation of progress, and to do an analysis of time impacts.

Schedule activities shall include the following:

- A. A clear legible description.
- B. Start and finish dates.
- C. A duration of not less than one working day, except for event activities, and not more than 20 working days, unless otherwise authorized by the Engineer.
- D. At least one predecessor and one successor activity, except for Project start and finish milestones.
- E. Required constraints.
- F. Codes for responsibility, stage, work shifts, location and contract pay item numbers.

The Contractor may show a scheduled completion date that is later than the Contract completion date on an update schedule, after the baseline schedule is accepted. The Contractor shall provide an explanation for a late scheduled completion date in the narrative report that is included with the schedule.

The Engineer's review and acceptance of schedules shall not waive any Contract requirements and shall not relieve the Contractor of any obligation thereunder or responsibility for submitting complete and accurate information. Schedules that are rejected shall be correct by the Contractor and resubmitted to the Engineer within five (5) working days of notification by the Engineer, at which time a new review period of one week will begin.

Errors or omissions on schedules shall not relieve the contractor from finishing all work within the time limit specified for completion of the Contract. If, after, a schedule has been accepted by the Engineer, either the Contractor or the Engineer discovers that any aspect of the schedule has an error or omission, it shall be corrected by the Contractor on the next schedule.

Payment for the Project schedule and revisions/updates to the schedule shall be made under other items of work and no additional payment shall be made therefore.

6-1.4 Acceleration. [Add the following section]:

The City reserves the right to accelerate the work of the Contract at any time during its performance. In the event the City directs acceleration, such directive will be given to the Contractor in writing. The Contractor shall keep cost and other Project records related to the acceleration directive separately from the normal Project cost records and shall provide a written record of acceleration costs to the City on a daily basis.

In the event the Contractor believes that some action or inaction on the part of the City constitutes an acceleration directive, the Contractor shall immediately notify the City in writing that the Contractor considers the actions or inactions an acceleration directive. The Contractor shall not accelerate their work efforts until the City responds to the written notification. If acceleration is then directed or required by the City, all cost records referred to in the previous paragraph shall be maintained by the Contractor and provided to the City on a daily basis.

In order to recover additional costs due to acceleration, the Contractor must document that additional expenses were incurred and paid by the Contractor. Labor costs recoverable will only be overtime or shift premium costs or the cost of additional laborers brought to the site to accomplish the accelerated work effort. Equipment costs recoverable will only be the cost of added equipment mobilized to the site to accomplish the accelerated work effort.

6-3 TIME OF COMPLETION.

6-3.1 General. [Add the following to this section]:

The time for completion shall be as set forth in the General Specifications.

6-3.2 Contract Time Accounting. [Add the following to this section]:

The Contractor's activities shall be confined to the hours between 7:00 AM and 4:00 PM, Monday through Friday, excluding holidays, unless otherwise specified. Work shall be prohibited any time on Saturday, Sunday or Federal Holidays except as provided herein. Deviation from these hours will not be permitted without the prior consent of the Engineer, except in emergencies involving immediate hazard to persons or property.

In the event of either a requested or emergency deviation, inspection service fees will be charged against the Contractor. The service fees will be calculated at overtime rates (premium time) including benefits, overhead, and travel time and are established based on the City's current fee schedule or professional services agreement for construction inspection services. The service fees will be deducted from any amounts due the Contractor.

Construction activities during City Special Events may be restricted by City to exclude all or part of the work on primary arterial or access roads to the Special Events as determined by Engineer. The Contractor shall be responsible to ascertain the exact times of any such events within his proposed construction schedule which may restrict his operation and shall adjust his schedule accordingly. The construction restrictions shall only be for the actual days the events occur. All costs for protection of work site and re-mobilization shall be deemed as included in the lump sum contract for their respective items and no additional compensation will be allowed.

6-3.3 Completion, Acceptance, and Warranty. [Add the following section]:

Work will be deemed completed on the same date when the Notice of Completion is recorded with the County of Orange.

6-9 LIQUIDATED DAMAGES. [Add the following to this section]:

It is agreed by the parties to the Contract that time is of the essence and that in the case that all the work is not complete before or upon the expiration of the time limit set forth, damage will be sustained by the City. For each consecutive calendar day in excess of the time specified for the completion of the work, the Contractor shall pay to the City \$1,000.00. In addition, the City shall have the right to charge to the Contractor and to deduct from payments for the work the actual cost to the City of engineering, inspection, superintendence, and other overhead expenses, which are directly chargeable to the Contract and which accrue during the period of such delay. The expenses and damages described above shall be deducted from any money due the Contractor under this contract. The Contractor and his sureties shall be liable for any excess cost.

6-9.1 Additional Liquidated Damages. [Add the following section]:

Additional liquidated damages will also be assessed in the amount of \$500.00 per calendar day for failure to follow a construction schedule or timely submit periodic progress reports as described in Section 6 of these Special Provisions.

Additional liquidated damages will also be assessed in the amount of \$500.00 per calendar day for failure to mobilize to the Project site within 10 working days of the date of the Notice of Proceed as specified in these Special Provisions.

SECTION 7 - MEASUREMENT AND PAYMENT

7-3 PAYMENT.

7-3.2 Partial and Final Payment. [Add the following to this section]:

The closure date for periodic progress payments will be five (5) working days prior to the first Monday of each month. The final progress payment will not be released until the Contractor returns the control set of Plans and Specifications showing the as-constructed conditions. The City shall withhold from the final payment \$15,000 in the event that the Contractor fails to return the control set of Plans and Specifications showing the as-constructed conditions.

SUBSTITUTION OF SECURITIES

In conformance with Public Contract Code Section 22300, the Contractor may substitute securities for any monies withheld by the City to ensure performance under the Contract Agreement.

At the request and expense of the Contractor, the Contractor has the option to deposit securities, which have been approved by the City, and deposited with a State or Federally chartered bank as the escrow agent. Said securities will be used as a substitute for retention earnings required to be withheld by the City, pursuant to the construction contract. The Contractor shall be the beneficial owner of any securities substituted for moneys withheld and shall receive interest thereon. Said securities shall have no obligation to any other construction contract for substitution of securities in lieu of retention. When the Contractor deposits the City approved securities with the escrow agent, the escrow agent shall notify the City within 10 calendar days of the deposit.

Said securities shall be evaluated quarterly by the escrow agent to verify the current market value. If the current market value of said securities falls below the required amount, the escrow agent shall notify the Contractor and require additional securities and/or cash to be submitted for City approval, and be held in the escrow account to meet the Contractor's obligations. Said securities shall be held by the escrow agent until such time as the escrow agent receives written notification from the City that the Contractor has satisfactorily completed his contract obligations.

Alternatively, the Contractor may request and the City shall make payment of retention earned directly to the escrow agent at the expense of the Contractor. The Contractor may direct the investment of the payment into securities and the Contractor shall receive the interest earned on the investments upon the same terms provided for securities deposited by the Contractor.

The type of securities deposited and the method of release shall be approved by the City Attorney's office.

The full five percent (5%) retention will be deducted from all payments. The City shall hold retainage from the Contractor and shall make prompt and regular incremental acceptances of portions, as determined by the City, of the Contract work, and pay retainage to the Contractor based on these acceptances. The Contractor, or subcontractor, shall return all monies withheld in retention from a subcontractor within 30 days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the Contract work by the City. Federal law (49 CFR Section 26.29) requires that any delay or postponement of payment over 30 days may take place only for good cause and with the City's prior written approval. Any violation of this provision shall subject the violating Contractor or subcontractor to the penalties, sanctions and other remedies specified in Section 7108.5 of the Business and Professions Code. These requirements shall not be construed to limit or impair any contractual, administrative, or judicial remedies otherwise available to the Contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the Contractor, deficient subcontract performance, or noncompliance by a subcontractor.

The final retention will be authorized for payment thirty-five (35) days after the date of recordation of the Notice of Completion. . The City may withhold from release of the final retention amounts authorized under Public Contracts Code Section 7107 and/or 125% of amounts identified in any Stop Notices received by the City.

7-3.3 Delivered Materials. [Add the following to this section]:

Materials and equipment delivered but not incorporated into the work shall not be included in the estimate for progress payment.

7-3.4 Mobilization. [Add the following to this section]:

Mobilization shall consist of preparatory work and operations, including but not limited to those necessary for the movement of personnel, equipment, supplies, and incidentals to the Project site; for the establishment of all offices, buildings and other facilities necessary for the work on this Project; and for all other work and operations which must be performed or cost incurred prior to beginning work on the various contract items on the Project site. Mobilization is deemed to include all aspects of mobilization and de-mobilization work occurring during the life of the Project for any reason.

Full compensation for mobilization shall be included in the Contract **LUMP SUM** price bid for **the Project** and shall include full compensation for all costs incurred by the Contractor for doing all the work involved in mobilization as specified herein, and no additional compensation will be allowed. Mobilization shall not exceed 5% of the entire bid, excluding mobilization and as shown in the Proposal Bid Sheet.

SECTION 9 – FACILITIES FOR CONTRACT PERSONNEL. [Add this section]:

9-1 EXTENDED FIELD OFFICE OVERHEAD COST.

Within fourteen (14) calendar days after receipt of the Notice to Proceed, the Contractor shall submit written statement to the City detailing its field office overhead costs which are time related. The City will review this first cost submittal and reach a written agreement with the Contractor on a daily field office overhead cost rate which shall be memorialized in a no cost change order. The daily rate agreed to in this change order will be applicable throughout the duration of the Contract. No field office costs will be paid until such an agreement is reached between the City and the Contractor and the change order concerning this daily rate is executed by both parties. Progress payments will be withheld pending receipt of the above-referenced cost submittal and executed change order.

The individual cost components of the daily field office overhead rate shall represent costs which increase as a direct result of any time extension caused solely and exclusively by an act or omission of the City. This listing may include such cost items as on-site project management, supervision, Engineering and clerical salaries; on-site utilities and rent; on-site company vehicles and their operating expenses; and site maintenance and security expenses. Field office overhead costs which are unaffected by increased time shall not be allowable cost in calculating the daily field office overhead rate. These non-time related costs include, but are not limited to, acquisition and installation of stationary equipment; temporary construction facilities; utilities and office furnishings (unless such items are rented or leased); the preparation of the site including clearing, grubbing, grading, fencing, mobilizations and demobilization costs; and the costs of permits, bonds and insurance coverage for the Project.

The individual wage cost components used to calculate the daily field office rate shall be supported by actual employee payroll records, not salary ranges or estimates. Hourly rates for management, supervisory, engineering, and clerical employees shall be based upon 2080 work hours per year and shall not include allowances for holidays, vacations, or sick time.

When applicable, the daily field office overhead rate shall be multiplied by the number of days the Contract is delayed or extended by change order and shall be added to the agreed upon change order cost. The days of delay shall be those caused solely by the acts or omissions of the City and documented by a time impact analysis prepared and submitted by the Contractor. In the event a deductive change order is issued which reduces time under the Contract, the daily field office overhead rate shall be used to calculate the deductive amount. No allowance for overhead costs and no profit allowance shall be added to the extended field office overhead cost.

SECTION 10 - RESPONSIBILITIES OF THE CONTRACTOR [Add this section]:

10-1 CONTRACTOR'S EQUIPMENT AND FACILITIES.

10-1.1 General.

Conduct of the Work. The Contractor shall behave, at all times, in a courteous, professional manner. While on site, or entering or exiting the site, there shall be no extraneous activity that might cause disruption to the Project site, surrounding areas, or residents. Failure to comply may result in the suspension of work, or removal of contractor's staff from the Project.

Noise Levels. A noise level limit of 86 dbA at a distance of fifty feet (50') shall apply to all construction equipment on or related to the job whether owned by the Contractor or not. The use of excessively loud warning signals shall be avoided except in those cases required for the protection of personnel.

10-2 COOPERATION AND COLLATERAL WORK.

The Contractor is advised as to the possibility of other construction projects within the proposed construction zone by the City, other governing agencies or private enterprises. In the event of such projects, the Contractor shall coordinate with the applicable parties as to the extent of any time required to complete their work and shall schedule its work and conduct its operations so as to permit access and time as required for the concurrent work. The Contractor shall immediately notify the City Engineer in the event of a delay in scheduling caused solely by this concurrent work. Payment for the above, if any, shall be deemed as included in the items of work as shown on the proposal bid sheet and no additional compensation will be allowed.

10-3 PROJECT SITE MAINTENANCE.

10-3.1 Cleanup and Dust Control.

The Contractor shall keep adjacent properties clean and free of rubbish and debris in a timely manner as necessary and/or as directed by the Engineer.

The Contractor shall implement effective handling, storage, usage, and disposal practices to control material pollution and manage waste and nonstormwater at the job site before they come in contact with storm drain systems and receiving waters.

In accordance with California Senate Bill 1383, Contractor shall recycle at least 75% of construction materials from demolition operations, and shall submit a Construction & Demolition Waste Recycling Plan to the City prior to the start of work.

10-3.1.1 Construction Cleaning [Add the following section]:

The Contractor shall:

- (a) Initiate and maintain a daily program to prevent accumulation of debris on-site and along access roads and haul routes. Maintain areas under Contractor's control free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.
- (b) Provide suitable covered containers for deposit of debris and rubbish. Dispose of accumulation of extraneous materials, prohibit overloading of trucks to prevent spillages on access and haul routes and provide daily inspection of haul routes to enforce requirements.
- (c) Schedule at a minimum, weekly collection and disposal of debris. Provide additional collections and disposals of debris whenever the weekly schedule is inadequate to prevent accumulation.

The Contractor shall remove debris from closed or remote spaces prior to closing the space, and control cleaning operations to minimize dust and other particulates. Immediately remove materials which adhere to the paved surface of the parking lot. Remove by hand scraping, washing, sweeping, and/or other method(s) which will leave a clean non-skid surface without impairing, injuring or loosening the surface.

The Contractor is required to control dust throughout the life of the Contract. The control may be required by job conditions or City Engineer. In any case, the Contractor shall use water or other means to control the dust. No chemical agents may be used without written authorization from the Agency. The Contractor shall be solely responsible for safety problems, accidents or any other complications or claims arising from inadequate dust control.

No separate payment will be made for any work performed or material used to control dust resulting from the Contractor's performance of the work, or by public traffic, either inside or outside the right-of-way. Full compensation for such dust control will be considered as included in the price paid for the various items of work involved.

No separate payment will be made for any work performed or material used in cleaning the Project. Full compensation for such cleaning shall be considered as included in the price paid for the various items of work involved and no additional compensation will be allowed therefore.

No separate payment will be made for recycling construction materials in accordance with California Senate Bill 1383 or for filling out and submitting for approval by the City Engineer the Construction & Demolition Waste Reduction & Recycling Plan.

10-4 WATER POLLUTION CONTROL

10-4.1 Best Management Practices (BMPs)

Per the Federal Clean Water Act, the Contractor is required to eliminate pollution to waters of the United States in regards to this Project. This Project will require the Contractor to implement "Best Management Practices".

The Contractor shall implement Best Management Practices that meet the intent of the NPDES requirements.

The Contractor shall utilize Best Management Practices (BMP's) to ensure that construction materials, dust, and runoff from construction activities does not enter storm drains. Some of the primary BMPs anticipated for this Project include, but are not limited to, sweeping of the work area to the satisfaction of the Owner's Representative.

The requirements of all of the following agencies shall be met and maintained and where there is a conflict between requirements, the most stringent requirement shall govern.

1. San Diego Regional Water Quality Control Board
2. County of Orange

10-4.1.2 Payment

Full compensation for conforming to Subsection 7-8.6, including providing all necessary **Best Management Practices** shall be considered as included in the Contract **LUMP SUM** price for the

Project and for furnishing all labor, tools, materials, and incidentals for implementing Best Management Practices.

10-6 CONTRACTORS RESPONSIBILITIES FOR WORK

Until Acceptance of the Work, the Contractor shall have the responsibility, charge and care of the Work and of the materials to be used therein (including materials for which it has received partial payment or materials which have been furnished by the City) and shall bear the risk of injury, loss or damage to any part thereof by the action of the elements or from any other cause, whether arising from the execution or from the non-execution of the Work.

The Contractor shall rebuild, repair, restore, and make good all injuries, losses, or damages to any portion of the work or the material occasioned by any cause before its completion and acceptance and shall bear the expense thereof. Where necessary to protect the work or materials from damage, the Contractor shall at his expense provide suitable drainage and erect such temporary structures as are necessary to protect the work or materials from damage. The suspension of the work from any cause whatever shall not relieve the Contractor of his responsibility for the work and materials as herein specified. If ordered by the City Engineer, the Contractor shall at his expense properly store materials which have been partially paid for by the City or which have been furnished by the City. Such storage by the Contractor shall be on behalf of the City, the City shall at all times be entitled to the possession of such materials, and the Contractor shall promptly return the same to the site of the work when requested. The Contractor shall not dispose of any of the materials so stored, except on written authorization from the City.

In an emergency affecting the safety of life or property, including adjoining property, the Contractor, without special instructions or authorizations, is authorized to act at his discretion to prevent such threatened loss or injury, and he shall so act as though instructed to do so by the City.

Appendix A – Construction & Demolition Waste Reduction & Recycling Plan



CONSTRUCTION AND DEMOLITION WASTE REDUCTION AND RECYCLING PLAN

Please complete the following form for construction and demolition materials produced as a result of work performed in the City of Laguna Hills. The City's franchised waste hauler, CR&R, will provide assistance to applicants in developing and implementing a Waste Reduction and Recycling Plan. CR&R's phone number is (877) 728-0446. Should you have any questions regarding this form, or the C&D Waste Recycling Program, please call the City of Laguna Hills at (949) 707-2627.

1. Project & Applicant Info.

Owner's Name: _____ Date: _____

Project Address: _____

Owner Telephone: _____

Contractor Name: _____

Contractor Contact name: _____

Contractor Telephone: _____

Approximate Square Footage of Project: _____
(cubic yards for encroachment permits)

Demolition Dates: Start _____ End _____

Construction Dates: Start _____ End _____

2. Description of Diversion Plan

Briefly state how waste materials will be handled at your job site to ensure salvage/reuse or recycling. Also explain how you will inform your workers/sub-contractors of your Waste Reduction and Recycling Plan requirements and ensure their participation. If you plan on using CR&R to handle the hauling of your project's C&D waste, please check the box below and skip # 4 on this form—no other description of how waste will be handled is necessary.

☐ CR&R Bins and Roll-off boxes will be used for this project.

3. Exemption

Please fill out the section below if you believe that your project is entitled to an exemption and not required to divert or recycle C&D debris.

****CITY USE ONLY****

Project Description: _____

Approximate Dollar Value of Construction / Demolition: \$ _____

4. Material Handling Estimate

Please complete the worksheet on page 3 that will help identify the types of materials, estimated quantities, and how the waste material will be reduced, recycled or disposed at your project site. Estimates should be calculated in tons and use the attached Materials Conversion Worksheet for conversion factors. Fill in the estimated diversion percentage calculated in Section F on page 3 on line 4a below.

4a. Diversion Percentage Estimate from Section F. (pg. 3): _____ %

4b. Is the percentage listed in 4a above greater than or equal to 65%? ☐ YES ☐ NO

4c. If NO, explain why: _____

5. Verification

"To the best of my knowledge, the tonnage and diversion percentage estimates reported on this form are my best estimate of the disposition of the construction and demolition materials generated at this project site.

Print Name: _____ Signature: _____

Date: _____

****FOR CITY USE ONLY****

Plan Approval Status:

- ☐ Approved
☐ Further explanation needed (see attached)
☐ Denied

Exemption Status:

- ☐ Exempted Approved
☐ Exempted Denied

☐ Administration Fee Collected (\$42.72)

☐ Security Deposit Amount: \$ _____ Security Deposit CR#: _____

Comments:

Reviewed By: _____ Signature: _____

Date: _____

Material Handling Estimate Worksheet

Column A: List Estimated Quantities of waste for each material type (in tons). To convert yards to tons, use the attached Materials Conversion Worksheet

Columns B, C, D: List estimated quantities reused, recycled, or disposed based on Column A quantities.

Column E: State the name of all vendors or facilities used to reuse, recycle or dispose of materials listed. See example below for cases where more than one facility was used for a particular material type.

Column Totals: Add up all material quantities for each column.

Section F. Calculate the estimated diversion percentage in the section at the bottom of this worksheet and enter the percentage on page 2, line 4a, of this form.

Attach another Worksheet if more room is needed.

Materials	A Total Quantity Discarded	B Salvage or Reuse	C Recycling	D Disposal (Landfill)	E Proposed Destination(s)
<i>Example:</i> Cardboard	2 tons		1.5	0.5	(Recycle) XYZ Recycling Facility (Disposal) Prima Deschecha Landfill
Asphalt & Concrete					
Brick/Masonry/Tile					
Cardboard					
Wood					
Metals					
Landscape Debris (do not include dirt)					
Dirt					
Garbage/Trash					
Other					
Other					
Column Totals	A	B	C	D	

F. Diversion Percentage Estimate:

Column Totals B _____ + C _____ = _____ / A _____ = _____ X 100% = _____ %
(Transfer % amount to 4a on page 2)



Construction & Demolition Waste Recycling Program Information Sheet

The City of Laguna Hills' Construction and Demolition (C&D) Waste Recycling Program is established per City Ordinance No. 2018-4 and Resolution No. 2018-11-13-2. The purpose of this program is to promote the recycling of C&D waste, to reduce the amount of such material that is landfilled, to protect the public health, safety, and welfare, and to assist the City in meeting State of California mandated C&D waste diversion requirements. The minimum percentage amount required to be diverted from landfills is set forth by State law and is currently 65%. Currently, applicants are required to divert 65% of the total C&D waste tonnage at a project site from landfills.

Please also note that Universal Waste items cannot be disposed in the trash. Universal Waste is hazardous waste that is widely produced by households and many different types of businesses such as televisions, computers, electronic devices, batteries, fluorescent lamp, mercury thermostats and other mercury-containing equipment. For more information about Universal Waste visit CalRecycle's website at: www.calrecycle.ca.gov/HomeHazWaste/uwaste.

1

What projects are required to divert C&D debris?

All projects that require a building permit or an encroachment permit and generate C&D material are required to divert this material from landfills. These projects are called Covered Projects under the City of Laguna Hills' C&D Waste and Recycling Program.

2

What projects are not required to divert C&D debris?

The following types of projects are not required to divert C&D debris and are not required to submit a Waste Plan or a security deposit:

- Work for which only a plumbing, electrical, or mechanical permit is required.
- Seismic tie-down projects.
- Installation of pre-fabricated patio enclosures and covers where no foundation or other structural building modifications are required.
- Installation of pre-fabricated accessories such as signs or antennas where no structural building modifications are required.
- Other work that the C&D Compliance Official determines will not produce C&D waste.
- City-sponsored projects.

3

How much is the Security Deposit?

For each application for a building or encroachment permit for Covered Projects the following security deposits shall apply:

	Security Deposit per square foot	Minimum amount of Security Deposit	Maximum amount of Security Deposit
Residential projects	\$.30	\$100	\$3,750
Commercial projects	\$.50	\$250	\$7,143

What steps are involved in the Recycling Program?

Follow the steps below if your project is required to divert C&D debris:

Step 1 – Complete and submit a Waste Plan, Security Deposit, and an Administration Fee with your building or encroachment permit application. The Waste Plan indicates the estimated quantities of C&D debris generated at your project site, the estimated quantities of materials reused, recycled, and/or disposed of, and the reuse, recycling, and disposal facilities and service providers you plan to use.

Step 2 – During construction/demolition, gather data for your Recycling Summary Report. You are required to keep all weight tags, gate receipts, and/or invoices necessary to document actual quantities of materials generated, reused, recycled, and/or disposed of throughout your project, as well as facilities or service providers used.

Step 3 – Complete and submit a Construction and Demolition Waste Recycling and Disposal Report Summary (Report Summary). Unlike the Waste Plan, which is an estimate, the Report Summary documents your actual C&D Waste tonnages. You will need to attach all documentation gathered in Step 2 to the Report Summary. The Report Summary must be completed within sixty (60) days after completion of your project.

Step 4 – The City will refund your Security Deposit if you have diverted the required diversion requirement as established by the State and abided by your Waste Plan. Please note that your Security Deposit will be forfeited if the City does not receive your completed Report Summary within sixty (60) days after receiving the Building Inspector's sign-off for the final inspection of your project. Security Deposits are also forfeited upon sixty (60) days after a permit expiration date.

Who can I contact for more information?

- The City of Laguna Hills franchised waste hauler, CR&R, will provide assistance to applicants in developing and implementing a Waste Plan. CR&R's phone number is (800) 826-9677.
- Should you have any questions regarding this form, or the C&D Waste Recycling Program, please call the City of Laguna Hills at (949) 707-2627.



CONSTRUCTION AND DEMOLITION WASTE RECYCLING AND DISPOSAL REPORT SUMMARY

Please complete the following form for construction and demolition materials produced as a result of work performed in the City of Laguna Hills. The City's franchised waste hauler, CR&R, will provide assistance to applicants in developing and implementing a Waste Reduction and Recycling Plan. CR&R's phone number is (877) 728-0446. Should you have any questions regarding this form, or the C&D Waste Recycling Program, please call the City of Laguna Hills at (949) 707-2670.

1. Project & Applicant Info.

Owner's Name: _____ Date: _____

Project Address: _____

Owner Telephone: _____

Contractor Name: _____

Contractor Contact name: _____

Contractor Telephone: _____

Approximate Square Footage of Project: _____
(cubic yards for encroachment permits)

Demolition Dates: Start _____ End _____

Construction Dates: Start _____ End _____

2. Description of Diversion Plan

☐ CR&R bins and/or roll-off boxes were used to handle C&D waste (Skip #3 and go to #4 on this form)

If CR&R bins and/or roll-off boxes were not used to handle your project's C&D waste, please briefly state below how waste materials were handled at your job site to ensure salvage/reuse or recycling and go to #3 on this form.

3. Material Handling Summary

Please complete the worksheet on page 3 that will help identify the types of materials, quantities, and how the waste material were reduced, recycled or disposed at your project site. For this summary report, use the actual quantities, based on weight tags, gate receipts, or other documentation. Material quantities should be calculated in tons and use the attached Materials Conversion Worksheet for conversion factors. Fill in the diversion percentage calculated in Section F on page 3 on line 3a below.

3a. Diversion Percentage Actual from Section F. on (pg. 3): _____%

3b. Is the percentage listed in 4a above greater than or equal to 65%? ☐ YES ☐ NO

3c. If NO, explain why: _____

4. Verification

- 4a. Attach weight slips or other records of measurement from recycling companies that show actual tonnage of diverted materials if CR&R was **not** used to handle your project's C&D waste.
- 4b. Attach copies of invoices from CR&R that exhibit the use of CR&R bins and/or roll-off boxes for the collection of your project's C&D waste if CR&R was used to handle your project's C&D waste.
- 4c. "To the best of my knowledge, the reported tonnage and diversion percentage are an accurate representation of the disposition of the construction and demolition materials generated and diverted from this project site. I understand the City may audit disposal and recycling documentation related to this survey."

Print Name: _____ Signature: _____

Date: _____

5. Deposit to be refunded to:

Applicant name _____

Applicant address _____

Applicant telephone _____

****FOR CITY USE ONLY****

Report Summary Approval Status:

- ☐ Approved
☐ Good Faith
☐ Further explanation needed (see attached)
☐ Denied

Security Deposit:

- ☐ Full Refund
☐ No Refund
☐ Partial Refund: Amount \$ _____

Comments:

Reviewed By: _____ Signature: _____

Date: _____

Material Handling Summary Worksheet

Column A: List Actual Quantities of waste for each material type (in tons). To convert yards to tons, use the attached Materials Conversion Worksheet

Columns B, C, D: List actual quantities reused, recycled, or disposed based on Column A quantities.

Column E: State the name of all vendors or facilities used to reuse, recycle or dispose of materials listed. See example below for cases where more than one facility was used for a particular material type.

Column Totals: Add up all material quantities for each column.

Row F. Calculate the actual diversion percentage in the section at the bottom of this worksheet and enter the percentage on page 1, line 3a, of this form.

Attach another Worksheet to this one if you need more room.

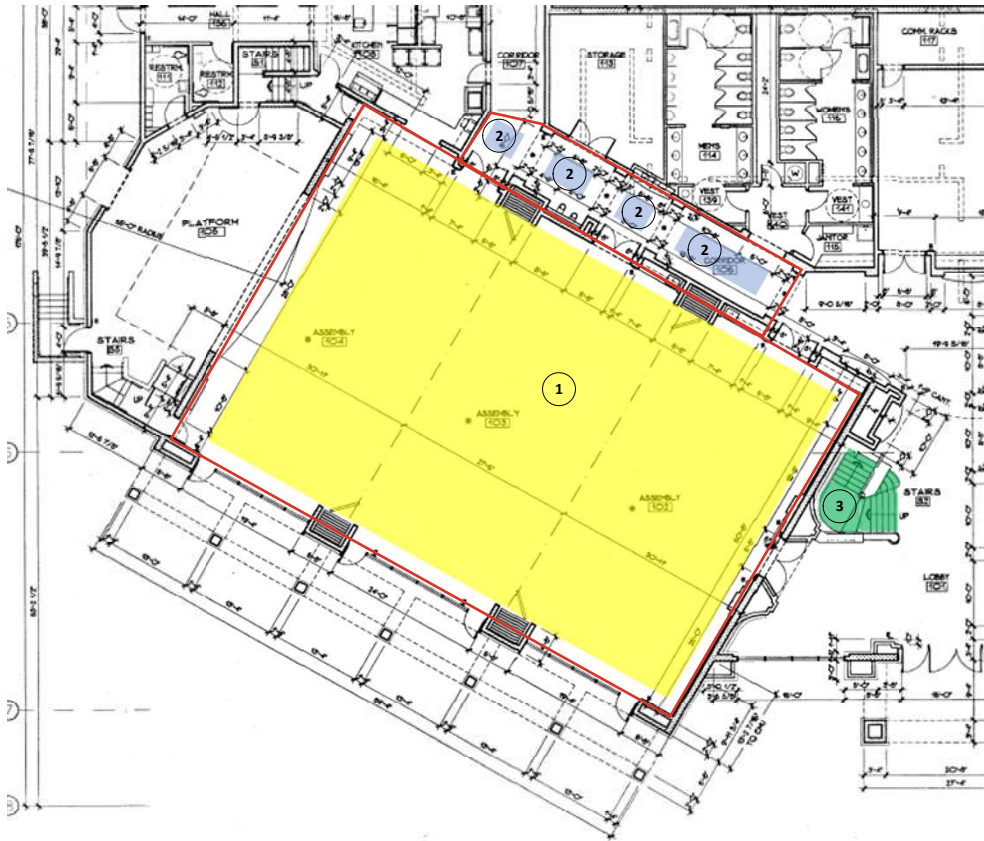
Materials	A Total Quantity Discarded	B Salvage or Reuse	C Recycling	D Disposal (Landfill)	E Proposed Destination(s)
<i>Example:</i> Cardboard	2 tons		1.5	0.5	(Recycle) XYZ Recycling Facility (Disposal) Prima Deshecha Landfill
Asphalt & Concrete					
Brick/Masonry/Tile					
Cardboard					
Wood					
Metals					
Landscape Debris (do not include dirt)					
Dirt					
Garbage/Trash					
Other					
Other					
Column Totals	A	B	C	D	

F. Diversion Estimate:

Column Totals B _____ + C _____ = _____ / A _____ = _____ X 100%
(Transfer % amount to 3a on page 1)

**Appendix B – Laguna Hills Community Center Work Areas:
Carpet Installation and Tile Cleaning**

COMMUNITY CENTER CARPET COVERAGE AREAS



1

Heritage Room Carpet
See "Heritage Room New Carpet Layout" for carpet specifications and layout

2

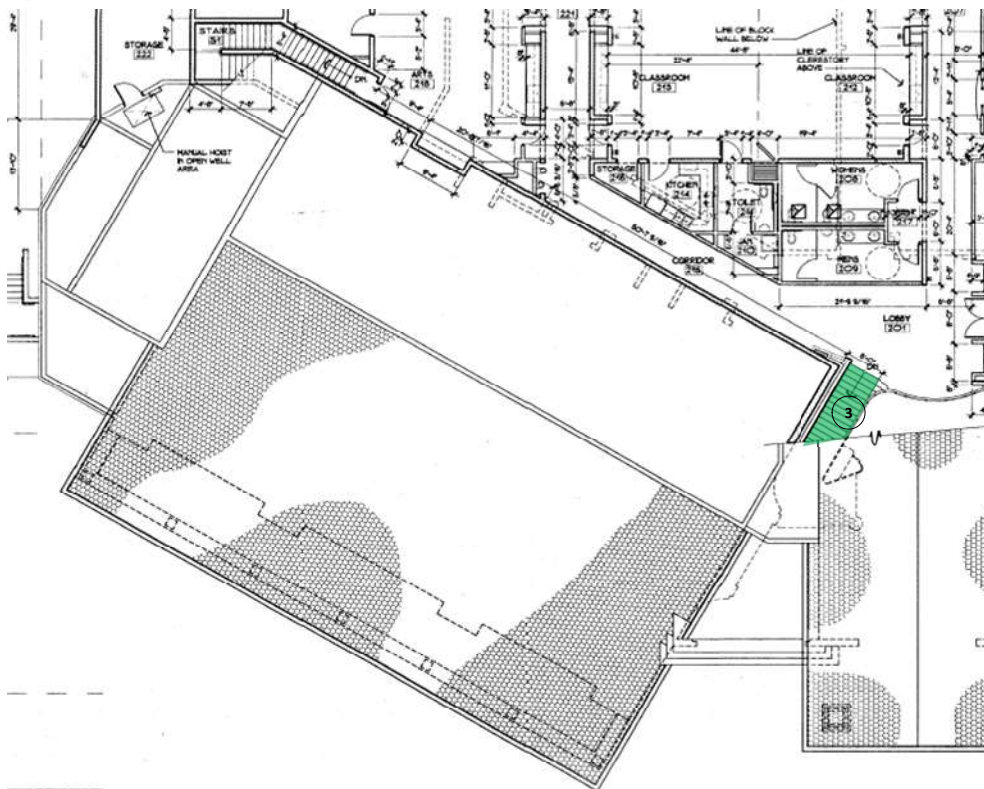
Hallway Carpet
Style name: Tapestry tile
Style number: 5T347
Color name: heritage
Color number: 85530

3

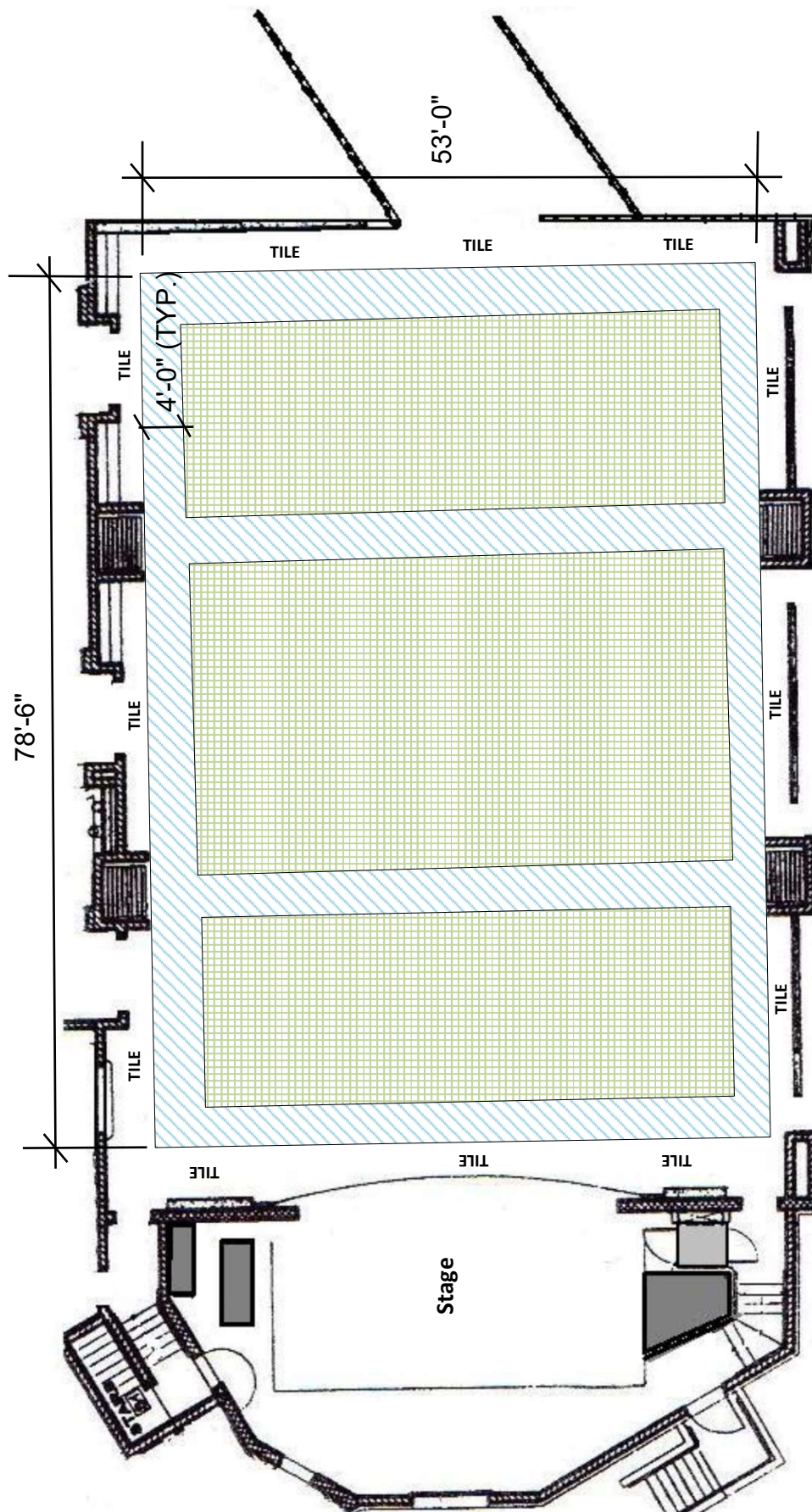
Stairway Carpet
Style name: Tapestry
Broadloom
Style number: 60788
Color name: heritage
Color number: 85530



Tile Steam and
Grout Cleaning
Areas

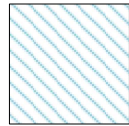


Heritage Room New Carpet Layout



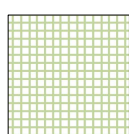
SOLID COLOR CARPET

Style name: Tru Colors Tile
 Style number: 59368
 Color name: taupe
 Color number: 68760



PATTERN CARPET

Style name: tapestry tile
 Style number: 5T347
 Color name: heritage
 Color number: 85530



A2.3

SHEET #

DATE

SCALE

BY

CHK

APP

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BY

John Bates Associates
ARCHITECTURE & LAND PLANNING
22852 Hill Creek Rd., Laguna Hills, CA 92653
Phone: (949) 456-3301 FAX: (949) 456-3303
email: jbarb@earthlink.net

DD David Volz Design
Landscape Architecture + Park Planning
4281 Katella Ave., Suite 103 Los Alamitos, CA 90720
Phone 714-593-3300 Fax 714-593-3300

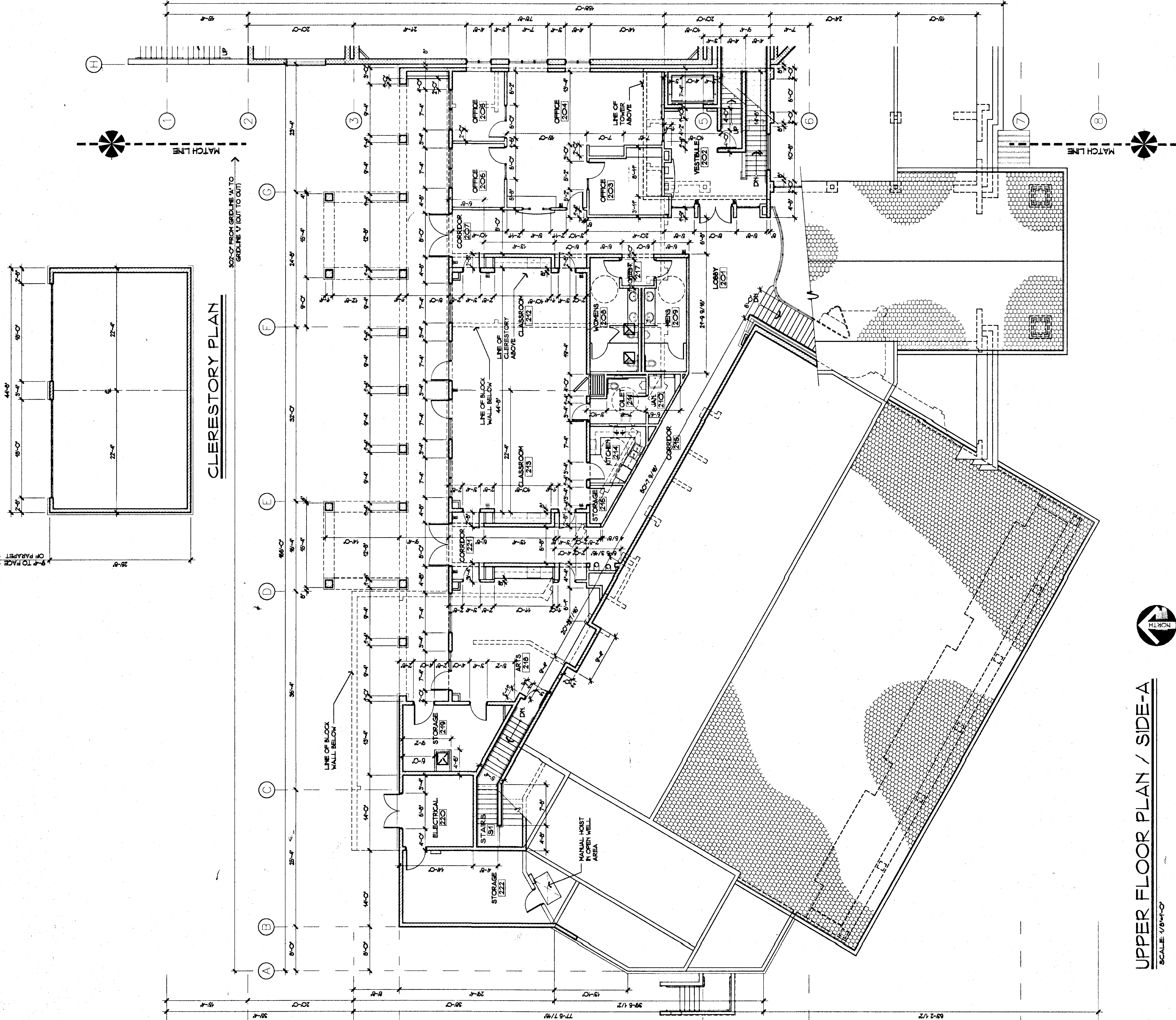
CNC Engineering Inc.
17 Corporate Plaza Newport Beach, CA 92660
Phone 949-644-1505 Fax 949-644-2191

CITY OF LAGUNA HILLS
GYMNASIUM AND
COMMUNITY CENTER

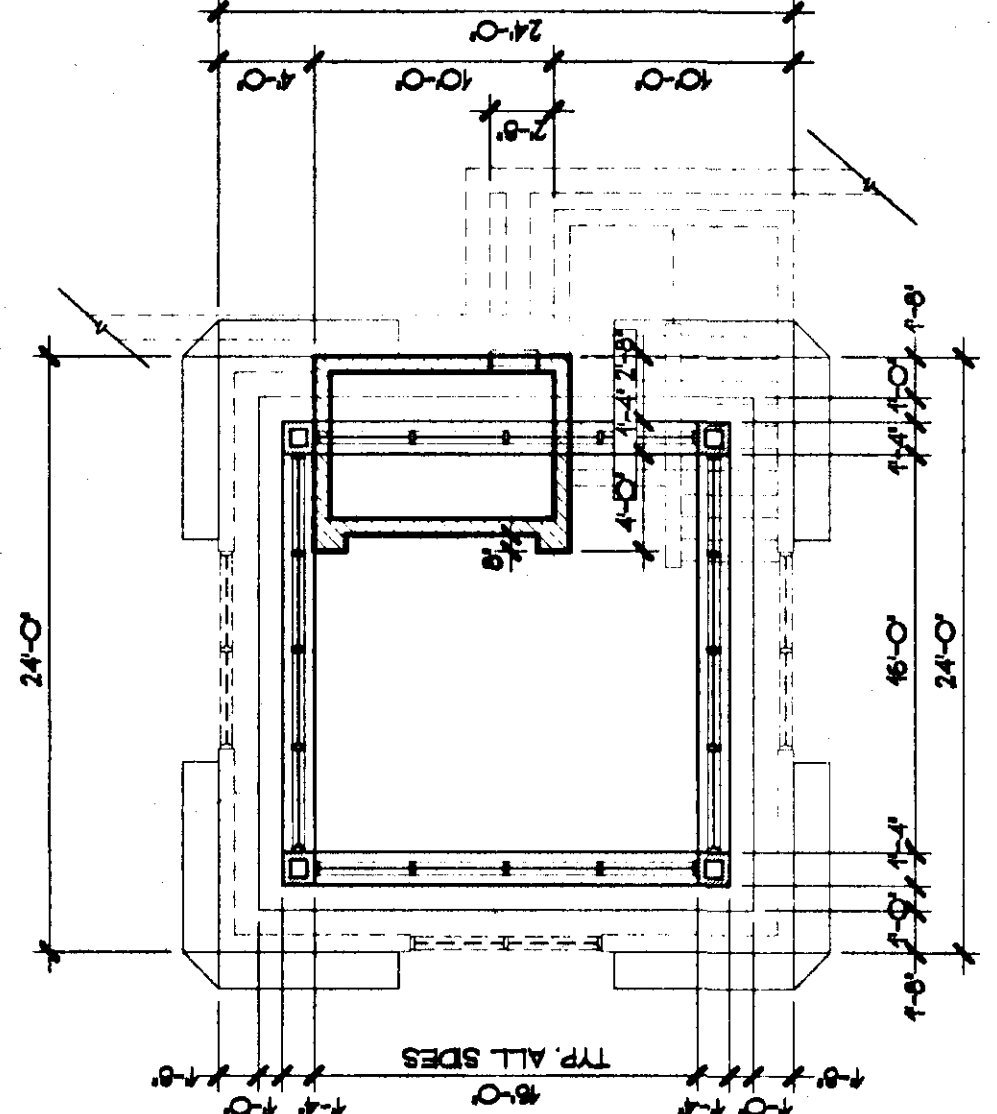
2ND FLOOR PLAN &
TOWER PLAN/SIDE-A
W-1-0'

FLOOR PLAN NOTES

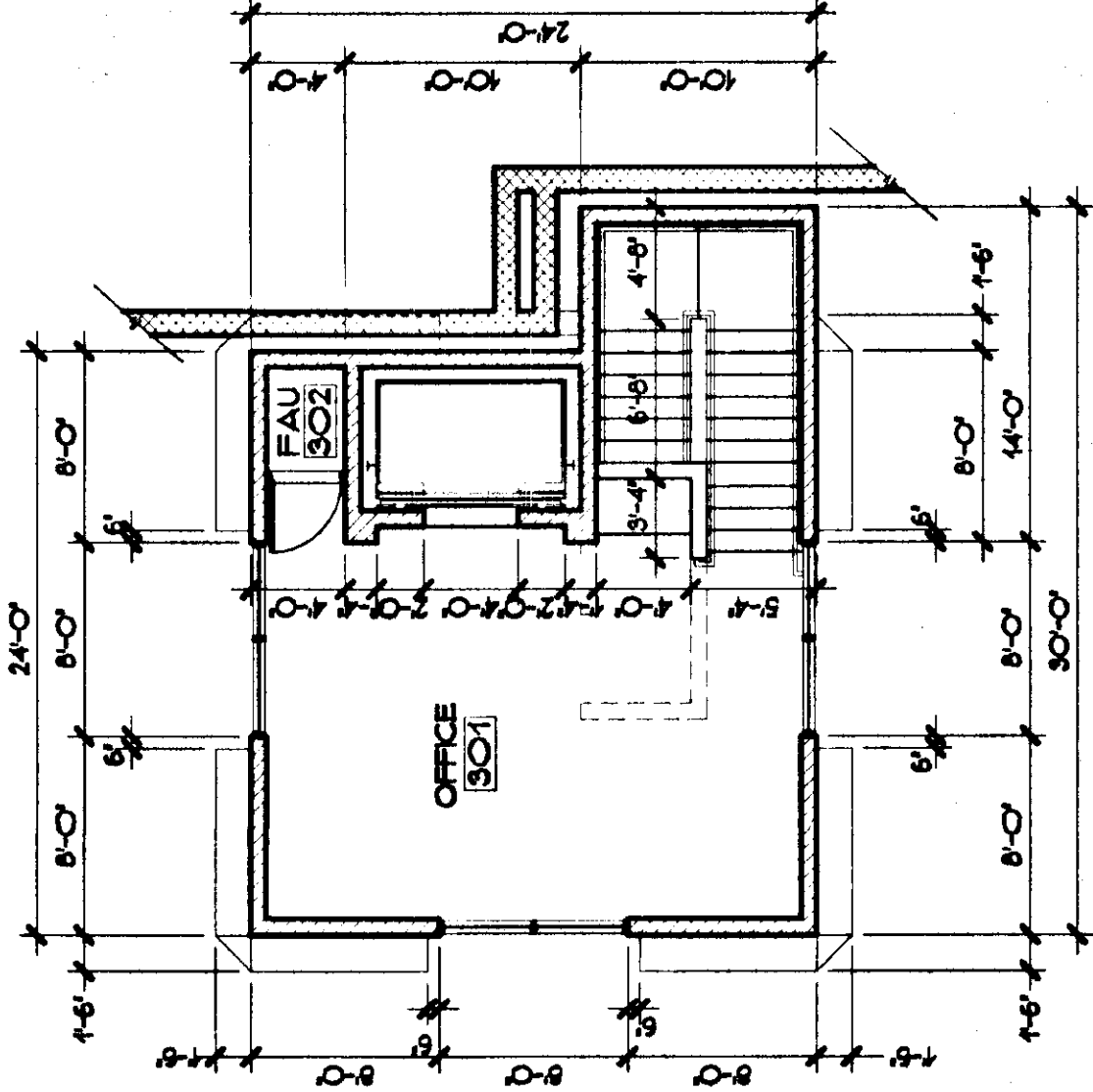
- GENERAL NOTES:
1. ALL DIMENSIONS ARE TO FACE OF MASONRY OR FACE OF METAL STUDS.
 2. FOR WALL TYPES REFER TO SHEETS A23-A28.
 3. FOR DOOR, WINDOW TYPES AND FINISHES REFER TO SHEETS A23-A28.
 4. PRE-CASTIVE ASSEMBLIES FOR PROTECTION OF OPENINGS TO COMPLY WITH TITLE 24.76 AT CLERESTORY SIDE-A.
 5. REFER TO SHEET A24 FOR DIMENSIONS OF CLERESTORY SIDE-A.
 6. FOR ADDITIONAL DIMENSIONAL INFORMATION NOT SHOWN HERE REFER TO SHEETS A23-A28 FOR PLAN ENLARGEMENTS, SHEETS A23-A28.
 7. DIMENSIONS TO GRID LINES ARE FOR WALL CONSTRUCTION LAYOUT ONLY.



TOWER CLERESTORY



TOWER LEVEL PLAN



- LEGEND:
- 1. LOCATES 4" REINFORCED CONCRETE MASONRY UNIT WALL REFER TO KEY PLANS SHEETS A23-A28.
 - 2. LOCATES 4" REINFORCED CONCRETE MASONRY UNIT WALL REFER TO KEY PLANS SHEETS A23-A28.
 - 3. LOCATES METAL STUD PARTITION WALL REFER TO KEY PLANS SHEETS A23-A28.
 - 4. LOCATES 4" METAL STUD PARTITION WALL REFER TO KEY PLANS SHEETS A23-A28.
 - 5. SEISMIC EXPANSION JOINT

UPPER FLOOR PLAN / SIDE-A

SCALE 1/8"=1'-0"

A11.2

SHEET #

DATE: 07-29-99
SCALE: 3/8"=1'-0"
JOB: S5
DRAWN: JCH

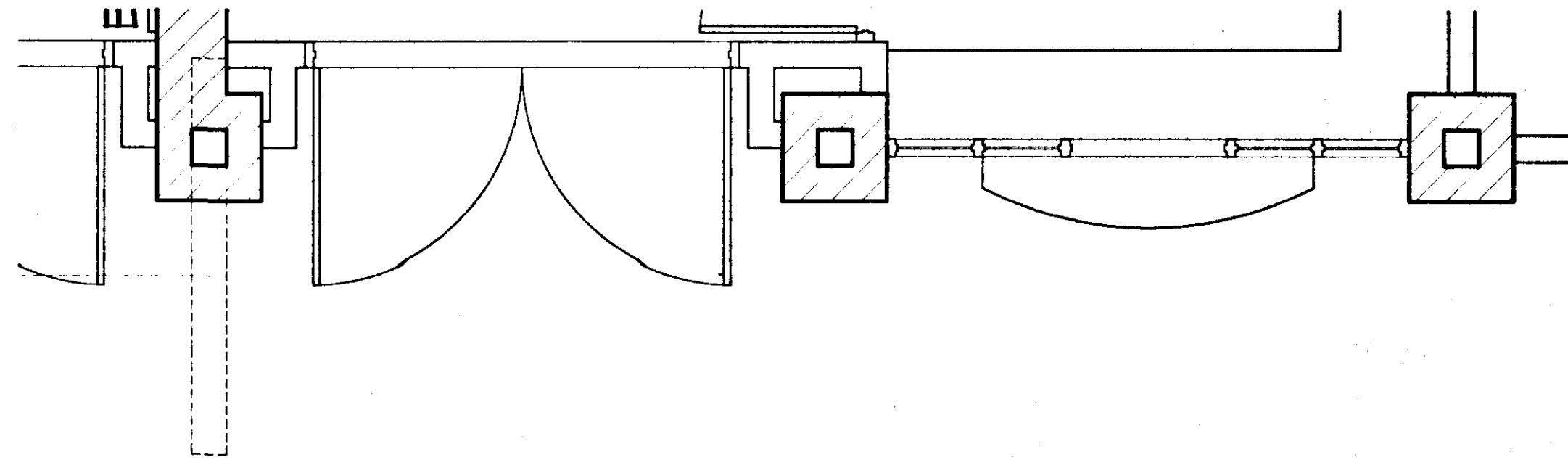
ENLARGED STAIR
PLAN AND SECTIONS
S/E - T-O

CITY OF LAGUNA HILLS
GYMNASIUM AND
COMMUNITY CENTER

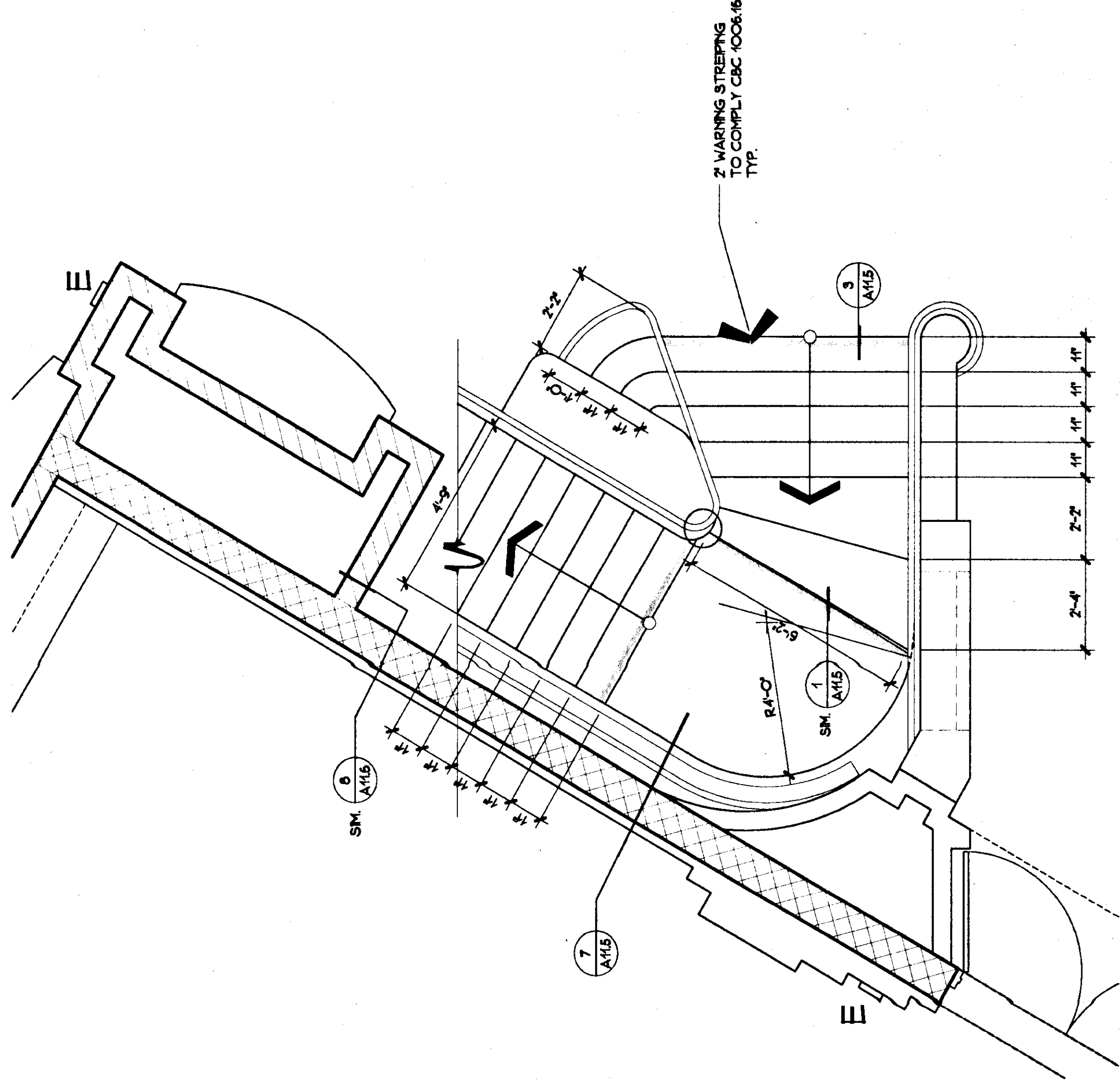
CNC Engineering Inc.
17 Corporate Plaza Newport Beach, CA 92660
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DVD David Volz Design
Landscape Architecture + Park Planning
2981 Katella Ave., Suite 108 Los Alamitos CA 90720
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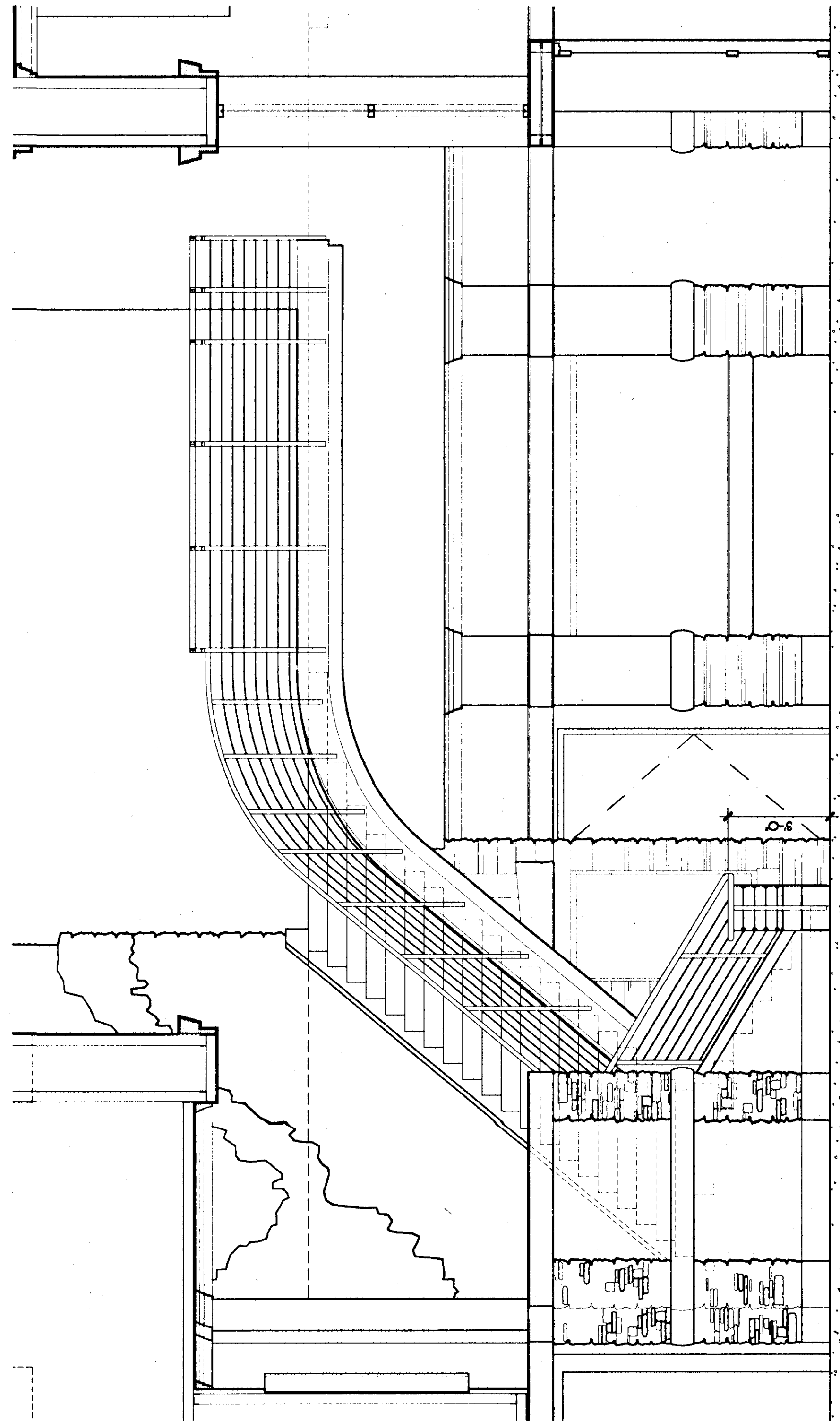
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e-mail: jba@jba.com



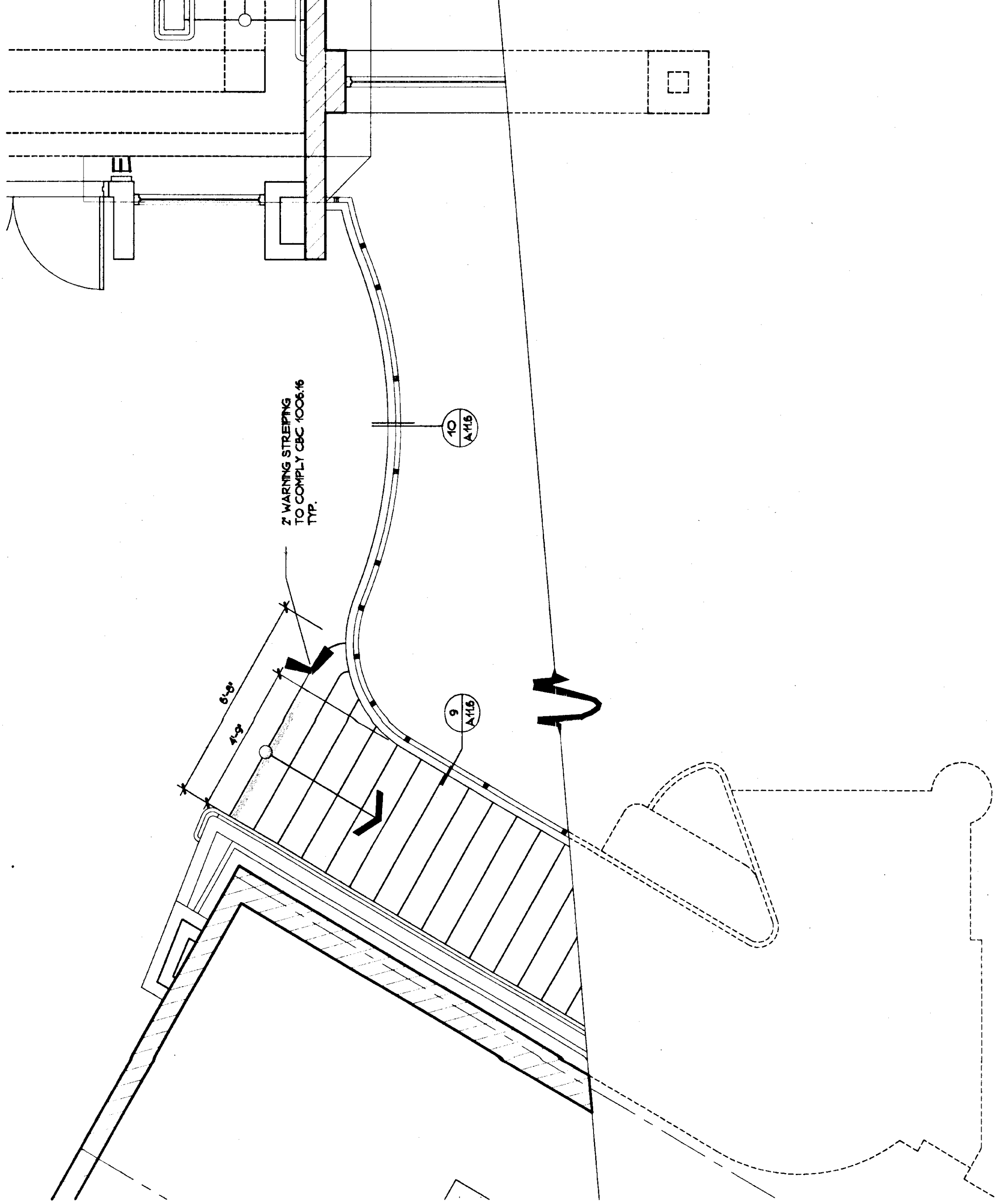
STAIR S2
SCALE 3/8"=1'-0"



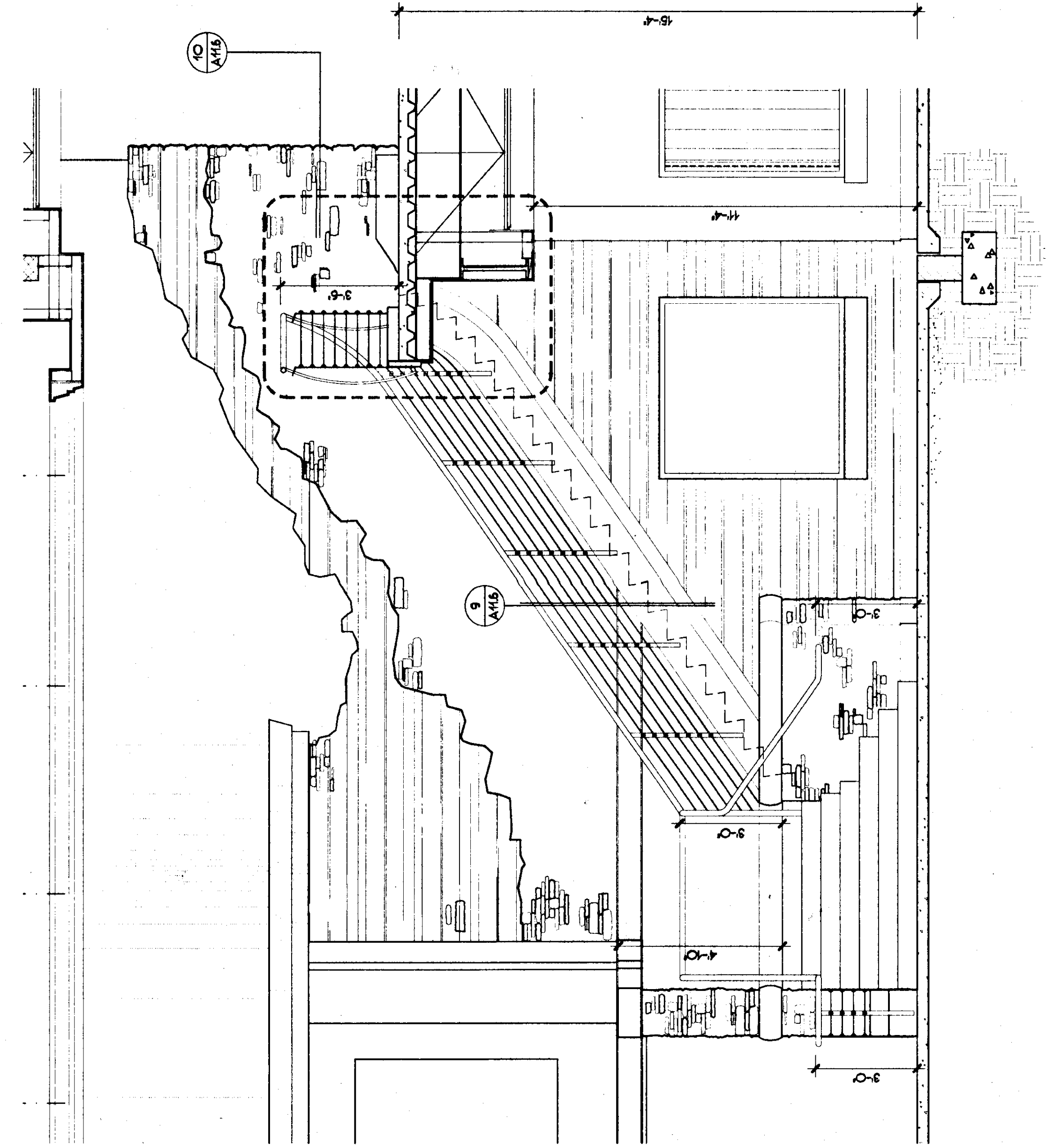
SIDE VIEW "A"
SCALE 3/8"=1'-0"



FRONT VIEW "B"
SCALE 3/8"=1'-0"



STAIR S2
SCALE 3/8"=1'-0"



FRONT VIEW "B"
SCALE 3/8"=1'-0"

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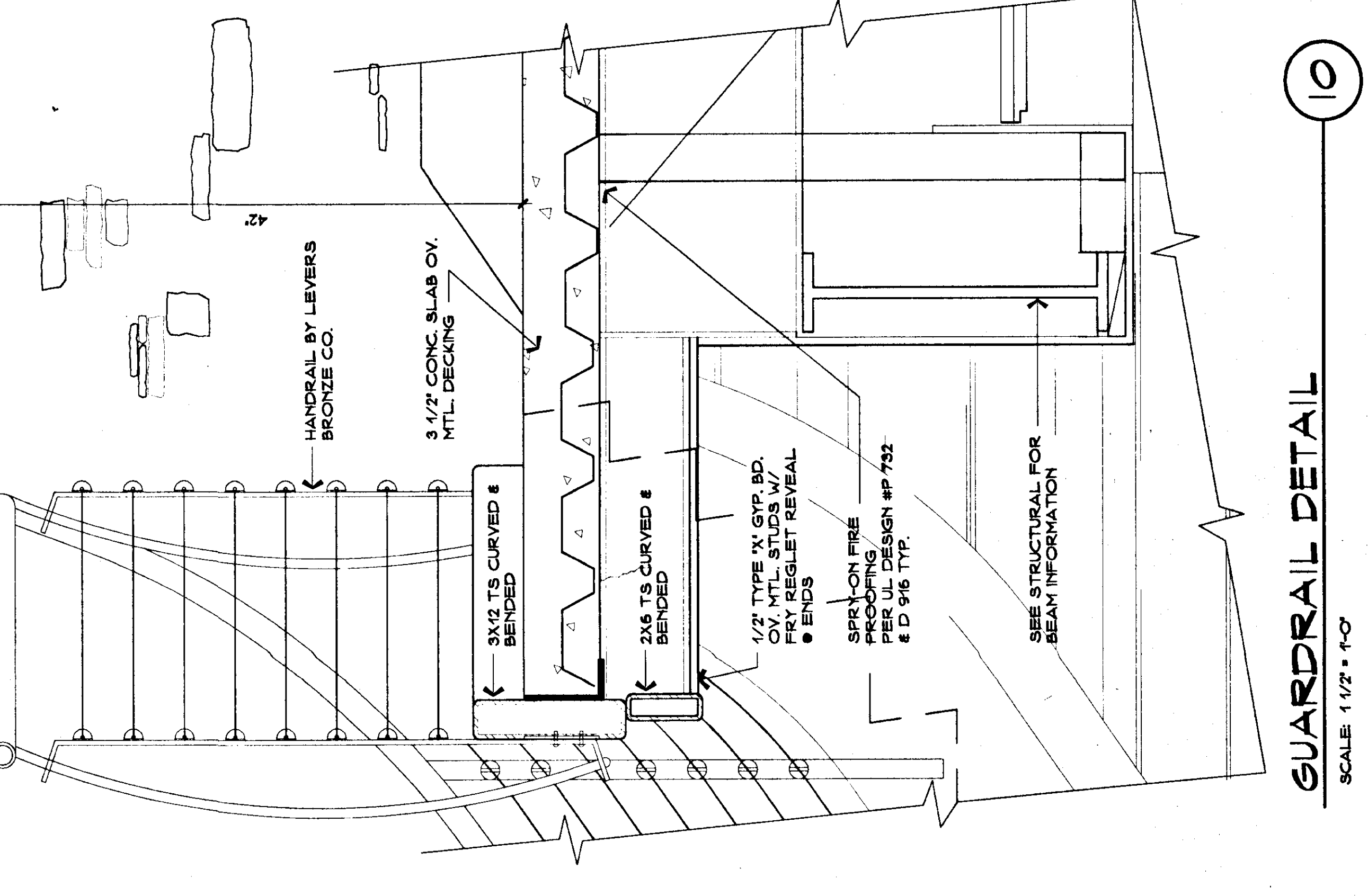
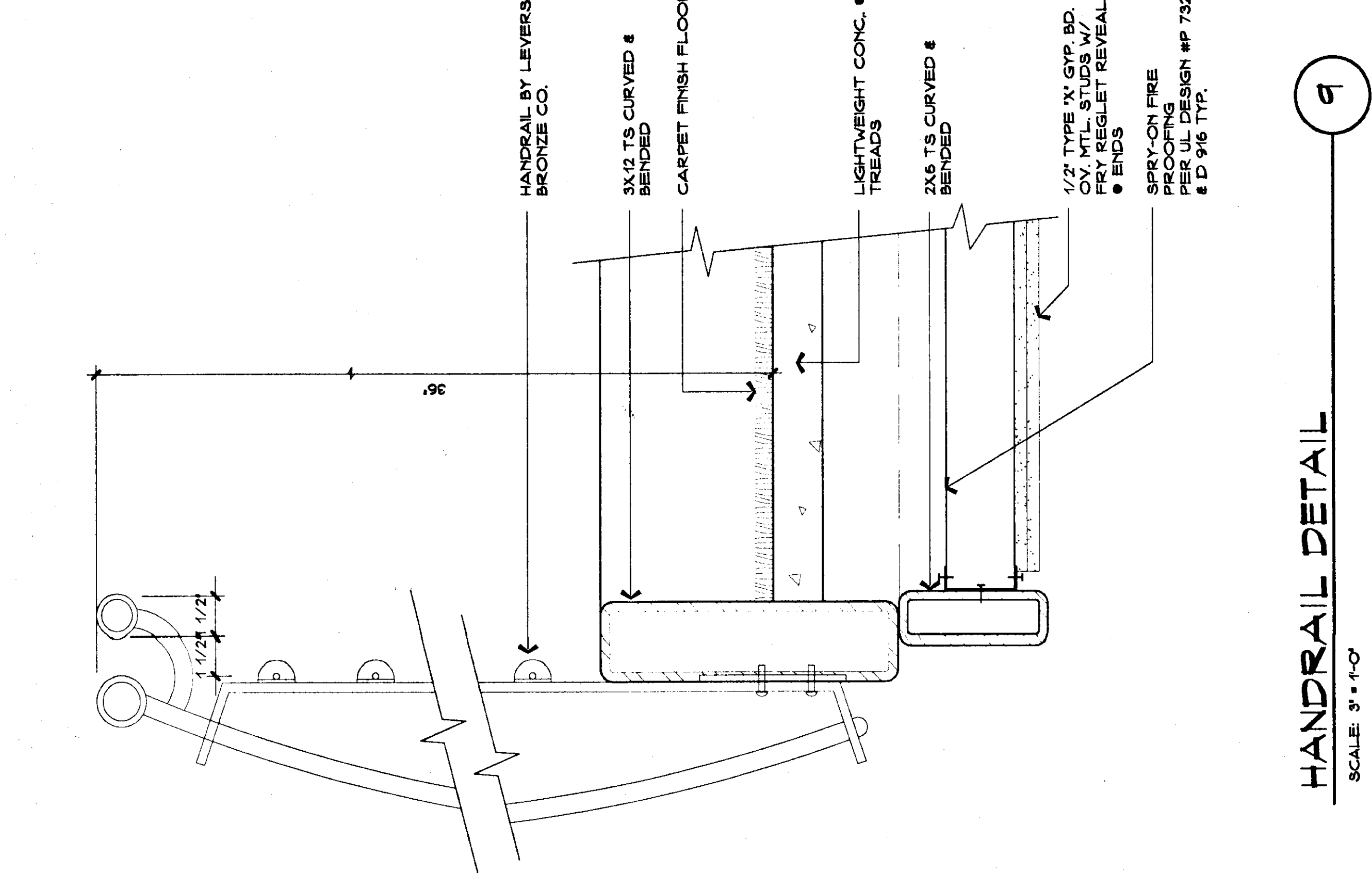
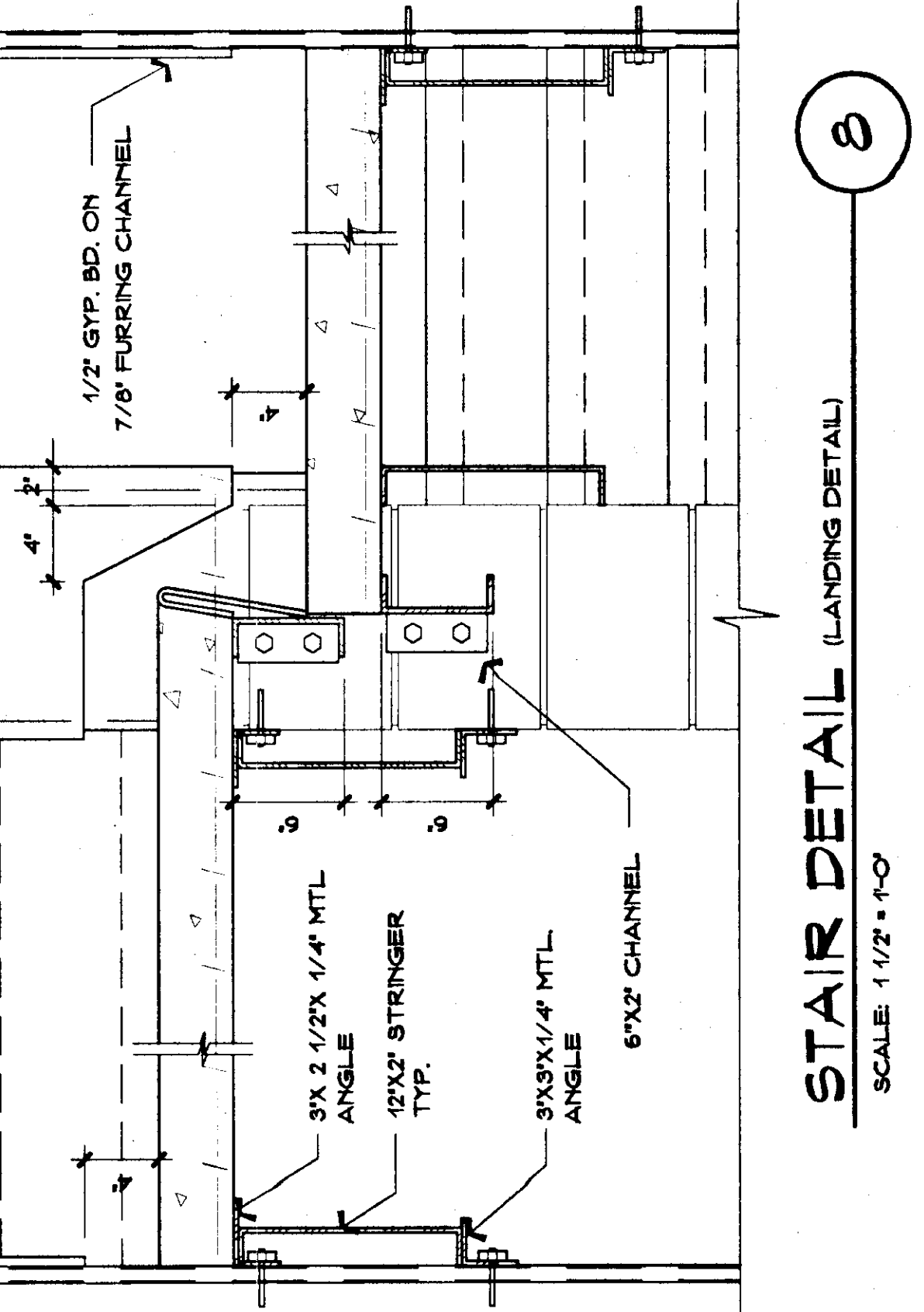
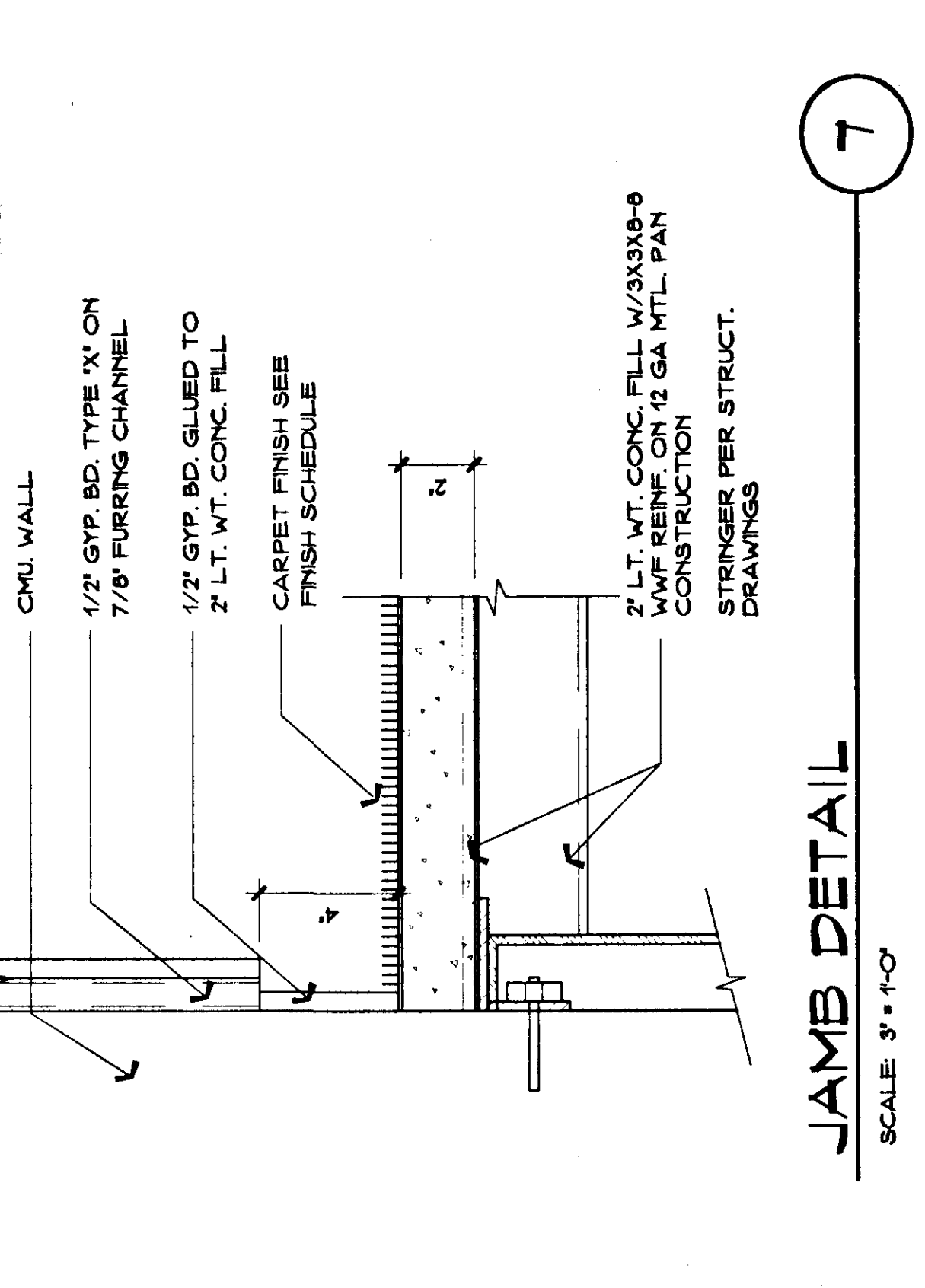
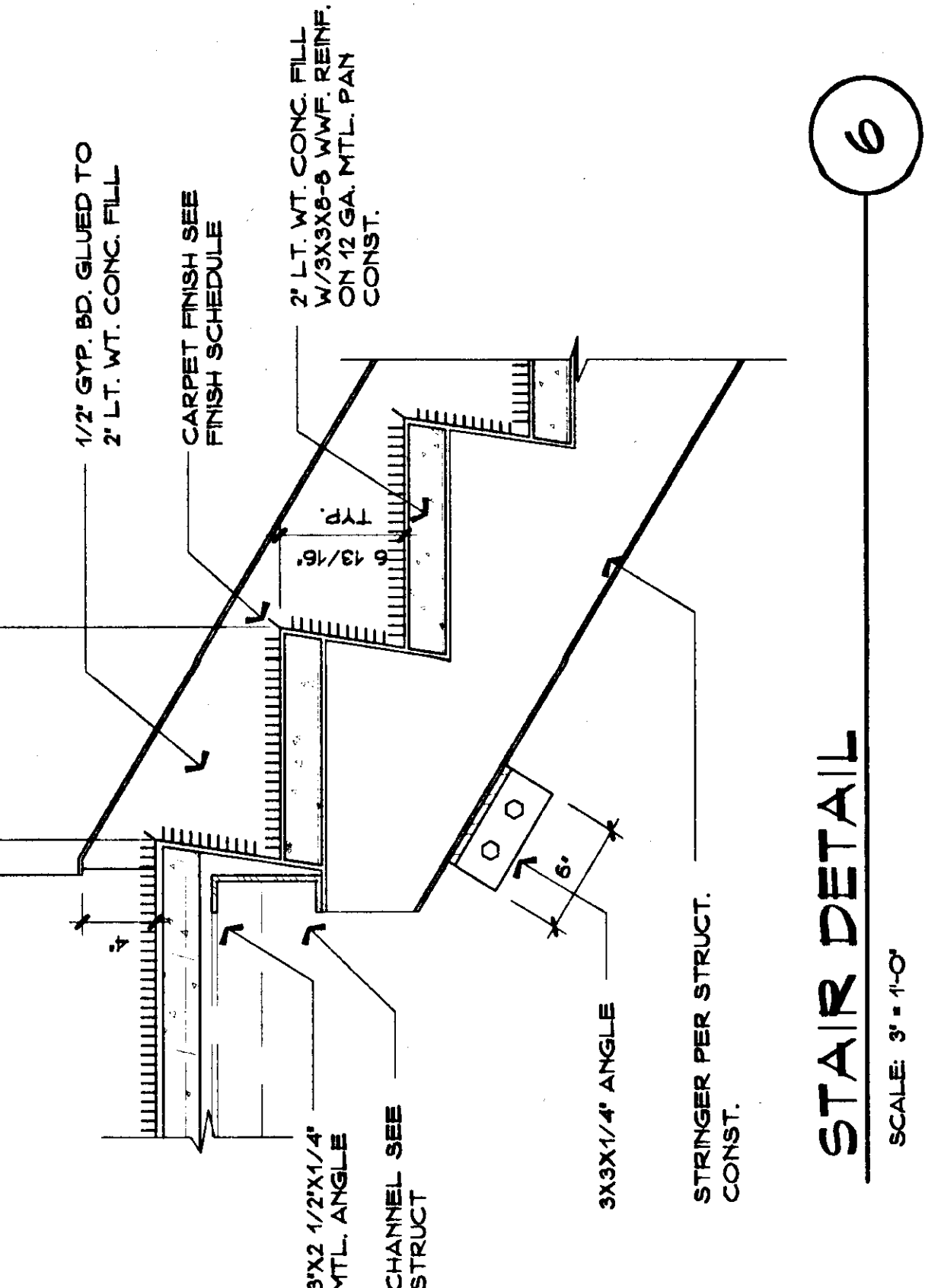
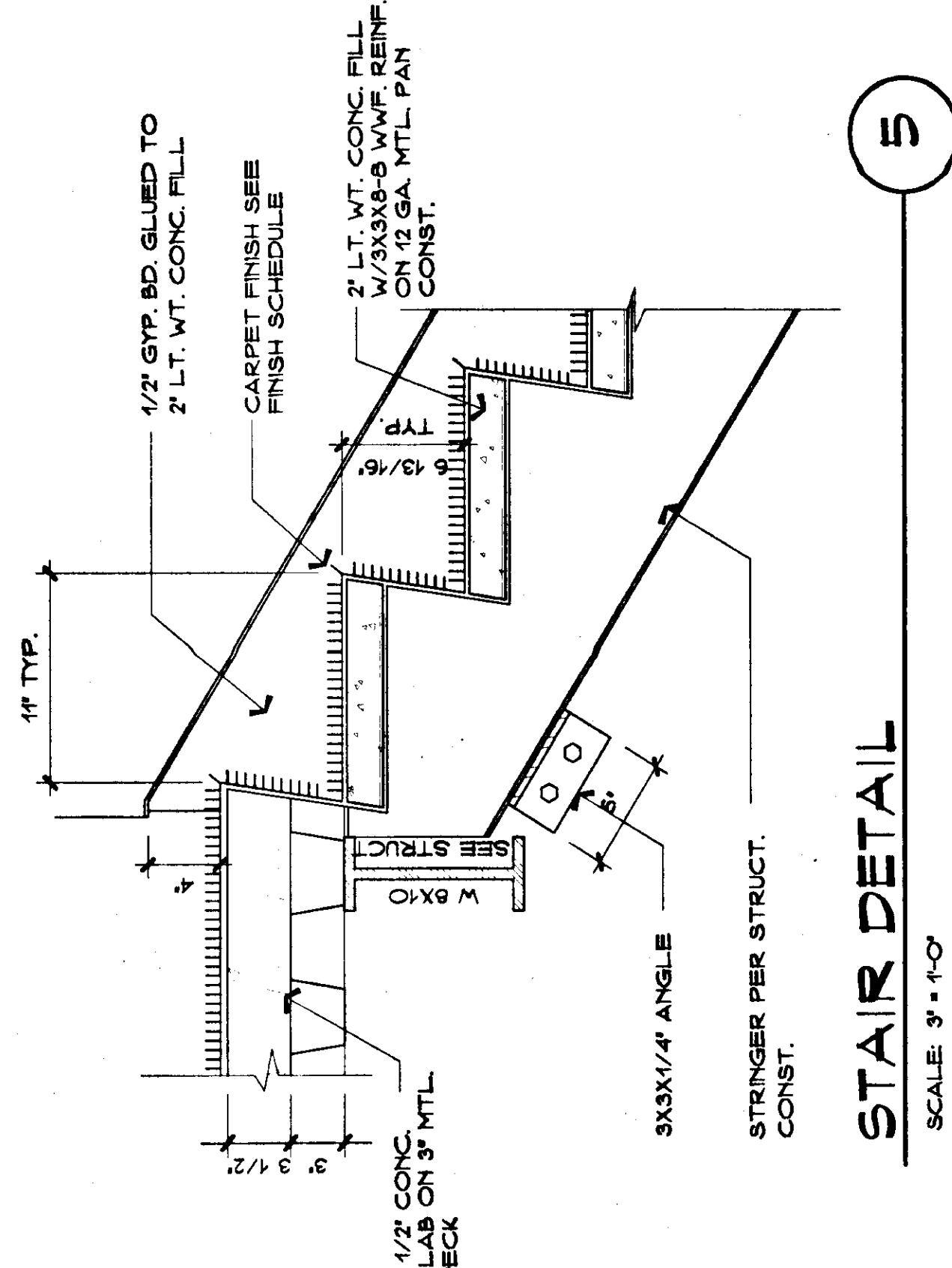
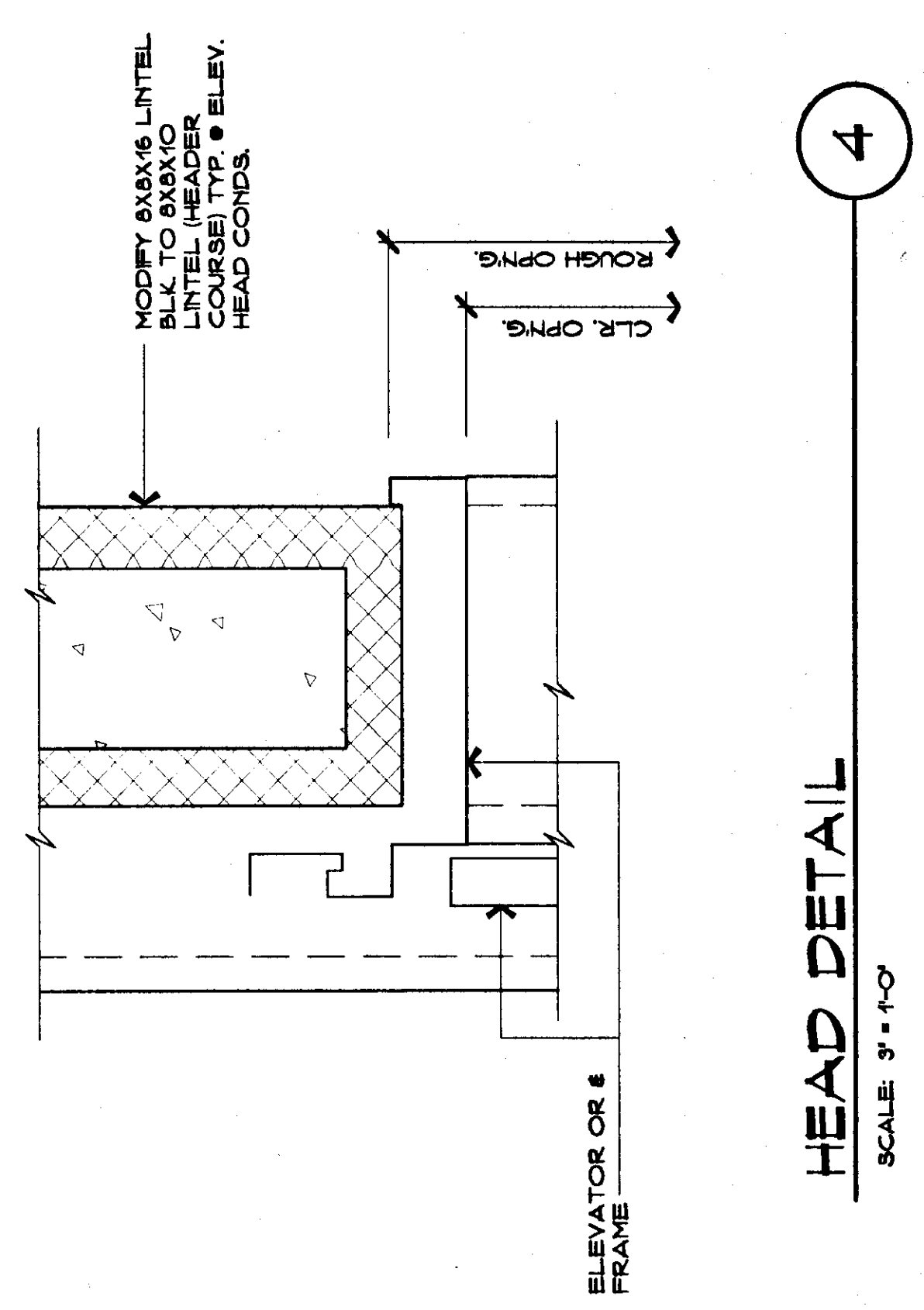
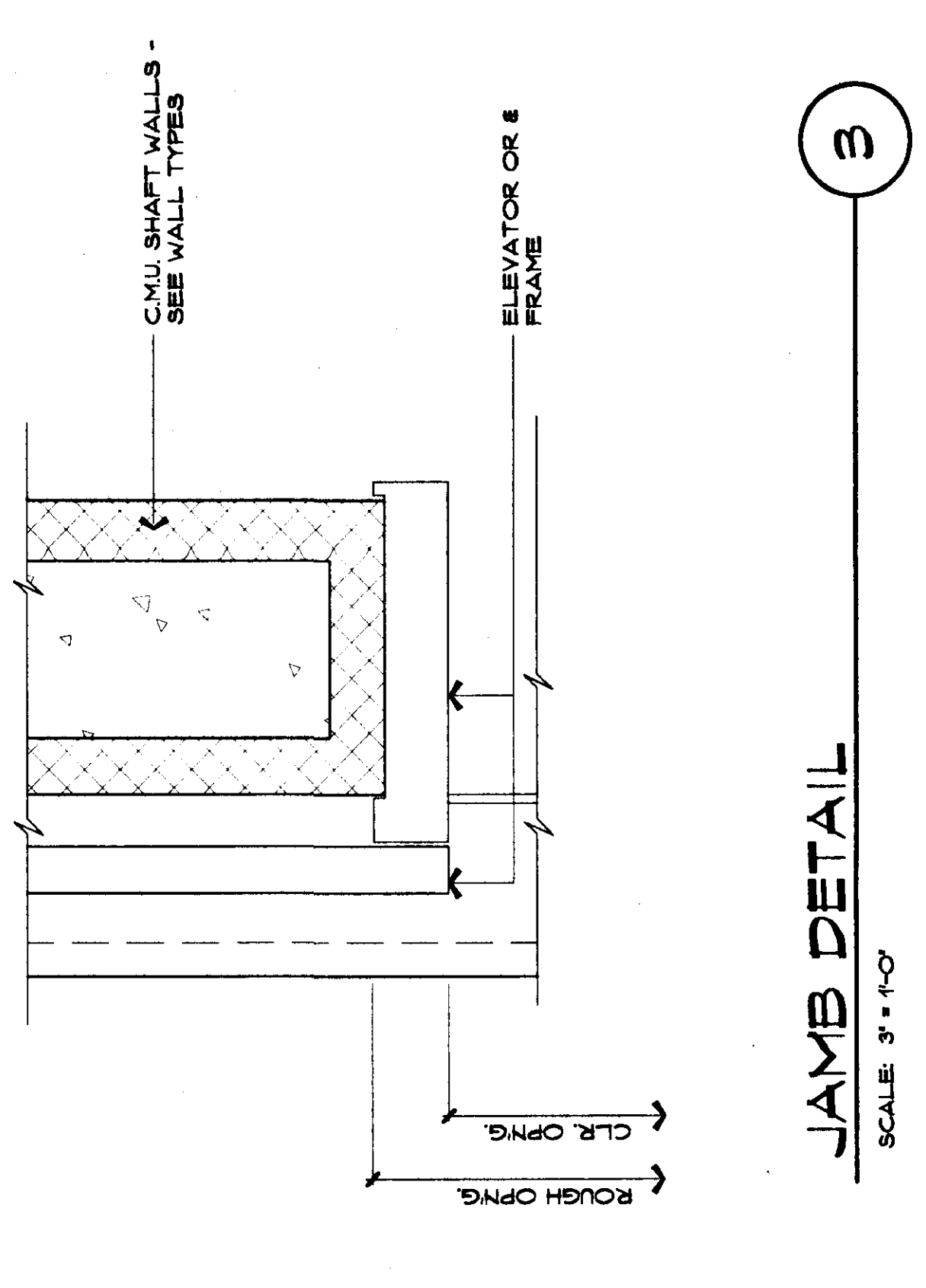
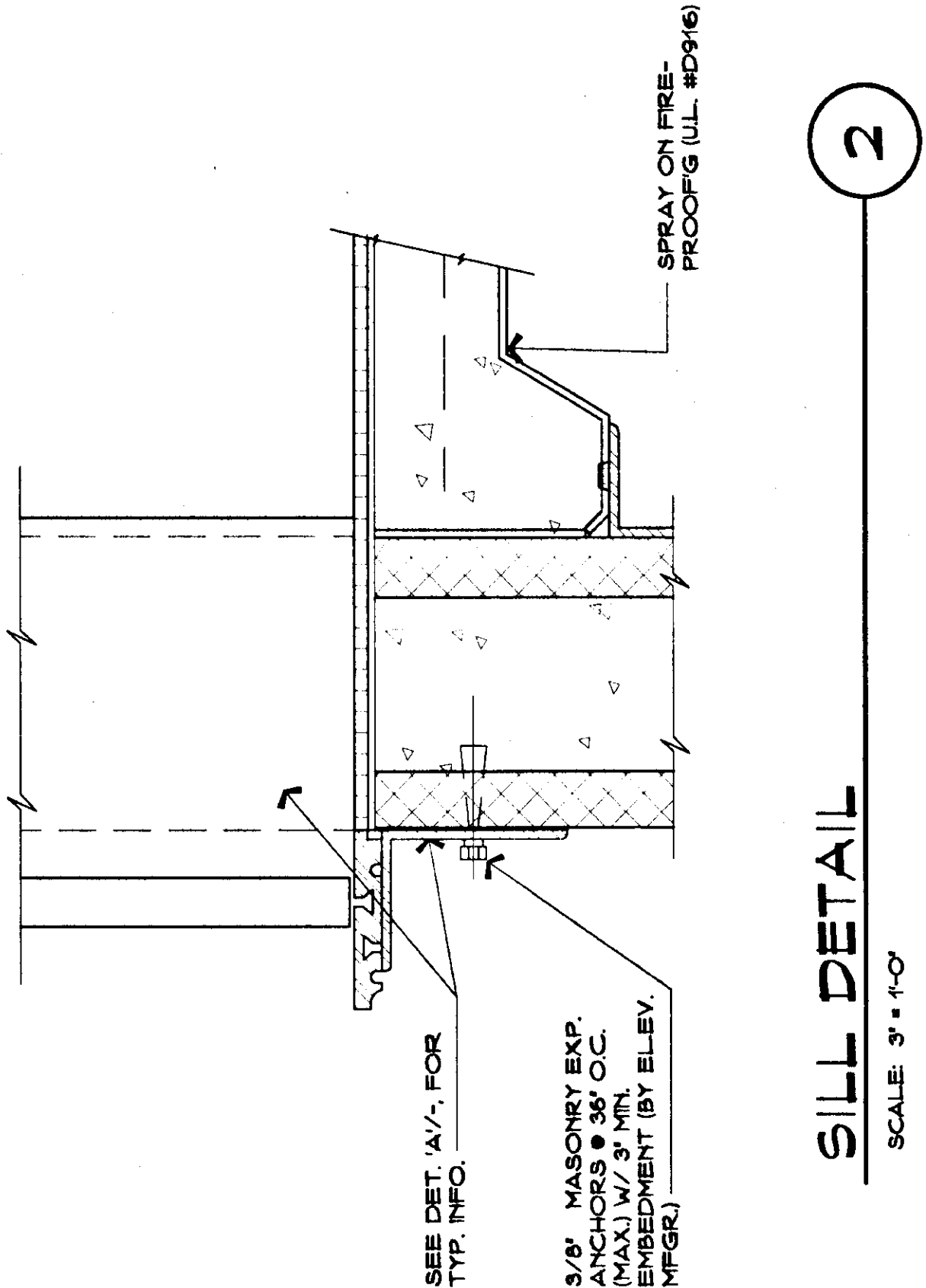
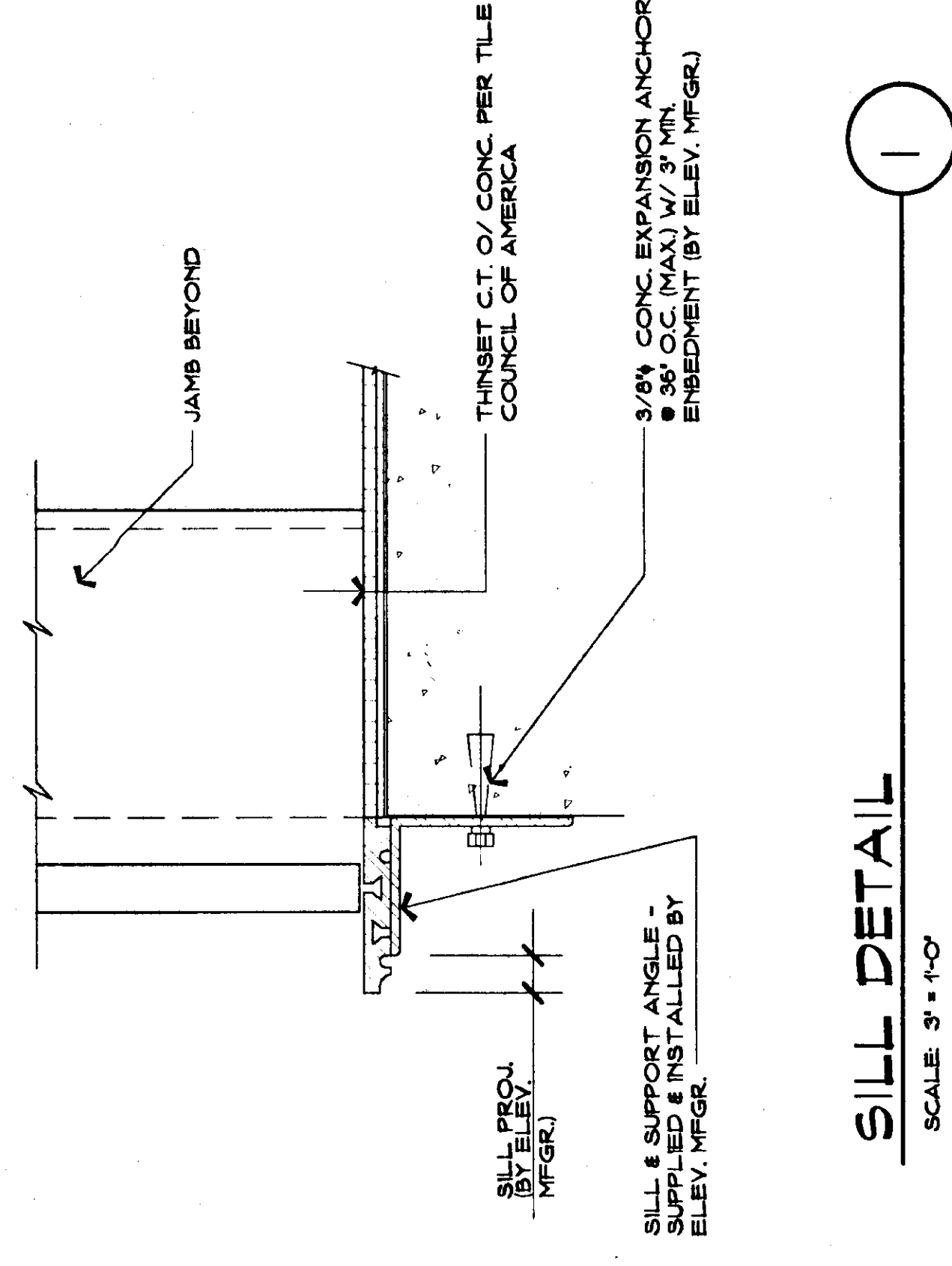
CITY OF LAGUNA HILLS
GYMNASIUM AND
COMMUNITY CENTER

STAIR DETAILS

REVISIONS	DATE	BY	APP'D

DATE: 07-29-99
SCALE: AS NOTED
JOB # 8424
DRAWN: MRS. J. BATES

SHEET #
A11.6



Appendix C – Carpet Installation Specifications and Product Details

Commercial Broadloom Products (Except EcoWorx Broadloom)

Notice: For best results review the following guidelines prior to installation. Shaw will not be responsible for improper installation and failure to follow these guidelines may result in limiting warranty coverage. Inspect the carpet before it is installed. Contact your Sales Representative or the Financial Services Department if a visible manufacturing defect exists. If such a defect is installed, Shaw is not liable for the installation.

These installation procedures are intended to assist in the indoor installation of Shaw broadloom products under most job conditions. See Shaw Industries and CRI 104 Commercial Installation Guidelines for specific questions regarding installation not covered within or refer to **Shaw Technical Support at 1.800.471.7429**. Any variance from these procedures will become the responsibility of the installer and not the manufacturer.

CONDITION YOUR SITE AND TEST

- A proper installation depends on the proper site conditions. The following conditions must be maintained for 24 hours prior to, during and permanently after installation:
- **HVAC System:** Must be operational maintaining the following conditions.
 - **Temperature:** The installation site, carpet and adhesive must be between 65°F and 95°F. The adhesive will not function properly when applied over an extremely cold surface. Do not begin the installation if the subfloor temperature is below 50°F.
 - **Humidity:** The installation site’s ambient relative humidity must not exceed 65%.
 - **Moisture:** Refer to adhesive manufacturer’s guidelines for moisture limits for installation.
 - **pH:** Conduct pH testing on the floor in several locations. A reading below 5.0 or above 9.0 (ASTM F-710) requires corrective measures.

Do not begin the installation if an unacceptable moisture level is detected. Contact Shaw Technical Support for additional recommendations. If excessive moisture is present, the general contractor or building owner must be advised and a decision made if the installation is to begin. Shaw Industries will not be responsible for any moisture related installation failures if these guidelines are not strictly followed.

PREPARE THE FLOOR

The substrates must be structurally sound, clean, level and dry. The substrate must be free of dust, dirt, oil, grease, paint, curing agents, concrete sealers, loosely bonded toppings, loose particles and any other substance or condition that may prevent or reduce adhesion.

Fill depressions or cracks with a cementitious patching/leveling compound that meet or exceed Shaw Industries maximum moisture level and pH requirements. Use of gypsum-based patching and/or leveling compounds which contain Portland or high alumina cement and meet or exceed the compressive strength

of 3,000 psi are acceptable. You may use wax-based (green) sweeping compounds if you sweep and remove them immediately.

For cracks or saw cuts deeper than 1", follow the preparation and application instructions for QuikFill. QuikFill is a 2-part urethane treatment that prevents future damage from moisture penetrating to the surface of the slab that may damage or breakdown adhesives or unapproved patching compounds.

NOTE: Do not sand or scrape Vinyl Asbestos Tile (VAT) without proper attention to abatement procedures and precautions in accordance with all state and local codes. Shaw Industries makes no claims as to the acceptability of this procedure as a mitigation method in lieu of asbestos removal and accepts no responsibility if any loose asbestos-containing floorings are affected upon removal of a Shaw Industries product.

CAUTION: Do not allow cutback asphaltic adhesive or any other non-approved adhesive to come into contact with new adhesives. Installation failure could result. If this situation arises, contact Shaw Technical Support.

Dusting/Powdering/Porous Concrete/Lightweight Concrete: Prime with a latex primer such as 9050.

Patch/Leveler: Prime with a latex primer such as 9050.

VCT and VAT: All tiles must be secure to the subfloor. Strip any wax from the surface.

Wood Subfloors: Floors must be Wood Association Approved and primed with a latex primer such as 9050.

PREPARE THE EXISTING ADHESIVE

- Pre-existing adhesive ridges must be reduced to a smooth, level, well-bonded residue.
- If you are unsure of the type of preexisting adhesive or active cutback adhesive, use an encapsulation product such as 9000.
- For multi-purpose adhesive, after reduction of ridges, thoroughly sweep and vacuum any remaining debris.
- For pressure sensitive adhesive, after reduction of ridges, eliminate the adhesive tack with a product such as 6200.
- Do not use adhesive removers; they affect the bond and the new adhesive being applied.

SELECT YOUR ADHESIVE

- Use a multi-purpose adhesive such as 1000 Broadloom.
- For excessive moisture, use 1000 Broadloom (10 lbs/95% RH) 3800 Indoor Outdoor (12 lbs/99% RH)

For older slabs or slabs with a prior history of moisture related issues, Shaw Technical Support recommends moisture mitigation in the form of a 2-part

epoxy system, such as MoistureTEK.

For newer slabs with an intact moisture retarder, initial moisture levels should recede over time.

Apply the adhesive with a 1/8" X 1/8" X 1/8" "U" notch trowel that will give a spread rate of 8 to 10 square yards per gallon or 32 to 40 square yards per 4-gallon pail (based on prime subfloor conditions). On extremely porous or rough floors with residual multi-purpose adhesive, more adhesive will be needed. Spread rate should never exceed 40 square yards per 4 gallons or an installation failure may occur. This indicates a worn or improperly notched trowel. Coverages shown are for estimating purposes only. Actual jobsite coverage may vary according to skill of the installer, porosity/texture of the subfloor or type/angle of trowel used.

The adhesive must have adequate open time to become very tacky prior to installation. The open time will vary depending on temperature and humidity at the job site. The adhesive is ready for carpet installation when the entire ridge of glue becomes tacky. Check by firmly placing a finger into the adhesive and lifting slowly. The glue should have legs or strings and not be wet at the floor surface to ensure a full transfer of adhesive. Fans or air movers will reduce required open time. Inadequate adhesive application will result in bubbles and/or peaked seams and repair will require more time and effort than proper initial installation.

LAY OUT YOUR JOB

Dry lay the entire area to be carpeted. Prior to cutting any textured, graphic product, implement roll sequencing. This will minimize the normal variations encountered when pattern matching and any bow, skew or pattern elongation between the rolls. Sequence numbers are provided on the bill of lading and invoice; they are located after the dye lot number. If this information is not available, the date and time is backstamped (in military time) on the carpet to assist in sequencing.

CUT AND SEAM

Trim the seam edges with tools and techniques best suited for carpet. Trim edges far enough into the material, normally about 8 to 10 rows, to maintain the structural integrity of the carpet. The cutting technique for this backing system is row cut both edges. (Exception – Unitary-backed products are cut using the row cut/trace cut method.) Broadloom products containing a white marker yarn on one side of the salvage approximately 1" from the salvage edge should be removed first. The opposite side should then be cut in order to achieve proper pattern match. Correct pattern matching, gaps and overlaid areas with use of a knee kicker, power stretcher, mini stretcher, stay nails or deadman. A "deadman" is constructed by nailing tack strip completely on one side of a 2"x12"x 4' long piece of lumber.

Patterned carpets must be cut by the row cut/row cut method and dry laid to ensure pattern match; also check for side match and any visual defects. Use a screwdriver or row runner to separate rows of yarn and cut with a cushion back or loop pile cutter. After the adhesive has become tacky, place the first breadth into the adhesive and apply seam sealer, following with the second breadth pattern matching if necessary. Use a power stretcher, mini stretcher, stay nails or deadman to obtain proper match. Remove stay nails after the adhesive sets up approximately 12 to 24 hours after installation.

Cross seams can be made the same as side seams if the rows can be run across the width. If not, straight edge from the face on the side with the pile lay toward the seam. Run the cushion back cutter along the straight edge with the blade retracted to achieve better seam quality. This will preserve more yarn by pushing it out of the way. This cut edge is then used as a guide to trace cut the second side of the seam.

SEAL THE SEAMS

All commercial broadloom products require the use of a latex seam sealer such as 4000. Seam sealer must be applied to the edges trimmed for seaming, and cover the thickness of both the primary and secondary backing without contaminating the face yarn.

CAUTION: Seam edges must be sealed to prevent edge ravel, tuft loss, and delamination of the secondary backing in the seamed area.

ROLL YOUR CARPET

Roll the carpet in both directions with a 75 to 100 lb. roller to assure transfer of the adhesive between floor and carpet backing.

PROTECT TRANSITIONS

Where carpet meets other floor coverings, the edges must be adequately protected with an appropriate transition molding or strip that covers the carpet edge at least ½".

POST INSTALLATION CARE AND PROTECTION

- Place plywood over the carpet when heavy objects are moved.
- Use protective chair mats under chairs with casters. This will prevent excessive wear to the face of the carpet.
- Place a non-staining building material paper over the carpet to protect it when additional construction activity is to take place. Do not use plastic sheeting as it will trap moisture.

Bow Skew and Pattern Elongation: [See the following additional information and instructional video demonstrating how to adjust patterned carpet](#) on our website.

Bow and Skew / Pattern Run Off Bowed carpet would be defined carpet where the pattern in the middle of the carpet is ahead or behind the pattern on the sides. Skewed carpet would be defined as carpet where the

pattern on one side of the carpet is ahead of the pattern on the opposite side. Tolerances for bow and skewed carpet is 1 ½" for all commercial carpet widths.

Pattern run-off tolerances are a maximum of 1" in the last 18" on side. Even with these tight tolerances, seams may be visible and, if installed in a room in which the walls are not square, the carpet pattern may appear to run off rather than run parallel with the wall or adjacent seam. Installers who are experienced in working with patterned carpet products may be able to improve the product's seam appearance. In order to maximize seam appearance, additional installation time will be necessary.

Pattern Distortion / Edge Deviation Linear pattern distortion / edge deviation, as illustrated below, is created when the pattern is contorted down the length of the carpet. The distortion could resemble a wiggle down the length of the carpet that may appear to move back and forth down the length of the carpet. This phenomenon typically occurs in products with a definite line running down the length of the carpet. Likewise, certain pattern and color combinations increase the potential for linear pattern distortion.

The normal tolerance is 1 ½" for all commercial carpet widths. If installed in a room in which the walls are not square, the carpet pattern may appear to run off rather than run parallel with the wall or adjacent seam. Installers who are experienced in working with patterned carpet products may be able to improve the product's seam appearance. In order to maximize seam appearance, additional installation time will be necessary. The performance capabilities of the product will not be affected. These products are constructed to perform in commercial areas and are covered by all Shaw Industries' standard warranties (copies available upon request). Reference CQ-0002 – 2.8.2 (01022018)

CARPET TILE

For best results review the product and product specific guidelines prior to indoor installation. Shaw will not be responsible for improper installation and installation of visual manufacturing defected tiles. Failure to follow guidelines may result in limiting warranty coverage. Contact Shaw Technical Support at 800.471.7429 for additional information.

CONDITION YOUR SITE AND TEST

- HVAC System: Must be operational, maintaining the following conditions 24 hours prior to, during and after installation.
- Temperature: The installation site, carpet and adhesive must be between 50 ° F and 95 ° F. Adhesives will not function properly when exposed to temperatures outside this range. **Do not begin the installation if the subfloor temperature is below 50 ° F.**
- Humidity: The installation site’s ambient relative humidity must not fall below 40%.
- Moisture Testing: Conduct subfloor moisture testing in accordance to the ASTM F-2170 (in-situ Relative Humidity) and/or ASTM F-1869 (Anhydrous Calcium Chloride).
- pH / Alkalinity: Conduct ASTM F-3441 pH/Alkalinity testing.

SUBFLOOR TESTING GUIDELINES

Shaw recommends moisture testing prior to starting the installation. If excessive moisture is present, the general contractor or building owner must be advised of the readings, and a decision made regarding how to address the moisture or continue the installation.

The following chart breaks down the carpet backing system, grade of installation, the required subfloor testing requirements and the recommended adhesive for each:

Carpet Tile Backing	Installation Area	Testing Requirements	Adhesive Recommendations
EcoWorx ES	Below/On-grade/Above	Moisture and pH	ES (mill applied)
StrataWorx	Below/On-grade/Above	Moisture and pH	LokDots,LokWorx Tabs,3000,5000,4151
EcoWorx	Below/On-grade	Moisture and pH	LokWorx Tabs,3000,5000,4151

EcoWorx	Above Grade	No Testing Required	LokDots,3000,5000,4151
EcoLogix	Above Grade	No Testing Required	3000,5000,4151,ES (mill applied)
EcoWorx	On or Below Grade *	No Testing Required	LokDots *
EcoLogix	On or Below Grade *	No Testing Required	4151*, ES (mill applied)

* LokDots and 4151 are moisture resistant products; however, they do not eliminate moisture.

SURFACE PREPARATION

- Substrate must be structurally sound, clean, level and dry.
- Substrate must be free of dust, dirt, oil, grease, paint, curing agents, concrete sealers, adhesives, loosely bonded toppings, loose particles and any other substance or condition that may prevent or reduce adhesion.
- Fill depressions or cracks with a cementitious patching / leveling compound that meet or exceed Shaw Industries maximum moisture level and pH requirements. Use of gypsum-based patching and/or leveling compounds which contain Portland or high alumina cement and meet or exceed the compressive strength of 3,000 psi are acceptable.
- For cracks or saw cuts deeper than 1", follow the preparation and application instructions for Shaw QuikFill. QuikFill is a 2-part urethane treatment that prevents future damage from moisture penetrating to the surface of the slab that may damage or breakdown adhesives or unapproved patching compounds.
- For chemically abated substrates, ensure the proper cleaning methods have been taken to remove any residual abatement chemicals.
- Green sweeping compounds can be used but must be swept and removed immediately.
- For dusting / powdering / porous concrete / lightweight concrete prime with a latex primer such as 9050.
- For patches / levelers prime with a latex primer such as 9050.
- If installed over existing resilient flooring (one layer only), all tiles must be secure to the subfloor. Strip any wax from the surface.
- Wood Subfloors must be Wood Association Approved and primed with a latex primer such as 9050.

- Raised Access Flooring panels must be smooth, level, secure and free of any material that will affect the adhesive bond. Carpet tiles must be installed offset from access panel seams. Gaps between panels must not exceed 1/16" or (1.6mm).

Note: Do not sand or scrape Vinyl Asbestos tile (VAT) without proper attention to abatement procedures or precautions in accordance with all state and local codes. Shaw Industries makes no claims as to the acceptability of this procedure as a mitigation method in lieu of asbestos removal; and accepts no responsibility if any loose asbestos containing flooring are affected upon removal of a Shaw Industries commercial tile.

Caution: Do not allow cutback asphaltic adhesive or any other non-approved adhesive to come in contact with new adhesives. An installation failure could result. If this situation arises, contact Shaw Technical Support.

PREPARE EXISTING ADHESIVE

- Remove existing adhesives to prevent adhesive incompatibility /reactions and bonding issues. When installing Ecologix backed tiles, removal of existing adhesive is not necessary as long as the existing adhesive is dry and tacky. The top ridges of existing adhesive should be flattened so the existing adhesive does not interfere with adhesion of new adhesive and Ecologix backing. Existing ridges should be no higher than 1/32".
- Cutback Adhesive: Wet scrape the adhesive, reduce to a well bonded residue and encapsulate with a product such as MRP.
- Do not use adhesive removers, they will adversely affect the new adhesive and product installed.

LAY OUT YOUR SITE

- Start the carpet tile installation as near to the center of the room as possible and position it to use the largest perimeter cut tile.
- Snap a chalk line parallel to one major wall bisecting the starting point. It may be necessary to offset the center chalk line to assure that the perimeter tile will be a least half the size.
- Snap a second chalk line from the starting point at a 90° to the first line. Use a 3-4-5 or 6-8-10 triangle or larger on the room size to verify squareness. Meters or feet may be used to lay out the triangle in these proportions.

APPLY ADHESIVE

- Use a full spread adhesive application.
- A premium pressure sensitive adhesive is recommended or 4151.
- Use a 3/8" nap paint roller or a 1/16" x 1/32" x 5/64" U-notch trowel. When using a 1/16" x 1/32" x 5/64" U-notch trowel to install StrataWorx products, this application method will increase the overall bond strength and reduce the ease of removing and replacing tiles.
- Allow the adhesive to dry completely before installing the carpet tile. Installing into wet adhesive will result in a permanent bond.

Adhesive	CaCl Limit	RH Limits	pH Limits
4151	10 lbs.	99%	11
3000	10 lbs.	95%	11
5000	15 lbs.	97%	11
LokDots*	N/A	N/A	N/A
LokWorx Tabs*	5 lbs.	85%	12
EcoLogix ES (mill applied)	10 lbs.	99%	12
EcoWorx ES (mill applied)	5 lbs.	85%	9

* LokDots is not a moisture remediation solution. If visible moisture is present or there are known moisture issues such as hydrostatic pressure, additional steps should be taken to address the moisture issues. For older slabs or slabs with a prior history of moisture related issues, Shaw Technical Support recommends moisture mitigation in the form of a 2-part epoxy system, such as MoistureTEK. For newer slabs with an intact moisture retarder, initial moisture levels should recede over time.

* LokWorx Tabs conduct Relative Humidity and pH testing. In addition, concrete substrate moisture must be tested by the current version of ASTM F1869 anhydrous calcium chloride test. For concrete with a prior history of uncorrected moisture conditions or problems involving higher moisture levels, treat the concrete with a moisture mitigation product, prior to adhesive application.

INSTALLATION

Install each full carton and complete an entire pallet before starting another pallet to minimize product variation. All Shaw carpet tiles have directional arrows on the back of the carpet tile to help facilitate the installation method for that product. The numbers within the arrows are for manufacturing purposes only and are not related to the installation.

- Begin the installation at the intersection of the two chalk lines. Continue until you complete one quadrant.
- Proceed to adjoining quadrants until all four quadrants have been completed. Large areas may require additional chalk lines bisecting the original four quadrants.
- Install the carpet tile using the pyramid technique. This will provide alignment checks during the installation. If the edges do not align and misalignment is noted, stop the installation and determine where the misalignment started and correct.

- Slide carpet tile into positions to prevent yarn from being trapped at the seams. Trapped yarn can adversely affect the appearance of the installation.
- EcoWorx ES and EcoLogix ES are manufactured with mill applied adhesive. For these products, remove the release liner to expose the adhesive and install the carpet tile.
- Tiles must fit snugly, but not be compressed. Press the entire surface of the tile to ensure adhesion.
- After installation, roll the entire installation with a 75 lb or greater roller to assure proper adhesion to the substrate.

Flatwire cables should be installed on top of the adhesive and centered underneath the carpet tile for better seam quality.

Edge Trimming

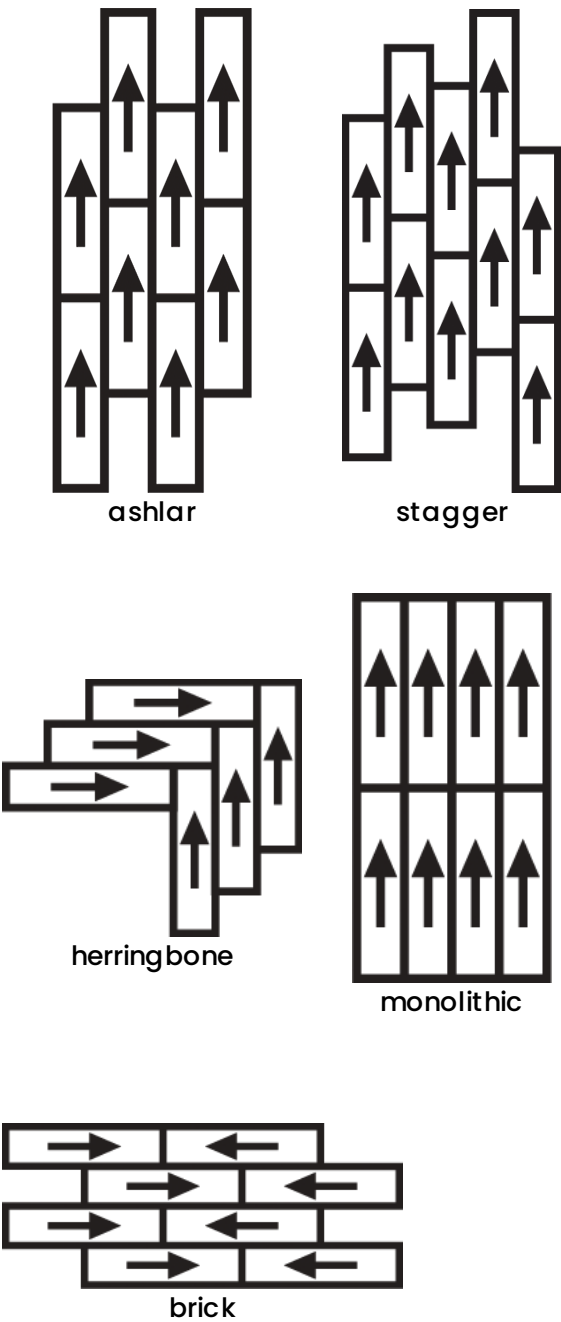
- Measure and cut tile from the back using a straight edge. Ensure directional arrows are properly aligned with the installation.
- Or allow tile to cove up the wall and cut the carpet tile with a carpet knife, wall trimmer or similar too.
- Do not compress.

POST INSTALLATION CARE AND PROTECTION

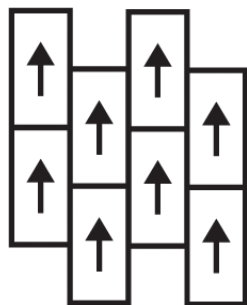
- Place plywood over the carpet when heavy objects are moved.
- Use protective chair mats under chairs and castors. This will prevent excessive wear to the face of the carpet and possible transfer of the pressure sensitive adhesive to the back of the carpet.
- Non-staining building material paper can be placed of the carpet tile to protect it if additional building construction activity is taking place.
- Do not use plastic sheeting. This will trap moisture.

For best results, temperatures should remain above 50F and ambient humidity should not fall below 40%.

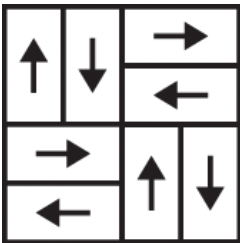
9 X 36 & 12 X 48 TILE INSTALLATION METHODS



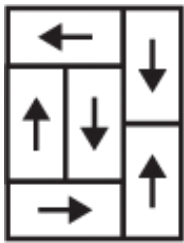
18 X 36 TILE INSTALLATION METHODS



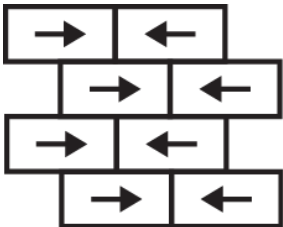
ashlar



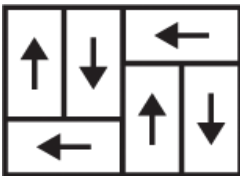
basketweave



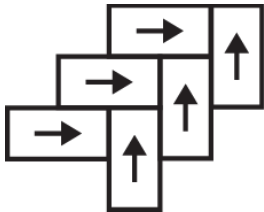
boxed in



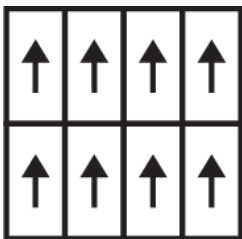
brick



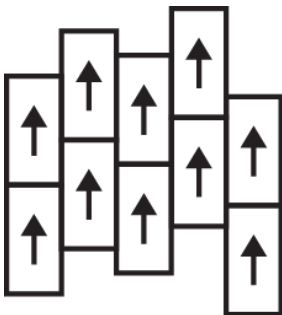
half basketweave



herringbone

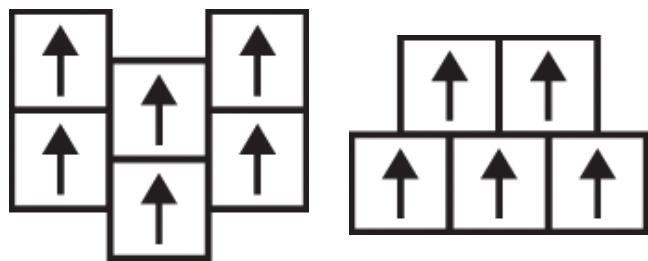


monolithic

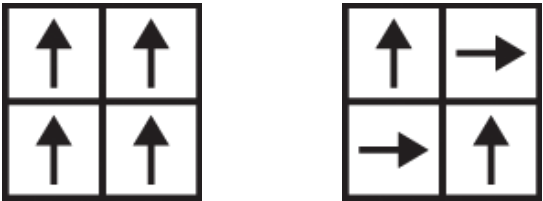


stagger

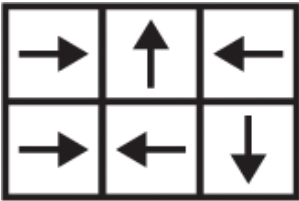
24 X 24 TILE INSTALLATION METHODS



ashlar brick



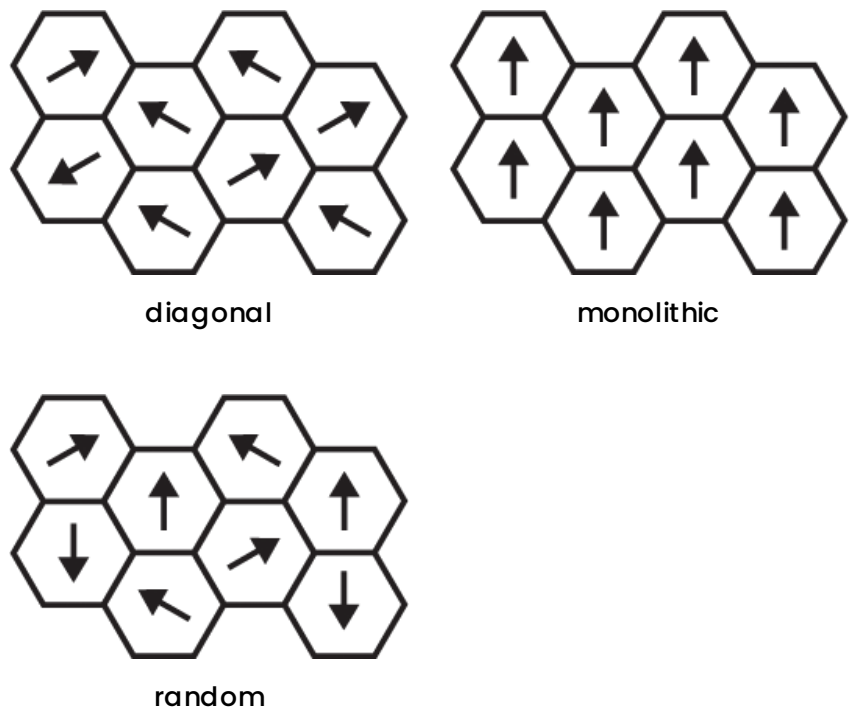
monolithic quarter turn



random

HEXAGON INSTALLATION METHODS

Begin the installation by following Shaw's [Hexagon Installation Guidelines](#)



INSIDE SHAPES INSTALLATION

Begin the installation by following [Shaw's Inside Shapes Guidelines](#)

Tapestry

Product Type	Broadloom	
Collection	Gather	
Style Number	60788	
Construction	Multi-Level Pattern Cut/Loop	
Fiber	Ecosolution Q® Nylon	
Dye Method	100% Solution Dyed	
Primary Backing	Synthetic	
Secondary Backing	Ultraloc®	
Protective Treatments	SSP® Shaw Soil Protection	
Recommended Adhesive	H1000, H1200 or H3800	
	u.s.	metric
Product Size	12 ft	3.66 m
Gauge	1/10 in	39.4 per 10 cm
Stitches	9.5 per in	38.5 per 10 cm
Average Density	10800 oz/yd³	0.4 g/cm³
Kilotex		9.05
Total Thickness	0.306 in	7.77 mm
Tufted Weight	30 oz/yd²	1017.2 g/m²
Installation Pattern Repeat	144 in x 109 in	3.66 m x 2.76 m



Recommended Installation Method

Direct Glue, Double Glue, Stretch-In

Performance + Testing

Pill Test	Pass
Radiant Panel	Class I
NBS Smoke	Less Than 450
Electrostatic Propensity	Less Than 3.5 kv
CRI Green Label Plus (GLP)	GLP2271
ADA Compliance	>0.6, meets the recommended static coefficient of friction for ADA walking surfaces and accessible routes***

Test Reports may be included or listed by the manufacturing/inventory style number as opposed to the noted selling style number.

Warranties

Lifetime Commercial Limited Warranty

Diversity, Equity & Inclusion

We believe all humans are equal. Individually and collectively, we need to proactively create and promote opportunities that give everybody an equal footing in life. We nurture an environment where every voice and perspective can be heard, and proactively promote accessibility and inclusivity inside our network and beyond. One proof point is our ability to meet the criteria of the Social Fairness pillar of the Cradle to Cradle Product Standard. At Shaw Industries, we promote supplier participation that is reflective of Shaw's diverse customer base and local community. More than 42% of our spend***** is with small and diverse businesses. We believe having a strong Supplier Diversity Program is strategic for bringing more innovation to our businesses and openingnew markets for growth.

Coordinating Products

Carpet Tile: **Linen Tile, Ikat Tile, Tapestry Tile, Batik Tile**
Broadloom: **Batik, Ikat Ultraloc®, Linen**

Material Health & Environmental Certifications

Health & Wellbeing

Material Ingredient Transparency

Cradle to Cradle Certified® | Silver Level (Version 3.1)
NSF 140 | Gold

Indoor Air Quality

CRI Green Label Plus (GLP) | GLP2271

Climate Impact

Environmental Product Declaration (EPD)

3rd Party Certified in Accordance with ISO14044, ISO14025 & EN15804

Total Recycled Content

<1% (Pre-Consumer <1% | Post-Consumer 0%)

Product Packaging

100% Recyclable

Global Product Assessment

CE Marking (EN 14041) | 3rd Party Certified

Environmental Guarantee* | Re[turn] Reclamation Program* | Pickup & Delivery Available

Country of Origin** | USA

WELL V2 Contribution Credit

X08 Hazardous Material Reduction
Part 1: Limit Hazardous Materials Optimization

C2C Silver Level (Version 3.1)

X10 Volatile Compound Reduction
Part 1 (A): Manage Volatile Organic Compounds (VOCs) Optimization

C2C Silver Level (Version 3.1)

X11 Long Term Emissions Control
Part 2: Flooring Optimization

Green Label Plus Certification GLP2271

X13 Enhanced Material Precaution
Part 1: Select Optimized Materials Optimization

C2C Silver Level (Version 3.1)

X14 Material Transparency
Part 1: Promote Ingredient Disclosure Optimization

C2C Silver Level (Version 3.1)

Leed v4 Contribution Credits

MR Credit: Building Product Disclosure and Optimization
Environmental Product Declarations - Option 1: Environmental Product Declaration (EPD)

3rd Party Certified in Accordance with ISO14044, ISO14025 & EN15804

MR Credit: Building Product Disclosure and Optimization
Material Ingredients - Option 1: Material Ingredient Reporting

C2C Silver Level (Version 3.1)

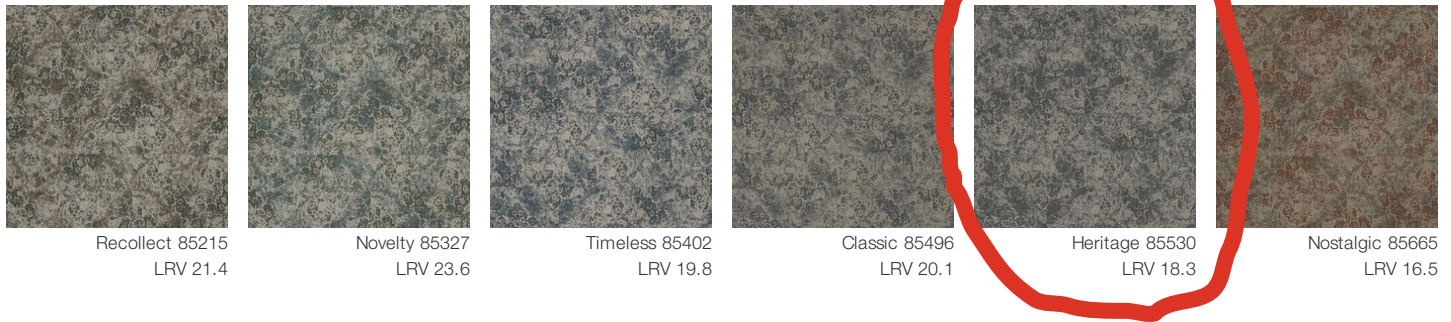
MR Credit: Building Product Disclosure and Optimization
Material Ingredients - Option 2: Material Ingredient Optimization

C2C Silver Level (Version 3.1)

EQ Credit: Low Emitting Materials
Option 1: Product Category Calculations

Green Label Plus Certification: GLP2271

Available Colorways



Additional Information

* To learn more about the recyclability of our products and our Environmental Guarantee, please visit shawcontract.com/sustainability.

**Meets or exceeds all local and national regulations in country of manufacture. (Manufactured in an ISO 9001 & ISO 14001 certified facility or equivalent)

***This carpet is manufactured to be ADA compliant, but to be fully ADA compliant, the end-user must ensure the carpet is adhered to the floor and installed as outlined in the ADA standards.

[Installation Guidelines](#)

[Maintenance Guidelines](#)

Specifications are subject to nominal manufacturing variance. Material supply and/or manufacturing processes may necessitate changes without notice.

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Visit shawcontract.com/testing for more information.



PVC-Free

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July 17, 2024

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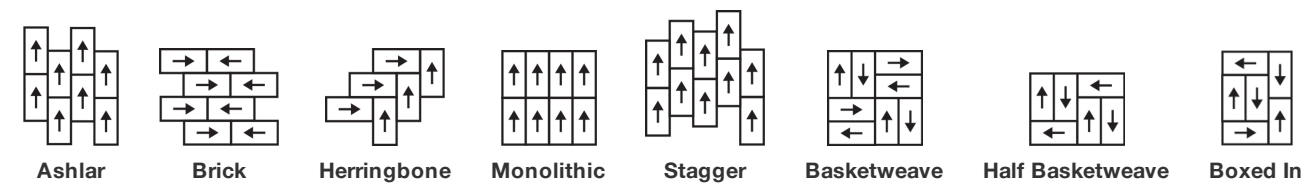
Tapestry Tile

Product Type	Carpet Tile
Collection	Gather
Style Number	5T347
Construction	Multi-Level Pattern Cut/Loop
Fiber	Ecosolution Q100™ Nylon
Dye Method	100% Solution Dyed
Primary Backing	Synthetic
Secondary Backing	Ecoworx® Tile
Protective Treatments	SSP® Shaw Soil Protection
Recommended Adhesive	LokDots, 3000 Carpet Tile 1 Gallon, 4151 Multi-Use Carpet Tile 4 Gallon, 5000 Carpet Tile 1 Gallon, LokWorx Adhesive Tabs, 3800 Indoor Outdoor Carpet Tile 4 Gallon, 5000 Carpet Tile 4 Gallon or 3000 Carpet Tile 4 Gallon

	u.s.	metric
Product Size	18 in x 36 in	46 cm x 91 cm
Area per Carton	45 ft²	4.18 m²
Pieces per Carton	10 pcs	
Gauge	1/10 in	39.4 per 10 cm
Stitches	9.0 per in	36.5 per 10 cm
Average Density	7200 oz/yd³	0.266 g/cm³
Total Thickness	0.315 in	8 mm
Tufted Weight	30 oz/yd²	1017.2 g/m²



Recommended Installation Method



Performance + Testing

Radiant Panel	Class I
NBS Smoke	Less Than 450
Electrostatic Propensity	Less Than 3.5 kv
CRI Green Label Plus (GLP)	GLP9968
Pill Test	Pass*
ADA Compliance	>0.6, meets the recommended static coefficient of friction for ADA walking surfaces and accessible routes***

Test Reports may be included or listed by the manufacturing/inventory style number as opposed to the noted selling style number.

Warranties

Lifetime Commercial Limited Warranty

Coordinating Products

Carpet Tile: **Linen Tile, Ikat Tile, Batik Tile**
Broadloom: **Batik, Ikat Ultraloc®, Linen, Tapestry**

Diversity, Equity & Inclusion

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Material Health & Environmental Certifications

Certifications below apply exclusively to the carpet tile rug itself and not the LokWorx Tabs adhesive

Health & Wellbeing

Material Ingredient Transparency	Cradle to Cradle Certified® Silver Level (Version 4.0) Health Product Declaration (HPD) 1,000 ppm Disclosure Living Building Challenge (LBC) Free of Red List Chemicals Declare LBC Compliant NSF 140 Gold
Indoor Air Quality	CRI Green Label Plus (GLP) GLP9968

Climate Impact

Environmental Product Declaration (EPD)	3rd Party Certified in Accordance with ISO14044, ISO14025 & EN15804
Embodied Carbon (Cradle to Gate)	5.35 kg CO₂/m²
Life-Cycle Carbon Emissions	Carbon Neutral
Total Recycled Content	64% (Pre-Consumer 64% Post-Consumer 0%)
Product Packaging	100% Recyclable

Global Product Assessment

Singapore Green Label | Certified
CE Marking (EN 14041) | 3rd Party Certified
Environmental Guarantee* | Re[turn] Reclamation Program* | Through Our Environmental Guarantee, Shaw Pledges to Transport And Recycle Any Ecoworx Carpet.
Country of Origin | USA**

WELL V2 Contribution Credit

X08 Hazardous Material Reduction Part 1: Limit Hazardous Materials Optimization	C2C Silver Level (Version 4.0)
X10 Volatile Compound Reduction Part 1 (A): Manage Volatile Organic Compounds (VOCs) Optimization	C2C Silver Level (Version 4.0)
X11 Long Term Emissions Control Part 2: Flooring Optimization	Green Label Plus Certification: GLP9968
X13 Enhanced Material Precaution Part 1: Select Optimized Materials Optimization	C2C Silver Level (Version 4.0)
X14 Material Transparency Part 1: Promote Ingredient Disclosure Optimization	C2C Silver Level (Version 4.0)

Leed v4 Contribution Credits

MR Credit: Building Product Disclosure and Optimization
Environmental Product Declarations - Option 1: Environmental Product Declaration (EPD)

MR Credit: Building Product Disclosure and Optimization
Material Ingredients - Option 1: Material Ingredient Reporting

MR Credit: Building Product Disclosure and Optimization
Material Ingredients - Option 2: Material Ingredient Optimization

MR Credit: Building Product Disclosure and Optimization
Sourcing of Raw Materials - Option 2: Leadership Extraction Practices

EQ Credit: Low Emitting Materials
Option 1: Product Category Calculations

MR Credit: Interiors Life-Cycle Impact Reduction
Option 3: Design for Flexibility

3rd Party Certified in Accordance with ISO 14044, ISO 14025 & EN15804

C2C Silver Level (Version 4.0) or HPD (Version 2.1)

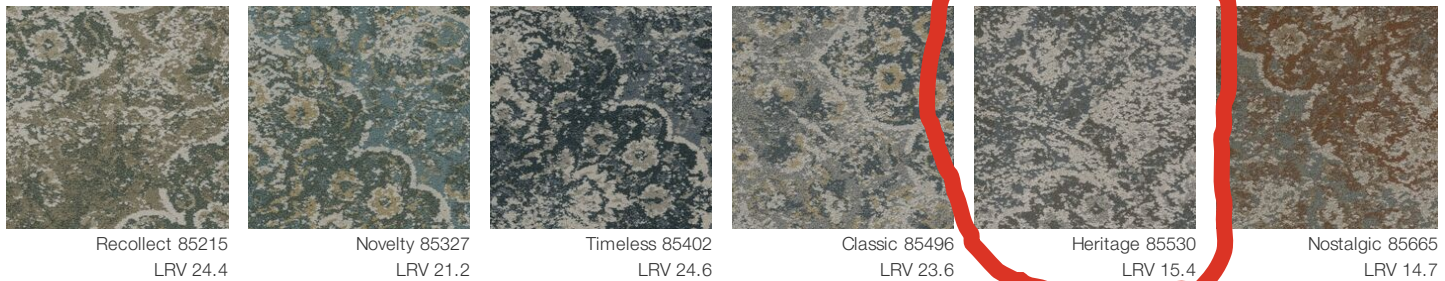
C2C Silver Level (Version 4.0)

Environmental Guarantee: Re[turn] Reclamation Program* | Through Our Environmental Guarantee, Shaw Pledges to Transport And Recycle Any Ecoworx Carpet.

Green Label Plus Certification: GLP9968

Ecoworx Tile with Lokdots Installation System

Available Colorways



Additional Information

* To learn more about the recyclability of our products and our re[TURN], please visit shawcontract.com/sustainability.

**Meets or exceeds all local and national regulations in country of manufacture.

***This carpet is manufactured to be ADA compliant, but to be fully ADA compliant, the end-user must ensure the carpet is adhered to the floor and installed as outlined in the ADA standards.

[Installation Guidelines](#)

[Maintenance Guidelines](#)

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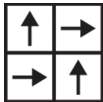
Tru Colours Tile

Product Type	Carpet Tile
Style Number	59368
Construction	Level Loop
Fiber	Ecosolution Q100™ Nylon
Dye Method	100% Solution Dyed
Primary Backing	Synthetic
Secondary Backing	Ecoworx® Tile
Protective Treatments	SSP® Shaw Soil Protection
Recommended Adhesive	LokDots, 3000 Carpet Tile 1 Gallon, 4151 Multi-Use Carpet Tile 4 Gallon, 5000 Carpet Tile 1 Gallon, LokWorx Adhesive Tabs, 3800 Indoor Outdoor Carpet Tile 4 Gallon, 5000 Carpet Tile 4 Gallon or 3000 Carpet Tile 4 Gallon

	u.s.	metric
Product Size	24 in x 24 in	61 cm x 61 cm
Area per Carton	48 ft²	4.46 m²
Pieces per Carton	12 pcs	
Gauge	1/10 in	39.4 per 10 cm
Stitches	11.5 per in	45.0 per 10 cm
Average Density	11613 oz/yd³	0.43 g/cm³
Kilotex		16.04
Total Thickness	0.263 in	6.68 mm
Tufted Weight	30 oz/yd²	1017.2 g/m²



Recommended Installation Method



Quarter Turn

Product should be installed in a 1/4 turn installation. Approved for all field applications, borders, and inserts may be installed monolithically.

Performance + Testing

Radiant Panel	Class I
NBS Smoke	Less Than 450
Electrostatic Propensity	Less Than 3.5 kv
CRI Green Label Plus (GLP)	GLP9968
Pill Test	Pass*
ADA Compliance	>0.6, meets the recommended static coefficient of friction for ADA walking surfaces and accessible routes***

Test Reports may be included or listed by the manufacturing/inventory style number as opposed to the noted selling style number.

Warranties

Lifetime Commercial Limited Warranty

Diversity, Equity & Inclusion

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Material Health & Environmental Certifications

Certifications below apply exclusively to the carpet tile rug itself and not the LokWorx Tabs adhesive

Health & Wellbeing

Material Ingredient Transparency

Cradle to Cradle Certified® | Silver Level (Version 4.0)
Health Product Declaration (HPD) | 1,000 ppm Disclosure
Living Building Challenge (LBC) | Free of Red List Chemicals
Declare | LBC Compliant
NSF 140 | Gold
CRI Green Label Plus (GLP) | GLP9968

Indoor Air Quality

Climate Impact

Environmental Product Declaration (EPD)

3rd Party Certified in Accordance with ISO14044, ISO14025 & EN15804

Embodied Carbon (Cradle to Gate)

5.35 kg CO₂/m²

Life-Cycle Carbon Emissions

Carbon Neutral

Total Recycled Content

64% (Pre-Consumer 64% | Post-Consumer 0%)

Product Packaging

100% Recyclable

Global Product Assessment

Singapore Green Label | Certified
GSA | Approved
CE Marking (EN 14041) | 3rd Party Certified
Environmental Guarantee* | Re[turn] Reclamation Program* | Through Our Environmental Guarantee, Shaw Pledges to Transport And Recycle Any Ecoworx Carpet.
Country of Origin** | USA

WELL V2 Contribution Credit

X08 Hazardous Material Reduction

C2C Silver Level (Version 4.0)

Part 1: Limit Hazardous Materials Optimization

X10 Volatile Compound Reduction

C2C Silver Level (Version 4.0)

Part 1 (A): Manage Volatile Organic Compounds (VOCs) Optimization

X11 Long Term Emissions Control

Green Label Plus Certification: GLP9968

Part 2: Flooring Optimization

X13 Enhanced Material Precaution

C2C Silver Level (Version 4.0)

Part 1: Select Optimized Materials Optimization

X14 Material Transparency

C2C Silver Level (Version 4.0)

Part 1: Promote Ingredient Disclosure Optimization

Leed v4 Contribution Credits

MR Credit: Building Product Disclosure and Optimization
Environmental Product Declarations - Option 1: Environmental Product Declaration (EPD)

MR Credit: Building Product Disclosure and Optimization
Material Ingredients - Option 1: Material Ingredient Reporting

MR Credit: Building Product Disclosure and Optimization
Material Ingredients - Option 2: Material Ingredient Optimization

MR Credit: Building Product Disclosure and Optimization
Sourcing of Raw Materials - Option 2: Leadership Extraction Practices

EQ Credit: Low Emitting Materials
Option 1: Product Category Calculations

MR Credit: Interiors Life-Cycle Impact Reduction
Option 3: Design for Flexibility

3rd Party Certified in Accordance with ISO14044, ISO14025 & EN15804

C2C Silver Level (Version 4.0) or HPD (Version 2.1)

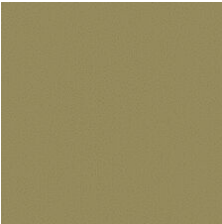
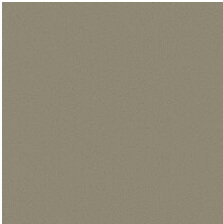
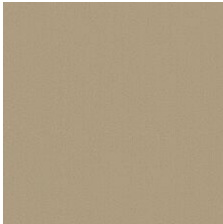
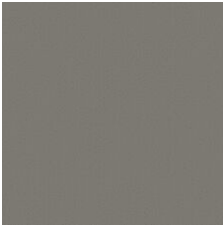
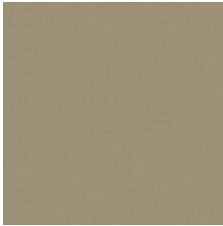
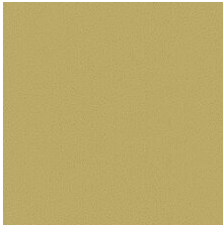
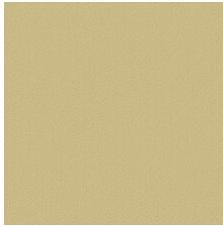
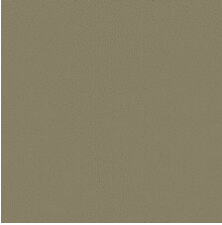
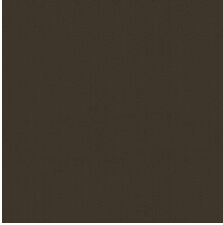
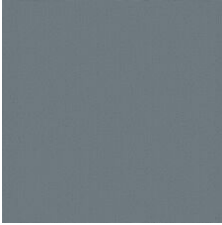
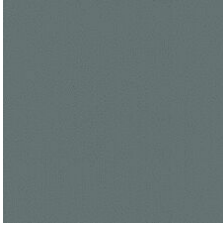
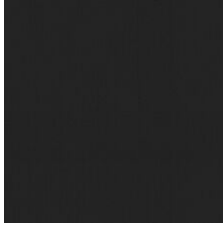
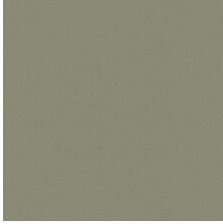
C2C Silver Level (Version 4.0)

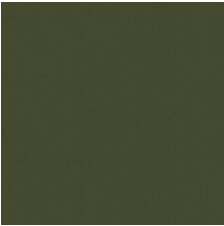
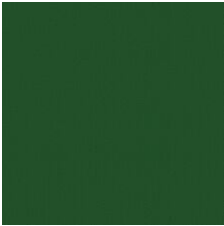
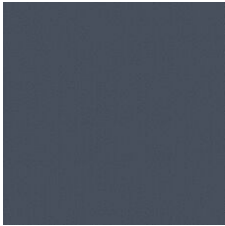
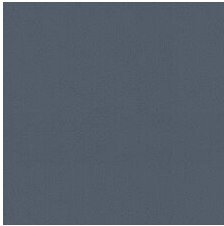
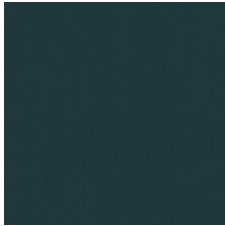
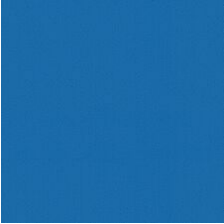
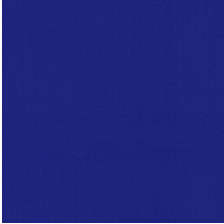
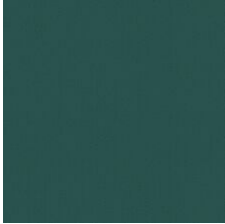
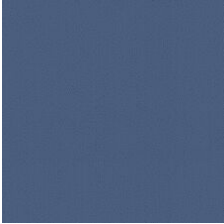
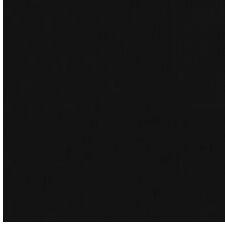
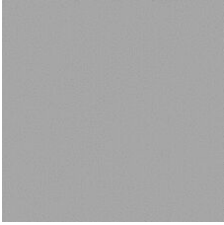
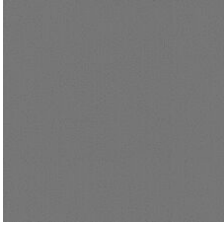
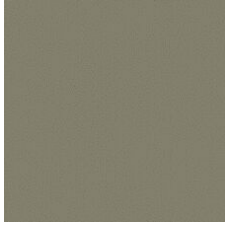
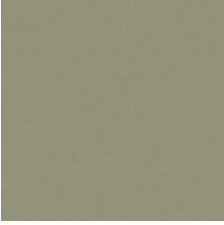
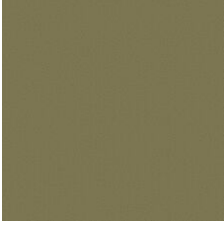
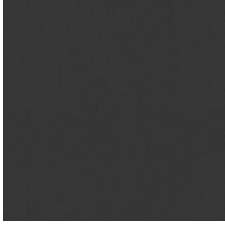
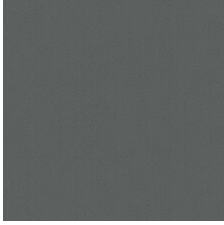
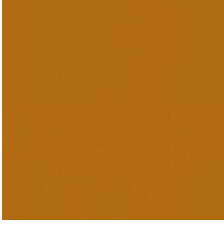
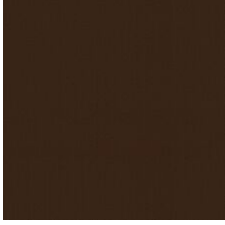
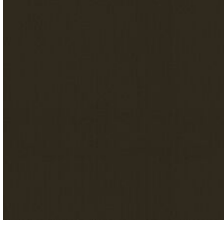
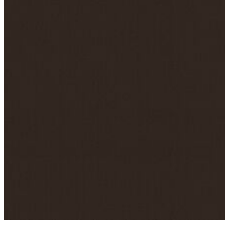
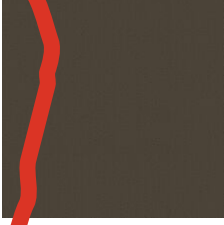
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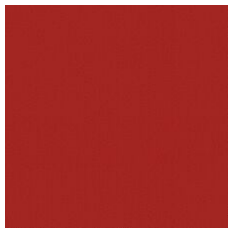
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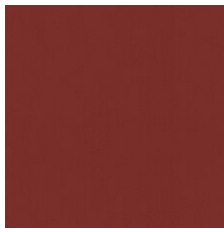
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Herbal 68302	Timber 68309	Foliage 68310	Russian Sky 68314	Patina 68315	Eucalyptus 68320
					
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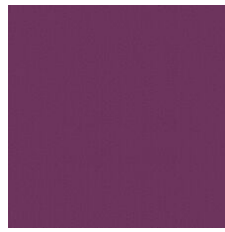
					
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Blue 68407	Electric 68408	Blue Green 68412	Marina 68415	Nordic 68447	Slate 68481
					
Deep Navy 68485	Ebony 68500	Black 68505	Sterling 68518	Grey Metal 68530	Lichen 68544
					
Fescue 68545	Aloe 68546	Lava 68549	Dolphin 68557	Flannel 68595	Russet 68665
					
Paprika 68669	Orange 68675	Chocolate 68713	Brasserie 68725	Suede 68740	Coffee 68750
					
Taupe 68760	Portabella 68761	Crimson 68802	Mahogany 68804	Henna 68850	Regal Red 68851



Clear Red 68855



Sundried 68870



Calypso 68890



Purple 68901



Plumberry 68965



Purple Heart 68979



Eggplant 68990

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July 17, 2024

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City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Jarad Hildenbrand, City Manager
Issue: Response to the June 20, 2024, Orange County Grand Jury Report Entitled "E-Bikes Friend or Foe."

Recommendation: That the City Council 1) Approve the attached response to the Orange County Grand Jury's report; 2) Authorize the Mayor to sign the response letter; and 3) Direct the City Manager to submit the response.

Analysis:

The report entitled "E-Bikes Friend or Foe", is a 2023-2024 Orange County Grand Jury investigation into the rise of electric bicycles (E-bikes) and their impact on safety, regulation, and education in Orange County. The report highlights several key issues regarding E-bikes:

Summary: E-bikes have become a popular and cost-effective alternative to traditional commuting options. However, they pose safety risks due to higher speeds, frequent accidents, and regulatory inconsistencies between cities. The Grand Jury stresses the need for uniform ordinances across Orange County.

Key Issues: The report identifies several concerns with E-bike usage, including riding on sidewalks, speeding, collisions with pedestrians and vehicles, and unauthorized modifications to increase speed. It notes that many cities in Orange County lack clear ordinances or policies to address these concerns.

Grand Jury Findings:

- Most cities in Orange County do not have ordinances regulating E-bike use, leading to confusion.

- There is a lack of consistent tracking of E-bike-related injuries and accidents.
- Training and education on E-bike safety vary greatly from city to city.

Grand Jury Recommendations:

- Cities should create specific policies for E-bike use by December 2024.
- Cities need mechanisms to report E-bike accidents and injuries.
- Outreach and education programs for safe E-bike use should be developed.

In compliance with California Penal Code §933.05 (a) and (b), the City is required to provide a response to each of the Grand Jury findings and recommendations directed to the City by September 18, 2024. The Grand Jury Report contains three (3) findings and three (3) recommendations requiring a response by the City. The proposed City responses are included as **Attachment 2** to this report for City Council consideration with a recommendation for approval.

Fiscal Impact:

There are no fiscal impacts with approval and submittal of the City's response to the Grand Jury report.

Attachments:

1. Grand Jury Report
2. City Response to Grand Jury Report



E-bikes Friend or Foe



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SUMMARY

The use of electric bicycles (E-bikes) has increased as our communities look to new and novel ways to commute and to reduce our reliance on automobiles. E-bikes are a cost-effective alternative. However, they bring higher risks of accidents and injuries when compared to conventional bicycles. The public deserves education and safety regulations to mitigate this concern.

The 2023-2024 Orange County Grand Jury (OCGJ) investigation into E-bike regulation, education, and safety focused on what, if any, pertinent regulations have been adopted by Orange County cities. The OCGJ investigation revealed that outside of the California Vehicle Code, the 34 cities, 13 of which are contract cities with the Orange County Sheriff's Department (OCSD), vary significantly in their regulation, safety (accidents, fatalities, etc.), enforcement, and education on E-bikes. The Orange County Transportation Authority (OCTA) oversees E-bike safety, education, and public outreach for all unincorporated areas. OCTA holds quarterly meetings with all 34 cities in the county to discuss transportation issues including E-bike regulation, safety, education, and enforcement.

There is an urgent need to have consistent ordinances for the regulation and enforcement of safe E-bike use in all cities, school districts, parks, and unincorporated areas. Currently, there are significant differences in policy across cities. The recent surge in E-bike usage calls for immediate action to strengthen city oversight of this issue. This report will highlight the differences between cities' approaches and make recommendations to attain realistic and practical policies for their respective jurisdictions.

BACKGROUND

The modern E-bike was introduced in the 1990s as a pedal assist bike with a battery-powered motor. The OCGJ focused on the 3 classes of E-bikes (see table below).

In most cases, it is hard to tell the difference between a Class 1, 2, or 3 E-bike, as there may be no apparent distinction to the naked eye. It is important that Orange County residents understand the different classes of E-bikes, how fast they can go, and any applicable restrictions or regulations that govern their use. This is particularly pertinent as automobile and bus commuters must now share the road with E-bike riders.



The ease of use, relatively low price, and convenience of E-bikes have led to their proliferation throughout Orange County. It is estimated that the sales of E-bikes rose by 145% during 2020-to-2021 (World Economic Forum March 12, 2021).

However, along with the proliferation of E-bikes have come inevitable issues regarding their use, including:

- riding on sidewalks
- riding against traffic
- speeding
- bike vs pedestrian collisions
- bike vs motorized vehicle conflicts
- the ability to make unauthorized modifications to the electric motors which allows the E-bikes to exceed their maximum intended speed

There are also issues regarding E-bike rider injuries in accidents, which can be more serious than injuries of riders in bicycle accidents (US Consumer Product Safety Commission October 17, 2023). According to the OCGJ survey sent to city mayors, many do not track or have awareness of the incidence and prevalence of E-bike injuries and fatalities in their respective cities.

The OCGJ sent a survey to all Orange County cities to learn each city's policies, availability of safety education, and enforcement of E-bikes. The responses from the cities that answered indicate a wide variety of differences - with some cities having robust training, enforcement measures, and methods of socializing E-bike use in their communities.

The OCGJ recognizes that there cannot be a "one size fits all" approach to the regulation of E-bikes, as all cities in Orange County are unique and have different needs. For example, a large beachside city will have its own unique policies as compared to smaller inland cities. The rapidly expanding use of E-bikes compels cities to ensure a safe environment for riders of E-bikes and all citizens of Orange County.

REASON FOR THE STUDY

As E-bike sales have increased by almost 145% worldwide (World Economic Forum Mar. 12, 2021) over the past 2 years, the regulation of their use does not seem to have kept up. Accidents and incidents with E-bikes are on the rise, as are complaints from citizens of Orange County about E-bike riders (Voice of OC Sept. 2023). Accordingly, the OCGJ determined that an investigation into E-bikes was needed to bring public awareness to the safe use of E-bikes and the importance of having city-relevant "rules of the road" in place.

This report seeks to press Orange County cities to actively seek common-sense rules for E-bikes to ensure their safe operation among conventional bicycles, pedestrians, and vehicles.

METHOD OF STUDY

Information from this investigation was collected and verified through multiple sources and statements made during interviews and includes extensive research of current online and print articles regarding E-bikes in Orange County. The OCGJ conducted the following activities:

- In-person interviews of representatives from:
 - A major retail bike shop that sells both E-bikes and standard bicycles
 - The Orange County Transportation Authority
 - The Orange County Sheriff's Department
 - The Central Newport Beach Community Association
- In-person attendance and online viewing of several city council meetings
- In-person attendance at a training session hosted by a local city
- Review of proposed State legislation that failed, passed, or is in committee

- Direct observance of E-bike riders, where they are riding, use of protective gear, passengers, dangerous maneuvers, etc.
- An online survey was distributed to the mayors of 34 cities in Orange County. Unincorporated areas/divisions were not included in this survey. Mayors and/or representatives from 22 cities responded to this survey

INVESTIGATION AND ANALYSIS

Through interviews and surveys, the OCGJ determined that there is wide variation of rules on E-bikes and limited information regarding the reporting of E-bike incidents, accidents, injuries, and basic rules of the road for E-bikes.

Several news outlets (newspapers, magazines, television, online forums) have published stories about E-bikes. While many acknowledge the benefits of E-bikes, they also detail significant issues for cities to address.

Speeding, unsafe, or reckless operation, riders under 18 years of age not wearing helmets and toddlers riding on the back or front without proper child safety seats present common E-bike regulation and enforcement challenges for law enforcement.

Orange County Transportation Authority

OCTA has published on their website a comprehensive list of regulations listed by city regarding bicycles and E-bikes. As with the OCGJ survey, there are several different rules for E-bike riders dependent on what city they are riding in due to the differences in cities such as availability of bike lanes and the speed at which E-bikes are permitted to travel.

Orange County Sheriff's Department

OCSD enforces the California Vehicle Code (CVC) Section 312.5 regarding electric bicycles. In addition, the Sheriff's Department works closely with OCTA to provide E-bike outreach and education to the residents of Orange County. The OCSD Training Bulletin 23-01, issued January 4, 2023, provides the current E-bike enforcement criteria for Sheriff's Deputies.

Cities Survey

OCGJ sent a list of survey questions to all city mayors in Orange County regarding policies in their cities with respect to E-bikes. Of the 34 surveys sent, 22 were completed and returned to the Grand Jury. A sampling of the survey results follows:

E-bikes Friend or Foe

- **Do you track injuries/deaths from E-bike accidents, injuries, fatalities?**

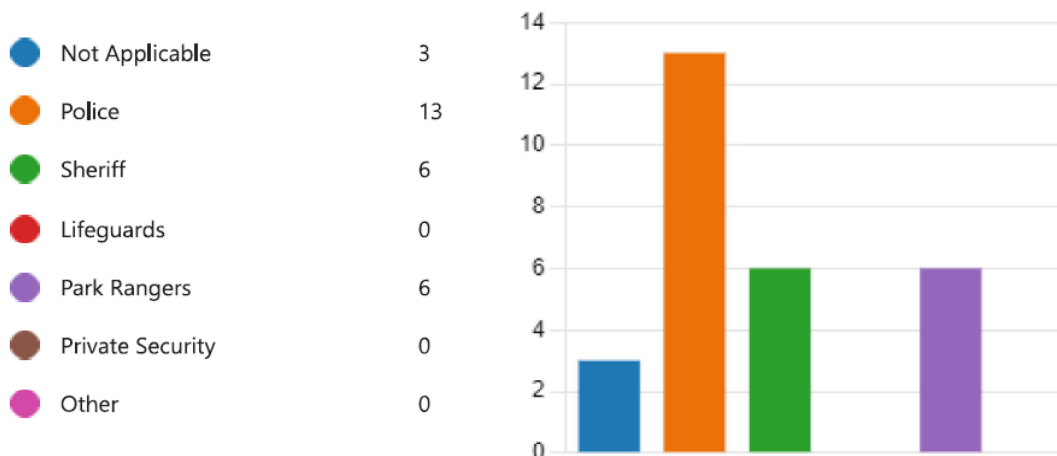


Tracking of E-bike injuries, deaths, property damage and battery fires, 11 of the 22 cities answered that they tracked these items on E-bikes.

The entity responsible for tracking these items varied within each city among law enforcement organizations, city government offices, and local hospitals. There is no standard way to compile and publish accident/incident information on E-bikes.

To properly track trends in E-bike operation, a robust incident and accident tracking mechanism must be in place. Items that need to be tracked include but are not limited to class of E-bike involved, estimated speed of the E-bike, direction of travel, age of the rider, whether helmets were used, and any injuries sustained. In the process of accident reporting, most police agencies do not distinguish whether the bicycle involved was a conventional bike or an E-bike.

- **In your city, who, if anyone, is authorized to enforce infractions? Please select all that apply:**



E-bikes Friend or Foe

Of the 22 cities that completed the survey, 100% indicated that some form of law enforcement was the agency authorized to enforce/cite infractions for E-bike riders. Police Departments, OCSD, or Park Rangers were the organizations authorized for E-bike enforcement.

- **In your city, are E-bikes allowed:**



	YES	NO	UNKNOWN
SIDEWALKS	10	8	4
BIKE LANES	21	0	1
PARK TRAILS	13	5	4
SCHOOL CAMPUSES	8	2	12
VEHICLE LANES	16	0	6
HIGHWAYS	9	5	8

10 cities indicated that E-bikes were authorized on sidewalks, 4 cities answered unknown, and the remaining cities answered that E-bikes were prohibited from sidewalks.

21 cities indicated that E-bikes were authorized in bike lanes with one city responding as unknown.

13 cities indicated that E-bikes are allowed on park trails, 5 cities indicated that E-bikes were prohibited from using park trails, and 4 cities indicated that park trail policy for E-bikes was unknown.

16 cities indicated that E-bikes were authorized in vehicle lanes and 6 cities answered unknown.

5 cities answered no, 8 cities answered unknown, and 9 cities indicated that E-bikes were allowed on highways.

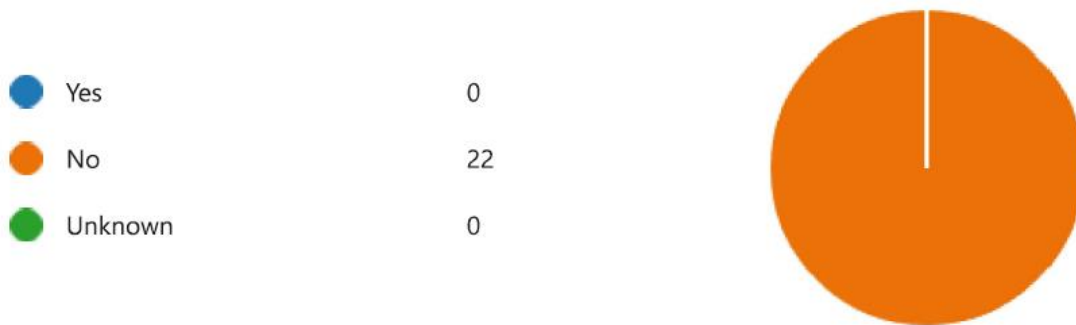
Riding on sidewalks was found to be a contentious issue. One city cited California Assembly Bill 825 (which would have barred local agencies from prohibiting bike use on sidewalks but has since been vetoed) as a reason not to prohibit E-bikes on sidewalks.

When there is no defined bike lane, E-bike riders will ride on sidewalks as a matter of safety. E-bikes, depending on the class, can go up to 28 miles per hour, which is typically faster than a conventional bicycle and much faster than a walking pedestrian.

E-bikes Friend or Foe

Although most current laws give the bicyclist and pedestrians the right of way, the reaction time for an E-bike rider going over 10 miles per hour on the sidewalk generally does not give the rider adequate opportunity to avoid pedestrians walking on the sidewalk or cars coming out of driveways.

- **Does your city have posted speed limits for E-bikes?**



100% of the cities that answered the OCGJ survey indicated that they do not post speed limits for E-bikes. No reasons were cited as to why they are not posted for E-bikes even though their top speed can be as high as 28 miles per hour or faster if the rider disables speed restrictive devices thus allowing the E-bike to almost double its speed.

There are obvious issues involving where to place speed limit signs for E-bikes. They are allowed to travel in bike lanes, on sidewalks, and in some jurisdictions even allowed to ride in opposition to traffic.

- **In your city, are E-bikes expected to travel in the same direction or opposite direction from street traffic?**



E-bikes Friend or Foe

Some cities have authorized E-bikes to ride against the flow of traffic. As stated in the OCTA website (in a section entitled “Wrong Way Riding”), riding against traffic is inherently dangerous due to:

- Oncoming cars approach at a much higher speed
- Drivers cannot see E-bike riders when turning left
- E-bike rider is unable to make right turns
- Traffic signals cannot be seen

- **Is safety training offered by the city for E-bike riders?**



Safety education and/or training for E-bike riders is available only sporadically and is, in most cases, optional. As noted in the survey, only 8 cities indicated that safety training was offered. The Orange County Register published a story (OC Register Jan 3, 2024) about a San Juan Capistrano resident who has taken on educating new E-bike riders as a result of her son being injured on an E-bike. An OCGJ visit to a local retailer of E-bikes found there was no formal training for E-bike purchasers or riders, and the only information to purchasers of E-bikes was a pamphlet. The Huntington Beach Police Department has a safety class every other month which focuses on E-bike safety. OCTA holds safety “bike rodeos” for E-bike riders. These are a few examples of the education available for E-bike riders, but none is mandatory prior to purchasing or riding an E-bike. Therefore, grass-roots efforts are another important step in promoting education and safety.

The OCGJ interviewed a member of the Central Newport Beach Community Association as to their concerns about education, safety, and enforcement regarding E-bikes. The Association has been active in monitoring E-bike use, specifically on the Balboa peninsula. Its focus has been on a perceived lack of enforcement of existing ordinances and the CVC on streets and the beach boardwalk. Along with education and safety training, the Association prefers active enforcement using radar guns, tickets, and increased law enforcement presence.

- **Do the schools/school districts in your city offer safety information and/or certification for student E-bike users on campus?**



There are 28 school districts spread across the 34 cities of Orange County. Cities were asked whether schools in their jurisdictions offer safety information to student E-bike riders. Of the 22 cities that responded to the survey, 7 answered yes and 2 answered no. The concerning number that leaps to the eye is that 13 survey respondents stated that they were unaware of their school district's participation in E-bike regulation. At the time of this report, the 5 districts (per district website) that currently require safety training and registration are:

- Capistrano Unified
- Los Alamitos Unified
- Huntington Beach Union
- Irvine Unified
- Ocean View

- **Are there any other persons/groups that might be able to provide meaningful or relevant information regarding E-bikes to the Grand Jury?**

At least 6 cities referred this question to the OCSD. 6 others referred this question to their own police department. Interestingly, at least 6 suggested that their jurisdictional park rangers (if these are in place in their city) would be able to answer the question.

- **Is there outreach by the city being conducted to inform your community of any regulations and safety training?**

● Yes	10
● No	10
● Unknown	2



Of the 34 cities in Orange County, 22 responded to this question: 10 cities said “yes,” 10 cities said “no,” and 2 cities indicated “unknown.”

An example of outreach is the City of Irvine’s Police Department. The outreach has several elements which includes High Visibility Enforcement (HVE) operations to issue administrative citations to juveniles violating vehicle codes on E-bikes. It also hosts E-bike safety courses, E-bike rodeos, and community presentations on E-bike safety. There are also plans for Public Safety in collaboration with the Irvine Unified School District to implement a parking permit program which will require students riding E-bikes to school to attend workshops on E-bike safety before being issued a parking permit to park their E-bike on campus.

- **Does your city regulate the use of E-bikes?**

● Yes	4
● No	15
● Unknown	3



E-bikes Friend or Foe

There were 15 cities who responded that they do not regulate E-bikes or their usage. The OCGJ felt that this statistic, on its own, warranted further investigation and, possibly, further action by such cities.



GENERAL COMMENTS FROM SURVEY RESPONDENTS

"I personally promote safe e-bike texts on local Facebook groups... about 16,000 members. I promote e-bike safety every council meeting."

"State and local legislation is lagging far behind e-bike technology and there is a lot of confusion amongst e-bike users and police regarding what is lawful and what is unlawful when it comes to e-bikes."

"Thank you for looking into this. I am a relatively new mayor and although I consider e-Bikes an issue, we have so many other issues that are taking priority. I would like to see e-Bikes banned from all trails that were previously used for bicycles and pedestrians only. They function more like scooters than bicycles."

"E-bikes and bike safety, in general, are very big topics in the community right now and our Police Department is currently doing A LOT to address these items. Besides conducting weekly High Visibility Enforcement (HVE) operations, IPD's traffic staff oftentimes issue administrative citations to juveniles who commit vehicle code violations on their bicycles, including E-bikes and E-scooters. In fact, approximately 50% of our administrative citations are issued to E-bike and E-scooter operators. Rather than paying a fine similar to conventional traffic citations, our administrative citations require the juvenile to attend a 2-hour long bike safety course with a parent or guardian on the weekend at City Hall."

“Our city will soon be meeting with reps from OCSD in reference to providing additional educational tools for e-bike riders. I have made contact with our local elected officials in reference to securing funds for e-bike enforcement and education.”

“The issue with E-bike safety is an active project in our traffic safety unit. Currently we are looking at any municipal codes which will assist with safety for e-bike riders and motorists.”

COMMENDATIONS

The following agencies contributed to the OCGJ’s investigation into the use of E-bikes in Orange County:

- Orange County Transportation Authority has taken a leadership role in outreach and education to all 34 Orange County cities
- Orange County Sheriff’s Department has been very proactive in keeping up with the everchanging rules of the road for E-bikes
- Central Newport Beach Community Association provided important data and various studies on E-bike usage in Newport Beach

FINDINGS

In accordance with California Penal Code Sections 933 and 933.05, the 2023-2024 Grand Jury requires (or, as noted requests) responses from each agency affected by the findings presented in this section. The responses are to be submitted to the Presiding Judge of the Superior Court. Based on its investigation titled “E-bikes- Friend or Foe,” the 2023-2024 Orange County Grand Jury has arrived at three principal findings, as follows:

- F1. The majority of Orange County’s 34 cities do not have ordinances or policies in place, which makes it difficult to address the safe operation and regulation of E-bikes leading to confusion.
- F2. Due to the increasing incidence of E-bike injuries and deaths, there is a need for consistent and accurate tracking by law enforcement and first responders, which does not exist now.
- F3. Training and education on E-bike use and safety varies from city to city causing confusion amongst bike riders.

RECOMMENDATIONS

In accordance with California Penal Code Sections 933 and 933.05, the 2023-2024 Grand Jury requires responses from each agency affected by the recommendations presented in this section. The responses are to be submitted to the Presiding Judge of the Superior Court.

Based on its investigation described herein, the 2023-2024 Orange County Grand Jury makes the following recommendations:

- R1. Each Orange County city should have specific policies that define the rules of the road for use of E-bikes in their communities by December 1, 2024.
- R2. Each Orange County city should have a mechanism in place to report accidents, injuries and deaths involving E-bikes by December 1, 2024.
- R3. Each Orange County city should research and develop outreach and education programs regarding the safe operation of E-bikes for their residents by December 1, 2024.

RESPONSES

California Penal Code Section 933 requires the governing body of any public agency which the Grand Jury has reviewed, and about which it has issued a final report, to comment to the Presiding Judge of the Superior Court on the findings and recommendations pertaining to matters under the control of the governing body. Such comment shall be made no later than 90 days after the Grand Jury publishes its report (filed with the Clerk of the Court). Additionally, in the case of a report containing findings and recommendations pertaining to a department or agency headed by an elected County official shall comment on the findings and recommendations pertaining to the matters under that elected official's control within 60 days to the Presiding Judge with an information copy sent to the Board of Supervisors.

Furthermore, California Penal Code Section 933.05 specifies the manner in which such comment(s) are to be made as follows:

- (a) As to each Grand Jury finding, the responding person or entity shall indicate one of the following:
 - (1) The respondent agrees with the finding.
 - (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefore.

- (b) As to each Grand Jury recommendation, the responding person or entity shall report one of the following actions:
- (1) The recommendation has been implemented, with a summary regarding the implemented action.
 - (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.
 - (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the Grand Jury report.
 - (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation, therefore.
- (c) If a finding or recommendation of the Grand Jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the Board of Supervisors shall respond if requested by the Grand Jury, but the response of the Board of Supervisors shall address only those budgetary or personnel matters over which it has some decision-making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.

REQUIRED RESPONSES

Comments to the Presiding Judge of the Superior Court in compliance with Penal Code Section 933.05 are required from:

Findings – 90 Day Response Required

City Councils of:

Aliso Viejo	F1, F2, F3
Anaheim	F1, F2, F3
Brea	F1, F2, F3

E-bikes Friend or Foe

Buena Park	F1, F2, F3
Costa Mesa	F1, F2, F3
Cypress	F1, F2, F3
Dana Point	F1, F2, F3
Fountain Valley	F1, F2, F3
Fullerton	F1, F2, F3
Garden Grove	F1, F2, F3
Huntington Beach	F1, F2, F3
Irvine	F1, F2, F3
La Habra	F1, F2, F3
La Palma	F1, F2, F3
Laguna Beach	F1, F2, F3
Laguna Hills	F1, F2, F3
Laguna Niguel	F1, F2, F3
Laguna Woods	F1, F2, F3
Lake Forest	F1, F2, F3
Los Alamitos	F1, F2, F3
Mission Viejo	F1, F2, F3
Newport Beach	F1, F2, F3
Orange	F1, F2, F3
Placentia	F1, F2, F3
Rancho Santa Margarita	F1, F2, F3
San Clemente	F1, F2, F3

E-bikes Friend or Foe

San Juan Capistrano	F1, F2, F3
Santa Ana	F1, F2, F3
Seal Beach	F1, F2, F3
Stanton	F1, F2, F3
Tustin	F1, F2, F3
Villa Park	F1, F2, F3
Westminster	F1, F2, F3
Yorba Linda	F1, F2, F3

Recommendations – 90 Day Response Required

City Councils of:

Aliso Viejo	R1, R2, R3
Anaheim	R1, R2, R3
Brea	R1, R2, R3
Buena Park	R1, R2, R3
Costa Mesa	R1, R2, R3
Cypress	R1, R2, R3
Dana Point	R1, R2, R3
Fountain Valley	R1, R2, R3
Fullerton	R1, R2, R3
Garden Grove	R1, R2, R3
Huntington Beach	R1, R2, R3
Irvine	R1, R2, R3
La Habra	R1, R2, R3

E-bikes Friend or Foe

La Palma	R1, R2, R3
Laguna Beach	R1, R2, R3
Laguna Hills	R1, R2, R3
Laguna Niguel	R1, R2, R3
Laguna Woods	R1, R2, R3
Lake Forest	R1, R2, R3
Los Alamitos	R1, R2, R3
Mission Viejo	R1, R2, R3
Newport Beach	R1, R2, R3
Orange	R1, R2, R3
Placentia	R1, R2, R3
Rancho Santa Margarita	R1, R2, R3
San Clemente	R1, R2, R3
San Juan Capistrano	R1, R2, R3
Santa Ana	R1, R2, R3
Seal Beach	R1, R2, R3
Stanton	R1, R2, R3
Tustin	R1, R2, R3
Villa Park	R1, R2, R3
Westminster	R1, R2, R3
Yorba Linda	R1, R2, R3

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E-bikes Friend or Foe

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GLOSSARY

CNBCA	Central Newport Beach Community Association
CVC	California Vehicle Code
E-bike	Electric bicycle
HVE	High Visibility Enforcement
OCGJ	Orange County Grand Jury
OCSD	Orange County Sheriff's Department
OCTA	Orange County Transportation Authority

APPENDICES

APPENDIX 1

Current County of Orange E-Bike Laws - Unincorporated Areas ¹

- All E-bikes are required to have a label that describes classification, top assisted speed, and motor wattage.
- Helmets are recommended for all E-bike users. If you are under 18, it's required!
- It is illegal to carry passengers on your E-bike unless your bike has an extra permanent seat or when using a child safety seat.
- E-bikes shall not be operated in excess of their designed speed or the speed limit, whichever is lower, on the road, and in no event in excess of 10 miles per hour on paved trails.
- E-bike shall not be operated in excess of 5 miles per hour on sidewalk.
- Riding on the road against the flow of traffic is prohibited.

¹ Orange County Public Works. 2024. "E-bike Safety in the County of Orange." Accessed May 22, 2024. <https://www.ocgov.com> .

APPENDIX 2

California Vehicle Code Section 312.5 as of December 23, 2023

An electric bicycle is a bicycle equipped with fully operable pedals and an electric motor of less than 750 watts. Three classes of electric bicycles have been established:

- Class 1: A low speed pedal-assisted electric bicycle equipped with a motor which provides assistance only when the rider is pedaling and ceases to provide assistance when a speed of 20 mph is reached.
- Class 2: A low speed throttle-assisted electric bicycle equipped with a motor used exclusively to propel the bicycle and NOT capable of providing assistance when a speed of 20 mph is reached.
- Class 3: A low speed pedal-assisted electric bicycle equipped with a speedometer, and a motor which provides assistance only when the rider is pedaling and ceases to provide assistance when a speed of 28 mph is reached.

The operator of a Class 3 electric bicycle:

- **Must** be 16 years old or older.
- **Must** wear a bicycle safety helmet.
- **Must not** transport passengers.
- **May** ride an electric bicycle in a bicycle lane **if** authorized by local authority or ordinance.

All electric bicycle classes are exempt from the motor vehicle financial responsibility, driver's license, and license plate requirements (CVC § 24016).

APPENDIX 3

California Assembly Bills

Listed below are some of the bills introduced into the State legislature, as published by LegiScan, that have a variety of proposed regulations regarding E-bikes. This is by no means a comprehensive list, and in the interest of brevity we do not include the text of each bill.

AB 458 10/08/2023 Chaptered-Regulation of insurance requirements for businesses renting micro mobility vehicles, a category which includes E-bikes.

AB 1773 04/01/2024 In committee-Where E-bikes are permitted to operate.

AB 1774 04/09/2024. This bill would prohibit a person from selling a product or device that can modify the speed capability of an electric bicycle such that it no longer meets the definition of an electric bicycle.

AB 2234 04/01/2024 In committee: The bill will require anyone over the age of 12 without a valid driver's license to take an online e-bike safety training course and pass a written test to prove they understand traffic safety rules. Those without a valid driver's license must have a state-issued ID to operate an E-bike.

SB 295 06/16/2023 In committee. Allows Public Agency authority to regulate E-bikes, et. al. on public property.

SB 381 10/13/2023 Chaptered-Comprehensive study of E-bikes.

SB 1271 04/11/2024. This bill would clarify that an electric bicycle is a bicycle equipped with fully operable pedals and an electric motor with continuous rated mechanical power of not more than 750 watts. The bill would, if an electric bicycle is capable of operating in multiple modes, require a manufacturer and distributor to include on the label the classification number of the highest classes of which it is capable of operating. Also requires lab accreditation of micro mobility batteries.

APPENDIX 4

County of Orange Ordinance No. 18-002

AN ORDINANCE OF THE COUNTY OF ORANGE, CALIFORNIA AMENDING SECTION 2-5-29(n) OF THE CODIFIED ORDINANCES OF THE COUNTY OF ORANGE, REGARDING PROHIBITED MOTORIZED WHEELED CONVEYANCES.

The Board of Supervisors of the County of Orange ordains as follows:

SECTION 1. Section 2-5-29(n) of the Codified Ordinances of the County of Orange is hereby amended to read as follows:

Sec. 2-5-29.- Vehicle regulation.

(n) Motorized Wheeled Conveyance prohibited. No person shall operate or drive any electric or combustible motorized skateboard, scooter, dirt bike, mini bike, mini motor bike, mini motorcycle, go-kart, go-ped, all-terrain vehicle, quad runner, dune buggy or any similar electric or combustible motorized conveyance in any park, beach or recreational area, with the exception of Class 1 and Class 2 electric bicycles, as defined by the California Vehicle Code, on those regional paved, off-road bikeways designated for such use by the Director of OC Parks, with the approval of the Board of Supervisors.

September 10, 2024

The Honorable Maria D. Hernandez
Presiding Judge of the Orange County Superior Court
700 Civic Center Drive West
Santa Ana, California 92701

**Subject: City of Laguna Hills Response to the Orange County Grand Jury Report:
"E-bikes – Friend or Foe"**

The City of Laguna Hills has carefully reviewed the findings and recommendations presented in the 2023-2024 Orange County Grand Jury report titled "E-bikes - Friend or Foe." We appreciate the Grand Jury's thorough investigation into the safety, regulation, and education surrounding E-bike usage within Orange County. Below, we outline our responses to the findings and recommendations as they pertain to our city.

Findings

Finding 1 (F1): The majority of Orange County's 34 cities do not have ordinances or policies in place, which makes it difficult to address the safe operation and regulation of E-bikes, leading to confusion.

City Response: The City of Laguna Hills is not aware of the policies of the 33 other Orange County cities. While we recognize the importance of clear regulations for E-bikes, we cannot confirm the status of policies in other municipalities.

Finding 2 (F2): Due to the increasing incidence of E-bike injuries and deaths, there is a need for consistent and accurate tracking by law enforcement and first responders, which does not exist now.

City Response: The City of Laguna Hills' experience with E-bikes does not support this finding. While we acknowledge that tracking incidents is important, our city has not observed a significant increase in E-bike-related injuries or deaths that would necessitate such measures at this time.

Finding 3 (F3): Training and education on E-bike use and safety varies from city to city, causing confusion among bike riders.

City Response: The City of Laguna Hills is not aware of the policies in other cities but supports a consistent statewide approach to E-bike regulation, similar to the frameworks in place for electric vehicles, motorcycles, and golf carts. We believe that a uniform state-level policy would reduce confusion and promote safer E-bike use.

Recommendations

Recommendation 1 (R1): Each Orange County city should have specific policies that define the rules of the road for use of E-bikes in their communities by December 1, 2024.

City Response: This recommendation will not be implemented because the City's experience with E-bikes does not warrant it. We believe that the regulation of E-bikes is a statewide issue and should be handled at that level to ensure uniformity across all jurisdictions. Having different regulations in each city would create confusion for E-bike riders who travel between cities. A consistent statewide policy, again, similar to those for electric vehicles, motorcycles, and golf carts, would be more effective and easier to enforce.

Recommendation 2 (R2): Each Orange County city should have a mechanism in place to report accidents, injuries, and deaths involving E-bikes by December 1, 2024.

City Response: This recommendation will not be implemented because the City's experience with E-bikes does not support the need for such a mechanism. While the tracking of incidents is important, we believe that a statewide approach to E-bike regulation, including the collection and analysis of accident data, would be more appropriate. A uniform system at the state level would ensure that data is collected consistently and can be used to inform broader policy decisions.

Recommendation 3 (R3): Each Orange County city should research and develop outreach and education programs regarding the safe operation of E-bikes for their residents by December 1, 2024.

City Response: This recommendation will not be implemented because the City's experience with E-bikes does not indicate a need for specific local outreach and education programs. We believe that E-bike safety and education should be regulated at the state level, similar to the way safety education is handled for other vehicles. A statewide approach would ensure that all residents receive

consistent and accurate information, regardless of where they live or travel within California.

Conclusion

The City of Laguna Hills acknowledges the growing interest in E-bike usage and the associated safety concerns. However, based on our experience, we believe that E-bike regulation, including safety education and incident reporting, should be managed at the state level. A consistent statewide approach will provide clarity for E-bike riders and ensure that regulations are uniformly applied across all jurisdictions in California.



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Jarad Hildenbrand, City Manager
Issue: Resolution Establishing City Council Policy 102-Procedure for Order of Authority

Recommendation: That the City Council adopt a Resolution entitled: A resolution of the City Council of the City of Laguna Hills, California, establishing City Council Policy No. 102 regarding a procedure for order of authority.

Background:

The City Council reviewed this policy at a study session held on August 24, 2024, and directed staff to bring it to September 10, 2024, regular meeting, for approval. Staff recommends the approval of Policy 102 by the City Council's adoption of the proposed resolution in attachment 1.

City Council Policy 102 outlines a clear and organized hierarchy for both the City Council and City staff, which can be essential for maintaining smooth operations, especially in emergency situations.

Attachments:

1. Resolution Establishing Policy 102-Procedure for Order of Authority Policy

RESOLUTION NO. 2024-09-10-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA HILLS, CALIFORNIA, ESTABLISHING CITY
COUNCIL POLICY NO. 102 REGARDING A PROCEDURE
FOR ORDER OF AUTHORITY

The City Council of the City of Laguna Hills, California,
hereby finds, determines, declares, and resolves as follows:

WHEREAS, the City Council may establish City Council Policies for providing procedures and guidelines to the City Manager for the administration, operation, and general health, safety, and welfare of the City; and

WHEREAS, the City Council desires to adopt City Council Policy No. 102, which establishes a hierarchy for both the City Council and City staff to ensure smooth city operations under both normal and emergency conditions.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals set forth above are true and correct and are incorporated by reference herein.

SECTION 2: City Council Policy No. 102, entitled "Procedure for Order of Authority" is hereby adopted in its entirety as set forth in Exhibit "A," which is attached hereto and is incorporated herein by reference.

PASSED, APPROVED, AND ADOPTED this 10th day of September 2024.

DAVE WHEELER, MAYOR

ATTEST:

JENNIFER LEE, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

I, Jennifer Lee, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2024-09-10-X adopted by the City Council of the City of Laguna Hills, California, at
a Regular Meeting thereof held on the 10th day of September 2024, by the following
vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

JENNIFER LEE, CITY CLERK

CITY OF LAGUNA HILLS



CITY COUNCIL POLICY

SUBJECT: PROCEDURE FOR ORDER OF AUTHORITY POLICY No. 102

Effective Date: September 10, 2024

Last Revision:

PURPOSE:

To establish the order of authority for the City Council and city management to ensure smooth city operations under both normal and emergency conditions.

CITY COUNCIL ORDER OF AUTHORITY:

The following order of authority shall be established for the City Council in both normal and emergency operations:

1. Mayor
2. Mayor Pro Tempore
3. Most Senior Councilmember
4. 2nd Most Senior Councilmember
5. 3rd Most Senior Councilmember

CRITERIA FOR DETERMINING SENIORITY:

- Primary Criterion: Number of years served on the City Council, including non-consecutive years.
- Secondary Criterion: Number of years served as a city commissioner.
- Tertiary Criterion: Number of votes received in the Councilmember's first election.

CITY STAFF ORDER OF AUTHORITY:

The following order of authority shall be established for city staff in both normal and emergency operations:

1. City Manager
2. Deputy City Manager/Director of Community Services
3. Director of Public Works/City Engineer

4. Director of Community Development
5. Director of Finance

TEMPORARY TRANSFER OF AUTHORITY:

When any person listed above is unable to perform their duties due to vacation, medical absence, or any other circumstance, the next person in the order of authority shall assume their duties until the higher-ranking individual returns.

NOTIFICATION REQUIREMENTS:

- If a full-time city employee, senior staff member, or Councilmember will be unavailable for service, they shall issue an email or memorandum designating the temporary transfer of authority and job responsibilities for the specified period.
- The email or memorandum may be rescinded or modified by the author if the time period changes.
- Legal counsel shall also designate a replacement via email or memorandum and ensure the transfer of responsibility when unavailable. This communication shall include all appropriate contact information for the Council and staff positions listed above.



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Chair and Agency Members
From: Jay Wu, Senior Planner
Issue: Conditional Use Permit/Site Development Permit/Master Sign Program (CUP/SDP/MSP) No. 0110-2022, a Request by Monique Lacher, on behalf of Aliso Equities, Ltd. for Approval of a Conditional Use Permit, Site Development Permit, and Master Sign Program Amendment to Construct a New Ralphs Fuel Station in the Alicia Town Center Located at 25594-25632 Alicia Parkway

Recommendation: That the Planning Agency:

- 1) Conduct a public hearing; and,
- 2) Find and determine that the proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of Title 14, Chapter 3 of the California Code of Regulations (Class 32, In-fill Development Projects); and,
- 3) Adopt a Resolution entitled: "A Resolution of the Planning Agency of the City of Laguna Hills, California, Approving Conditional Use Permit/Site Development Permit/Master Sign Program No. 0110-2022, a Request by Monique Lacher, on behalf of Aliso Equities, Ltd., for Approval of a New Ralphs Fuel Station in the Alicia Town Center, Located at 25594-25632 Alicia Parkway, Including an Exemption from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15332 of Title 14, Chapter 3 of the California Code of Regulations (Class 32, In-fill Development Projects)".

Background:

The Alicia Town Center ("Center") is a 6.43-acre commercial retail center located on the

southeast corner of Alicia Parkway and Paseo de Valencia (25594-25632 Alicia Parkway) in the Community Commercial zoning district. The Center is currently comprised of an anchor tenant (Ralphs grocery store), a variety of in-line shops and restaurants, and a pad building (Wells Fargo Bank), with a combined total of approximately 65,800 square feet of retail space divided between 14 tenant spaces. The Center was originally approved by the County of Orange and constructed in the late 1970s, and has remained essentially unchanged from its original approval. The property maintains coordinated traffic circulation, parking, and landscaping.

Abutting the property to the east are existing single-family homes. Abutting the property to the south is open space, along with Southern California Edison powerlines and easements. To the west of the property, across Alicia Parkway, is the Laguna Hills Community Center. To the north, across Alicia Parkway, is an existing fuel station (Circle K/Mobil) and commercial retail center (Alicia Plaza). To the north, across Paseo de Valencia, are existing single-family homes. Figure 1 below is a vicinity map of the Project:

Figure 1 - Vicinity Map



Authority:

Title 9 of the Laguna Hills Municipal Code (“LHMC”) contains the City of Laguna Hills Development Code (also commonly referred to as the “Zoning Code” or the “Code”).

LHMC Chapter 9-28 identifies “Gas station” as a permitted use within the Community Commercial zoning district through an approved Conditional Use Permit. The process the City must follow in reviewing a Conditional Use Permit is found in LHMC Section 9-92.030, which grants the Planning Agency the authority to review and approve Conditional Use Permits.

LHMC Section 9-92.080(G)(1) grants the Community Development Director the authority to review and approve Site Development Permits for commercial properties

with development not exceeding 20,000 square feet. However, the proposed Site Development Permit is being considered in conjunction with a request for a Conditional Use Permit, which grants the Planning Agency the authority to review and approve.

The process the City must follow in reviewing Master Sign Programs is found in Chapter 9-42 and Chapter 9-92 of the Code. The Planning Agency has review authority over the proposed Master Sign Program Amendment through the City's SDP/MSP process in accordance with Table 9-92.030 of the Code. If a sign in a proposed MSP deviates from the standards contained in the Sign Standards Matrix located in Table 9-42.090, the Planning Agency may grant a deviation based on design quality, creativity, and compatibility of the signage with the building architecture and surrounding land uses (LHMC § 9-42.180).

The findings required for the application are found in LHMC Section 9-92.080.

Accordingly, Staff has prepared findings demonstrating that the application complies with the General Plan and Zoning Code as stated in the proposed Resolution (Attachment 1).

Proposal & Analysis:

Monique Lacher, on behalf of Aliso Equities, Ltd. ("Applicant") is requesting approval of a Conditional Use Permit, Site Development Permit, and Master Sign Program Amendment to construct a new Ralphs fuel station in the existing parking lot in front of the Ralphs grocery store ("Project") (Attachment 2). The new fuel station is proposed to be located at the northern corner of the Center, near the intersection of Alicia Parkway and Paseo de Valencia, on an approximately 31,000 square-foot (0.71-acre) Project site (Attachment 3, Sheet 02). The Project requires the demolition of a large grass planter area and parking stalls to accommodate the fuel station (Attachment 3, Sheet 01).

The proposed facility consists of five fuel pumps (ten dispensers) and a 178 square-foot pre-fabricated kiosk building located beneath a 3,956 square-foot fuel canopy. The fuel pumps will be open 24 hours per day; the kiosk will be manned from 5:30am to 10:00pm, with 'pay-at-the-pump' available for overnight hours. The kiosk is meant for fuel operations only, and no merchandise will be sold at the kiosk.

In order to be consistent with the Ralphs grocery store's current delivery curfew hours of 10:00pm to 7:00am, fuel delivery hours will only occur between 7:00am and 10:00pm, which will reduce potential impacts on adjacent businesses and properties. Truck engines are shut off during delivery unloading, and fuel deliveries are gravity fed with no mechanical equipment involved in unloading. Any vapors are captured by

secondary containment and fed back into the truck. Timing and frequency of deliveries will vary depending on volume of fuel sold.

No new trash enclosures are proposed as part of the Project. Trash from the fuel station will be collected from the waste receptacles and taken to the existing trash bins behind the Ralphs grocery store.

No interior or exterior changes are proposed for the existing Ralphs building and in-line shops, and the amount of leasable area for the Center will remain unchanged.

Site Design/Circulation

There are currently four vehicular access points for the Center; two on Alicia Parkway and two on Paseo de Valencia. These driveways will remain unchanged as part of the Project. Fuel delivery trucks are expected to take access from Paseo de Valencia, and exit onto Alicia Parkway (Attachment 3, Sheet 03). Internal vehicular circulation between the Project site and within the Center will remain unchanged.

A queuing analysis was conducted to evaluate the potential queuing associated with the proposed Project (Attachment 4, Page 6-1). The purpose of the analysis was to ensure that the design of the Project has minimal impact on the existing parking stalls and that the drive aisles are not impacted by drivers waiting to fuel their vehicles. The analysis concluded that the design of the Project can fully accommodate projected queueing without blocking the existing parking stalls and/or the parking drive aisles.

New underground fuel storage tanks will be located on the eastern portion of the Project site, and new tank vents will be located within a small planter area in the interior of the parking lot.

Along the Alicia Parkway frontage, the proposed overhead canopy is located approximately 60 feet from the property line, and 70 feet from the street. Along the Paseo de Valencia frontage, the proposed overhead canopy is located approximately 70 feet from the property line, and 80 feet from the street.

A designated area for the new air and water stations and new fuel vents will be located along Paseo de Valencia (Attachment 3, Sheet 04). In order to comply with ADA requirements, the proposed Project also includes a new concrete ramp with handrails in the landscape setback along Paseo de Valencia.

The Orange County Fire Authority has reviewed the proposed Project's Fire Master Plan (Attachment 3, Sheets 11 – 12) and do not have any significant concerns related to fire

department requirements.

Architectural Design

The proposed kiosk building and canopy consist of a simple, industrial architectural theme, with some Spanish/Mediterranean elements included to complement the architectural style of the Center (Attachment 3, Sheets 06 – 10). The kiosk is prefabricated with a stucco finish with neutral colors and a stone wainscot on all four sides of the building. The kiosk also includes a parapet that will completely screen the rooftop HVAC equipment.

The kiosk building is 13-feet in height, and the canopy is 19-feet in height. The maximum building height for the Community Commercial zoning district is 40 feet.

Landscaping/Lighting

In order to accommodate the proposed fuel station, an approximately 2,790-square-foot turf area and six Carrotwood trees within the planter will be removed (Attachment 3, Sheet 13). Two trees along the Paseo de Valencia frontage will also need to be removed to accommodate the proposed ADA access ramp. Multiple replacement trees are proposed along both the Alicia Parkway and Paseo de Valencia frontages, which will offset the loss of the existing trees (Attachment 3, Sheet 15).

Landscaping throughout the Project site consists of drought-tolerant plants (Attachment 3, Sheets 15 – 18). Mostly utilized around the site are various trees and shrubs, with no new turf areas. The proposed tree palette includes eight new Carrotwood along the perimeter of the Project, which will fill in gaps between the existing trees. Two existing Pygmy Date Palm trees will remain at the north corner of the Project site, bookending the existing monument sign (to remain). The existing turfed frontages along Alicia Parkway and Paseo de Valencia (approximately 4,550 square feet) will be replaced with a layered shrub and groundcover palette that includes Natal Plum, Yellow Daylily, and Blue Chalksticks.

No new parking lot lighting is proposed (Attachment 3, Sheet 19). An existing light pole (20-foot tall pole and 2-foot tall concrete base) is proposed to be relocated from the Paseo de Valencia frontage to the Alicia Parkway frontage. New LED downlighting is proposed for the fuel station canopy. The 18 lights will be mounted under the canopy at a height of 15'-6", and will be fully-shielded. All lighting has been designed and located to ensure light is confined within the Project boundaries to avoid offsite spillage and impacts to nearby uses. The submitted photometric plan confirms the Project will meet the City's minimum required lighting standards and avoid lighting that spills over onto adjacent properties or public rights-of-way.

Parking

Currently, the Alicia Town Center provides 306 striped parking stalls. The proposed Project requires the removal of 39 parking stalls, but also includes the addition of four new striped stalls behind the Ralphs grocery store, resulting in a new inventory of 271 parking stalls.

In 2019, the City approved a Joint Parking Use Permit for the Alicia Town Center (PUP No. 11-18-4383). The PUP included a parking study that concluded that with a projected parking demand of 198 parking stalls, the Center would have a surplus of 108 parking stalls for future tenants. Condition of Approval No. 11 of the PUP authorizes the City to require an updated parking and circulation study when there is a change in any use or any portion of any use (i.e., change in tenant mix) in the shopping center.

As part of the proposed Project, the Applicant submitted an updated Parking Study ("Study") prepared by RK Engineering Group, Inc. (dated April 22, 2024) (Attachment 5). The Study concludes that the displacement of 39 parking stalls is manageable considering the existing surplus of 108 parking stalls. Given the results of the Study, it is appropriate to continue utilizing a shared parking approach for the Alicia Town Center with a new surplus of 70 parking stalls remaining for future leasing opportunities.

Conditional Use Permit

The proposed Project is considered a gas station use, which requires a Conditional Use Permit ("CUP") in the Community Commercial zoning district. CUPs are used to evaluate uses that may have a moderate to high potential for adverse impacts on adjacent/abutting uses, or to the surrounding community due to operating characteristics. Approval of CUPs can allow a use, subject to conditions of approval, to ensure compatibility between the requested use and existing uses. Conditions of approval are intended to be directly related to the reduction and/or elimination of any potential negative impacts associated with the proposed use.

In order to minimize impacts on neighboring properties and businesses, Condition of Approval No. 24 has been recommended to prohibit fuel delivery hours between the hours of 10:00 pm and 7:00am.

Staff also recommends Condition of Approval No. 25, which authorizes the Community Development Director to require an update to the Parking Use Permit for the Center if the design of the proposed Project becomes problematic to the Center's parking and circulation.

Condition of Approval No. 22 ensures that the Applicant maintain the Project in compliance with the noise standards of the City of Laguna Hills Noise Ordinance (LHMC 5-24) and Condition of Approval No. 23 ensures that the property will be permanently maintained in an orderly fashion by the provision of regular removal of trash and debris, and comply with all property maintenance standards as required by LHMC Chapter 9-74.

Master Sign Program Amendment

The original Master Sign Program (“MSP”) for the Center was approved by the County (UP 77-73P). The MSP has been amended multiple times, the latest in 2009 to allow the installation of a new monument sign on Alicia Parkway (SDP/MSP No. 99-048). The proposed Project includes an Amendment to the MSP to accommodate new signage for the Ralphs fuel station (Attachment 6). The proposed Amendment includes two new ‘Gas Price’ monument signs, four new ‘Ralphs’ identification signs located on the fuel station canopy, and two new ‘Logo’ signs located on the kiosk.

The City’s Sign Ordinance (LHMC Chapter 9-42) has special regulations for service station signage. In summary:

- Service stations are allowed two additional signs (maximum 14 square feet each) for identifying and displaying price information for gasoline varieties, and do not contain other product advertising.
 - The Center’s perimeter signage currently consists of four monument/center identification signs: two along Alicia Parkway, one on Paseo de Valencia, and one at the corner of the property facing the intersection of Alicia Parkway and Paseo de Valencia. The two proposed double-sided ‘Gas Price’ monument signs will be located along Alicia Parkway and Paseo de Valencia (Attachment 6, Sheet 01). Not including the cultured stone base and pilasters, which have been designed to match the existing monument signs for the Center, the total sign area of the price information signs are 14 square feet each, and do not contain any product advertising (Attachment 6, Sheet 02).
- Total maximum sign area shall not exceed an aggregate area of 175 square feet, including, but not limited to, signage on walls, windows canopies, pumps, and spanners.
 - The proposed fuel station signage includes four internally-illuminated ‘Ralphs’ identification signs located on the corners of all four sides of the canopy and two internally-illuminated logo signs located on the front and rear of the kiosk (Attachment 6, Sheet 03). The canopy signs are approximately 19.25-square-feet each and the kiosk signs are

approximately 4.25-square-feet each, resulting in a total aggregate sign area of 85.5 square feet.

The City's Sign Ordinance requires a separation of 75 feet to be maintained between center identification and monument signs (LHMC Section 9-42.220). The proposed 'Gas Price' monument sign on Paseo de Valencia is 62 feet away from the nearest existing monument sign, on the other side of the Center's driveway (Attachment 6, Sheet 01).

The Applicant attempted to relocate the proposed monument sign in order to meet the required separation; however, the proposed location is the only one that does not conflict with the required ADA ramp and also prevents sign clutter at the intersection of Alicia Parkway and Paseo de Valencia. For projects that involve a Master Sign Program, the Planning Agency has the authority to grant deviations based on design quality, creativity, and compatibility of the signage with the building architecture and surrounding land uses (LHMC Section 9-42.180). Staff supports the proposed deviation as the proposed monument sign is designed to complement the existing monument signs for the Center, and utilizes enhanced materials (stone, copper-finished light fixture, etc.) that results in a higher quality sign while allowing the proposed fuel station to advertise pricing at a logical location.

Economic Development Committee

The proposed Project underwent a preliminary review by the Economic Development Committee (EDC), comprised of Committee Members Dave Wheeler and Don Caskey, during a noticed public meeting on July 18, 2022, at which time the proposed Project design was discussed. The EDC meeting was open to the public and interested members of the public were invited to comment on the application as well.

Conclusion:

Staff recommends approval of the proposed Project. As demonstrated in this staff report and accompanying resolution, the Project, as conditioned, is consistent with the goals and objectives of the Laguna Hills General Plan, as well as with the development standards of the Municipal Code. The development of a fuel station on an underutilized portion of the Alicia Town Center parking lot will help the Center remain a successful commercial retail option within the City. The updated Parking Study shows that a surplus of parking stalls exists and will remain.

The proposed changes to the Master Sign Program are minor in nature and are aligned with the goals of the existing Master Sign Program. All Municipal Code requirements are met, with respect to size, scale, and proportionality of the proposed signage. Staff supports the requested deviation for distance between monument signs as the

proposed monument sign is designed to complement the existing monument signs for the Center, and utilizes enhanced materials (stone, copper-finished light fixture, etc.) that results in a higher quality sign while allowing the proposed fuel station to advertise pricing at a logical location. The proposed changes to the Master Sign Program will not have any significant negative impacts to adjoining businesses or properties.

Therefore, Staff recommends approval of the Project, subject to the conditions of approval as listed in the attached Resolution.

Public Notice:

The proposed Project was advertised in an adjudicated newspaper of general circulation on August 29, 2024. A total of 43 public hearing notices were mailed, which includes all property owners within a 300-foot radius of the subject property, as well as all tenants of the subject property. To date, no comments have been received. Any written comments received will be distributed at the Planning Agency Public Hearing.

CEQA Findings:

Staff has reviewed the proposed Project for compliance with the California Environmental Quality Act (CEQA) and determined that the Project is categorically exempt from CEQA pursuant to Section 15332 (Class 32, In-fill Development Projects) of Title 14, Chapter 3 of the California Code of Regulations. CEQA Guidelines state that a Class 32 Categorical Exemption is allowed when an in-fill development project meets the following conditions:

- a. The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.
 - o The Project site has a General Plan land use and zoning designation of Community Commercial (CC). The CC land use designation provides areas for the general shopping and commercial service needs of area residents. Typical uses include general retail, markets, commercial services, restaurants, automotive repair and service, hardware and home improvement centers, commercial recreation, professional and business offices, financial institutions, and automotive sales. The proposed Project is a permitted use subject to a Conditional Use Permit under the CC zoning district regulations. The Project complies with all applicable development standards of the CC zoning district. Therefore, the Project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.

- b. The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.
 - The approximately 0.71-acre Project site is located within the city limits of Laguna Hills, and is surrounded on all sides by urban uses, specifically an existing fuel station (Circle K/Mobil) and commercial retail center (Alicia Plaza), single-family homes, and the Laguna Hills Community Center.
- c. The project site has no value as habitat for endangered, rare or threatened species.
 - The Project site is completely developed with a paved parking lot and limited vegetation, including small shrubs and trees, and is completely surrounded by existing urban development. The Project site does not contain suitable habitat for endangered, rare, or threatened species.
- d. Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
 - Traffic
 - A Traffic Impact Analysis (“TIA”) has been prepared by RK Engineering Group, Inc. (dated April 22, 2024) to evaluate and determine the potential traffic impacts associated with the project (Attachment 4). The TIA evaluated impacts on the intersections of Alicia Parkway/Paseo de Valencia and Alicia Parkway/Community Center Drive. All intersections studied are currently operating and are forecasted to continue to operate at an acceptable Level of Service during the AM and PM peak hours for all analysis scenarios. No improvements are required. The TIA also includes a Vehicle Miles Traveled (VMT) analysis for assessing transportation impacts under CEQA and the City of Laguna Hills Vehicles Miles Traveled Analysis Guidelines. The VMT guidelines identifies ‘gas service station’ as a local serving land use under the category of local serving retail less than 50,000 square feet. Because the proposed project is a gasoline/service station, the project meets the VMT Screening Step 3 (Local Serving Land Use) criterion. As a result, the project can be assumed to have a less than significant impact on VMT under CEQA and no further VMT analysis is required.
 - Noise
 - A Noise Impact Study (“Noise Study”) has been prepared by RK Engineering Group, Inc. (dated April 22, 2024) to evaluate and determine the potential noise impacts associated with the project (Attachment 7). The purpose of the Noise Study is to assess the potential noise and vibration impacts resulting from the Project construction and operation, in addition to evaluating whether the

Project would expose people to excessive noise levels. The Noise Study concludes that the Project would not result in significant noise impacts from construction and operational activities. The Project would not result in significant vibration impacts and will not expose people working in the Project area to excessive noise levels and not create significant impacts. Any temporary increases in ambient noise levels caused by construction would not exceed the City's mobile and stationary construction noise standards. Therefore, impacts from construction noise would be less than significant.

- Air Quality

- An Air Quality and Greenhouse Gas Impact Study ("AQ/GHG Study") has been prepared by RK Engineering Group, Inc. (dated April 22, 2024) to evaluate and determine whether the estimated criteria air pollutant and greenhouse gas emissions generated from the construction and operation of the proposed Project would cause significant impacts to air and energy resources (Attachment 8). The AQ/GHG Study concludes that the Project would not result in significant regional or localized air quality impacts due to construction, would not result in significant regional or localized air quality impacts due to Project operation, and does not have the potential to expose sensitive receptors to substantial pollutant concentrations, result in other emissions (such as those leading to odors) adversely affecting a substantial number of people, or conflict with or obstruct implementation of any air quality plan. In summary, the Project would not result in any significant air quality impacts.

- Water Quality

- The Project site is currently developed with surface parking and there are no wetlands on or near the Project site. As a result, construction of the proposed Project would not alter the course of a pond, creek, or other stream or river. The Project site is connected to an existing stormwater drainage system. As the site is developed, most drainage conditions are to remain the same, utilizing the existing gutters around the parking lot where water will be conveyed to catch basins. With the proposed fuel station, the concrete pad and tank storage will drain to the gutters that are proposed around the fuel station where the water will drain to an oil water separator, low impact development, treatment and hydromodification structural best management practices (BMPs)

before connecting to the City's storm drain system. Because the project would not substantially increase stormwater runoff and would comply with the NPDES Municipal Separate Storm Sewer System (MS4) Permit requirements to control and filter runoff, development of the proposed project would not degrade the quality of stormwater runoff from the site.

- e. The site can be adequately served by all required utilities and public services.
 - o The Project site is located within an existing shopping center surrounded by existing commercial buildings already served by all necessary municipal utilities (e.g., water, wastewater, stormwater, solid waste) and public services (e.g., fire, police). Water and sewer capacity is available for the proposed Project, and the Project would not require an expansion of any public services that currently serve the site and area (e.g., police, fire, or garbage collection). all of which currently serve the site and area. Therefore, the Project site can be adequately served by required utilities and public services.

As demonstrated in the consistency analysis above, the proposed Project qualifies for a Class 32 Categorical Exemption. Furthermore, there are no exceptions to the Categorical Exemption pursuant to CEQA Guidelines Section 15300.2 that apply to the Project. Therefore, staff finds that the proposed Project meets the qualifications of the Class 32 Categorical Exemption.

Fiscal Impact:

Sales tax revenue from fuel stations can range between \$40,000 to \$80,000 annually.

Attachments:

1. Attachment 1 Proposed Resolution of Approval
2. Attachment 2 Letter of Justification
3. Attachment 3 Plan Set
4. Attachment 4 Traffic Impact Analysis
5. Attachment 5 Parking Study
6. Attachment 6 Amendment to Master Sign Program
7. Attachment 7 Noise Impact Study
8. Attachment 8 Air Quality and Greenhouse Gas Impact Study

RESOLUTION NO. PA2024-X-X-X

A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT/SITE DEVELOPMENT PERMIT/MASTER SIGN PROGRAM AMENDMENT NO. 0110-2022, A REQUEST BY MONIQUE LACHER, ON BEHALF OF ALISO EQUITIES, LTD., FOR APPROVAL OF A NEW RALPHS FUEL STATION IN THE ALICIA TOWN CENTER, LOCATED AT 25594-25632 ALICIA PARKWAY, INCLUDING AN EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PER CEQA GUIDELINES SECTION 15332 OF TITLE 14, CHAPTER 3 OF THE CALIFORNIA CODE OF REGULATIONS (CLASS 32, IN-FILL DEVELOPMENT PROJECTS)

The Planning Agency of the City of Laguna Hills, California, hereby finds, determines, declares, and resolves as follows:

WHEREAS, Monique Lacher, on behalf of Aliso Equities, Ltd. (“the Applicant”) has filed an application for Conditional Use Permit/Site Development Permit/Master Sign Program Amendment (CUP/SDP/MSP) No. 0110-2022, a request to Construct a New Ralphs Fuel Station in the Alicia Town Center Located at 25594-25632 Alicia Parkway (“Project”); and

WHEREAS, the Project is hereby found to be Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of Title 14, Chapter 3 of the California Code of Regulations (Class 32, In-fill Development Projects); and

WHEREAS, on September 10, 2024, the Planning Agency held a duly noticed public hearing and considered public comments and written and oral information and testimony presented by City staff, community residents, and other interested parties; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The above recitals are true and correct, and are incorporated herein by reference.

SECTION 2. That Planning Agency hereby determines that the required findings by the City for approval of Conditional Use Permit/Site Development Permit/Master Sign Program Amendment (CUP/SDP/MSP) No.

0110-2022 have been met and made as follows:

Conditional Use Permit

1. The proposed use is consistent with the General Plan.

The Project site has a General Plan land use and zoning designation of Community Commercial (CC). The CC land use designation provides areas for the general shopping and commercial service needs of area residents. Typical uses include general retail, markets, commercial services, restaurants, automotive repair and service, hardware and home improvement centers, commercial recreation, professional and business offices, financial institutions, and automotive sales. The proposed use is a fuel station that will provide a service for area residents.

2. The nature, condition, and development of adjacent uses, buildings, and structures have been considered and the proposed conditional use will not adversely affect or be materially detrimental to the adjacent uses, buildings, or structures.

The proposed Project will be compatible with, and not detrimental to, surrounding development and with the overall design quality prevalent in the City. These aspects include setbacks, access, landscaping/lighting, and other architectural site design elements (i.e., height, scale, mass, and appearance). The submitted technical studies, including Traffic Impact Analysis, Queuing Analysis, Noise Impact Study, etc. conclude that the proposed Project will not adversely affect or be materially detrimental to the adjacent uses, buildings, or structures. Conditions of approval are included to ensure the Project will be compatible with the surrounding area with respect to noise, parking, and public safety.

3. The proposed site is adequate in size and shape to accommodate the use and integrate it with the existing and planned uses in the vicinity.

The Project site is an underutilized portion of an existing parking lot. The proposed Project has been designed to comply with the development standards of the Community Commercial zoning district. Condition of Approval No. 11 of Parking Use Permit No. 11-18-4383 allows the Community Development Director to evaluate the available parking supply for any change in tenants or change in use in the future, to ensure the Applicant's implementation of a shared parking approach will not result in inadequate parking now or in the future. Condition of Approval No. 25 also authorizes the Community Development Director to require an update to the Parking Use Permit for the Center if the design of the proposed Project becomes problematic to the Center's parking and circulation.

4. All required development standards prescribed by the Development Code can be achieved.

The proposed Project complies with the development standards of the Community Commercial zoning district, including maximum lot coverage, density/FAR, setbacks, and other required development standards.

5. The conditions and limitations placed upon the use are necessary to ensure compatibility with adjacent or abutting uses and the preservation of the public peace, safety, and welfare.

The conditions of approval will ensure that the approval of the proposed Project will not result in the conditions described above. Condition of Approval No. 11 of Parking Use Permit No. 11-18-4383 allows the Community Development Director to evaluate the available parking supply for any change in tenants or change in use in the future, to ensure the Applicant's implementation of a shared parking approach will not result in inadequate parking now or in the future. Condition of Approval No. 22 ensures that the Applicant maintain the Project in compliance with the noise standards of the City of Laguna Hills Noise Ordinance (LHMC 5-24), Condition of Approval No. 23 ensures that the property will be permanently maintained in an orderly fashion by the provision of regular removal of trash and debris, and comply with all property maintenance standards as required by LHMC Chapter 9-74, and Condition of Approval No. 25 authorizes the Community Development Director to require an update to the Parking Use Permit for the Center if the design of the proposed Project becomes problematic to the Center's parking and circulation.

Site Development Permit

1. The site design complies with standards of the development code.

The proposed Project complies with the development standards of the Community Commercial zoning district, including maximum lot coverage, density/FAR, setbacks, and other required development standards.

2. The site is suitable for the proposed development.

The Project site is an underutilized portion of an existing parking lot. The proposed Project has been designed to comply with the development standards of the Community Commercial zoning district. The design of the Project will be compatible with, and not detrimental to, surrounding development and with the overall design quality prevalent in the City. Conditions of approval are included to ensure the Project will be compatible with the surrounding area with respect to noise, parking, and public safety.

3. The project is consistent with the general plan and applicable design guidelines.

The Project site has a General Plan land use designation of Community Commercial (CC). The CC land use designation provides areas for the general shopping and commercial service needs of area residents. Typical uses include general retail, markets, commercial services, restaurants, automotive repair and service, hardware and home improvement centers, commercial recreation, professional and business offices, financial institutions, and automotive sales. The proposed use is a fuel station that will provide a service for area residents. The land use designation is implemented by the CC zoning district. The proposed use is permitted in the CC zoning district with the approval of a Site Development

Permit and Conditional Use Permit. There are no applicable design guidelines for this type of business located in an existing commercial property.

4. The site design and structural components are appropriate for the site and function of the proposed uses.

The Project is of quality design with an appropriately-scaled framework of architectural and landscaping elements. The new structures are designed to meet all development standards. High-quality development features will be provided throughout the Project site through site design, architecture, and landscaping. Development of the Project, as conditioned, will be compatible with, and not detrimental to, surrounding development, and with the overall design quality prevalent in the City.

Master Sign Program

1. The design and application of the sign criteria required by the development code are satisfied by the proposed sign program.

The proposed Amendment to the Alicia Town Center Master Sign Program complies with the Development Code, including the Applicant's request to deviate from the Development Code for minimum distance between monument signs. This request is made pursuant to Section 9-42.180 of the Development Code, which allows deviations approved by the Planning Agency based on design quality, creativity, and compatibility of the signage with the building architecture and surrounding land uses. The proposed monument sign is designed to complement the existing monument signs for the Center, and utilizes enhanced materials (stone, copper-finished light fixture, etc.) that results in a higher quality sign while allowing the proposed fuel station to advertise pricing at a logical location. Therefore, the proposed deviation from the Development Code is warranted and appropriate.

2. The sign program provides a compatible and harmonious design between advertising, landscaping and building design.

The proposed Amendment to the Alicia Town Center Master Sign Program ensures that the proposed signs will be proportionate to the kiosk/canopy elevation they are installed on, and facilitates the necessary fuel pricing signs required for a fuel station. Therefore, the proposed Master Sign Program will provide a compatible and harmonious design between advertising and building design.

NOW, THEREFORE, based upon the above findings, the Planning Agency of the City of Laguna Hills does hereby approve Conditional Use Permit/Site Development Permit/Master Sign Program (CUP/SDP/MSP) No. 0110-2022 subject to the following conditions:

General

1. The following Conditions of Approval shall be binding and enforceable against, and, whenever used herein, the term "Applicant" shall mean and refer to each of the following: Monique Lacher, on behalf of Aliso Equities, Ltd., the owners(s) and tenant(s) of the property, and each of their respective successors and assigns.
2. Unless the context dictates otherwise, whenever the term "this Permit" is used in the following Conditions of Approval, it shall collectively refer to the Conditional Use Permit/Site Development Permit/Master Sign Program (CUP/SDP/MSP) No. 0110-2022, approved pursuant to this Resolution, as well as the plans, studies, and exhibits submitted to the City by the Applicant to describe and depict the improvements to be constructed as a part of the project, and as otherwise modified by these Conditions of Approval.
3. Unless the context dictates otherwise, whenever the term "project" is used in the following Conditions of Approval, it shall collectively refer to the plans and exhibits submitted to the City by the Applicant to depict the project, as modified by these Conditions of Approval.
4. To the fullest extent permitted by law, the Applicant shall, at its sole cost and expense, protect, defend, indemnify, and hold harmless the City, its elected and appointed officers and officials, employees, agents, departments, agencies, authorized volunteers, consultants, attorneys, boards, commissions, and committees, and instrumentalities thereof ("Indemnitees"), from and against any and all claims, liabilities, losses, fines, demands, penalties, lawsuits, writs of mandamus, and any other claims or actions or proceedings of any kind whatsoever (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolution procedures (including, but not limited to, arbitrations, mediations, and other such procedures), judgments, orders and decisions (collectively "Claims" and "Actions"), brought against the Indemnitees, which seek to attack, challenge, modify, set aside, void, or annul any action of or any permit or approval issued by the Indemnitees (including actions approved by the voters of the City) for, in connection with, or concerning the approval of this Permit. It is expressly understood and agreed that the City shall have the right to approve, which approval will not be unreasonably withheld, the legal counsel providing the defense of the Indemnitees for the Claims and Actions, and that the Applicant shall promptly reimburse the City for all costs and expenses directly and necessarily incurred by the City in the course of the defense, including reasonable attorneys' fees. The City shall promptly notify the Applicant of any Claims and Actions brought against the Indemnitees and shall cooperate in the defense of any such Claims and Actions. If the Applicant fails to so defend the Claims and Actions, the City shall have the right but not the obligation to do so and, if it does, the Applicant shall promptly pay the City's full cost thereof.
5. Approval of this Permit constitutes approval of the proposed project only to the extent that it complies with the City's Development Code and any other applicable zoning regulations. Approval does not include any action or findings as to compliance or approval of the project regarding any other applicable ordinance, regulation, or requirement.

6. Failure to abide by and faithfully comply with any and all conditions of approval shall constitute grounds for revocation of this Permit by the Laguna Hills Planning Agency.
7. The Applicant shall agree in writing to these conditions of approval within 30 days of the Planning Agency's approval.
8. The conditions of project approval set forth herein include certain development impact fees and other exactions. Pursuant to Government Code §66020(d), these conditions constitute written notice of the amount of such fees, and/or exactions. The Applicant is hereby notified that the 90-day protest period in which the Applicant may protest the fees, dedications, reservation, or exactions imposed on this project through the Conditions of Approval, commencing from the date of approval of the project, has begun.
9. Pursuant to City Council Resolution No. 2017-07-11-2, the Applicant shall reimburse the City for any outstanding staff time spent on the processing of this Permit within 60 days of the Planning Agency's approval.
10. This Permit shall expire and be of no further force or effect if the Permit is not implemented within two years from September 10, 2024.
11. Within 48 hours from project approval, the Applicant shall submit to the City a check in the amount of \$50.00, made payable to the Orange County Clerk-Recorder, for filing the Notice of Exemption.

Permitting

12. Prior to the issuance of a building permit, the Applicant shall submit a landscape and irrigation plan to the Community Development Director for review and approval. The plan shall demonstrate compliance with LPMC Chapter 9-46 and 9-47, including sufficient wall screening, landscaping, planter size and shade trees along the site perimeter and within the Project parking lot, installation of "Smart" landscape irrigation controllers, low precipitation-rate sprinkler heads, and water efficient landscaping, as applicable.
13. The Applicant shall deposit with the Community Development Department the estimated reasonable cost necessary to retain a qualified landscape professional to review the Applicant's proposed landscape and irrigation plans, as well as inspect the Applicant-installed landscaping to ensure compliance with the approved landscaped plans. The amount deposited shall be in accordance with a written proposal obtained by the City pursuant to its Purchasing Ordinance. Prior to the issuance of building shell final or issuance of a Certificate of Use or Occupancy permit, the Applicant shall pay the actual cost of landscape plan check and inspection or be entitled to a refund of funds deposited, if any. All required landscaping shall be installed prior to issuance of a Certificate of Use and Occupancy.
14. The Applicant shall be responsible for ensuring applicable building permits are

obtained, as required by the California Building Code, prior to commencement of any work for which a permit is required.

15. All documents required for permit issuance shall be accurately labeled and reflect all work, as required by the California Building Code.
16. All construction shall comply with California Building, Plumbing, Mechanical, Electrical, Green, and Energy Codes with regard to the applicable occupancy group if applicable.
17. Prior to issuance of building permits, the Applicant shall apply for a Certificate of Use and Occupancy (COUO), and the Applicant shall obtain the Certificate before conducting operations.
18. The Applicant is advised that the business will need to comply with CalRecycle's requirements of AB 1826 (Mandatory Commercial Organics Recycling), SB 1383 (Short-Lived Climate Pollutants), and AB 341 (Mandatory Commercial Recycling).
19. That prior to the issuance of a certificate of occupancy, the Applicant shall subscribe to and provide evidence of enrollment in the organics recycling services provided by the City's franchise waste hauler, in order to comply with California State Senate Bill 1383 and California Assembly Bill 1826, for the recycling and disposal of organic waste including any food waste.

Orange County Fire Authority

20. Plan Submittal: The Applicant or responsible party shall submit the plan(s) listed below to the Orange County Fire Authority for review. Approval shall be obtained on each plan prior to the event specified.
 - Prior to OCFA clearance of a final map or issuance of a precise grading permit or a building permit, if a grading permit is not required:
 - Fire Master Plan (Service Code PR145)
 - Prior to issuance of a building permit:
 - Dispensing from Underground Storage Tank (Service Code PR305)

Operations

21. Prior to the commencement of any work, the Applicant shall provide a contact number to the Community Development Director for the public to call concerning dust, noise, or other construction-related impacts. The information shall also be posted on site in a manner approved by the Community Development Director.
22. The Applicant shall maintain the Project in compliance with the noise standards of the City of Laguna Hills Noise Ordinance (LHMC 5-24). Should the City receive complaints related to noise associated with the Project which are in violation of the Noise Ordinance, the Applicant agrees to promptly implement reasonable noise attenuation measures.

23. The property shall be permanently maintained in an orderly fashion by the provision of regular removal of trash and debris, and comply with all property maintenance standards as required by LHMC Chapter 9-74. Specifically, all business shall be permanently maintained in an orderly fashion by the provision of regular removal of trash and debris, and all business activities and related services shall be conducted entirely within the tenant space.
24. Fuel deliveries are prohibited between the hours of 10:00pm and 7:00am. Truck engines shall be shut off during delivery unloading, and fuel deliveries shall be gravity fed with no mechanical equipment involved in unloading. Any vapors are captured by secondary containment shall be fed back into the truck.
25. If at any time in the future the Community Development Director determines, in his or her sole discretion, that an updated parking and circulation study is necessary to address parking and/or circulation insufficiencies, issues, complaints, or problems relative to ensuring adequate parking and circulation on the subject property in connection with this Permit, the Applicant shall, at its sole cost and expense, be responsible for the cost of a parking and circulation study prepared by a licensed consultant selected by the City. The Applicant shall, at its sole cost and expense, be responsible for implementation of any reasonable mitigation measures deemed appropriate by the Community Development Director related to such impacts based on the findings of such study.
26. The Applicant shall comply with all temporary and permanent sign requirements of the City's Sign Ordinance, as specified in Chapter 9-42 of the LHMC. The Applicant shall not use or display any prohibited signs listed in LHMC Section 9-42.260.

Public Works Department

27. Prior to the issuance of any grading permit or building permit, security instruments shall be posted guaranteeing construction of on-site and off-site improvements in accordance with LHMC Section 10-16.300, and these Conditions of Approval. Security instruments shall include a grading bond and a landscape bond, unless the latter is waived by the Community Development Director.
28. Prior to the issuance of a Certificate of Use and Occupancy, all required geotechnical testing services required for improvements in the public right-of-way will be based on time and materials, to be invoiced by the City. These fees will be in addition to all applicable encroachment, grading, subdivision, etc. inspection fees. These fees must be paid in full prior to release of any grading bonds.
29. Prior to the issuance of a building permit, the Applicant shall submit a grading and erosion control plan for any on-site drive aisle, parking space, sidewalk and/or other hardscape improvements. As applicable, the grading plan shall show the construction of all curb and gutter, asphalt and concrete pavement, sidewalk, storm drain, sewer and water systems (for reference only) and other improvements, and must include a horizontal control plan.

30. Prior to release of any grading bonds, the Project must be completed to the reasonable satisfaction of the City Engineer. This includes completion of all punch list items, approved mylar as-builts, underground inspections (for storm drain systems, if any), required paperwork (such as soils reports, certifications, etc.). All associated permits will be considered active, until all items (including paperwork) have been completed to the reasonable satisfaction of the City Engineer. All permits must be current (not expired) at time of bond release. The Applicant is advised that there may be permit renewal fees if said permits have expired prior to completion of all above listed items.
31. All grading and storm drain plans shall be prepared on City standard ARCH D size sheets by a licensed civil engineer and shall be submitted to the City Engineer for approval. All landscaping plans shall be prepared on City standard ARCH D size sheets by a licensed landscape architect and shall be submitted to the City Engineer for approval. All plans must be in substantial conformance with the approved site/concept plans. Plan check and inspection fees shall be paid by the Applicant in accordance with the City's fee schedule.
32. Prior to the release of any grading bonds, all grading, storm drain, and landscaping plans associated with the Project shall be as-built upon completion of the Project. Once the as-built drawings are approved, the Applicant shall provide the City with a duplicate mylar of the plans and scanned TIFF files of all plans.
33. Prior to the issuance of a precise grading permit, all on-site improvement construction (parking lots, sidewalks, ramps, grading) shall be bonded for with the precise grading plan and permit.
34. Prior to the issuance of any grading permit, erosion control, demolition, and earth moving work shall be bonded for with the rough or precise grading plan and permit, whichever occurs first.
35. Prior to work in the public right-of-way, an encroachment permit shall first be obtained from the City Engineer. The City Engineer at his sole discretion may require the posting of an encroachment permit bond to guarantee the completion of work in the public right-of-way.
36. Perimeter fencing shall be installed that has green screen material or approved equal. The fence/screen material shall be properly maintained and be free of rips, tears, fraying, graffiti, and any other damage or vandalism.
37. Prior to the issuance of a precise grading permit, a plan for the placement and installation of traffic signing, pavement delineation, and other traffic devices on the subject property shall be prepared for review and approval by the City Engineer. Parking stalls shall be striped according to City engineering standard plans, and stop signs along with stop legend bar shall be provided at all locations as specified by the City Engineer.
38. Grading of the subject property shall be in accordance with the City of Laguna Hills Grading Code and Manual (the City has adopted the use of the Orange County

Grading Manual with modifications) and to the reasonable satisfaction of the City Engineer. Any grading required outside of the Project boundaries will require either slope easements or right-of-entry letters from the adjacent property owners.

39. Prior to the issuance of a grading permit, the following on site (private property) improvements shall be designed in a manner meeting the approval of the City Engineer:
 - All provisions for surface drainage.
 - All necessary storm drain facilities extending to a satisfactory point of disposal for the proper control and disposal of storm runoff.
40. The Applicant shall comply with all requirements of the Orange County Stormwater Program "Construction Runoff Guidance Manual" during the construction of the Project. The requirements contained in this manual shall be incorporated into the grading plans.
41. All structural pavement sections for on-site and off-site streets, including all newly constructed or reconstructed parking lots, shall be submitted to and approved by the City Engineer. The soils engineer shall submit pavement section recommendations based on "R" Value analysis of the subgrade soils and approved City traffic indices. In no event shall the minimum pavement sections be less than the City's engineering standard plan minimum pavement sections.
42. Prior to the issuance of any grading permit, the Applicant shall provide a Certified Access Specialist (CAsp) report reviewing existing pathways, sidewalks and access ramps for both on-site access and adjacent to the site access along the accessible pathways for compliance with the Americans with Disabilities Act (ADA) for approval by the City Engineer and the Building Official. Accessible pathways shall not include a path within any drive aisle, except as necessary to cross a drive aisle at 90° to the drive aisle. The CAsp report shall include an implementation plan to correct all deficiencies noted and as reasonably approved by the City Engineer and the Building Official.
43. Prior to the issuance of a Certificate of Use and Occupancy, any sidewalk or pathway not in compliance with ADA standards and the CAsp report, as approved by the City Engineer and the Building Official, shall be reconstructed to the City's standards.
44. Prior to the issuance of a grading permit, the Project plans shall denote that all concrete placed (i.e. sidewalk) that comes in contact with native soils shall contain Type V cement.
45. Prior to the issuance of a Certificate of Use and Occupancy, all uplifted, subsided or severely worn curb, gutter and sidewalk that fronts the Project in the public right-of-way shall be removed and replaced. This includes uplifted, subsided or severely worn curb and gutter and sidewalk that was in this condition prior to the start of construction. Limits of removal and replacement will not be marked out until immediately prior to occupancy so that all damage that occurred during construction can be included in the limits of replacement.

46. Prior to the issuance of a Certificate of Use and Occupancy, all City street pavement restorations shall be completed to the reasonable satisfaction of the City Engineer.
47. If any asphalt pavement cuts are made into existing City roadways for the tie-in of utility connections, the subject roadway shall be ground down and overlaid from the gutter line to the centerline or median of the roadway and to the reasonable satisfaction of the City Engineer.
48. During the course of the Project construction, no public streets shall be utilized for temporary storage of any construction materials and no vehicles shall be off-loaded of deliveries or filled with materials on any public street.
49. Prior to the issuance of any grading permits, a haul route plan for all exports/imports from/to the site shall be submitted for review and approval by, and to the reasonable satisfaction of, the City Engineer. The haul route shall not utilize any arterial highway prior to 9:00 am or after 4:00 pm daily. In addition, a construction vehicle routing plan shall be submitted for review and approval by, and to the reasonable satisfaction of, the City Engineer prior to any demolition or construction work. No construction equipment traffic shall access or depart the site during morning or evening traffic peak periods, which are 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m., Monday through Friday.
50. Prior to the issuance of a grading permit, a hydrology and hydraulic study (including off-site areas affecting the development) shall be prepared by a qualified civil engineer and approved by the City Engineer. The report shall include detailed drainage studies indicating how the grading, in conjunction with the drainage conveyance systems including applicable swales, channels, street flows, catch basins, storm drains, and flood water retarding, will allow building pads to be safe from inundation from rainfall runoff which may be expected from all storms up to and including the theoretical 100-year flood.
51. Prior to the issuance of grading permits or the approval of improvement plans, a recorded drainage acceptance letter for any concentration or increase of drainage runoff to adjacent properties shall be required.
52. Prior to the issuance of a Certificate of Use and Occupancy, any storm drains modified by the Project, if any, shall be inspected by the County of Orange Underground Inspection Team (The City will arrange for the inspection). There will be additional fees for this inspection.
53. Prior to the issuance of a Certificate of Use and Occupancy, "No Dumping - Drains to Ocean" shall be stenciled directly above any inlets or an approved stencil shall be used to paint this message on inlets.
54. All storm drain systems shall be designed and constructed in accordance with the County of Orange Local Drainage Manual, Orange County Public Works Standard Plans, and applicable City standard engineering plans.

55. Prior to the issuance of any grading permit, evidence that proper clearances have been obtained from the San Diego Regional Water Quality Control Board such as the filing of a Notice of Intent to Discharge, shall be provided to the City Engineer. If a permit is required, the Applicant will be required to prepare a Storm Water Pollution Prevention Plan.
56. Prior to the issuance of a Certificate of Use and Occupancy, catch basin filters shall be installed on all catch basins which drain the subject site, including any existing catch basins. Specification sheets shall be submitted to the City Engineer for approval prior to the installation of the filters.
57. All projects, in conjunction with a grading permit, require the preparation of an erosion control plan in conformance with the City of Laguna Hills Grading and Excavation Code. All erosion control plans shall incorporate Best Management Practices to the maximum extent possible. In addition, erosion control shall be implemented during construction year-round.
58. Prior to the issuance of a Certificate of Use and Occupancy, the applicant shall subscribe to the City's franchise waste hauler's organics recycling service as required by State Senate Bill 1383. Further information can be found here:
<https://www.ci.laguna-hills.ca.us/211/Recycling-For-Businesses>
59. Prior to issuance of any precise grading permit, a Water Quality Management Plan (WQMP) shall be approved by the City Engineer. The WQMP shall be prepared in conformance with the City's WQMP Instructions and Template. The project design and construction shall comply with the requirements of the latest edition of the City's National Pollutant Discharge Elimination System (NPDES) Permit issued by the San Diego Regional Water Quality Control Board. Copies of the Permit may be downloaded from the Water Board's website at www.waterboards.ca.gov/sandiego. This order and the City's NPDES Local Implementation Plan (LIP) require the City to classify this Project as a priority project. The Applicant will be responsible for complying with the "priority development project" requirements of this Permit, which requires the Project to incorporate source control BMPs and structural treatment BMPs. The Applicant is advised that there are additional plan check fees for the review of this document.
60. Prior to the issuance of a Certificate of Use and Occupancy, all water runoff from the site (including sheet flow), including existing areas, shall be required to be filtered with a water quality device approved by the City Engineer, prior to the discharge of the water to the street gutter or storm drain system. This may require the installation of trench drains around the gas station canopy to collect and treat sheet flow leaving the site.
61. Prior to the issuance of a Certificate of Use and Occupancy, the property owner shall furnish a recorded copy of a Maintenance Agreement outlining post construction Best Management Practices (BMP's) in accordance with the County of Orange Drainage Area Management Plan Appendix for New Development. The following non-structural BMP's are required to be implemented by the current

property owner, and all subsequent property owners to satisfy National Pollution Discharge Elimination System requirements and requirements outlined in the Orange County Drainage Area Management Plan. A copy of these conditions of approval shall be provided to all subsequent property owners. The following BMP's will be required:

- **Storage and Repair of Motor Vehicles** - The property owner or lessee shall not allow motor vehicles stored on the premises to be washed on site, unless a car wash facility is proposed that is connected to the sanitary sewer system. Motor vehicles may be lightly rinsed (with no detergents, soaps, or surfactants) provided that de-ionized water is used sparingly and any runoff is diverted to a landscaped area or collected on-site and disposed of into the sanitary sewer system. Vehicles parked at this facility that show evidence of leaking fluids must be stored with drip pans located to catch the leakage and protected from mixing with stormwater. All hazardous pollutants spilled from stored vehicles shall be cleaned and picked up immediately with an appropriate "dry method" absorbent material and disposed of properly. All spills must be contained and cleaned up on the premises.
- **Litter Control** - The property owner or lessee will be required to implement trash management and litter control procedures in the common areas aimed at reducing pollution of drainage water. The property owner may contract with their landscape maintenance firm to provide this service with the regularly scheduled maintenance, which should consist of litter patrol, emptying of trash receptacles in common areas, and noting trash disposal violations and reporting the violations to the property owner for investigation.
- **Trash Enclosures and Dumpsters** - The property owner or lessee shall post signs on trash enclosure gates that state "Keep Dumpster Lids Closed." The property owner will monitor dumpster usage such that dumpsters are not overfilled and the dumpster lids can close completely. The property owner shall increase the trash pickup schedule as necessary to prevent dumpsters from overfilling.
- **Landscape Maintenance** - Ongoing maintenance must be consistent with the City's adopted water conservation ordinance, plus fertilizer and pesticide usage consistent with the "County Management Guidelines for Use and Fertilizers and Pesticides." Landscaping irrigation systems shall be adjusted and properly maintained to prevent over spray runoffs.
- **Green Waste Disposal** - Green waste shall not be blown or swept into, or disposed of, in the street, gutter, public right-of-way, or storm drain catch basins or inlets. Leaf blowers, if used, shall be used to move green waste into piles so they can be swept and picked up and disposed of in green waste recycling containers.

- **Employee Training** - The property owner or lessee shall prepare a training manual(s) for existing and future employees. The manual should include information on non-point source pollution and how to use proper Best Management Practices (BMPs) to minimize runoff pollutants. Training shall be provided upon hire and at regular intervals thereafter.
- **Catch Basin/Inlet Inspection** - The property owner or lessee must inspect all catch basins/inlets on site and clean the catch basins, if necessary, prior to the storm season (no later than October 15 each year).
- **Lot/Street Sweeping** - The property owner or lessee must sweep outdoor lots regularly (minimum monthly), and prior to the storm season (no later than October 15 each year). Sweeping shall be done with a vacuum-type sweeper. Under no circumstances are outdoor areas/lots to be rinsed or washed with water unless said rinse/wash water is collected and disposed of properly (i.e. into the sewer).
- **Catch Basin Stenciling** - All catch basins/inlets/outlets on site must be marked using the City's "No Dumping - Drains to Ocean" curb marker or stenciled using an approved stencil shall be used to paint this message on the top of curb directly above the inlet, and on one side of the curb face. Labeling for catch basins is to be inspected regularly and maintained so as to be reasonably legible at all times. The inspection and maintenance is to be performed by the property owner. This stencil is to alert the public/employees to the destination of pollutants discharged into the storm water.
- **BMP Maintenance** - The property owner or lessee shall be responsible for implementation of each non-structural BMP and regularly scheduled cleaning of all BMP structural facilities (catch basin, storm drains, trash enclosures, etc.).
- **Title 22 CCR Compliance** - The property owner or lessee must comply with Title 22 of the California Code of Regulations and relevant sections of the California Health and Safety Code regarding hazardous waste management, which will be enforced by County Environmental Health on behalf of the State.
- **Haz-Mat Disclosure Compliance** - The property owner or lessee shall comply with County and City ordinances.
- **Uniform Fire Code Implementation** - The property owner or lessee shall comply with Article 80 of the Uniform Fire Code.
- **Spill Response Plan/Kit** - The property owner or lessee shall develop a spill response plan and maintain a spill response kit on site. Employees shall be properly trained to use the spill response kit. Owner shall maintain absorbent materials in the spill response kit to adequately contain any spills that can be anticipated (i.e. oil drips, engine coolant, etc.).

62. Prior to the issuance of a precise grading permit, the Applicant shall provide plans and supporting documentation for the review and approval of the City Engineer showing that areas requiring regular washing/cleaning (including dumpster areas) are isolated from the storm drain system. No discharge from such areas shall be allowed into the storm drains. This plan may be incorporated into the WQMP.
63. Prior to the issuance of a precise grading permit, water and sewer improvement plans shall be approved by the appropriate water district and the City Engineer. All water and sewer facilities shall be constructed in accordance with the appropriate agency's specifications, with all incidental fees paid by the Applicant. These facilities shall be dedicated to the appropriate water district by the Applicant to the reasonable satisfaction of the City Engineer.
64. On-site water and sewer facilities that will not be maintained by Moulton-Niguel Water District shall be plan checked and inspected by the City's Building Department. All fees shall be paid in accordance with the City's fee schedule.
65. Any above ground valve assemblies or back-flow devices shall be placed on private property and an easement dedicated to Moulton-Niguel Water District.
66. Prior to the issuance of a Certificate of Use and Occupancy, any damage, either structural or aesthetic, to any public and/or private streets as a result of utility connections to service the Project shall be repaired by the Applicant to the reasonable satisfaction of the City Engineer. The improvements will not be accepted by the City until the necessary repairs are completed.
67. Any above ground utility cabinets shall be placed on private property and an easement dedicated to the appropriate utility company (if required).
68. No above ground utility structures, cabinets, pipes, or valves shall be constructed within the public right-of-way.
69. The maintenance of any landscaping between the curb and the right-of-way line of any street abutting the parcel shall be the responsibility of the owner of that parcel, unless a recognized association or district has assumed responsibility for said maintenance.
70. All landscape plans shall reflect all improvements shown on the final approved grading plans and building plans including, but not limited to, improvements such as ramps, walkways, driveways, planter areas, fire access lanes, ingress and egress, and appurtenances constructed to support the use of any improvements such as gates, handrails, fences, or walls.

PASSED, APPROVED AND ADOPTED this 10th day of September 2024.

DAVE WHEELER, CHAIR

ATTEST:

JENNIFER LEE, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

I, Jennifer Lee, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. PA2024-X-X-X adopted by the Planning Agency of the City of Laguna Hills, California,
at a Regular Meeting thereof held on the 10th day of September 2024, by the following
vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

JENNIFER LEE, CITY CLERK

Alicia Town Center

Aliso Equities, Ltd.
2901 W. Coast Highway, Suite 200
Newport Beach, CA 92663



April 23, 2024

To: Mr. Jay Wu: Planning and Community Development Department of the City of Laguna Hills, CA.

Dear Mr. Wu,

ALICIA TOWN CENTER – FUEL STATION- LETTER OF JUSTIFICATION:

Introduction

The Alicia Town Center is an existing neighborhood shopping center anchored by Ralphs grocery store at the corner of Alicia Parkway and Paseo de Valencia. “ATC” consists of 65,808 square feet of retail, restaurants, bank, and grocery. The shopping center currently has 306 parking spaces in a surface lot in front of three buildings. In May of 2019, the City of Laguna Hills approved CUP/PUP 11-18-4383 establishing a Joint Parking Use Permit for ATC. This CUP/PUP demonstrated that even at peak hours, ATC has a surplus of over 100 available parking stalls at the center to accommodate existing uses as well as a wide range of potential proposed uses.

Why a Site Development Permit / CUP Is Needed?

The ATC site is already zoned for Community Commercial. The ownership and Ralphs would like to add a new Ralphs/Kroger fuel station to the hard corner of the site at Alicia Parkway and Paseo de Valencia. The ownership will process all discretionary planning approvals, and Ralphs will prepare construction documents, process plan check, and construct the fuel center improvements. The existing Ralphs grocery store is 45,424 square feet and occupies approximately 70% of the shopping center’s leasable area. The proposed fuel station will replace 39 of the existing parking spaces located in the northwest corner of the center. The fuel station will cover approximately 0.71-acre, or 11% of the ATC site. Four parking stalls will be added in the rear loading area behind Ralphs grocery store for a net loss of 35 parking stalls for this project.

Findings

The proposed fuel center is consistent with the general plan for Community Commercial zoning. The overall 6.43-acre site is adequate in size and shape to accommodate the fuel use and integrate with the uses in the vicinity, which already include an existing fuel station and commercial center located



diagonally across on Alicia Parkway and Paseo de Valencia. The adjacent uses have been considered and the proposed project will not adversely affect the surrounding properties. Per the City of Laguna Hills VMT guidelines, a local serving land use such as a fuel station provides services to the local community and offers residents the opportunity to fuel closer to home and work, thereby shortening trip lengths and vehicle miles traveled.

An Air Quality analysis, a Noise Impact assessment, and a Traffic and Queuing study are all part of this application submittal. These studies were performed by the highly qualified and respected firm of RK Engineering Group, in conjunction with a City of Laguna Hills preapproved scope of work. Regarding the Air Quality and Greenhouse Gas analysis, the proposed project has a favorable, less than significant impact on air quality. The project was evaluated against SCAQMD and CEQA standards and would not contribute to a cumulative, meaningful increase in cancer risk or TAC emissions. Construction design features such as dust control are recommended and will be implemented. The fuel station's proposed annual gasoline throughput of 3.3 million gallons per year is well below the project's maximum allowable throughput of 8 million gallons per year as calculated using the established SCAQMD safety thresholds applicable to this location.

Regarding the Noise Impact report, the proposed project is not expected to cause a substantial increase in noise levels in the vicinity from increased traffic volumes. Paseo de Valencia and Alicia Parkway are already classified as major arterial roadways and can accommodate the minor increase from the fuel station. During the construction phase, noise and vibration can be reduced with design features, such as no Sunday construction.

Traffic and queuing were also thoroughly evaluated. Peak traffic counts were conducted at three intersections: the main intersection of Alicia Parkway/Paseo de Valencia, the signalized driveway at Alicia Parkway at Community Center Drive, and the non-signalized driveway on Paseo de Valencia. The proposed project is forecast to generate approximately 1,290 net daily trips. All three intersections are forecast to continue to operate at an acceptable Level of Service during peak AM and PM hours with a free flow of traffic, and no improvements are recommended or required. Queuing was evaluated at two similar Southern California Kroger gas stations. No lines whatsoever were noted, apart from a single 5-minute interval which had two cars in line once during the two-day observation and counts. The ATC project site can fully accommodate a queue of two vehicles without blocking parking or drive aisles. Furthermore, the City of Laguna Hills VMT guidelines identifies gas stations as a local serving land use which has a less than significant impact on VMT under CEQA requiring no further VMT analysis.

The fuel station's design and construction have also been carefully evaluated and integrated to match the existing adjacent buildings and to meet the high standards of the City's development code. Architects Orange is the design firm for this submittal and was also the firm which designed the major remodel of ATC in 1997, shortly after ownership's purchase. Using the same architectural firm ensures a high-quality continuity in aesthetic design. The new fuel center signage displaying gas prices will match

and mirror the existing approved sign criteria program. This commercial corner is suitable for the proposed development and meets the City's general plan uses and design criteria.

Justification

The existing Ralphs grocery store is an asset to the Laguna Hills community, giving shoppers a quality, local supermarket choice at this location since 1977. This Ralphs directly serves the adjacent Community Center patrons and the nearby Laguna Hills High School. A new Ralphs fuel station would also give the Laguna Hills community a competitive choice for well-priced gas. Therefore, the completed project would provide for increased availability of a variety of goods and services within the neighborhood via a small-scale community center, which is the intent of the Community Commercial zoning district.

Upon City approval, Ralphs will construct all improvements at its expense, thereby making a substantial long-term investment in this location. Without the proposed fuel station, Ralphs' long-term commitment to staying open in Laguna Hills is uncertain. The supermarket industry operates on very tight margins, and competition from on-line grocers and discount grocers makes it increasingly difficult for full-service grocery stores like Ralphs to survive. The added revenue and customer loyalty generated from a fuel station is a major incentive for Ralphs to remain in Laguna Hills at the ATC. The addition of the fuel center is a meaningful way for Ralphs to remain competitive with the new Amazon grocery store arriving in the trade area at the I-5 and Alicia Parkway. Ralphs can improve their customer loyalty through fuel incentives while providing some of the area's best pricing. When the fuel center is approved, Ralphs will be making a significant investment in this location, which will help ensure that Ralphs remains in Laguna Hills at Alicia Town Center for many years to come.

Under a separate permit, Ralphs will also be adding EV charging to ATC, so that customers with either gas or electric cars have the local resources they need. Ralphs prioritizes adding EV charging to locations that have a fuel center, so this would be a big win for customers of all vehicle types. The addition of this fuel center to the Laguna Hills market will ensure this area has competitive fuel prices, which is so important given today's inflationary pressures.

Please note that no additional curb cuts on either Alicia Parkway or Paseo de Valencia are requested as part of this application, and all entrance throats will remain unchanged. Ralphs' patrons will utilize existing entries and exits at the shopping center to access the new fuel center, so traffic patterns and street access will not be altered by this project.

As mentioned above, in 2019, ownership followed the city planning department's recommendations and processed a CUP/PUP related to the project's parking. This approval included an in-depth parking analysis performed by RK Engineering Group's traffic engineering department to document that ATC has a surplus of unused parking. The study followed standard ULI and engineering practice/guidelines for determining future parking demand for a neighborhood shopping center. This parking study, which was approved by the city's CUP resolution, was updated in 2024 to account for the addition of the new fuel

station along with full tenant occupancy in the shopping center. Based on these updated results, the shopping center still showed a 70-parking stall surplus at peak times. Therefore, ATC can accommodate the fuel center and still maintain a meaningful parking surplus for the future.

Operations

Kroger began its fuel program in 1998 and has grown to now operate 1,650 fuel stations across the country and operates Ralphs, Fry's, and Food 4 Less stations. Besides the major oil companies (Arco, Shell, etc.) Kroger is the largest provider of fuel in the U.S. Kroger's operating standards and protocols are state of the art in the industry, following all Federal Regulatory Requirements of CFR 40, Part 280. Some of these safety requirements that will be implemented at Alicia Town Center include double walled, non-corrosive, alarmed fuel tanks set in underground vaults, manholes with secondary containment, and continuously monitored leak detectors with automatic shutoffs. Ralphs adheres to the South Coast Air Quality Management District (SCAQMD) environmental requirements of Rule 461 and recovers any displaced vapors from the transfer process. Test records and reports are maintained and available for regulatory review.

In keeping with the existing grocery store's delivery curfew hours of 10 PM to 7 AM, fuel delivery hours will only occur between 7 AM and 10 PM, so as not to disturb adjacent uses. During deliveries, the truck engine is shut off to unload. Fuel deliveries are gravity fed with no mechanical equipment involved in unloading. Any vapors are captured by secondary containment and fed back into the truck. All Kroger/Ralphs drivers and employees have extensive training in safety and equipment procedures. The proposed fuel station will have a manned kiosk from 5:30 AM to 10:00 PM, with pay at the pump for overnight hours.

Trash will be placed in receptacles at the fuel center, collected by Ralphs employees and disposed of in the existing trash area at the back of the supermarket. Trash is then collected by a local waste management vendor. Organics are backhauled to Ralphs' Renewable Energy Facility at their Compton headquarters for processing where they're able to create renewable energy through an on-site digester system. Kroger/Ralphs is Cal Recycle approved and meets regulations for collections and recycling SB1383, AB 1826, and AB 341.

Conclusion

In conclusion, Alicia Town Center has ample excess parking to accommodate the addition of a fuel station. No new curb cuts are requested, so traffic patterns will be unchanged. Design, construction materials, landscaping, signage, and lighting have all been provided as part of this submittal and will all meet the City's high standards. Ralphs will make a long-term commitment to this location by investing their own capital to build the fuel center. The community of Laguna Hills will be well served with a top-quality Ralphs grocery store with a convenient fuel center ensuring a wide variety of goods and services are provided to the neighborhood long into the future. The permit request is therefore justified.

Sincerely,

Monique Lacher, General Partner of Aliso Equities Ltd.

ENTITLEMENT PACKAGE

ALICIA TOWN CENTER

LAGUNA HILLS, CA

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- 21. DRAINAGE DETAILS
- 22. UTILITY PLAN

PROPERTY OWNER/APPLICANT

ALISO EQUITIES, LTD
2901 W. COAST HWY., SUITE 200
NEWPORT BEACH, CA 92663
P: 714-715-0669
CONTACT: MONIQUE LACHER
EMAIL: LACHER@ROADRUNNER.COM

ARCHITECT / LANDSCAPE ARCH.

AO ARCHITECTS
144 N. ORANGE ST.
ORANGE, CA 92866
P: 714-639-9860
CONTACT: SCOTT JONES
EMAIL: SCOTTJ@AOARCHITECTS.COM

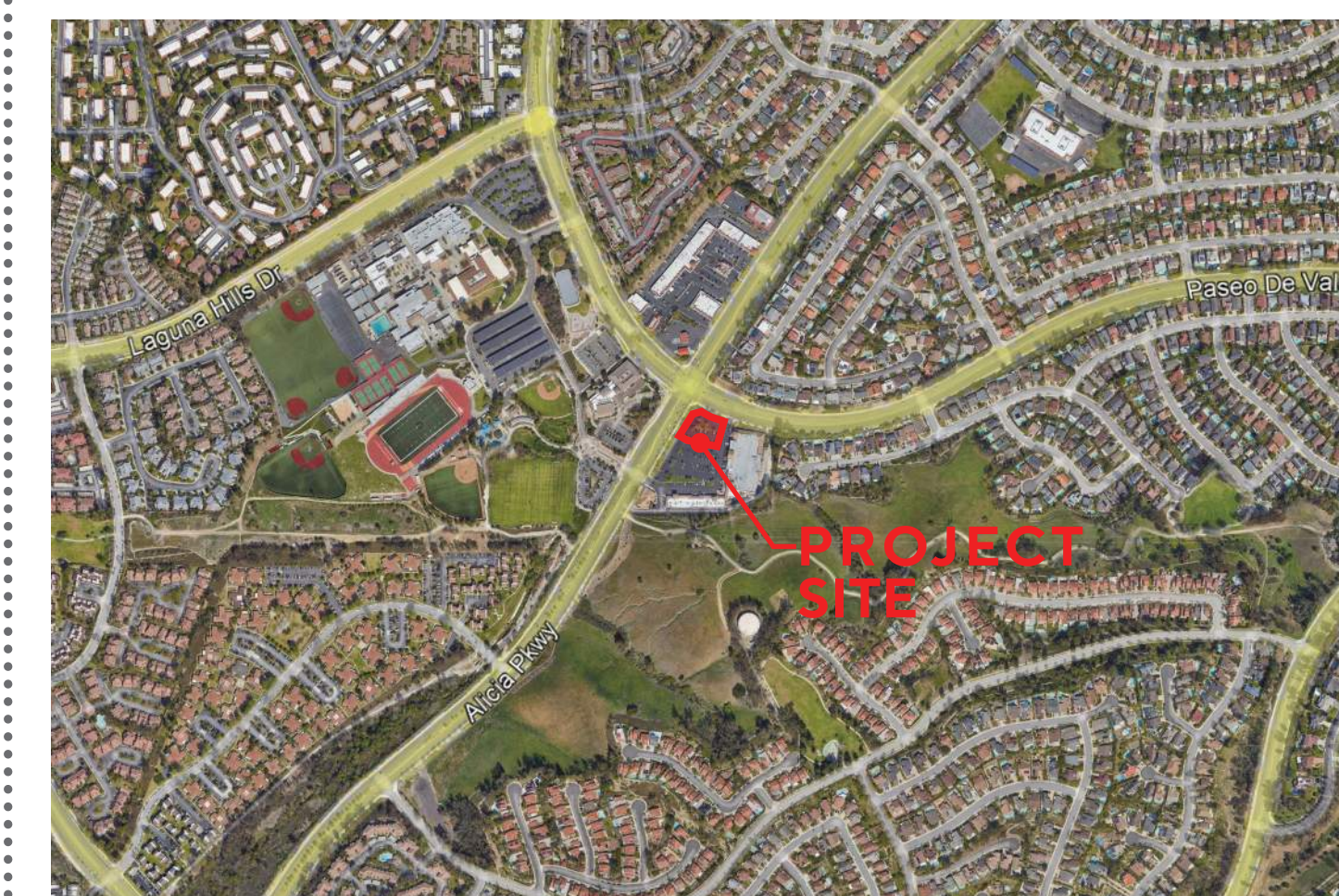
LANDSCAPE:
CONTACT: DIEGO ALESSI
EMAIL: DIEGOA@AOARCHITECTS.COM

CIVIL ENGINEER

KIMLEY-HORN
1100 W. TOWN & COUNTRY ROAD, SUITE 700
ORANGE, CA 92868
P: 714-939-1030
CONTACT: RYAN ALVAREZ
EMAIL: RYAN.ALVAREZ@KIMLEY-HORN.COM

AUGUST 2, 2024

CUP / Site Development Permit #0110-2022(Ralphs)



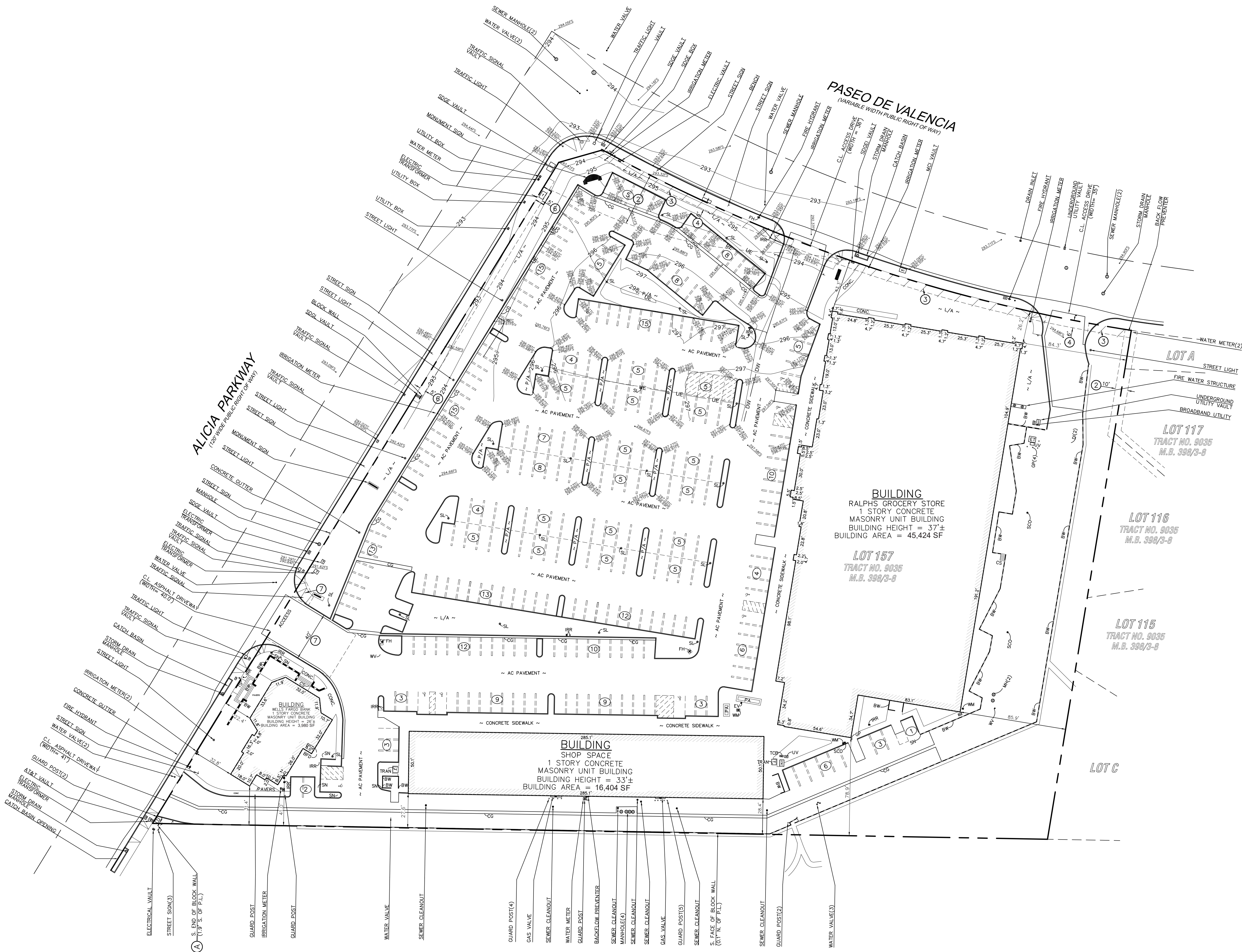
NOTES:
-AO ARCHITECTS AUTHORIZES PLANS TO BE PUBLISHED.
-SIGNAGE TO BE UNDER SEPARATE SUBMITTAL.

ALISO EQUITIES, LTD



SITE DATA TABLE	
EXISTING STORE AREA	65,808 SF
EXISTING PARKING STALLS	306
EXISTING PARKING RATIO	4.65

NOTE:
EV CHARGING STALLS TO BE UNDER FUTURE SEPARATE PERMIT



- LEGEND:
- (TYP) = TYPICAL
 - AC = ASPHALTIC CONCRETE
 - AT&T = AMERICAN TELEPHONE AND TELEGRAPH
 - APN = ASSESSORS PARCEL NUMBER
 - BFD = BACK FLOW DEVICE
 - BK = BOOK
 - BW = BLOCK WALL
 - CB = CATCH BASIN
 - CG = CONCRETE GUTTER
 - CL = CENTER LINE
 - CLF = CHAIN LINK FENCE
 - CONC = CONCRETE
 - CS = CONCRETE STAIRS
 - D/W = DRIVEWAY
 - DW = DRAIN INLET
 - EW = WATER PIPE LINE
 - ET = EAST
 - ET = ELECTRIC TRANSFORMER
 - EV = ELECTRIC VAULT
 - EW = ELECTRIC METER
 - FD = FOUND
 - FDC = FIRE DEPARTMENT CONNECTION
 - FH = FIRE HYDRANT
 - FSC = FIRE SERVICE CONNECTION
 - FT = FOOT
 - GP = GAS METER
 - GP = GUARD POST
 - GV = GAS VALVE
 - IRR = IRRIGATION BOX
 - LP = LIGHT POLE
 - LT&T = LEAD TACK & TAG
 - L.S. = LICENSED SURVEYOR
 - N = NORTH
 - N.E.LY = NORTHEASTERLY
 - N.W.LY = NORTHWESTERLY
 - OH = OVERHANG
 - O.R. = OFFICIAL RECORDS
 - PG = PAGE
 - PA = PLANTER AREA
 - PIV = POST INDICATOR VALVE
 - P.L. = PROPERTY LINE
 - PP = POWER POLE
 - P.S. = PARKING STALL(S)
 - S = SOUTH
 - SCO = SEWER CLEAN OUT
 - SDMH = STORM DRAIN MANHOLE
 - S.E.LY = SOUTHEASTERLY
 - S.F. = SQUARE FEET
 - SL = STREET LIGHT
 - SMH = SEWER MANHOLE
 - SN = SIGN
 - S.W.LY = SOUTHWESTERLY
 - TL = TRASH ENCLOSURE
 - TCB = TELECOMMUNICATION BOX
 - TS = TRAFFIC SIGNAL
 - T.R. = TITLE REPORT
 - TRAN = TRANSFORMER
 - UE = UTILITY ELECTRIC LINE
 - UV = UTILITY VAULT
 - UB = UTILITY BOX
 - W = WEST
 - W/W = WITH
 - WM = WATER METER
 - WV = WATER VALVE

BENCH MARK:
COUNTY OF ORANGE BM #3HH-2-77
DESCRIBED BY OCS 2003 - FOUND 3 3/4" OCS ALUMINUM
BENCHMARK DISK STAMPED "3HH-2-77", SET IN THE
NORTHWESTERLY CORNER OF A 4 FT. BY 8 FT. CONCRETE CATCH
BASIN. MONUMENT IS LOCATED IN THE SOUTHEASTERLY CORNER OF
THE INTERSECTION OF ALICIA PARKWAY AND PASEO DE VALENCIA,
51 FT. SOUTHEASTERLY OF THE CENTERLINE OF ALICIA AND 425 FT.
NORTHEASTERLY OF THE CENTERLINE OF PASEO DE VALENCIA.
MONUMENT IS SET LEVEL WITH THE SIDEWALK.
ELEVATION = 292.162 (NAVD88, LEVELED 1991)

ALICIA TOWN CENTER
Laguna Hills, CA

ALISO EQUITIES, LTD

EXISTING SITE PLAN
Conditional Use Permit / Site Development Permit #0110-2022(Ralphs)



Scale
Job No.
Date

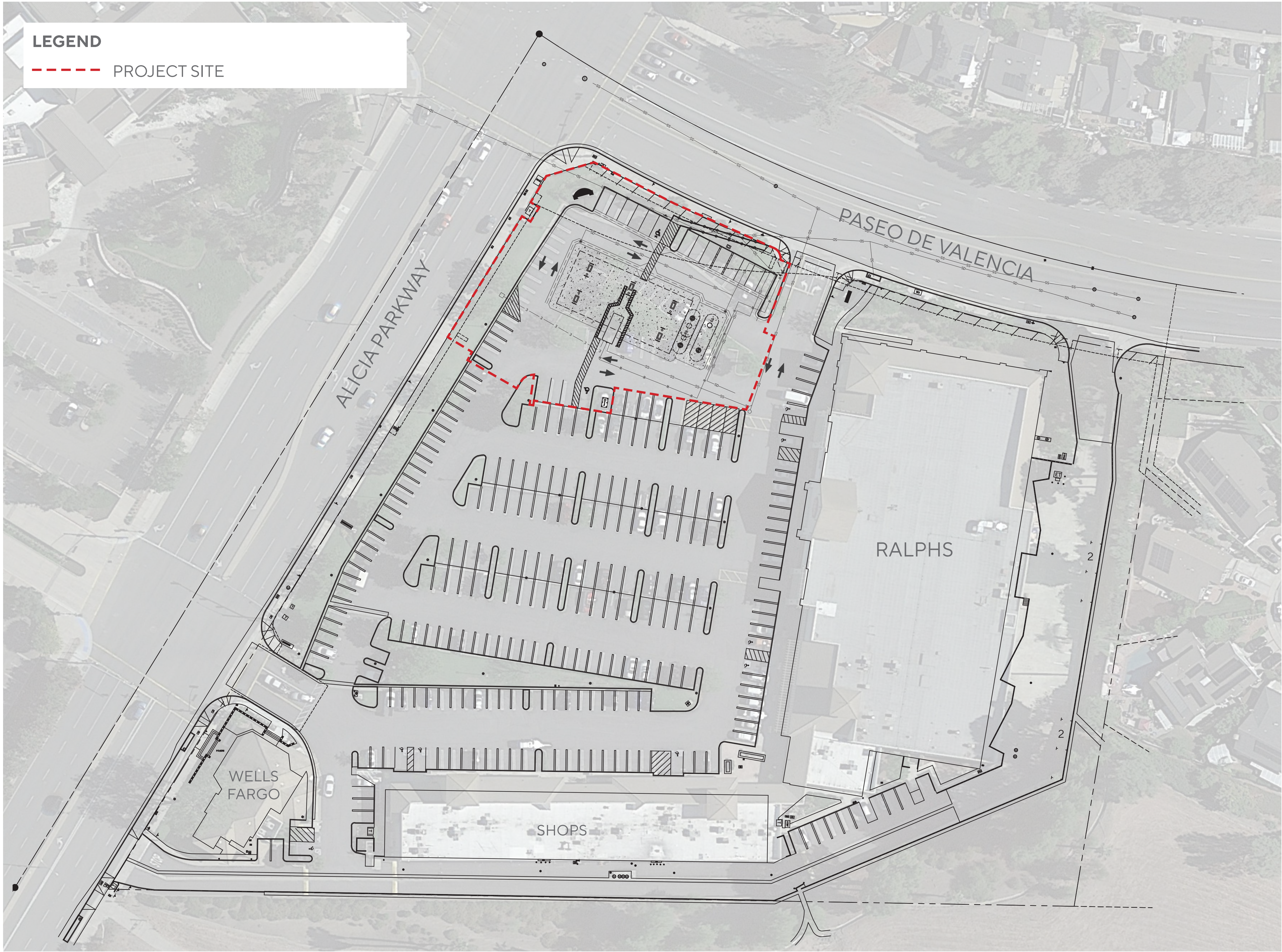
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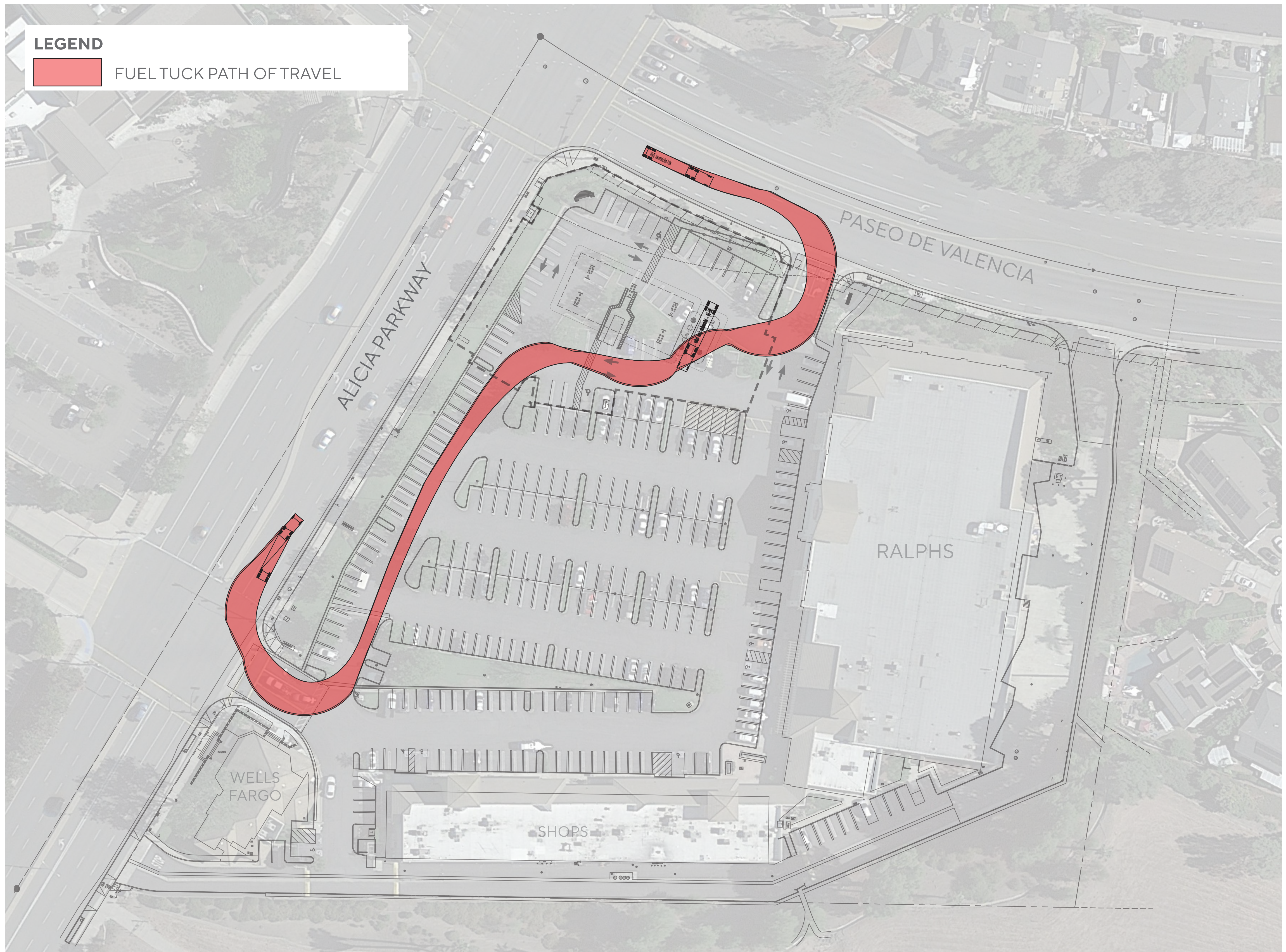
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2022-877
2024-06-18

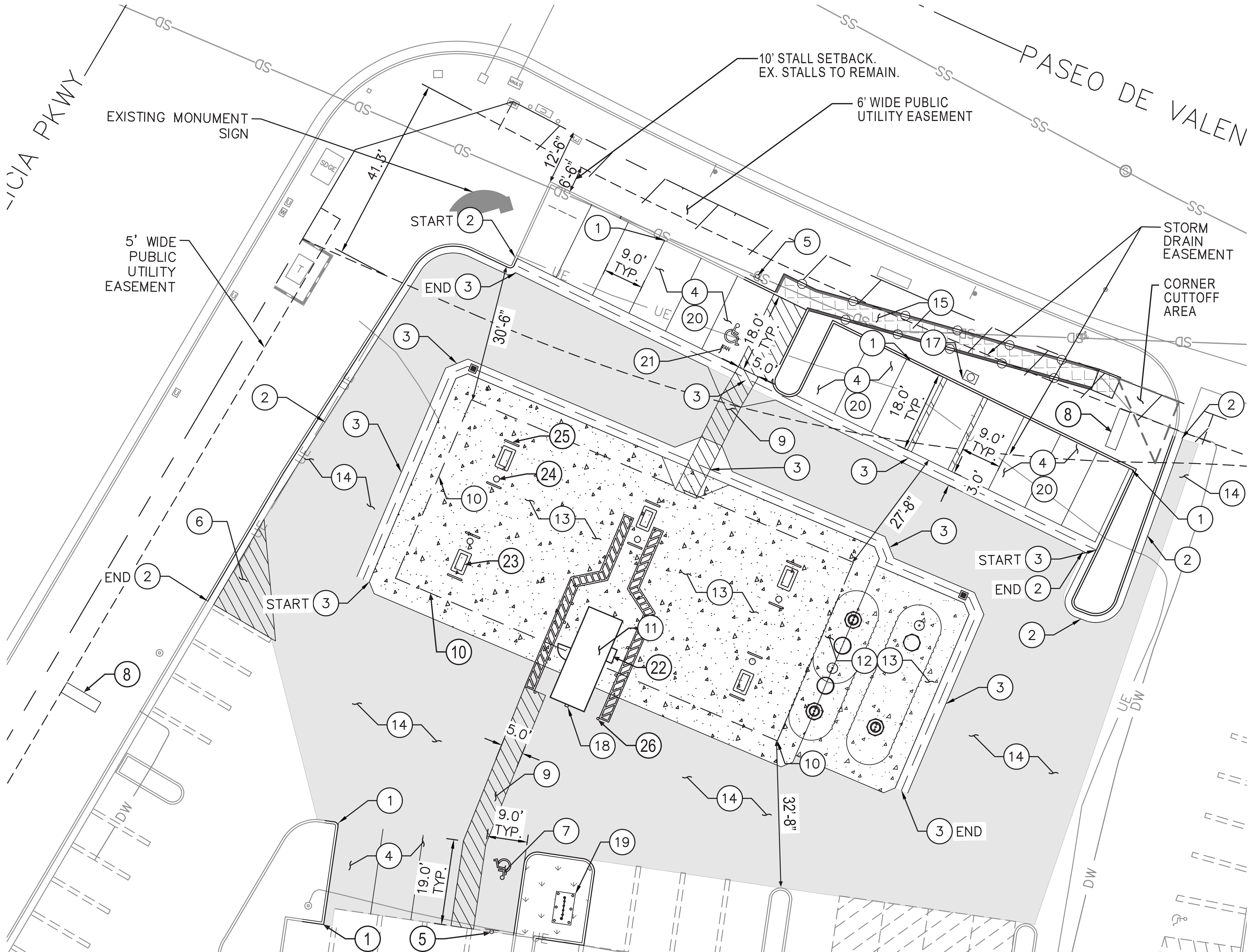
DEVELOPMENT SUMMARY TABLE:				
PROJECT ADDRESS: 25594 ALICIA PKWY LAGUNA HILLS, CA 92653				
GENERAL LOCATION: SEC ALICIA PKWY AND PASEO DE VALENCIA				
PROJECT DESCRIPTION:				
PROPOSED FUEL STATION FACILITY WITH PRE-FABRICATED KIOSK				
DEVELOPMENT INFORMATION:				
APN:	625-081-04			
EXISTING ZONING	CC			
EXISTING LOT SIZE	280,091	SF	6.43	AC
PROPOSED PROJECT SITE SIZE	±31,065	SF	0.71	AC
PROPOSED CANOPY AREA:	3,956	SF		
PROPOSED KIOSK AREA:	178	SF		
TOTAL BUILDING AREA:	4,134	SF		
PARKING SETBACK	REQUIRED	PROVIDED		
- FRONT	10 FT.	23 FT.		
- STREET SIDE	11 FT.	26.5 FT.		
BUILDING SETBACK				
- FRONT	20 FT.	±53 FT.		
- STREET SIDE	15 FT.	±39 FT.		
- INTERNAL SIDE	10 FT.	TBD		
- REAR	10 FT.	TBD		

SITE DATA TABLE	
EXISTING STORE AREA	65,808 SF
EXISTING PARKING STALLS	306
PROPOSED STORE AREA	65,986 SF
PROPOSED PARKING STALLS	271

NOTE:
EV CHARGING STALLS TO BE UNDER FUTURE SEPARATE PERMIT







LEGEND

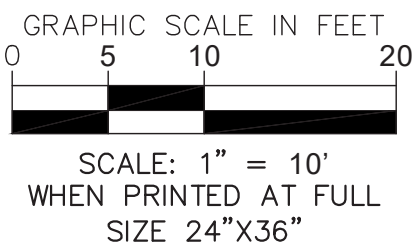
- PROPERTY LINE
- CENTER LINE
- EASEMENT LINE
- HEAVY DUTY ASPHALT
- PROPOSED HEAVY DUTY CONCRETE
- PROPOSED CONCRETE SIDEWALK
- PROPOSED LANDSCAPING

SITE DATA TABLE

TOTAL STORE AREA	65,808 SF(EXISTING)
PROPOSED KIOSK AREA	178 SF
EXISTING PARKING STALLS	306
PROPOSED PARKING STALLS	271

CONSTRUCTION NOTES

- PROPOSED CONCRETE CURB.
- PROPOSED CONCRETE CURB AND GUTTER.
- PROPOSED 3.0' WIDE VALLEY GUTTER.
- PROPOSED STRIPING. STALLS PER DIMENSIONS SHOWN HEREON. ALL PAINT TO BE WHITE WITH TWO COATS.
- PROPOSED SIGN ON BOLLARD.
- STRIPE WHITE 4" STRIPE, 60 DEGREES, SPACED AT 24" O.C.
- PROPOSED ACCESSIBLE STALL. STALL STRIPING TO BE BLUE. SEE PAD DET.305
- PROPOSED GAS MONUMENT SIGN. SIGNAGE UNDER SEPARATE SUBMITTAL.
- PROPOSED PATH OF TRAVEL STRIPING. STALL STRIPING TO BE YELLOW.
- PROPOSED OVERHEAD CANOPY.
- PROPOSED KIOSK.
- PROPOSED UNDERGROUND GAS STORAGE TANKS.
- PROPOSED HEAVY DUTY CONCRETE PAVEMENT.
- PROPOSED HEAVY DUTY ASPHALT PAVEMENT.
- PROPOSED CONCRETE RAMP WITH HANDRAILS.
- PROPOSED PARALLEL PARKING STALLS. DIMENSIONS PER PLANS.
- PROPOSED AIR & WATER STATION. SEE PAD DET.205
- PROPOSED FUEL OVERFLOW ALARM.
- PROPOSED TANK VENT RISER.
- PROPOSED ASPHALT PAVEMENT.
- PROPOSED ACCESSIBLE VAN STALL. STALL STRIPING TO BE BLUE.
- PROPOSED HAZARDOUS MATERIALS CABINET
- DISPENSER ISLAND (TYP. 5 TOTAL)
- CANOPY STEEL COLUMN WITH CONCRETE BASE (TYP. 5 TOTAL)
- INVERTED U-SHAPED STEEL PIPE GUARD BOLLARD. SEE DET. 105. (TYP. 10 TOTAL)
- STEEL BOLLARD WITH SIGN AT KIOSK CORNERS. SEE DET. 405. (TYP. 4 TOTAL)



Kimley»Horn

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WWW.KIMLEY-HORN.COM

ALICIA TOWN CENTER

Laguna Hills, CA

ALISO EQUITIES, LTD

PROPOSED ENLARGED SITE PLANS

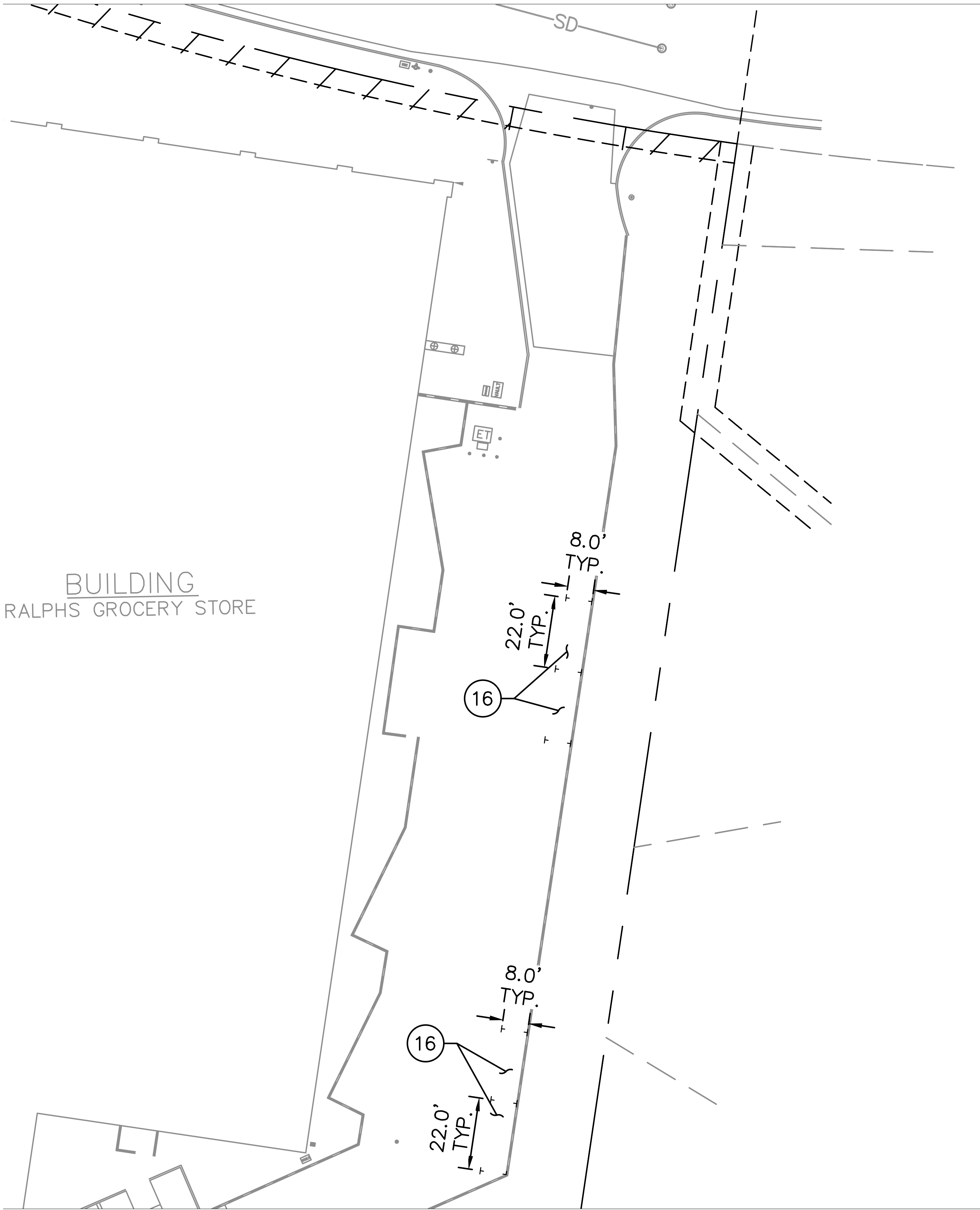
Conditional Use Permit / Site Development Permit #0110-2022(Ralphs)



Architecture.
Design.
Relationships.

04

1" = 10'
2022-877
Date 2024-06-18



LEGEND

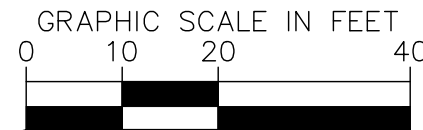
	PROPERTY LINE
	CENTER LINE
	EASEMENT LINE
	HEAVY DUTY ASPHALT
	PROPOSED HEAVY DUTY CONCRETE
	PROPOSED CONCRETE SIDEWALK
	PROPOSED LANDSCAPING

SITE DATA TABLE

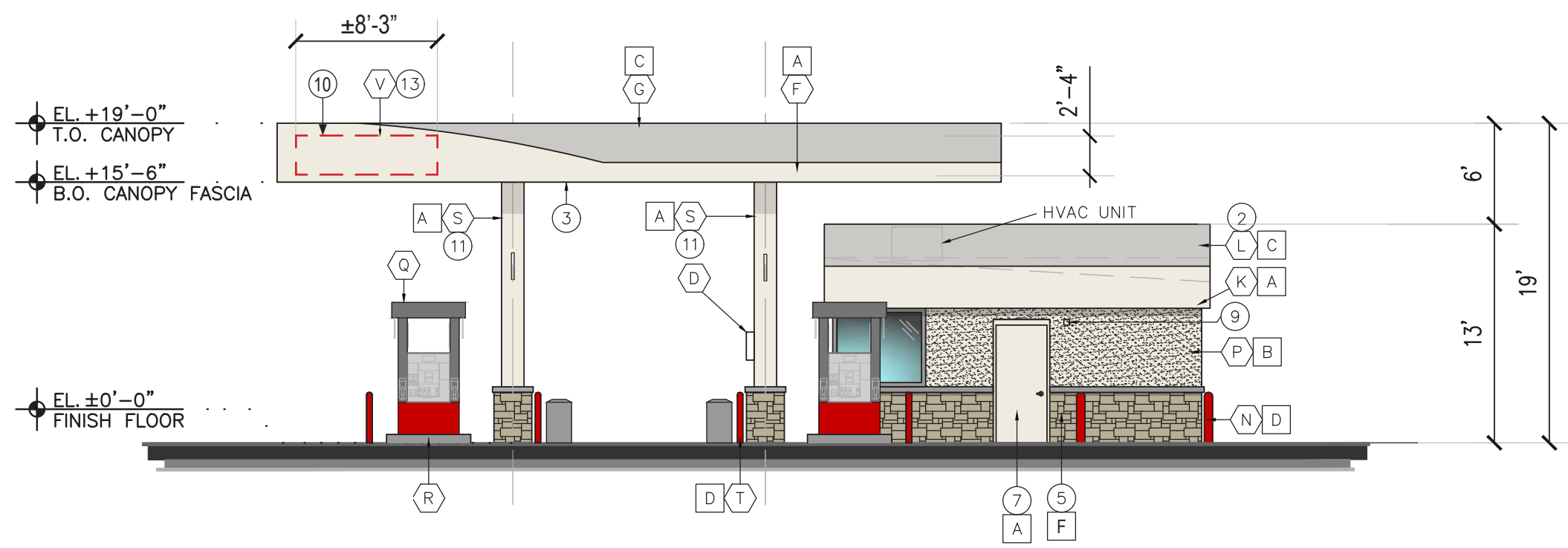
TOTAL STORE AREA	65,808 SF(EXISTING)
PROPOSED KIOSK AREA	178 SF
EXISTING PARKING STALLS	306
PROPOSED PARKING STALLS	271

CONSTRUCTION NOTES

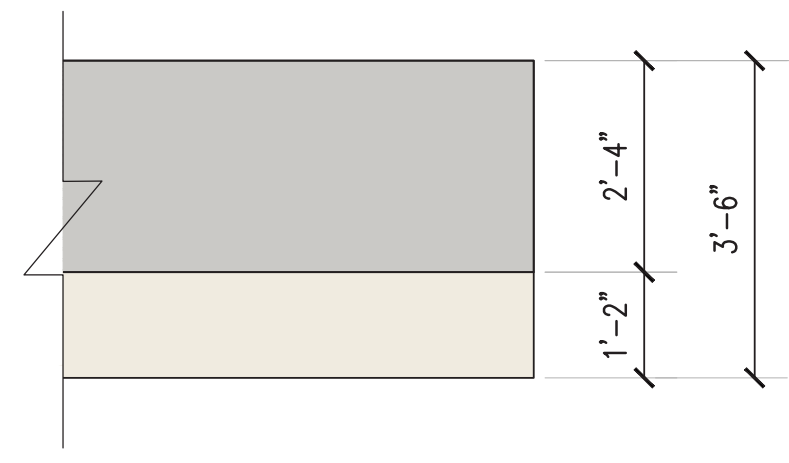
- PROPOSED CONCRETE CURB.
- PROPOSED CONCRETE CURB AND GUTTER.
- PROPOSED 3.0' WIDE VALLEY GUTTER.
- PROPOSED STRIPING. STALLS PER DIMENSIONS SHOWN HEREON. ALL PAINT TO BE WHITE WITH TWO COATS.
- PROPOSED SIGN ON BOLLARD.
- STRIPE WHITE 4" STRIPE, 60 DEGREES, SPACED AT 24" O.C.
- PROPOSED ACCESSIBLE STALL. STALL STRIPING TO BE BLUE. SEE PAD DET.3/05
- PROPOSED GAS MONUMENT SIGN. SIGNAGE UNDER SEPARATE SUBMITTAL.
- PROPOSED PATH OF TRAVEL STRIPING. STALL STRIPING TO BE YELLOW.
- PROPOSED OVERHEAD CANOPY.
- PROPOSED KIOSK.
- PROPOSED UNDERGROUND GAS STORAGE TANKS.
- PROPOSED HEAVY DUTY CONCRETE PAVEMENT.
- PROPOSED HEAVY DUTY ASPHALT PAVEMENT.
- PROPOSED CONCRETE RAMP WITH HANDRAILS.
- PROPOSED PARALLEL PARKING STALLS. DIMENSIONS PER PLANS.
- PROPOSED AIR & WATER STATION. SEE PAD DET.2/05
- PROPOSED FUEL OVERFLOW ALARM.
- PROPOSED TANK VENT RISER.
- PROPOSED ASPHALT PAVEMENT.
- PROPOSED ACCESSIBLE VAN STALL. STALL STRIPING TO BE BLUE.
- PROPOSED HAZARDOUS MATERIALS CABINET
- DISPENSER ISLAND (TYP. 5 TOTAL)
- CANOPY STEEL COLUMN WITH CONCRETE BASE (TYP. 5 TOTAL)
- INVERTED U-SHAPED STEEL PIPE GUARD BOLLARD. SEE DET. 1/05. (TYP. 10 TOTAL)
- STEEL BOLLARD WITH SIGN AT KIOSK CORNERS. SEE DET. 4/05. (TYP. 4 TOTAL)



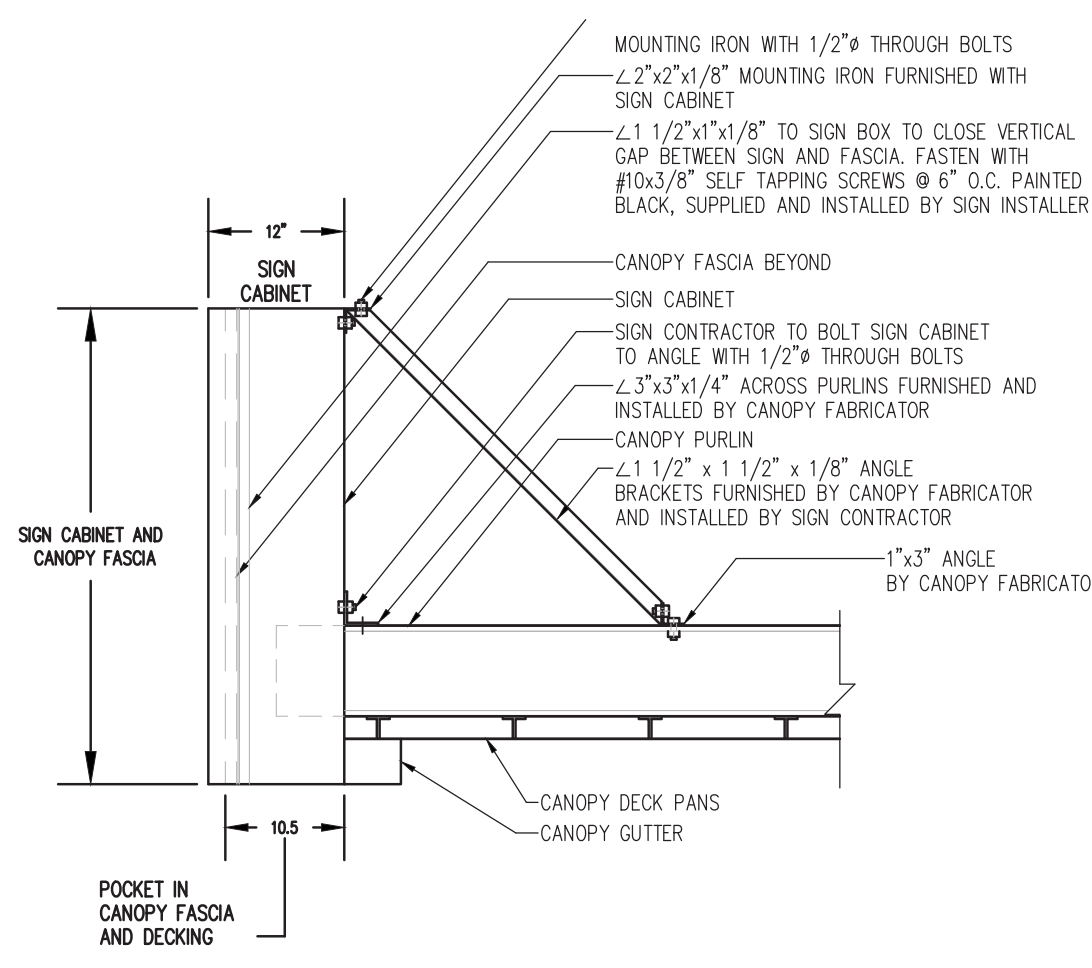
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WHEN PRINTED AT FULL
SIZE 24"x36"



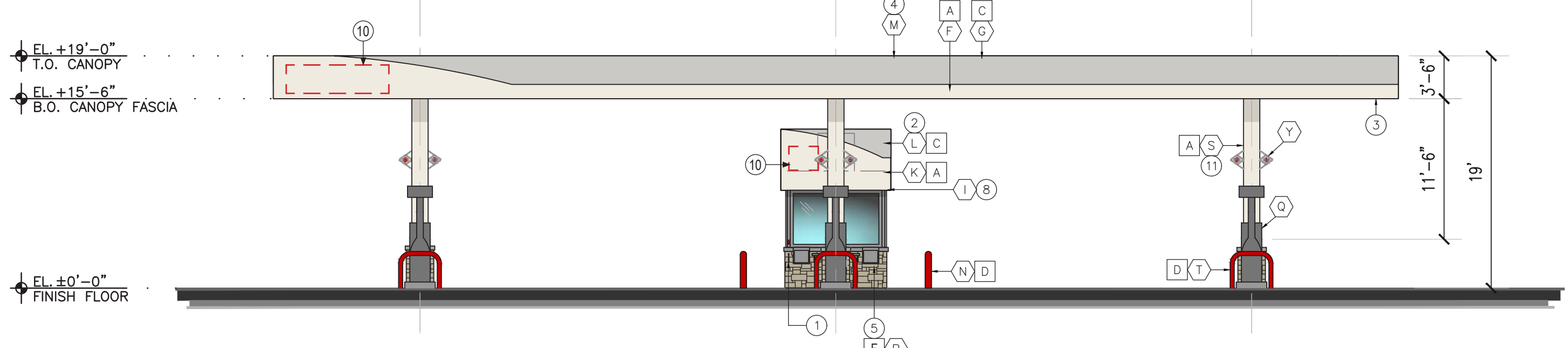
1 WEST ELEVATION
SCALE: 1/8"=1'-0"



5 CANOPY EDGE
SCALE: 1/2"=1'-0"

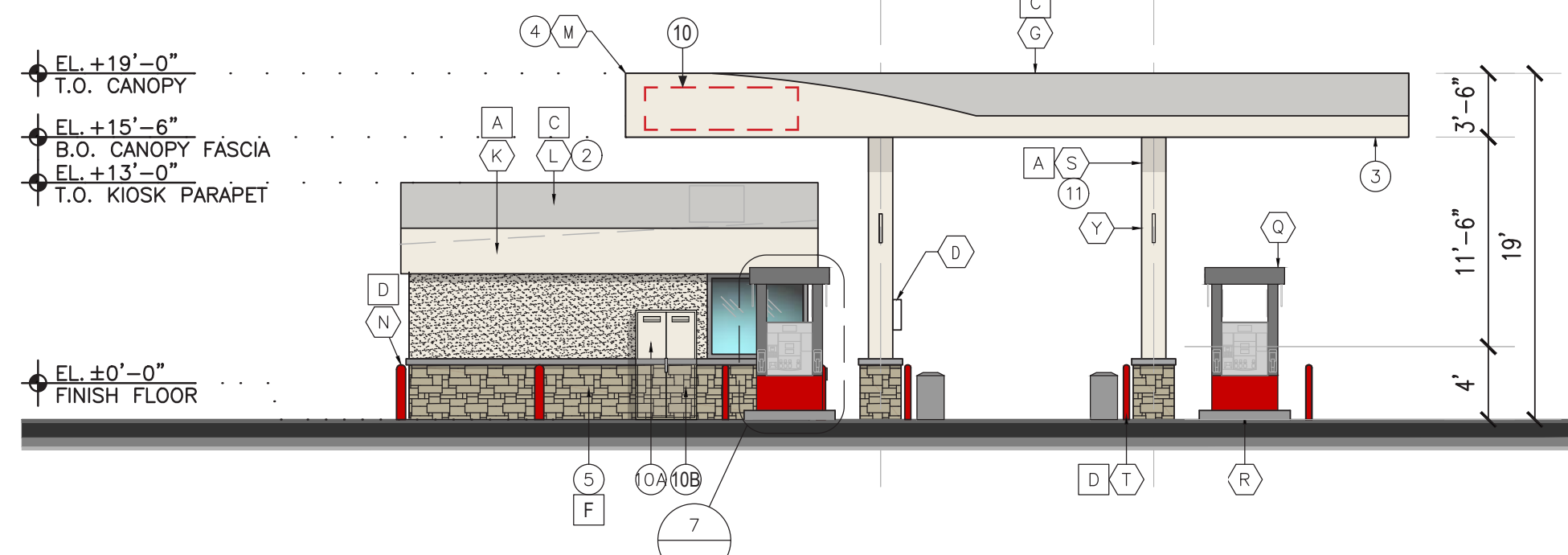


6 SECTION AT CANOPY SIGN
SCALE: NONE

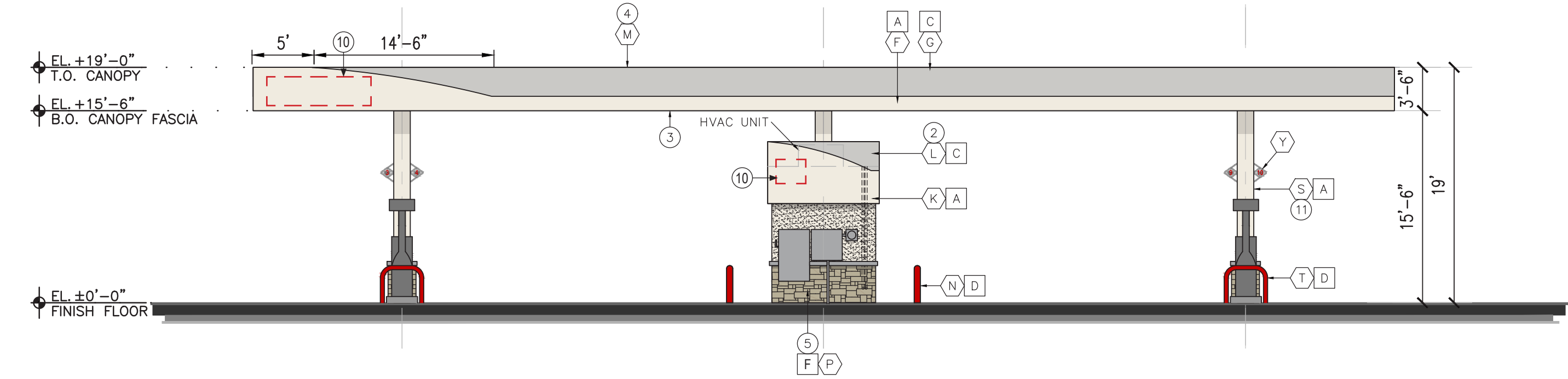


2 NORTH ELEVATION
SCALE: 1/8"=1'-0"

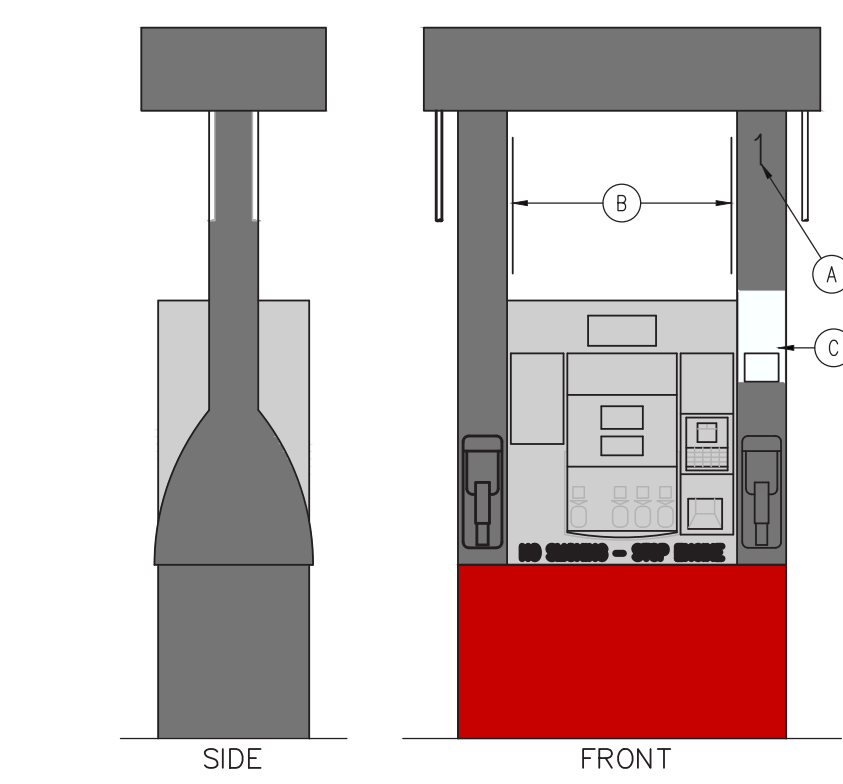
EQUIPMENT SCHEDULE (X)						
ITEM	DESCRIPTION	COLOR	MANUFACTURER	MODEL	FURNISHED BY	INSTALLED BY
A	4" BLACK VINYL DECAL (DISPENSER NUMBER)				OWNER	GENERAL CONTRACTOR
B	HEALTH AND SAFETY DECALS		WAYNE		DISPENSER MANUFACTURER	GENERAL CONTRACTOR
C	STATIC WARNING DECAL		WAYNE		DISPENSER MANUFACTURER	DISPENSER MANUFACTURER
D	FIRE EXTINGUISHER				OWNER	GENERAL CONTRACTOR
E	NOT USED					
F	CANOPY FASCIA ACM PANEL	SEE LEGEND			CANOPY FABRICATOR	CANOPY FABRICATOR
G	CANOPY FASCIA ACM PANEL	SEE LEGEND			CANOPY FABRICATOR	CANOPY FABRICATOR
H	NOT USED					
I	PRE-CUT BLACK VINYL ADDRESS DECALS PER LOCAL AUTHORITY SPECIFICATIONS, IF REQUIRED				GENERAL CONTRACTOR	GENERAL CONTRACTOR
J	NOT USED					
K	KIOSK FASCIA STUCCO FINISH	SEE LEGEND			KIOSK FABRICATOR	KIOSK FABRICATOR
L	KIOSK FASCIA STUCCO FINISH	SEE LEGEND			KIOSK FABRICATOR	KIOSK FABRICATOR
M	CANOPY ACM PANEL				CANOPY FABRICATOR	CANOPY FABRICATOR
N	6" DIAMETER BOLLARD - G.C. TO PAINT	SAFETY RED			GENERAL CONTRACTOR	GENERAL CONTRACTOR
O	NOT USED					
P	KIOSK - PREFABRICATED STUCCO FINISH	SEE LEGEND			KIOSK FABRICATOR	GENERAL CONTRACTOR
Q	DISPENSER		WAYNE		OWNER	GENERAL CONTRACTOR
R	ISLAND FORMS (12ga STAINLESS STEEL)	GRADE 304	RIVERSIDE STEEL		OWNER	GENERAL CONTRACTOR
S	CANOPY COLUMNS - G.C. TO PAINT STEEL COLUMN.	SEE LEGEND			CANOPY FABRICATOR	CANOPY FABRICATOR
T	U-SHAPED BOLLARD - G.C. TO PAINT, 3'-0" IN HEIGHT	SAFETY RED	RIVERSIDE		OWNER	GENERAL CONTRACTOR
U	NON-ILLUMINATED CHANNEL LETTERS		CUMMINGS SIGNS		OWNER	SIGN INSTALLER
V	INTERNALLY ILLUMINATED CHANNEL LETTERS		CUMMINGS SIGNS		OWNER	SIGN INSTALLER
W	WASTE RECEPTACLE/WINDSHIELD SERVICE CENTER		DCI MARKETING		OWNER	GENERAL CONTRACTOR
X	ILLUMINATED LOGO SIGN		CUMMINGS SIGNS		OWNER	SIGN INSTALLER
Y	PUMP NUMBER FLAG				CANOPY FABRICATOR	GENERAL CONTRACTOR



3 EAST ELEVATION
SCALE: 1/8"=1'-0"



4 SOUTH ELEVATION
SCALE: 1/8"=1'-0"



7 DISPENSER ELEVATION
SCALE: 1/2"=1'-0"

- GENERAL NOTES:
- CONTRACTOR SHALL SUBMIT: MASONRY, MORTAR AND PAINT SAMPLES TO RALPHS CONSTRUCTION REPRESENTATIVE FOR APPROVAL PRIOR TO ORDERING MATERIALS.
 - PREMANUFACTURED CANOPY AND KIOSK PROVIDED BY OTHERS.
 - ALL ON-SITE SIGNAGE UNDER SEPARATE PERMIT.
 - FUEL DISPENSERS SHALL COMPLY WITH ACCESSIBLE GUIDELINES.
 - DEFERRED SUBMITTAL FOR FIRE SPRINKLER SYSTEM FOR KIOSK AND CANOPY

- KEYED NOTES: (X)
- EMERGENCY STOP SWITCH. PROVIDE PLAQUE ADJACENT TO THE SWITCH "CALL 911 IN CASE OF AN EMERGENCY". ESD SWITCH TO BE NO CLOSER THAN 20' AND NOT FURTHER THAN 100' FROM ALL DISPENSING DEVICES.
 - PARAPET AT KIOSK TO BE TALL ENOUGH TO COMPLETELY CONCEAL ROOF MOUNTED MECHANICAL EQUIPMENT.
 - CANOPY LIGHTS SHALL BE FLUSH OR RECESSED.
 - ACM PANEL. SEE CANOPY DRAWINGS.
 - STONE TO MATCH EXISTING SHOPPING CENTER.
 - WASTE/WINDSHIELD SERVICE CENTER PROVIDED BY OWNER, INSTALLED BY G.C.
 - H.M. DOOR AND FRAME.
 - PROVIDE MIN.12" HIGH W/2" STROKE BUILDING ADDRESS IN CONTRASTING COLOR TO WALL IN ACCORDANCE WITH MUNICIPALITY.
 - PROVIDE 4" MIN. NO SMOKING SIGNAGE IN ACCORDANCE WITH C.O.P. NO SMOKING ORDINANCE AND STATE REQUIREMENTS.
 - SIGNAGE UNDER SEPARATE SUBMITTAL.
 - HAZARDOUS MATERIAL STORAGE CABINET. PROVIDED BY OWNER, INSTALLED BY G.C.
 - 16" TUBE STEEL CANOPY COLUMN.
 - PROVIDE MIN.12" HIGH W/2" STROKE BUILDING ADDRESS IN CONTRASTING COLOR TO WALL IN ACCORDANCE WITH C.O.A.J. ORDINANCE.
 - PLEX FACED CHANNEL LETTERS, RED #2157, 5" DEEP ALUMINUM SIDES AND BACKS PAINTED BLACK, WHITE NEON ILLUMINATION. TRANSFORMERS TO CONFORM WITH U/L 2161 CODE. TYPE: ALLANSON SS93580
 - STAINLESS STEEL WRITING SHELF. RE: KIOSK DRAWINGS
 - STAINLESS STEEL TRANSACTION DRAWER. RE: KIOSK DRAWING
 - BULLET-RESISTANT GLASS. RE: KIOSK DRAWING

- COLOR/FINISH LEGEND: (X)
- | | | | |
|---|--|---|--|
| A | ACM PANEL FASCIA - ALCOA REYNOBOND MATCH COLOR SW 8917 "SHELL WHITE" | F | STONE TO MATCH EXISTING SHOPPING CENTER. FOG SOUTHERN LEDGE STONE #CSV-2028. |
| B | MATCH PAINT COLOR - SHERWIN WILLIAMS SW 8917 "SHELL WHITE" | | |
| C | VINYL FILM - 3M SERIES 7125 MATCH COLOR SW 7667 "ZIRCON" | | |
| D | MATCH PAINT COLOR - SHERWIN WILLIAMS SW 4081 "SAFETY RED" | | |
| E | STAINLESS STEEL METAL FORMS NOT PAINTED | | |

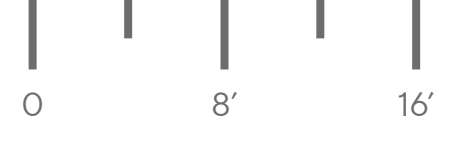
ALICIA TOWN CENTER

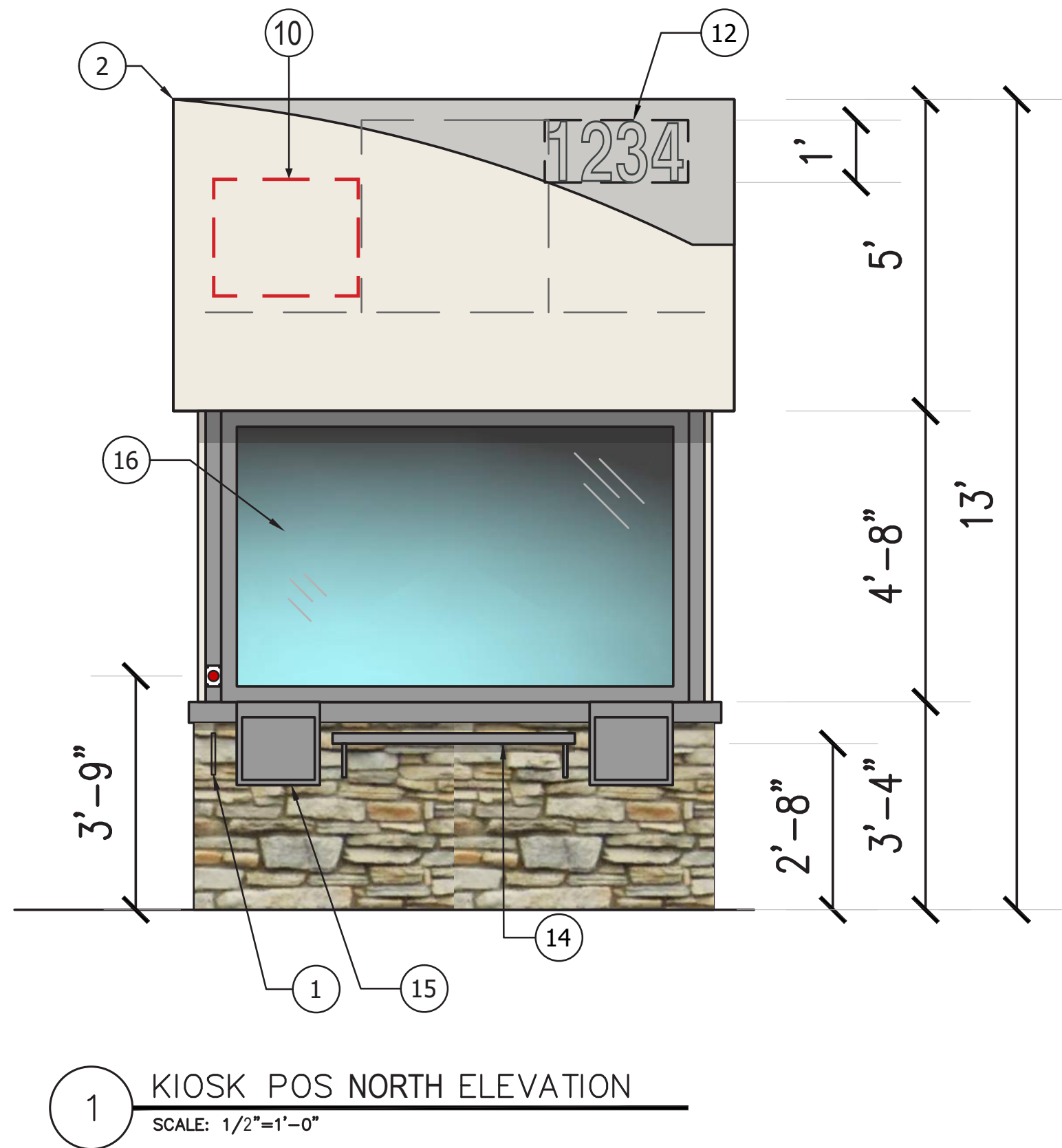
Laguna Hills, CA

ALISO EQUITIES, LTD

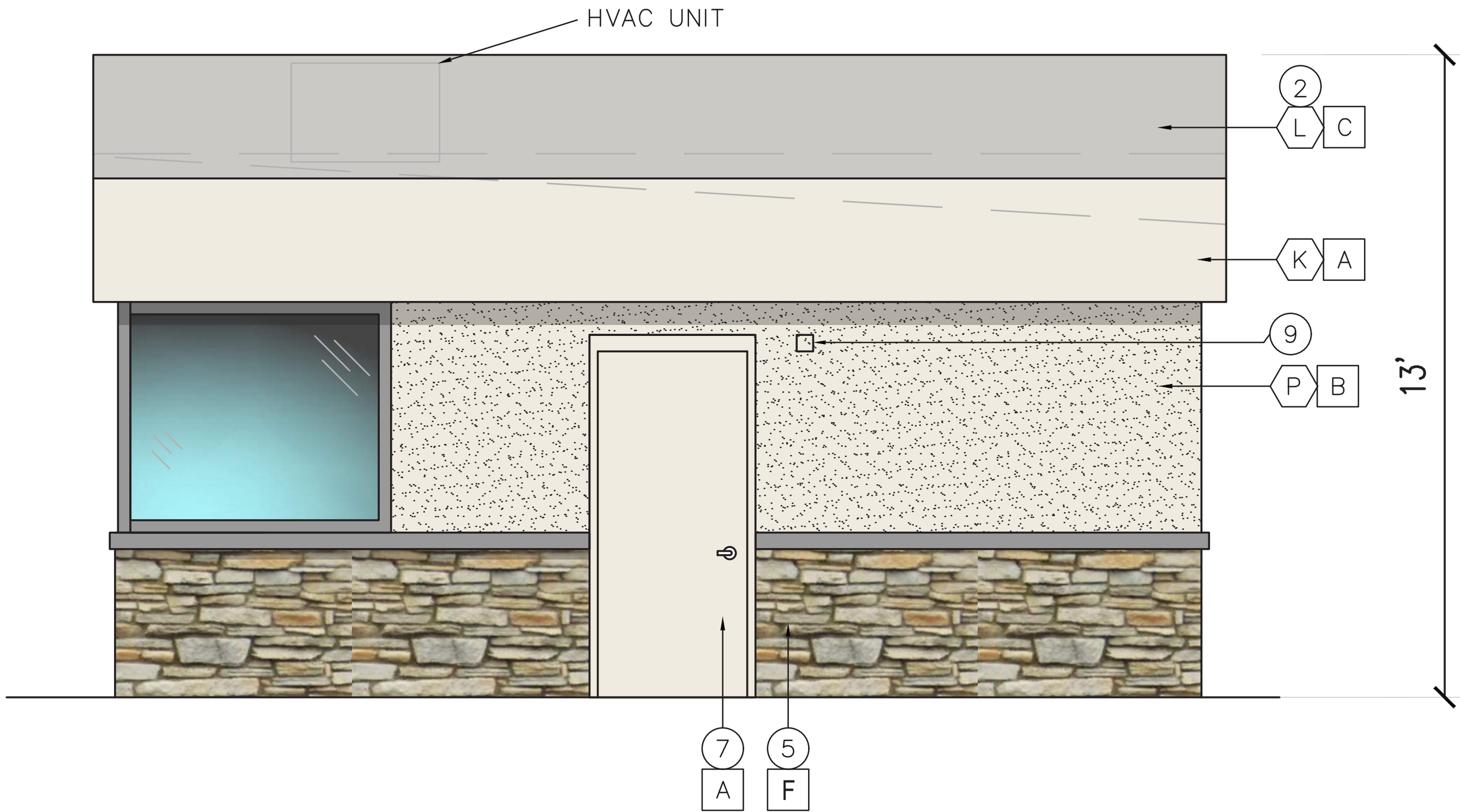
PROPOSED ELEVATIONS

Conditional Use Permit / Site Development Permit #0110-2022(Ralphs)





1 KIOSK POS NORTH ELEVATION
SCALE: 1/2"=1'-0"



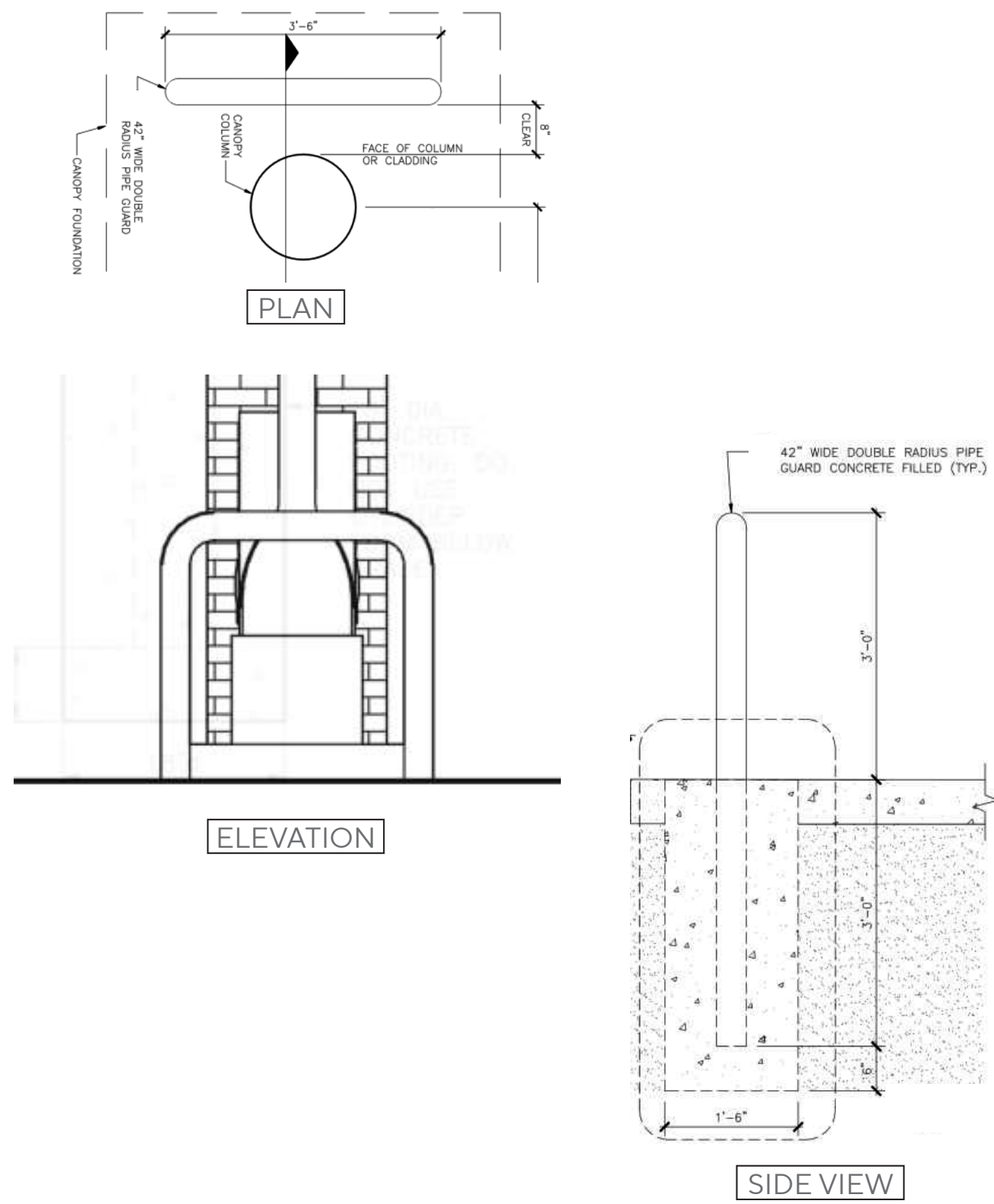
2 KIOSK POS WEST ELEVATION
SCALE: 1/2"=1'-0"

EQUIPMENT SCHEDULE (X)						
ITEM	DESCRIPTION	COLOR	MANUFACTURER	MODEL	FURNISHED BY	INSTALLED BY
A	4" BLACK VINYL DECAL (DISPENSER NUMBER)				OWNER	GENERAL CONTRACTOR
B	HEALTH AND SAFETY DECALS		WAYNE		DISPENSER MANUFACTURER	GENERAL CONTRACTOR
C	STATIC WARNING DECAL		WAYNE		DISPENSER MANUFACTURER	DISPENSER MANUFACTURER
D	FIRE EXTINGUISHER				OWNER	GENERAL CONTRACTOR
E	NOT USED					
F	CANOPY FASCIA ACM PANEL	SEE LEGEND			CANOPY FABRICATOR	CANOPY FABRICATOR
G	CANOPY FASCIA ACM PANEL	SEE LEGEND			CANOPY FABRICATOR	CANOPY FABRICATOR
H	NOT USED					
I	PRE-CUT BLACK VINYL ADDRESS DECALS PER LOCAL AUTHORITY SPECIFICATIONS, IF REQUIRED				GENERAL CONTRACTOR	GENERAL CONTRACTOR
J	NOT USED					
K	KIOSK FASCIA STUCCO FINISH	SEE LEGEND			KIOSK FABRICATOR	KIOSK FABRICATOR
L	KIOSK FASCIA STUCCO FINISH	SEE LEGEND			KIOSK FABRICATOR	KIOSK FABRICATOR
M	CANOPY ACM PANEL				CANOPY FABRICATOR	CANOPY FABRICATOR
N	6" DIAMETER BOLLARD - G.C. TO PAINT	SAFETY RED			GENERAL CONTRACTOR	GENERAL CONTRACTOR
O	NOT USED					
P	KIOSK - PREFABRICATED STUCCO FINISH	SEE LEGEND			KIOSK FABRICATOR	GENERAL CONTRACTOR
Q	DISPENSER		WAYNE		OWNER	GENERAL CONTRACTOR
R	ISLAND FORMS (12ga STAINLESS STEEL)	GRADE 304	RIVERSIDE STEEL		OWNER	GENERAL CONTRACTOR
S	CANOPY COLUMNS - G.C. TO PAINT STEEL COLUMN.	SEE LEGEND			CANOPY FABRICATOR	CANOPY FABRICATOR
T	U-SHAPED BOLLARD - G.C. TO PAINT, 3'-0" IN HEIGHT	SAFETY RED	RIVERSIDE		OWNER	GENERAL CONTRACTOR
U	NON-ILLUMINATED CHANNEL LETTERS		CUMMINGS SIGNS		OWNER	SIGN INSTALLER
V	INTERNALLY ILLUMINATED CHANNEL LETTERS		CUMMINGS SIGNS		OWNER	SIGN INSTALLER
W	WASTE RECEPTACLE/WINDSHIELD SERVICE CENTER		DCI MARKETING		OWNER	GENERAL CONTRACTOR
X	ILLUMINATED LOGO SIGN		CUMMINGS SIGNS		OWNER	SIGN INSTALLER
Y	PUMP NUMBER FLAG				CANOPY FABRICATOR	GENERAL CONTRACTOR

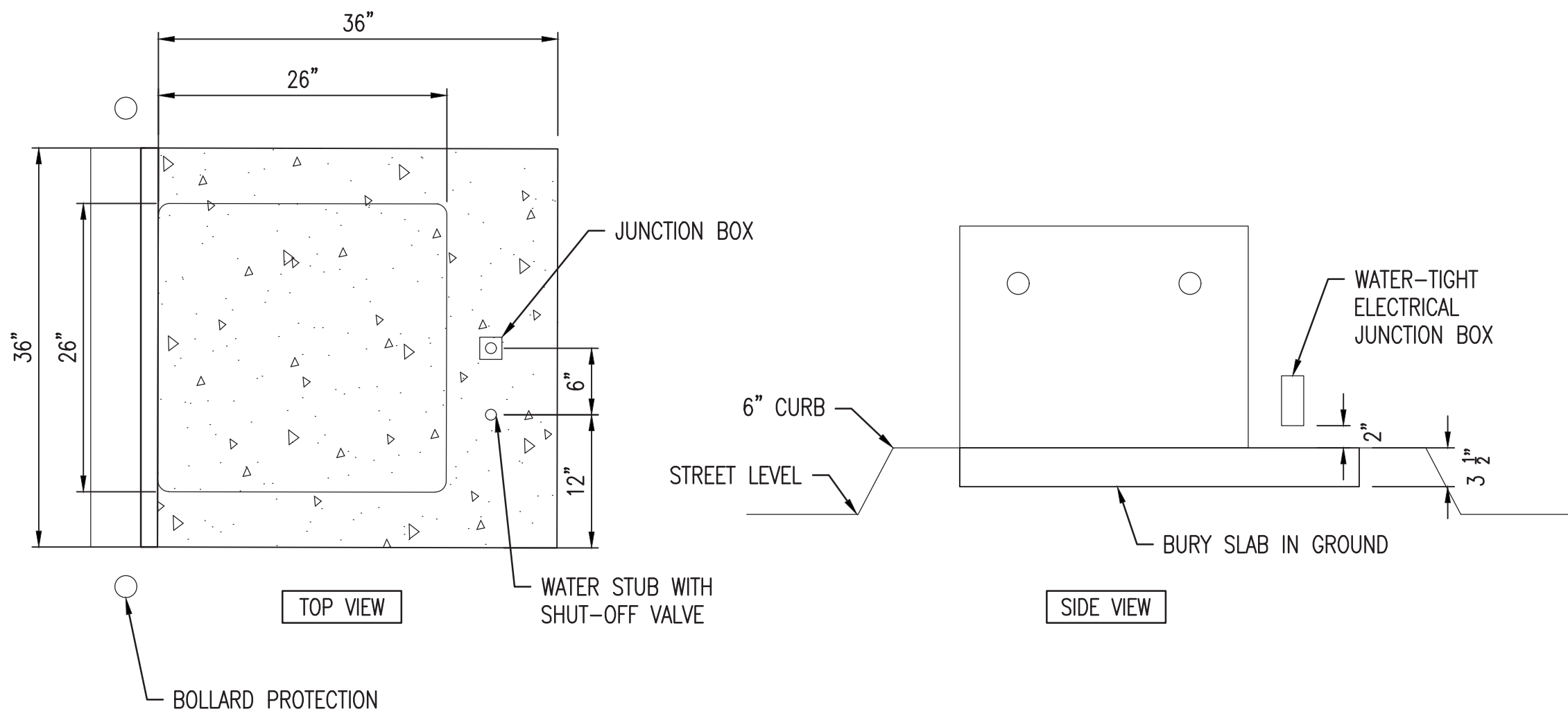
- GENERAL NOTES:
- A. CONTRACTOR SHALL SUBMIT: MASONRY, MORTAR AND PAINT SAMPLES TO RALPHS CONSTRUCTION REPRESENTATIVE FOR APPROVAL PRIOR TO ORDERING MATERIALS.
 - B. PREMANUFACTURED CANOPY AND KIOSK PROVIDED BY OTHERS.
 - C. ALL ON-SITE SIGNAGE UNDER SEPARATE PERMIT.
 - D. FUEL DISPENSERS SHALL COMPLY WITH ACCESSIBLE GUIDELINES.
 - E. DEFERRED SUBMITTAL FOR FIRE SPRINKLER SYSTEM FOR KIOSK AND CANOPY
- KEYED NOTES: (X)
- 1. EMERGENCY STOP SWITCH: PROVIDE PLAQUE ADJACENT TO THE SWITCH "CALL 911 IN CASE OF AN EMERGENCY". ESD SWITCH TO BE NO CLOSER THAN 20' AND NOT FURTHER THAN 100' FROM ALL DISPENSING DEVICES.
 - 2. PARAPET AT KIOSK TO BE TALL ENOUGH TO COMPLETELY CONCEAL ROOF MOUNTED MECHANICAL EQUIPMENT.
 - 3. CANOPY LIGHTS SHALL BE FLUSH OR RECESSED.
 - 4. ACM PANEL: SEE CANOPY DRAWINGS.
 - 5. STONE TO MATCH EXISTING SHOPPING CENTER.
 - 6. WASTE/WINDSHIELD SERVICE CENTER PROVIDED BY OWNER, INSTALLED BY G.C.
 - 7. H.M. DOOR AND FRAME.
 - 8. PROVIDE MIN.12" HIGH W/2" STROKE BUILDING ADDRESS IN CONTRASTING COLOR TO WALL IN ACCORDANCE WITH MUNICIPALITY.
 - 9. PROVIDE 4" MIN. NO SMOKING SIGNAGE IN ACCORDANCE WITH C.O.P. NO SMOKING ORDINANCE AND STATE REQUIREMENTS.
 - 10. SIGNAGE UNDER SEPARATE SUBMITTAL.
 - 10A. HAZARDOUS MATERIAL STORAGE CABINET: PROVIDED BY OWNER, INSTALLED BY G.C.
 - 10B. STORAGE CABINET PAINTED TO MATCH WALL BEHIND, WITH CUSTOM VINYL DECAL TO MATCH STONE.
 - 11. 16" TUBE STEEL CANOPY COLUMN.
 - 12. PROVIDE MIN.12" HIGH W/2" STROKE BUILDING ADDRESS IN CONTRASTING COLOR TO WALL IN ACCORDANCE WITH C.O.A.J. ORDINANCE.
 - 13. PLEX FACED CHANNEL LETTERS, RED #2157, 5" DEEP ALUMINUM SIDES AND BACKS PAINTED BLACK, WHITE NEON ILLUMINATION. TRANSFORMERS TO CONFORM WITH U/L 2161 CODE. TYPE: ALLANSON SS93580
 - 14. STAINLESS STEEL WRITING SHELF RE: KIOSK DRAWINGS
 - 15. STAINLESS STEEL TRANSACTION DRAWER RE: KIOSK DRAWING
 - 16. BULLET-RESISTANT GLASS RE: KIOSK DRAWING

COLOR/FINISH LEGEND: (X)

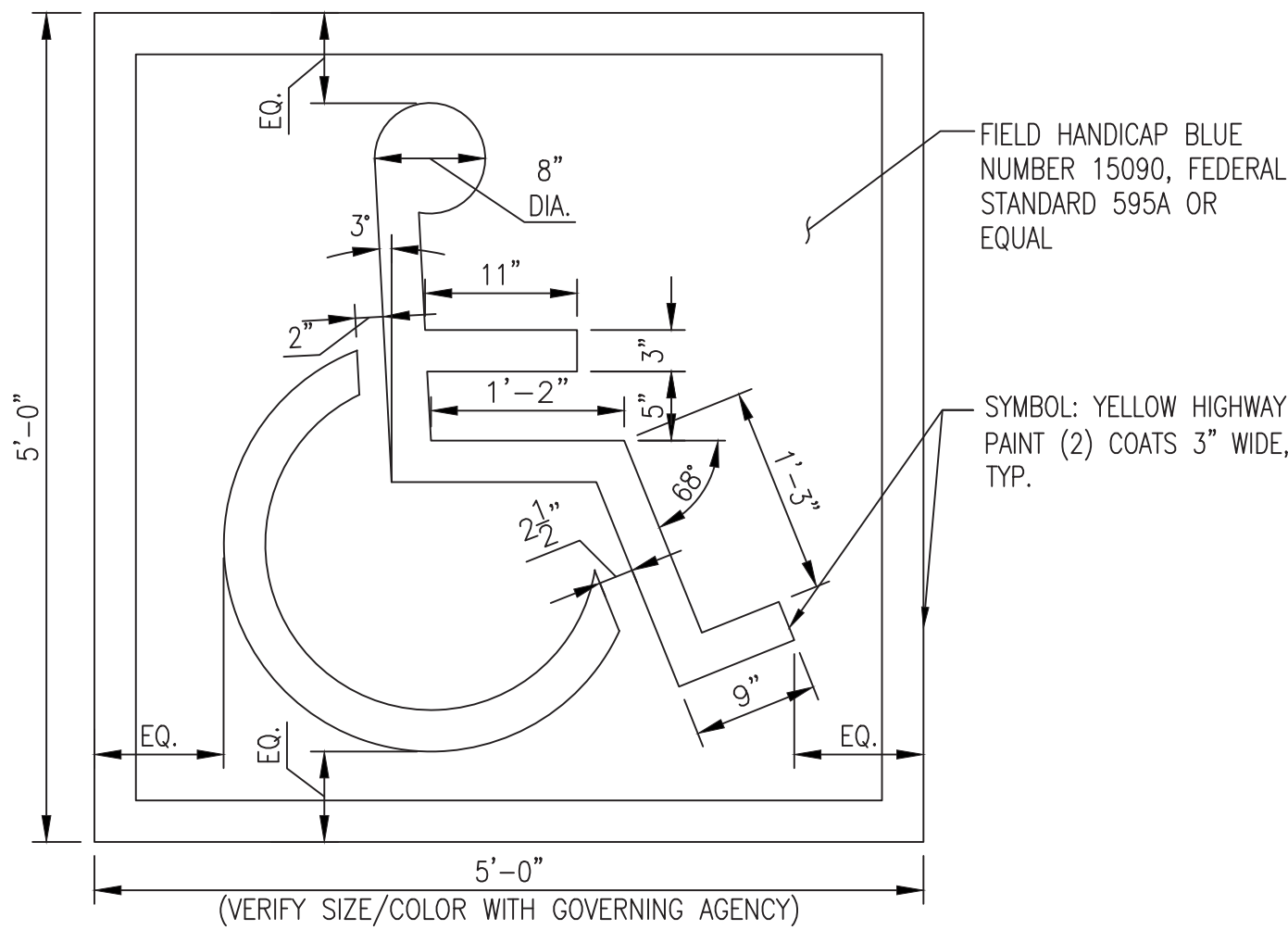
A	ACM PANEL FASCIA - ALCOA REYNOBOND MATCH COLOR SW 8917 "SHELL WHITE"	F	STONE TO MATCH EXISTING SHOPPING CENTER. FOG SOUTHERN LEDGE STONE #CSV-2028.
B	MATCH PAINT COLOR - SHERWIN WILLIAMS SW 8917 "SHELL WHITE"		
C	VINYL FILM - 3M SERIES 7125 MATCH COLOR SW 7667 "ZIRCON"		
D	MATCH PAINT COLOR - SHERWIN WILLIAMS SW 4081 "SAFETY RED"		
E	STAINLESS STEEL METAL FORMS NOT PAINTED		



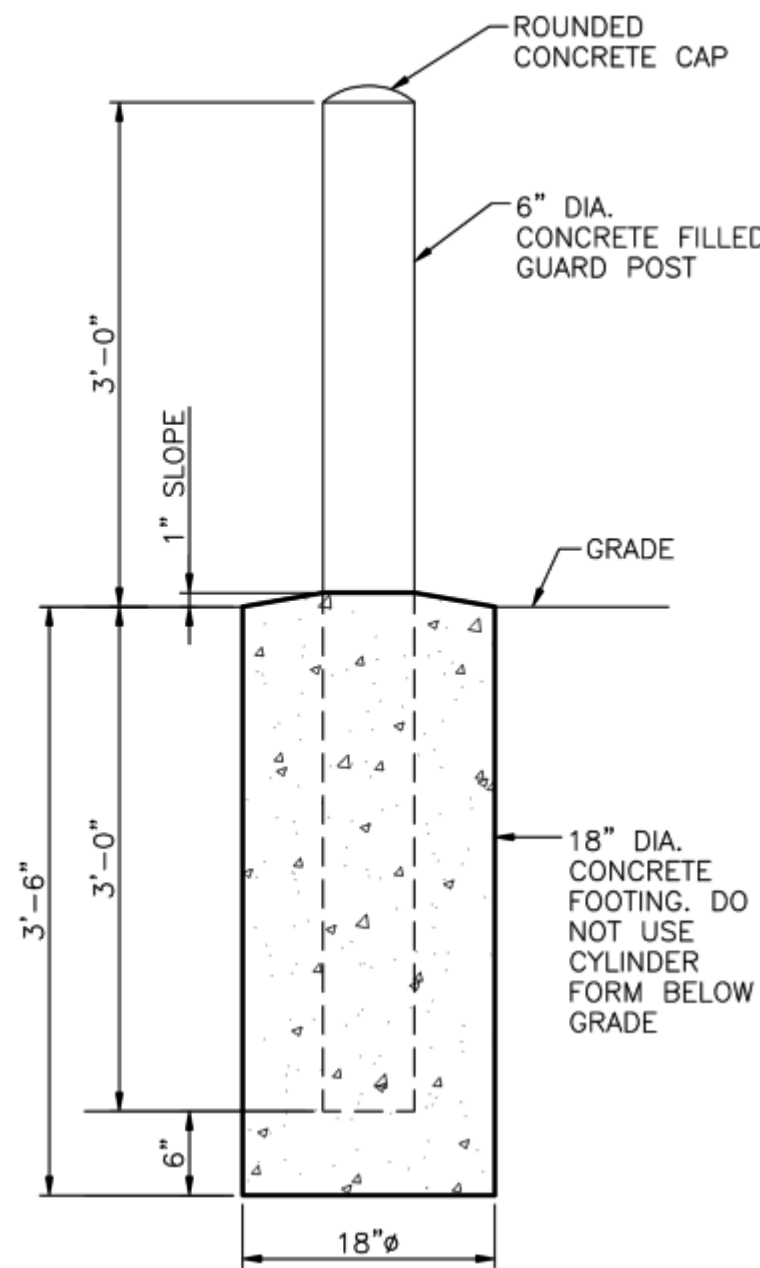
1 - U-SHAPED BOLLARD
N.T.S.



2 - AIR COMPRESSOR AND WATER UNIT PAD
N.T.S.

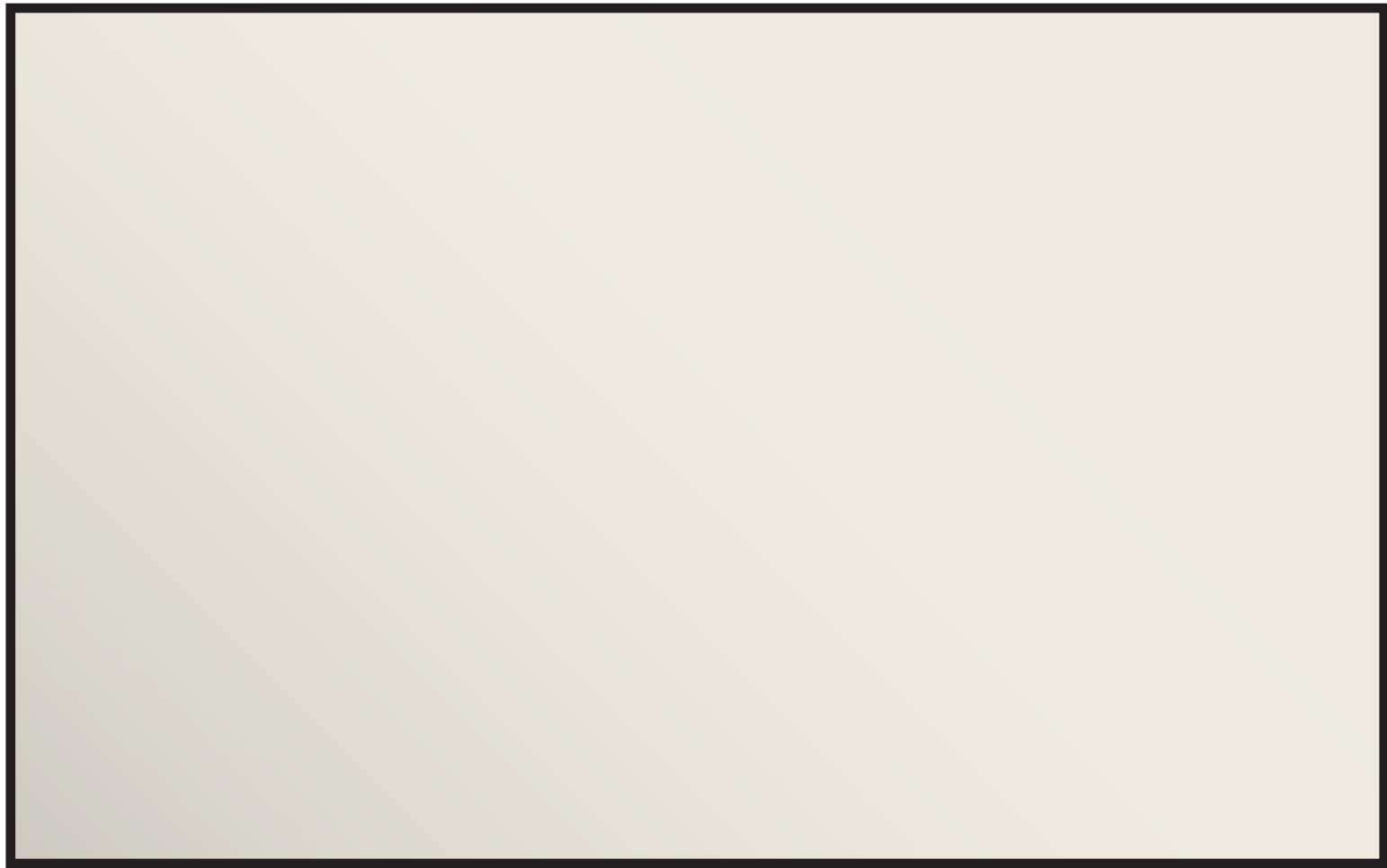


3 - SYMBOL OF ACCESSIBILITY
N.T.S.



4 - BOLLARD POST
N.T.S.

A



B



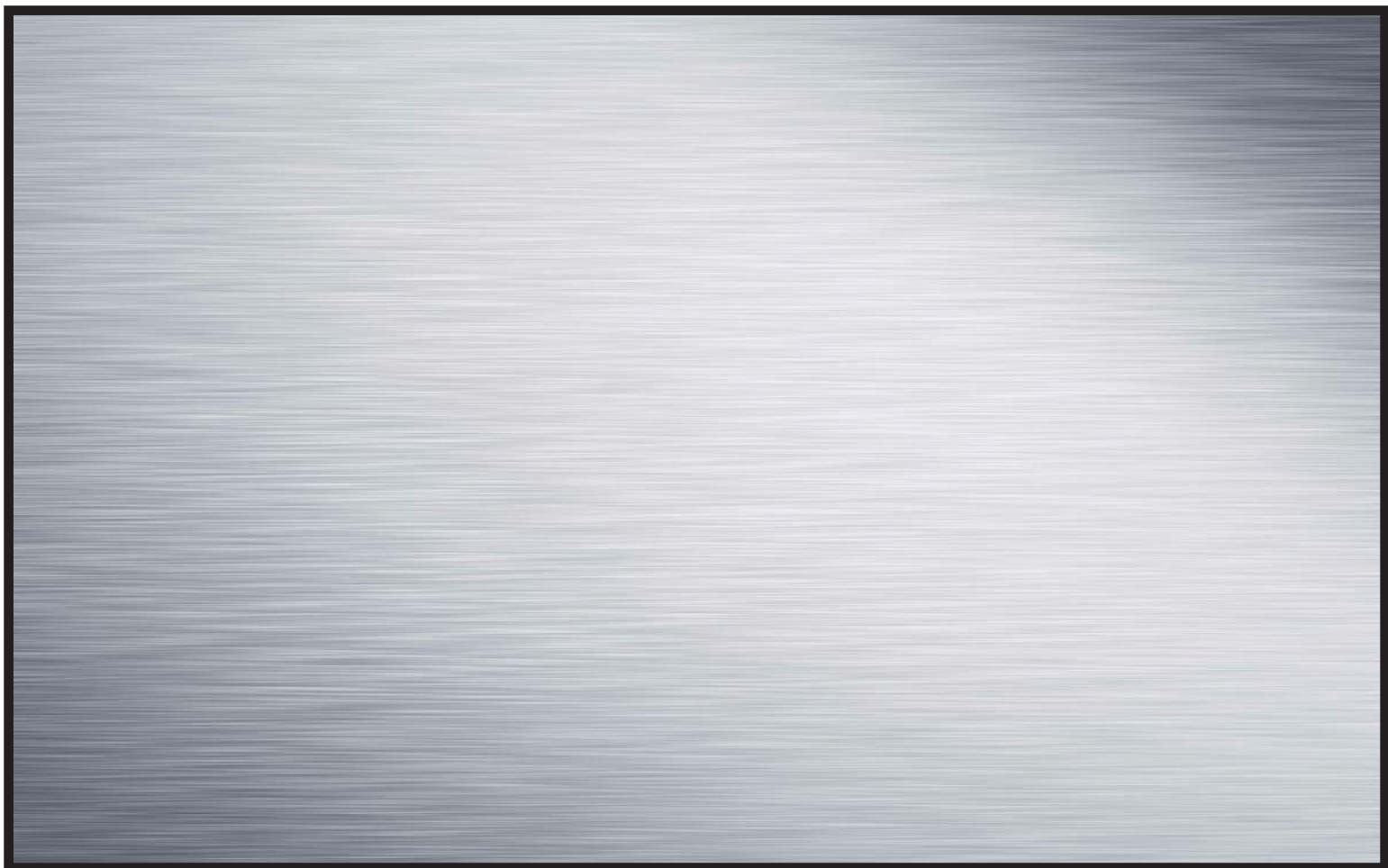
C



D



E



F

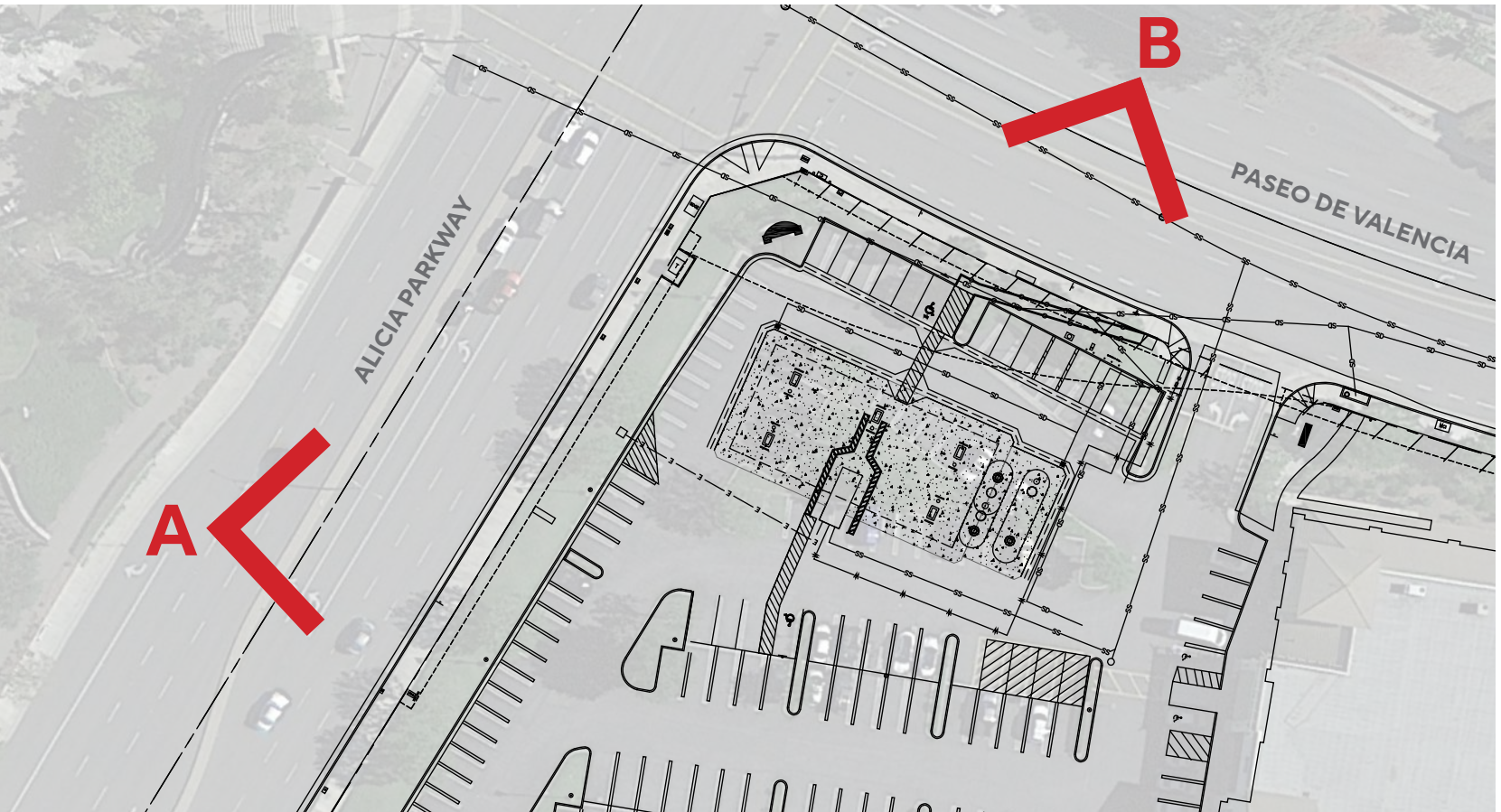


MATERIALS / COLOR LEGEND

- A ACM PANEL FASCIA - ALCOA REYOBOND
MATCH COLOR SW 8917 "SHELL WHITE"
- B MATCH PAINT COLOR - SHERWIN WILLIAMS
SW 8917 "SHELL WHITE"
- C VINYL FILM - 3M SERIES 7125
MATCH COLOR SW 7667 "ZIRCON"
- D MATCH PAINT COLOR - SHERWIN WILLIAMS
SW 4081 "SAFETY RED"
- E STAINLESS STEEL METAL FORMS
NOT PAINTED
- F STONE TO MATCH EXISTING SHOPPING CENTER.
FOG SOUTHERN LEDGE STONE #CSV-2028.



A - EXISTING VIEW



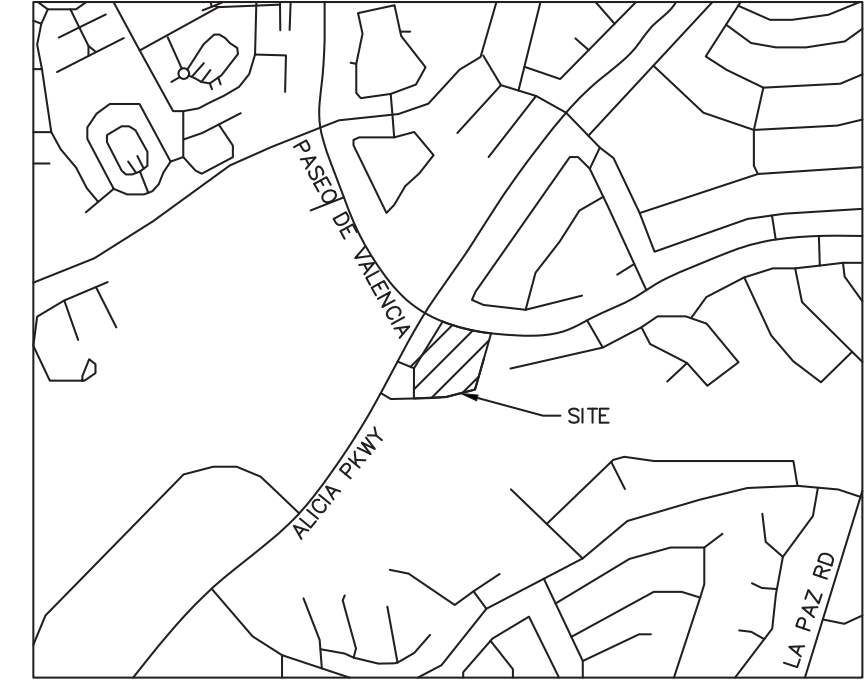
KEY PLAN

A - VIEW FROM ALICIA PARKWAY



B - EXISTING VIEW

B - VIEW FROM PASEO DE VALENCIA



ORANGE COUNTY FIRE AUTHORITY



FIRE MASTER PLAN

VICINITY MAP

OCFA STAMP

PROJECT INFORMATION REQUIREMENTS

PROJECT LOCATION: 25539 PASEO DE VALENCIA, LAGUNA HILLS, CA 92653
PARCEL MAP NUMBER: 625-081-01
TRACT NUMBER:
LOT NUMBER: 157
● EMERGENCY ACCESS EASEMENTS

DETAILED SCOPE OF WORK

NOTE: OCFA WILL ONLY REVIEW WORK OUTLINED IN SCOPE OF WORK
PROPOSED FUEL STATION AND FIRE LANE ACCESS WITH
PARALLEL STALLS.

NUMBER OF UNITS OR HOMES IN DEVELOPMENT

SPECIAL CONDITIONS

- ☐ FIRE HAZARD SEVERITY ZONE ☐ STATE RESPONSE AREA ☐ LOCAL RESPONSE AREA
☐ STATE LICENSED FACILITY
☐ AM&M ☐ PENDING ☐ COMPLETE SR:
☐ METHANE MITIGATION

NUMBER OF STORIES

BUILDING HEIGHT

OCCUPANCY TYPE (CHECK ALL THAT APPLY)

- INDICATES SFM REGULATED OCCUPANCY. OCFA PLAN SUBMITTAL REQUIRED
GROUP S MOTOR VEHICLE REPAIR AND AIRCRAFT REPAIR REQUIRE OCFA PLAN SUBMITTAL
☐ GROUP A1* ☐ GROUP A2* ☐ GROUP A3* ☐ GROUP A4* ☐ GROUP A5*
☐ GROUP B ☐ GROUP E* ☐ GROUP F1 ☐ GROUP F2 ☐ GROUP H1*
☐ GROUP H2* ☐ GROUP H3* ☐ GROUP H4* ☐ GROUP H5* ☐ GROUP I1*
☐ GROUP I2* ☐ GROUP I3* ☐ GROUP I4* ☐ GROUP M ☐ GROUP R1*
☐ GROUP R2* ☐ GROUP R2.1 ☐ GROUP R2.2 ☐ GROUP R3 ☐ GROUP R3.1
☐ GROUP R4* ☐ GROUP S1# ☐ GROUP S2# ☐ GROUP U

TYPE OF CONSTRUCTION

- ☐ TYPE IA ☐ TYPE IB
☐ TYPE IIA ☐ TYPE IIB
☐ TYPE IIIA ☐ TYPE IIIB
☐ TYPE IV
☐ TYPE VA ☐ TYPE VB

MIXED USE AND OCCUPANCY (PER CBC 508 & 509)

- ☐ ACCESSORY OCCUPANCIES (CBC 508.2)
(ACCESSORY OCCUPANCY < 10% OF STORY)
☐ INCIDENTAL USES (CBC 509)
☐ NONSEPARATED OCCUPANCIES (CBC 508.3)
☐ SEPARATED OCCUPANCIES (CBC 508.4)

SPECIAL DETAILED REQUIREMENTS

- ☐ HIGH RISE (CBC 403)
☐ ATRIUM (CBC 404)
☐ OPEN PARKING GARAGE (CBC 406.5)
☐ GROUP I2 (CBC 407) SMOKE COMPARTMENTS REFUGE AREAS
☐ HAZARDOUS MATERIALS (CBC 414, CFC CHAPTER 50)

SPRINKLERS

- ☐ NEW ☐ MANDATORY ☐ VOLUNTARY
☐ TENANT IMPROVEMENT

TYPE

- ☐ NFPA 13
☐ NFPA 13D
☐ NFPA 13R

- ☐ FIRE PUMP
☐ STANDPIPES

FIRE ALARM

- ☐ NEW ☐ MANDATORY ☐ VOLUNTARY
☐ TENANT IMPROVEMENT
☐ VOICE EVACUATION

FIRE FLOW REQUIREMENT PER OCFA GUIDELINE B-09 ATTACHMENT 23

FLOW (IN GPM @ 20 PSI): _____ DURATION: _____

WATER AVAILABILITY

*PROVIDE COPY OF OCFA WATER AVAILABILITY FORM COMPLETED BY WATER DISTRICT ON
FIRE MASTER PLAN*

FLOW:

PRESSURE:

- ☐ ON SITE FIRE HYDRANTS
TOTAL NUMBER: 2

EMERGENCY RESPONDER RADIO COVERAGE (BDA)

- ☐ THIS BUILDING SHALL BE EQUIPPED WITH AN EMERGENCY RESPONDER DIGITAL RADIO SYSTEM PER THE REQUIREMENTS OF THE ORANGE COUNTY SHERIFF'S DEPARTMENT-COMMUNICATIONS & TECHNOLOGY DIVISION. FOR THE INITIAL SUBMITTAL, OCSO/COMM REQUIRES THE ERRCS/BDA/DAS SYSTEM DESIGNER TO PROVIDE THE FOLLOWING FOR PRE-EVALUATION: A. PROJECT NAME, B. SITE ADDRESS, C. PROJECT DESCRIPTION, D. CONTRACTOR CONTACT INFORMATION, E. BDA MODEL (S/N IF AVAILABLE), F. PROPOSED MODE OF OPERATION (CLASS A/B), G. PROPOSED PROJECT TIMELINE. THIS INFORMATION IS TO BE SUBMITTED BY THE DESIGNER VIA EMAIL TO ERRCS@OCSO.ORG AND BDACERT@OCFA.ORG. CFC 510

OCFA STANDARD FIRE MASTER PLAN NOTES

INSPECTION REQUIREMENTS

- OCFA SITE INSPECTIONS ARE REQUIRED FOR THIS PROJECT. PLEASE SCHEDULE ALL FIELD INSPECTIONS AT LEAST 48 HOURS IN ADVANCE. INSPECTIONS CANCELED AFTER 1 P.M. ON THE DAY BEFORE THE SCHEDULED DATE WILL BE SUBJECT TO A RE-INSPECTION FEE. CALL OCFA INSPECTION SCHEDULING AT (714) 573-6150.
- A LUMBER DROP INSPECTION SHALL BE PERFORMED PRIOR TO BRINGING COMBUSTIBLE MATERIALS (OR COMBUSTIBLE FIXTURES AND FINISHES FOR STRUCTURES OF NON-COMBUSTIBLE CONSTRUCTION). ALL-WEATHER ACCESS ROADS CAPABLE OF SUPPORTING 94,000 LBS., TOPPED WITH ASPHALT, CONCRETE, OR EQUIVALENT SHALL BE IN PLACE AND HYDRANTS OPERATIONAL AT TIME OF LUMBER DROP INSPECTION.
- FOR PROJECTS WITH FUEL MODIFICATION, A VEGETATION CLEARANCE INSPECTION IS REQUIRED PRIOR TO A LUMBER DROP INSPECTION. USE THE FUEL MODIFICATION PLAN SERVICE REQUEST NUMBER TO SCHEDULE THE VEGETATION CLEARANCE INSPECTION.
- PHASED INSTALLATION OF FIRE ACCESS ROADS REQUIRES ADDITIONAL INSPECTIONS NOT COVERED BY THE FEES PAID AT PLAN SUBMITTAL. CONTACT INSPECTION SCHEDULING TO ARRANGE FOR ADDITIONAL INSPECTIONS THAT MAY BE NEEDED AND ANY FEES THAT MAY BE DUE.
- AN ORIGINAL APPROVED, SIGNED, WET-STAMPED OCFA FIRE MASTER PLAN SHALL BE AVAILABLE ON-SITE AT TIME OF INSPECTION.
- ACCESS ROADS AND HYDRANTS SHALL BE MAINTAINED AND REMAIN CLEAR OF OBSTRUCTIONS AT ALL TIMES DURING AND AFTER CONSTRUCTION. AREAS WHERE PARKING IS NOT PERMITTED SHALL BE CLEARLY IDENTIFIED AT ALL TIMES. OBSTRUCTION OF FIRE LANES AND HYDRANTS MAY RESULT IN CANCELLATION OR SUSPENSION OF INSPECTIONS.
- TEMPORARY FUEL TANKS OF 60 OR MORE GALLONS SHALL BE REVIEWED, INSPECTED, AND PERMITTED BY THE OCFA PRIOR TO USE.
- THE PROJECT ADDRESS SHALL BE CLEARLY POSTED AND VISIBLE FROM THE PUBLIC ROAD DURING CONSTRUCTION.
- ALL GATES IN CONSTRUCTION FENCING SHALL BE EQUIPPED WITH EITHER A KNOX OR BREAKAWAY PADLOCK.
- BUILDINGS OF FOUR OR MORE STORIES SHALL BE PROVIDED WITH STAIRS AND A STANDPIPE BEFORE REACHING 40 FEET IN HEIGHT.

GENERAL REQUIREMENTS

- FIRE LANE WIDTHS SHALL BE MEASURED FROM TOP FACE OF THE CURB TO TOP FACE OF THE CURB FOR FIRE LANES WITH STANDARD CURBS AND GUTTERS AND FROM FLOW-LINE TO FLOW-LINE FOR FIRE LANES WITH MODIFIED CURB DESIGNS (E.G., ROLLED, RAMPED, ETC.). THE DEVELOPER IS RESPONSIBLE TO VERIFY THAT ALL APPROVED PUBLIC WORKS OR GRADING DEPARTMENT STREET IMPROVEMENT PLANS OR PRECISE GRADING PLANS CONFORM TO THE MINIMUM STREET WIDTH MEASUREMENTS PER THE APPROVED OCFA FIRE MASTER PLAN AND STANDARDS IDENTIFIED IN OCFA GUIDELINE B-09 FOR ALL PORTIONS OF THE FIRE ACCESS ROADS.
- PERMANENT, TEMPORARY, AND PHASED EMERGENCY ACCESS ROADS SHALL BE DESIGNED AND MAINTAINED TO SUPPORT AN IMPOSED LOAD OF 94,000 LBS. AND SURFACED TO PROVIDE ALL-WEATHER DRIVING CAPABILITIES.
- FIRE LANE SIGNS AND RED CURBS SHALL MEET THE SPECIFICATIONS SHOWN IN OCFA GUIDELINE B-09 AND SHALL BE INSTALLED AS DESCRIBED THEREIN. ADDITIONAL FIRE LANE MARKINGS MAY BE REQUIRED AT THE TIME OF INSPECTION DEPENDING ON FIELD CONDITIONS.
- ALL FIRE HYDRANTS SHALL HAVE A "BLUE REFLECTIVE PAVEMENT MARKER" INDICATING THEIR LOCATION PER THE OCFA STANDARD. ON PRIVATE PROPERTY MARKERS ARE TO BE MAINTAINED IN GOOD CONDITION BY THE PROPERTY OWNER.
- ADDRESS NUMBERS SHALL BE LOCATED AND BE OF A COLOR AND SIZE SO AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE ROADWAY FROM WHICH THE BUILDING IS ADDRESSED IN ACCORDANCE WITH OCFA GUIDELINE B-09. WAYFINDING SIGNS, WHEN REQUIRED BY THE LOCAL AHJ, SHALL COMPLY WITH THE STANDARDS OF THAT AGENCY. WHEN WAYFINDING SIGNS ARE ALSO REQUIRED BY THE OCFA, THEY MAY BE DESIGNED TO LOCAL AHJ REQUIREMENTS PROVIDED THAT SUCH STANDARDS FACILITATE LOCATION OF STRUCTURES, SUITES, AND DWELLING UNITS BY EMERGENCY PERSONNEL.
- ACCESS GATES SHALL BE APPROVED PRIOR TO INSTALLATION AND SHALL BE IN COMPLIANCE WITH CHAPTER 5 OF THE CFC AND OCFA GUIDELINES.
- APPROVED ACCESS WALKWAYS SHALL BE PROVIDED TO ALL REQUIRED OPENINGS AND ALL RESCUE WINDOWS.
- VEGETATION SHALL BE SELECTED AND MAINTAINED IN SUCH A MANNER AS TO ALLOW IMMEDIATE ACCESS TO ALL HYDRANTS, VALVES, FIRE DEPARTMENT CONNECTIONS, PULL STATIONS, EXTINGUISHERS, SPRINKLER RISERS, ALARM CONTROL, PANELS, RESCUE WINDOWS, AND OTHER DEVICES OR AREAS USED FOR FIREFIGHTING PURPOSES. VEGETATION OR BUILDING FEATURES SHALL NOT OBSTRUCT ADDRESS NUMBERS OR INHIBIT THE FUNCTIONING OF ALARM BELLS, HORNS, OR STROBES.
- DUMPSTERS AND TRASH CONTAINERS LARGER THAN 1.5 CUBIC YARDS SHALL NOT BE STORED IN BUILDINGS OR PLACED WITHIN 5 FEET OF COMBUSTIBLE WALLS, OPENINGS OR COMBUSTIBLE ROOF EAVE LINES UNLESS PROTECTED BY AN APPROVED SPRINKLER SYSTEM.
- ANY FUTURE MODIFICATION TO THE APPROVED FIRE MASTER PLAN OR APPROVED SITE PLAN, INCLUDING BUT NOT LIMITED TO ROAD WIDTH, GRADE, SPEED HUMPS, TURNING RADI, GATES OR OTHER OBSTRUCTIONS, SHALL REQUIRE REVIEW, INSPECTION, AND APPROVAL BY THE OCFA.
- APPROVAL OF THIS PLAN SHALL NOT BE CONSTRUED AS APPROVAL OF ANY INFORMATION OR PROJECT CONDITIONS OTHER THAN THOSE ITEMS AND REQUIREMENTS IDENTIFIED IN OCFA GUIDELINE B-09 AND RELATED PORTIONS OF THE 2016 CFC AND CBC. THIS PROJECT MAY BE SUBJECT TO ADDITIONAL REQUIREMENTS NOT STATED HEREIN UPON EXAMINATION OF ACTUAL SITE AND PROJECT CONDITIONS OR DISCLOSURE OF ADDITIONAL INFORMATION.

PROJECT-SPECIFIC REQUIREMENTS

- AN UNDERGROUND PIPING PLAN IS REQUIRED FOR THE INSTALLATION OF AN AUTOMATIC FIRE SPRINKLER SYSTEM OR FOR A PRIVATE FIRE HYDRANT SYSTEM. A SEPARATE PLAN SUBMITTAL IS REQUIRED.
- AN ARCHITECTURAL PLAN IS REQUIRED TO BE SUBMITTED TO THE OCFA FOR REVIEW AND APPROVAL FOR PROJECTS CONTAINING A, C, E, F, H, I, L, AND R-4 OCCUPANCIES. A PLAN MAY ALSO BE REQUIRED FOR R-1 AND R-2 OCCUPANCIES OVER TWO STORIES OR THOSE UTILIZING SPRINKLERS OR FIRE WALLS TO INCREASE THE MAXIMUM BUILDING SIZE ALLOWED--SEE OCFA INFO BULLETIN 02-13.

- A CHEMICAL CLASSIFICATION AND HAZARDOUS MATERIALS COMPLIANCE PLAN SHALL BE APPROVED BY THE OCFA PRIOR TO ANY HAZARDOUS MATERIALS BEING STORED OR USED ON SITE. A SEPARATE PLAN SUBMITTAL IS REQUIRED.
- BUILDINGS USED FOR HIGH-PILED STORAGE SHALL COMPLY WITH CFC REQUIREMENTS. A SEPARATE PLAN SUBMITTAL IS REQUIRED IF MATERIALS WILL BE STORED HIGHER THAN 12 FEET FOR LOWER-HAZARD COMMODITIES, OR HIGHER THAN SIX FEET FOR HIGH-HAZARD COMMODITIES SUCH AS PLASTICS, RUBBER, FLAMMABLE/COMBUSTIBLE LIQUIDS, TIRES, CARPET, ETC.
- AN AUTOMATIC FIRE SPRINKLER SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH APPLICABLE CODES AND LOCAL ORDINANCES, AMENDMENTS, AND GUIDELINES. SPRINKLER SYSTEMS, OTHER THAN THOSE LISTED IN CFC 903.4, SHALL BE MONITORED BY AN APPROVED CENTRAL STATION. SEPARATE PLAN SUBMITTALS FOR THE SPRINKLER AND MONITORING SYSTEMS ARE REQUIRED.
- BUILDINGS CONTAINING INDUSTRIAL REFRIGERATION SYSTEMS SHALL COMPLY WITH CFC REQUIREMENTS. A SEPARATE PLAN SUBMITTAL IS REQUIRED IF REFRIGERANT QUANTITIES EXCEED THRESHOLDS.
- A FIRE ALARM SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH APPLICABLE CODES AND LOCAL ORDINANCES, AMENDMENTS, AND GUIDELINES. A SEPARATE PLAN SUBMITTAL IS REQUIRED.
- STRUCTURES LOCATED IN A FIRE HAZARD SEVERITY ZONE OR WILDLAND-URBAN INTERFACE AREA ARE SUBJECT TO THE CONSTRUCTION REQUIREMENTS PRESCRIBED IN CHAPTER 7A OF THE 2016 CBC AND/OR SECTION 337 OF THE 2016 CFC. CONSTRUCTION MATERIALS/METHODS ARE REVIEWED AND INSPECTED BY THE BUILDING DEPARTMENT.
- ONE OR MORE STRUCTURES SHOWN ON THIS PLAN ARE LOCATED ADJACENT TO A FUEL MODIFICATION AREA. CHANGES TO THE FUEL MODIFICATION ZONE LANDSCAPING, NEW STRUCTURES, OR ADDITION/ALTERATION TO EXISTING STRUCTURES REQUIRES REVIEW AND APPROVAL BY THE OCFA.
- PROJECTS LOCATED IN STATE RESPONSIBILITY AREAS AND IN LOCAL RESPONSIBILITY AREA VAPHSZ SHALL ALSO COMPLY WITH ALL APPLICABLE REQUIREMENTS FROM TITLE 14, DIV. 1.5, CH. 7, SUBCH. 2 "SRA FIRE SAFE REGULATIONS" AND GUIDELINE B-09A.
- STRUCTURES MEETING THE CRITERIA IN CFC 510.1 SHALL BE PROVIDED WITH AN EMERGENCY RESPONDER RADIO SYSTEM. REFER TO CFC 510.2 THROUGH 510.6.3 AND DAS/BDA GUIDELINES PUBLISHED BY OC SHERIFF'S COMMUNICATION AND TECHNOLOGY DIVISION FOR TECHNICAL AND SUBMITTAL INFORMATION.

GATES

- ☐ MANUAL ☐ ELECTRIC

OCFA NOTES FOR ELECTRIC VEHICLE GATES

- A REMOTE OPENING DEVICE IS REQUIRED. THE REMOTE GATE OPENING DEVICE THAT WILL BE INSTALLED IS (CHECK ONE):
 - ☐ 3M OPTICOM
 - ☐ CLICK2ENTER* (SINGLE-PULSE MODE WITH 1.5 SECOND TRANSMISSION WINDOW)
 - ☐ FIRE STROBE ACCESS PRODUCTS, INC.
 - ☐ TOMAR
- IN THE EVENT OF LOSS OF NORMAL POWER TO THE GATE OPERATING MECHANISM, IT SHALL BE AUTOMATICALLY TRANSFERRED TO A FAIL-SAFE MODE ALLOWING THE GATE TO BE PUSHED OPEN BY A SINGLE FIREFIGHTER WITHOUT ANY OTHER ACTIONS, KNOWLEDGE, OR MANIPULATION OF THE OPERATING MECHANISM BEING NECESSARY.
 - A) A BATTERY MAY ONLY BE USED IN PLACE OF FAIL-SAFE MANUAL OPERATION WHEN THE GATE OPERATOR HAS A FAIL-OPEN MODE THAT WILL AUTOMATICALLY, IMMEDIATELY, AND COMPLETELY OPEN THE GATE AND KEEP IT OPEN UPON REACHING A LOW POWER THRESHOLD, REGARDLESS OF THE PRESENCE OF NORMAL POWER.
 - B) SHOULD THE GATE BE TOO LARGE OR HEAVY FOR A SINGLE FIREFIGHTER TO OPEN MANUALLY, A SECONDARY SOURCE OF RELIABLE POWER BY MEANS OF AN EMERGENCY GENERATOR OR A CAPACITOR WITH ENOUGH RESERVE TO AUTOMATICALLY, IMMEDIATELY, AND COMPLETELY OPEN THE GATE UPON LOSS OF PRIMARY POWER SHALL BE PROVIDED FOR FAIL-OPEN OPERATION.
- IN ADDITION TO THE REMOTE OPERATOR, THE GATE CONTROL SHALL BE OPERABLE BY A KNOX EMERGENCY OVERRIDE KEY SWITCH EQUIPPED WITH A DUST COVER. UPON ACTIVATION OF THE KEY SWITCH, THE GATE SHALL OPEN AND REMAIN OPEN UNTIL RETURNED TO NORMAL OPERATION BY MEANS OF THE KEY SWITCH. WHERE A GATE CONSISTS OF TWO LEAVES, THE KEY SWITCH SHALL OPEN BOTH SIMULTANEOUSLY IF OPERATION OF A SINGLE LEAF ON THE INGRESS SIDE DOES NOT PROVIDE FOR THE WIDTH, TURNING RADI, OR SETBACKS NECESSARY FOR FIRE APPARATUS TO NAVIGATE THE VEHICLE ENTRY POINT.
- THE KEY SWITCH SHALL BE PLACED BETWEEN 42" AND 48" ABOVE THE ROADWAY SURFACE AT THE RIGHT SIDE OF THE ACCESS GATE WITHIN TWO FEET OF THE EDGE OF THE ROADWAY. IN IRVINE, THE SWITCH SHALL BE ON THE LEFT SIDE IN ACCORDANCE WITH IRVINE'S UNIFORM SECURITY ORDINANCE.
- THE KEY SWITCH SHALL BE READILY VISIBLE AND UNOBSTRUCTED FROM THE FIRE LANE LEADING TO THE GATE.
- THE KEY SWITCH SHALL BE LABELED WITH A PERMANENT RED SIGN WITH NOT LESS THAN ½" CONTRASTING LETTERS READING "FIRE DEPT" OR WITH A "KNOX" DECAL.

STAKEHOLDERS

LAGUNA HILLS BUILDING AND SAFETY 949-707-2660
BUILDING DEPARTMENT: LAGUNA HILLS PLANNING DEPT. 949-707-2670
PLANNING DEPARTMENT: LAGUNA HILLS PUBLIC WORKS 949-707-2600
PUBLIC WORKS DEPARTMENT: LAGUNA HILLS PUBLIC WORKS 949-707-2600
WATER DISTRICT: MOULTON NIGUEL WATER DISTRICT 949-831-2500

PROJECT DIRECTORY

ARCHITECT/ENGINEER
BUSINESS NAME: KIMLEY-HORN
CONTACT NAME: JACOB GLAZE
ADDRESS: 1100 TOWN AND COUNTRY RD.
CITY: ORANGE STATE: CA ZIP: 92868
PHONE: 714-705-1374
EMAIL: JACOB.GLAZE@KIMLEY-HORN.COM

PROPERTY OWNER/HOA
BUSINESS NAME: _____
CONTACT NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE: _____
EMAIL: _____

TENANT
BUSINESS NAME: _____
CONTACT NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE: _____
EMAIL: _____

APPLICABLE CODES

- 2022 CALIFORNIA FIRE CODE
- 2022 CALIFORNIA BUILDING CODE
- 2022 CALIFORNIA RESIDENTIAL CODE
- 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE
- 2022 CALIFORNIA MECHANICAL CODE
- 2022 CALIFORNIA ELECTRICAL CODE
- 2022 CALIFORNIA PLUMBING CODE
- 2022 CALIFORNIA BUILDING ENERGY EFFICIENCY STANDARDS
- APPLICABLE NFPA STANDARDS
- LOCALLY ADOPTED ORDINANCES CITY:
- OCFA GUIDELINES
- CONDITIONS OF APPROVAL CITY:

DEFERRED SUBMITTALS (CHECK ALL THAT APPLY)

THIS PROJECT HAS BEEN PERMITTED WITHOUT REVIEW AND/OR APPROVAL OF THE FOLLOWING DEFERRED SUBMITTALS. PLANS APPROVED BY OCFA SHALL BE OBTAINED FOR EACH DEFERRED ITEM LISTED BELOW PRIOR TO COMMENCING ANY WORK WITHIN THE SCOPE OF SUCH DEFERRAL. DEFERRALS MUST BE REVIEWED AND ACCEPTED BY THE ARCHITECT OR ENGINEER OF RECORD PRIOR TO SUBMITTING FOR REVIEW WITH OCFA. PORTIONS OF THE PROJECT THAT ARE DEFERRED SHALL BE SUBJECT TO THE CODES, STANDARDS, AND OTHER APPLICABLE REQUIREMENTS IN FORCE ON THE DATE THAT THE DEFERRED PLAN IS SUBMITTED TO OCFA.

- ARCHITECTURAL PLAN

- ☐ HIGH PILED COMBUSTIBLE STORAGE
- ☐ CHEMICAL USE AND/OR STORAGE
- ☐ FUEL TANK (FOR GENERATOR, IF OVER 60 GALLONS)
- ☐ BATTERY/ENERGY STORAGE SYSTEM
- ☐ UNDERGROUND SYSTEM SERVING SPRINKLERS, STANDPIPES, AND/OR PRIVATE HYDRANTS
- ☐ SPRINKLER SYSTEM
- ☐ STANDPIPE SYSTEM
- ☐ FIRE PUMP
- ☐ HOOD AND DUCT EXTINGUISHING SYSTEM
- ☐ ALARM SYSTEM

PREREQUISITE PLANS

- ☐ PLANNING APPLICATION SR:
- ☐ METHANE MITIGATION SR:
- ☐ FUEL MODIFICATION PLAN SR:

REVISION

- ☐ ORIGINAL PLAN SR:
- COPY OF ORIGINAL APPROVED PLAN REQUIRED TO BE SUBMITTED WITH ALL REVISED PLANS.

REVISION SCOPE OF WORK

ALICIA TOWN CENTER

Laguna Hills, CA

ALISO EQUITIES, LTD

FIRE MASTER PLAN COVER SHEET

Conditional Use Permit / Site Development Permit #0110-2022(Ralphs)



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1100 W TOWN AND COUNTRY ROAD, SUITE 700, ORANGE CA 92868
PHONE: 714-939-1030
WWW.KIMLEY-HORN.COM

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N.T.S.
2022-877
2024-06-18

Scale
Job No.
Date

LEGEND

- OVERALL PROPERTY LINE
- FIRE LANE

FIRE WATER NOTES

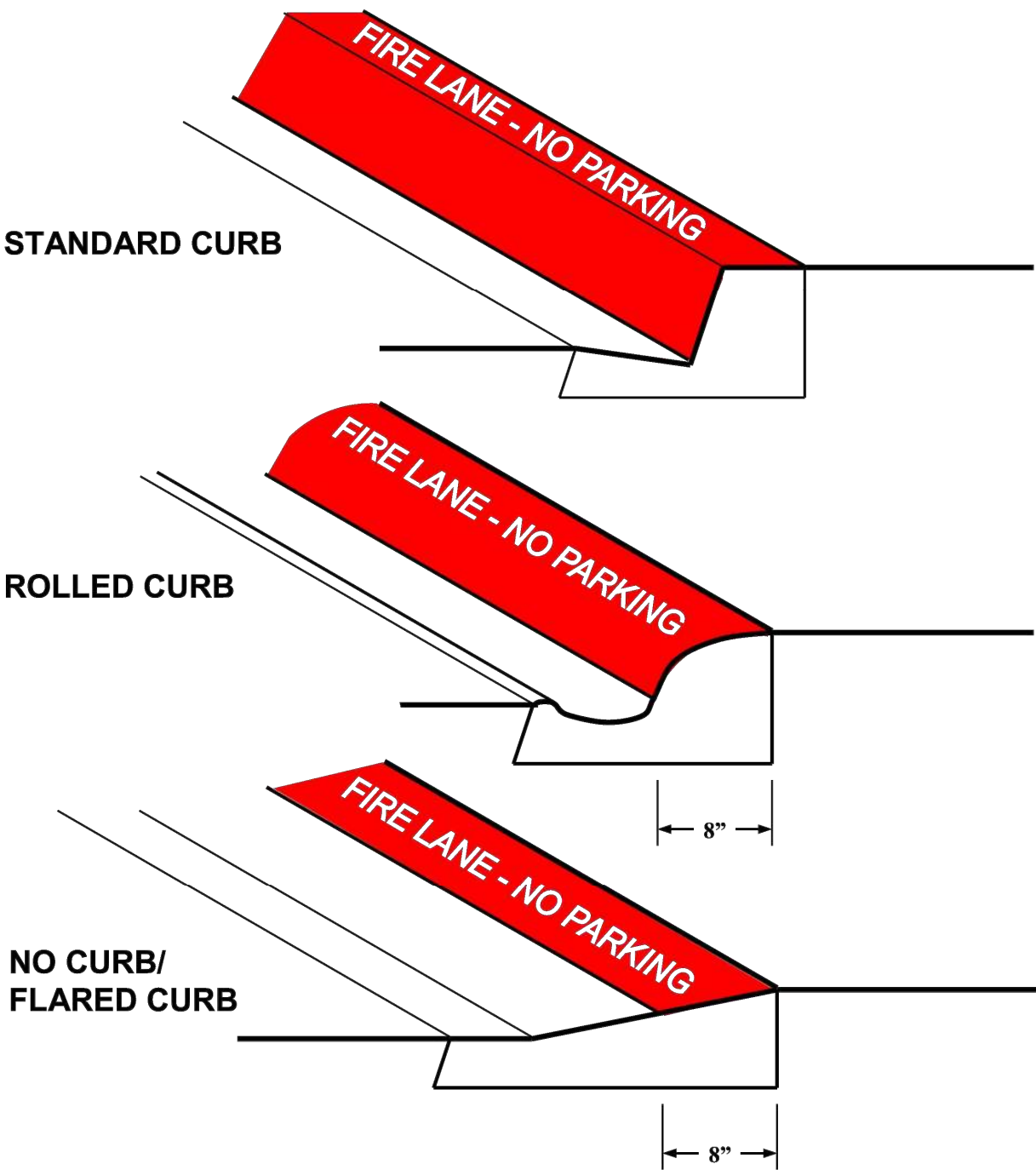
- F1 EXISTING PUBLIC FIRE HYDRANT LOCATION.
- F2 EXISTING FIRE SWING CHECK VALVE.
- F3 PROPOSED NO CURB, FIRE LANE RED STRIPING PER ATTACHMENT 9 HEREON.
- F4 PROPOSED PARALLEL PARKING STALLS.
- F5 CURB TO BE PAINTED FIRE LANE RED PER ATTACHMENT 9 HERON.
- F6 PROPOSED PARALLEL STALLS.

Fire Master Plans for Commercial & Residential Development: 8-09

February 23, 2021

ATTACHMENT 9

Fire Lane Identification – Red Curbs



1. Fire lane entrance sign(s) shall also be provided per Attachment 10 or 11.
2. Curbs shall be painted OSHA safety red.
3. "FIRE LANE – NO PARKING" shall be painted on top of curb in 3" white lettering at a spacing of 30' on center or portion thereof.

44

Kimley»Horn

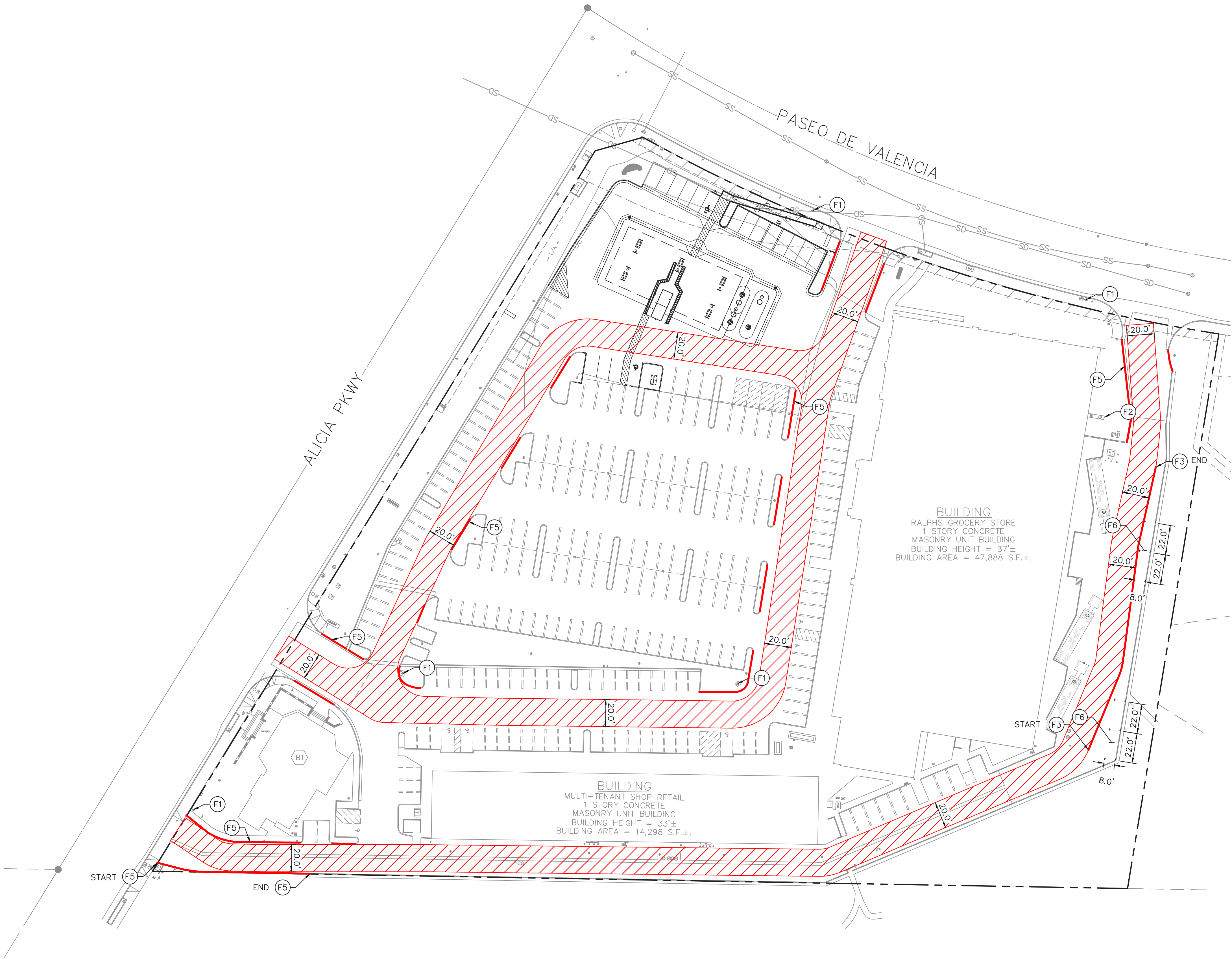
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AO Architecture.
Design.
Relationships.

12

Scale
Job No.
Date

1" = 40'
2022-877
2024-06-18



ALICIA TOWN CENTER

Laguna Hills, CA

ALISO EQUITIES, LTD

PROPOSED FIRE MASTER PLAN

Conditional Use Permit / Site Development Permit #0110-2022(Ralphs)





EXISTING TREE LEGEND		
SYMBOL	BOTANICAL NAME COMMON NAME	NOTES
T1	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO REMAIN PROTECT IN-PLACE
T2	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO REMAIN PROTECT IN-PLACE
T3	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO BE REMOVED
T4	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO BE REMOVED
T5	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO BE REMOVED
T6	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO BE REMOVED
T7	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO BE REMOVED
T8	MELALEUCA QUINQUENERVIA PAPERBARK TREE	TO REMAIN PROTECT IN-PLACE
T9	MELALEUCA QUINQUENERVIA PAPERBARK TREE	TO REMAIN PROTECT IN-PLACE
T10	MELALEUCA QUINQUENERVIA PAPERBARK TREE	TO REMAIN PROTECT IN-PLACE
T11	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO REMAIN PROTECT IN-PLACE
T12	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO REMAIN PROTECT IN-PLACE
T13	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO BE REMOVED
T14	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO BE REMOVED
T15	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO REMAIN PROTECT IN-PLACE
T16	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	TO REMAIN PROTECT IN-PLACE
P1	PHOENIX ROEBELENI PYGMY DATE PALM	TO REMAIN PROTECT IN-PLACE
P2	PHOENIX ROEBELENI PYGMY DATE PALM	TO REMAIN PROTECT IN-PLACE

TURF AREA TO BE REMOVED		
PERIMETER TURF AREA		±4,550 SF
INTERNAL TURF AREA		±2,790 SF
TOTAL TURF AREA TO BE REMOVED		±7,340 SF





KEYNOTE LEGEND	
1	PROPERTY LINE
2	EXISTING LANDSCAPING TO REMAIN - TYPICAL
3	EXISTING PUBLIC SIDEWALK TO REMAIN - TYPICAL
4	EXISTING MONUMENT SIGN TO REMAIN - PROTECT IN-PLACE
5	EXISTING RETAINING WALL AT TRANSFORMER TO REMAIN - PROTECT IN-PLACE
6	EXISTING ELECTRICAL TRANSFORMER AND PAD TO REMAIN - PROTECT IN-PLACE
7	EXISTING LIGHT POST TO REMAIN - PROTECT IN-PLACE
8	PROPOSED CAST-IN-PLACE CONCRETE RAMP PER CIVIL
9	PROPOSED PARKING STALLS PER CIVIL - TYPICAL
10	PROPOSED MONUMENT SIGNAGE PER OTHER
11	PROPOSED PLANTING AREA - REFER TO PLANTING PLAN FOR TREE AND SHRUB INFORMATION
12	EXISTING PARKING STALLS TO REMAIN - PROTECT IN-PLACE
13	EXISTING CURB TO REMAIN - PROTECT IN-PLACE
14	EXISTING PUBLIC BENCH AT BUS STOP TO REMAIN - PROTECT IN-PLACE
15	PROPOSED VENT RISER PER CIVIL
16	

PROJECT SUMMARY	
PROJECT SITE AREA	31,065 S.F. (.71 AC)
PROPOSED SOFTSCAPE IMPROVEMENTS	6,278 SF
PROPOSED HARDSCAPE IMPROVEMENTS	40,823.45
LANDSCAPE COVERAGE	20.2%

GENERAL DESIGN NOTES
1. FINAL LANDSCAPE PLANS SHALL ACCURATELY SHOW PLACEMENT OF TREES, SHRUBS, AND GROUNDCOVERS.
2. LANDSCAPE ARCHITECT SHALL BE AWARE OF UTILITY, SEWER, STORM DRAIN EASEMENT AND PLACE PLANTING LOCATIONS ACCORDINGLY TO MEET CITY OF LAGUNA HILLS REQUIREMENTS.
3. ALL REQUIRED LANDSCAPE AREAS (INCLUDING PUBLIC RIGHT-OF-WAY) SHALL BE MAINTAINED BY OWNER. THE LANDSCAPE AREAS SHALL BE MAINTAINED PER CITY OF LAGUNA HILLS REQUIREMENTS.
4. ALL IMPROVEMENTS WITHIN THE PUBLIC RIGHT-OF-WAY, INCLUDING STREET TREES, SHALL BE INSTALLED PER THE PUBLIC IMPROVEMENT PLANS.

IRRIGATION DESIGN NOTES
THE IRRIGATION SYSTEM WILL BE A FULLY AUTOMATIC UNDERGROUND SYSTEM. BACKFLOW PREVENTION DEVICES WILL BE INSTALLED TO MEET APPLICABLE CODES. THE IRRIGATION SYSTEM WILL BE DESIGNED AND CONSTRUCTED TO BE AS EFFICIENT IN TERMS OF WATER USAGE AS POSSIBLE. WATER CONSERVATION PRODUCTS (HIGH EFFICIENCY / LOW PRECIPITATION) AND AN EVAPOTRANSPIRATION (ET) WEATHER BASED CONTROL SYSTEM WILL BE INCORPORATED INTO THE SYSTEM DESIGN.

PLANTING DESIGN NOTES
THE SELECTION OF PLANT MATERIAL IS BASED ON CULTURAL, AESTHETIC, AND MAINTENANCE CONSIDERATIONS. ALL PLANTING AREAS SHALL BE PREPARED WITH APPROPRIATE SOIL AMENDMENTS, FERTILIZERS, AND APPROPRIATE SUPPLEMENTS BASED UPON A SOILS REPORT FROM AN AGRICULTURAL SUITABILITY SOIL SAMPLE TAKEN FROM THE SITE. GROUND COVERS OR BARK MULCH SHALL FILL IN BETWEEN THE SHRUBS TO SHIELD THE SOIL FROM THE SUN, EVAPOTRANSPIRATION AND RUN-OFF. ALL THE FLOWER AND SHRUB BEDS SHALL BE MULCHED TO A 3" DEPTH TO HELP CONSERVE WATER, LOWER THE SOIL TEMPERATURE AND REDUCE WEED GROWTH. THE SHRUBS SHALL BE ALLOWED TO GROW IN THEIR NATURAL FORMS. ALL LANDSCAPE IMPROVEMENTS SHALL FOLLOW THE CITY OF LAGUNA HILLS GUIDELINES.

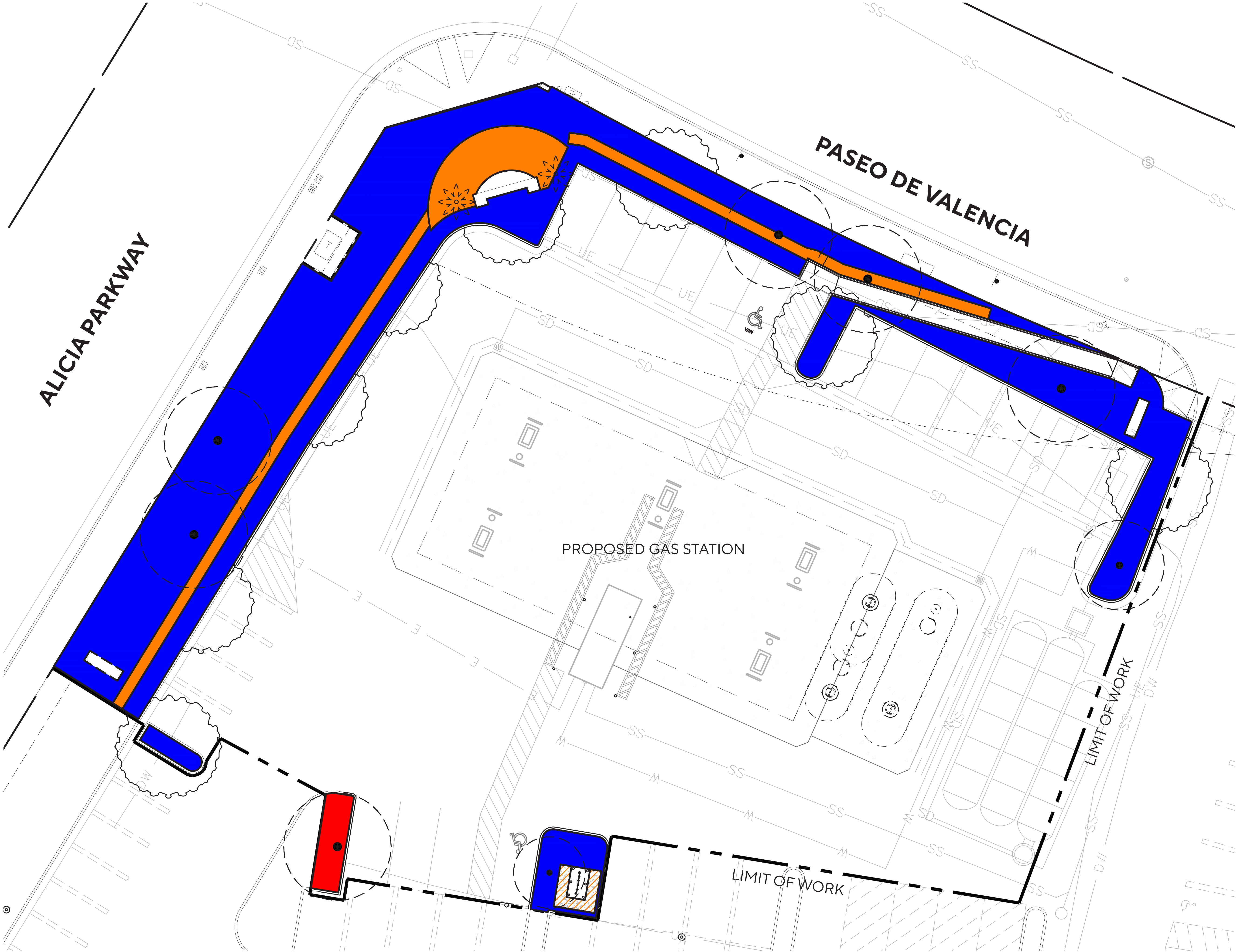


TREE LEGEND					
SYMBOL	BOTANICAL NAME COMMON NAME	SIZE	QTY.	WUCOLS	NOTES
	CUPANIOPSIS ANACARDIOIDES CARROTWOOD	24" BOX	8	M	STANDARDS
	EXISTING TREES TO REMAIN	-	8	-	PROTECT IN PLACE
	EXISTING PALM TREES TO REMAIN	-	2	-	PROTECT IN PLACE

SHRUB LEGEND					
SYM.	BOTANICAL NAME COMMON NAME	SIZE	QTY.	WUCOLS	NOTES
	CARISA GRANDIFLORA 'GREEN CARPET' NATAL PLUM	1 GAL.	469	L	@ 30" O.C.
	CISTUS 'BENNETT'S WHITE' BENNETT'S WHITE ROCKROSE	5 GAL.	4	L	PER PLAN
	DIETES BICOLOR YELLOW DAYLILY	5 GAL.	300	L	PER PLAN
	LIGUSTRUM JAPONICUM 'TEXANUM' WAXLEAF PRIVET	15 GAL.	101	M	HEDGE @ 30" O.C.
	RHAPHIOLEPIS INDICA 'CLARA' INDIAN HAWTHORN	15 GAL.	87	L	PER PLAN
	SENECIO SERPENS BLUE CHALKSTICKS	1 GAL.	171	L	@ 18" O.C.

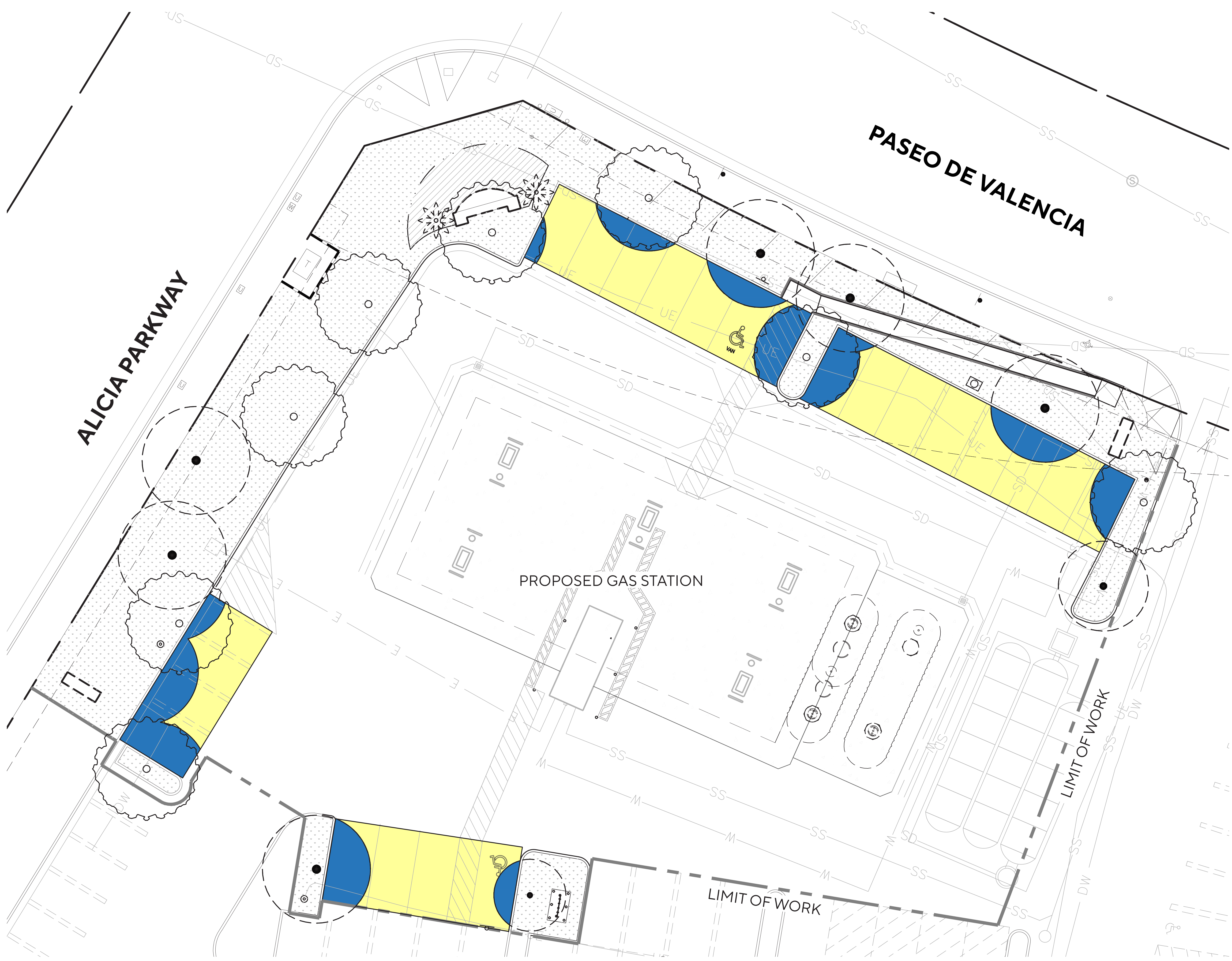
PLANTING NOTE	
THE TREE AND SHRUB PALETTE ABOVE IS BASED ON PRECEDENCE OF PLANT MATERIAL THAT FLOURISHES IN THIS CLIMATE ZONE, AND REFERENCES THE PALETTE THAT EXISTS ON SITE.	





IRRIGATION HYDROZONE LEGEND				
SYMBOL	HYDROZONE	AREA	WATER USAGE	PLANT FACTOR
	HYDROZONE 1 DRIP IRRIGATION	5,097 S.F.	L	0.2
	HYDROZONE 2 DRIP IRRIGATION	986 S.F.	M	0.5
	HYDROZONE 3 SPRAY NOZZLES (EXISTING LAWN)	136 S.F.	H	0.8

WATER EFFICIENT LANDSCAPE WORKSHEET									
This worksheet is filled out by the project applicant and it is a required item of the Landscape Documentation Package. One worksheet complete for point of connection (water meter)*									
Water Efficient Landscape Worksheet									
Fill in all colored cells.									
Select your city:		Project name or address:							
Reference Evapotranspiration (ET ₀):		Landscape Area Sector Type:							
	Hydrozone #/Planting Description	Location	Plant Factor (PF)	Irrigation Method	Irrigation Efficiency (IE)	ETAF (PF/IE)	Landscape Area (sq ft)	ETAF x Area	Estimated Total Water Use (ETWU)
Regular Landscape Area									
1	Low water use plant	Front	0.2	Drip emitter	0.8	0.25	5,097	1,275	37,492
2	Medium water use plant	Front	0.5	Drip emitter	0.8	0.62	986	609	18,132
3	Lawn	Other	0.8	Spray nozzles	0.7	1.13	136	153	4,565
Average							6,219	2,037	60,189
Total							6,219	2,037	60,189
Total							6,219	2,037	60,189
add dropdown self description location									
Average ETAF for Regular Landscape Areas: In Compliance									
Special Landscape Area									
Totals									
Total Landscape Area									
Sitewide ETAF									
ETWU Total									
Maximum Allowed Water Allowance (MAWA)									



TREE SHADING LEGEND	
	TOTAL PARKING AREA AREA (3,769 S.F.)
	TOTAL SHADE PROVIDED (1,147 S.F.)

PERCENTAGE OF COVERAGE	
NUMBER OF PARKING STALLS	22
PERCENTAGE OF SHADE REQUIRED	20%
PERCENTAGE OF SHADE PROVIDED	37%
* TREES SHOWN AT 15 YEAR GROWTH	

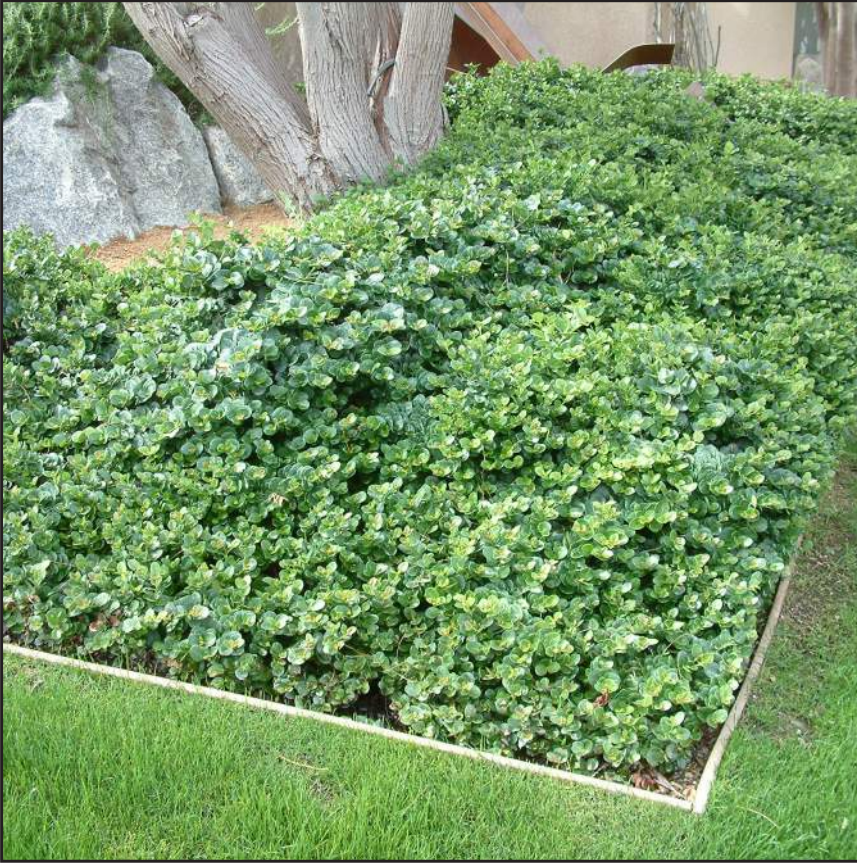


TREE IMAGES



CUPANIOPSIS ANACARDIOIDES
(CARROTWOOD TREE)
HEIGHT: 40'
SPREAD: 30'
WUCOLS: M
FULL SUN TO PART SHADE

SHRUB IMAGES



CARISSA MACROCARPA 'GREEN CARPET'
(GREEN CARPET NATAL PLUM)
HEIGHT: 12" - 15"
SPREAD: 4' - 5'
WUCOLS: L



CISTUS 'BENNETT'S WHITE'
(BENNETT'S WHITE ROCK ROSE)
HEIGHT: 6'
SPREAD: 6'
WUCOLS: L



DIETES BICOLOR
(YELLOW FORTNIGHT LILY)
HEIGHT: 2'
SPREAD: 1'
WUCOLS: M



LIGUSTRUM JAPONICUM 'TEXANUM'
(WAXLEAF PRIVET)
HEIGHT: 4' - 5'
SPREAD: 4' - 5'
WUCOLS: M



RHAPHIOLEPIS INDICA 'CLARA'
(INDIAN HAWTHORN CLARA)
HEIGHT: 4' - 5'
SPREAD: 4' - 5'
WUCOLS: M



SENECIO SERPENS
(BLUE CHALKSTICKS)
HEIGHT: 1'
SPREAD: 3'
WUCOLS: L

APPENDIX B

Appendix B: Certification of Landscape Design

CERTIFICATION OF LANDSCAPE DESIGN

I hereby certify that:

- (1) I am a professional appropriately licensed in the State of California to provide professional landscape design services.
- (2) The landscape design and water use calculations for the property located at 25539 PASEO DE VALENCIA, LAGUNA HILLS, CA 92653 (provide street address or parcel number(s)) were prepared by me or under my supervision.
- (3) The landscape design and water use calculations for the identified property comply with the requirements of the City of Anaheim Landscape Water Efficiency Ordinance (Chapter 10.19 of Title 10 of Anaheim Municipal Code) and the Guidelines for Implementation of the City of Anaheim Landscape Water Efficiency Ordinance.
- (4) The information I have provided in this Certificate of Landscape Design is true and correct and is hereby submitted in compliance with the Guidelines for Implementation of the City of Anaheim Landscape Water Efficiency Ordinance.

DIEGO F. ALESSI
Print Name

5/9/24
Date

Signature

4201
License Number

144 N. ORANGE ST., ORANGE, CA 92866
Address

714-869-9860
Telephone

DIEGOA@AOARCHITECTS.COM
E-mail Address

Landscape Design Professional's Stamp
(If applicable)



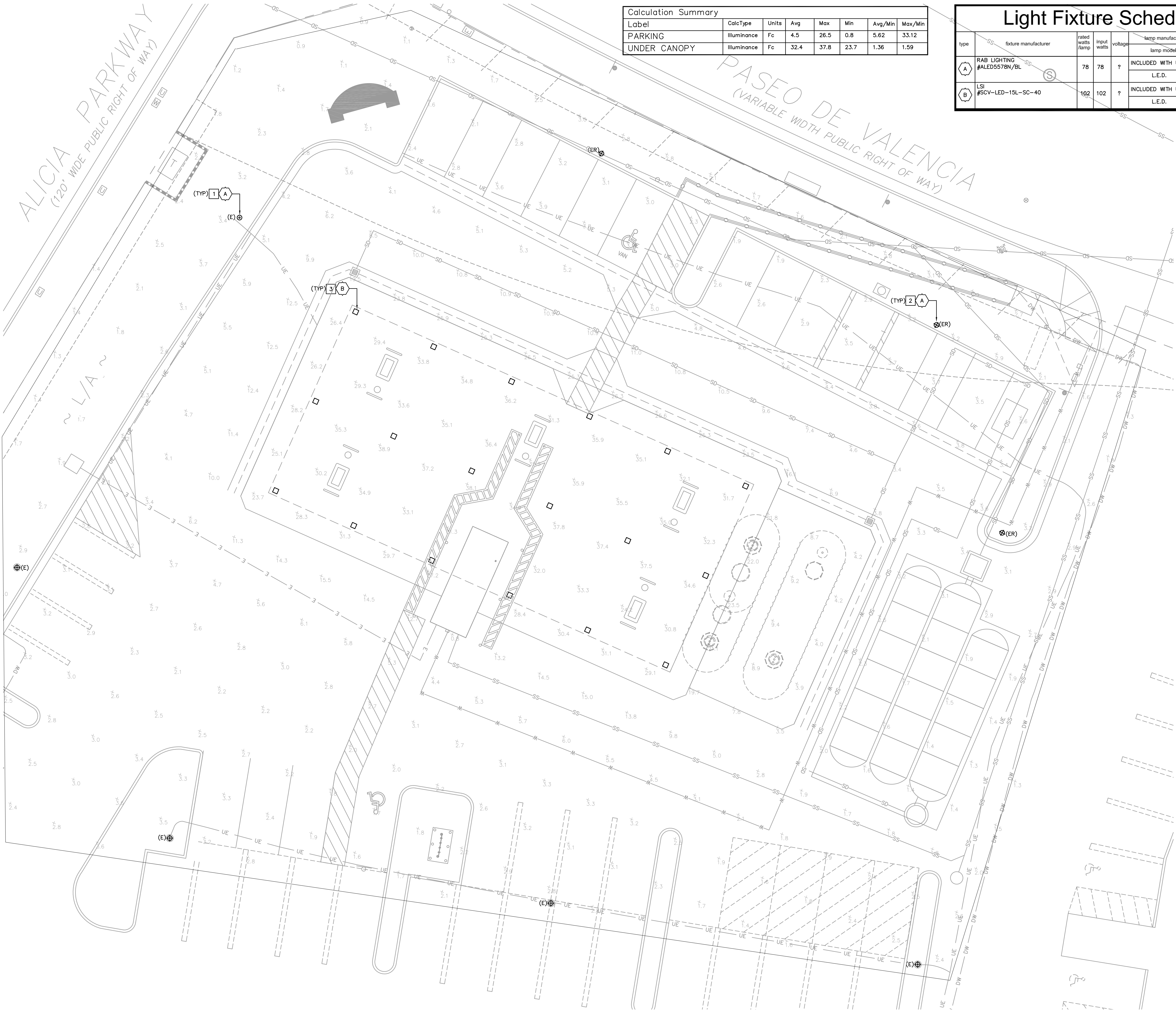


Calculation Summary						
Label	CalcType	Units	Avg	Max	Min	Avg/Min
PARKING	Illuminance	Fc	4.5	26.5	0.8	5.62
UNDER CANOPY	Illuminance	Fc	32.4	37.8	23.7	1.36

Light Fixture Schedule						
type	fixture manufacturer	rated watts / lamp	input watts	voltage	lamp manufacturer	lighting fixture description
					lamp model #	
A	RAB LIGHTING #ALED5578N/BL	78	78	?	INCLUDED WITH UNIT	SINGLE HEAD AREA LED LUMINAIRE WITH TYPE V OPTICS MOUNTED ON 20' POLE AND 24" HIGH CONCRETE BASE.
					L.E.D.	
B	LSI #SCV-LED-15L-SC-40	102	102	?	INCLUDED WITH UNIT	SURFACE MOUNTED LED UNDER CANOPY AT 15'-6"
					L.E.D.	

Keyed Notes

- 1 EXISTING LIGHT POLE FIXTURE TO REMAIN.
- 2 EXISTING LIGHT POLE FIXTURE TO BE RELOCATED.
- 3 NEW SURFACE MOUNTED LED CANOPY DOWNLIGHT.



ALICIA TOWN CENTER

Laguna Hills, CA

ALISO EQUITIES, LTD

SITE PHOTOMETRIC PLAN
Conditional Use Permit / Site Development Permit #0110-2022(Ralphs)





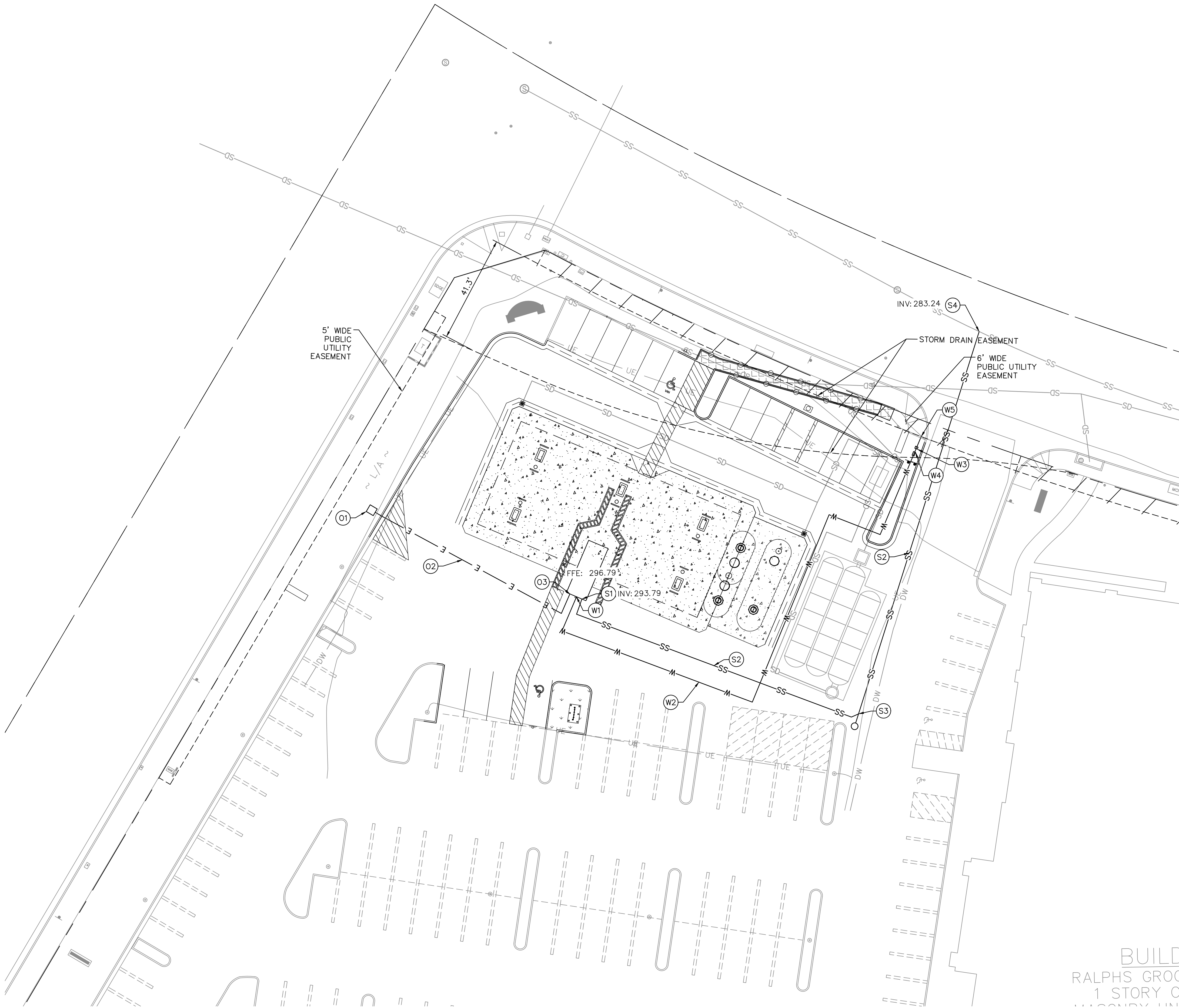
GRADING LEGEND

---	PROPERTY LINE
296	PROPOSED CONTOUR
- - -	EXISTING CONTOUR
GB	GRADE BREAK LINE
FFE	FINISH FLOOR ELEVATION
FL	FLOWLINE
LIP	LIP OF GUTTER
TC	TOP OF CURB
FS	FINISH SURFACE
(296.50 TC) (296.00 FS)	EXISTING GRADE
296.50 TC 296.00 FS	PROPOSED GRADE
	HEAVY DUTY ASPHALT PAVING
	PROPOSED LANDSCAPING
	PROPOSED HEAVY DUTY CONCRETE PAVEMENT
	PROPOSED CONCRETE SIDEWALK
X.X%	PROPOSED SLOPE

GRADING AND DRAINAGE NOTES

- 1 PROPOSED STORM DRAIN GRATE INLET.
- 2 PROPOSED STORM DRAIN LINE.
- 3 PROPOSED OIL AND WATER SEPARATOR.
- 4 PROPOSED DETENTION SYSTEM 30'X51'X5' (5,180 CF)
- 5 PROPOSED SADDLE TAP INTO EXISTING STORM DRAIN LINE.
- 6 PROPOSED MANHOLE.

NOTE:
PROPOSED UTILITY CONNECTIONS TO BE POTHOLED AND UTILITY INVERTS
CONFIRMED PRIOR TO THE FINAL DESIGN AND CONNECTION.



LEGEND

- PROPERTY LINE
- SS EXISTING SEWER LINE
- W EXISTING WATER LINE
- SS PROPOSED SANITARY SEWER LINE
- W PROPOSED WATER LINE
- E PROPOSED ELECTRIC CONDUIT

SEWER

- (S1) BUILDING POINT OF CONNECTION.
- (S2) PROPOSED SANITARY SEWER LINE.
- (S3) PROPOSED SANITARY SEWER 45° BEND AND CLEANOUT.
- (S4) PROPOSED TIE IN TO EXISTING SEWER MAIN.

DOMESTIC WATER

- (W1) BUILDING POINT OF CONNECTION.
- (W2) PROPOSED WATER LINE.
- (W3) PROPOSED WATER METER.
- (W4) PROPOSED WATER BACKFLOW DEVICE.
- (W5) PROPOSED TIE IN TO EXISTING WATER SERVICE.

OTHER UTILITY NOTES

- (O1) PROPOSED TRANSFORMER.
- (O2) PROPOSED ELECTRIC CONDUIT.
- (O3) PROPOSED ELECTRIC BUILDING POINT OF CONNECTION.

NOTE:
PROPOSED UTILITY CONNECTIONS TO BE POTHOLED AND UTILITY INVERTS
CONFIRMED PRIOR TO THE FINAL DESIGN AND CONNECTION.

ALICIA TOWN CENTER RALPH'S FUEL CENTER TRAFFIC IMPACT STUDY City of Laguna Hills, California

Prepared for:

Monique Lacher
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Prepared by:

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1401 Dove Street, Ste. 540
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Michael Torres, E.I.T.



April 22, 2024

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1.0 Introduction

1.1 Purpose of Report & Study Objectives

The purpose of this traffic impact study is to evaluate the proposed Alicia Town Center Ralph's Fuel Center (hereinafter referred to as "Project") from a traffic and circulation standpoint and to determine whether the Project has a significant traffic impact.

This traffic study has been conducted pursuant to the *City of Laguna Hills Vehicle Miles Traveled Analysis Guidelines under the California Environmental Quality Act and General Plan Development Review Traffic Study Guidelines*, dated August 2021.

This study is prepared in accordance with the scope of work that has been approved by the City of Laguna Hills, which is contained in Appendix A.

1.2 Site Location & Project Description

The proposed project is located within the existing Alicia Town Center shopping center at the southeast corner of Alicia Parkway and Paseo de Valencia, in the City of Laguna Hills. The project site is currently part of the existing Ralph's parking lot and is bounded by Paseo De Valencia to the north, the Ralph's shopping center to the south and east, and Alicia Parkway to the west.

The proposed project consists of a 10-vehicle fueling position (VFP) gas station (five dual sided pump islands). The project will require the removal of 39 parking spaces and will add 4 spaces (306 total current parking spaces to 271 total spaces after the proposed project is constructed) within the existing Alicia Town Center shopping center.

Access to the project is currently provided and will continue to be provided via the existing full-access signalized intersection of Alicia Parkway at Community Center Drive (i.e. Project Access No. 1) and the one (1) full-access unsignalized driveway located along Paseo De Valencia (i.e. Project Access No. 2). The existing Alicia Town Center is also served by two additional driveways, one driveway on Alicia Parkway and one driveway on Paseo De Valencia, that serve the back of house loading docks and receiving area for the existing supermarket. For the purposes of this study, no project traffic is expected to utilize either of these back of house driveways and thus they are not included in this analysis.

The project is anticipated to open in 2025 and will be evaluated in one single phase.

Exhibit 1-1 shows the location map of the proposed project. Exhibit 1-2 shows the proposed site plan.

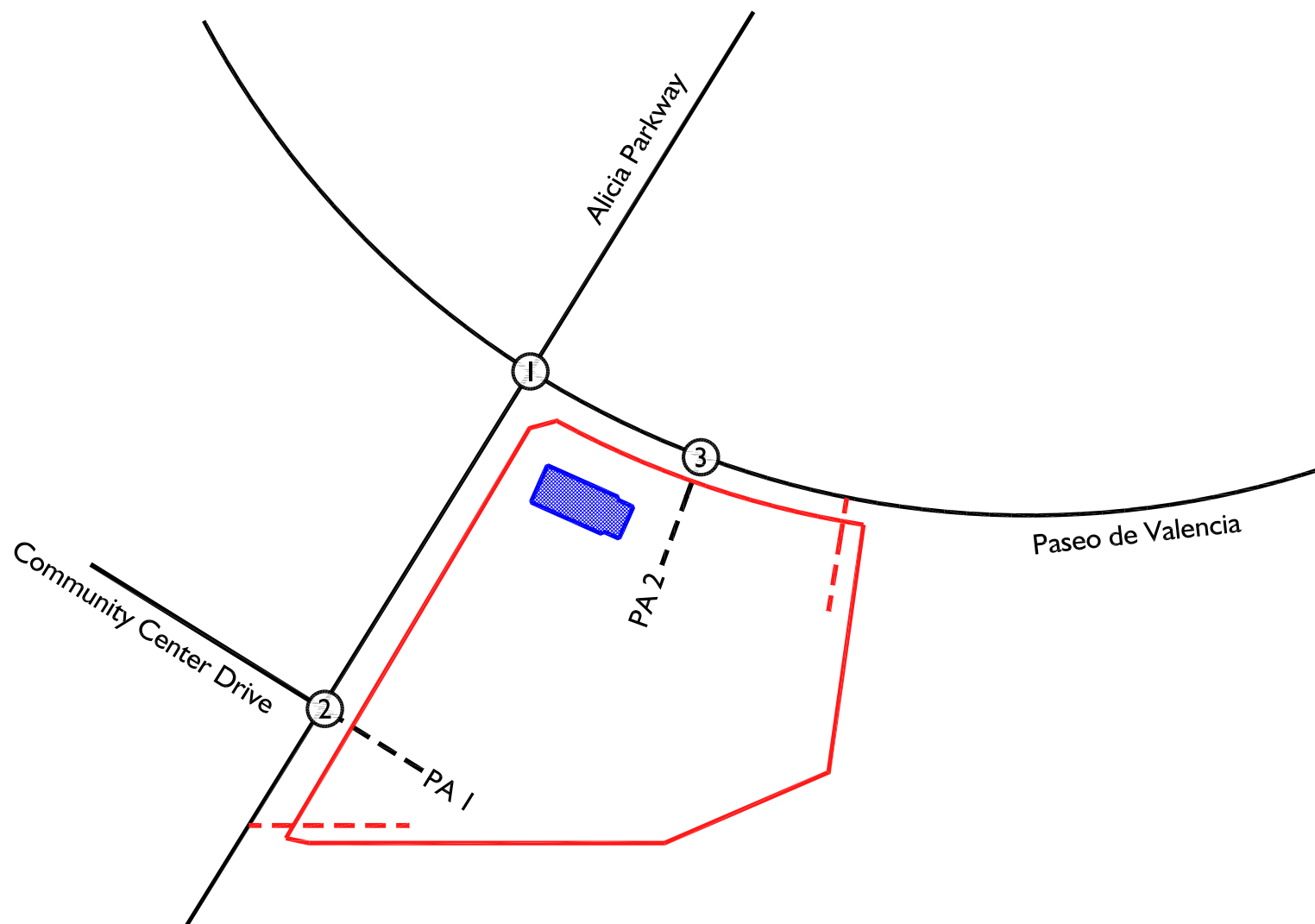
1.3 Traffic Study Area & Analysis Scenarios

Exhibit 1-1 illustrates the project's site location map and traffic analysis study area. The study area consists of the following three (3) study intersections, which are all located in the City of Laguna Hills.

1. Alicia Parkway (N/S) at Paseo de Valencia (E/W)
2. Alicia Parkway (N/S) at Community Center Drive/Alicia Town Center Dwy No. 1 (E/W)
3. Alicia Town Center Driveway No. 2 (N/S) and Paseo de Valencia

The analysis evaluates traffic conditions of the three (3) study intersection for the following scenarios during the weekday (7:00 AM to 9:00 AM) and weekday PM (4:00 PM to 6:00 PM) peak periods, in accordance with the applicable jurisdictional traffic impact analysis guidelines for the City of Laguna Beach.

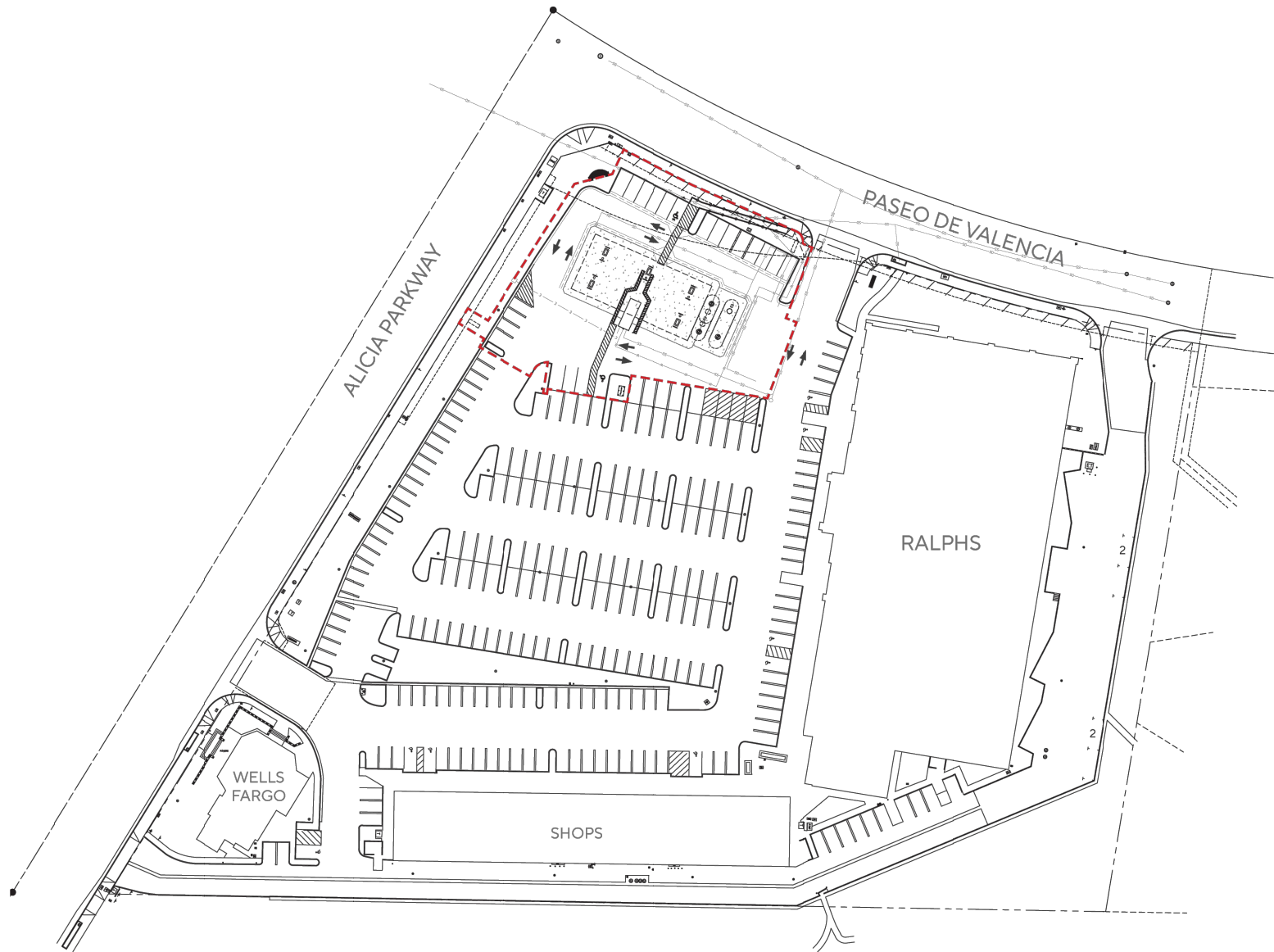
- Existing Conditions;
- Existing Plus Project Conditions;
- Opening Year (2025) Without Project Conditions; and
- Opening Year (2025) With Project Conditions.



Legend:

- ① = Study Area Intersection
- = Alicia Town Center
- = Proposed Ralph's Fuel Center
- = Key Access Driveways Serving Proposed Ralph's Fuel Center
- ... = Additional Alicia Town Center Access Driveway (Not Analyzed)





2.0 Analysis Methodologies, Performance Criteria, and Thresholds of Significance

This section of the report presents the methodologies used to perform the traffic analyses summarized in this report in accordance with the City of Laguna Hills. This section also discusses the agency-established applicable performance criteria and thresholds of significance for the study facilities.

2.1 Signalized Intersection Peak Hour Level of Service Analysis Methodology

The methodology used to assess the operation of the signalized study area intersection is the Intersection Capacity Utilization (ICU) methodology. To calculate the ICU, the volume of traffic using the intersection is compared with the capacity of the intersection. ICU is usually expressed as a ratio. This ratio represents that portion of the hour required to provide sufficient capacity to accommodate all intersection traffic if all approaches operate at capacity.

Level of Service (LOS) is commonly used as a qualitative description of intersection operation and is based on the capacity of the intersection and the volume of traffic using the intersection.

The definitions of level of service for uninterrupted flow (flow unrestrained by the existence of traffic control devices) are:

- LOS A represents free flow. Individual users are virtually unaffected by the presence of others in the traffic stream.
- LOS B is in the range of stable flow, but the presence of other users in the traffic stream begins to be noticeable. Freedom to select desired speeds is relatively unaffected, but there is a slight decline in the freedom to maneuver.
- LOS C is in the range of stable flow, but marks the beginning of the range of flow in which the operation of individual users becomes significantly affected by interactions with others in the traffic stream.
- LOS D represents high-density but stable flow. Speed and freedom to maneuver are severely restricted, and the driver experiences a generally poor level of comfort and convenience.

- LOS E represents operating conditions at or near the capacity level. All speeds are reduced to a low, but relatively uniform value. Small increases in flow will cause breakdowns in traffic movement.
- LOS F is used to define forced or breakdown flow. This condition exists wherever the amount of traffic approaching a point exceeds the amount which can traverse the point. Queues form behind such locations.

The ICU analysis has been prepared utilizing the following parameters:

- Saturation Flow Rate: Saturation flow value of 1,700 vehicles per lane per hour; no adjustments are used for protected movements with dedicated lanes (including both right and left turns).
- Clearance Interval: A clearance interval factor of 5% (0.05) is applied to the ICU calculations.
- Level of Service Ranges: Table 2-1 below illustrates the thresholds used in assigning a letter value to the resulting LOS:

Table 2-1
Intersection ICU Level of Service

LOS	Critical Volume to Capacity Ratio
A	0.00 – 0.60
B	0.61 – 0.70
C	0.71 – 0.80
D	0.81 – 0.90
E	0.91 – 1.00
F	>1.00

- Peak-Periods: Weekday peak-hour analysis periods are defined as 7:00 AM to 9:00 AM and 4:00 PM to 6:00 PM.
- Peak-Hour: The highest one-hour period in both the AM and PM peak periods, as determined by four consecutive 15-minute count periods are used in the ICU calculations. Both AM and PM peak hours are studied.

- Right Turn Movements: If the distance from the edge of the outside through lane is at least 19 feet and parking is prohibited during the peak period, right turning vehicles may be assumed to utilize this "unofficial" right turn lane. Otherwise, all right turn traffic is assigned to the through lane. If a right turn lane exists, right turn activity is checked for conflicts with other critical movements. It is assumed that right turn movements are accommodated during non-conflicting left turn phases (e.g., northbound right turns during westbound left turn phase), as well as non-conflicting through flows (e.g., northbound right turn movements and north/south through flows). Right turn movements become critical when conflicting movements (e.g., northbound right turns, southbound left turns, and eastbound through flows) represent a sum of V/C ratios, which are greater than the normal through/left turn critical movements.

2.2 Unsignalized Intersection Peak Hour Level of Service Analysis Methodology

The Highway Capacity Manual 7th Edition (HCM 7) methodology is used to calculate level of service at unsignalized study area intersections. For intersections with stop control on the minor approach only, the calculation of level of service is dependent on the occurrence of gaps occurring in the free-flow traffic movement of the major street, and the level of service is determined based on the worst individual movement on the stop-controlled minor approach or movements sharing a single lane on the stop-controlled minor approach.

Table 2-2 shows the level of service criteria based on the HCM 7 methodology.

Table 2-2
HCM Level of Service - Vehicle Delay (Unsignalized Intersections)

Level of Service (LOS)	Vehicle Delay (Seconds)
A	0.00 - 10.00
B	10.01 - 15.00
C	15.01 - 25.00
D	25.01 - 35.00
E	35.01 - 50.00
F	>50.00

2.3 LOS Performance Criteria & Thresholds of Improvement Requirement

The City of Laguna Hills General Plan Mobility Element level of service standard for intersections is LOS D. This would be appropriate for both signalized and unsignalized intersections listed in the Master Plan of Arterial Highways (MPAH).

A LOS impact is identified when an intersection is operating at an ICU or V/C ratio at or below 0.90 and the project causes the level to exceed 0.90 by an impact equal to or greater than 0.01. Furthermore, if an intersection is already operating at a LOS E or F, any ICU or V/C ratio impact equal to or greater than 0.01 would be considered a significant impact by the project. For unsignalized intersections, if the LOS with the project exceeds LOS D then a level of service impact would occur if the following conditions are met:

- The project increases the delay by 2-seconds or more,
- The project contributes 50 or more peak hour trips to the intersection, and
- Traffic signal warrants are satisfied.

3.0 Circulation System & Existing Conditions

This section provides a discussion of existing study area conditions and traffic volumes.

3.1 Existing Traffic Controls & Intersection Geometrics

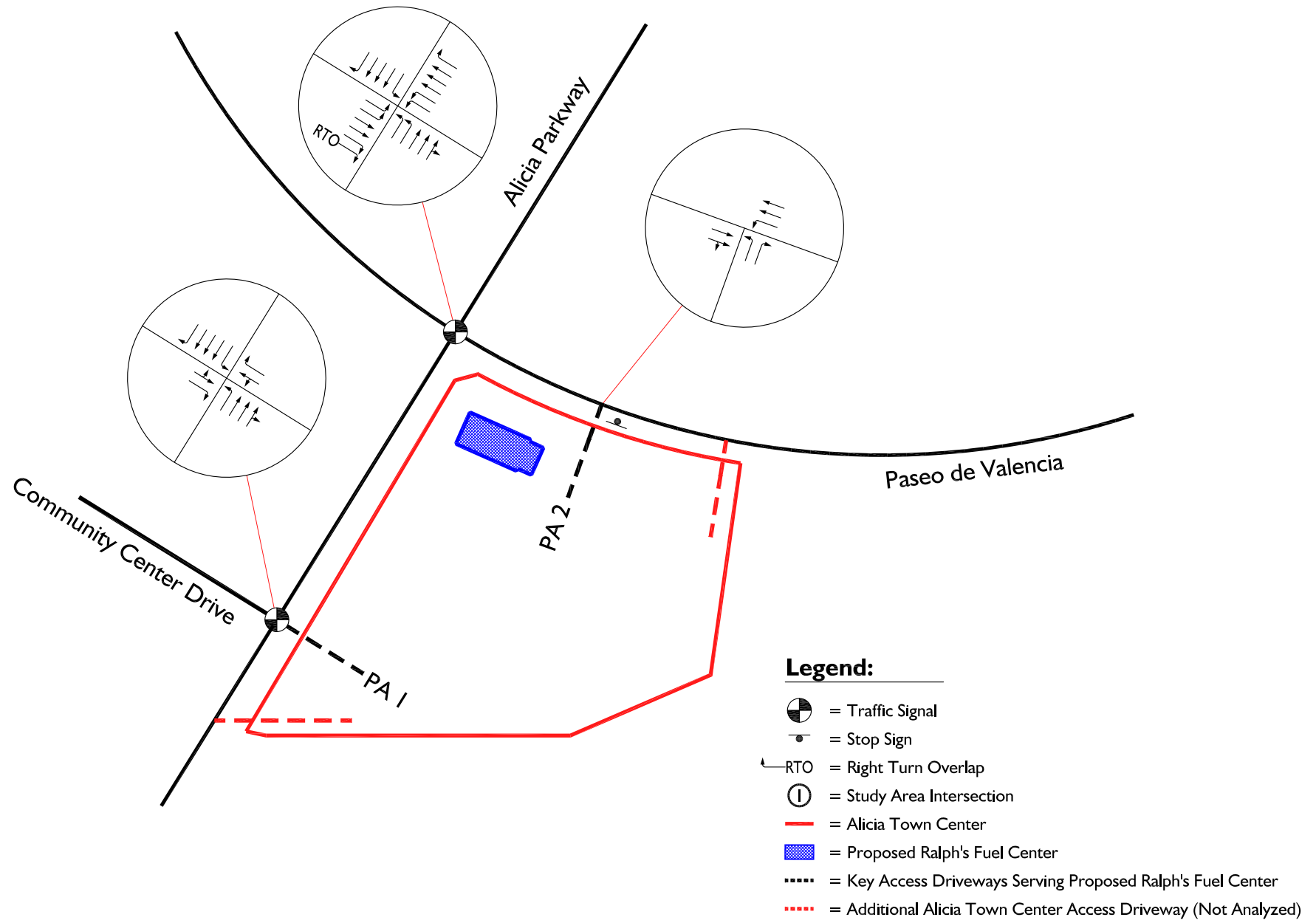
Exhibit 3-1 identifies the existing roadway conditions for the study area roadways. The number of through traffic lanes for existing roadways and the existing intersection controls are identified. The type of traffic control and number of lanes at an intersection are key inputs for the calculation of level of service.

3.2 Existing Traffic Volumes

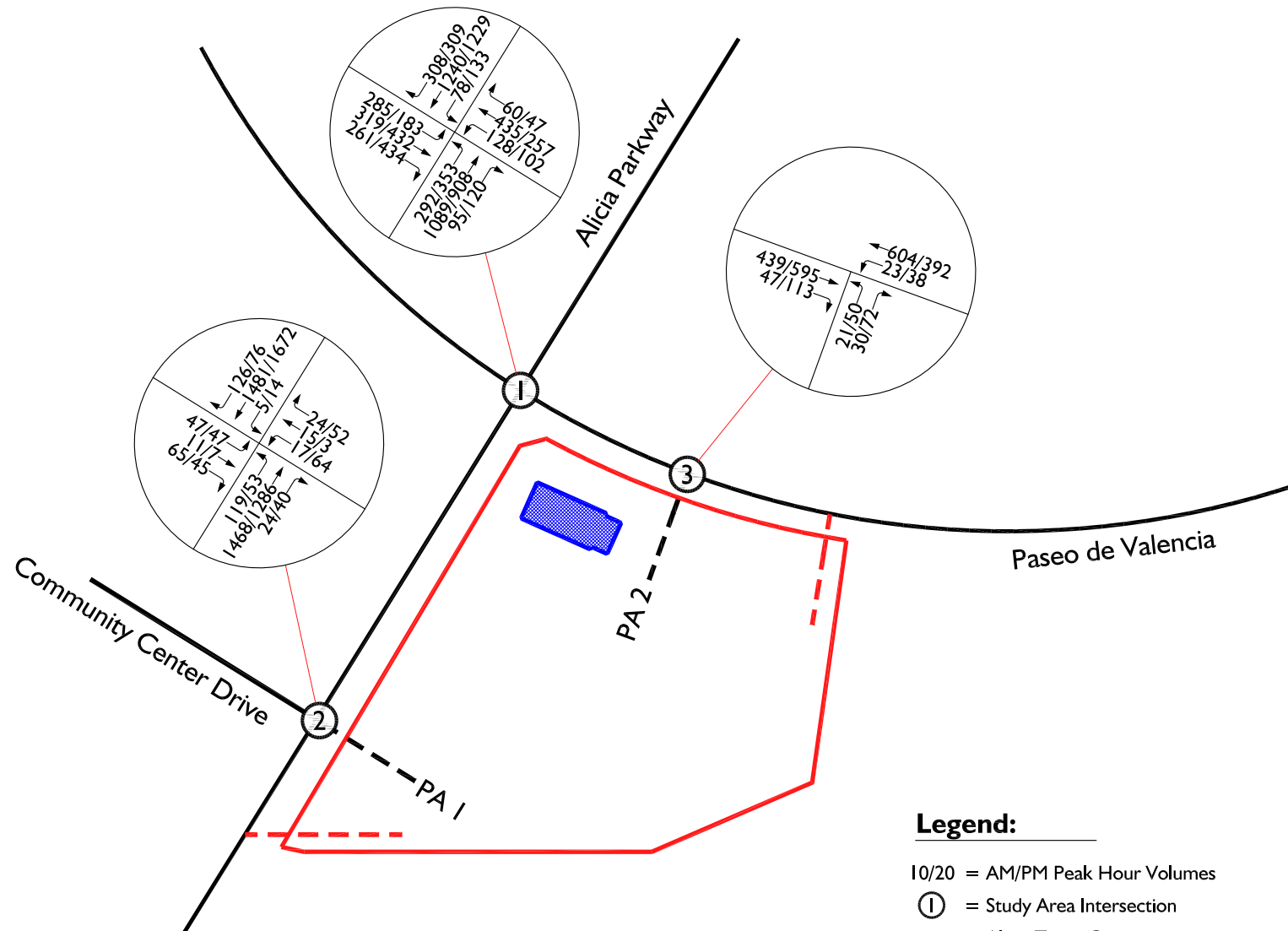
Existing conditions intersection level of service calculations are based upon manual AM and PM peak hour turning movement counts taken in May 2023 during typical weekday conditions. The weekday AM and PM peak hour traffic volumes were determined by counting the two-hour peak period from 7:00 AM to 9:00 AM, and from 4:00 PM to 6:00 PM, respectively, and using the highest hour within each two-hour peak period.

The traffic count worksheets are included in Appendix B. Existing traffic volumes are provided in Exhibit 3-2.

Existing Lane Geometry and Traffic Controls



Existing Peak Hour Traffic Volumes

**Legend:**

10/20 = AM/PM Peak Hour Volumes

① = Study Area Intersection

— = Alicia Town Center

■ = Proposed Ralph's Fuel Center

- - - = Key Access Driveways Serving Proposed Ralph's Fuel Center

- . - . = Additional Alicia Town Center Access Driveway (Not Analyzed)



4.0 Project Traffic Volumes

This section provides a discussion on methodologies utilized to derive project traffic volumes for the study area.

4.1 Project Traffic Conditions

4.1.1 Project Trip Generation

Trip generation represents the amount of traffic that is attracted and produced by a development. The trip generation for the project is based upon specific land uses that have been planned for this development.

Trip generation rates for the proposed development are shown in Table 4-1 and are from the *Institute of Transportation Engineers (ITE) Trip Generation Manual* (11th Edition, 2021). This publication provides a comprehensive evaluation of trip generation rates for a variety of land uses. The proposed project consists of a 10-vehicle fueling position (VFP) gas station. As such, ITE Land Use 944: Gasoline/Service Station trip rates are the most appropriate for the proposed project.

Utilizing the trip generation rates from Table 4-1, Table 4-2 summarizes the daily and peak hour trip generation for weekday conditions for the proposed project and the entitled land use.

It should be noted that the total net trip generation includes adjustments for pass-by per the *ITE Trip Generation Manual* (11th Edition). These pass-by reductions account for trips that are already present in everyday traffic on the adjacent streets (i.e., Alicia Parkway & Paseo de Valencia) and will stop by the project site as they pass by on their way to another destination. The pass-by reduction factors used are summarized in the footnotes of Table 4-2.

As shown at the bottom of Table 4-2, the project is forecast to generate approximately 1,290 net daily trips which include approximately 38 net AM peak hour net trips and approximately 60 net PM peak hour net trips.

Table 4-1
ITE Trip Generation Rates¹

Land Use	ITE Code	Units ²	AM Peak Hour			PM Peak Hour			Daily
			In	Out	Total	In	Out	Total	
Gasoline/Service Station	944	VFP	50%	50%	10.28	50%	50%	13.91	172.01

¹ Source: *ITE Trip Generation Manual* (2021, 11th Edition).

² VFP = Vehicle Fueling Positions.

Table 4-2
Proposed Project Trip Generation¹

Land Use (ITE Code)	Quantity	Units ²	AM Peak Hour			PM Peak Hour			Daily
			In	Out	Total	In	Out	Total	
Gasoline/Service Station (944)	10	VFP	51	52	103	70	69	139	1,720
Pass-By Trip Reduction ³			-32	-33	-65	-40	-39	-79	-430
Total Net Trip Generation			19	19	38	30	30	60	1,290

¹ Source: *ITE Trip Generation Manual* (2021, 11th Edition).

² VFP = Vehicle Fueling Positions.

³ Source: *ITE Trip Generation Manual* (2021, 11th Edition). Pass-by reductions for ITE Land Use 944: Gasoline/Service Station consist of the following: 63% AM Peak Hour, 57% PM Peak Hour, and 25% Daily (estimated).

4.1.2 Project Trip Distribution & Assignment

Trip distribution represents the directional orientation of traffic to and from the project site. Trip distribution is heavily influenced by the geographical location of the site, the location of residential, employment and recreational opportunities, and the proximity to the regional freeway system. The directional orientation of traffic was determined by evaluating existing and proposed land uses, highways within the community, and existing traffic volumes.

Exhibit 4-1 shows the project's trip distribution pattern.

4.1.3 Modal Split

Modal split denotes the proportion of traffic generated by a project that would use any of the transportation modes, namely buses, cars, bicycles, motorcycles, trains, carpools, etc. The traffic-reducing potential of public transit and other modes is significant. However, the traffic projections in this study are conservative in that public transit and alternative transportation may be able to reduce the traffic volumes, but no modal split reduction is applied to the projections. With the implementation of transit service and provision of alternative transportation ideas and incentives, the automobile traffic demand can be reduced significantly.

4.1.4 Project Peak Hour Traffic Volumes

The assignment of project traffic to the adjoining roadway system is based upon the project's trip generation, trip distribution, and arterial highway and local street systems that would be in place by the time of initial occupancy of the site

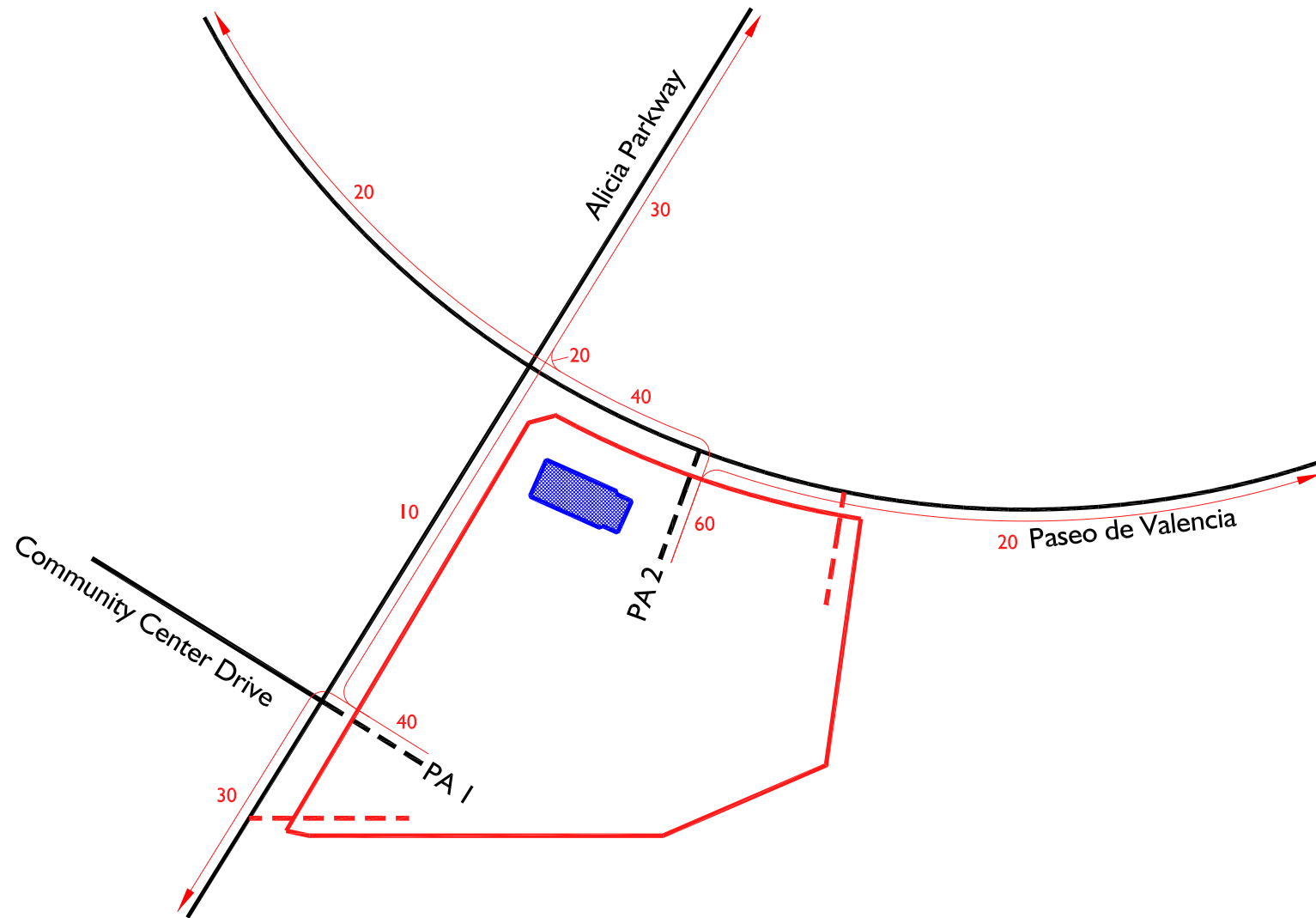
The project's AM and PM peak hour intersection turning movement volumes are shown on Exhibit 4-2.

4.2 Background Traffic

4.2.1 Method of Projection

To assess future traffic conditions, project traffic is combined with existing traffic and area-wide growth. As directed by City staff, to account for area-wide/ambient growth in the study area, a linear annual growth rate of one percent (1%) per year

Project Trip Distribution Pattern

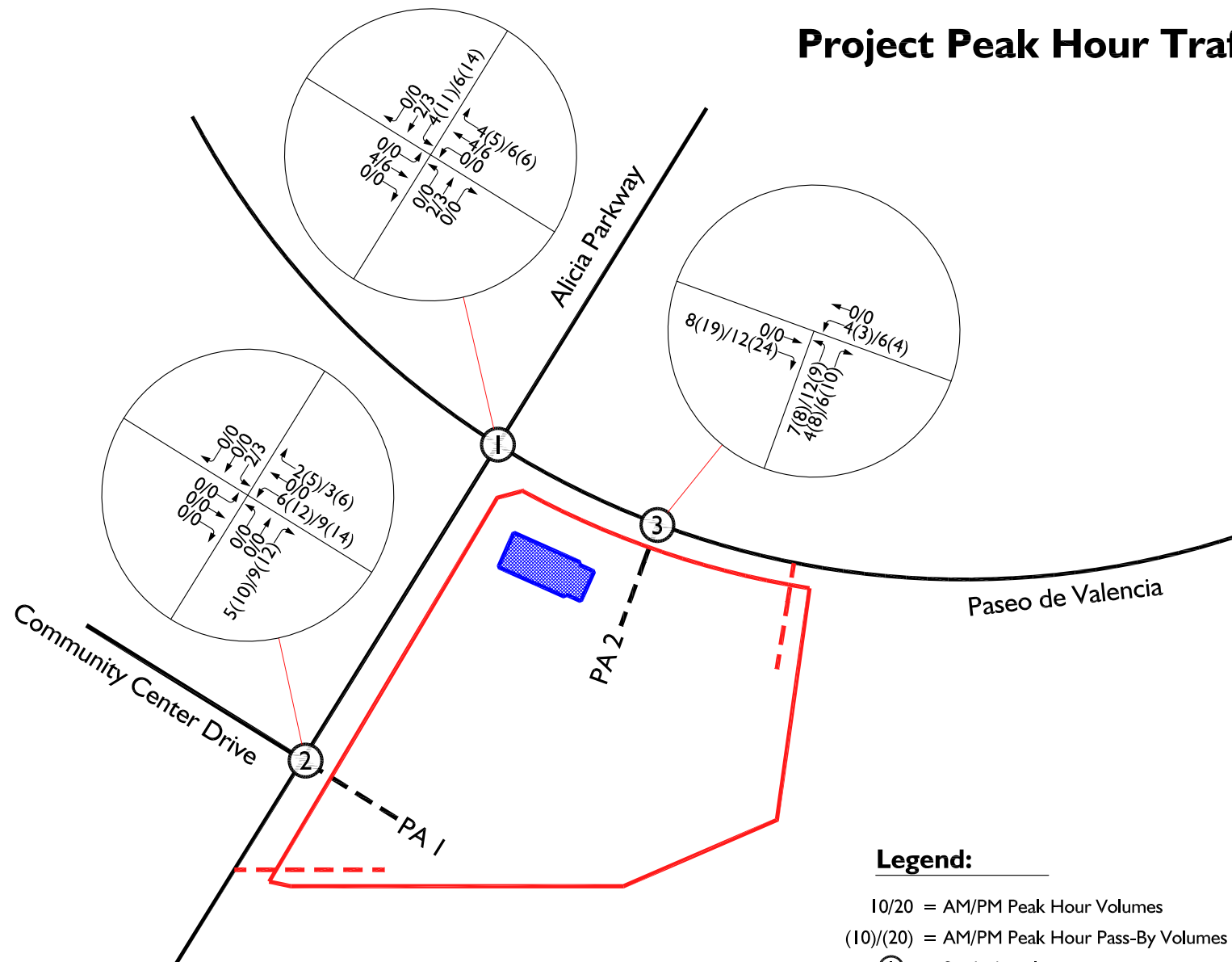


Legend:

- 10 = Percent to/from Project
- = Alicia Town Center
- ▨ = Proposed Ralph's Fuel Center
- = Key Access Driveways Serving Proposed Ralph's Fuel Center
- ... = Additional Alicia Town Center Access Driveway (Not Analyzed)



Project Peak Hour Traffic Volumes



Legend:

I0/20 = AM/PM Peak Hour Volumes

(I0)/(20) = AM/PM Peak Hour Pass-By Volumes

① = Study Area Intersection

— = Alicia Town Center

▨ = Proposed Ralph's Fuel Center

..... = Key Access Driveways Serving Proposed Ralph's Fuel Center

..... = Additional Alicia Town Center Access Driveway (Not Analyzed)



has been applied to the existing (2023) traffic volumes over a two-year period for project opening year 2025 conditions (i.e. 2% total growth).

4.2.2 Cumulative Projects Traffic Volumes

Information on future projects in the vicinity of the study area has been provided by City of Laguna Hills staff for inclusion in this analysis and is shown in Table 4-3. Table 4-3 shows the land uses, and daily and peak hour trip generation for the nearby cumulative projects provided by the public agencies.

A location map of the cumulative projects is shown on Exhibit 4-3. Cumulative projects traffic volumes are shown on Exhibit 4-4.

In reality, some of the cumulative projects may be downsized or may not be developed by the project opening year (2025). In addition, many of the cumulative projects have been or will be subject to a variety of mitigation measures that will reduce the potential environmental impacts associated with those projects. However, those mitigation measures have not been taken into account in projecting the environmental impact of the related projects. Therefore, the cumulative analyses set forth below are conservative and could result in greater impacts than actually anticipated.

4.3 Existing Plus Project Conditions Traffic Volumes

Existing Plus Project Conditions traffic volumes consist of existing (2023) traffic volumes plus traffic generated by the proposed project. Existing Plus Project Conditions traffic volumes are shown on Exhibit 4-5.

4.4 Opening Year (2025) Without Project Conditions Traffic Volumes

Opening Year (2025) Without Project Conditions traffic volumes consist of two (2) years of linear annual growth on top of existing (2023) traffic volumes at one percent (1%) per year (i.e. 2% total growth), plus traffic generated by the cumulative projects. Opening Year (2025) Without Project Conditions traffic volumes are shown on Exhibit 4-6.

4.5 Opening Year (2025) With Project Conditions Traffic Volumes

Opening Year (2025) With Project Conditions traffic volumes consist of two (2) years of linear annual growth on top of existing (2023) traffic volumes at one percent (1%) per year

Table 4-3
Cumulative Projects Trip Generation¹

ID No.	Jurisdiction	Project Name / Case Number	Land Use	Quantity	Units ²	Peak Hour						Daily
						AM			PM			
						In	Out	Total	In	Out	Total	
1	City of Laguna Hills	Village at Laguna Hills	Land Use/Size from Sourced Study ³			695	550	1,245	936	1,126	2,062	22,511
2	City of Laguna Hills	Laguna Hills Plaza	Land Use/Size from Sourced Study ⁴			139	93	232	124	138	262	3,022
3	City of Laguna Hills	24888 Alicia Parkway Commercial Project	Land Use/Size from Sourced Study ⁵			27	25	52	21	20	41	884
4	City of Laguna Hills	24422 Avenida de la Carlota Project	Land Use/Size from Sourced Study ⁶			124	77	201	124	178	302	3,214
Total Cumulative Projects Trip Generation						985	745	1,730	1,205	1,462	2,667	29,631

¹ Source: ITE Trip Generation Manual (11th Edition, 2021), unless otherwise stated.
Cumulative Projects information provided by the City of Laguna Hills.

² TSF = Thousand Square Feet; DU = Dwelling Units.

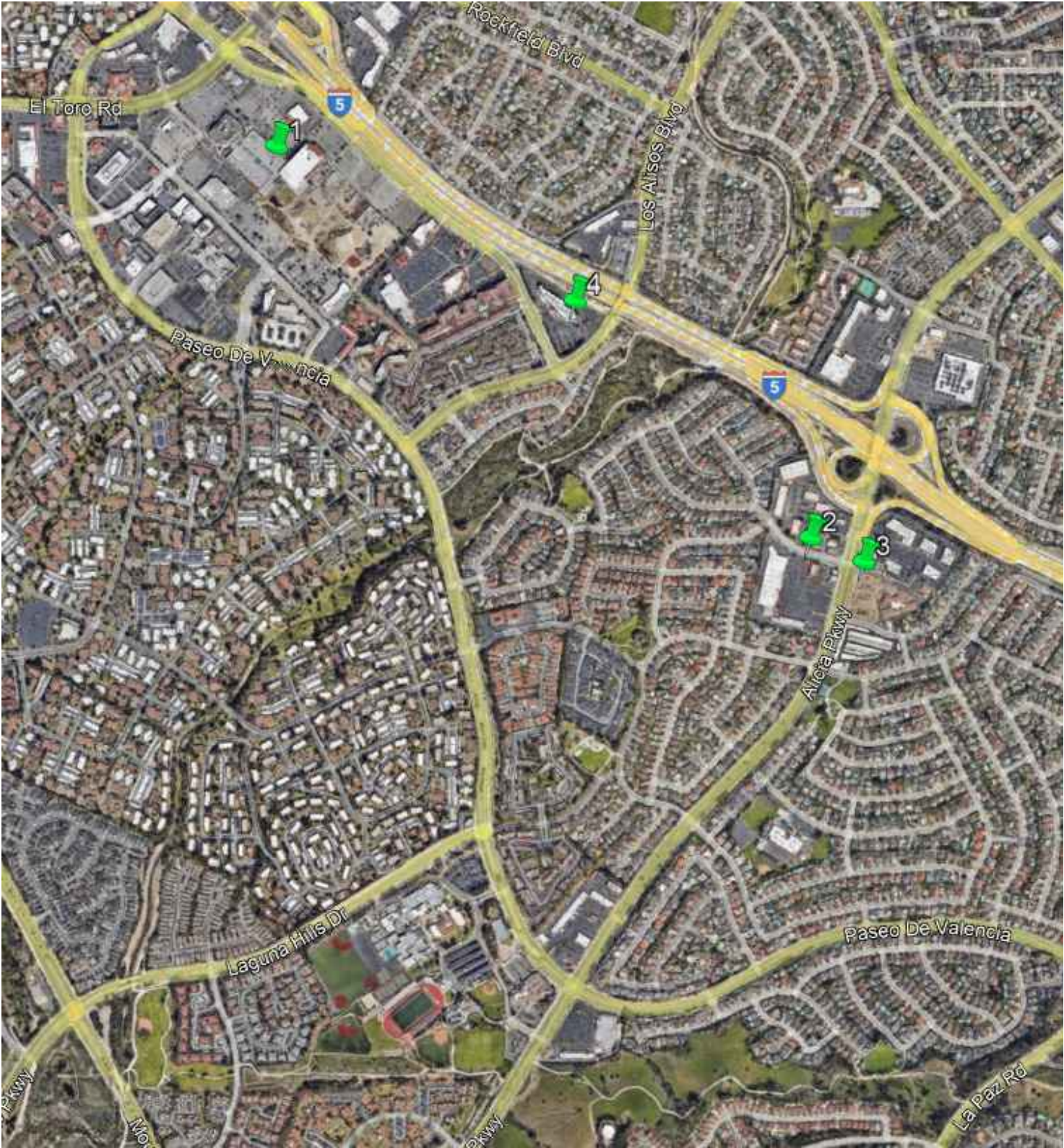
³ Source: Traffic Impact Analysis for the Village at Laguna Hills Project , prepared by LLG Engineers, dated September 1, 2020.

⁴ Source: Revised Traffic Impact Analysis for Laguna Hills Plaza , prepared by LLG Engineers, dated November 28, 2022.

⁵ Source: Revised Traffic Impact Analysis Report 24888 Alicia Parkway Commercial Project , prepared by LLG Engineers, dated September 25, 2020.

⁶ Source: 24422 Avenida de la Carlota Traffic Impact Analysis , prepared by RK Engineering, dated May 11, 2023.

Cumulative Projects Location Map

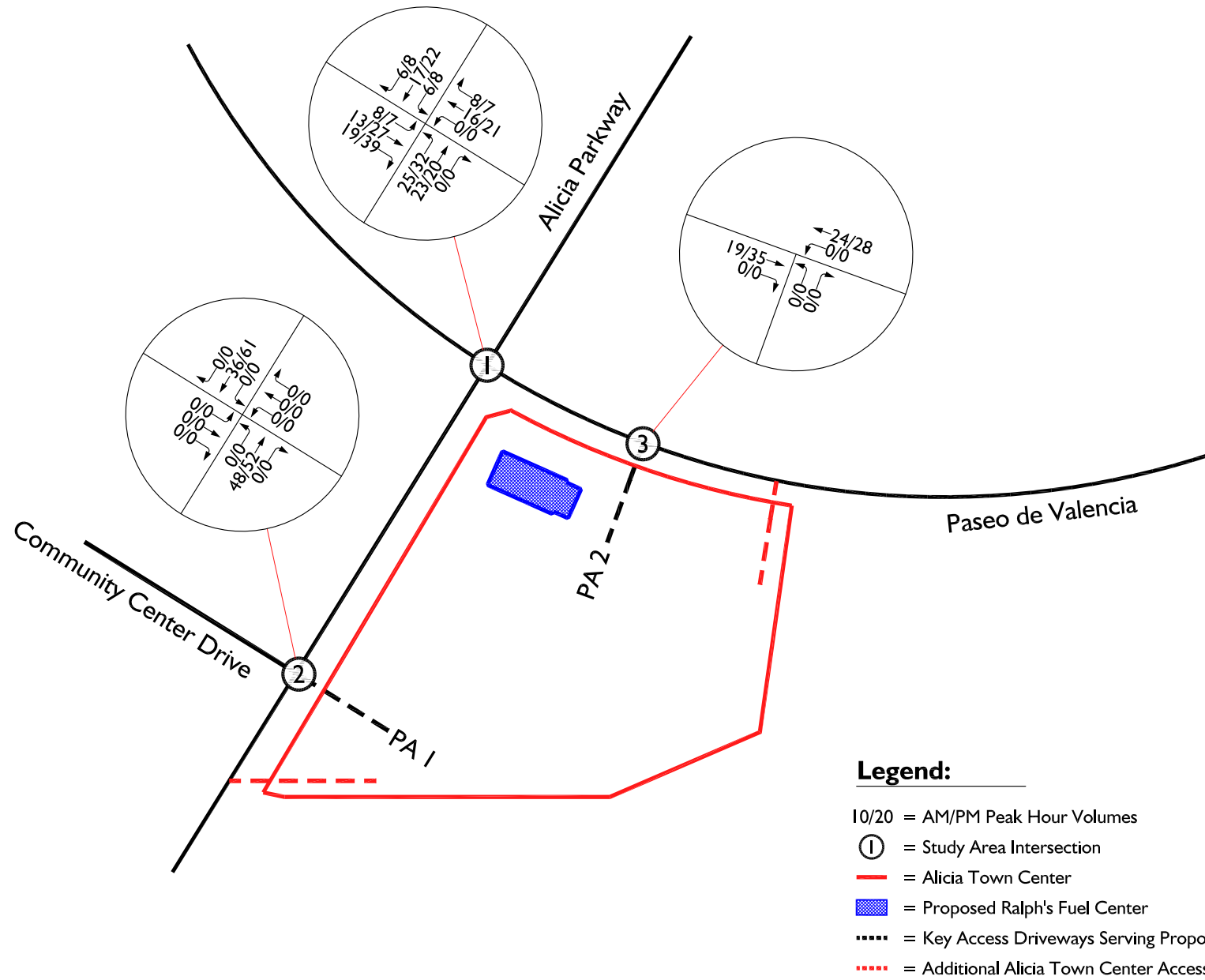


Legend:

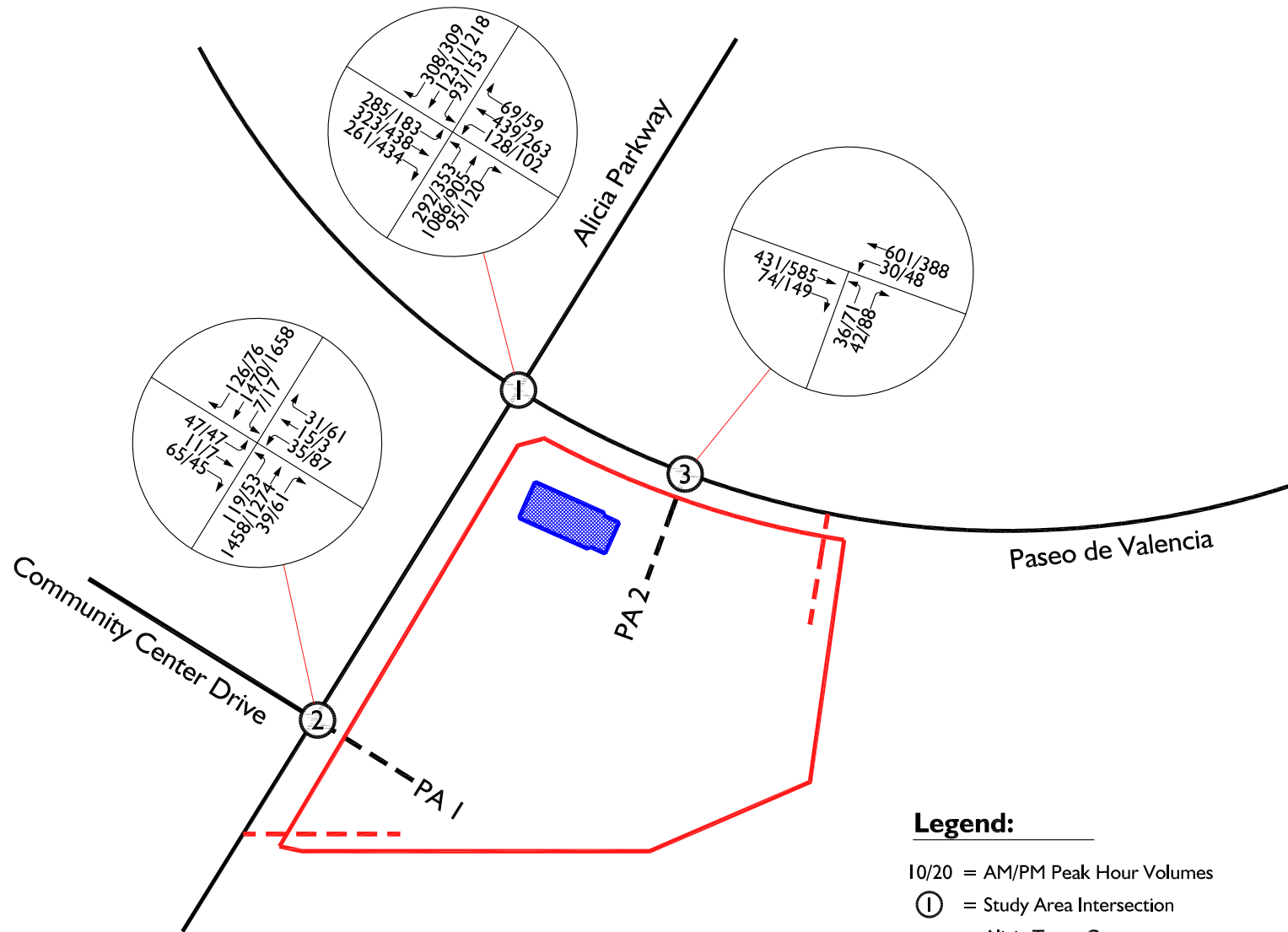
 = City of Laguna Hills Cumulative Project



Cumulative Projects Peak Hour Traffic Volumes



Existing Plus Project Peak Hour Traffic Volumes



Legend:

10/20 = AM/PM Peak Hour Volumes

① = Study Area Intersection

— = Alicia Town Center

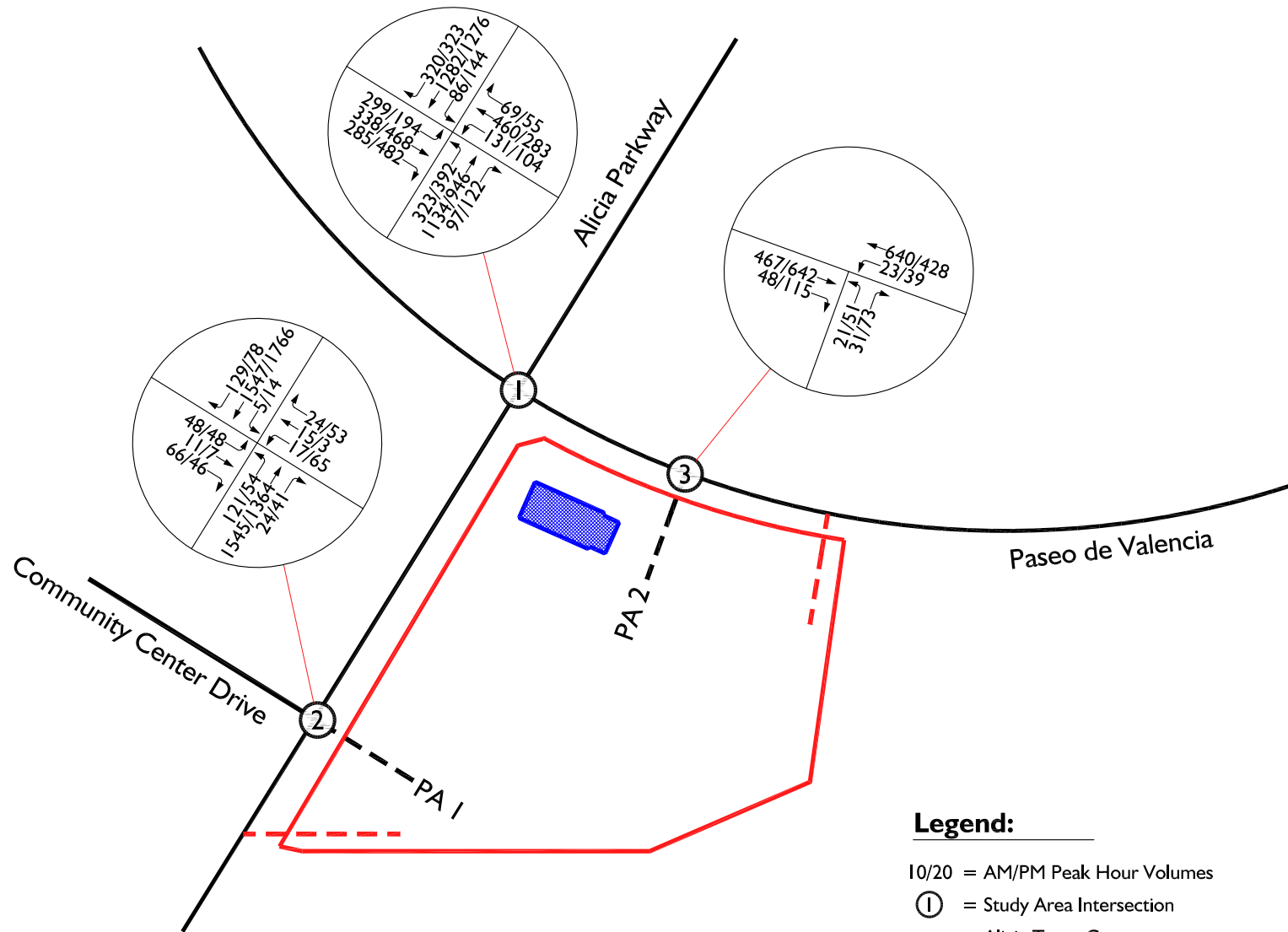
▨ = Proposed Ralph's Fuel Center

..... = Key Access Driveways Serving Proposed Ralph's Fuel Center

..... = Additional Alicia Town Center Access Driveway (Not Analyzed)



Opening Year (2025) Without Project Peak Hour Traffic Volumes



Legend:

10/20 = AM/PM Peak Hour Volumes

① = Study Area Intersection

— = Alicia Town Center

■ = Proposed Ralph's Fuel Center

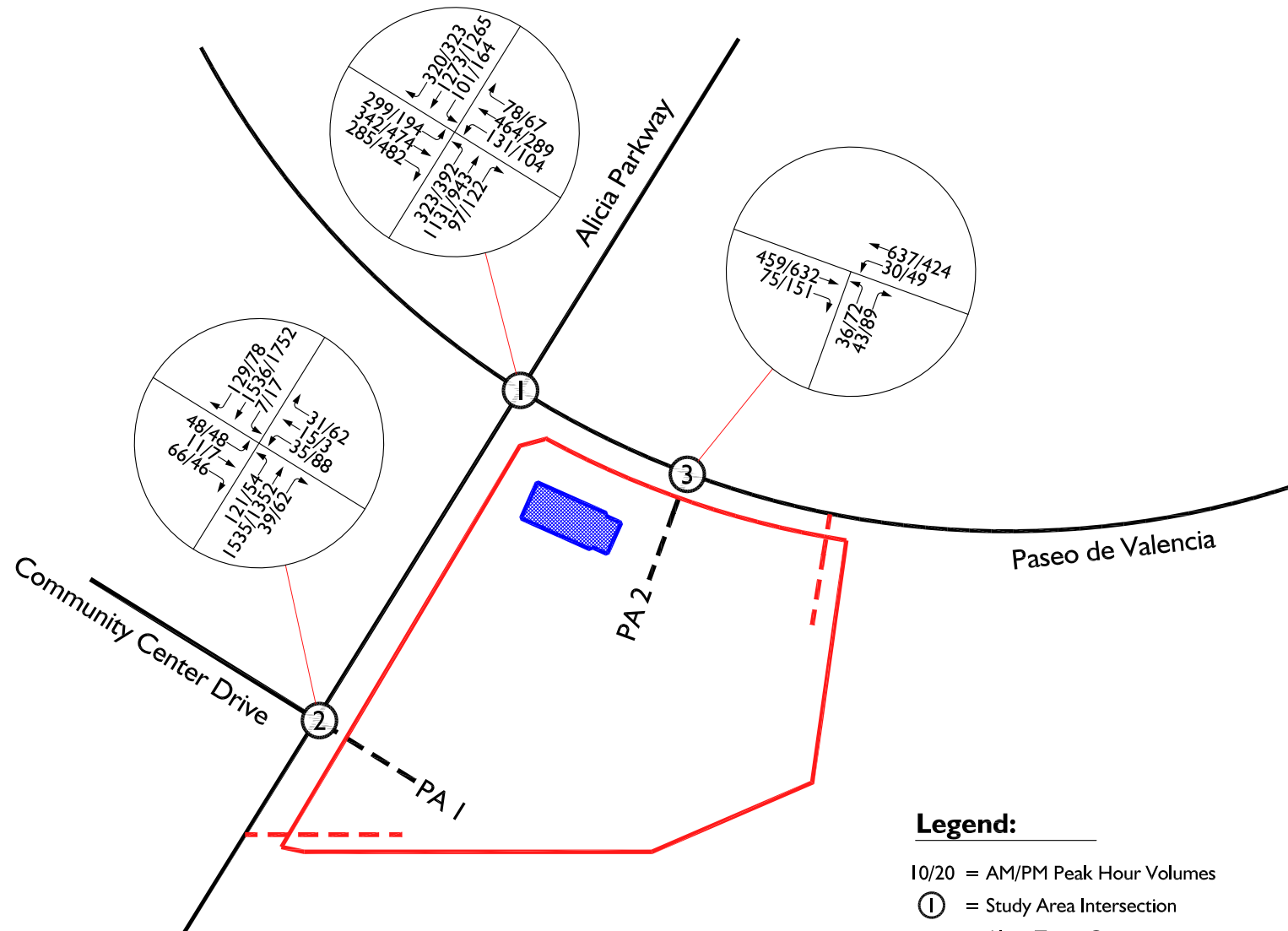
..... = Key Access Driveways Serving Proposed Ralph's Fuel Center

..... = Additional Alicia Town Center Access Driveway (Not Analyzed)



(i.e. 2% total growth, plus traffic generated by the cumulative projects and the proposed project. Opening Year (2025) With Project Conditions traffic volumes are shown on Exhibit 4-7.

Opening Year (2025) With Project Peak Hour Traffic Volumes



Legend:

10/20 = AM/PM Peak Hour Volumes

① = Study Area Intersection

— = Alicia Town Center

▨ = Proposed Ralph's Fuel Center

..... = Key Access Driveways Serving Proposed Ralph's Fuel Center

..... = Additional Alicia Town Center Access Driveway (Not Analyzed)



5.0 Study Intersection Peak Hour LOS Analysis

This section of the report provides a discussion on the study intersection peak hour level of service (LOS) analysis and findings.

5.1 Existing Traffic Conditions Level of Service

Existing LOS calculations for the three (3) study intersections are shown on Table 5-1 and is based on the existing lane geometry shown on Exhibit 3-1 and the Existing AM and PM peak hour traffic volumes shown on Exhibit 3-2.

As shown in Table 5-1, all three (3) study intersections are currently operating at an acceptable LOS during the AM and PM peak hours under Existing Traffic Conditions.

Detailed LOS analysis worksheets for Existing Traffic Conditions are contained in Appendix C.

5.2 Existing Plus Project Conditions Level of Service

Existing Plus Project Conditions LOS calculations for the three (3) study intersections are shown on Table 5-1 and are based on the Existing Plus Project AM and PM peak hour traffic volumes shown on Exhibit 4-5 and the existing lane geometry shown on Exhibit 3-1.

As shown in Table 5-1, the three (3) study intersections are forecast to continue to operate at an acceptable LOS during the AM and PM peak hours under Existing Plus Project Conditions.

Detailed LOS analysis worksheets for Existing Plus Project Conditions are contained in Appendix D.

5.3 Opening Year (2025) Without Project Conditions Level of Service

Opening Year (2025) Without Project Conditions LOS calculations for the three (3) study intersections are shown on Table 5-2 and is based on the Opening Year (2025) Without Project Conditions AM and PM peak hour traffic volumes shown on Exhibit 4-6 and the existing lane geometry shown on Exhibit 3-1.

Table 5-1
Study Intersection LOS Analysis Summary
Existing & Existing Plus Project Conditions

Intersection	Traffic Control	Methodology ²	Existing Conditions ¹						Existing Plus Project Conditions ¹							
			V/C Ratio		Delay (Secs / Veh)		Level of Service		V/C Ratio		Delay (Secs / Veh)		Level of Service		Requires Improvements?	
			AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
1. Alicia Parkway (N/S) at Paseo de Valencia (E/W)	TS ³	ICU	0.548	0.576	--	--	A	A	0.547	0.574	--	--	A	A	No	No
2. Alicia Pkwy (N/S) at Community Center Dr/Alicia Town Center Dwy No. 1 (E/W)	TS ³	ICU	0.467	0.480	--	--	A	A	0.476	0.491	--	--	A	A	No	No
3. Alicia Town Center Driveway No. 2 (N/S) and Paseo de Valencia (E/W)	CSS ³	HCM 7	--	--	15.5	17.1	C	C	--	--	17.5	20.0	C	C	No	No

¹ Deficient operation shown in **Bold**.

² Analysis Software: PTV Vistro.

ICU methodology determines the level of service at signalized intersections utilizing the volume of the intersection compared with the capacity of the intersection, expressed as a ratio.

HCM 7 methodology determines the level of service at unsignalized intersections utilizing the delay of the worst approach delay in seconds.

³ TS = Traffic Signal

CSS = Cross-Street Stop

Table 5-2
Study Intersection LOS Analysis Summary
Opening Year (2025) Without & With Project Conditions

Intersection	Traffic Control	Methodology ²	Opening Year (2025) Without Project Conditions ¹						Opening Year (2025) With Project Conditions ¹							
			V/C Ratio		Delay (Secs / Veh)		Level of Service		V/C Ratio		Delay (Secs / Veh)		Level of Service		Requires Improvements?	
			AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
1. Alicia Parkway (N/S) at Paseo de Valencia (E/W)	TS ³	ICU	0.575	0.614	--	--	A	B	0.574	0.612	--	--	A	B	No	No
2. Alicia Pkwy (N/S) at Community Center Dr/Alicia Town Center Dwy No. 1 (E/W)	TS ³	ICU	0.482	0.500	--	--	A	A	0.491	0.511	--	--	A	A	No	No
3. Alicia Town Center Driveway No. 2 (N/S) and Paseo de Valencia (E/W)	CSS ³	HCM 7	--	--	16.2	18.8	C	C	--	--	18.6	22.3	C	C	No	No

¹ Deficient operation shown in **Bold**.

² Analysis Software: PTV Vistro.

ICU methodology determines the level of service at signalized intersections utilizing the volume of the intersection compared with the capacity of the intersection, expressed as a ratio.

HCM 7 methodology determines the level of service at unsignalized intersections utilizing the delay of the worst approach delay in seconds.

³ TS = Traffic Signal

CSS = Cross-Street Stop

As shown in Table 5-2, the three (3) study intersections are forecast to continue to operate at an acceptable LOS during the AM and PM peak hours under Opening Year (2025) Without Project Conditions.

Detailed LOS analysis worksheets for Opening Year (2025) Without Project Conditions are contained in Appendix E.

5.4 Opening Year (2025) With Project Conditions Level of Service

Opening Year (2025) With Project Conditions LOS calculations for the three (3) study intersections are shown on Table 5-2 and are based on the Opening Year (2025) With Project Conditions AM and PM peak hour traffic volumes shown on Exhibit 4-7 and the existing lane geometry shown on Exhibit 3-1.

As shown in Table 5-2, the three (3) study intersections are forecast to continue to operate at an acceptable LOS during the AM and PM peak hours under Opening Year (2025) With Project Conditions.

Detailed LOS analysis worksheets for Opening Year (2025) With Project Conditions are contained in Appendix F.

6.0 Gas Station Queuing Analysis

This section of the report analyzes the potential queuing associated with the gas station to ensure that the existing parking spaces and/or the parking drive aisles are not impacted by drivers waiting to fuel their vehicles.

Per City staff direction, gas station queuing data has been collected at the following two (2) existing gas station/supermarket combo locations:

- Ralphs: 12618 Limonite Avenue, Eastvale, CA (14 Vehicle Fueling Positions)
- Food 4 Less: 2090 South Garey Avenue, Pom6-1ona, CA (10 Vehicle Fueling Positions)

These queuing observations were conducted on a typical weekday (Thursday, June 8, 2023) during the AM peak period (7:00 AM to 9:00 AM) and PM peak period (4:00 PM to 6:00 PM). Queuing observations were also conducted on a typical Saturday (Saturday, June 3, 2023) during the midday peak period (12:00 PM to 2:00 PM). These queuing observations were conducted in 5-minute intervals.

The observed gas station queuing data is provided in Appendix G.

As shown in Appendix G, the maximum number of vehicles waiting for a gas pump during Thursday conditions was two (2) vehicles during one 5-minute interval at the Eastvale location. There was never a queue during Thursday conditions at the Pomona location. Furthermore, there was never a queue at either location during Saturday conditions.

As such, the maximum queue of two (2) vehicles which was only observed for one 5-minute interval at one location during all queuing observation timeframes, can be fully accommodated within the adjacent area next to the fueling area without blocking the existing parking spaces and/or the parking drive aisles. Additionally, the traffic flow will be bi-directional for the pump access which will further help facilitate ingress/egress for vehicles as they enter/exit the fueling area.

7.0 CEQA Vehicle Miles Traveled (VMT) Analysis

A vehicle miles traveled (VMT) analysis has been prepared pursuant to the latest requirements for assessing transportation impacts under the California Environmental Quality Act (CEQA). The City of Laguna Hills has adopted methodologies and recommendations for VMT assessment as contained within the *City of Laguna Hills Vehicles Miles Traveled Analysis Guidelines under the California Environment Quality Act and General Plan Development Review Traffic Study Guidelines*, dated August, 2021. In accordance with the City of Laguna Hills VMT guidelines, there are five (5) types of screening that lead agencies can be applied to effectively screen projects from project-level assessment. These are summarized below:

1. 100% Affordable Housing
2. Located within ½ mile of Qualifying Transit
3. Local Serving Land Use
4. Low VMT Area
5. Net Daily Trips Less Than 500 ADT

7.1 VMT Screening Step 3: Local Serving Land Use

Per the City of Laguna Hills VMT guidelines, local serving land uses provide goods and services to the local community and offer more opportunities for residents and employees to obtain services closer to home and work, which thereby shortens trip lengths and reduced VMT. As such, projects with a local serving land use may be presumed to have a less than significant impact on VMT.

Table 1: List of Local Serving Uses from the City of Laguna Hills VMT guidelines identifies gas service station as a local serving land use under the category of local serving retail less than 50,000 square feet. Because the proposed project is a gasoline/service station, the project meets the VMT Screening Step 3: Local Serving Land Use criterion.

As a result, the project can be assumed to have a less than significant impact on VMT under CEQA and no further VMT analysis is required.

8.0 Findings and Recommendations

The purpose of this traffic impact study is to evaluate the proposed Alicia Town Center Ralph's Fuel Center (hereinafter referred to as "Project") from a traffic and circulation standpoint and to determine whether the Project has a significant traffic impact.

This traffic study has been conducted pursuant to the *City of Laguna Hills Vehicle Miles Traveled Analysis Guidelines under the California Environmental Quality Act and General Plan Development Review Traffic Study Guidelines*, dated August 2021.

8.1 Site Location & Project Description

The proposed project is located within the existing Alicia Town Center shopping center at the southeast corner of Alicia Parkway and Paseo de Valencia, in the City of Laguna Hills. The project site is currently part of the existing Ralph's parking lot and is bounded by Paseo De Valencia to the north, the Ralph's shopping center to the south and east, and Alicia Parkway to the west.

The proposed project consists of a 10-vehicle fueling position (VFP) gas station (five dual sided pump islands). The project will require the removal of 39 parking spaces and will add 4 spaces (306 total current parking spaces to 271 total spaces after the proposed project is constructed) within the existing Alicia Town Center shopping center.

Access to the project is currently provided and will continue to be provided via the existing full-access signalized intersection of Alicia Parkway at Community Center Drive (i.e. Project Access No. 1) and the one (1) full-access unsignalized driveway located along Paseo De Valencia (i.e. Project Access No. 2). The existing Alicia Town Center is also served by two additional driveways, one driveway on Alicia Parkway and one driveway on Paseo De Valencia, that serve the back of house loading docks and receiving area for the existing supermarket. For the purposes of this study, no project traffic is expected to utilize either of these back of house driveways and thus they are not included in this analysis.

The project is anticipated to open in 2025 and will be evaluated in one single phase.

8.2 Traffic Study Area & Analysis Scenarios

The study area consists of the following three (3) study intersections, which are all located in the City of Laguna Hills.

1. Alicia Parkway (N/S) at Paseo de Valencia (E/W)
2. Alicia Parkway (N/S) at Community Center Drive/Alicia Town Center Dwy No. 1 (E/W)
3. Alicia Town Center Driveway No. 2 (N/S) and Paseo de Valencia

The analysis evaluates traffic conditions of the three (3) study intersection for the following scenarios during the weekday (7:00 AM to 9:00 AM) and weekday PM (4:00 PM to 6:00 PM) peak periods, in accordance with the applicable jurisdictional traffic impact analysis guidelines for the City of Laguna Beach.

- Existing Conditions;
- Existing Plus Project Conditions;
- Opening Year (2025) Without Project Conditions; and
- Opening Year (2025) With Project Conditions.

8.3 Project Trip Generation

The proposed project is forecast to generate approximately 1,290 net daily trips which include approximately 38 net AM peak hour net trips and approximately 60 net PM peak hour net trips.

8.4 Intersection Peak Hour LOS Analysis

All study intersections are currently operating and are forecasted to continue to operate at an acceptable LOS during the AM and PM peak hours for all analysis scenarios. As such, no improvements are required.

8.5 Gas Station Queuing Analysis

The maximum number of vehicles waiting for a gas pump during Thursday conditions was two (2) vehicles during one 5-minute interval at the Eastvale location. There was never a queue during Thursday conditions at the Pomona location. Furthermore, there was never a

queue at either location during Saturday conditions. As such, the maximum queue of two (2) vehicles which was only observed for one 5-minute interval at one location during all queuing observation timeframes, can be fully accommodated within the adjacent area next to the fueling area without blocking the existing parking spaces and/or the parking drive aisles.

8.6 CEQA Vehicle Miles Traveled (VMT) Analysis

The City of Laguna Hills VMT guidelines identifies gas service station as a local serving land use under the category of local serving retail less than 50,000 square feet. Because the proposed project is a gasoline/service station, the project meets the VMT Screening Step 3: Local Serving Land Use criterion. **As a result, the project can be assumed to have a less than significant impact on VMT under CEQA and no further VMT analysis is required.**

Appendices

Appendix A

Approved Scope of Work

RK Engineering Group, Inc.

Alicia Town Center Ralph's Fuel Center

REVISED Traffic Impact Analysis Scoping Agreement

May 17, 2023

The following provides information on the proposed project, summarizes the analysis scope, parameters, and assumptions for review and approval, and also includes a request for information on items related to the study.

A. Project Description: The proposed Alicia Town Center Ralph's Fuel Center project is located within the existing Alicia Town Center shopping center at the southwest corner of Alicia Parkway and Paseo de Valencia in the City of Laguna Hills.

The proposed project consists of a 10 vehicle fueling position (VFP) gas station (five dual sided pump islands). The project will require the removal of 42 parking spaces (306 total parking spaces currently to 264 total spaces after the proposed project is constructed).

Access to the project is currently provided and will continue to be provided via the existing full-access signalized intersection of Alicia Parkway at Community Center Drive and the one (1) full-access unsignalized driveway located along Paseo De Valencia. (The existing Alicia Town Center is also served by two additional driveways, one driveway on Alicia Parkway and one driveway on Paseo De Valencia that serve the back of house loading docks and receiving area for the existing supermarket. For purposes of this project, no project traffic is expected to utilize the back of house driveways and thus they are not included in the scope of this analysis).

The project is planned to open in 2025 and will be evaluated in one phase.

Exhibit A shows the location map of the proposed project. Exhibit B shows the proposed project site plan.

B. Project Trip Generation: Trip generation represents the amount of traffic that is attracted and produced by a development.

Trip generation is typically estimated based on the trip generation rates from the latest *Institute of Transportation Engineers (ITE) Trip Generation Manual*. The latest and most recent version (11th Edition, 2021) ITE Manual will be utilized in the traffic study. This publication provides a comprehensive evaluation of trip generation rates for a variety of land uses.

The project is proposing to construct a 10 vehicle fueling position (VFP) gas station (five dual sided pump islands). As such, ITE Land Use 944: Gasoline/Service Station trip rates are most appropriate for the proposed project.

Table 1 shows the ITE trip generation rates utilized for the trip generation analysis of the proposed project.

Table 1
ITE Trip Generation Rates¹

Land Use	Units ²	ITE Code	AM			PM			Daily
			In	Out	Total	In	Out	Total	
Gasoline/Service Station	VFP	944	50%	50%	10.28	50%	50%	13.91	172.01

¹ Source: ITE Trip Generation Manual (2021, 11th Edition)

² VFP = Vehicle Fueling Position

Table 2 shows the trip generation for the proposed project and the entitled land use utilizing the trip generation rates shown in Table 1.

It should be noted that the total net trip generation includes adjustments for pass-by per the *ITE Trip Generation Manual* (11th Edition). These pass-by reductions account for trips that are already present in everyday traffic on the adjacent streets (i.e. Alicia Parkway, Paseo de Valencia, etc.) and will stop by the project site as they pass by on their way to another destination. The pass-by reduction factors used are summarized in the footnotes of Table 2.

Table 2
Proposed Project Trip Generation¹

Land Use (ITE Code)	Quantity	Units ²	AM			PM			Daily
			In	Out	Total	In	Out	Total	
Gasoline/Service Station (944)	10	VFP	51	52	103	70	69	139	1,720
Pass-By Trip Reduction ³			-32	-33	-65	-40	-39	-79	-430
Total Net Trip Generation			19	19	38	30	30	60	1,290

¹ Source: ITE Trip Generation Manual (2021, 11th Edition)

² VFP = Vehicle Fueling Position

³ Source: ITE Trip Generation Manual (2021, 11th Edition). Pass-by reductions for ITE Land Use 944: Gasoline/Service Station consist of the following: 63% AM Peak Hour, 57% PM Peak Hour, and 25% daily (estimated).

As shown in Table 2, without taking credit for ITE-recommended pass-by trip adjustments, the proposed project is forecast to generate approximately 1,720 gross daily trips which include approximately 103 gross AM peak hour trips and approximately 140 gross PM peak hour trips. After taking credit for ITE-recommended pass-by trip adjustments, the proposed project is forecast to generate approximately 1,290 net daily trips, which include approximately 38 net AM peak hour trips and approximately 60 net AM peak hour trips

C. Project Trip Distribution: Exhibit C shows the project's trip distribution pattern.

D. Study Intersections: The analysis will evaluate the following three (3) study intersections:

1. Alicia Parkway (N/S) at Paseo de Valencia (E/W);
2. Alicia Parkway (N/S) at Community Center Drive/Alicia Town Center Driveway No. 1 (E/W); and
3. Alicia Town Center Driveway No. 2 (N/S) and Paseo de Valencia.

E. Analysis Scenarios: The analysis will evaluate traffic conditions for the following scenarios during the weekday AM (7:00 AM to 9:00 AM) and weekday PM (4:00 PM to 6:00 PM) peak hour conditions:

- Existing Conditions;
- Existing Plus Project Conditions;
- Project Opening Year (Year 2025) With Cumulative Projects Without Project Conditions; and
- Project Opening Year (Year 2025) With Cumulative Projects With Project Conditions.

F. Traffic Analysis Parameters: The analysis will utilize the following parameters:

- PTV Vistro 2023 analysis software.
- Signalized intersections will be analyzed via the Intersection Capacity Utilization (ICU) methodology &
- Unsignalized intersections will be analyzed via the Highway Capacity Manual 7th Edition (HCM 7) methodology.

- Intersection LOS parameters as identified within the *City of Laguna Hills Traffic Study Guidelines*, City of Laguna Hills, California, dated August 31, 2010, prepared by RK Engineering Group Inc.

G. Existing Traffic Counts: The analysis will utilize new traffic counts. The counts will not be collected by vehicle classification.

- AM peak period counts will be collected during one typical weekday from 7:00 AM to 9:00 AM.
- PM peak period counts will be collected during one typical weekday from 4:00 PM to 6:00 PM.

H. Project Opening Year Conditions Traffic Volumes: Background (project opening year) traffic volumes will be derived by applying an annual growth rate of one percent (1%) per year to the Existing traffic volumes (i.e. 2% total growth) and adding traffic from any cumulative developments located within one and one-half mile of the project site.

I. VMT Screening Analysis: The City of Laguna Hills has adopted methodologies and recommendations for VMT assessment as contained within the *City of Laguna Hills Vehicles Miles Traveled Analysis Guidelines under the California Environment Quality Act and General Plan Development Review Traffic Study Guidelines*, dated August, 2021. In accordance with the City of Laguna Hills VMT guidelines, there are five (5) types of screening that lead agencies can be applied to effectively screen projects from project-level assessment. These are summarized below:

1. 100% Affordable Housing
2. Located within ½ mile of Qualifying Transit
3. Local Serving Land Use
4. Low VMT Area
5. Net Daily Trips Less Than 500 ADT

VMT Screening Step 3: Local Serving Land Use

Per the City of Laguna Hills VMT guidelines, local serving land uses provide goods and services to the local community and offer more opportunities for residents and employees to obtain services closer to home and work, which thereby shortens trip lengths and

reduced VMT. As such, projects with a local serving land use may be presumed to have a less than significant impact on VMT.

Table 1: List of Local Serving Uses from the City of Laguna Hills VMT guidelines identifies gas service station as a local serving land use under the category of local serving retail less than 50,000 square feet. Because the proposed project is a gasoline/service station, the project meets the VMT Screening Step 3: Local Serving Land Use criterion.

As a result, the project can be assumed to have a less than significant impact on VMT under CEQA and no further VMT analysis is required. A summary of the VMT screening analysis will be provided in the Traffic Impact Study report.

J. Gas Station Queuing Analysis: To ensure that existing parking spaces and/or the parking drive aisles are not impacted by drivers waiting to fuel their vehicles, queuing observations will be conducted at the following two (2) existing gas station/supermarket combo locations:

- Ralphs: 12618 Limonite Avenue, Corona, CA
- Food 4 Less: 2090 South Garey Avenue, Pomona, CA

These drive-through observations will be conducted during one typical weekday during the AM peak (7:00 AM to 9:00 AM) and PM peak (4:00 PM to 6:00 PM) periods in 5-minute intervals. Additionally, a Saturday queuing observation will also be conducted during the midday peak period (12:00 PM to 2:00 PM) in 5-minute intervals. The results from these queuing observations will be tabulated and compared against the on-site circulation/storage to determine if adequate storage is provided and ensure the queue will not extend back to block parking spaces and/or parking drive aisles.

K. Performance Criteria: The City of Laguna Hills level of service standard for signalized and unsignalized intersections is LOS D.

L. Significant Impact Criteria: For signalized intersections, a significant impact is identified when an intersection or roadway segment is already operating at an ICU or V/C ratio at or below 0.900 and the project causes the level to exceed 0.900 by an impact equal to or greater than 0.010. Furthermore, if an intersection or roadway segment is already operating at a LOS E or F, any ICU or V/C ratio impact equal to or greater than 0.010 would be considered a significant impact by the project.

For unsignalized intersections, utilizing the HCM 7 methodology, a significant impact is identified when an intersection is operating at a LOS E or F and the project causes any increase in delay.

M. Request for Information: Please provide information on the following for use in the traffic study:

- Information on cumulative projects that need to be included in the traffic analysis (location, land use type(s), and land use quantities); and
- Information on future roadway and circulation system modifications/improvements that are planned within the study area and would potentially affect the analysis.

If you have any questions, or would like further review, please call us at (949) 474-0809.

Sincerely,

RK ENGINEERING GROUP, INC.



Justin Tucker, P.E.
Principal Engineer

Attachments

Approved by:

City of Laguna Hills

Date



Trammell Hartzog, President
Gerald J. Stock, PE, TE,
Executive Vice President

17852 E. 17th Street
Suite 101
Tustin, CA 92780

Phone: (714) 731-9455
FAX: (714) 731-9498

www.hartzog-crabill.com

May 23, 2023

Mr. Joe Ames, P.E., T.E.,
Director of Public Services/City Engineer
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

Subject: Alicia Town Center - Ralphs Fuel Center
Traffic Impact Analysis - Proposed Scope of Work

Dear Mr. Ames:

Pursuant to your request, Hartzog & Crabill, Inc. (HCI) has reviewed the subject Traffic Impact Analysis scope of work prepared by RK Engineering Group, Inc., dated May 17, 2023.

Prior comments have been addressed and the proposed scope of work is acceptable.

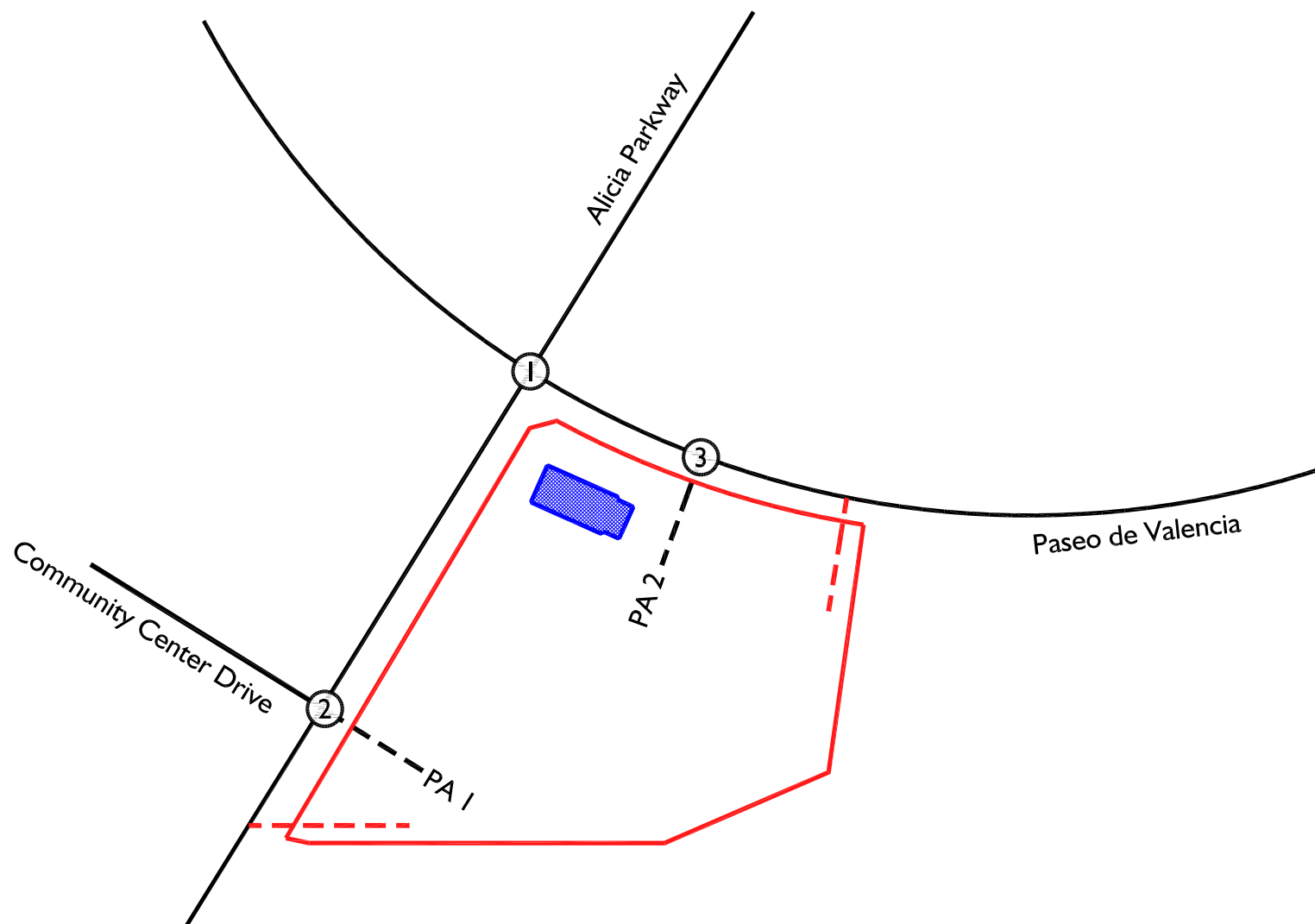
It has been our pleasure to prepare this assessment for your review. If you have any questions or need additional information, please contact me via my cell phone at 714-448-5835.

Sincerely,
HARTZOG & CRABILL, INC.



Gerald J. Stock, PE, TE,
Executive Vice President
City & Traffic Engineering Services

Attachments



Legend:

- ① = Study Area Intersection
- = Alicia Town Center
- = Proposed Ralph's Fuel Center
- = Key Access Driveways Serving Proposed Ralph's Fuel Center
- ... = Additional Alicia Town Center Access Driveway (Not Analyzed)



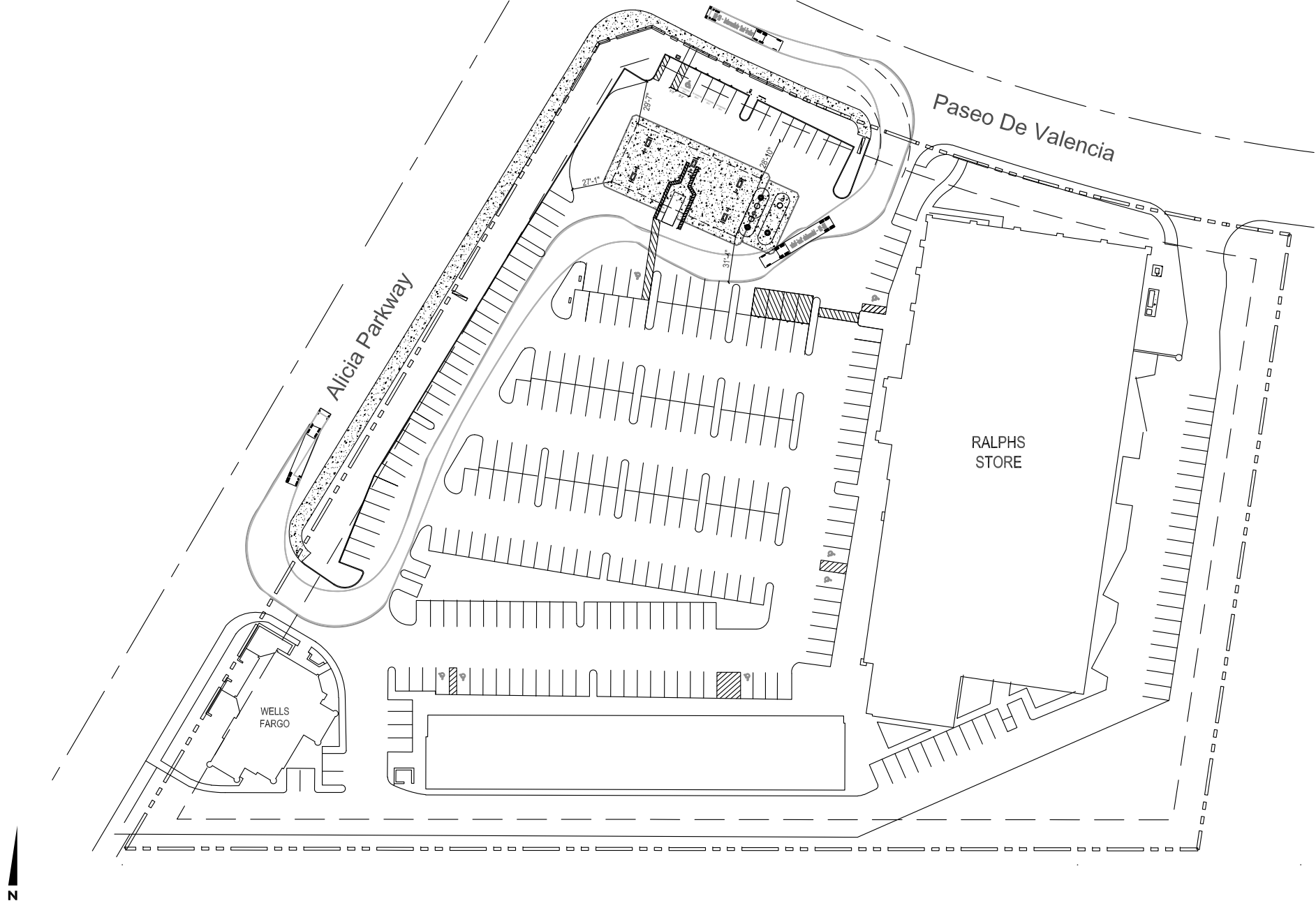
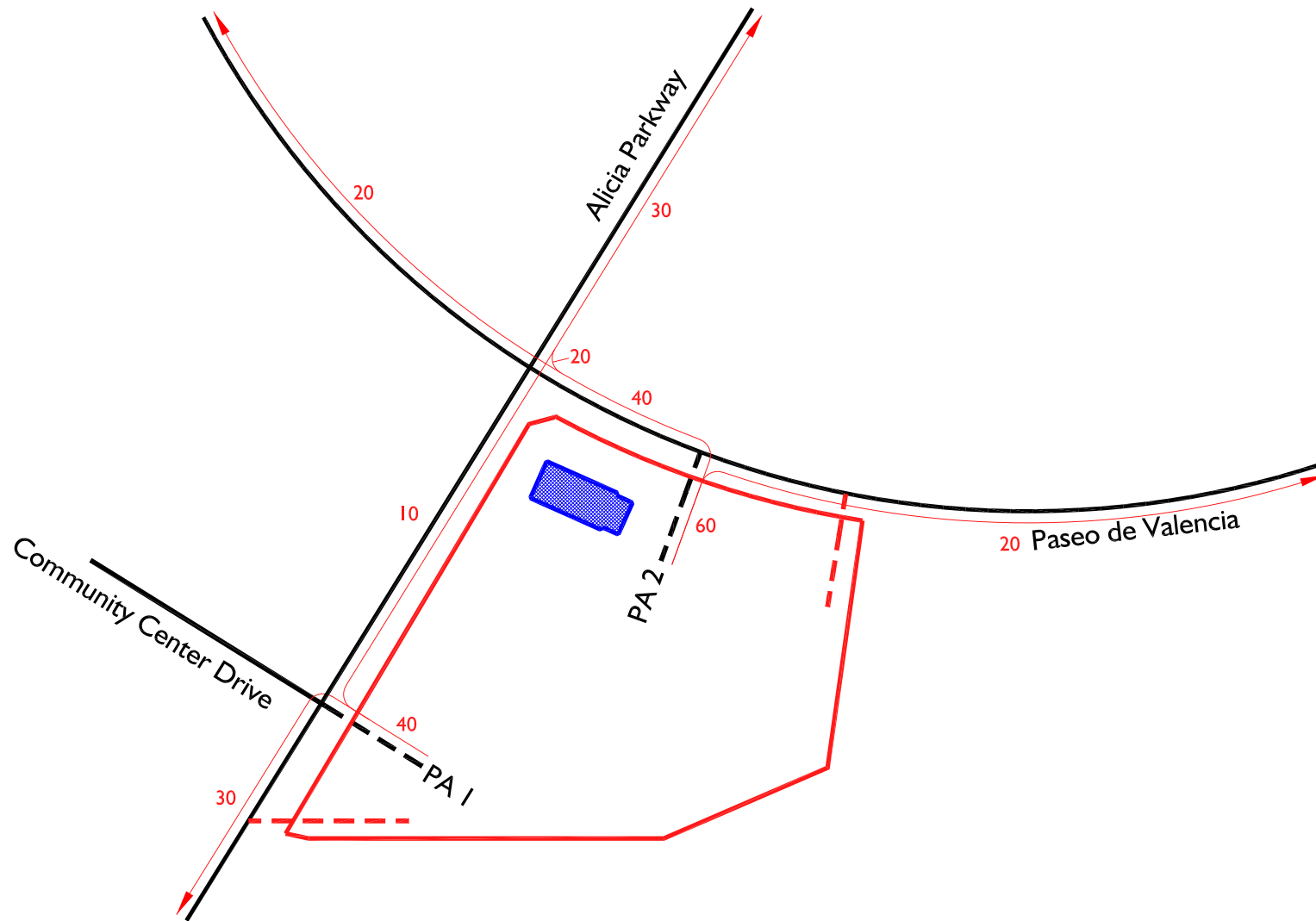


Exhibit C

Project Trip Distribution



Legend:

- 10 = Percent to/from Project
- = Alicia Town Center
- = Proposed Ralph's Fuel Center
- = Key Access Driveways Serving Proposed Ralph's Fuel Center
- ... = Additional Alicia Town Center Access Driveway (Not Analyzed)



Appendix B

Traffic Count Worksheets

RK Engineering Group, Inc.

INTERSECTION TURNING MOVEMENT COUNTS

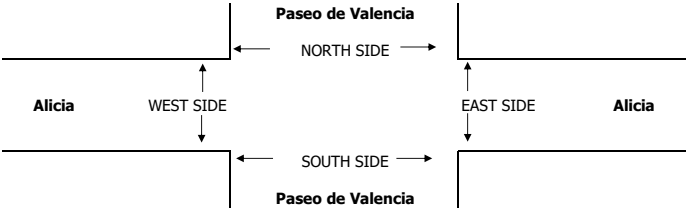
PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE: Wed, May 17, 23	LOCATION: NORTH & SOUTH: EAST & WEST:	Laguna Hills Paseo de Valencia Alicia	PROJECT #: LOCATION #: CONTROL:	SC4032 1 SIGNAL
NOTES:			AM PM MD OTHER ◀ W S ▶ E ▲ N ▼	

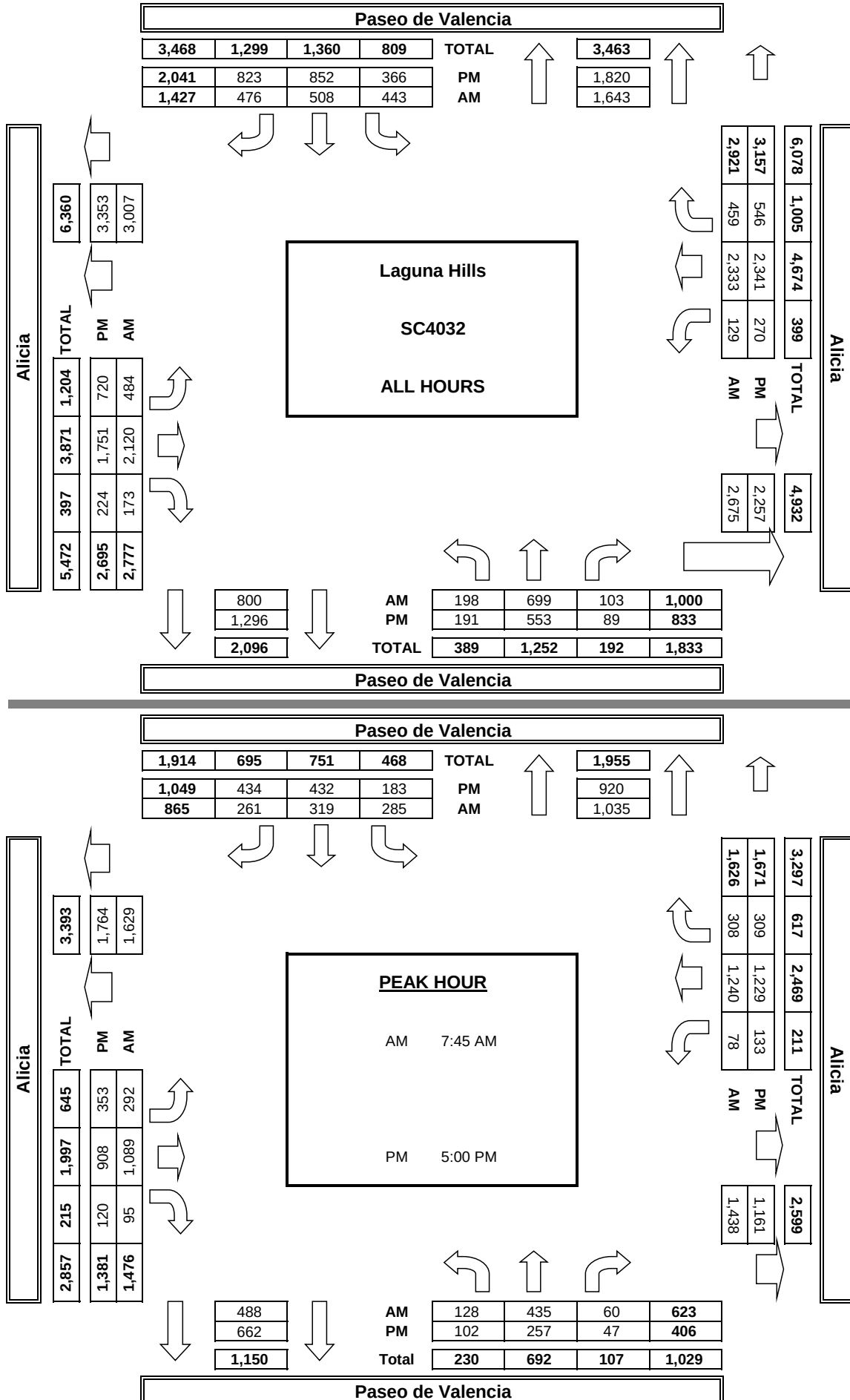
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		Paseo de Valencia			Paseo de Valencia			Alicia			Alicia			
		NL 2	NT 3	NR 1	SL 2	ST 2	SR 2	EL 2	ET 3	ER 0	WL 1	WT 3	WR 1	
AM	7:00 AM	11	41	7	29	29	37	22	185	15	8	217	25	626
	7:15 AM	26	66	10	35	45	59	43	288	16	9	281	41	919
	7:30 AM	20	85	14	54	65	60	60	305	22	11	311	33	1,040
	7:45 AM	20	84	14	90	68	64	74	334	23	11	292	72	1,146
	8:00 AM	39	119	13	79	103	47	81	265	26	20	326	86	1,204
	8:15 AM	55	134	21	52	83	60	72	248	27	23	323	92	1,190
	8:30 AM	14	98	12	64	65	90	65	242	19	24	299	58	1,050
	8:45 AM	13	72	12	40	50	59	67	253	25	23	284	52	950
	VOLUMES	198	699	103	443	508	476	484	2,120	173	129	2,333	459	8,125
	APPROACH %	20%	70%	10%	31%	36%	33%	17%	76%	6%	4%	80%	16%	
APP/DEPART	1,000	/	1,643	1,427	/	800	2,777	/	2,675	2,921	/	3,007	0	
BEGIN PEAK HR	7:45 AM													
VOLUMES	128	435	60	285	319	261	292	1,089	95	78	1,240	308	4,590	
APPROACH %	21%	70%	10%	33%	37%	30%	20%	74%	6%	5%	76%	19%		
PEAK HR FACTOR	0.742			0.944			0.856			0.928			0.953	
APP/DEPART	623	/	1,035	865	/	488	1,476	/	1,438	1,626	/	1,629	0	
PM	4:00 PM	37	65	9	44	90	98	93	212	32	28	256	58	1,022
	4:15 PM	16	63	14	39	91	90	102	243	21	23	293	54	1,049
	4:30 PM	25	76	10	56	100	105	85	203	26	48	294	74	1,102
	4:45 PM	11	92	9	44	139	96	87	185	25	38	269	51	1,046
	5:00 PM	27	48	15	52	103	109	75	265	31	37	316	54	1,132
	5:15 PM	39	76	11	51	121	110	88	242	32	36	291	83	1,180
	5:30 PM	20	59	12	43	75	99	93	219	42	31	355	101	1,149
	5:45 PM	16	74	9	37	133	116	97	182	15	29	267	71	1,046
	VOLUMES	191	553	89	366	852	823	720	1,751	224	270	2,341	546	8,726
	APPROACH %	23%	66%	11%	18%	42%	40%	27%	65%	8%	9%	74%	17%	
APP/DEPART	833	/	1,820	2,041	/	1,296	2,695	/	2,257	3,157	/	3,353	0	
BEGIN PEAK HR	5:00 PM													
VOLUMES	102	257	47	183	432	434	353	908	120	133	1,229	309	4,507	
APPROACH %	25%	63%	12%	17%	41%	41%	26%	66%	9%	8%	74%	18%		
PEAK HR FACTOR	0.806			0.917			0.931			0.858			0.955	
APP/DEPART	406	/	920	1,049	/	662	1,381	/	1,161	1,671	/	1,764	0	

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0	0	0	1	1
0	0	0	0	0
0	0	0	2	2
0	0	0	1	1
0	0	0	1	1
0	0	0	4	4
0	1	0	10	11

1	0	0	6	7
0	0	0	5	5
0	0	0	8	8
0	0	0	9	9
1	1	0	4	6
0	0	0	7	7
0	0	0	6	6
0	0	0	7	7
2	1	0	52	55



AimTD LLC
TURNING MOVEMENT COUNTS



INTERSECTION TURNING MOVEMENT COUNTS

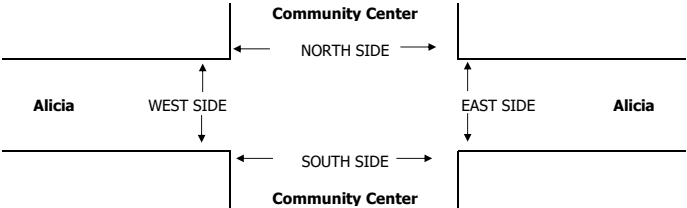
PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE: Wed, May 17, 23	LOCATION: NORTH & SOUTH: EAST & WEST:	Laguna Hills Community Center Alicia	PROJECT #: LOCATION #: CONTROL:	SC4032 2 SIGNAL
NOTES: Queue EB AM/PM			AM PM MD OTHER ▲ N ◀ W ▼ S ▶ E	

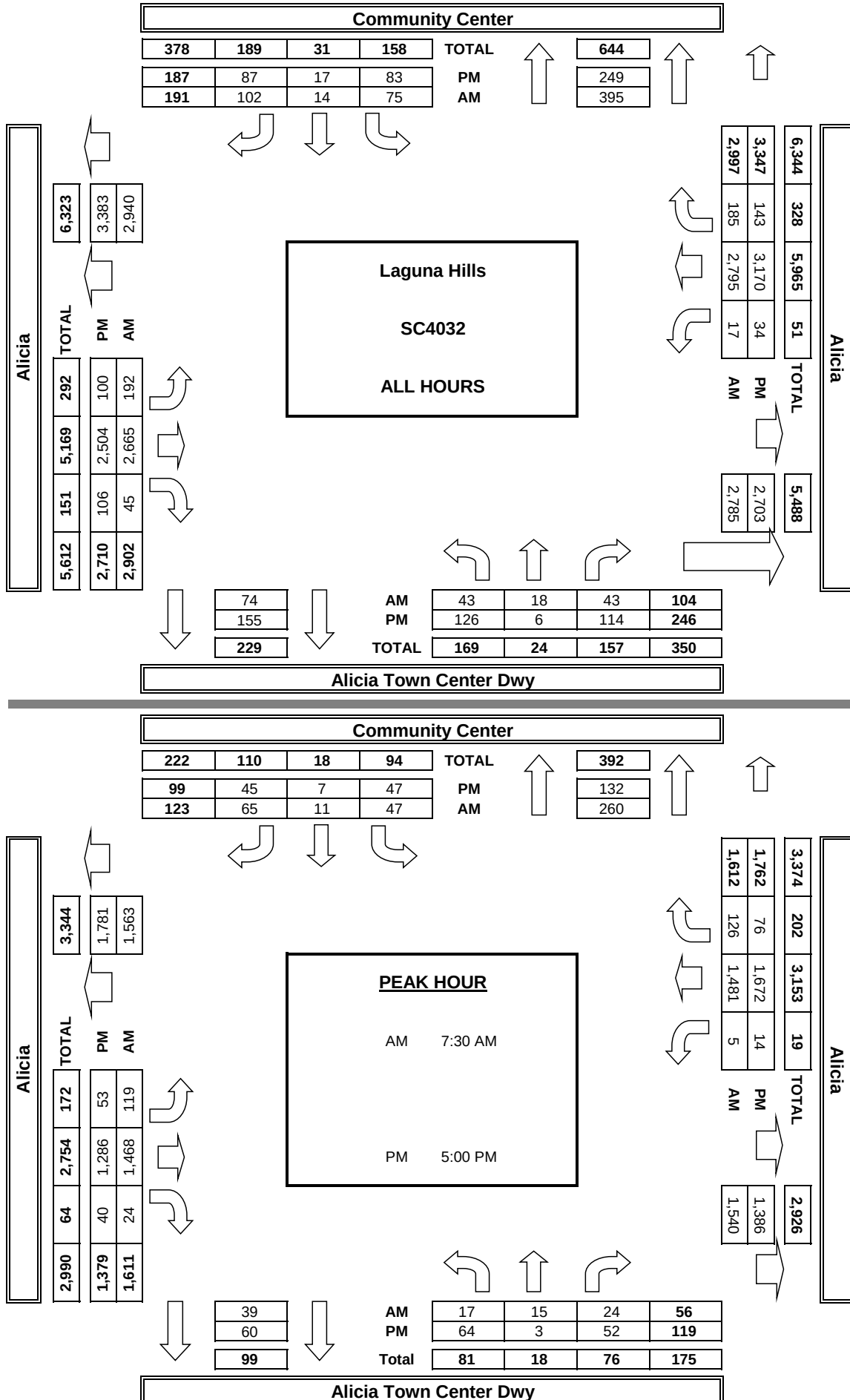
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		Alicia Town Center Dwy			Community Center			Alicia			Alicia			
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AM	7:00 AM	5	1	2	4	1	4	7	216	3	0	258	5	506
	7:15 AM	4	2	3	8	0	18	49	337	4	1	326	37	789
	7:30 AM	2	2	5	12	4	20	18	371	5	0	373	18	830
	7:45 AM	4	0	3	0	0	5	9	428	7	1	361	12	830
	8:00 AM	3	5	1	9	1	11	30	362	7	3	370	38	840
	8:15 AM	8	8	15	26	6	29	62	307	5	1	377	58	902
	8:30 AM	5	0	8	8	2	12	12	314	6	6	386	10	769
	8:45 AM	12	0	6	8	0	3	5	330	8	5	344	7	728
	VOLUMES	43	18	43	75	14	102	192	2,665	45	17	2,795	185	6,194
	APPROACH %	41%	17%	41%	39%	7%	53%	7%	92%	2%	1%	93%	6%	
APP/DEPART	104	/	395	191	/	74	2,902	/	2,785	2,997	/	2,940	0	
BEGIN PEAK HR	7:30 AM													
VOLUMES	17	15	24	47	11	65	119	1,468	24	5	1,481	126	3,402	
APPROACH %	30%	27%	43%	38%	9%	53%	7%	91%	1%	0%	92%	8%		
PEAK HR FACTOR	0.452			0.504			0.907			0.924			0.943	
APP/DEPART	56	/	260	123	/	39	1,611	/	1,540	1,612	/	1,563	0	
PM	4:00 PM	15	0	17	13	4	10	8	307	20	4	367	18	783
	4:15 PM	14	2	15	5	3	11	14	346	21	4	370	24	829
	4:30 PM	19	0	17	9	1	13	19	289	14	6	402	15	804
	4:45 PM	14	1	13	9	2	8	6	276	11	6	359	10	715
	5:00 PM	23	1	15	14	1	17	12	344	11	4	429	18	889
	5:15 PM	14	0	14	7	3	8	15	342	12	7	407	26	855
	5:30 PM	11	2	14	21	1	15	14	320	6	1	451	21	877
	5:45 PM	16	0	9	5	2	5	12	280	11	2	385	11	738
	VOLUMES	126	6	114	83	17	87	100	2,504	106	34	3,170	143	6,490
	APPROACH %	51%	2%	46%	44%	9%	47%	4%	92%	4%	1%	95%	4%	
APP/DEPART	246	/	249	187	/	155	2,710	/	2,703	3,347	/	3,383	0	
BEGIN PEAK HR	5:00 PM													
VOLUMES	64	3	52	47	7	45	53	1,286	40	14	1,672	76	3,359	
APPROACH %	54%	3%	44%	47%	7%	45%	4%	93%	3%	1%	95%	4%		
PEAK HR FACTOR	0.763			0.669			0.934			0.931			0.945	
APP/DEPART	119	/	132	99	/	60	1,379	/	1,386	1,762	/	1,781	0	

U-TURNS				
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0	0	0	0	0
0	0	0	0	0
0	0	0	1	1
0	0	0	2	2

0	0	0	0	0
0	0	0	0	0
0	0	0	1	1
0	0	0	0	0
0	0	0	0	0
0	0	0	1	1
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AimTD LLC
TURNING MOVEMENT COUNTS



INTERSECTION TURNING MOVEMENT COUNTS

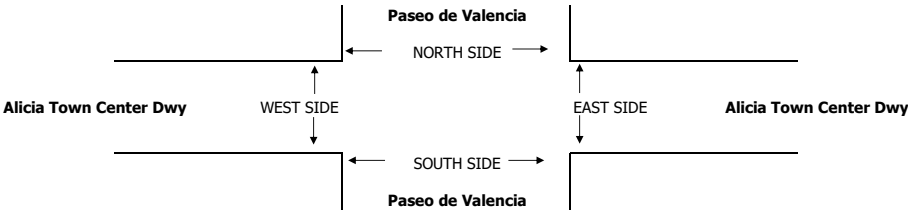
PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE: Wed, May 17, 23	LOCATION: NORTH & SOUTH: EAST & WEST:	Laguna Hills Paseo de Valencia Alicia Town Center Dwy	PROJECT #: LOCATION #: CONTROL:	SC4032 3 STOP E
NOTES:			AM PM MD OTHER OTHER ▲ ◀ W ▶ E ▼ N S	

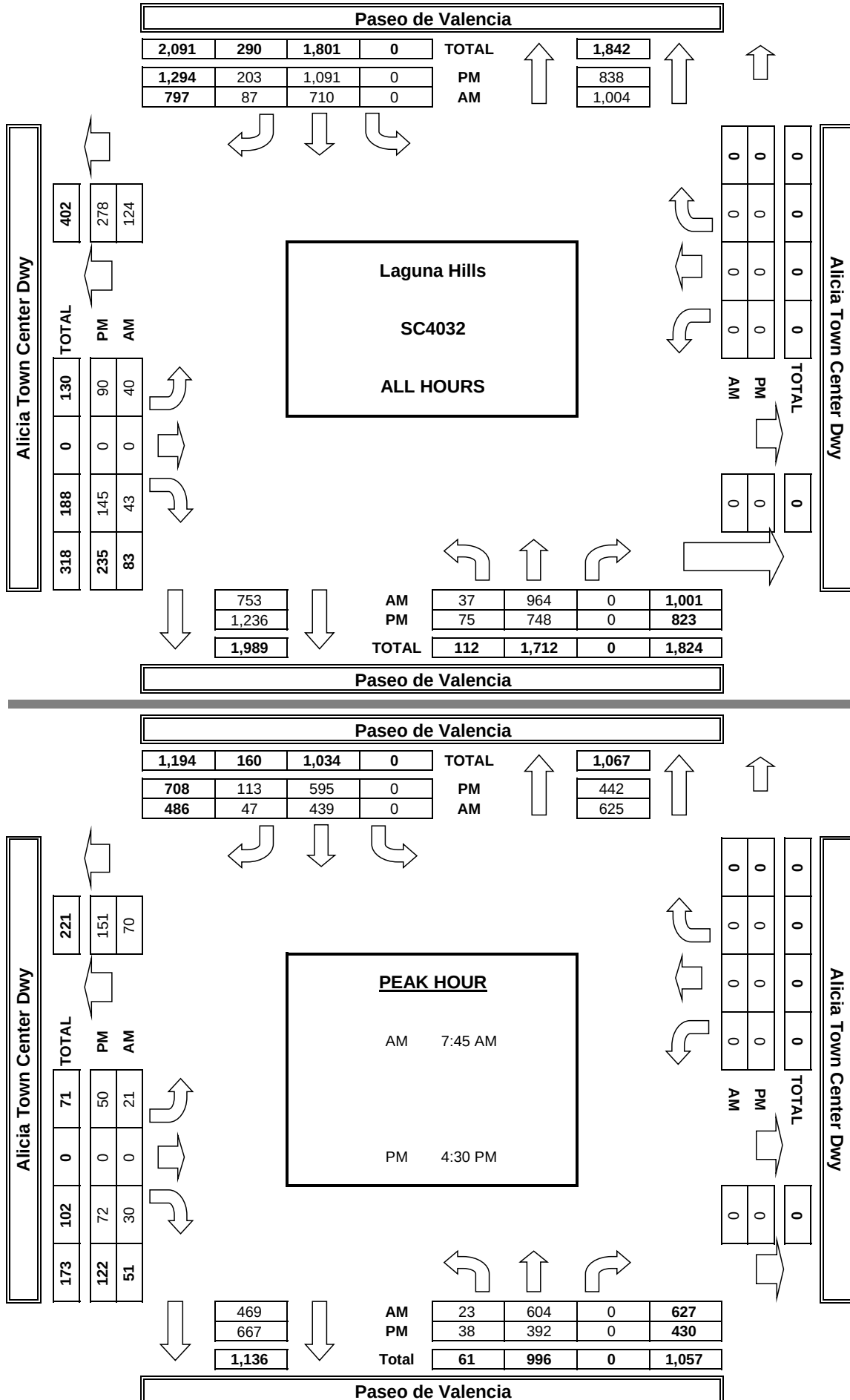
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		Paseo de Valencia			Paseo de Valencia			Alicia Town Center Dwy			Alicia Town Center Dwy			
LANES:		NL 1	NT 3	NR X	SL X	ST 2	SR 0	EL 1	ET X	ER 1	WL X	WT X	WR X	TOTAL
AM	7:00 AM	3	59	0	0	45	6	1	0	2	0	0	0	116
	7:15 AM	2	98	0	0	63	7	4	0	1	0	0	0	175
	7:30 AM	4	116	0	0	85	11	4	0	4	0	0	0	224
	7:45 AM	4	114	0	0	97	5	4	0	6	0	0	0	230
	8:00 AM	8	167	0	0	132	14	5	0	3	0	0	0	329
	8:15 AM	6	203	0	0	117	15	8	0	12	0	0	0	361
	8:30 AM	5	120	0	0	93	13	4	0	9	0	0	0	244
	8:45 AM	5	87	0	0	78	16	10	0	6	0	0	0	202
	VOLUMES	37	964	0	0	710	87	40	0	43	0	0	0	1,881
	APPROACH %	4%	96%	0%	0%	89%	11%	48%	0%	52%	0%	0%	0%	
APP/DEPART	1,001	/	1,004	797	/	753	83	/	0	0	/	124	0	
BEGIN PEAK HR	7:45 AM													
VOLUMES	23	604	0	0	439	47	21	0	30	0	0	0	1,164	
APPROACH %	4%	96%	0%	0%	90%	10%	41%	0%	59%	0%	0%	0%		
PEAK HR FACTOR	0.750			0.832			0.638			0.000			0.806	
APP/DEPART	627	/	625	486	/	469	51	/	0	0	/	70	0	
PM	4:00 PM	7	106	0	0	124	21	6	0	26	0	0	0	290
	4:15 PM	16	81	0	0	104	25	12	0	14	0	0	0	252
	4:30 PM	7	104	0	0	143	22	8	0	20	0	0	0	304
	4:45 PM	6	99	0	0	154	39	14	0	18	0	0	0	330
	5:00 PM	15	75	0	0	144	24	16	0	15	0	0	0	289
	5:15 PM	10	114	0	0	154	28	12	0	19	0	0	0	337
	5:30 PM	7	79	0	0	120	22	12	0	17	0	0	0	257
	5:45 PM	7	90	0	0	148	22	10	0	16	0	0	0	293
	VOLUMES	75	748	0	0	1,091	203	90	0	145	0	0	0	2,352
	APPROACH %	9%	91%	0%	0%	84%	16%	38%	0%	62%	0%	0%	0%	
APP/DEPART	823	/	838	1,294	/	1,236	235	/	0	0	/	278	0	
BEGIN PEAK HR	4:30 PM													
VOLUMES	38	392	0	0	595	113	50	0	72	0	0	0	1,260	
APPROACH %	9%	91%	0%	0%	84%	16%	41%	0%	59%	0%	0%	0%		
PEAK HR FACTOR	0.867			0.917			0.953			0.000			0.935	
APP/DEPART	430	/	442	708	/	667	122	/	0	0	/	151	0	

U-TURNS				
NB	SB	EB	WB	TTL
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
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0	0	0	0	0



AimTD LLC
TURNING MOVEMENT COUNTS



Appendix C

Existing Peak Hour Level of Service Calculation Worksheets

RK Engineering Group, Inc.

Intersection Level Of Service Report

Intersection 1: Alicia Parkway at Paseo de Valencia

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.548

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			Yes			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Base Volume Input [veh/h]	292	1089	95	78	1240	308	285	319	261	128	435	60
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	292	1089	95	78	1240	308	285	319	261	128	435	60
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	73	272	24	20	310	77	71	80	65	32	109	15
Total Analysis Volume [veh/h]	292	1089	95	78	1240	308	285	319	261	128	435	60
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Overlap	Protecte	Permiss	Permiss
Signal Group	1	6	0	5	2	0	3	8	8	7	4	0
Auxiliary Signal Groups									1,8			
Lead / Lag	Lead	-	-	Lead	-	-	Lead	-	-	Lead	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.09	0.23	0.23	0.05	0.24	0.18	0.08	0.09	0.07	0.04	0.09	0.04
Intersection LOS	A											
Intersection V/C	0.548											

Intersection Level Of Service Report**Intersection 2: Alicia Parkway at Community Center Drive/Alicia Town Center Driveway No. 1**

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.467

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			No			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Base Volume Input [veh/h]	119	1468	24	5	1481	126	47	11	65	17	15	24
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	119	1468	24	5	1481	126	47	11	65	17	15	24
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	30	367	6	1	370	32	12	3	16	4	4	6
Total Analysis Volume [veh/h]	119	1468	24	5	1481	126	47	11	65	17	15	24
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Split	Split	Split	Split	Split	Split
Signal Group	1	6	0	5	2	0	0	8	0	0	4	0
Auxiliary Signal Groups												
Lead / Lag	Lead	-	-	Lead	-	-	-	-	-	-	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.07	0.29	0.29	0.00	0.29	0.07	0.03	0.03	0.04	0.01	0.02	0.01
Intersection LOS	A											
Intersection V/C	0.467											

Intersection Level Of Service Report**Intersection 3: Alicia Town Center Driveway No. 2 at Paseo de Valencia**

Control Type:	Two-way stop	Delay (sec / veh):	22.6
Analysis Method:	HCM 7th Edition	Level Of Service:	C
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.113

Intersection Setup

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Approach	Northbound		Eastbound		Westbound	
Lane Configuration						
Turning Movement	Left	Right	Thru	Right	Left	Thru
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00		30.00		30.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Base Volume Input [veh/h]	21	30	439	47	23	604
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	21	30	439	47	23	604
Peak Hour Factor	0.8060	0.8060	0.8060	0.8060	0.8060	0.8060
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	7	9	136	15	7	187
Total Analysis Volume [veh/h]	26	37	545	58	29	749
Pedestrian Volume [ped/h]	0		0		0	

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.11	0.05	0.01	0.00	0.03	0.01
d_M, Delay for Movement [s/veh]	22.61	10.47	0.00	0.00	8.82	0.00
Movement LOS	C	B	A	A	A	A
95th-Percentile Queue Length [veh/ln]	0.38	0.17	0.00	0.00	0.09	0.00
95th-Percentile Queue Length [ft/ln]	9.40	4.21	0.00	0.00	2.31	0.00
d_A, Approach Delay [s/veh]	15.48		0.00		0.33	
Approach LOS	C		A		A	
d_I, Intersection Delay [s/veh]	0.85					
Intersection LOS	C					

Intersection Level Of Service Report

Intersection 1: Alicia Parkway at Paseo de Valencia

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.576

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration	T T T			T T T			T T T			T T T		
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			Yes			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Base Volume Input [veh/h]	353	908	120	133	1229	309	183	432	434	102	257	47
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	353	908	120	133	1229	309	183	432	434	102	257	47
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	88	227	30	33	307	77	46	108	109	26	64	12
Total Analysis Volume [veh/h]	353	908	120	133	1229	309	183	432	434	102	257	47
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Overlap	Protecte	Permiss	Permiss
Signal Group	1	6	0	5	2	0	3	8	8	7	4	0
Auxiliary Signal Groups									1,8			
Lead / Lag	Lead	-	-	Lead	-	-	Lead	-	-	Lead	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.10	0.20	0.20	0.08	0.24	0.18	0.05	0.13	0.15	0.03	0.05	0.03
Intersection LOS	A											
Intersection V/C	0.576											

Intersection Level Of Service Report**Intersection 2: Alicia Parkway at Community Center Drive/Alicia Town Center Driveway No. 1**

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.480

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			No			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Base Volume Input [veh/h]	53	1286	40	14	1672	76	47	7	45	64	3	52
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	53	1286	40	14	1672	76	47	7	45	64	3	52
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	13	322	10	4	418	19	12	2	11	16	1	13
Total Analysis Volume [veh/h]	53	1286	40	14	1672	76	47	7	45	64	3	52
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Split	Split	Split	Split	Split	Split
Signal Group	1	6	0	5	2	0	0	8	0	0	4	0
Auxiliary Signal Groups												
Lead / Lag	Lead	-	-	Lead	-	-	-	-	-	-	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.03	0.26	0.26	0.01	0.33	0.04	0.03	0.03	0.03	0.04	0.04	0.03
Intersection LOS	A											
Intersection V/C	0.480											

Intersection Level Of Service Report**Intersection 3: Alicia Town Center Driveway No. 2 at Paseo de Valencia**

Control Type:	Two-way stop	Delay (sec / veh):	25.0
Analysis Method:	HCM 7th Edition	Level Of Service:	D
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.228

Intersection Setup

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Approach	Northbound		Eastbound		Westbound	
Lane Configuration						
Turning Movement	Left	Right	Thru	Right	Left	Thru
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00		30.00		30.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Base Volume Input [veh/h]	50	72	595	113	38	392
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	50	72	595	113	38	392
Peak Hour Factor	0.9350	0.9350	0.9350	0.9350	0.9350	0.9350
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	13	19	159	30	10	105
Total Analysis Volume [veh/h]	53	77	636	121	41	419
Pedestrian Volume [ped/h]	0		0		0	

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.23	0.12	0.01	0.00	0.05	0.00
d_M, Delay for Movement [s/veh]	25.02	11.64	0.00	0.00	9.45	0.00
Movement LOS	D	B	A	A	A	A
95th-Percentile Queue Length [veh/ln]	0.85	0.42	0.00	0.00	0.15	0.00
95th-Percentile Queue Length [ft/ln]	21.36	10.58	0.00	0.00	3.80	0.00
d_A, Approach Delay [s/veh]	17.09		0.00		0.84	
Approach LOS	C		A		A	
d_I, Intersection Delay [s/veh]	1.94					
Intersection LOS	D					

Appendix D

Existing Plus Project Peak Hour Level of Service Calculation Worksheets

RK Engineering Group, Inc.

Intersection Level Of Service Report

Intersection 1: Alicia Parkway at Paseo de Valencia

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.547

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration	T T T			T T T			T T T			T T T		
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			Yes			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Base Volume Input [veh/h]	292	1086	95	93	1231	308	285	323	261	128	439	69
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	292	1086	95	93	1231	308	285	323	261	128	439	69
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	73	272	24	23	308	77	71	81	65	32	110	17
Total Analysis Volume [veh/h]	292	1086	95	93	1231	308	285	323	261	128	439	69
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Overlap	Protecte	Permiss	Permiss
Signal Group	1	6	0	5	2	0	3	8	8	7	4	0
Auxiliary Signal Groups									1,8			
Lead / Lag	Lead	-	-	Lead	-	-	Lead	-	-	Lead	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.09	0.23	0.23	0.05	0.24	0.18	0.08	0.10	0.07	0.04	0.09	0.04
Intersection LOS	A											
Intersection V/C	0.547											

Intersection Level Of Service Report**Intersection 2: Alicia Parkway at Community Center Drive/Alicia Town Center Driveway No. 1**

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.476

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			No			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Base Volume Input [veh/h]	119	1458	39	7	1470	126	47	11	65	35	15	31
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	119	1458	39	7	1470	126	47	11	65	35	15	31
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	30	365	10	2	368	32	12	3	16	9	4	8
Total Analysis Volume [veh/h]	119	1458	39	7	1470	126	47	11	65	35	15	31
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Split	Split	Split	Split	Split	Split
Signal Group	1	6	0	5	2	0	0	8	0	0	4	0
Auxiliary Signal Groups												
Lead / Lag	Lead	-	-	Lead	-	-	-	-	-	-	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.07	0.29	0.29	0.00	0.29	0.07	0.03	0.03	0.04	0.02	0.03	0.02
Intersection LOS	A											
Intersection V/C	0.476											

Intersection Level Of Service Report**Intersection 3: Alicia Town Center Driveway No. 2 at Paseo de Valencia**

Control Type:	Two-way stop	Delay (sec / veh):	25.4
Analysis Method:	HCM 7th Edition	Level Of Service:	D
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.204

Intersection Setup

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Approach	Northbound		Eastbound		Westbound	
Lane Configuration						
Turning Movement	Left	Right	Thru	Right	Left	Thru
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00		30.00		30.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Base Volume Input [veh/h]	36	42	431	74	30	601
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	36	42	431	74	30	601
Peak Hour Factor	0.8060	0.8060	0.8060	0.8060	0.8060	0.8060
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	11	13	134	23	9	186
Total Analysis Volume [veh/h]	45	52	535	92	37	746
Pedestrian Volume [ped/h]	0		0		0	

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.20	0.08	0.01	0.00	0.04	0.01
d_M, Delay for Movement [s/veh]	25.41	10.71	0.00	0.00	8.94	0.00
Movement LOS	D	B	A	A	A	A
95th-Percentile Queue Length [veh/ln]	0.74	0.25	0.00	0.00	0.12	0.00
95th-Percentile Queue Length [ft/ln]	18.55	6.17	0.00	0.00	3.03	0.00
d_A, Approach Delay [s/veh]	17.53		0.00		0.42	
Approach LOS	C		A		A	
d_I, Intersection Delay [s/veh]	1.35					
Intersection LOS	D					

Intersection Level Of Service Report

Intersection 1: Alicia Parkway at Paseo de Valencia

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.574

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			Yes			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Base Volume Input [veh/h]	353	905	120	153	1218	309	183	438	434	102	263	59
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	353	905	120	153	1218	309	183	438	434	102	263	59
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	88	226	30	38	305	77	46	110	109	26	66	15
Total Analysis Volume [veh/h]	353	905	120	153	1218	309	183	438	434	102	263	59
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Overlap	Protecte	Permiss	Permiss
Signal Group	1	6	0	5	2	0	3	8	8	7	4	0
Auxiliary Signal Groups									1,8			
Lead / Lag	Lead	-	-	Lead	-	-	Lead	-	-	Lead	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.10	0.20	0.20	0.09	0.24	0.18	0.05	0.13	0.15	0.03	0.05	0.03
Intersection LOS	A											
Intersection V/C	0.574											

Intersection Level Of Service Report**Intersection 2: Alicia Parkway at Community Center Drive/Alicia Town Center Driveway No. 1**

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.491

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			No			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Base Volume Input [veh/h]	53	1274	61	17	1658	76	47	7	45	87	3	61
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	53	1274	61	17	1658	76	47	7	45	87	3	61
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	13	319	15	4	415	19	12	2	11	22	1	15
Total Analysis Volume [veh/h]	53	1274	61	17	1658	76	47	7	45	87	3	61
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Split	Split	Split	Split	Split	Split
Signal Group	1	6	0	5	2	0	0	8	0	0	4	0
Auxiliary Signal Groups												
Lead / Lag	Lead	-	-	Lead	-	-	-	-	-	-	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.03	0.26	0.26	0.01	0.33	0.04	0.03	0.03	0.03	0.05	0.05	0.04
Intersection LOS	A											
Intersection V/C	0.491											

Intersection Level Of Service Report**Intersection 3: Alicia Town Center Driveway No. 2 at Paseo de Valencia**

Control Type:	Two-way stop	Delay (sec / veh):	29.8
Analysis Method:	HCM 7th Edition	Level Of Service:	D
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.345

Intersection Setup

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Approach	Northbound		Eastbound		Westbound	
Lane Configuration	↵↵		↑↑		↵↑↑	
Turning Movement	Left	Right	Thru	Right	Left	Thru
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00		30.00		30.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Base Volume Input [veh/h]	71	88	585	149	48	388
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	71	88	585	149	48	388
Peak Hour Factor	0.9350	0.9350	0.9350	0.9350	0.9350	0.9350
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	19	24	156	40	13	104
Total Analysis Volume [veh/h]	76	94	626	159	51	415
Pedestrian Volume [ped/h]	0		0		0	

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.35	0.16	0.01	0.00	0.06	0.00
d_M, Delay for Movement [s/veh]	29.75	12.02	0.00	0.00	9.62	0.00
Movement LOS	D	B	A	A	A	A
95th-Percentile Queue Length [veh/ln]	1.46	0.55	0.00	0.00	0.20	0.00
95th-Percentile Queue Length [ft/ln]	36.60	13.64	0.00	0.00	4.90	0.00
d_A, Approach Delay [s/veh]	19.95		0.00		1.05	
Approach LOS	C		A		A	
d_I, Intersection Delay [s/veh]	2.73					
Intersection LOS	D					

Appendix E

Project Opening Year (2025) Without Project Peak Hour
Level of Service Calculation Worksheets

RK Engineering Group, Inc.

Intersection Level Of Service Report

Intersection 1: Alicia Parkway at Paseo de Valencia

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.575

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			Yes			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Base Volume Input [veh/h]	323	1134	97	86	1282	320	299	338	285	131	460	69
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	323	1134	97	86	1282	320	299	338	285	131	460	69
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	81	284	24	22	321	80	75	85	71	33	115	17
Total Analysis Volume [veh/h]	323	1134	97	86	1282	320	299	338	285	131	460	69
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Overlap	Protecte	Permiss	Permiss
Signal Group	1	6	0	5	2	0	3	8	8	7	4	0
Auxiliary Signal Groups									1,8			
Lead / Lag	Lead	-	-	Lead	-	-	Lead	-	-	Lead	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.10	0.24	0.24	0.05	0.25	0.19	0.09	0.10	0.07	0.04	0.09	0.04
Intersection LOS	A											
Intersection V/C	0.575											

Intersection Level Of Service Report**Intersection 2: Alicia Parkway at Community Center Drive/Alicia Town Center Driveway No. 1**

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.482

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			No			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Base Volume Input [veh/h]	121	1545	24	5	1547	129	48	11	66	17	15	24
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	121	1545	24	5	1547	129	48	11	66	17	15	24
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	30	386	6	1	387	32	12	3	17	4	4	6
Total Analysis Volume [veh/h]	121	1545	24	5	1547	129	48	11	66	17	15	24
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Split	Split	Split	Split	Split	Split
Signal Group	1	6	0	5	2	0	0	8	0	0	4	0
Auxiliary Signal Groups												
Lead / Lag	Lead	-	-	Lead	-	-	-	-	-	-	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.07	0.31	0.31	0.00	0.30	0.08	0.03	0.03	0.04	0.01	0.02	0.01
Intersection LOS	A											
Intersection V/C	0.482											

Intersection Level Of Service Report**Intersection 3: Alicia Town Center Driveway No. 2 at Paseo de Valencia**

Control Type:	Two-way stop	Delay (sec / veh):	24.4
Analysis Method:	HCM 7th Edition	Level Of Service:	C
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.123

Intersection Setup

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Approach	Northbound		Eastbound		Westbound	
Lane Configuration						
Turning Movement	Left	Right	Thru	Right	Left	Thru
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00		30.00		30.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Base Volume Input [veh/h]	21	31	467	48	23	640
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	21	31	467	48	23	640
Peak Hour Factor	0.8060	0.8060	0.8060	0.8060	0.8060	0.8060
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	7	10	145	15	7	199
Total Analysis Volume [veh/h]	26	38	579	60	29	794
Pedestrian Volume [ped/h]	0		0		0	

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.12	0.06	0.01	0.00	0.03	0.01
d_M, Delay for Movement [s/veh]	24.42	10.64	0.00	0.00	8.95	0.00
Movement LOS	C	B	A	A	A	A
95th-Percentile Queue Length [veh/ln]	0.41	0.18	0.00	0.00	0.10	0.00
95th-Percentile Queue Length [ft/ln]	10.34	4.46	0.00	0.00	2.38	0.00
d_A, Approach Delay [s/veh]	16.24		0.00		0.32	
Approach LOS	C		A		A	
d_I, Intersection Delay [s/veh]	0.85					
Intersection LOS	C					

Intersection Level Of Service Report

Intersection 1: Alicia Parkway at Paseo de Valencia

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	B
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.614

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			Yes			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Base Volume Input [veh/h]	392	946	122	144	1276	323	194	468	482	104	283	55
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	392	946	122	144	1276	323	194	468	482	104	283	55
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	98	237	31	36	319	81	49	117	121	26	71	14
Total Analysis Volume [veh/h]	392	946	122	144	1276	323	194	468	482	104	283	55
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Overlap	Protecte	Permiss	Permiss
Signal Group	1	6	0	5	2	0	3	8	8	7	4	0
Auxiliary Signal Groups									1,8			
Lead / Lag	Lead	-	-	Lead	-	-	Lead	-	-	Lead	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.12	0.21	0.21	0.08	0.25	0.19	0.06	0.14	0.17	0.03	0.06	0.03
Intersection LOS	B											
Intersection V/C	0.614											

Intersection Level Of Service Report**Intersection 2: Alicia Parkway at Community Center Drive/Alicia Town Center Driveway No. 1**

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.500

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			No			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Base Volume Input [veh/h]	54	1364	41	14	1766	78	48	7	46	65	3	53
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	54	1364	41	14	1766	78	48	7	46	65	3	53
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	14	341	10	4	442	20	12	2	12	16	1	13
Total Analysis Volume [veh/h]	54	1364	41	14	1766	78	48	7	46	65	3	53
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Split	Split	Split	Split	Split	Split
Signal Group	1	6	0	5	2	0	0	8	0	0	4	0
Auxiliary Signal Groups												
Lead / Lag	Lead	-	-	Lead	-	-	-	-	-	-	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.03	0.28	0.28	0.01	0.35	0.05	0.03	0.03	0.03	0.04	0.04	0.03
Intersection LOS	A											
Intersection V/C	0.500											

Intersection Level Of Service Report**Intersection 3: Alicia Town Center Driveway No. 2 at Paseo de Valencia**

Control Type:	Two-way stop	Delay (sec / veh):	28.5
Analysis Method:	HCM 7th Edition	Level Of Service:	D
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.265

Intersection Setup

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Approach	Northbound		Eastbound		Westbound	
Lane Configuration						
Turning Movement	Left	Right	Thru	Right	Left	Thru
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00		30.00		30.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Base Volume Input [veh/h]	51	73	642	115	39	428
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	51	73	642	115	39	428
Peak Hour Factor	0.9350	0.9350	0.9350	0.9350	0.9350	0.9350
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	14	20	172	31	10	114
Total Analysis Volume [veh/h]	55	78	687	123	42	458
Pedestrian Volume [ped/h]	0		0		0	

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.27	0.13	0.01	0.00	0.05	0.00
d_M, Delay for Movement [s/veh]	28.51	11.96	0.00	0.00	9.68	0.00
Movement LOS	D	B	A	A	A	A
95th-Percentile Queue Length [veh/ln]	1.03	0.45	0.00	0.00	0.16	0.00
95th-Percentile Queue Length [ft/ln]	25.68	11.23	0.00	0.00	4.09	0.00
d_A, Approach Delay [s/veh]	18.80		0.00		0.81	
Approach LOS	C		A		A	
d_I, Intersection Delay [s/veh]	2.01					
Intersection LOS	D					

Appendix F

Project Opening Year (2025) With Project Peak Hour
Level of Service Calculation Worksheets

RK Engineering Group, Inc.

Intersection Level Of Service Report

Intersection 1: Alicia Parkway at Paseo de Valencia

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.574

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration	T T T			T T T			T T T			T T T		
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			Yes			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Base Volume Input [veh/h]	323	1131	97	101	1273	320	299	342	285	131	464	78
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	323	1131	97	101	1273	320	299	342	285	131	464	78
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	81	283	24	25	318	80	75	86	71	33	116	20
Total Analysis Volume [veh/h]	323	1131	97	101	1273	320	299	342	285	131	464	78
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Overlap	Protecte	Permiss	Permiss
Signal Group	1	6	0	5	2	0	3	8	8	7	4	0
Auxiliary Signal Groups									1,8			
Lead / Lag	Lead	-	-	Lead	-	-	Lead	-	-	Lead	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.10	0.24	0.24	0.06	0.25	0.19	0.09	0.10	0.07	0.04	0.09	0.05
Intersection LOS	A											
Intersection V/C	0.574											

Intersection Level Of Service Report**Intersection 2: Alicia Parkway at Community Center Drive/Alicia Town Center Driveway No. 1**

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.491

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			No			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Base Volume Input [veh/h]	121	1535	39	7	1536	129	48	11	66	35	15	31
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	121	1535	39	7	1536	129	48	11	66	35	15	31
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	30	384	10	2	384	32	12	3	17	9	4	8
Total Analysis Volume [veh/h]	121	1535	39	7	1536	129	48	11	66	35	15	31
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Split	Split	Split	Split	Split	Split
Signal Group	1	6	0	5	2	0	0	8	0	0	4	0
Auxiliary Signal Groups												
Lead / Lag	Lead	-	-	Lead	-	-	-	-	-	-	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.07	0.31	0.31	0.00	0.30	0.08	0.03	0.03	0.04	0.02	0.03	0.02
Intersection LOS	A											
Intersection V/C	0.491											

Intersection Level Of Service Report**Intersection 3: Alicia Town Center Driveway No. 2 at Paseo de Valencia**

Control Type:	Two-way stop	Delay (sec / veh):	27.7
Analysis Method:	HCM 7th Edition	Level Of Service:	D
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.222

Intersection Setup

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Approach	Northbound		Eastbound		Westbound	
Lane Configuration						
Turning Movement	Left	Right	Thru	Right	Left	Thru
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00		30.00		30.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Base Volume Input [veh/h]	36	43	459	75	30	637
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	36	43	459	75	30	637
Peak Hour Factor	0.8060	0.8060	0.8060	0.8060	0.8060	0.8060
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	11	13	142	23	9	198
Total Analysis Volume [veh/h]	45	53	569	93	37	790
Pedestrian Volume [ped/h]	0		0		0	

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.22	0.08	0.01	0.00	0.04	0.01
d_M, Delay for Movement [s/veh]	27.73	10.88	0.00	0.00	9.07	0.00
Movement LOS	D	B	A	A	A	A
95th-Percentile Queue Length [veh/ln]	0.82	0.26	0.00	0.00	0.13	0.00
95th-Percentile Queue Length [ft/ln]	20.53	6.48	0.00	0.00	3.13	0.00
d_A, Approach Delay [s/veh]	18.62		0.00		0.41	
Approach LOS	C		A		A	
d_I, Intersection Delay [s/veh]	1.36					
Intersection LOS	D					

Intersection Level Of Service Report

Intersection 1: Alicia Parkway at Paseo de Valencia

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	B
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.612

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			Yes			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Paseo de Valencia			Paseo de Valencia		
Base Volume Input [veh/h]	392	943	122	164	1265	323	194	474	482	104	289	67
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	392	943	122	164	1265	323	194	474	482	104	289	67
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	98	236	31	41	316	81	49	119	121	26	72	17
Total Analysis Volume [veh/h]	392	943	122	164	1265	323	194	474	482	104	289	67
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Protecte	Permiss	Overlap	Protecte	Permiss	Permiss
Signal Group	1	6	0	5	2	0	3	8	8	7	4	0
Auxiliary Signal Groups									1,8			
Lead / Lag	Lead	-	-	Lead	-	-	Lead	-	-	Lead	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.12	0.21	0.21	0.10	0.25	0.19	0.06	0.14	0.17	0.03	0.06	0.04
Intersection LOS	B											
Intersection V/C	0.612											

Intersection Level Of Service Report**Intersection 2: Alicia Parkway at Community Center Drive/Alicia Town Center Driveway No. 1**

Control Type:	Signalized	Delay (sec / veh):	-
Analysis Method:	ICU 1	Level Of Service:	A
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.511

Intersection Setup

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Approach	Northbound			Southbound			Eastbound			Westbound		
Lane Configuration												
Turning Movement	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00			30.00			30.00			30.00		
Grade [%]	0.00			0.00			0.00			0.00		
Crosswalk	Yes			No			Yes			Yes		

Volumes

Name	Alicia Parkway			Alicia Parkway			Community Center Drive			Al To		
Base Volume Input [veh/h]	54	1352	62	17	1752	78	48	7	46	88	3	62
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0	0	0	0	0	0	0
Total Hourly Volume [veh/h]	54	1352	62	17	1752	78	48	7	46	88	3	62
Peak Hour Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	14	338	16	4	438	20	12	2	12	22	1	16
Total Analysis Volume [veh/h]	54	1352	62	17	1752	78	48	7	46	88	3	62
Pedestrian Volume [ped/h]	0			0			0			0		
Bicycle Volume [bicycles/h]	0			0			0			0		

Intersection Settings

Cycle Length [s]	100
Lost time [s]	5.00

Phasing & Timing

Control Type	Protecte	Permiss	Permiss	Protecte	Permiss	Permiss	Split	Split	Split	Split	Split	Split
Signal Group	1	6	0	5	2	0	0	8	0	0	4	0
Auxiliary Signal Groups												
Lead / Lag	Lead	-	-	Lead	-	-	-	-	-	-	-	-

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.03	0.28	0.28	0.01	0.34	0.05	0.03	0.03	0.03	0.05	0.05	0.04
Intersection LOS	A											
Intersection V/C	0.511											

Intersection Level Of Service Report**Intersection 3: Alicia Town Center Driveway No. 2 at Paseo de Valencia**

Control Type:	Two-way stop	Delay (sec / veh):	34.6
Analysis Method:	HCM 7th Edition	Level Of Service:	D
Analysis Period:	15 minutes	Volume to Capacity (v/c):	0.391

Intersection Setup

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Approach	Northbound		Eastbound		Westbound	
Lane Configuration						
Turning Movement	Left	Right	Thru	Right	Left	Thru
Lane Width [ft]	12.00	12.00	12.00	12.00	12.00	12.00
No. of Lanes in Entry Pocket	0	0	0	0	0	0
Entry Pocket Length [ft]	100.00	100.00	100.00	100.00	100.00	100.00
No. of Lanes in Exit Pocket	0	0	0	0	0	0
Exit Pocket Length [ft]	0.00	0.00	0.00	0.00	0.00	0.00
Speed [mph]	30.00		30.00		30.00	
Grade [%]	0.00		0.00		0.00	
Crosswalk	No		No		No	

Volumes

Name	Alicia Town Center Driveway No. 2		Paseo de Valencia		Paseo de Valencia	
Base Volume Input [veh/h]	72	89	632	151	49	424
Base Volume Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Heavy Vehicles Percentage [%]	2.00	2.00	2.00	2.00	2.00	2.00
Growth Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
In-Process Volume [veh/h]	0	0	0	0	0	0
Site-Generated Trips [veh/h]	0	0	0	0	0	0
Diverted Trips [veh/h]	0	0	0	0	0	0
Pass-by Trips [veh/h]	0	0	0	0	0	0
Existing Site Adjustment Volume [veh/h]	0	0	0	0	0	0
Other Volume [veh/h]	0	0	0	0	0	0
Total Hourly Volume [veh/h]	72	89	632	151	49	424
Peak Hour Factor	0.9350	0.9350	0.9350	0.9350	0.9350	0.9350
Other Adjustment Factor	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
Total 15-Minute Volume [veh/h]	19	24	169	40	13	113
Total Analysis Volume [veh/h]	77	95	676	161	52	453
Pedestrian Volume [ped/h]	0		0		0	

Intersection Settings

Priority Scheme	Stop	Free	Free
Flared Lane			
Storage Area [veh]	0	0	0
Two-Stage Gap Acceptance	No		
Number of Storage Spaces in Median	0	0	0

Movement, Approach, & Intersection Results

V/C, Movement V/C Ratio	0.39	0.16	0.01	0.00	0.07	0.00
d_M, Delay for Movement [s/veh]	34.60	12.37	0.00	0.00	9.86	0.00
Movement LOS	D	B	A	A	A	A
95th-Percentile Queue Length [veh/ln]	1.73	0.58	0.00	0.00	0.21	0.00
95th-Percentile Queue Length [ft/ln]	43.23	14.45	0.00	0.00	5.25	0.00
d_A, Approach Delay [s/veh]	22.32		0.00		1.02	
Approach LOS	C		A		A	
d_I, Intersection Delay [s/veh]	2.87					
Intersection LOS	D					

Appendix G

Gas Station Queuing Count Worksheets

RK Engineering Group, Inc.

QUEUE SURVEY

LOCATION: Ralphs 12618 Limonite
CITY: Eastvale
GAS PUMPS: 14

DAY: Thursday
DATE: 6/8/2023

TIME	Vehicles at Gas Pump	Vehicles Waiting For Gas Pump		TOTAL
7:00	6	0		6
7:05	5	0		5
7:10	5	0		5
7:15	4	0		4
7:20	8	0		8
7:25	4	0		4
7:30	2	0		2
7:35	4	0		4
7:40	4	0		4
7:45	4	0		4
7:50	6	0		6
7:55	6	0		6
8:00	5	0		5
8:05	6	0		6
8:10	5	0		5
8:15	7	0		7
8:20	10	1		11
8:25	7	0		7
8:30	9	2		11
8:35	5	0		5
8:40	5	0		5
8:45	5	0		5
8:50	4	0		4
8:55	3	0		3
9:00	9	0		9

QUEUE SURVEY

LOCATION: Ralphs 12618 Limonite
CITY: Eastvale
GAS PUMPS: 14

DAY: Thursday
DATE: 6/8/2023

TIME	Vehicles at Gas Pump	Vehicles Waiting For Gas Pump		TOTAL
16:00	11	0		11
16:05	9	0		9
16:10	12	0		12
16:15	9	0		9
16:20	7	0		7
16:25	10	0		10
16:30	7	0		7
16:35	11	0		11
16:40	13	0		13
16:45	11	0		11
16:50	9	0		9
16:55	6	0		6
17:00	10	0		10
17:05	11	0		11
17:10	8	0		8
17:15	7	0		7
17:20	9	0		9
17:25	9	0		9
17:30	6	0		6
17:35	12	1		13
17:40	10	1		11
17:45	11	0		11
17:50	5	0		5
17:55	6	0		6
18:00	9	0		9

QUEUE SURVEY

LOCATION: Ralphs 12618 Limonite
CITY: Eastvale
GAS PUMPS: 14

DAY: Saturday
DATE: 6/3/2023

TIME	Vehicles at Gas Pump	Vehicles Waiting For Gas Pump		TOTAL
12:00	5	0		5
12:05	6	0		6
12:10	6	0		6
12:15	9	0		9
12:20	7	0		7
12:25	6	0		6
12:30	8	0		8
12:35	5	0		5
12:40	6	0		6
12:45	6	0		6
12:50	6	0		6
12:55	4	0		4
13:00	7	0		7
13:05	6	0		6
13:10	8	0		8
13:15	11	0		11
13:20	8	0		8
13:25	8	0		8
13:30	12	0		12
13:35	10	0		10
13:40	7	0		7
13:45	10	0		10
13:50	10	0		10
13:55	7	0		7
14:00	8	0		8

QUEUE SURVEY

LOCATION: Food For Less, 2090 Garey
 CITY: Pomona
 GAS PUMPS: 10

DAY: Thursday
 DATE: 6/8/2023

TIME	Vehicles at Gas Pump	Vehicles Waiting For Gas Pump		TOTAL
7:00	4	0		4
7:05	0	0		0
7:10	4	0		4
7:15	2	0		2
7:20	0	0		0
7:25	1	0		1
7:30	4	0		4
7:35	1	0		1
7:40	0	0		0
7:45	2	0		2
7:50	3	0		3
7:55	2	0		2
8:00	2	0		2
8:05	2	0		2
8:10	1	0		1
8:15	1	0		1
8:20	3	0		3
8:25	1	0		1
8:30	1	0		1
8:35	0	0		0
8:40	1	0		1
8:45	0	0		0
8:50	3	0		3
8:55	1	0		1
9:00	1	0		1

QUEUE SURVEY

LOCATION: Food For Less, 2090 Garey
CITY: Pomona
GAS PUMPS: 10

DAY: Thursday
DATE: 6/8/2023

TIME	Vehicles at Gas Pump	Vehicles Waiting For Gas Pump		TOTAL
16:00	4	0		4
16:05	4	0		4
16:10	2	0		2
16:15	1	0		1
16:20	2	0		2
16:25	2	0		2
16:30	0	0		0
16:35	6	0		6
16:40	5	0		5
16:45	5	0		5
16:50	4	0		4
16:55	5	0		5
17:00	2	0		2
17:05	3	0		3
17:10	6	0		6
17:15	3	0		3
17:20	0	0		0
17:25	3	0		3
17:30	5	0		5
17:35	2	0		2
17:40	0	0		0
17:45	1	0		1
17:50	5	0		5
17:55	1	0		1
18:00	2	0		2

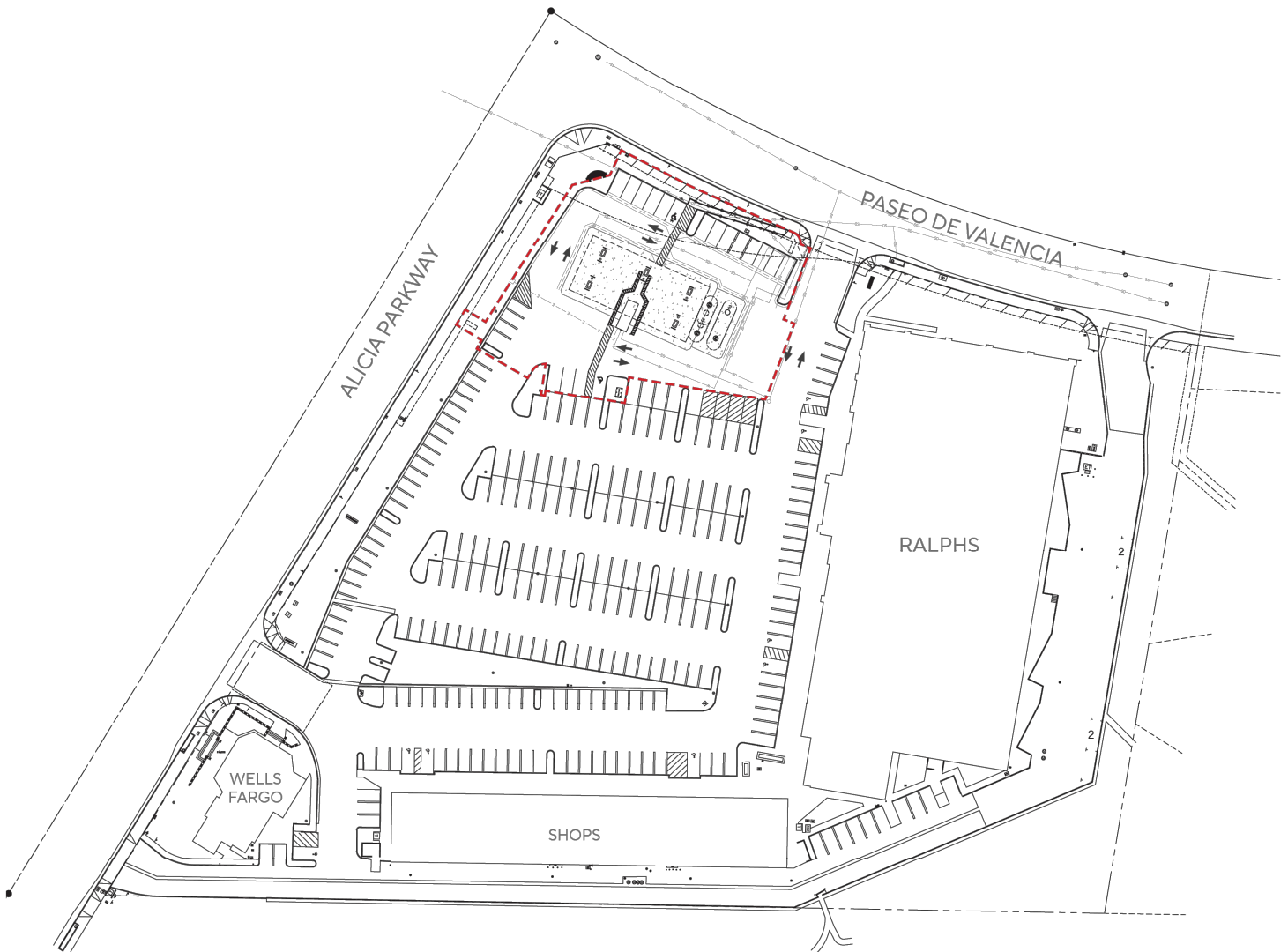
QUEUE SURVEY

LOCATION: Food For Less, 2090 Garey
CITY: Pomona
GAS PUMPS: 10

DAY: Saturday
DATE: 6/3/2023

TIME	Vehicles at Gas Pump	Vehicles Waiting For Gas Pump		TOTAL
12:00	4	0		4
12:05	6	0		6
12:10	7	0		7
12:15	4	0		4
12:20	3	0		3
12:25	6	0		6
12:30	7	0		7
12:35	5	0		5
12:40	2	0		2
12:45	3	0		3
12:50	2	0		2
12:55	4	0		4
13:00	5	0		5
13:05	4	0		4
13:10	5	0		5
13:15	6	0		6
13:20	5	0		5
13:25	5	0		5
13:30	5	0		5
13:35	5	0		5
13:40	3	0		3
13:45	2	0		2
13:50	2	0		2
13:55	3	0		3
14:00	3	0		3

ALICIA TOWN CENTER UPDATED PARKING STUDY City of Laguna Hills, CA



April 22, 2024

Ms. Monique Lacher
Aliso Equities Ltd.
2801 W. Coast Hwy. #380
Newport Beach, CA 92663

Subject: Alicia Town Center Updated Parking Study, City of Laguna Hills

Dear Ms. Lacher:

Introduction

RK ENGINEERING GROUP, INC. (RK) is pleased to provide this updated parking study for the Alicia Town Center Shopping Center. The existing site is located at 25594-25632 Alicia Parkway and 25539 Paseo de Valencia in the City of Laguna Hills, California. The location map is provided in Exhibit A.

Representatives of Alicia Town Center are proposing to include a fuel station with a 178-sf prefabricated kiosk. The fuel station will include water and air services. The project will require the removal of approximately 39 parking spaces to accommodate the gas station. Four (4) new parking spaces will be added behind Ralphs (306 total current parking spaces – 39 spaces + 4 spaces which is 271 parking spaces in total after the proposed project is constructed). Exhibit B shows the site plan and the location of the four additional spaces.

RK completed an observed parking study for the shopping center in April 2019. The study included parking counts during a typical Friday and Saturday in the month of November. A full tenant occupancy scenario was calculated utilizing observed parking counts, parking demand for tenant vacancies was determined by utilizing the ULI Shared Parking Time-of-Day factors with the Laguna Hills parking requirements, and a 10% increase was added to account for potential fluctuations of parking demand. The analysis also included a calculation of converting vacant tenant space to a "Most Intense Use" like a Gym, Spa, or health club. The findings concluded that under both scenarios, adequate parking is provided at the shopping center assuming full tenant occupancy. As a result, the city approved the project with CUP/PUP 11-18-4383 by Resolution No PA2019-05-14-X.

To confirm the adequacy of parking for the shopping center with the proposed fuel station, RK will utilize the observed parking data from the 2019 parking study. This analysis will be consistent with the 2019 study and utilize the City of Laguna Hills Municipal Parking code to verify the parking requirements for the project.

Appendix A includes the 2019 Alicia Town Center Parking Study.

City of Laguna Hills Parking Code: Tables 1 & 2

The project is utilizing the City of Laguna Hills Parking Municipal Parking Code Section 9-44. A - Off Street Parking Spaces to determine the parking requirements for the project. The analysis covers existing and proposed parking calculations as identified below:

Table 1: Existing Conditions (Year 2019)

For consistency and accuracy, the Existing Conditions Table is consistent with the 2019 approved parking study Table 1. The project provides a total of 306 parking spaces. Considering all tenants and vacancies the center has a parking deficiency of 40 parking spaces or 12% deficient per code.

Table 2: Proposed Conditions w/ Fuel Station

Table 2 identifies the current tenants with the proposed fuel station. Based on the municipal parking code, the parking requirement for the fuel station is *"2 stalls plus additional parking as required for a convenience store or auto service/repair uses. The gas station convenience store parking requirement shall be 1 stall /800SF-GFA. Parking spaces abutting air and water service shall not be included in the total number of parking spaces."* As a result, the fuel station parking requirement is 3 parking spaces.

There are no current vacancies within the shopping center. As noted, the proposed fuel station will displace a total of 39 parking spaces. As a result, the parking inventory has been reduced to 271 parking spaces. Assuming the proposed fuel station is in operation, the project has a parking deficiency of 73 parking spaces or 21% deficient per code.

Based on the parking requirements for both existing and proposed conditions, the project falls short of code standards in both scenarios. However, it is crucial to understand that the code's parking deficiency might not necessarily translate to an actual shortage of parking on-site.

This is because the parking code does not account for factors such as operational hours, mixed uses, or any unique site operations. Consequently, an hourly parking analysis was conducted to assess the adequacy of parking for the project in a real-world context. The 2019 observed parking data is being utilized to confirm the adequacy of parking based on a full tenant occupancy scenario with the proposed fuel station in operation.

Observed Parking Demand Results: Tables 3 & 4

To determine the adequacy of parking for the project, RK utilized the observed parking counts from the 2019 parking study, the proposed fuel station, and the tenant vacancies at that time (See Table 1). The parking surveys were conducted during the following days and times:

Day	Hours	Interval
Friday, November 2, 2018	6:00 AM - 9:00 PM	Hourly
Saturday November 3, 2018	6:00 AM - 9:00 PM	Hourly

The observed analysis follows standard engineering practices and guidelines. The survey days included typical weather conditions with no rain. The observed parking counts were completed when the site was in operation with typical operation conditions and times. Furthermore, the parking survey hours of 6:00 AM to 9:00 PM were selected because they cover the daily hours of operation for the site. A total of 32 hours of observed parking demand data was collected to determine the adequacy of parking for the project. The parking surveys were conducted by an independent third party (Counts Unlimited, Inc.).

Table 3: Weekday Observed Parking Survey Results w/ Fuel Station

The peak parking demand occurred from 5:00 PM - 6:00 PM when a total of 179 vehicles were parked for the project. Since the project will have a total of 271 parking spaces, the site is 66% occupied with 92 parking spaces available.

Table 4: Weekend Observed Parking Survey Results w/ Fuel Station

The peak parking demand occurred from 11:00 AM - 12:00 AM when a total of 201 vehicles were parked for the project. Since the project will have a total of 271 parking spaces, the site is 74% occupied with 70 parking spaces available. This represents the overall peak parking demand for the project.

Based on the results of the observed parking surveys, the shopping center has a 70-parking stall surplus which is an adequate number of parking spaces to serve the project assuming a full tenant occupancy scenario with the additional fuel station in operation.

Conclusion

Alicia Town Center currently consists of a total of 65,808 square feet of retail, restaurant, bank, dental, grocery store, uses, etc. The site has a total of 306 parking spaces. Representatives of the project are proposing constructing a fuel station with a 178-square-foot kiosk. The project will require the removal of approximately thirty-nine (39) parking spaces to accommodate the gas station. Four (4) new parking spaces will be added behind Ralphs (306 total current parking spaces – 39 spaces + 4 spaces which is approximately 271 total spaces in total after the proposed project is constructed).

RK reviewed the parameters and scope of the updated study with the City of Laguna Hills before starting. This study follows standard engineering practice and guidelines for determining future parking demands for a neighborhood shopping center use and is consistent with the 2019 calculations.

The code required parking identifies a parking deficiency in both existing and proposed scenarios. However, it is important to note that the City of Laguna Hill's approved the 2019 CUP/PUP and Resolution whereby it was shown that the Center has adequate surplus available parking to accommodate existing uses and future uses requiring more parking. The Center's actual peak parking demand is far below the parking Code requirement, and there is a surplus parking capacity for a wide range of potential uses.

RK utilized the approved 2019 observed parking data to confirm the adequacy of parking for the project assuming a full tenant occupancy scenario with the proposed fuel station in operation. Based on the observed parking count data, the project has enough parking spaces to serve all uses.

In conclusion, the results of the analysis indicate that the Alicia Town Center has an adequate number of parking spaces to accommodate the proposed fuel station in a full-tenant occupancy scenario, with a parking surplus still available.

If you have any questions regarding this review or need further clarification, please contact us at (949) 474-0809.

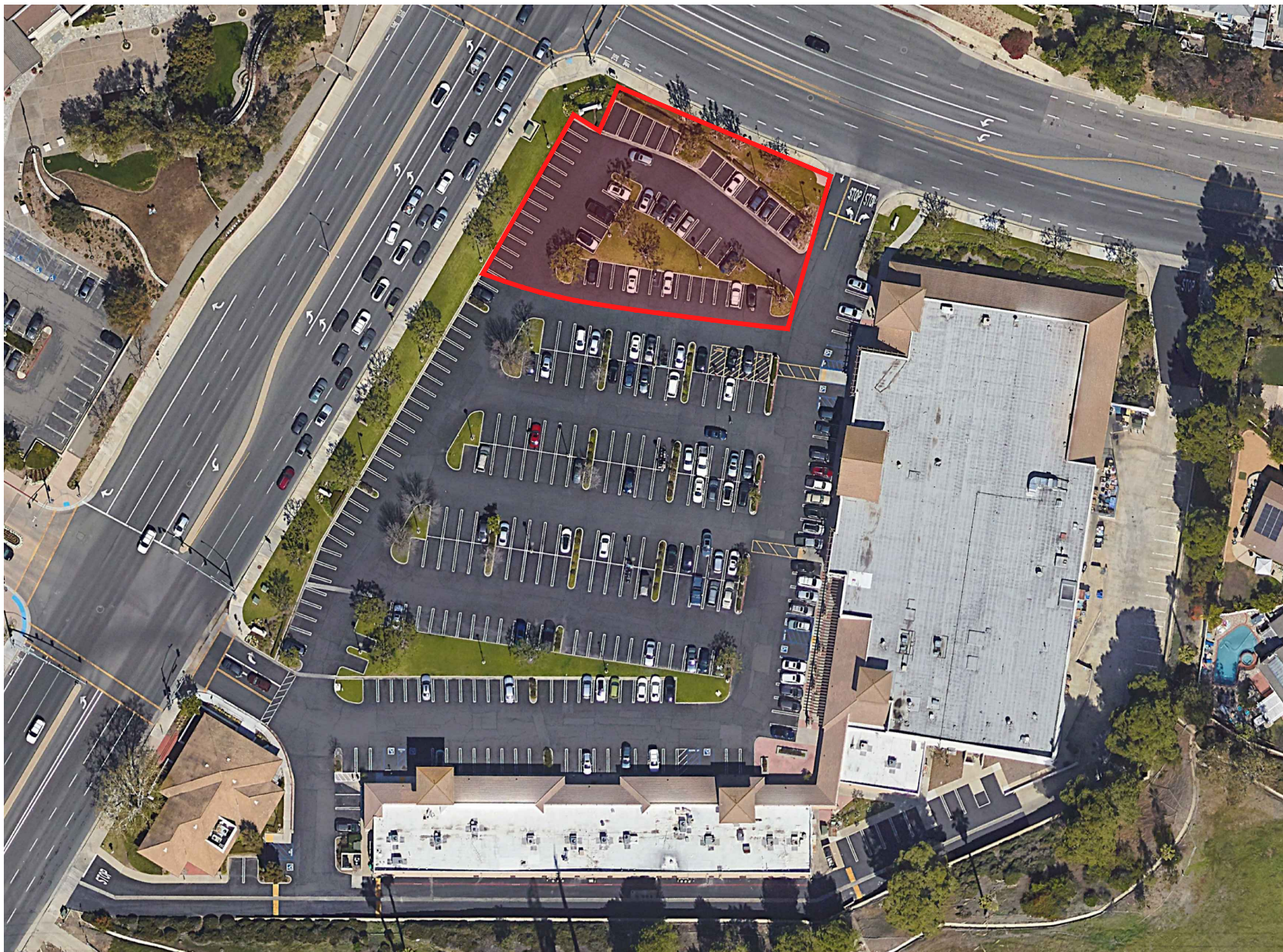
Sincerely,
RK ENGINEERING GROUP, INC.

A handwritten signature in black ink that reads "Rogier Goedecke". The signature is written in a cursive style with a large, stylized 'R' at the beginning.

Rogier Goedecke
President

Attachments
rk19662.doc
JN:2776-2024-01

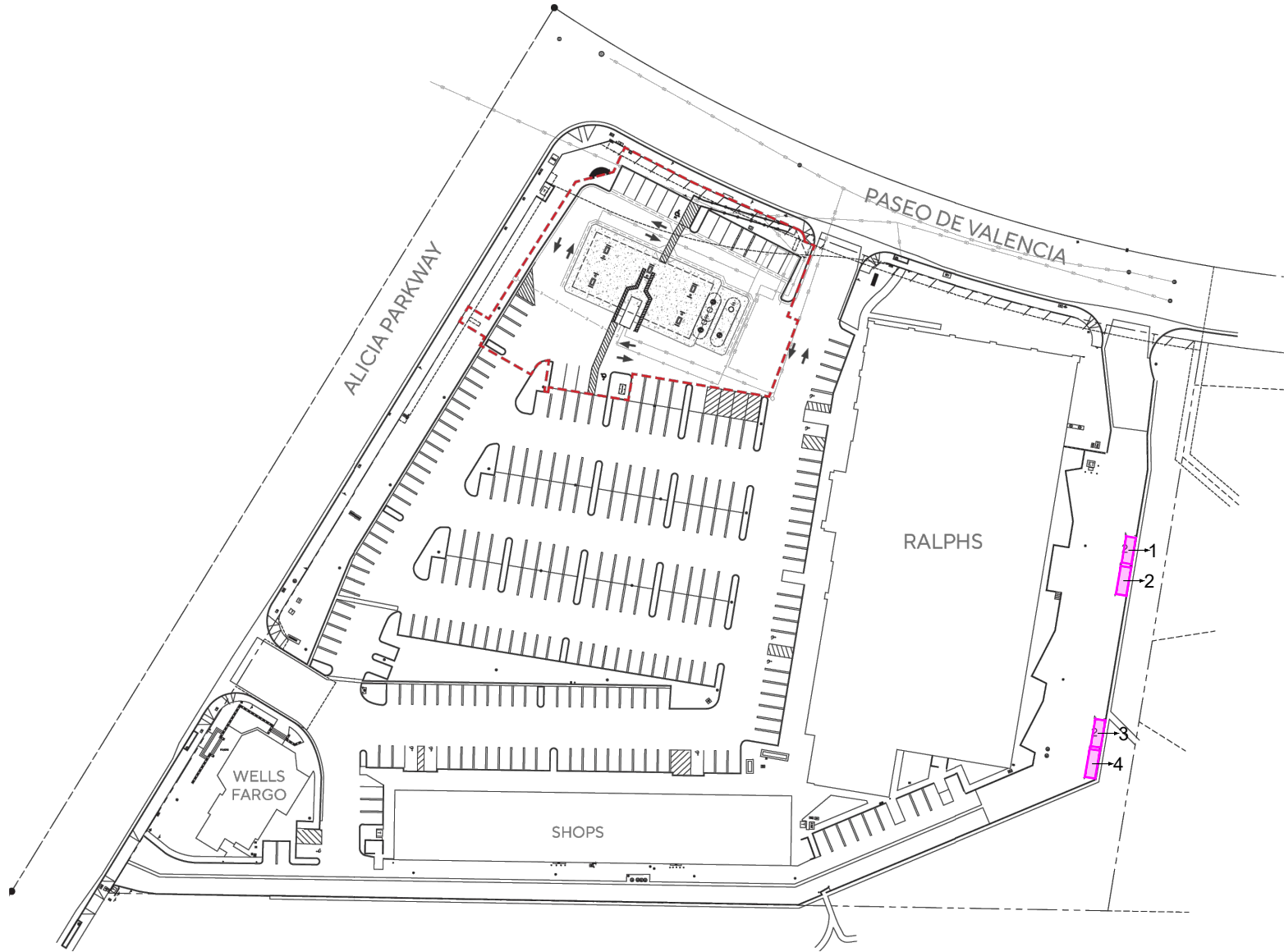
Exhibits



Legend:

— = Project Site Boundary





Legend:

 = 4 Additional Parking Spaces

Tables

Table 1
Alicia Town Center Required Parking Code
Existing Conditions (Based on April 2019 Approved Parking Study)³
25602 Alicia Parkway, Laguna Hills

Suite	Tenant	S.F. ²	Use	Percent of Gross Floor Area	Parking Code ¹	Number of Spaces Required	City Approval
25632	Wells Fargo Bank	3,980	BANK	6%	1 space / 250 SF-GFA	12	COUO 4-16-13011
25630	Starbucks	1,250	COFFEE	2%	1 space / 250 SF-GFA	5	
25624	VACANT (One West Bank)	3,000	BANK	5%	1 space / 200 SF-GFA	15	
25620	Mardi's Jewelry	1,862	RETAIL	3%	1 space / 200 SF-GFA	9	
25616	Mission Donuts	1,000	RESTAURANT	2%	1 space / 250 SF-GFA	4	COUO 6-16738
25614	Subway	1,000	RESTAURANT	2%	1 space / 200 SF-GFA	5	COUO 12468
25610	The Pizza Store & More	2,250	RESTAURANT	3%	1 space / 250 SF-GFA	23	COUO 11080
25608	VACANT	1,125	RETAIL	2%	1 space / 200 SF-GFA	6	
25606	I Heart Sweet Bar	1,125	RESTAURANT	2%	1 space / 250 SF-GFA	4	COM 10-17-15660
25604	Supercuts	812	BARBER SHOP	1%	2 Spaces per Chair	14	
25602	Alicia Cleaners	800	DRY CLEANER	1%	1 space / 400 SF-GFA	2	
25596	Laguna Spa Dentistry	1,600	DENTAL OFFICE	2%	1 space / 150 SF-GFA	8	COUO 2044-1284
25594	Lovely Nails	580	NAIL SALON	1%	3/STATION (4 STATIONS)	12	COUO 2005-0804
25539	Ralph's	45,424	RETAIL	69%	1 space / 200 SF-GFA	227	
Total Vacancy		4,125		6%		21	
Total Shopping Center		65,808		100%		346	
Parking Spaces Provided On-Site						306	
Number of Deficient Parking Spaces Per Municipal Code						-40	
Percent Deficient Per Code						-12%	

¹ Parking rates obtained from City of Laguna Hills Municipal Parking Code Section 9-44.A - Off Street Parking Spaces

² S.F.GFA Square Feet Gross Floor Area

³ The Existing Conditions from the 2019 parking study are utilized for this analysis. The City approved the project with CUP/PUP 11-18-4383 by Resolution No PA2019-05-14-X.

Table 2
Alicia Town Center Required Parking Code
Proposed Conditions w/ Fuel Station
25602 Alicia Parkway, Laguna Hills

Suite	Tenant	S.F. ²	Use	Percent of Gross Floor Area	Parking Code ¹	Number of Spaces Required	City Approval
N/A	PROPOSED FUEL STATION	178	Gas Station with 178 SF-GFA Kiosk. No Convenience Market	0.27%	2 stalls plus additional parking as required for convenience store or auto service/repair uses. The gas station convenience store parking requirement shall be 1 stall /800SF-GFA. Parking spaces abutting air and water service shall be not included in the total number of parking spaces.	3	
25632	Wells Fargo Bank	3,980	BANK	6%	1 space / 250 SF-GFA	12	COUO 4-16-13011
25630	Karak Coffee	1,250	COFFEE	2%	1 space / 250 SF-GFA	5	
25624	Golden 1 Credit Union	3,000	BANK	5%	1 space / 200 SF-GFA	12	BLDG-0029-2019
25620	Mardi's Jewelry	1,862	RETAIL	3%	1 space / 200 SF-GFA	9	
25616	Porchbox	1,000	RESTAURANT	2%	1 space / 250 SF-GFA	4	
25614	Subway	1,000	RESTAURANT	2%	1 space / 200 SF-GFA	5	COUO 12468
25610	The Pizza Store & More	2,250	RESTAURANT	3%	1 space / 250 SF-GFA	23	COUO 11080
25608	Wateria	1,125	RETAIL	2%	1 space / 200 SF-GFA	6	
25606	Pengo	1,125	RESTAURANT	2%	1 space / 250 SF-GFA	4	COM 10-17-15660
25604	Aliso Nails	812	NAIL SALON	1%	3/STATION (6 STATIONS)	18	
25602	Alicia Cleaners	800	DRY CLEANER	1%	1 space / 400 SF-GFA	2	
25596	Laguna Spa Dentistry	1,600	DENTAL OFFICE	2%	1 space /150 SF-GFA	8	COUO 2044-1284
25594	Threading	580	BEAUTY	1%	3/STATION (2 STATIONS)	6	
25539	Ralph's	45,424	RETAIL	69%	1 space / 200 SF-GFA	227	
Total Shopping Center		65,986		100%		344	
Parking Spaces Provided On-Site³						271	
Number of Deficient Parking Spaces Per Municipal Code						-73	
Percent Deficient Per Code						-21%	

¹ Parking rates obtained from City of Laguna Hills Municipal Parking Code Section 9-44.A - Off Street Parking Spaces

² S.F.GFA Square Feet Gross Floor Area

³ The project will require the removal of approximately 39 parking spaces to accommodate the gas station. Four (4) new parking spaces will be added behind Ralphs (306 total current parking spaces – 38 spaces + 4 spaces which is approximately 271 total spaces in total after the proposed project is constructed).

Table 3
Alicia Town Center 25602 Alicia Parkway, Laguna Hills
Observed Parking Survey Results (Full Tenant Occupancy w/ Fuel Station)
Friday, November 2, 2018

271 Parking Spaces	Observed Parking Demand ¹	Add Vacant Retail Use 1/200 (4,125 s.f) ²	Add Proposed Fuel Station	Sub-Total Parking Demand with Proposed Use	Add 10% Parking Demand ³	Total Parking Demand	Percent of Occupied Parking Spaces	Parking Spaces Available
6:00 AM	39	21	3	63	6	69	26%	202
7:00 AM	58	21	3	82	8	90	33%	181
8:00 AM	70	21	3	94	9	103	38%	168
9:00 AM	84	21	3	108	11	119	44%	152
10:00 AM	109	21	3	133	13	146	54%	125
11:00 AM	99	21	3	123	12	135	50%	136
12:00 PM	104	21	3	128	13	141	52%	130
1:00 PM	138	21	3	162	16	178	66%	93
2:00 PM	120	21	3	144	14	158	58%	113
3:00 PM	123	21	3	147	15	162	60%	109
4:00 PM	135	21	3	159	16	175	65%	96
5:00 PM	139	21	3	163	16	179	66%	92
6:00 PM	120	21	3	144	14	158	58%	113
7:00 PM	105	21	3	129	13	142	52%	129
8:00 PM	91	21	3	115	12	127	47%	145
9:00 PM	84	21	3	108	11	119	44%	152

¹ Observed parking surveys were obtained during a typical Friday and Saturday from 6AM to 9PM at one hour intervals. The study days are consistent with shopping center peak parking demand data published in the ITE (Institute of Transportation Engineers) Parking Generation Manual 5th Edition.

² Retail parking code (1 space / 200 SF-GFA) for the shopping center was utilized to demonstrate full tenant occupancy based on the existing 4,125 square feet of vacant tenant use. As a result, a total of 21 spaces was added to the observed counts during all hours of the day. The observed parking counts from the 2019 parking study are utilized for this analysis. The City approved the project with CUP/PUP 11-18-4383 by Resolution No PA2019-05-14-X.

³ To account for potential fluctuations of parking demand, 10% was added to the parking counts.

Table 4
Alicia Town Center 25602 Alicia Parkway, Laguna Hills
Observed Parking Survey Results (Full Tenant Occupancy w/ Fuel Station)
Saturday, November 3, 2018

271 Parking Spaces	Observed Parking Demand ¹	Add Vacant Retail Use 1/200 (4,125 s.f.) ²	Add Proposed Fuel Station	Sub-Total Parking Demand with Proposed Use	Add 10% of Parking Demand ³	Total Parking Demand	Percent of Occupied Parking Spaces	Parking Spaces Available
6:00 AM	34	21	3	58	6	64	24%	207
7:00 AM	49	21	3	73	7	80	30%	191
8:00 AM	71	21	3	95	10	105	39%	167
9:00 AM	96	21	3	120	12	132	49%	139
10:00 AM	128	21	3	152	15	167	62%	104
11:00 AM	159	21	3	183	18	201	74%	70
12:00 PM	125	21	3	149	15	164	60%	107
1:00 PM	108	21	3	132	13	145	54%	126
2:00 PM	133	21	3	157	16	173	64%	98
3:00 PM	117	21	3	141	14	155	57%	116
4:00 PM	130	21	3	154	15	169	63%	102
5:00 PM	141	21	3	165	17	182	67%	90
6:00 PM	101	21	3	125	13	138	51%	134
7:00 PM	71	21	3	95	10	105	39%	167
8:00 PM	72	21	3	96	10	106	39%	165
9:00 PM	59	21	3	83	8	91	34%	180

¹ Observed parking surveys were obtained during a typical Friday and Saturday from 6:00 AM to 9:00 PM at one hour intervals. The study days are consistent with shopping center peak parking demand data published in the ITE (Institute of Transportation Engineers) Parking Generation Manual 5th Edition.

² Retail parking code (1 space / 200 SF-GFA) for the shopping center was utilized to demonstrate full tenant occupancy based on the existing 4,125 square feet of vacant tenant use. As a result, a total of 21 spaces was added to the observed counts during all hours of the day. The observed parking counts from the 2019 parking study are utilized for this analysis. The City approved the project with CUP/PUP 11-18-4383 by Resolution No PA2019-05-14-X.

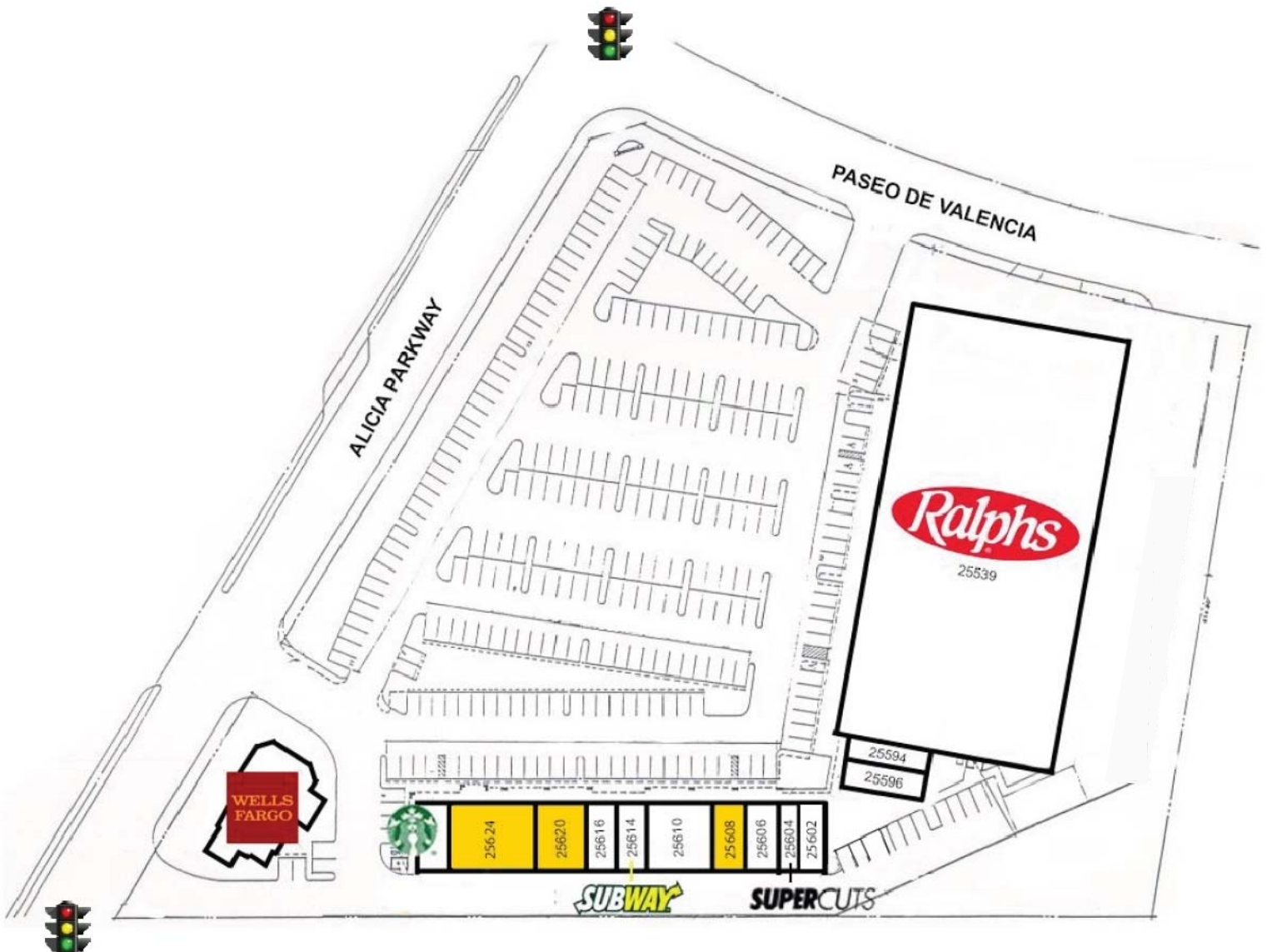
³ To account for potential fluctuations of parking demand, 10% was added to the parking counts.

Appendices

Appendix A

2019 Alicia Town Center Parking Study

ALICIA TOWN CENTER PARKING STUDY City of Laguna Hills, California



April 2, 2019

Ms. Monique Lacher
Aliso Equities Ltd.
2801 W. Coast Hwy. #380
Newport Beach, CA 92663

Subject: Alicia Town Center Parking Study, City of Laguna Hills

Dear Ms. Lacher:

Introduction

RK ENGINEERING GROUP, INC. (RK) is pleased to provide this parking study for the Alicia Town Center Shopping Center. The existing site is located at 25594-25632 Alicia Parkway and 25539 Paseo de Valencia in the City of Laguna Hills, California. The location map is provided in Exhibit A.

Alicia Town Center currently consists of approximately 65,808 square feet of retail, restaurant, barber shop, bank, dental, grocery store, etc. The shopping center is anchored by a Ralph's super market occupying approximately 45,424 square feet or 69% of the gross floor area. The site currently has approximately 4,125 square feet or 6% of vacant tenant space.

The shopping center provides a total of 306 available parking spaces (including 8 handicap parking spaces) in a surface lot surrounding the buildings. Parking for the project is shared globally and non-exclusively by all tenants and visitors. The shopping center site plan is provided in Exhibit B. (The parking field has a total of 310 spaces, 4 of which are currently being used for cart storage, leaving a balance of 306 available parking spaces.)

A representative of the project (Ms. Monique Lacher) is proposing to add new tenants to the shopping center that may generate a higher parking demand when compared to the existing uses within the site. As a result, a parking code calculation and an observed parking study is required in order to demonstrate that adequate parking is provided for all existing and proposed tenants and land uses.

It should be noted that the parking calculations in this report represent proposed uses with the highest possible parking requirements that are appropriate for the shopping center. By analyzing proposed uses with the most intense parking requirements, it can be determined if the site provides adequate parking for a variety of tenant/land uses based on a 100% occupancy scenario. This will allow representatives of Alicia Town Center to have flexibility with potential tenants and land uses.

City of Laguna Hills Parking Code Existing Conditions: Table 1

Taking into account existing conditions and assuming occupancy of the 4,125 square feet of tenant vacancies, per the City of Laguna Hills Municipal Parking Code (9-44.A Off Street Spaces Required) and the parking requirements for City approved projects; Alicia Town Center requires a total of 346 parking spaces. The project provides a total of 306 parking spaces. As a result, the center has a parking deficiency of 40 parking spaces or 12% deficient per the Municipal Parking Code. Table 1 provides the City of Laguna Hills Municipal Parking Code (9-44.A Off Street Parking Spaces Required) for existing conditions. The City of Laguna Hills Municipal Parking Code is included in Appendix A.

Potential Tenants/Land Uses for Alicia Town Center

In order to accurately determine the future peak parking demands for Alicia Town Center, RK selected tenant/land uses that have the most intense parking requirements based on the City of Laguna Hills Municipal Parking Code. By calculating the required parking for uses that generate the greatest parking demands, the adequacy of parking can be determined based on a variety of potential tenants and land uses. Therefore, tenants/land uses who require lower parking ratios could easily be accommodated.

As new leases become available, representatives of the shopping center are proposing to convert approximately 7,787 square feet of building area to uses that may generate a higher parking rate. Under existing conditions, the shopping center has a total of 4,125 square feet of vacant tenant space. In addition, representatives are proposing to convert approximately 3,662 square feet of existing tenant uses to uses with a higher parking rate.

The parking requirements of potential tenants occupying the vacant square feet can be calculated by utilizing the Municipal Parking Code. A list of potential land uses with the City of Laguna Hills Municipal Parking Code is outlined in the table below on the following page.

Potential Land Use Alternatives

Square Feet	Use	City of Laguna Hills Parking Code	Required Parking
7,787	Gyms, Spas, & Health Club	1 space/100 SF-GFA	78
7,787	Medical Office	1 space/150 SF-GFA	52
7,787	Retail	1 space/200 SF-GFA	39

Based on potential land use alternative parking calculations, Gyms, Spas, & Health Clubs were selected for modeling purposes because it has the most intense parking requirement of 78 parking spaces, or 1 space/100 SF-GFA.

It should be noted however, that it is very unlikely that 7,787 square feet of Gyms, Spas, & Health Clubs use will be utilized in the shopping center. This space will most likely be occupied by a combination of the above listed tenants with lower parking requirements such as restaurant, retail, medical office, etc. The Gyms, Spas, & Health Clubs parking requirement calculation is strictly being utilized to determine the most intense and conservative parking scenario for the project.

City of Laguna Hills Parking Code Most Intense Land Use Scenario: Table 2

Taking into account a full occupancy scenario with 7,787 square feet of Gyms, Spas, & Health Clubs use, per the City of Laguna Hills Municipal Parking Code (9-44.A Off Street Spaces Required) and the parking requirements for City approved projects; Alicia Town Center requires a total of 388 parking spaces. The project provides a total of 306 parking spaces. As a result, the center has a parking deficiency of 82 parking spaces or 21% deficient per the Municipal Parking Code. Table 2 provides the City of Laguna Hills Municipal Parking Code (9-44.A Off Street Parking Spaces Required) for the most intense land use scenario.

Observed Parking Surveys Friday, November 2nd and Saturday, November 3rd, 2018

Due to the calculated parking code deficiency per the Municipal Code, RK has been requested to prepare an observed parking study in order to determine whether adequate parking is available to accommodate proposed tenants/uses within the Alicia Town Center. Prior to initiating the parking study, RK reviewed the parameters of the study with the City of Laguna Hills. This study follows standard engineering practice and guidelines for determining future parking demands for a neighborhood shopping center use.

It should be noted that the observed parking surveys were obtained during a typical Friday and Saturday from 6AM to 9PM at one hour intervals. The study days are consistent with shopping center peak parking demand data published in the ITE (Institute of Transportation Engineers) Parking Generation Manual 5th Edition. The data confirms that peak parking demands at shopping centers typically peak on a Friday and Saturday. Please see Appendix B for shopping center peak weekday and weekend parking rates published by ITE.

In addition, the parking survey timeframes of 6AM to 9PM were selected because they cover the peak time of day factors for a variety of potential tenants/uses within the site. For example, a health club or restaurant serving breakfast would generate a greater parking demand in the early morning hours when compared to a retail use or restaurant only serving lunch or dinner. As a result, the parking survey covers the peak parking demand time of day factors for a variety of potential land uses.

Observed Peak Parking Demand Survey

Per the direction of the City of Laguna Hills, RK obtained a detailed parking survey capturing the parking demand at Alicia Town Center on a typical Friday, November 2nd and Saturday, November 3rd from 6 AM to 9 PM at one hour intervals. As a result, a total of 30 hours of observed parking counts were collected at the shopping center. The parking surveys were conducted by an independent third party (Counts Unlimited, Inc.,).

Representatives from Counts Unlimited Inc. utilized three (3) parking zones within the study area to determine the hourly parking demand for each zone. During the time of the parking survey, the number of parked vehicles was counted in each of the parking zones. Exhibit C indicates the parking zones utilized in the report. The raw data of the observed parking counts are included in Appendix C.

The parking survey hours straddle the proposed operating hours for many types of tenants and land uses. As a result, the parking survey covers the peak parking demand time of day factors for a variety of potential land uses.

Gyms, Spas, & Health Clubs are appropriate potential land uses that represent the most intense parking rate (1 space / 100 SF-GFA) for the shopping center. This rate was utilized to demonstrate the use with the greatest parking demand and by conservative measure illustrate that adequate parking is provided.

In order to be conservative, the full parking demand (78 spaces) was added to the observed counts during all hours of the day. In addition, at the time of the observed parking study, a total of 4,125 square feet was vacant. The observed parking counts were not discounted due to the conversion of 3,662 square feet of uses which were occupied at the time of the survey. As a result, other potential uses with lower parking rates such as retail, medical office, restaurant, etc. can also be accommodated within the shopping center.

Observed Parking Survey Results: Tables 3 & 4

A total of 78 parking spaces were added to the parking counts to account for the most intense land use scenario of 7,787 square feet of Gyms, Spas, & Health Clubs use. The parking projection for the project is conservative because it does not take into account typical hourly parking demand variations for Gyms, Spas, & Health Clubs use. The full parking requirement of 78 parking spaces was applied to all of the surveyed hours. As a result, other land uses that generate lower parking requirements can also be accommodated.

Friday, November 2, 2018 Observed Parking Results Full Occupancy Scenario: Table 3

- As identified in Table 3, assuming full occupancy with 7,787 square feet of the most intense use at Alicia Town Center, the projected peak parking demand for the site occurs from 5:00 PM to 6:00 PM on Friday with a total of 217 parking spaces occupied out of 306 parking spaces provided.
- Hence, based on the observed parking demand survey, 71% of the parking spaces would be occupied during the peak parking demand times with a total of 89 surplus unoccupied parking spaces within the shopping center.

Saturday, November 3, 2018 Observed Parking Results with Full Occupancy Scenario: Table 4

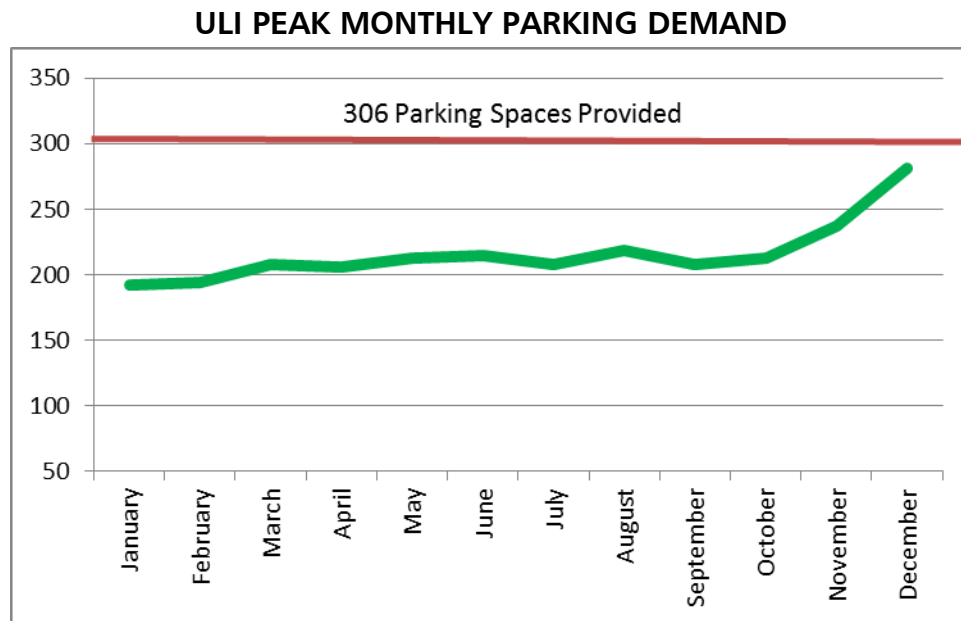
- As identified in Table 4, assuming full occupancy with 7,787 square feet of the most intense use at Alicia Town Center, the projected peak parking demand for the site occurs from 11:00 AM to 12:00 PM on Saturday with a total of 237 parking spaces occupied out of 306 parking spaces provided.
- Hence, based on the observed parking demand survey, 77% of the parking spaces would be occupied during peak parking demand times with a total of 69 surplus unoccupied parking spaces within the shopping center.

Based on the results of 30 hours of observed parking counts at Alicia Town Center and assuming full occupancy with the most intense use, the projected overall peak parking demand occurs from 11:00 AM to 12:00 PM on Saturday when a total of 77% of the parking lot was occupied.

It should be noted however, that it is very unlikely that 7,787 square feet of Gyms, Spas, & Health Clubs use will be utilized in the shopping center. This space will most likely be occupied by a combination of other tenants with lower parking requirements such as restaurant, retail, medical office, etc. The Gyms, Spas, & Health Clubs parking requirement calculation is strictly being utilized to determine the most intense and conservative parking scenario for the project.

The parking projections found in this study are conservative due to the fact that the land use with the most intense parking requirement Gyms, Spas, & Health Clubs was utilized for the study. Also, the full parking rate was added to the observed parking counts for all times of the day.

ULI published peak monthly parking variations for shopping centers was also applied to forecast the peak parking demand during all twelve months of the year. As indicated in the graph below, assuming full tenant occupancy, the peak parking demand of the shopping center never exceeds the parking supply.



Conclusion

Alicia Town Center currently consists of a total of 65,808 square feet of retail, restaurant, barber shop, bank, dental, grocery store, etc. The project provides a total of 306 available parking spaces that are shared globally by tenants and visitors in a surface parking lot.

RK reviewed the parameters of the study with the City of Laguna Hills. This study follows standard engineering practice and guidelines for determining future parking demands for a neighborhood shopping center use.

This parking study is conservative due to the following factors:

1. At the time of the parking survey, a total of 4,125 square feet of tenant space was vacant. The City Parking Code was utilized to calculate a 100% occupancy scenario with a potential land use that has the most intense parking requirement.
2. The observed parking counts added a parking demand based on a total of 7,787 square feet of tenant/land use with the highest parking rate appropriate for the shopping center. The parking demand was not discounted due to the conversion of 3,662 square feet of uses which were already occupied by tenants at the time of the survey.
3. The full parking demand (78 spaces) was added to the observed counts during all hours of the day.
4. Based on published ULI data, the parking demand never exceeds the parking supply during all times of the year.
5. As indicated Retail parking code (1 space / 200 SF-GFA) for the shopping center was utilized in Table 3A and 4A to demonstrate full tenant occupancy based on the existing 4,125 square feet of vacant tenant use. As a result, a total of 21 spaces was added to the observed counts during all hours of the day.

Table 4: Observed Parking Survey Results with Full Occupancy Scenario

- **Based on a conservative calculation and assuming full occupancy with the most intense parking demand, the observed parking study indicates that the projected peak parking demand would occur on a Saturday from**

11:00 AM to 12:00 PM when a total of 77% of the parking lot is occupied. As a result, a total surplus of 69 parking spaces is available to visitors and employees during peak parking demand time frames. (Refer Table 3 and 4)

Table 4A: Observed Parking Survey Results Baseline (Full Tenant Occupancy w/ Retail)

- **Based on a conservative calculation and assuming full occupancy with the retail parking demand, the observed parking study indicates that the projected peak parking demand would occur on a Saturday from 11:00 AM to 12:00 PM when a total of 65% of the parking lot is occupied. As a result, a total surplus of 108 parking spaces is available to visitors and employees during peak parking demand time frames. (Refer Table 3A and 4A)**

In conclusion, the Alicia Town Center has an adequate number of parking spaces to accommodate potential tenants during all times of the year. Re-leasing up to 7,787 square feet of existing uses to retail, medical-office, restaurant, gym, spa, and health club uses could be accommodated and still provide a sufficient amount of parking on site.

If you have any questions regarding this review or need further clarification, please contact us at (949) 474-0809.

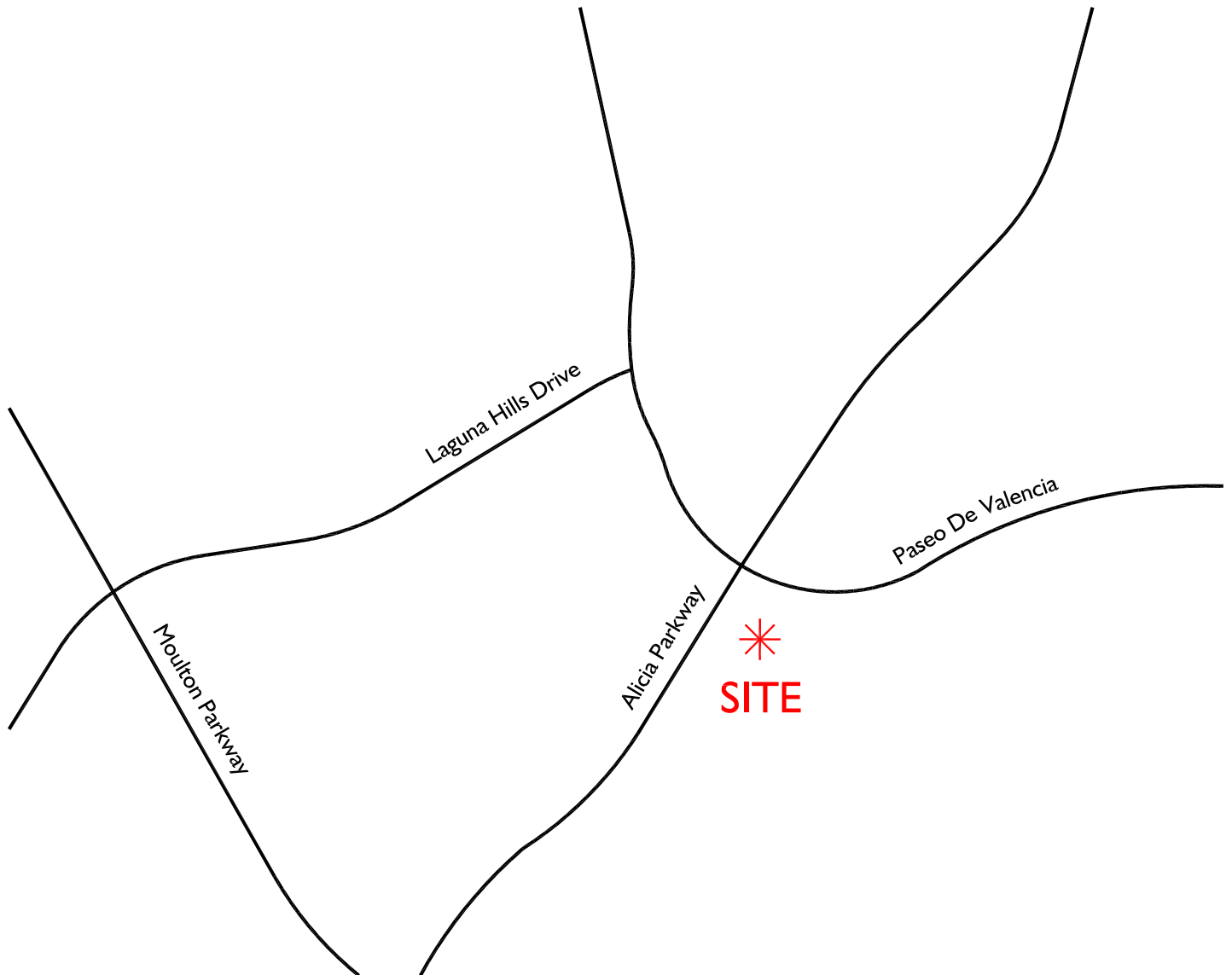
Sincerely,
RK ENGINEERING GROUP, INC.



Rogier Goedecke
President

Attachments
RG:sl/rk14067.1doc
JN:2776-2018-01

Exhibits

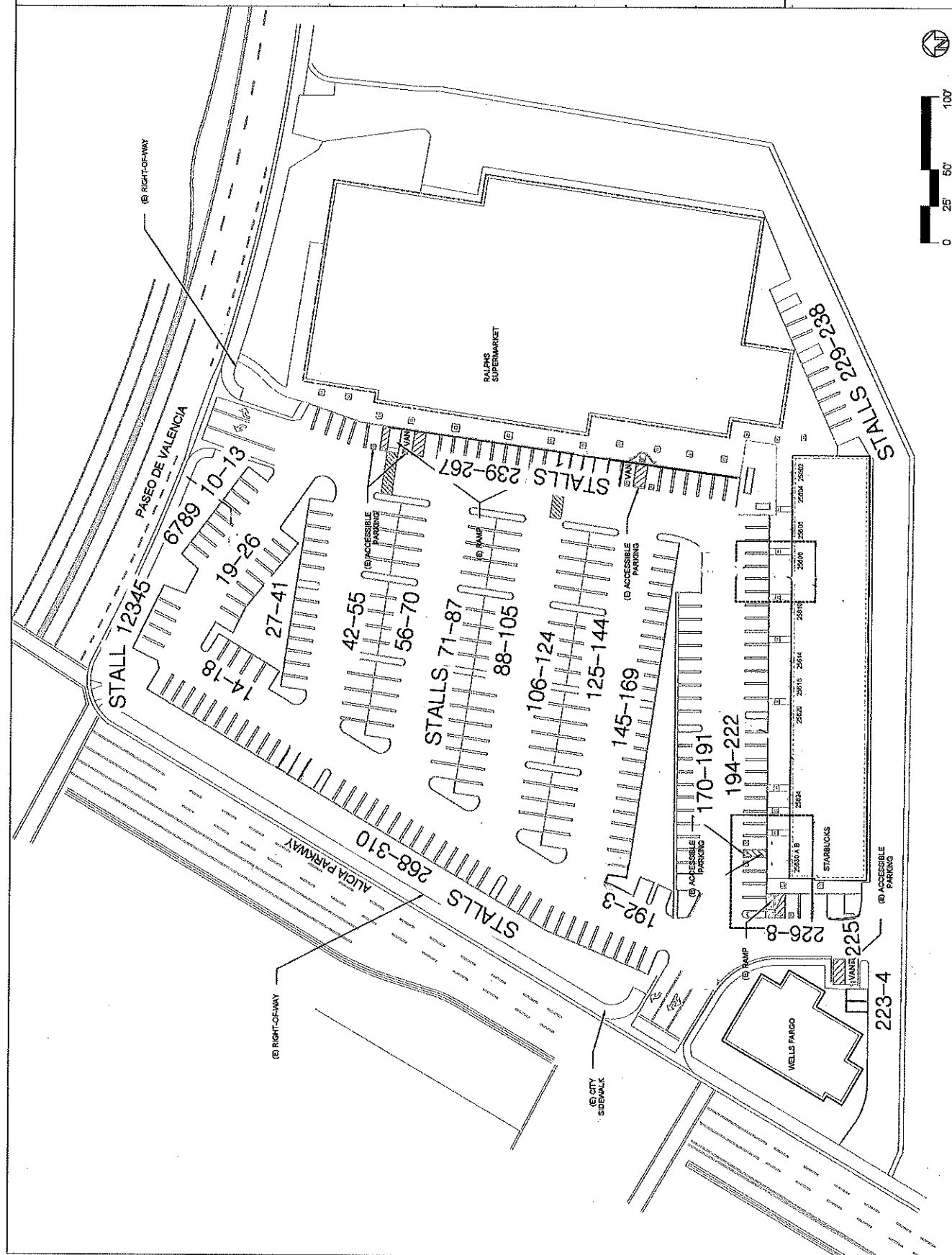


ALICIA TOWN CENTER

OBSERVED PARKING ANALYSIS

LAGUNA HILLS, CALIFORNIA

AS NOTED	A1
DATE	10/17/2018
BY	
REVIEWED BY	
DATE	





Tables

Table 1
Alicia Town Center Required Parking Code (Existing Conditions)
25602 Alicia Parkway, Laguna Hills

Suite	Tenant	S.F. ²	Use	Percent of Gross Floor Area	Parking Code ¹	Number of Spaces Required	City Approval
25632	Wells Fargo Bank	3,980	BANK	6%	1 space / 250 SF-GFA	12	COUO 4-16-13011
25630	Starbucks	1,250	COFFEE	2%	1 space / 250 SF-GFA	5	
25624	VACANT (One West Bank)	3,000	BANK	5%	1 space / 200 SF-GFA	15	
25620	Mardi's Jewelry	1,862	RETAIL	3%	1 space / 200 SF-GFA	9	
25616	Mission Donuts	1,000	RESTAURANT	2%	1 space / 200 SF-GFA	4	COUO 6-16738
25614	Subway	1,000	RESTAURANT	2%	1 space / 200 SF-GFA	5	COUO 12468
25610	The Pizza Store & More	2,250	RESTAURANT	3%	1 space / 250 SF-GFA	23	COUO 11080
25608	VACANT	1,125	RETAIL	2%	1 space / 200 SF-GFA	6	
25606	I Heart Sweet Bar	1,125	RESTAURANT	2%	1 space / 250 SF-GFA	4	COM 10-17-15660
25604	Supercuts	812	BARBER SHOP	1%	2 Spaces per Chair	14	
25602	Alicia Cleaners	800	DRY CLEANER	1%	1 space / 400 SF-GFA	2	
25596	Laguna Spa Dentistry	1,600	DENTAL OFFICE	2%	1 space /150 SF-GFA	8	COUO 2044-1284
25594	Lovely Nails	580	NAIL SALON	1%	3/STATION (4 STATIONS)	12	COUO 2005-0804
25539	Ralph's	45,424	RETAIL	69%	1 space / 200 SF-GFA	227	
Total Vacancy		4,125		6%		21	
Total Shopping Center		65,808		100%		346	
Parking Spaces Provided On-Site						306	
Number of Deficient Parking Spaces Per Municipal Code						-40	
Percent Deficient Per Code						-12%	

¹ Parking rates obtained from City of Laguna Hills Municipal Parking Code Section 9-44.A - Off Street Parking Spaces

² S.F.GFA Square Feet Gross Floor Area

Table 2
Alicia Town Center Required Parking Code (Most Intense Use Scenario)
25602 Alicia Parkway, Laguna Hills

Suite	Tenant	S.F. ²	Use	Percent of Gross Floor Area	Parking Code ¹	Number of Spaces Required
25632	Wells Fargo Bank	3,980	BANK	6%	1 space / 250 SF-GFA	12
25630	Starbucks	1,250	COFFEE	2%	1 space / 250 SF-GFA	5
25624	VACANT (Gyms, Spas, & Health Club)	3,000	(Gyms, Spas, & Health Club)	5%	1 space / 100 SF-GFA	30
25620	CONVERSION (Gyms, Spas, & Health Club)	1,862	(Gyms, Spas, & Health Club)	3%	1 space/100 SF-GFA	19
25616	CONVERSION (Gyms, Spas, & Health Club)	1,000	(Gyms, Spas, & Health Club)	2%	1 space/100 SF-GFA	10
25614	Subway	1,000	RESTAURANT	2%	1 space / 200 SF-GFA	5
25610	The Pizza Store & More	2,250	RESTAURANT	3%	1 space / 250 SF-GFA	23
25608	VACANT (Gyms, Spas, & Health Club)	1,125	(Gyms, Spas, & Health Club)	2%	1 space/100 SF-GFA	11
25606	I Heart Sweet Bar	1,125	RESTAURANT	2%	1 space / 250 SF-GFA	4
25604	Supercuts	812	BARBER SHOP	1%	2 Spaces per Chair	14
25602	CONVERSION (Gyms, Spas, & Health Club)	800	(Gyms, Spas, & Health Club)	1%	1 space/100 SF-GFA	8
25596	Laguna Spa Dentistry	1,600	DENTAL OFFICE	2%	1 space /150 SF-GFA	8
25594	Lovely Nails	580	NAIL SALON	1%	3/STATION (4 STATIONS)	12
25539	Ralph's	45,424	RETAIL	69%	1 space / 200 SF-GFA	227
Total Proposed (Gyms, Spas, & Health Club) (Most Intense Use)		7,787	(Gyms, Spas, & Health Club)	12%	1 space / 100 SF-GFA	78
Total Shopping Center		65,808		100%		388
Parking Spaces Provided On-Site						306
Number of Deficient Parking Spaces Per Municipal Code						-82
Percent Deficient Per Code						-21%

¹ Parking rates obtained from City of Laguna Hills Municipal Parking Code Section 9-44.A - Off Street Parking Spaces

² S.F.GFA Square Feet Gross Floor Area

³ Gyms, Spas, & Health Clubs are appropriate potential land uses that represent the most intense parking rate (1 space / 100 SF-GFA) for the shopping center. This rate was utilized to demonstrate the use with the greatest parking demand and by conservative measure illustrate that adequate parking is provided based on the observed parking analysis found in Tables 3 & 4. As a result, other potential uses with lower parking rates such as retail, medical office, restaurant, etc. can also be accommodated within the shopping center.

Table 3
Alicia Town Center 25602 Alicia Parkway, Laguna Hills
Observed Parking Survey Results With Full Occupancy Scenario
Friday November 2, 2018

306 Parking Spaces	Observed Parking Demand ¹	Add Most Intense Use (Gyms, Spas, & Health Clubs) 1/100 (7,787 s.f.) ²	Total Parking Demand with Proposed Use	Percent of Occupied Parking Spaces	Parking Spaces Available
6:00 AM	39	78	117	38%	189
7:00 AM	58	78	136	44%	170
8:00 AM	70	78	148	48%	158
9:00 AM	84	78	162	53%	144
10:00 AM	109	78	187	61%	119
11:00 AM	99	78	177	58%	129
12:00 PM	104	78	182	59%	124
1:00 PM	138	78	216	71%	90
2:00 PM	120	78	198	65%	108
3:00 PM	123	78	201	66%	105
4:00 PM	135	78	213	70%	93
5:00 PM	139	78	217	71%	89
6:00 PM	120	78	198	65%	108
7:00 PM	105	78	183	60%	123
8:00 PM	91	78	169	55%	137
9:00 PM	84	78	162	53%	144

¹ Observed parking surveys were obtained during a typical Friday and Saturday from 6AM to 9PM at one hour intervals. The study days are consistent with shopping center peak parking demand data published in the ITE (Institute of Transportation Engineers) Parking Generation Manual 5th Edition.

² Gyms, Spas, & Health Clubs are appropriate potential land uses that represent the most intense parking rate (1 space / 100 SF-GFA) for the shopping center. This rate was utilized to demonstrate the use with the greatest parking demand and by conservative measure illustrate that adequate parking is provided. In order to be conservative, the full parking demand (78 spaces) was added to the observed counts during all hours of the day. In addition, at the time of the observed parking study, a total of 4,125 square feet was vacant. The observed parking counts were not discounted due to the conversion of 3,662 square feet of uses which were occupied at the time of the survey. As a result, other potential uses with lower parking rates such as retail, medical office, restaurant, etc. can also be accommodated within the shopping center.

Table 3A
Alicia Town Center 25602 Alicia Parkway, Laguna Hills
Observed Parking Survey Results Baseline (Full Tenant Occupancy w/ Retail)
Friday November 2, 2018

306 Parking Spaces	Observed Parking Demand ¹	Add Vacant Retail Use 1/200 (4,125 s.f.) ²	Sub-Total Parking Demand with Proposed Use	Add 10% Parking Demand ³	Total Parking Demand	Percent of Occupied Parking Spaces	Parking Spaces Available
6:00 AM	39	21	60	6	66	22%	240
7:00 AM	58	21	79	8	87	28%	219
8:00 AM	70	21	91	9	100	33%	206
9:00 AM	84	21	105	11	116	38%	191
10:00 AM	109	21	130	13	143	47%	163
11:00 AM	99	21	120	12	132	43%	174
12:00 PM	104	21	125	13	138	45%	169
1:00 PM	138	21	159	16	175	57%	131
2:00 PM	120	21	141	14	155	51%	151
3:00 PM	123	21	144	14	158	52%	148
4:00 PM	135	21	156	16	172	56%	134
5:00 PM	139	21	160	16	176	58%	130
6:00 PM	120	21	141	14	155	51%	151
7:00 PM	105	21	126	13	139	45%	167
8:00 PM	91	21	112	11	123	40%	183
9:00 PM	84	21	105	11	116	38%	191

¹ Observed parking surveys were obtained during a typical Friday and Saturday from 6AM to 9PM at one hour intervals. The study days are consistent with shopping center peak parking demand data published in the ITE (Institute of Transportation Engineers) Parking Generation Manual 5th Edition.

² Retail parking code (1 space / 200 SF-GFA) for the shopping center was utilized to demonstrate full tenant occupancy based on the existing 4,125 square feet of vacant tenant use. As a result, a total of 21 spaces was added to the observed counts during all hours of the day.

³ In order to account for potential fluctuations of parking demand, 10% was added to the parking counts.

Table 4
Alicia Town Center 25602 Alicia Parkway, Laguna Hills
Observed Parking Survey Results With Full Occupancy Scenario
Saturday November 3, 2018

306 Parking Spaces	Observed Parking Demand ¹	Add Most Intense Use (Gyms, Spas, & Health Clubs) 1/100 (7,787 s.f.) ²	Total Parking Demand with Proposed Use	Percent of Occupied Parking Spaces	Parking Spaces Available
6:00 AM	34	78	112	37%	194
7:00 AM	49	78	127	42%	179
8:00 AM	71	78	149	49%	157
9:00 AM	96	78	174	57%	132
10:00 AM	128	78	206	67%	100
11:00 AM	159	78	237	77%	69
12:00 PM	125	78	203	66%	103
1:00 PM	108	78	186	61%	120
2:00 PM	133	78	211	69%	95
3:00 PM	117	78	195	64%	111
4:00 PM	130	78	208	68%	98
5:00 PM	141	78	219	72%	87
6:00 PM	101	78	179	58%	127
7:00 PM	71	78	149	49%	157
8:00 PM	72	78	150	49%	156
9:00 PM	59	78	137	45%	169

¹ Observed parking surveys were obtained during a typical Friday and Saturday from 6AM to 9PM at one hour intervals. The study days are consistent with shopping center peak parking demand data published in the ITE (Institute of Transportation Engineers) Parking Generation Manual 5th Edition.

² Gyms, Spas, & Health Clubs are appropriate potential land uses that represent the most intense parking rate (1 space / 100 SF-GFA) for the shopping center. This rate was utilized to demonstrate the use with the greatest parking demand and by conservative measure illustrate that adequate parking is provided. In order to be conservative, the full parking demand (78 spaces) was added to the observed counts during all hours of the day. In addition, at the time of the observed parking study, a total of 4,125 square feet was vacant. The observed parking counts were not discounted due to the conversion of 3,662 square feet of uses which were occupied at the time of the survey. As a result, other potential uses with lower parking rates such as retail, medical office, restaurant, etc. can also be accommodated within the shopping center.

Table 4A
Alicia Town Center 25602 Alicia Parkway, Laguna Hills
Observed Parking Survey Results Baseline (Full Tenant Occupancy w/ Retail)
Saturday November 3, 2018

306 Parking Spaces	Observed Parking Demand ¹	Add Vacant Retail Use 1/200 (4,125 s.f.) ²	Sub-Total Parking Demand with Proposed Use	Add 10% of Parking Demand ³	Total Parking Demand	Percent of Occupied Parking Spaces	Parking Spaces Available
6:00 AM	34	21	55	6	61	20%	246
7:00 AM	49	21	70	7	77	25%	229
8:00 AM	71	21	92	9	101	33%	205
9:00 AM	96	21	117	12	129	42%	177
10:00 AM	128	21	149	15	164	54%	142
11:00 AM	159	21	180	18	198	65%	108
12:00 PM	125	21	146	15	161	52%	145
1:00 PM	108	21	129	13	142	46%	164
2:00 PM	133	21	154	15	169	55%	137
3:00 PM	117	21	138	14	152	50%	154
4:00 PM	130	21	151	15	166	54%	140
5:00 PM	141	21	162	16	178	58%	128
6:00 PM	101	21	122	12	134	44%	172
7:00 PM	71	21	92	9	101	33%	205
8:00 PM	72	21	93	9	102	33%	204
9:00 PM	59	21	80	8	88	29%	218

¹ Observed parking surveys were obtained during a typical Friday and Saturday from 6AM to 9PM at one hour intervals. The study days are consistent with shopping center peak parking demand data published in the ITE (Institute of Transportation Engineers) Parking Generation Manual 5th Edition.

² Retail parking code (1 space / 200 SF-GFA) for the shopping center was utilized to demonstrate full tenant occupancy based on the existing 4,125 square feet of vacant tenant use. As a result, a total of 21 spaces was added to the observed counts during all hours of the day.

³ In order to account for potential fluctuations of parking demand, 10% was added to the parking counts.

Appendices

Appendix A

City of Laguna Hills Parking Code

Ramps with a grade of ten percent or less shall have a transition zone at least eight feet in length. Ramps with a grade of greater than ten percent shall have transition zones at least twelve (12) feet in length. The grade of a transition zone shall not exceed one-half the grade of the ramp it serves.

F. Elevators. Parking structures of two stories or more shall incorporate at least one passenger elevator meeting handicap standards. Additional elevators are required for a multi-level structure accommodating two hundred fifty (250) or more parking stalls subject to approval by the Community Development Director.

G. Mirrors for Sight Distance. Blind corners shall be provided with viewing mirrors maintained in a position and condition to provide adequate sight distance. (Ord. 98-8 § 2 (part); prior code § 9-26.110)

Table 9-44.A
NUMBER OF PARKING STALLS REQUIRED

Use	Required Number of Stalls		
Residential Uses			
Duplex	2 car garage (for each unit)		
Fraternity, sorority or rooming house	1 stall per bedroom, plus 2 covered		
Accessory dwelling unit/second unit housing	1 covered per bedroom		
Mobile home park	1 covered and assigned stall, plus 2 visitor stall per mobile home		
Multi-family units (including timeshares):	Stalls per unit:		
	Covered	Uncovered ⁽¹⁾	Visitor
1 bedroom or less	1.0	0.5	0.2
2 bedrooms	1.0	1.0	0.2
3 bedrooms	2.0	0.5	0.2
more than 3 bedrooms	2.0	0.5 ⁽²⁾	0.2
	⁽¹⁾ Covered stalls shall be assigned; uncovered stalls shall not be assigned.		
	⁽²⁾ Plus 0.5 uncovered stall per additional bedroom in excess of 3.		
Senior citizen housing complex	1 covered and assigned stall, plus 2 guest stall per dwelling unit, plus 1 stall for the resident manager		
Senior congregate care facilities	1 stall per unit plus 1 for each two (2) employees		
Single-family, attached	2 assigned and covered parking stalls within a garage or parking structure, plus .3 stalls unassigned per dwelling unit		

Table 9-44.A (continued)

Use	Required Number of Stalls
Single-family, detached: up to 4 bedrooms over 4 bedrooms	2 in garage 2 in garage + 1 covered stall for every 2 bedrooms over 4 bedrooms
Community Uses	
Church, chapel, religious facility, cemetery, mortuary, public assembly	1 stall/3 fixed seats (or 54" of bench seating), or 1 stall/35 SF-GFA within main auditorium where no seats are provided
College or university	1 stall/employee, plus 1 stall/3 students based on maximum student capacity
Convalescent hospital, rest home, or sanitarium	1 stall/3 beds, plus if employee residence facilities are provided on-site, additional parking in accordance with applicable residential requirements contained within the development code
Day care, nursery school	1 stall/2 employees, plus 1 stall/5 children, based on facility capacity
Elementary and junior high school	1.5 stalls/classroom, plus 1 stall/5 fixed seats in auditorium, gymnasium, or similar public assembly facility (35 SF=5 fixed seats)
High school	1.5 stalls/classroom, plus 1 stall/3 students based on maximum student capacity
Hospitals and medical center (providing acute care, clinical, surgical, teaching, research, and office services)	2 stalls/patient bed or 1 stall/300 SF-GFA, whichever is greater
Libraries	1 stall/200 SF-GFA
Museums, art galleries	1 stall/250 SF-GFA
Public utility facilities	1 stall/2 employees in the largest shift, plus 1 stall for each vehicle used in connection with the use
Theaters: Movie—multiple screen Movie—single screen Live performance	1 stall/4 seats, plus 10 stalls for employees 1 stall/4 seats, plus 6 stalls for employees 1 stall/4 fixed seats; without fixed seats, one space per 21 square feet of GFA
Trade school, business school, or adult education	1 stall/1.5 people based on maximum number of students and staff, or 1 stall/35 SF of GFA
Union halls, lodges, and clubs	1 stall/50 SF-GFA

Table 9-44.A (Continued)
NUMBER OF PARKING STALLS REQUIRED

Use	Required Number of Stalls
Industrial Uses	
General manufacturing and processing uses (not including buildings used exclusively for warehouse purposes)	1 stall/400 SF of industrial/manufacturing area, plus 1 stall/250 SF of office use, plus 1 stall/1,000 SF of warehouse area
Mini-storage warehouse	1 stall/2,000 SF-GFA
Recreational vehicle and boat storage	5 stalls (minimum) or, 1 stall/10,000 SF of storage area, whichever is greater
Recycling center	1 stall/250 SF-GFA of office area, plus 1 stall/1,000 SF of warehouse area, plus 1 stall/10,000 SF of yard area.
Research and development	1 stall/250 SF-GFA
Towing facilities – indoor vehicle impound and indoor towing service business – (indoor only)	5 stalls (minimum) or 1 stall/10,000 SF of storage area, whichever is greater
Warehouses (used exclusively for storage)	1 stall/1,500 SF of warehouse area, plus 1 stall/250 SF of office use
Office Uses	
Business and professional office (except medical)	1 stall/300 SF-GFA
Financial services (banks, savings and loans, credit unions)	1 stall/250 SF-GFA
Medical and dental office	1 stall/150 SF-GFA
Veterinary office	1 stall/200 SF-GFA
Commercial Uses—Retail and Service	
Art galleries	1 stall/500 SF-GFA
Automobile/truck/RV sales	1 stall/400 SF indoor GFA plus 1 stall/4,000 SF outdoor retail area
Automotive service and repair	2 stalls, plus 3 stalls/service bay (service bays do not count as stalls) or 1 stall/500 SF gross floor area when no bays are defined
Bed and breakfast	2 covered and assigned stalls, plus 1 stall/guest room
Car wash	6 stalls per tunnel (plus additional stacking and drying areas as necessary to match capacity)
Furniture stores and home furnishing showrooms (only where items are ordered primarily for home delivery or installation, such as carpet/flooring, window coverings and windows)	1 stall/500 SF-GFA
Gas station	2 stalls, plus additional parking as required for convenience store or auto service/repair uses. The gas station convenience store parking requirement shall be 1 stall/800 SF-GFA. Parking spaces abutting air and water service shall not be included in the total number of parking spaces.

Table 9-44.A (Continued)
NUMBER OF PARKING STALLS REQUIRED

Use	Required Number of Stalls
General retail	1 stall/200 SF-GFA ¹ If restaurant space occupies more than 10% of total GFA, or if an individual restaurant contains more than 1,000 SF, then additional parking stalls shall be provided for excess restaurant space beyond the 10% or 1,000 SF. The additional parking shall be calculated at the restaurant rate
Laundromat	1 stall/200 SF-GFA
Outdoor sales, including lumber yards and salvage yards	1 stall/1,000 SF gross outdoor retail area, plus additional parking as required for indoor sales area, service facilities, and other uses
Plant nurseries	1 stall/1,000 SF indoor GFA, plus 1 stall/2,000 SF gross outdoor retail areas
Resorts, hotels, and motels	1 stall/guest room plus additional parking as required for other accessory uses
Restaurants: Dine-in (< 4,000 SF-GFA): 4,000 SF-GFA +: Fast food: Take-out: Outdoor dining areas in excess of 16 seats:	1 stall/100 SF-GFA 40 stalls, plus 1 stall/50 SF-GFA above 4,000 SF-GFA 10 stalls, or 1 stall/50 SF-GFA, whichever is greater 1 stall/250 SF-GFA 1 stall for 150 SF of entire outdoor dining area (Note: Outdoor seating areas with 16 or less seats need not provide additional parking)
Self-service car wash	2.5 stalls/wash bay (wash bays do not count as stalls)
Commercial Uses—Personal Services	
Animal boarding/grooming	1 stall/400 SF-GFA
Barber shop	2 stalls/barber chair
Beauty/nail salon	3 stalls/beautician chair
Dry cleaner	1 stall/400 SF-GFA
Massage establishment	3 stalls/massage station
Shoe repair	1 stall/400 SF-GFA
Tailor	1 stall/400 SF-GFA
Commercial Recreation Uses	
Arcades, pool halls, and bingo halls	1 stall/150 SF-GFA
Bowling alley	4 stalls/lane, plus other uses calculated separately
Commercial stables	1 stall/5 horses
Dance halls	1 stall/7 SF dance floor
Driving range	1 stall/tee, plus other uses calculated separately
Golf courses—(regulation and pitch and putt)	9 stalls/hole, plus other uses calculated separately
Gyms, spas and health clubs	1 stall/100 SF-GFA
Handball and racquetball courts	3 stalls/court, plus other uses calculated separately
Miniature golf	1.5 stalls/hole, plus other uses calculated separately

Appendix B

ITE (Institute of Transportation Engineers)
Parking Generation Manual 5th Edition (January 2019)
Shopping Center Peak Parking Demand Rates

Shopping Center - Non-December (820)

Peak Period Parking Demand vs: 1000 Sq. Ft. GLA

On a: Weekday (Monday - Thursday)

Setting/Location: General Urban/Suburban

Peak Period of Parking Demand: 12:00 - 6:00 p.m.

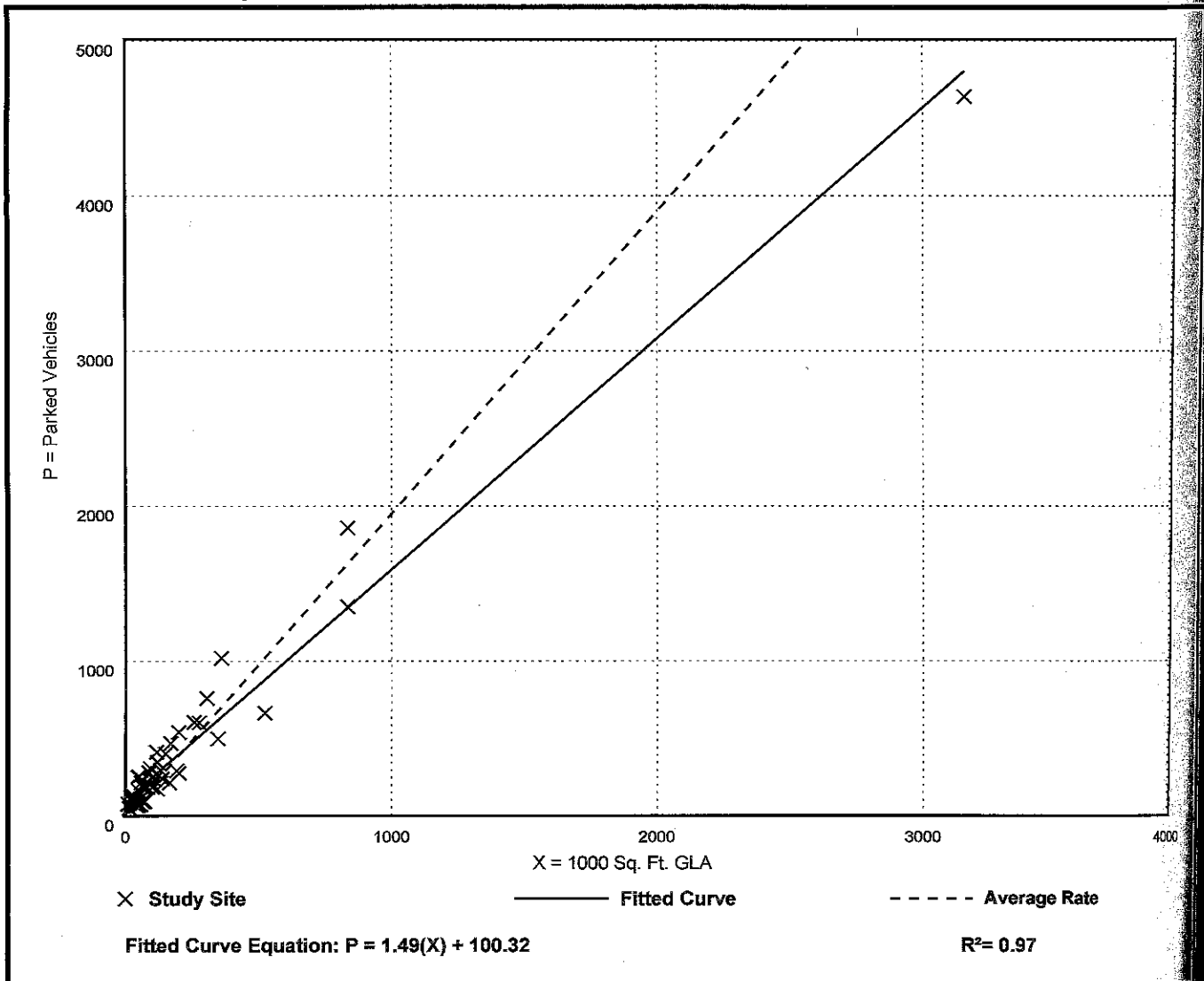
Number of Studies: 46

Avg. 1000 Sq. Ft. GLA: 218

Peak Period Parking Demand per 1000 Sq. Ft. GLA

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
1.95	1.27 - 7.98	1.99 / 3.68	1.73 - 2.17	0.75 (38%)

Data Plot and Equation



Shopping Center - Non-December (820)

Peak Period Parking Demand vs: 1000 Sq. Ft. GLA

On a: Friday

Setting/Location: General Urban/Suburban

Peak Period of Parking Demand: 12:00 - 6:00 p.m.

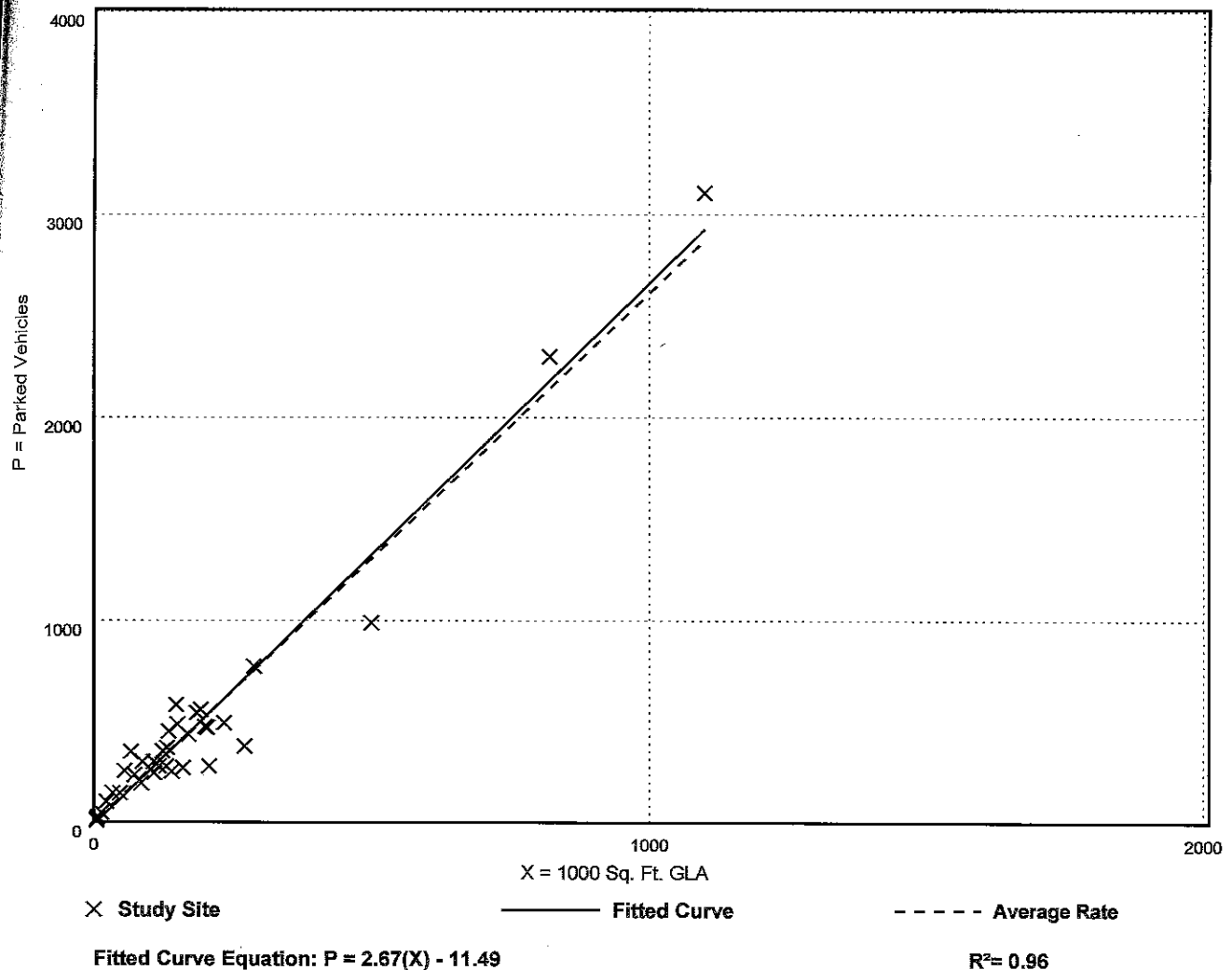
Number of Studies: 37

Avg. 1000 Sq. Ft. GLA: 174

Peak Period Parking Demand per 1000 Sq. Ft. GLA

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
2.61	1.34 - 5.25	2.37 / 3.78	2.39 - 2.83	0.67 (26%)

Data Plot and Equation



Shopping Center - Non-December (820)

Peak Period Parking Demand vs: 1000 Sq. Ft. GLA

On a: Saturday

Setting/Location: General Urban/Suburban

Peak Period of Parking Demand: 11:00 a.m. - 5:00 p.m.

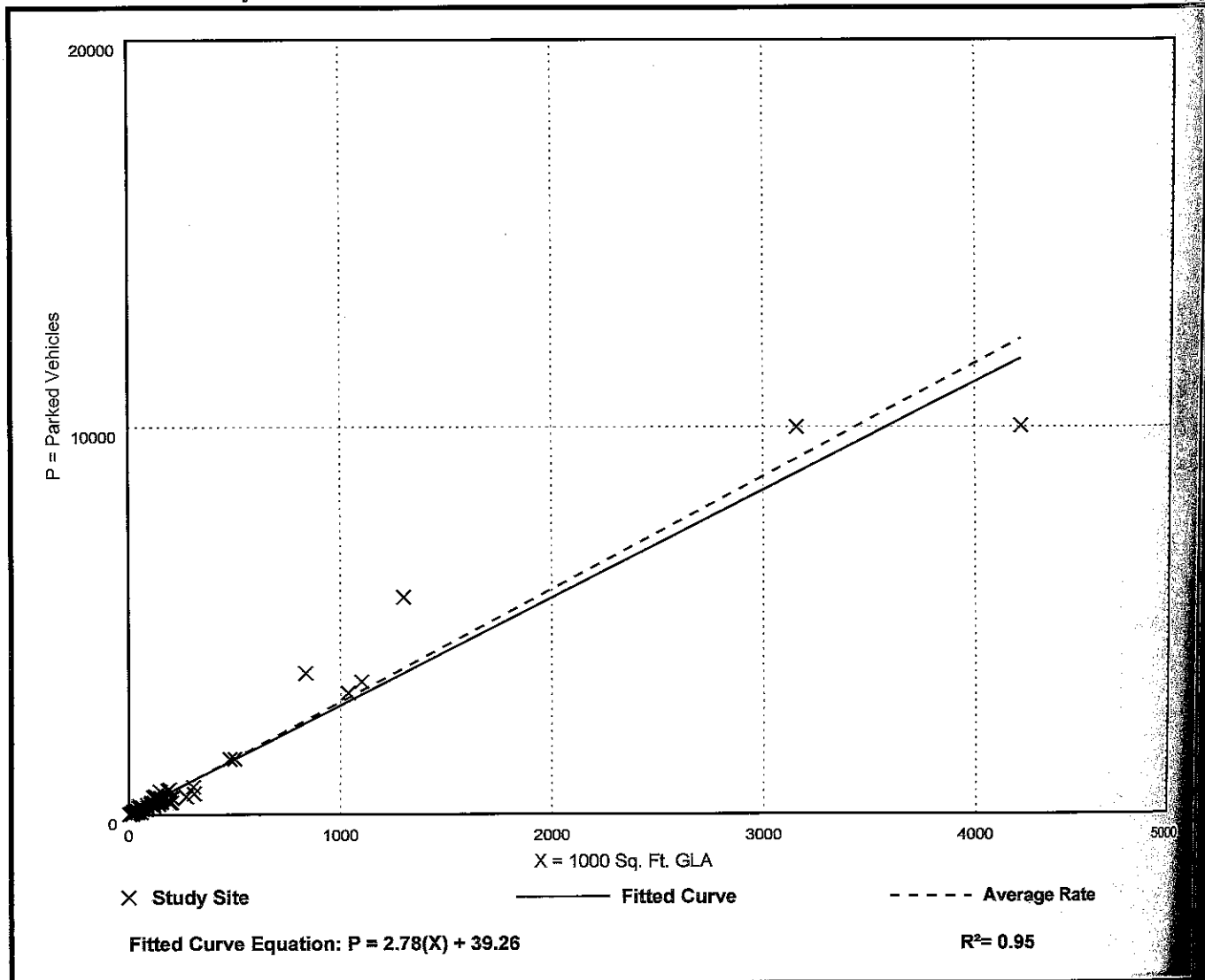
Number of Studies: 58

Avg. 1000 Sq. Ft. GLA: 313

Peak Period Parking Demand per 1000 Sq. Ft. GLA

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
2.91	1.15 - 4.72	2.27 / 3.74	2.72 - 3.10	0.74 (25%)

Data Plot and Equation



Shopping Center - Non-December (820)

Peak Period Parking Demand vs: 1000 Sq. Ft. GLA

On a: Sunday

Setting/Location: General Urban/Suburban

Peak Period of Parking Demand: 12:00 - 3:00 p.m.

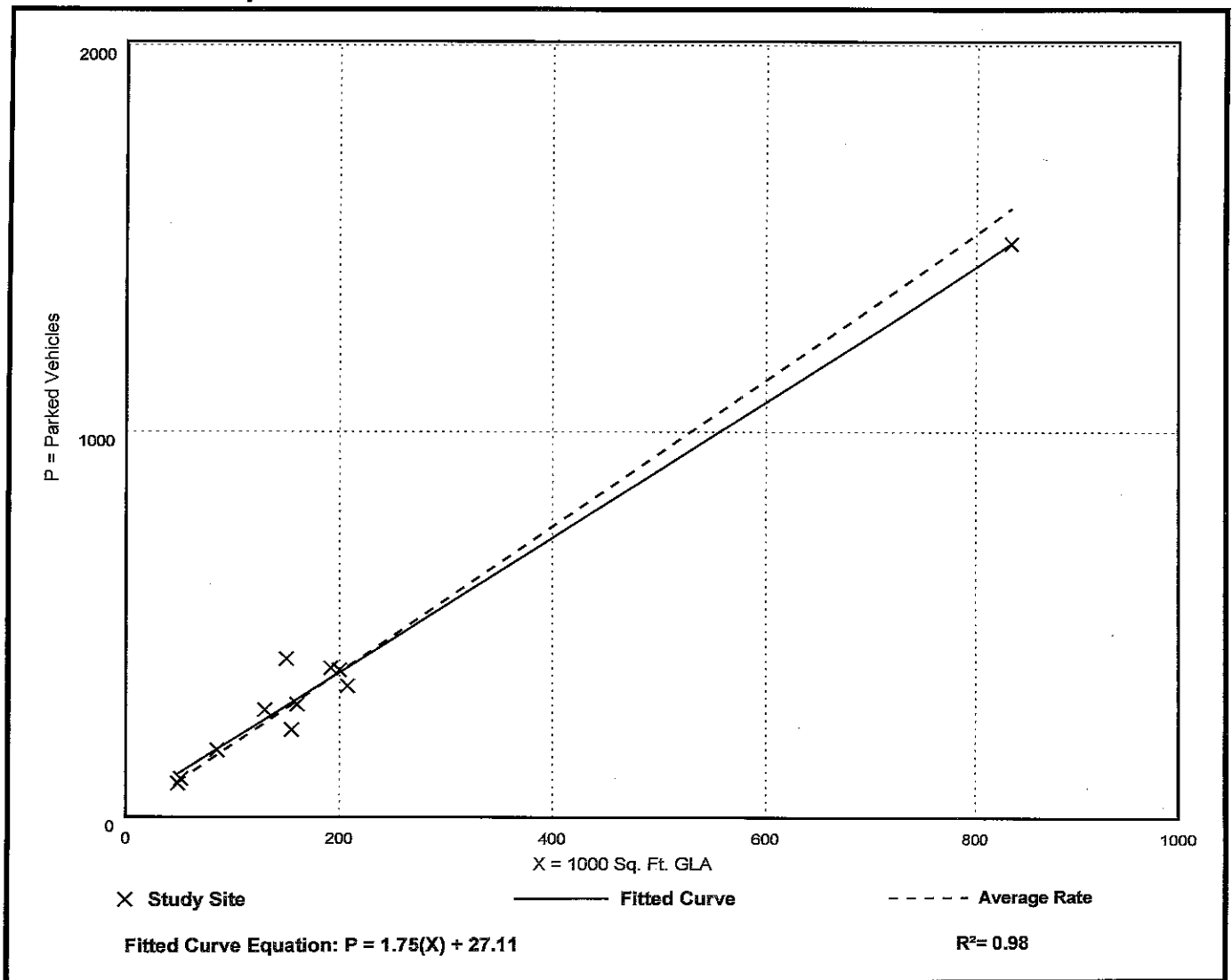
Number of Studies: 11

Avg. 1000 Sq. Ft. GLA: 201

Peak Period Parking Demand per 1000 Sq. Ft. GLA

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
1.89	1.47 - 2.75	1.81 / 2.27	***	0.30 (16%)

Data Plot and Equation



Appendix C

Alicia Town Center
Observed Parking Counts

Alicia Town Center
25602 Alicia Parkway, Laguna Hills, CA

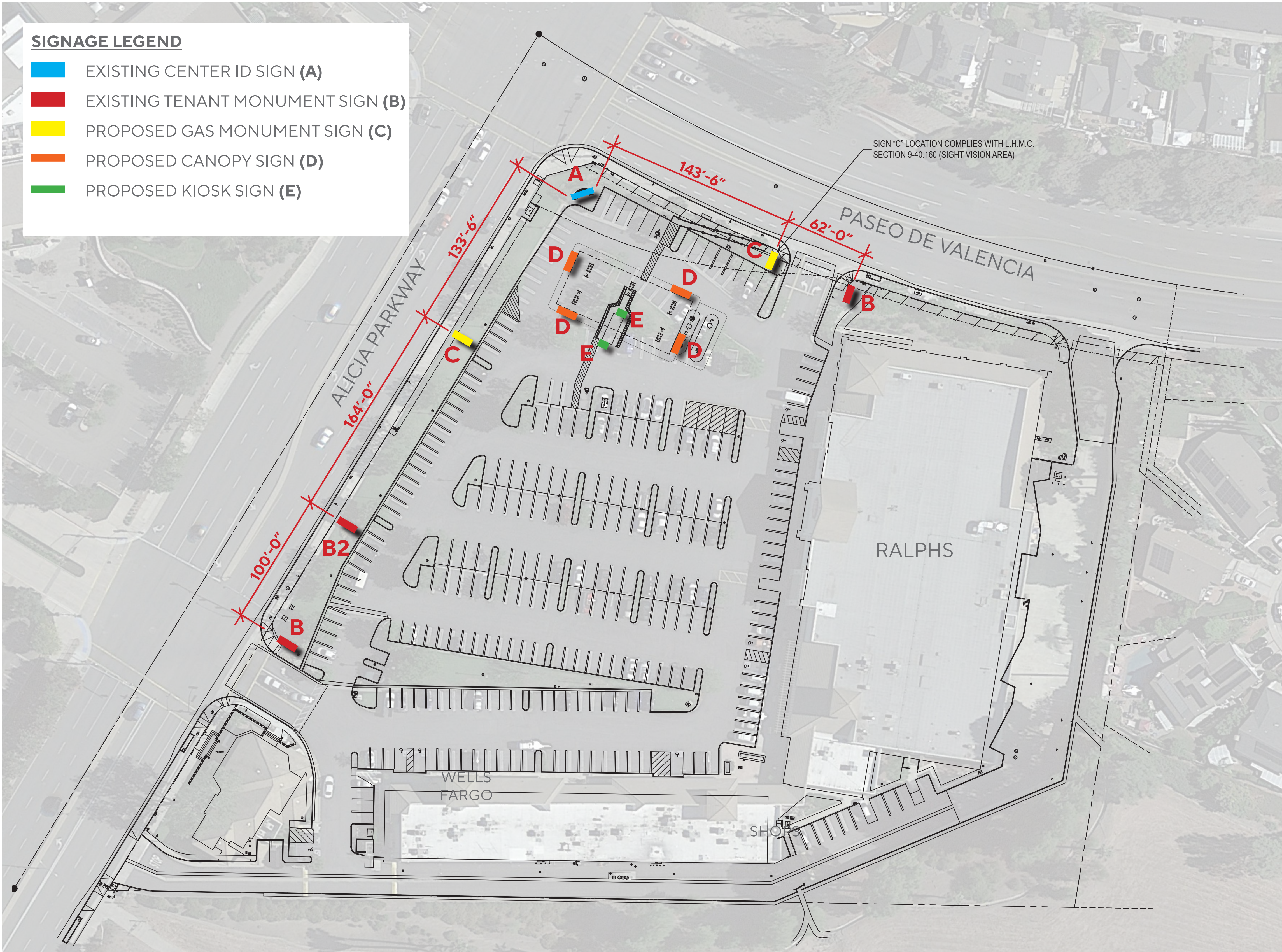
Friday, November 2nd, 2018

		Inventory	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM
Zone 1	Regular	284	38	57	66	78	105	92	97	128	110	114	124	129	111	99	87	81
	Handicap	6	0	0	1	2	2	3	4	4	4	3	3	3	3	1	0	1
	Subtotal	290	38	57	67	80	107	95	101	132	114	117	127	132	114	100	87	82
Zone 2	Regular	4	0	1	2	4	4	1	2	2	2	3	2	4	2	2	1	1
	Handicap	2	1	0	1	1	0	1	0	2	1	2	2	0	0	0	0	0
	Subtotal	6			3	5	4	2	2	4	3	5	4	4	2	2	1	1
Zone 3	Regular	10	0	1	2	3	2	3	3	4	5	4	6	7	6	5	4	2
			39	58	70	84	109	99	104	138	120	123	135	139	120	105	91	84

Alicia Town Center
25602 Alicia Parkway, Laguna Hills, CA

Saturday, November 3rd, 2018

		Inventory	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM
Zone 1	Regular	284	34	48	67	91	118	151	116	99	125	112	122	131	94	66	71	59
	Handicap	6	0	0	1	2	4	2	3	2	2	1	2	4	3	1	1	0
	Subtotal	290	34	48	68	93	122	153	118	102	127	113	124	135	97	67	72	59
	Total Occupancy	290	34	48	68	93	122	153	118	102	127	113	124	135	97	67	72	59
	Total Percent		12%	17%	23%	32%	42%	53%	41%	35%	44%	39%	43%	47%	33%	23%	25%	20%
Zone 2	Inventory																	
	Regular	4	0	1	2	2	4	2	2	3	3	1	2	2	0	1	0	0
	Handicap	2	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0
	Subtotal	6			2	2	4	3	2	3	3	1	2	2	1	1	0	0
	Total Occupancy	6	0	1	2	2	4	3	2	3	3	1	2	2	1	1	0	0
	Total Percent		0%	17%	33%	33%	67%	50%	33%	50%	50%	17%	33%	33%	17%	17%	0%	0%
Zone 3	Inventory																	
	Regular	10	0	0	1	1	2	3	5	3	3	3	4	4	3	3	0	0
	Handicap	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Subtotal	10			1	1	2	3	5	3	3	3	4	4	3	3	0	0
	Total Occupancy	10	0	0	1	1	2	3	5	3	3	3	4	4	3	3	0	0
	Total Percent		0%	0%	10%	10%	20%	30%	50%	30%	30%	30%	40%	40%	30%	30%	0%	0%
			34	49	71	96	128	159	125	108	133	117	130	141	101	71	72	59



- SIGNAGE LEGEND**
- EXISTING CENTER ID SIGN (A)
 - EXISTING TENANT MONUMENT SIGN (B)
 - PROPOSED GAS MONUMENT SIGN (C)
 - PROPOSED CANOPY SIGN (D)
 - PROPOSED KIOSK SIGN (E)

SIGNAGE AREA SUMMARY

MONUMENT & CENTER ID SIGNS:

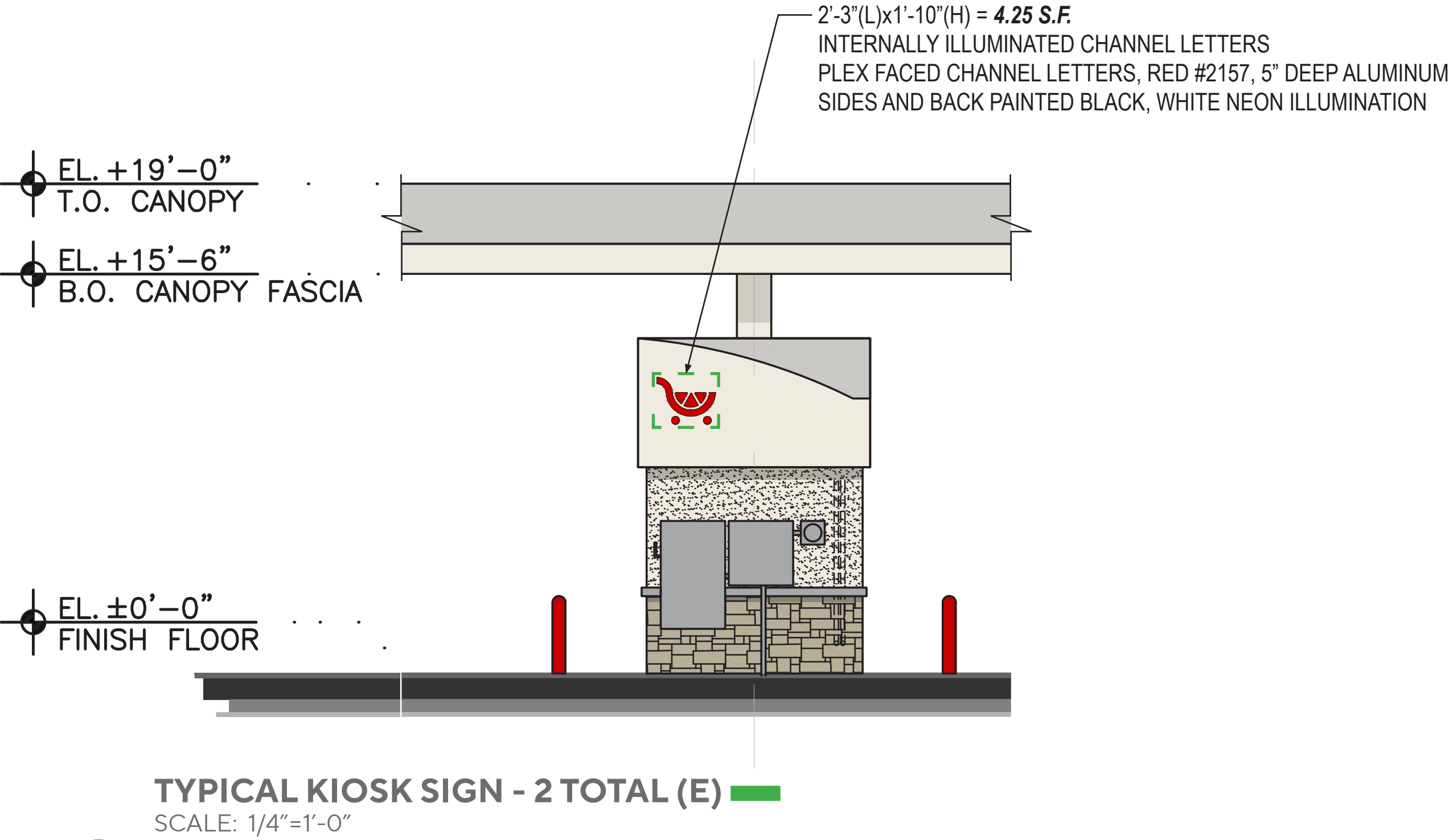
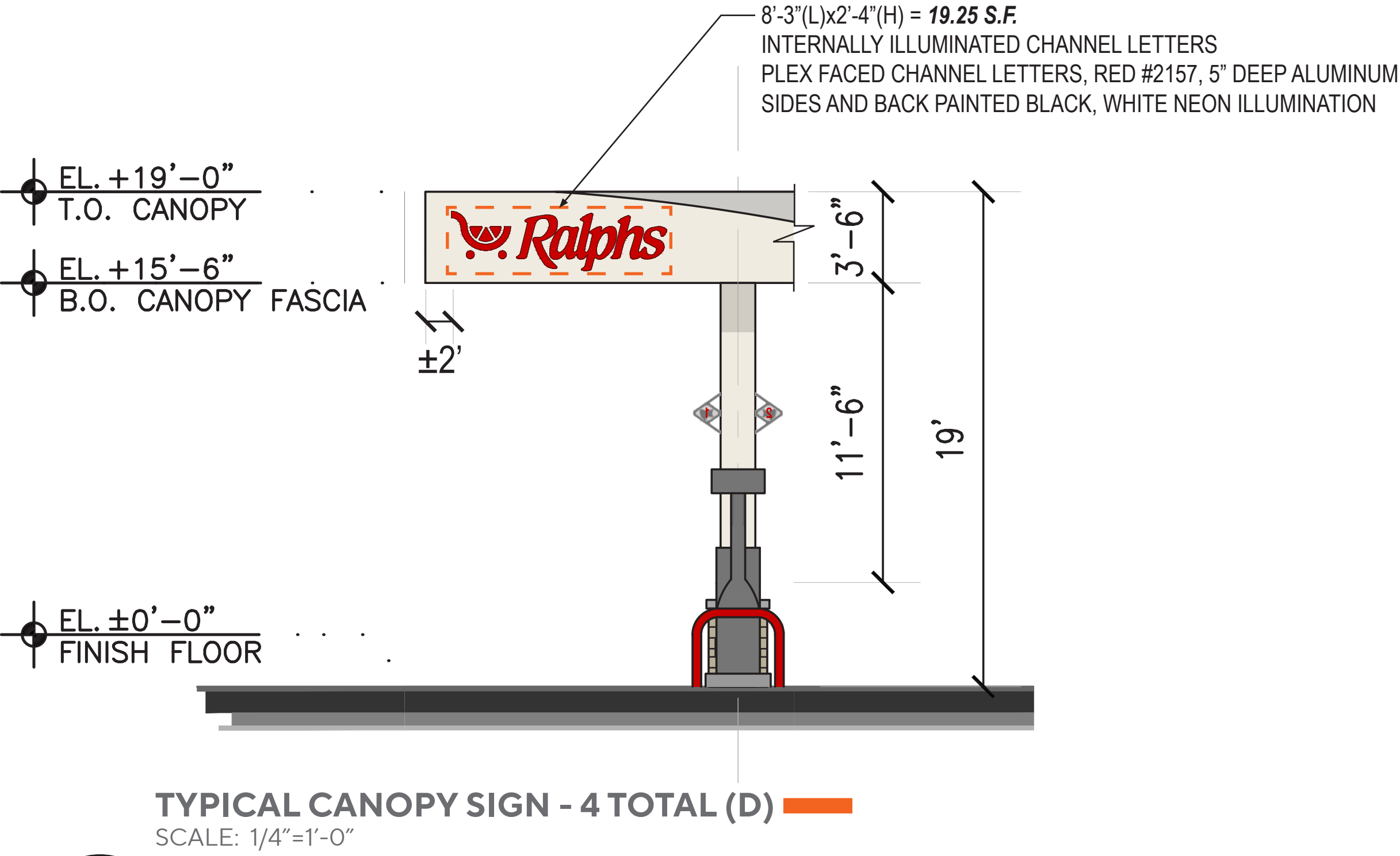
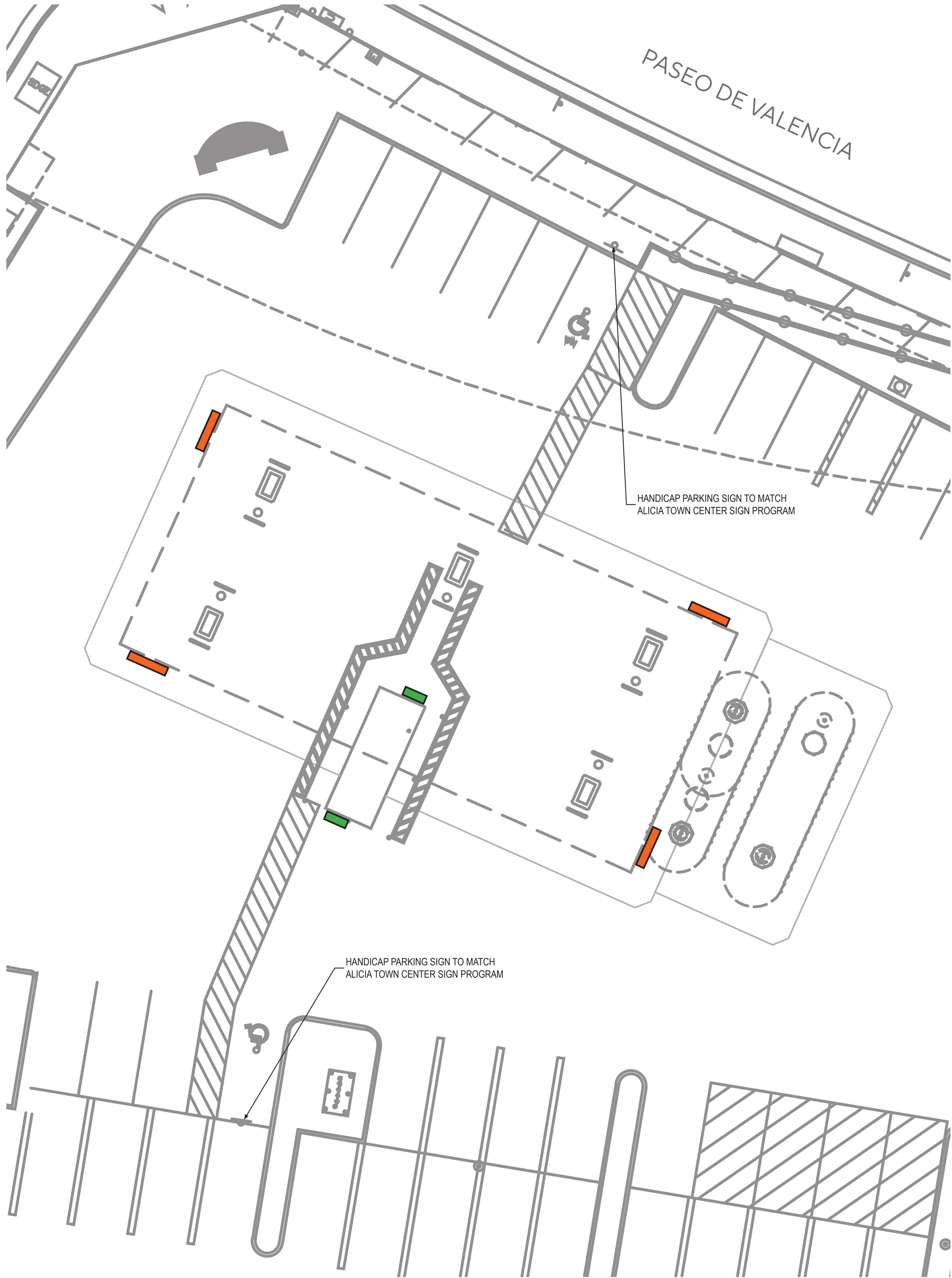
- EXISTING CENTER ID SIGN (A)
- 33 S.F. SIGN AREA(PER EXISTING MASTER SIGN PROGRAM)
- 50 S.F. REST OF SIGN BASE(FRONT FACE)
- EXISTING TENANT MONUMENT SIGN (B)
- 14 S.F. SIGN AREA(PER FACE & PER EXISTING M.S.P.) X 6 = 84 S.F.
- 20 S.F. REST OF SIGN BASE(PER FACE) X 6 = 120 S.F.
- PROPOSED GAS MONUMENT SIGN (C)
- 14 S.F. SIGN AREA(PER FACE) X 4 = 56 S.F.
- 20 S.F. REST OF SIGN BASE(PER FACE) X 4 = 80 S.F.

TOTAL MONUMENT AND CENTER ID SIGNAGE = 173 S.F.

GAS CANOPY & KIOSK SIGNS:

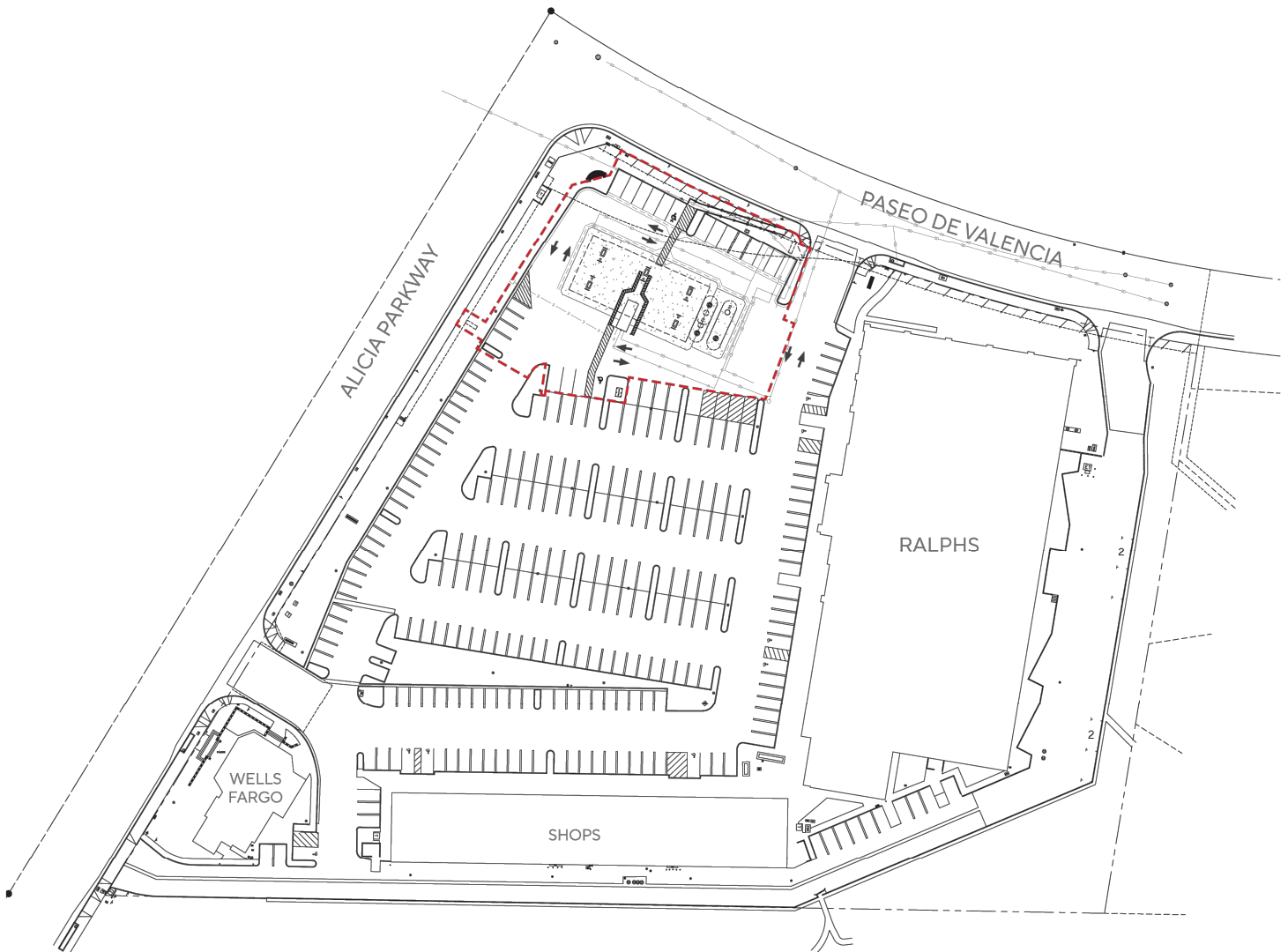
- PROPOSED CANOPY SIGN (D)
- 19.25 S.F. SIGN AREA X 4 = 77 S.F.
- PROPOSED KIOSK SIGN (E)
- 4.25 S.F. SIGN AREA X 2 = 8.5 S.F.

TOTAL PROPOSED GAS CANOPY & KIOSK SIGNAGE = 85.5 S.F.



SIGNAGE AREA SUMMARY	
GAS CANOPY & KIOSK SIGNS	
	PROPOSED CANOPY SIGN (D) - 19.25 S.F. SIGN AREA X 4 = 77 S.F.
	PROPOSED KIOSK SIGN (E) - 4.25 S.F. SIGN AREA X 2 = 8.5 S.F.
TOTAL PROPOSED GAS CANOPY & KIOSK SIGNAGE = 85.5 S.F.	

ALICIA TOWN CENTER RALPH'S FUEL CENTER NOISE IMPACT STUDY City of Laguna Hills, CA



ALICIA TOWN CENTER RALPH'S FUEL CENTER NOISE IMPACT STUDY City of Laguna Hills, California

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**Bryan Estrada, AICP
Becca Morrison**

April 22, 2024

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1.0 Introduction

1.1 Purpose of Analysis and Study Objectives

The purpose of this report is to evaluate the potential noise impacts from the proposed Alicia Town Center Ralph's Fuel Center (hereinafter referred to as "project") and provide recommendations, if necessary, to minimize any project noise impacts.

The assessment was conducted within the context of the California Environmental Quality Act (CEQA, California Public Resources Code Sections 21000, et seq.) and the standards and methodology follow the City of Laguna Hills Municipal Code and General Plan requirements.

The following is provided in this report:

- A description of the study area and the proposed project
- Information regarding the fundamentals of noise
- Identification of the regulatory setting and applicable noise standards
- Establishment of the existing ambient noise environment at the project site
- Analysis of the project's operational noise impact to adjacent receptors
- Summary of recommended project design features to reduce noise level impacts

1.2 Site Location

The proposed project is located within the existing Alicia Town Center shopping center at the southeast corner of Alicia Parkway and Paseo de Valencia, in the City of Laguna Hills. The project site is currently part of the existing Ralph's parking lot and is bounded by Paseo De Valencia to the north, the Ralph's shopping center to the south and east, and Alicia Parkway to the west.

The nearest noise-sensitive receptors to the project site include the following:

Northern Receptors Existing residential homes located approximately 216 feet northeast of the proposed fuel center location, approximately 93 feet northeast of the centerline of Paseo de Valencia.

Eastern Receptors Existing residential land uses located approximately 322 feet east of the proposed fuel center location, approximately 79 feet south of the centerline of Paseo de Valencia.

The project site location map, including sensitive receptor locations, is provided in Exhibit A.

1.3 Project Description

The proposed project consists of a 10-vehicle fueling position (VFP) gas station (five dual sided pump islands). The project will require the removal of 39 parking spaces and will add 4 more spaces (306 total current parking spaces to 271 total spaces after the proposed project is constructed) within the existing Alicia Town Center shopping center.

The site plan used for this analysis, provided by ALISO EQUITIES, LTD, is illustrated in Exhibit B.

1.4 Summary of Findings

Table 1 provides a summary of the noise analysis results, per the CEQA impact criteria checklist.

Table 1
CEQA Noise Impact Criteria

Noise Impact Criteria	Potentially Significant	Potentially Significant Unless Mitigated	Less Than Significant Impact	No Impact
<i>Would the project result in?</i>				
a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?			X	
b) Generation of excessive groundborne vibration or groundborne noise levels?			X	
c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?				X

1.5 Recommended Project Design Features (DF)

The following recommended project design features include standard rules and requirements, best practices, and recognized design guidelines for reducing noise levels. Project design features are typically included as part of the conditions of approval for the project but are not considered mitigation under CEQA.

Operational Design Features

- DF-1** Rooftop mounted HVAC equipment will be shielded from the line of sight of adjacent properties behind rooftop parapet walls.

Construction Design Features

- DF-2** The project shall comply with City of Laguna Hills Municipal Code requirements. All construction will occur only during the hours of 7:00 a.m. to 8:00 p.m. on weekdays and 8:00 a.m. to 8:00 p.m. on Saturdays. No construction will occur on Sundays or federal holidays.
- DF-3** All construction equipment shall be equipped with mufflers and other suitable noise attenuation devices (e.g., engine shields).
- DF-4** Establish an electric connection to the site to avoid the use of diesel- and gas-powered generators, to the extent feasible.
- DF-5** Construction-related equipment, including heavy-duty equipment, motor vehicles, and portable equipment, shall be turned off when not in use for more than 5 minutes.

2.0 Fundamentals of Noise

This section of the report provides basic information about noise and presents some of the terms used within the report.

2.1 Sound, Noise and Acoustics

Sound is a disturbance created by a moving or vibrating source and is capable of being detected by the hearing organs. Sound may be thought of as mechanical energy of a moving object transmitted by pressure waves through a medium to a human ear. For traffic, or stationary noise, the medium of concern is air. *Noise* is defined as sound that is loud, unpleasant, unexpected, or unwanted.

2.2 Frequency and Hertz

A continuous sound is described by its *frequency* (pitch) and its *amplitude* (loudness). Frequency relates to the number of pressure oscillations per second. Low-frequency sounds are low in pitch (bass sounding) and high-frequency sounds are high in pitch (squeak). These oscillations per second (cycles) are commonly referred to as Hertz (Hz). The human ear can hear from the bass pitch starting out at 20 Hz all the way to the high pitch of 20,000 Hz.

2.3 Sound Pressure Levels and Decibels

The *amplitude* of a sound determines its loudness. The loudness of sound increases or decreases, as the amplitude increases or decreases. Sound pressure amplitude is measured in units of micro-Newton per square inch meter (N/m²), also called micro-Pascal (μ Pa). One μ Pa is approximately one hundred billionths (0.0000000001) of normal atmospheric pressure. Sound pressure level (SPL or L_p) is used to describe in logarithmic units the ratio of actual sound pressures to a reference pressure squared. These units are called decibels and abbreviated dB.

2.4 Addition of Decibels

Because decibels are on a logarithmic scale, sound pressure levels cannot be added or subtracted by simple plus or minus addition. When two (2) sounds of equal SPL are combined, they will produce an SPL 3 dB greater than the original single SPL. In other words, sound energy must be doubled to produce a 3 dB increase.

If two (2) sounds differ by approximately 10 dB the higher sound level is the predominant sound.

2.5 Human Response to Changes in Noise Levels

In general, the healthy human ear is most sensitive to sounds between 1,000 Hz and 5,000 Hz, (A-weighted scale) and it perceives a sound within that range as being more intense than a sound with a higher or lower frequency with the same magnitude. For purposes of this report as well as with most environmental documents, the A-scale weighting is typically reported in terms of A-weighted decibel (dBA). Typically, the human ear can barely perceive the change in noise level of 3 dB. A change in 5 dB is readily perceptible, and a change in 10 dB is perceived as being twice or half as loud¹. As previously discussed, a doubling of sound energy results in a 3 dB increase in sound, which means that a doubling of sound energy (e.g. doubling the volume of traffic on a highway), would result in a barely perceptible change in sound level.

2.6 Noise Descriptors

Noise in our daily environment fluctuates over time. Some noise levels occur in regular patterns, others are random. Some noise levels are constant, while others are sporadic. Noise descriptors were created to describe the different time-varying noise levels. Following are the most commonly used noise descriptors along with brief definitions.

A-Weighted Sound Level

The sound pressure level in decibels as measured on a sound level meter using the A-weighted filter network. The A-weighting filter de-emphasizes the very low and very high frequency components of the sound in a manner similar to the response of the human ear. A numerical method of rating human judgment of loudness.

Ambient Noise Level

The composite of noise from all sources, near and far. In this context, the ambient noise level constitutes the normal or existing level of environmental noise at a given location.

¹ Source: U.S. DOT Federal Highway Administration. Dec. 2011. Highway Traffic Noise: Analysis and Abatement Guidance.

Community Noise Equivalent Level (CNEL)

The average equivalent A-weighted sound level during a 24-hour day, obtained after addition of five (5) decibels to sound levels in the evening from 7:00 to 10:00 PM and after addition of ten (10) decibels to sound levels in the night before 7:00 AM and after 10:00 PM.

Decibel (dB)

A unit for measuring the amplitude of a sound, equal to 20 times the logarithm to the base 10 of the ratio of the pressure of the sound measured to the reference pressure, which is 20 micro-pascals.

dB(A)

A-weighted sound level (see definition above).

Equivalent Sound Level (LEQ)

The sound level corresponding to a steady noise level over a given sample period with the same amount of acoustic energy as the actual time varying noise level. The energy average noise level during the sample period.

Habitable Room

Any room meeting the requirements of the Uniform Building Code or other applicable regulations which is intended to be used for sleeping, living, cooking or dining purposes, excluding such enclosed spaces as closets, pantries, bath or toilet rooms, service rooms, connecting corridors, laundries, unfinished attics, foyers, storage spaces, cellars, utility rooms, and similar spaces.

L(n)

The A-weighted sound level exceeded during a certain percentage of the sample time. For example, L10 is the sound level exceeded 10 percent of the sample time. Similarly L50, L90 and L99, etc.

Noise

Any unwanted sound or sound which is undesirable because it interferes with speech and hearing, or is intense enough to damage hearing, or is otherwise annoying. The State Noise Control Act defines noise as "...excessive undesirable sound...".

Outdoor Living Area

Outdoor spaces that are associated with residential land uses typically used for passive recreational activities or other noise-sensitive uses. Such spaces include patio areas, barbecue areas, jacuzzi areas, etc. associated with residential uses; outdoor patient recovery or resting areas associated with hospitals, convalescent hospitals, or rest homes; outdoor areas associated with places of worship which have a significant role in services or other noise-sensitive activities; and outdoor school facilities routinely used for educational purposes which may be adversely impacted by noise. Outdoor areas usually not included in this definition are: front yard areas, driveways, greenbelts, maintenance areas and storage areas associated with residential land uses; exterior areas at hospitals that are not used for patient activities; outdoor areas associated with places of worship and principally used for short-term social gatherings; and, outdoor areas associated with school facilities that are not typically associated with educational uses prone to adverse noise impacts (for example, school play yard areas).

Percent Noise Levels

See L(n).

Sound Level (Noise Level)

The weighted sound pressure level obtained by use of a sound level meter having a standard frequency-filter for attenuating part of the sound spectrum.

Sound Level Meter

An instrument, including a microphone, an amplifier, an output meter, and frequency weighting networks for the measurement and determination of noise and sound levels.

Single Event Noise Exposure Level (SENEL)

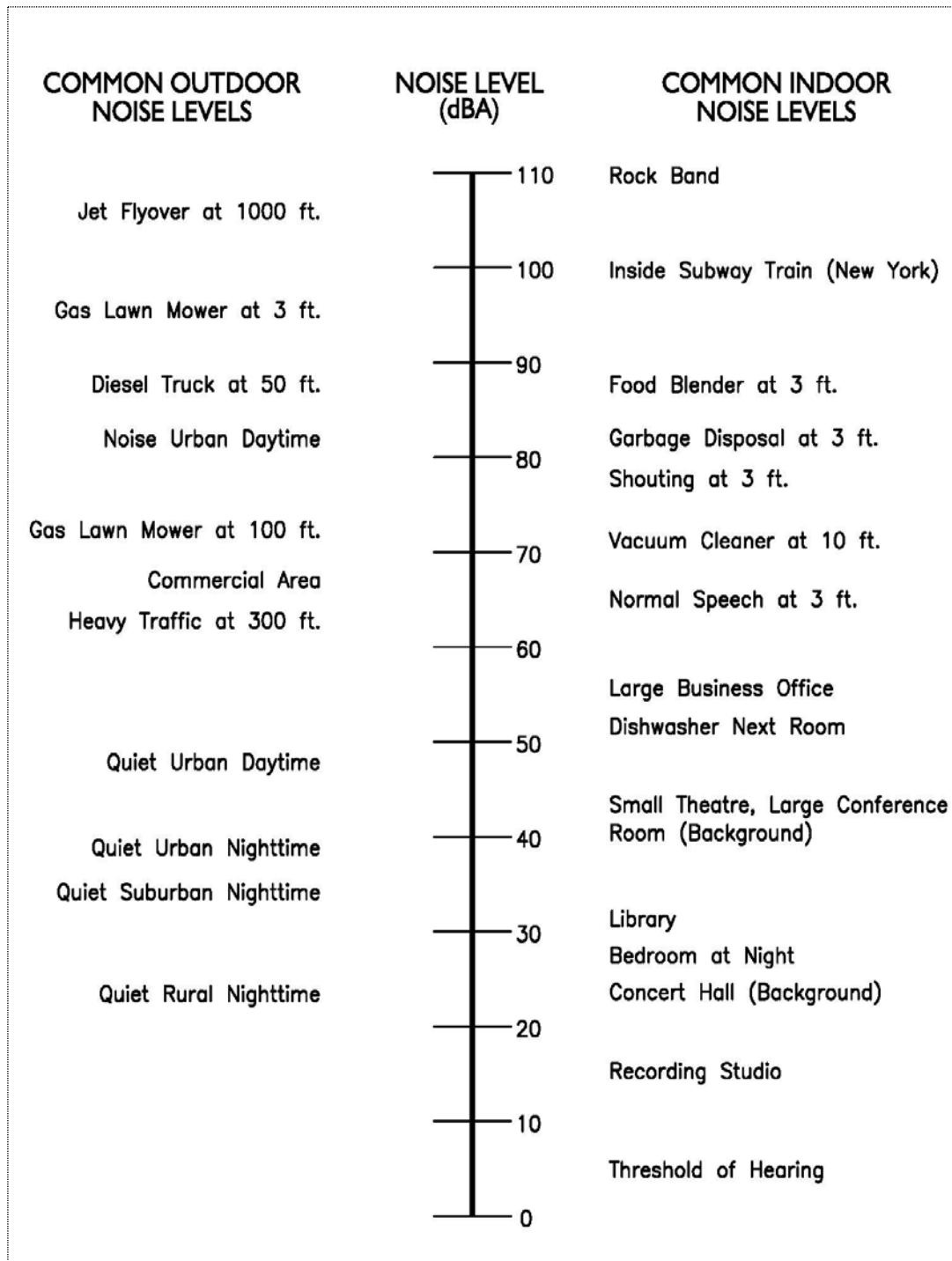
The dBA level which, if it lasted for one (1) second, would produce the same A-weighted sound energy as the actual event.

2.7 Sound Propagation

As sound propagates from a source it spreads geometrically. Sound from a small, localized source (i.e., a point source) radiates uniformly outward as it travels away from the source in a spherical pattern. The sound level attenuates at a rate of 6 dB per doubling of distance. The movement of vehicles down a roadway makes the source of the sound appear to propagate from a line (i.e., line source) rather than a point source. This line source results in the noise propagating from a roadway in a cylindrical spreading versus a spherical spreading that results from a point source. The sound level attenuates for a line source at a rate of 3 dB per doubling of distance.

As noise propagates from the source, it is affected by the ground and atmosphere. Noise models use hard site (reflective surfaces) and soft site (absorptive surfaces) to help calculate predicted noise levels. Hard site conditions assume no excessive ground absorption between the noise source and the receiver. Soft site conditions such as grass, soft dirt or landscaping attenuate noise at an additional rate of 1.5 dB per doubling of distance. When added to the geometric spreading, the excess ground attenuation results in an overall noise attenuation of 3 dB per doubling of distance for a line source and 6.0 dB per doubling of distance for a point source.

Figure 1
Typical Sound Levels from Indoor and Outdoor Noise Sources²



² Source: AASHSTO. 1993. Guide on Evaluation and Abatement of Traffic Noise

2.8 Vibration Descriptors

Ground-borne vibrations consist of rapidly fluctuating motions within the ground that have an average motion of zero. The effects of ground-borne vibrations typically only cause a nuisance to people, but at extreme vibration levels, damage to buildings may occur. Although ground-borne vibration can be felt outdoors, it is typically only an annoyance to people indoors where the associated effects of the shaking of a building can be notable. Ground-borne noise is an effect of ground-borne vibration that only exists indoors since it is produced from noise radiated from the motion of the walls and floors of a room and may also consist of the rattling of windows or dishes on shelves.

Several different methods are used to quantify vibration amplitude.

PPV

Known as the peak particle velocity (PPV) which is the maximum instantaneous peak in vibration velocity, typically given in inches per second.

RMS

Known as the root mean squared (RMS) can be used to denote vibration amplitude.

VdB

A commonly used abbreviation to describe the vibration level (VdB) for a vibration source.

2.9 Vibration Perception

Typically, developed areas are continuously affected by vibration velocities of 50 VdB or lower. These continuous vibrations are not noticeable to humans whose threshold of perception is around 65 VdB. Outdoor sources that may produce perceptible vibrations are usually caused by construction equipment, steel-wheeled trains, and traffic on rough roads, while smooth roads rarely produce perceptible ground-borne noise or vibration. To counter the effects of ground-borne vibration, the Federal Transit Administration (FTA) has published guidance relative to vibration impacts.

2.10 Vibration Propagation

There are three main types of vibration propagation: surface, compression, and shear waves. Surface waves, or Rayleigh waves, travel along the ground's surface. These waves carry most of their energy along an expanding circular wavefront, similar to ripples produced by throwing a rock into a pool of water. P-waves, or compression waves, are body waves that carry their energy along an expanding spherical wavefront. The particle motion in these waves is longitudinal (i.e., in a "push-pull" fashion). P-waves are analogous to airborne sound waves. S-waves, or shear waves, are also body waves that carry energy along an expanding spherical wavefront. However, unlike P-waves, the particle motion is transverse, or side-to-side and perpendicular to the direction of propagation.

As vibration waves propagate from a source, the vibration energy decreases in a logarithmic nature and the vibration levels typically decrease by 6 VdB per doubling of the distance from the vibration source. As stated above, this drop-off rate can vary greatly depending on the soil but has been shown to be effective enough for screening purposes in order to identify potential vibration impacts that may need to be studied through actual field tests.

2.11 Construction-Related Vibration Level Prediction³

Operational activities are separated into two different categories. The vibration can be transient or continuous in nature. Each category can result in varying degrees of ground vibration, depending on the equipment used on the site. Operation of equipment causes ground vibrations that spread through the ground and diminish in strength with distance. Buildings in the vicinity of the project area site respond to these vibrations with varying results ranging from no perceptible effects at the low levels to slight damage at the highest levels. The thresholds from Caltrans Transportation and Construction Vibration Guidance Manual, April 2020, in the table below provide general guidelines as to the maximum vibration limits for when vibration becomes potentially annoying.

³ Caltrans Transportation and Construction Vibration Guidance Manual, April 2020

Table 2
Vibration Annoyance Potential Criteria

Human Response	PPV (in/sec)	
	Transient Sources	Continuous/Frequent Intermittent Sources
Barely perceptible	0.04	0.01
Distinctly perceptible	0.25	0.04
Strongly perceptible	0.90	0.10
Severe	2.00	0.40

Note: Transient sources create a single isolated vibration event, such as blasting or drop balls. Continuous/frequent intermittent sources include impact pile drivers, pogo-stick compactors, crack-and-seat equipment, vibratory pile drivers, and vibratory compaction equipment.

The Caltrans Transportation and Construction Vibration Guidance Manual, April 2020 provides general thresholds and guidelines as to the vibration damage potential from vibratory impacts. The table below provides general vibration damage potential thresholds:

Table 3
Vibration Damage Potential Threshold Criteria

Structure and Condition	PPV (in/sec)	
	Transient Sources	Continuous/Frequent Intermittent Sources
Extremely fragile historic buildings ruin ancient monuments	0.12	0.08
Fragile buildings	0.20	0.10
Historic and some old buildings	0.50	0.25
Older residential structures	0.50	0.30
New residential structures	1.00	0.50
Modern industrial/commercial buildings	2.00	0.50

Soil conditions have an impact on how vibration propagates through the ground. The Caltrans Transportation and Construction Vibration Guidance Manual, April 2020 provides suggested “n” values based on soil class. The table below outlines the manual’s suggested values and description.

Table 4
Suggested "n" Values Based on Soil Classes

Soil Class	Description of Soil Material	Suggested Value of "n"
I	Weak or soft soils: loose soils, dry or partially saturated peat and muck, mud, loose beach sand, and dune sand.	1.4
II	Most sands, sandy clays, silty clays, gravel, silts, and weathered rock.	1.3
III	Hard soils: densely compacted sand, dry consolidated clay, consolidated glacial till, and some exposed rock.	1.1
IV	Hard, component rock: bedrock, freshly exposed hard rock.	1.0

3.0 Regulatory Setting

The proposed project is located in the City of Laguna Hills and is subject to the standards and regulations established by the City of Laguna Hills General Plan Noise Element and Municipal Code Chapter 5-24 – Noise Control.

3.1 General Plan Noise Element

The City of Laguna Hills establishes exterior noise standards in the General Plan Noise Element. Per the General Plan, the standards represent the maximum acceptable noise levels as measured from any residential property in the City. Accordingly, it is unlawful to cause the noise level on any residential property to exceed the exterior noise standards:

1. For a cumulative period of more than 30 minutes in any hour;
2. Plus 5 dB(A) for a cumulative period of more than 15 minutes in any hour;
3. Plus 10 dB(A) for a cumulative period of more than 5 minutes in any hour;
4. Plus 15 dB(A) for a cumulative period of more than 1 minute in any hour;
5. Plus 20 dB(A) for any period of time.

Table 5 shows the noise standards established in the City of Laguna Hills General Plan. A copy of the General Plan Noise Element is provided in Appendix A.

Table 5
City of Laguna Hills Residential Exterior Noise Standards¹

Land Use	Daytime Noise Standards (7:00 a.m. to 10:00 p.m.)	Nighttime Noise Standards (10:00 p.m. to 7:00 a.m.)
Residential (Exterior)	55 dB(A)	50 dB(A)

¹ Source: City of Laguna Hills General Plan Noise Element, Table N-2.

3.2 Municipal Code Chapter 5-24 – Noise Control

3.2.1 Exterior Noise Standards

The City of Laguna Hills establishes city-wide noise standards in Chapter 5-24 of their Municipal Code. Per the Municipal Code, it is unlawful for any person at any location

within the city to create any noise, or to allow the creation of any noise on property owned, leased, occupied, or otherwise controlled by such person, when the foregoing causes of the noise level, when measured on any other property, either incorporated or unincorporated, to exceed the sound level standards set forth in the ordinance.

It should be noted that Municipal Code Chapter 5-24 – Noise Control is not intended to establish thresholds of significance for the purpose of any analysis required by the California Environmental Quality Act.

Table 6 shows the sound level standards established in the City of Laguna Hills Municipal Code, as they pertain to land uses on and adjacent to the project site. The City's Municipal Code Chapter 5-24 is provided in Appendix A.

Table 6
City of Laguna Hills Municipal Code Residential Exterior Noise Standards¹

Land Use	Daytime Noise Standards (7:00 a.m. to 10:00 p.m.)	Nighttime Noise Standards (10:00 p.m. to 7:00 a.m.)
Residential	55 dB(A)	50 dB(A)

¹ Source: City of Laguna Hills Municipal Code Section 5-24.050 – Exterior Noise Standards.

3.2.2 Construction Noise Regulations

Per the City's Municipal Code Section 5-24.070 – Special Provisions, noise sources associated with construction, repair, remodeling, or grading of any real property shall be exempted from the provisions of Chapter 5.24, provided said activities do not take place between the hours of eight p.m. and seven a.m. on weekdays, eight p.m. and eight a.m. on Saturday, or at any time on Sunday or a federal holiday.

4.0 Study Method and Procedures

The following section describes the noise measurement procedures and locations, noise modeling procedures, and assumptions used in this analysis.

4.1 Noise Measurement Procedures and Criteria

Noise measurements are taken to determine the existing noise levels. A noise receiver or receptor is any location in the noise analysis in which noise might produce an impact. The following criteria are used to select measurement locations and receptors:

- Locations expected to receive the highest noise impacts, such as the first row of houses
- Locations that are acoustically representative and equivalent to the area of concern
- Human land usage
- Sites clear of major obstruction and contamination

RK conducted the sound level measurements in accordance with Caltrans technical noise specifications. All measurement equipment meets American National Standards Institute (ANSI) specifications for sound level meters (ANSI S1.4: Specification for Sound Level Meter, 1983)

Piccolo-II Type 2 integrating-averaging level meters were used to conduct noise measurements at the project site and property boundaries.

The Leq, Lmin, Lmax, L2, L8, L25, and L50 statistical data were recorded over the measurement time intervals and the information was utilized to define the noise characteristics for the project. The following gives a brief description of the procedures for sound level measurements:

- Microphones for sound level meters were placed five (5) feet above the ground for long-term noise measurements
- Sound level meters were calibrated before each measurement
- Following the calibration of equipment, a windscreen was placed over the microphone
- Frequency weighting was set on "A" and slow response
- Temperature and sky conditions were observed and documented

Appendix B includes photos, field sheets, and measured noise data.

4.2 Stationary Noise Source Modeling

On-site stationary noise source impacts are analyzed using SoundPLAN™ noise modeling software. SoundPLAN™ is a standards-based program that incorporates more than twenty national and international noise modeling guidelines.

Projected noise levels from SoundPLAN™ are based on the following key parameters:

- Developing three-dimensional noise models of the project,
- Predicting the project noise levels at the selected community locations, and
- Comparing the predicted noise with the existing community ambient noise levels at the receptor locations.

The sides of buildings, walls, etc. were modeled as reflective surfaces and as diffractive bodies.

Most of the area surrounding the project site consists of roadways, residential properties, and commercial land uses and has been run as a hard site (Ground Factor=0). The elevation profile for the project site is derived from Google Earth, and all the receptors are placed at 5 feet above ground level.

Sound Power and Sound Pressure Level

Sound power level is the acoustic energy emitted by a source that produces a sound pressure level at some distance. While the sound power level of a source is fixed, the sound pressure level depends upon the distance from the source and the acoustic characteristics of the area in which it is located.

SoundPLAN requires that the source noise level be input using sound power level and which must be back-calculated based on a measured sound pressure level. The sound power level is calculated using SoundPLAN software by calibrating the source noise level to equal the sound pressure level at an equal distance from the source in which the referenced measurement was taken.

4.2.1 Parking Lot Noise

Parking lot noise would occur from vehicles entering and exiting the site, fueling activity, idling, exhaust, doors slamming, tires screeching, general loading activities, people talking,

and the occasional horn honking. Parking lot noise would occur throughout the site and is assessed by using referenced noise levels in the SoundPLAN model. Referenced noise levels for parking lot activities are based on the SoundPLAN™ standard *Parkplatzlärmstudie 2007*. Key inputs for parking lot noise include the parking lot type, size of the area source, number of movements per hour, type of vehicles, and number of parking spaces within each lot. The parking lot movements per hour used for this study are based on the *Alicia Town Center Ralph's Fuel Center REVISED Traffic Impact Analysis Scoping Agreement*, performed by RK Engineering Group in May 2023.

4.2.2 HVAC Noise

The project will include one HVAC unit on the roof of the fuel center building. Noise resulting from the HVAC unit is assessed using referenced noise levels measured by RK. Table 7 below provides the referenced noise levels for on-site HVAC noise.

Table 7
Referenced Noise Levels – HVAC

Project Noise Source	Distance from Source (feet)	Noise Level (dBA Leq) ¹
HVAC Units	5.0	77.4

¹ Noise level is representative of a single unit.

To estimate the future noise levels during typical operational conditions, noise levels are input into SoundPLAN and projected to the nearest sensitive receptor locations. Adjusted noise levels are based on the distance of the receptor location relative to the noise source, local topography, and physical barriers including buildings and sound walls. The noise levels assume that the HVAC unit is operating continuously during daytime and nighttime hours, when in reality it will likely operate only intermittently throughout the day.

5.0 Existing Noise Environment

The existing noise environment for the project site and surrounding areas has been established based on noise measurement data collected by RK. The project setting is residential, and the primary environmental noise impacting the project site is roadway noise from adjacent streets.

5.1 Noise Measurement Results

To determine the existing noise level environment, RK conducted two 24-hour noise measurements near the project site and adjacent residential noise receptors.

Noise levels were measured on June 1, 2023, using Piccolo-II Type 2 integrating-averaging sound level meters. The information was utilized to establish the noise characteristics of the existing ambient environment.

The noise monitoring locations were selected based on the proximity and location of adjacent sensitive receptors. Exhibit C graphically illustrates the location of the noise measurements.

- Noise Monitoring Location 1 (L-1) was taken at the northern boundary of the project site, approximately 52 feet north of the proposed fuel center location and approximately 67 feet south of the centerline of Paseo de Valencia. Ambient noise sources at the project site included operational activity at the Ralph's shopping center, residential activity at the homes adjacent to the site, and roadway activity along Paseo de Valencia and Alicia Parkway.
- Noise Monitoring Location 2 (L-2) was taken approximately 378 feet east of the proposed fuel center and approximately 61 feet south of the centerline of Paseo de Valencia. Ambient noise sources at the project site included operational activity at the Ralph's shopping center, residential activity at the homes adjacent to the site, and roadway activity along Paseo de Valencia and Alicia Parkway.

The 24-hour noise measurement results represent the existing ambient noise levels near the adjacent noise sensitive land uses. Results of the long-term measurements are shown in Tables 8 and 9. Appendix B includes photographs, field sheets, and measured noise data.

Table 8
24-Hour Noise Measurement Results – L-1¹

Time	Leq (dBA)	Time	Leq (dBA)
12:00 AM	58.7	12:00 PM	69.8
1:00 AM	57.9	1:00 PM	69.9
2:00 AM	56.5	2:00 PM	69.9
3:00 AM	57.5	3:00 PM	72.0
4:00 AM	60.8	4:00 PM	72.5
5:00 AM	64.4	5:00 PM	71.1
6:00 AM	66.2	6:00 PM	69.5
7:00 AM	68.8	7:00 PM	68.9
8:00 AM	70.1	8:00 PM	73.1
9:00 AM	68.6	9:00 PM	67.5
10:00 AM	69.5	10:00 PM	65.1
11:00 AM	69.2	11:00 PM	62.5
24-Hour CNEL			72.1

¹ L-1 was recorded on 06/01/2023.

Table 9
24-Hour Noise Measurement Results – L-2¹

Time	Leq (dBA)	Time	Leq (dBA)
12:00 AM	55.6	12:00 PM	67.8
1:00 AM	55.3	1:00 PM	67.9
2:00 AM	53.2	2:00 PM	67.3
3:00 AM	54.1	3:00 PM	67.9
4:00 AM	57.1	4:00 PM	68.3
5:00 AM	58.7	5:00 PM	68.4
6:00 AM	61.9	6:00 PM	67.5
7:00 AM	66.3	7:00 PM	63.5
8:00 AM	68.1	8:00 PM	64.4
9:00 AM	66.1	9:00 PM	64.1
10:00 AM	66.5	10:00 PM	61.9
11:00 AM	67.1	11:00 PM	59.4
24-Hour CNEL			68.1

¹ L-2 was recorded on 06/01/2023.

6.0 Operational Noise Impacts

This assessment analyzes the anticipated noise levels generated by the project and compares them to the standards established in the City of Laguna Hills General Plan Noise Element.

The primary sources of operational noise include parking lot activity (including fuel delivery and transfer from trucks) and HVAC mechanical equipment.

6.1 Stationary Source Noise Impacts

The City of Laguna Hills General Plan establishes residential noise standards for the maximum allowable exterior noise level. SoundPLAN™ noise modeling software is used to predict project-related noise impacts at each of the sensitive receptor locations during daytime and nighttime hours. The predicted noise levels are then compared to the City's noise standards to determine whether the project will result in a significant impact.

This analysis considers all project noise sources operating simultaneously during daytime hours (7:00 a.m. to 10:00 p.m.) and nighttime hours (10:00 p.m. to 7:00 a.m.).

Daytime Stationary Source Noise Impacts

Noise levels generated by the project are not expected to exceed the City's daytime noise standards at any of the sensitive receptor locations. The daytime residential noise standard is established to be 55 dBA Leq.

The results of the daytime noise impact analysis are shown in Table 10 and are graphically illustrated in Exhibits D and E. SoundPLAN calculation worksheets are provided in Appendix C.

Table 10
Daytime Stationary Noise Source Impacts

Sensitive Receptor Location	SoundPLAN Receiver	Exterior Project Noise Level (dBA)	General Plan Noise Standard (dBA)	Exceeds Standard (?)
Northern Receptors	1	44.7	55	No
	2	47.2		No
	3	45.0		No
	4	43.6		No
Eastern Receptors	5	32.5		No
	6	34.1		No
	7	32.6		No

Nighttime Stationary Source Noise Impacts

Noise levels generated by the project are not expected to exceed the City's nighttime noise standards at any of the sensitive receptor locations. The nighttime residential noise standard is established to be 50 dBA Leq.

The results of the nighttime noise impact analysis are shown in Table 11 and are graphically illustrated in Exhibits D and F. SoundPLAN calculation worksheets are provided in Appendix C.

Table 11
Nighttime Stationary Noise Source Impacts

Sensitive Receptor Location	SoundPLAN Receiver	Exterior Noise Level (dBA)	General Plan Noise Standard (dBA)	Exceeds Standard (?)
Northern Receptors	1	44.6	50	No
	2	47.0		No
	3	44.9		No
	4	43.5		No
Eastern Receptors	5	32.3		No
	6	34.0		No
	7	32.6		No

6.2 Traffic Noise Impacts

The project is not expected to cause a substantial increase in ambient noise levels in the vicinity of the site as a result of increased traffic volumes along adjacent roadways. Typically, it takes a doubling of traffic volume along a roadway to cause a significant increase in ambient noise levels of more than 3 dBA.

The project is expected to generate a total of approximately 1,720 average daily trips (ADT), of which 430 are considered pass-by trips (i.e., existing traffic already on the road)⁴. Per the City's General Plan Mobility Element, both Paseo de Valencia and Alicia Parkway are classified as major arterial roadways, which can accommodate between 30,000 and 45,000 vehicle trips per day. Hence, the amount of traffic generated by the project will not double the amount of traffic along Paseo de Valencia or Alicia Parkway, either directly or cumulatively, and therefore the increase in roadway noise levels as a result of the project will be less than significant.

6.3 Construction Noise and Vibration Impacts

The project is not expected to cause a substantial temporary increase in noise levels, excessive groundborne vibration, or excessive groundborne noise levels during construction. Per the City of Laguna Hills Municipal Code Section 5-24.070 – Special Provisions, noise sources associated with construction, repair, remodeling, or grading of any real property shall be exempted from the City's established noise standards, provided said activities do not take place between the hours of eight p.m. and seven a.m. on weekdays, eight p.m. and eight a.m. on Saturday, or at any time on Sunday or a federal holiday.

To ensure compliance with the City of Laguna Hills Municipal Code and to reduce potential noise and vibration impacts, several design features will be implemented during construction, as described in Section 6.5 of this report. By implementing the recommended design features, the project's temporary noise and vibration impacts can be presumed to be less than significant without the need for further analysis.

⁴ ADT volumes are referenced from the *Alicia Town Center Ralph's Fuel Center REVISED Traffic Impact Analysis Scoping Agreement*, RK Engineering Group, May 2023.

6.4 Airport Noise Compatibility

The John Wayne Airport, located in Santa Ana, California, is the nearest airport to the proposed project site at a distance of approximately 11 miles. The project site is not located within the vicinity of the John Wayne Airport or any others' private airstrip or airport land use plan, nor is it within two miles of a public or private use airport. Therefore, the project will have no impact on airport-adjacent land uses.

6.5 Project Design Features

The following recommendations are provided to help ensure the proposed project meets the City of Laguna Hills and State of California requirements for residential exterior noise exposure:

Operational Design Features

- DF-1** Rooftop mounted HVAC equipment will be shielded from the line of sight of adjacent properties behind rooftop parapet walls.

Construction Design Features

- DF-2** The project shall comply with City of Laguna Hills Municipal Code requirements. All construction will occur only during the hours of 7:00 a.m. to 8:00 p.m. on weekdays and 8:00 a.m. to 8:00 p.m. on Saturdays. No construction will occur on Sundays or federal holidays.
- DF-3** All construction equipment shall be equipped with mufflers and other suitable noise attenuation devices (e.g., engine shields).
- DF-4** Establish an electric connection to the site to avoid the use of diesel- and gas-powered generators, to the extent feasible.
- DF-5** Construction-related equipment, including heavy-duty equipment, motor vehicles, and portable equipment, shall be turned off when not in use for more than 5 minutes.

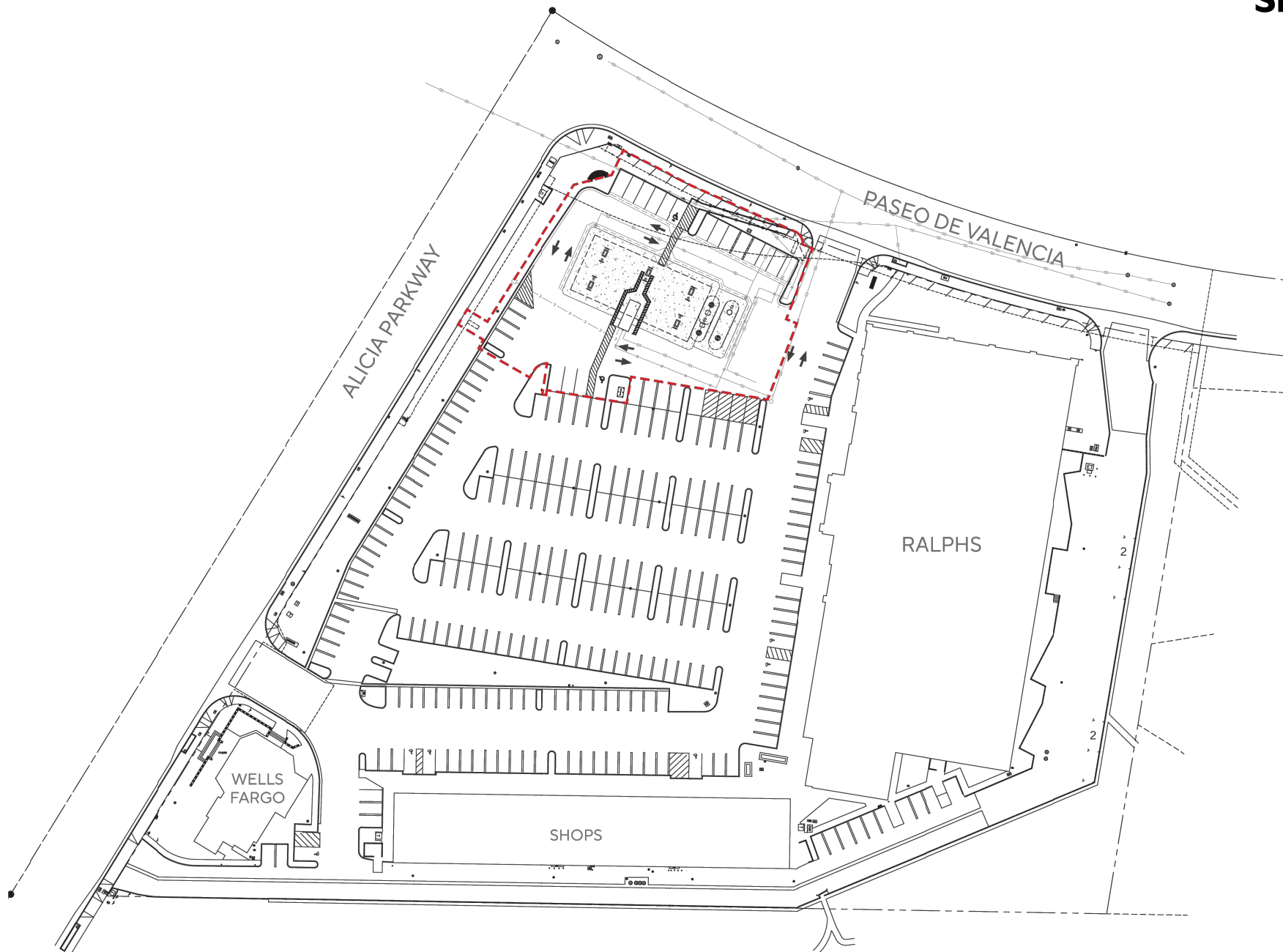
Exhibits

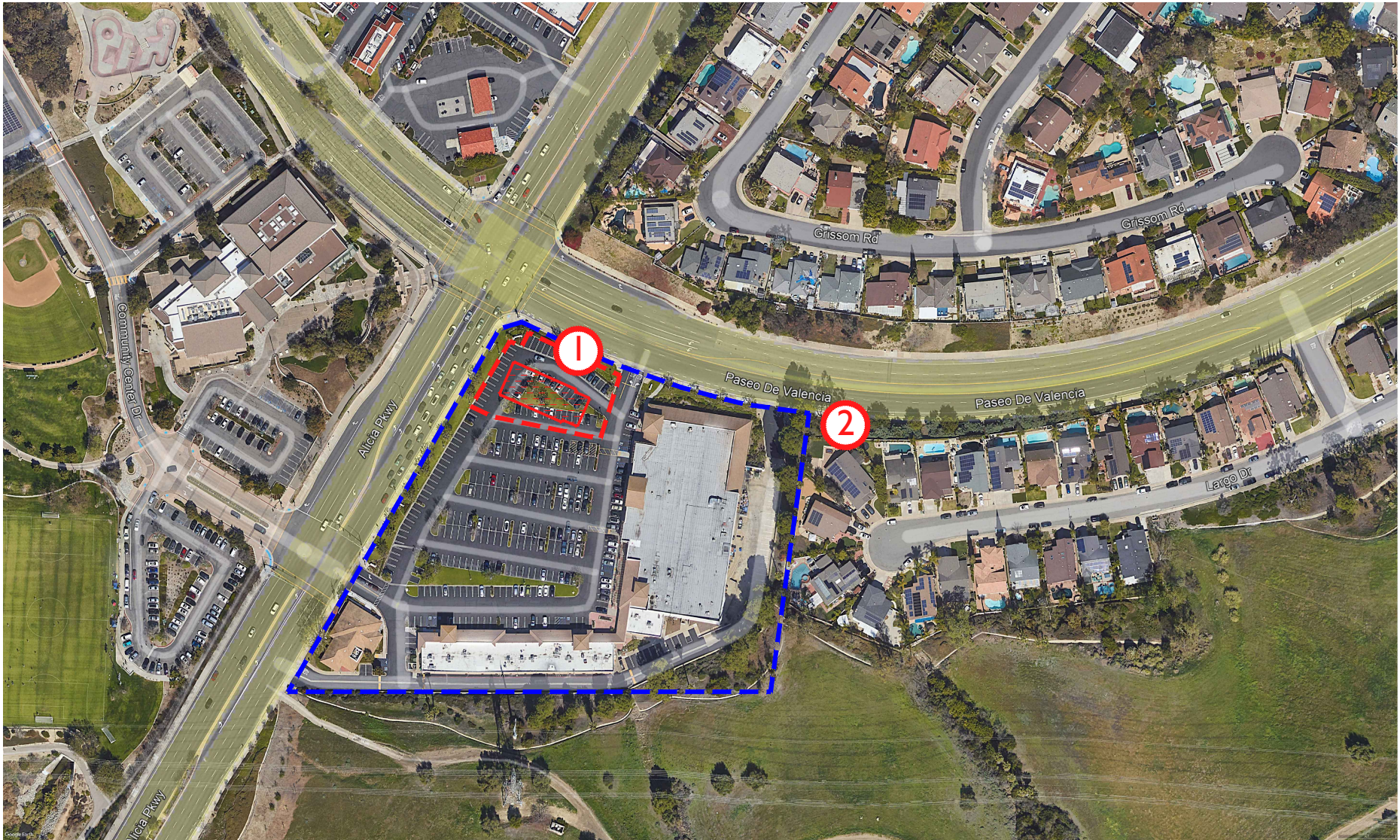


Legend:

- = Alicia Town Center Boundary
- = Project Site Boundary
- ▨ = Fuel Center Location







Legend:

- = Alicia Town Center Boundary
- = Project Site Boundary
- = Fuel Center Location
- ① = Noise Monitoring Location

Operational Day/Night Noise Levels (dBA)



Operational Noise Contours - Daytime



Operational Noise Contours - Nighttime



Appendices

Appendix A

City of Laguna Hills
General Plan Noise Element and
Municipal Code Chapter 5-24 – Noise Control

Noise



Introduction

Noise is unwanted sound that interferes with living, working, and enjoying daily life. Exposure to excessive noise can affect general well-being and contributes to annoyance and undue stress. The Noise Element is intended to reduce unwanted sounds for the health, safety, and welfare of the community. Removing or reducing significant sources of noise where feasible will improve the quality of life for Laguna Hills residents, workers, and visitors.

Purpose and Scope of the Noise Element

The purpose of the Noise Element is to identify and assess existing noise sources in the community, and to discuss the City's role in ensuring comfortable and safe noise levels in the future. As a part of the General Plan process, citizens and City officials identified goals for the future relating to balancing land uses in the City, in part to minimize incompatibilities and exposure to excessive noise

while providing the range of uses needed to maintain a high quality of life. The goals, policies, and programs will assist in achieving noise compatibility between land uses.

The State of California recognizes the relationship between noise and noise sensitive uses and has adopted guidelines for noise elements that have been followed in the preparation of this Element.

Background

Laguna Hill is located in an urbanized and developed area and is subject to numerous noise sources, primarily vehicular traffic on major roadways. The City is also subject to typical urban noise sources such as construction, police and fire department sirens, landscaping equipment, barking dogs, and car alarms.

Major noise sources in the City include traffic on Interstate 5 (I-5), State Route 73 (SR-73), and major arterials throughout the City. Truck traffic is prevalent on these roadways and generates higher noise levels relative to other vehicle types that travel

on local roadways. Train traffic on the Atchison, Topeka, and Santa Fe Railway (AT&SF) rail line, which runs parallel to I-5, is another source of noise in the City. The AT&SF rail line traffic includes daily passenger (Amtrak), transit (Metrolink), and freight service. The nearest airport is John Wayne International Airport, approximately 10 miles northwest of Laguna Hills. The distance from the airport results in no noise impact from aircraft overflight.

The City has land uses that are sensitive to noise and may be significantly affected by interference from noise. Noise sensitive land uses include residences, schools, churches, hospitals, convalescent (nursing) homes, hotels, and certain parks. Excessive noise exposure to human receptors can cause adverse physical and psychological responses, in addition to interfering with speech and concentration, and diminishing the quality of life.

In addition to humans, protected animal species and their habitats may be considered sensitive receptors if located near construction and operational noise sources, especially during the species' breeding seasons. The City of Laguna Hills is located within a region where there is the potential habitat for noise sensitive bird species, such as the coastal California gnatcatcher and least Bell's vireo, that nest or forage in upland scrub vegetation.

EFFECTS OF NOISE ON PEOPLE

The effects of noise on people can include general annoyance, interference with speech communication, sleep disturbance, and in the extreme, hearing impairment or loss. While physical damage to the ear from an intense noise is rare, degradation of auditory acuity can occur within a community noise environment. Hearing loss occurs mainly due to chronic exposure to excessive noise, but it may be due to a single event such as an explosion. Table N-1 provides typical instantaneous noise levels of common activities.

Noise is generally defined as unwanted sound. Its effects can range from annoyance to health problems.

**Table N-1
Common Noise Levels**

Noises	Sound Level (dBA)
Threshold of Pain	140
Rock Band, Leaf Blower, Car Horn	110
Gas Lawn Mower, Train Approaching (Engines)	90
Diesel Truck, Food Blender	80
Gas Lawn Mower, Vacuum Cleaner	70
Normal Conversation, Heavy Traffic at 300 feet	60
Large Business Office, Dishwasher in Next Room	50
Quiet residential area	40
Library	30
Normal Breathing	10
Lowest Threshold of Human Hearing	0

These are typical noise levels. Distance from the source will reduce the noise level. A 10 dB increase doubles perceived loudness. Continued exposure to noise above 85 dB can cause hearing loss. A single exposure to 140 dB noise can cause some hearing loss.

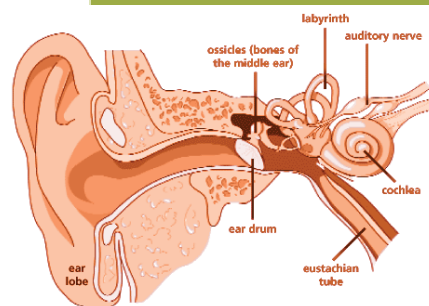
Noise Plan

As Laguna Hills and surrounding communities continue to grow, noise levels associated with transportation- and nontransportation-related noise continue to increase. The City seeks ways to safeguard the community from excessive noise as the ambient noise level in the community rises. The goals, policies, and the Plan in this section describe the means to reduce the negative effects of noise in the City. Programs addressing noise, contained in the Implementation Program section of the General Plan, are an extension of the Noise Plan and contain specific actions that the City uses to protect the community from excessive noise.

NOISE MEASUREMENT

Evaluating noise is complex. Noise levels are measured as decibels (dB) on a logarithmic scale that quantifies sound intensity in a manner similar to the Richter scale used for earthquake magnitudes. Thus, doubling the energy of a noise source (e.g., traffic volume) would not double the noise level.

The human ear is not equally sensitive to all frequencies within the sound spectrum. The most common method to characterize sound is the “A-weighted” sound level, or dB(A), which filters out noise frequencies not audible to the human ear, thereby weighting the audible frequencies. Therefore, the dBA is used for noise measurements and standards involving the human perception of noise.



In addition to instantaneous noise levels, noise levels measured over a period of time are used to assess noise limits and impacts. Noise levels measured over 1 hour are usually expressed as dBA L_{eq} , the equivalent 1-hour noise level. Time of day is also an important factor for noise assessment; noise levels that may be acceptable during the day may interfere with the ability to sleep during evening or nighttime hours. Therefore, 24-hour noise levels are used. The community noise equivalent level (CNEL) is the cumulative noise exposure in a community during a 24-hour period, which adds 5 dB(A) to evening sound levels (between 7:00 p.m. and 10:00 p.m.), and 10 dB(A) to the nighttime sound levels (between 10:00 p.m. and 7:00 a.m.). The day/night average sound level (L_{dn}) is the same as the CNEL, except the 3-hour evening period is considered part of the daytime period.

In addition to noise measurement, traffic noise levels for freeways and arterials can be modeled using a traffic noise model with traffic volumes, mix, and speed characteristics.

NOISE AND LAND USE PLANNING

Accumulation of noise from transportation and nontransportation sources determine the overall noise environment within a community. Transportation noise refers to noise from automobile use, trucking, airport operations and rail operations. Nontransportation noise typically refers to noise from stationary sources such as commercial establishments, machinery, air conditioning systems, compressors, and landscape maintenance equipment.

Regardless of the type of noise, noise levels are highest near the source and substantially decrease with distance. Most noise impacts can be avoided when noise sources, sensitive land uses, and information about the future noise environment are considered in land use planning and development decisions. Land uses that generate significant noise should be separated from uses that are particularly sensitive to noise.

To establish the compatibility of various land uses with exterior noise levels, the City uses CNEL in its planning guidelines. CNEL takes into account heightened sensitivity of persons to noise during evening and nighttime periods.

Figure N-1 illustrates Laguna Hills' land use compatibility guidelines.

Noise levels can be estimated and represented as noise contour lines, which indicate the area subject to a particular noise level. Figures N-2 and N-3 show the estimated existing and projected future noise contours in Laguna Hills, based on traffic volume counts and projected 2030 traffic volumes on the City's arterials.

LAND USE CATEGORY	COMMUNITY NOISE EXPOSURE						
	Ldn or CNEL, dBA						
	55	60	65	70	75	80	85
Residential - Single family, Duplex, Mobile Home							
Residential - Multi-Family							
Transient Lodging, Motels, Hotels							
Schools, Libraries, Churches, Hospitals, Nursing Homes							
Auditoriums, Concert Halls, Amphitheaters							
Sports Arena, Outdoor Spectator Sports							
Playgrounds, Parks							
Golf Courses, Riding Stables, Water Recreation, Cemeteries							
Office Buildings, Business Commercial, Professional							
Industrial, Manufacturing, Utilities, Agriculture							

**NORMALLY ACCEPTABLE**

Specified land use is satisfactory, based upon the assumption that any buildings involved are of normal conventional construction, without any special noise insulation requirements.

**CONDITIONALLY ACCEPTABLE**

New construction or development should be undertaken only after a detailed analysis of the noise reduction requirements is made and needed noise insulation features included in the design. Conventional construction, but with closed windows and fresh air supply systems or air conditioning will normally suffice.

**NORMALLY UNACCEPTABLE**

New construction or development should generally be discouraged. If new construction or development does proceed, a detailed analysis of the noise reduction requirements must be made and needed noise insulation features included in the design.

**CLEARLY UNACCEPTABLE**

New construction or development should generally not be undertaken.

Source: Guidelines for the Preparation and Content of Noise Elements of the General Plan, California Office of Planning and Research, 1998.

Figure N-1
Land Use Compatibility
Guidelines

The noise contours are used as a guide for land use and development decisions. Land uses within contours of 60 dB(A) or greater may be noise impacted depending on the use. When noise sensitive land uses are proposed within these contours, an acoustical analysis may be required. For a project to be approved in a noise impacted area, the analysis must demonstrate that the project is designed to attenuate noise to meet the City’s noise standards as defined in Table N-1. If the project is not designed to meet the noise standards, mitigation measures can be recommended in the analysis. If the analysis demonstrates that the noise standards can be met with implementation of the mitigation measures, the project can be approved with the mitigation measures required as conditions of project approval.

NOISE STANDARDS

Table N-2 summarizes the City of Laguna Hills exterior and interior noise standards. The standards represent the maximum acceptable noise levels as measured from any residential property in the City. Accordingly, it is unlawful to cause the noise level on any residential property to exceed the exterior noise standards:

- 1. for a cumulative period of more than 30 minutes in any hour;
- 2. plus 5 dB(A) for a cumulative period of more than 15 minutes in any hour;
- 3. plus 10 dB(A) for a cumulative period of more than 5 minutes in any hour;
- 4. plus 15 dB(A) for a cumulative period of more than 1 minute in any hour; or
- 5. plus 20 dB(A) for any period of time.

In addition, it is unlawful to cause the noise level on any residential property to exceed the interior noise standards (see Table N-2):

- 1. for a cumulative period of more than 5 minutes in any hour;
- 2. plus 5 dB(A) for a cumulative period of more than 1 minute in any hour; or
- 3. plus 10 dB(A) for any period of time.

Table N-2 Residential Noise Standards		
	Daytime Noise Standards (7:00 am to 10:00 pm)	Nighttime Noise Standards (10:00 pm to 7:00 am)
Exterior Noise Standards	55 dB(A)	50 dB(A)
Interior Noise Standards	55 dB(A)	45 dB(A)

Source: Laguna Hills Municipal Code Chapter 5-24.
Note: Standards are based on measurements taken from any residential property in the City.



Noise Contours

— CNEL 70	— CNEL 60	City Boundary	Major Streets
— CNEL 65	● Measurement Locations	Freeway/ Toll Road	Local Streets

Source: Urban Crossroads, 2008.

Figure N - 2
Noise Contours 2008





Noise Contours

- | | | | |
|-----------|-------------------------|--------------------|---------------|
| — CNEL 70 | — CNEL 60 | City Boundary | Major Streets |
| — CNEL 65 | ● Measurement Locations | Freeway/ Toll Road | Local Streets |

Source: Urban Crossroads, 2008

Figure N - 3
Noise Contours 2030



The nonresidential exterior noise standard is always 65 dBA. Exempt from these standards are activities at any public or private educational facilities, or public park or playground; emergency equipment or work; construction activities during the day on Monday through Saturday; certain agricultural operations; and landscaping and maintenance. Schools, hospitals, and churches are protected from noise sources that exceed the specified noise limits.

TRANSPORTATION-RELATED NOISE

Laguna Hills contains a number of transportation-related noise sources including freeways, major roadways, and railroad operations. I-5, SR-73, the railroad, and major roadways create high levels of noise that affect the overall quality of life in the community and are the major contributors of noise in the City. Some locations, such as areas adjacent to I-5 at Los Alisos, are regularly impacted by transportation noise. Reducing transportation-related noise is necessary to improve the quality of life for noise sensitive land uses. Cost-effective strategies to reduce the influence of transportation-related noise sources are an essential part of the Noise Element.

NOISE CONTROL AT RECEPTION SITES

The most efficient and effective means of controlling noise from transportation is to reduce noise at the source. However, the City has little direct control over noise produced by transportation sources because State noise regulations preempt local regulations. Because the City cannot control the noise at the source, City noise programs focus on reducing the impact of transportation noise reception sites.

The most effective way to mitigate transportation noise impacts on the City is by using the site development permit process and implementing CEQA. During the planning stages of the development process, potential impacts from transportation noise will be identified and mitigation measures will be required as needed to meet the City's noise standards. Site planning, landscaping, natural topography and design, and construction noise barriers are the most common method of alleviating vehicular traffic and train noise impacts. Setbacks and buffer areas can also be used to achieve small noise reductions. The City can also use weight limitations on certain roadways and designate truck routes to reduce traffic noise in specific locations.

The City also encourages the construction and use of alternative modes of transportation such as alternative fuel vehicles, transit systems, and transit-oriented development (higher density, mixed use development near major rail and transit stops) to reduce transportation-related noise. Alternative transportation modes can emit less noise per passenger than their automotive counterparts and can reduce traffic congestion.

Noise Control at the Source

The California Vehicle Code contains noise regulations pertaining to the operation of all vehicles on public roads. These noise standards for cars, trucks, and motorcycles are enforced through coordination with the California Highway Patrol and the Orange County Sheriff's Department. The City also regulates traffic flow and coordinates with the California Highway Patrol and Orange County Sheriff's Department to enforce speed limits to reduce traffic noise.

NONTRANSPORTATION-RELATED NOISE

The City contains a variety of land uses, many of which generate noise. Noise from non-transportation-related sources includes industrial areas that involve heavy equipment and machinery, and commercial areas such as restaurants, bars, and entertainment establishments. Mechanical equipment such as heating, ventilating, and air conditioning units also generates noise throughout the City. Residential areas are also subject to noise from the use of pool equipment, landscape maintenance equipment, barking dogs, and other noise sources. Finally, construction activities throughout the City can temporarily elevate noise.

Application of the City's noise regulations is the best means to control non-transportation-related noise. The Community Development Department and Orange County Sheriff's Department cooperate to identify development or activities that violate noise regulations. The City's municipal code gives the City the authority to enforce the noise standards through penalties and other abatement tactics.

Noise generated by new development is effectively controlled through the site development permit process, compliance with CEQA, and compliance with the City noise standards contained in this Noise Element and the City's noise regulations. During preliminary stages in the development process, potential noise impacts will be identified and mitigation measures imposed.

When reviewing proposed mixed use and nonresidential projects, noise generation and potential impacts to surrounding development are considered. An acoustical analysis is required for projects that will generate noise potentially affecting sensitive receptors. Where significant impacts are identified, mitigation measures will be required. Mitigation measures that could be applied when reviewing projects include acoustically treated and/or quiet designs for furnaces, fans, motors, compressors, pumps, and other mechanical equipment. The City may also require limited delivery hours and/or hours of operation to minimize impacts to adjacent residential or other noise sensitive uses. In addition, all City departments must comply with State and federal

Occupational Safety and Health Administration (OSHA) standards. Any new equipment or vehicles purchased by the City will comply with local, State, and federal noise regulations, and the City will encourage landscaping contractors to utilize up to date noise-reducing equipment.

NOISE ORDINANCE

The City Noise Ordinance is designed to protect people from non-transportation noise sources such as construction activity, commercial and industrial operations, machinery, and pumps and air conditioners. Enforcing the ordinance includes requiring proposed development projects to show compliance with the ordinance, including operating in accordance with noise levels and hours of operation limits placed on the project site. The City also requires construction activity to comply with established work schedule limits. The ordinance is reviewed periodically for adequacy and amended as needed to address community needs and development patterns.

The City also has the opportunity to control noise and vibration transfers between adjacent land uses. Problems can arise when noise-producing uses are located immediately adjacent to sensitive uses, such as business park or light industrial uses near residences or schools. Additionally, increasing mixed use development throughout the City will place more sensitive residential uses alongside or above commercial uses, which could present challenges. The City's Zoning Ordinance or any Specific Plan developed following adoption of the General Plan will include specific standards that address noise and vibration transfer in mixed use development.

Goals and Policies

The goals and policies section sets both broad and specific direction for the future of the City based on identified issues, as captured in the Guiding Themes and expressed by the community, City staff, and decision makers.

Three major issue areas are addressed in the goals and policies of the Noise Element. These major issues are:

- Using land use planning and development techniques to reduce noise and ensure compatibility between different land uses;
- Utilizing a variety of techniques and strategies to reduce transportation-related noise; and
- Requiring site design and other measures to reduce or maintain noise at acceptable levels for non-transportation-related noise.

NOISE AND LAND USE PLANNING

Land use directly affects noise compatibility because higher noise levels associated with certain land uses can encroach upon more sensitive land uses. Noise-producing and noise sensitive uses will be planned and/or sufficiently buffered to ensure that sensitive uses are not exposed to unacceptable noise levels. Non-compatible land uses will incorporate noise attenuation and/or control measures in the development and design process to reduce noise.

Goal N-1: Reduce the effects of noise through proper land use planning and development techniques.

Policy N-1.1: Use the City's noise/land use compatibility matrix (Figure N-1) as a guide for future planning and development decisions.

Policy N-1.2: Use transitional and buffer areas to separate excessive noise-generating uses from residential and other noise sensitive land uses.

Policy N-1.3: Limit future residential and other noise sensitive land uses in areas exposed to high levels of noise and/or utilize strategies to reduce noise experienced by sensitive uses at the point of reception.

TRANSPORTATION-RELATED NOISE

Transportation-related noise sources are the major contributors of noise in Laguna Hills and affect the overall quality of life. Reduction of transportation-related noise through a variety of measures is necessary to deal with the detrimental effects attributable to excessive noise.

Goal N-2: Reduce the impact of transportation-related noise on residential areas and other sensitive land uses.

Policy N-2.1: Reduce new transportation-related noise impacts to noise sensitive land uses through the use of noise control measures.

Policy N-2.2: Require noise-reducing construction techniques and site design measures for new development in areas impacted by transportation-related noise.

Policy N-2.3: Encourage new development to provide facilities that support the use of alternative transportation modes, such as walking, bicycling, carpooling and, where applicable, transit to reduce automobile traffic and its associated noise.

Policy N-2.4: Consider using low-noise pavement surfaces on Mobility Element roadways that reduce motor vehicle traffic noise.

Policy N-2.5: Control truck traffic routing to reduce truck traffic impacts on noise sensitive land uses.

Policy N-2.6: Use traffic calming design and traffic control measures as needed to reduce vehicular speeds and associated noise levels in residential neighborhoods.

NONTRANSPORTATION-RELATED NOISE

Noise unrelated to vehicles, streets, and freeways also impacts the quality of life in Laguna Hills. Excessive noise from construction, business operations, and everyday activities negatively affects the community. Site design, regulation, and enforcement measures will reduce non-transportation-related noise.

Goal N-3: Reduce the impact of non-transportation-related noise on residential areas and other sensitive land uses.

Policy N-3.1: Ensure noise sources from construction activities, entertainment venues, private development/residences, landscaping activities, and special events impacting noise sensitive lands use are maintained at acceptable levels.

Policy N-3.2: Require that commercial and mixed use structures be designed to prevent transfer of noise and vibration to residential and other noise sensitive land uses.

Policy N-3.3: Require commercial and mixed use developments to locate loading areas, parking lots, driveways, trash enclosures, mechanical equipment, and other noise sources away from residential development and, if necessary, to shield such noise sources with acoustic barriers.

Summary of Approach

The goals, policies, and programs in the Noise Element will help the City reduce noise from transportation and non-transportation-related sources. The Noise Element encourages the use of land use compatibility measures and noise reduction techniques to ensure that redevelopment and new development are compatible with established uses. Table N-3 identifies the three major issue areas guiding the Noise Element. These major issues represent the direction the City will take in its noise goals, policies, and programs to implement the vision of Laguna Hills as captured in the Guiding Themes and expressed in the Noise Plan.

Table N-3
Description of Actions to Address Noise Issues

Issues	Element	Section	Policy	Programs	Figure	Table
Noise and Land Use Planning	Noise	Noise and Land Use Planning	N-1.1 through N-1.3	N-1 through N-4	Figure N-1 (Land Use Compatibility) Figure N-3 (Future Noise Contours)	Table N-2 (Noise Standards)
	Land Use	Respect for Existing Neighborhoods	LU-2.7	LU-6		
Transportation-Related Noise	Noise	Transportation-related Noise	N-2.1 through N-2.6	N-1, N-3, N-5		
Nontransportation-Related Noise	Noise	Nontransportation-related noise	N-3.1 through N-3.3	N-5		

Chapter 5-24 NOISE CONTROL

Sections:

5-24.010 Declaration of policy.

5-24.020 Definitions.

5-24.030 Noise level measurement criteria.

5-24.040 Designated noise zone.

5-24.050 Exterior noise standards.

5-24.060 Interior noise standards.

5-24.070 Special provisions.

5-24.080 Schools, hospitals and churches—Special provisions.

5-24.090 Motor vehicle racing.

5-24.100 Air conditioning and refrigeration—Special provisions.

5-24.110 Noise level measurement.

5-24.120 Manner of enforcement.

5-24.130 Violations—Misdemeanors.

5-24.010 Declaration of policy.

In order to control unnecessary, excessive and annoying sounds emanating from the city, it is declared to be the policy of the city to prohibit such sounds generated from all sources as specified in this chapter.

It is determined that certain sound levels are detrimental to the public health, welfare and safety, and contrary to public interest. (OCC § 4-6-1)

5-24.020 Definitions.

The following words, phrases and terms as used in this chapter shall have the meaning as indicated below:

“Ambient noise level” means the all-encompassing noise level associated with a given environment, being a composite of sounds from all sources, excluding the alleged offensive noise, at the location and approximate time at which a comparison with the alleged offensive noise is to be made.

“Cumulative period” means an additive period of time composed of individual time segments which may be continuous or interrupted.

“Decibel (dB)” means a unit which denotes the ratio between two quantities which are proportional to power: the number of decibels corresponding to the ratio of two amounts of power is ten times the logarithm to the base ten of this ratio.

“Dwelling unit” means a single unit providing complete, independent living facilities for one or more persons including permanent provisions for living, sleeping, eating, cooking and sanitation.

“Emergency machinery, vehicle or work” means any machinery, vehicle or work used, employed or performed in an effort to protect, provide or restore safe conditions in the community or for the citizenry, or work by private or public utilities when restoring utility service.

“Fixed noise source” means a stationary device which creates sounds while fixed or motionless, including but not limited to industrial and commercial machinery and equipment, pumps, fans, compressors, generators, air conditioners and refrigeration equipment.

“Grading” means any excavating or filling of earth material, or any combination thereof, conducted at a site to prepare said site for construction or other improvements thereon.

“Impact noise” means the noise produced by the collision of one mass in motion with a second mass which may be either in motion or at rest.

“Mobile noise source” means any noise source other than a fixed noise source.

“Noise level” means the “A” weighted sound pressure level in decibels obtained by using a sound level meter at slow response with a reference pressure of twenty (20) micronewtons per square meter. The unit of measurement shall be designated as dB(A).

“Person” means a person, firm, association, copartnership, joint venture, corporation or any entity, public or private in nature.

“Residential property” means a parcel of real property which is developed and used either in part or in whole for residential purposes, other than transient uses such as hotels and motels.

“Simple tone noise” means a noise characterized by a predominant frequency or frequencies so that other frequencies cannot be readily distinguished.

“Sound level meter” means an instrument meeting American National Standard Institute’s Standard S1.4-1971 for Type 1 or Type 2 sound level meters or an instrument and the associated recording and analyzing equipment which will provide equivalent data.

“Sound pressure level” of a sound, in decibels, means twenty (20) times the logarithm to the base ten of the ratio of the pressure of the sound to a reference pressure, which reference pressure shall be explicitly stated. (OCC § 4-6-2)

5-24.030 Noise level measurement criteria.

Any noise level measurements made pursuant to the provisions of this chapter shall be performed using a sound level meter as defined in Section [5-24.020](#) of this chapter. (OCC § 4-6-3)

5-24.040 Designated noise zone.

The entire territory of the city is designated as “Noise Zone 1.” (OCC § 4-6-4)

5-24.050 Exterior noise standards.

A. The following noise standards, unless otherwise specifically indicated, shall apply to all residential property within a designated noise zone:

RESIDENTIAL EXTERIOR NOISE STANDARDS

Noise Zone	Noise Level	Time Period
1	55 dB(A)	7:00 a.m.— 10:00 p.m.
	50 dB(A)	10:00 p.m.— 7:00 a.m.

In the event the alleged offensive noise consists entirely of impact noise, simple tone noise, speech, music, or any combination thereof, each of the above noise levels is reduced by five dB(A).

B. The following noise standards, unless otherwise specifically indicated, apply to all land use entities that affect nonresidential property. If a land use affects both residential and nonresidential property then the residential standards are applied.

**NONRESIDENTIAL EXTERIOR NOISE
STANDARDS**

Noise Zone	Noise Level	Time Period
1	65 dB(A)	At any time

In the event the alleged offensive noise consists entirely of impact noise, simple tone noise, speech, music, or any combination thereof, each of the above noise levels is reduced by five dB(A).

C. It is unlawful for any person at any location within the city to create any noise, or to allow the creation of any noise on property owned, leased, occupied, or otherwise controlled by such person, when the foregoing causes the noise level, when measured on any other property, either incorporated or unincorporated, to exceed:

- 1. The noise standard for a cumulative period of more than thirty (30) minutes in any hour; or
- 2. The noise standard plus five dB(A) for a cumulative period of more than fifteen (15) minutes in any hour; or
- 3. The noise standard plus ten dB(A) for a cumulative period of more than five minutes in any hour; or
- 4. The noise standard plus fifteen (15) dB(A) for a cumulative period of more than one minute in any hour; or
- 5. The noise standard plus twenty (20) dB(A) for any period of time.

D. In the event the ambient noise level exceeds any of the first four noise limit categories above, the cumulative period applicable to said category is increased to reflect said ambient noise level. In the event the ambient noise level exceeds the fifth noise limit category, the maximum allowable noise level under said category is increased to reflect the maximum ambient noise level.

(Ord. 2003-11 § 2: OCC § 4-6-5)

5-24.060 Interior noise standards.

A. The following interior noise standards, unless otherwise specifically indicated, shall apply to all residential property within a designated noise zone:

RESIDENTIAL EXTERIOR NOISE STANDARDS

Noise Zone	Noise Level	Time Period
1	55 dB(A)	7:00 a.m.— 10:00 p.m.
	45 dB(A)	10:00 p.m.— 7:00 a.m.

In the event the alleged offensive noise consists entirely of impact noise, simple tone noise, speech, music, or any combination thereof, each of the above noise levels shall be reduced by five dB(A).

B. It is unlawful for any person at any location within the city to create any noise, or to allow the creation of any noise on property owned, leased, occupied, or otherwise controlled by such person, when the foregoing causes the noise level, when measured within any other dwelling unit on any residential property, either incorporated or unincorporated, to exceed:

- 1. The interior noise standard for a cumulative period of more than five minutes in any hour; or
- 2. The interior noise standard plus five db(A) for a cumulative period of more than one minute in any hour; or
- 3. The interior noise standard plus ten db(A) for any period of time.

C. In the event the ambient noise level exceeds either of the first two noise limit categories above, the cumulative period applicable to said category shall be increased to reflect said ambient noise level. In the event the ambient noise level exceeds the third noise limit category the maximum allowable noise level under said category shall be increased to reflect the maximum ambient noise level.

(OCC § 4-6-6)

5-24.070 Special provisions.

The following activities shall be exempted from the provisions of this chapter:

A. Activities conducted on the grounds of any public or private nursery, elementary, intermediate or secondary school or college.

- B. Outdoor gatherings, public dances and shows, provided said events are conducted pursuant to a license issued by the city pursuant to Title 4 of this code.
- C. Activities conducted on any park or playground, provided such park or playground is owned and operated by a public entity.
- D. Any mechanical device, apparatus or equipment used, related to or connected with emergency machinery, vehicle or work.
- E. Noise sources associated with construction, repair, remodeling, or grading of any real property, provided said activities do not take place between the hours of eight p.m. and seven a.m. on weekdays, eight p.m. and eight a.m. on Saturday, or at any time on Sunday or a federal holiday.
- F. All mechanical devices, apparatus or equipment which are utilized for the protection or salvage of agricultural crops during periods of potential or actual frost damage or other adverse weather conditions.
- G. Mobile noise sources associated with agricultural operations, provided such operations do not take place between the hours of eight p.m. and seven a.m. on weekdays, including Saturday, or at any time on Sunday or a federal holiday.
- H. Mobile noise sources associated with agricultural pest control through pesticide application, provided that the application is made in accordance with restricted material permits issued by or regulations enforced by the Agricultural Commissioner.
- I. Noise sources associated with the maintenance of real property, provided said activities take place between seven a.m. and eight p.m. on any day except Sunday or a federal holiday, or between the hours of nine a.m. and eight p.m. on Sunday or a federal holiday.
- J. Any activity to the extent regulation thereof has been preempted by state or federal law.
- K. A temporary public construction activity deemed necessary for the safety and convenience of the traveling public by the City Manager or his or her authorized representative, which exemption shall be placed in writing, and subject to such conditions deemed necessary to protect the public welfare, health, and safety and to minimize noise disturbances.

(Ord. 2004-8 § 2; Ord. 2003-3 Exh. A § 1; OCC § 4-6-7)

5-24.080 Schools, hospitals and churches—Special provisions.

It is unlawful for any person to create any noise which causes the noise level at any school, hospital or church while the same is in use to exceed the noise limits as specified in Section [5-24.050](#) of this chapter prescribed for the assigned noise zone in which the school, hospital or church is located, or which noise level unreasonably interferes with the use of such institutions or which unreasonably disturbs or annoys patients in the hospital, provided conspicuous signs are displayed in three separate locations within one-tenth of a mile of the institution indicating the presence of a school, church or hospital. (OCC § 4-6-8)

5-24.090 Motor vehicle racing.

It is unlawful to conduct motor vehicle racing, testing, timing or similar noise-producing activities at raceways, speedways, off-road vehicle courses, drag strips or other similar places, including, but not limited to, the operation of midget race cars, drag cars, motorcycles, off-road vehicles, and specialty automobiles, between the hours of eleven-thirty p.m. and eight a.m. (OCC § 4-6-8.1)

5-24.100 Air conditioning and refrigeration—Special provisions.

During the five-year period following the effective date of this chapter, the noise standards enumerated in Sections [5-24.050](#) and [5-24.060](#) shall be increased eight db(A) where the alleged offensive noise source is an air conditioning or refrigeration system or associated equipment which was installed prior to the effective date of this chapter. (OCC § 4-6-9)

5-24.110 Noise level measurement.

The location selected for measuring exterior noise levels shall be at any point on the affected property. Interior noise measurements shall be made within the affected dwelling unit. The measurement shall be made at a point at least four feet from the wall, ceiling, or floor nearest the alleged offensive noise source and may be made with the windows of the affected unit open. (OCC § 4-6-10)

5-24.120 Manner of enforcement.

The City Manager, the Chief of Police Services, and their duly authorized representatives are directed to enforce the provisions of this chapter. The Chief of Police Services and his or her duly authorized representatives are authorized, pursuant to Penal Code Section [836.5](#), to arrest any person without a warrant when they have reasonable cause to believe that such person has committed a misdemeanor in their presence.

No person shall interfere with, oppose, or resist any authorized person charged with the enforcement of this chapter while such person is engaged in the performance of his or her duty. (Ord. 2003-11 § 3: OCC § 4-6-11)

5-24.130 Violations—Misdemeanors.

Any person violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such. The provisions of this chapter shall not be construed as permitting conduct not prescribed herein and shall not affect the enforceability of any other applicable provisions of law. (OCC § 4-6-15)

The Laguna Hills Municipal Code is current through Ordinance 2022-4, passed November 15, 2022.

Disclaimer: The city clerk's office has the official version of the Laguna Hills Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.ci.laguna-hills.ca.us/>

City Telephone: (949) 707-2635

[Code Publishing Company](#)

Appendix B

Field Data and Photos

Field Sheet

Project: Alicia Town Center Ralph's Fuel Center

Engineer: B. Morrison

Date: 05/31/2023

JN: 2776-2022-02

Measurement Address:

Paseo de Valencia and Alicia Parkway

City:

Laguna Hills, CA

Site No.:

1

Sound Level Meter:

Piccolo II

Serial # P0221010801

Serial # P0221010802

Serial # P0218092808

Calibrator:

BSWA

Serial # 500732

Calibration Record:

	Input, dB/	Time	Date
1	94.0	3:15 PM	05/31/2023
2	94.0	3:18 PM	05/31/2023
3	/	/	/
4	/	/	/
5	/	/	/

Conditions:

Temp (F): High: 68 deg. F.,
Low: 59 deg. F.
Windspeed: 2 m.p.h.
Direction: Northeast
Skies: Cloudy

Meter Settings:

☒ A-WTD

☐ LINEAR

☒ SLOW

☐ 1/1 OCT

☒ _60_ MINUTE INTERVALS

☐ C-WTD

☐ IMPULSE

☐ FAST

☐ 1/3 OCT

☐ L(N) PERCENTILE VALUES

Notes:

Measurements were taken at 1-hour intervals over a 24-hour period on June 1, 2023. Ambient noise sources at the project site included operational activity at the Ralph's shopping center, residential activity at the homes adjacent to the site, and roadway activity along Paseo de Valencia and Alicia Parkway.

Measurement Type:

☒ Long-term

☐ Short-term



1 = Noise
Monitoring
Location

Field Sheet - Noise Monitoring Location 1 Photo

Project: Alicia Town Center Ralph's Fuel Center **Engineer:** B. Morrison

Date: 06/02/2023

JN: 2776-2022-02

Measurement Address: Paseo de Valencia and Alicia Parkway

City: Laguna Hills, CA

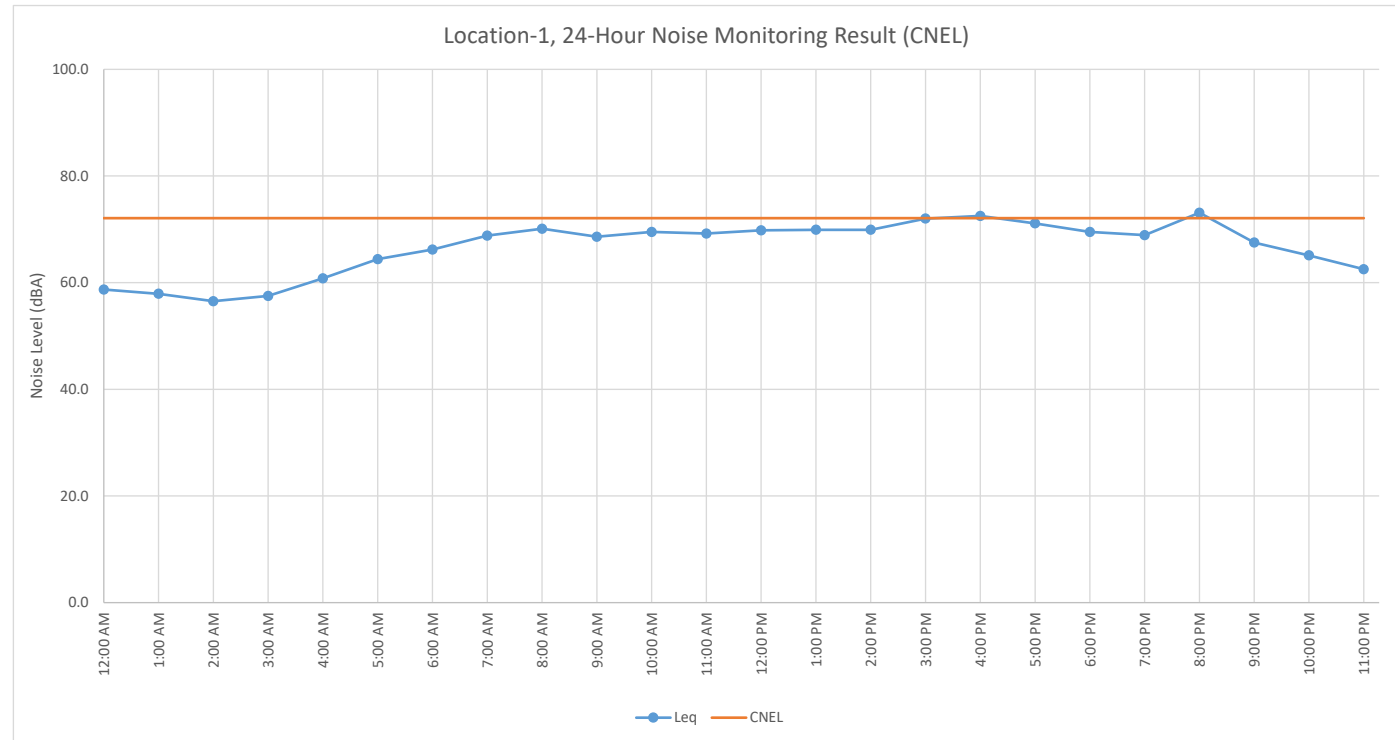
Site No.:

Notes: Measurement was taken at the northern boundary of the project site, approximately 52 feet north of the proposed fuel center location and 67 feet south of the centerline of Paseo de Valencia

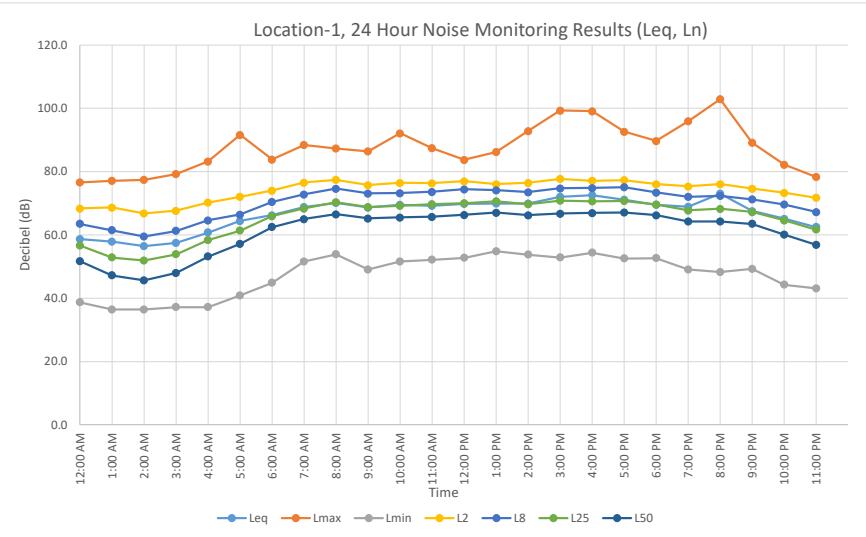


Time	Leq	CNEL
12:00 AM	58.7	72.1
1:00 AM	57.9	72.1
2:00 AM	56.5	72.1
3:00 AM	57.5	72.1
4:00 AM	60.8	72.1
5:00 AM	64.4	72.1
6:00 AM	66.2	72.1
7:00 AM	68.8	72.1
8:00 AM	70.1	72.1
9:00 AM	68.6	72.1
10:00 AM	69.5	72.1
11:00 AM	69.2	72.1
12:00 PM	69.8	72.1
1:00 PM	69.9	72.1
2:00 PM	69.9	72.1
3:00 PM	72.0	72.1
4:00 PM	72.5	72.1
5:00 PM	71.1	72.1
6:00 PM	69.5	72.1
7:00 PM	68.9	72.1
8:00 PM	73.1	72.1
9:00 PM	67.5	72.1
10:00 PM	65.1	72.1
11:00 PM	62.5	72.1

Day Min: 67.5
Night Min: 56.5



PROJECT:	Alicia Town Center Ralph's Fuel Center				JOB #:	2776-2022-02	
NOISE METER:	Piccolo II SLM, 24-Hour Measurement				DATE:	06/02/2023	
LOCATION:	L-1				BY:	B. Morrison	
Time	Leq	Lmax	Lmin	L2	L8	L25	L50
12:00 AM	58.7	76.6	38.7	68.3	63.5	56.7	51.7
1:00 AM	57.9	77.1	36.4	68.6	61.5	52.9	47.2
2:00 AM	56.5	77.4	36.4	66.8	59.5	51.9	45.6
3:00 AM	57.5	79.2	37.2	67.6	61.3	53.9	48.0
4:00 AM	60.8	83.2	37.2	70.2	64.6	58.4	53.2
5:00 AM	64.4	91.6	40.9	72.0	66.4	61.4	57.2
6:00 AM	66.2	83.8	44.9	74.0	70.4	65.9	62.5
7:00 AM	68.8	88.4	51.6	76.5	72.8	68.3	65.0
8:00 AM	70.1	87.3	53.9	77.4	74.6	70.3	66.5
9:00 AM	68.6	86.4	49.1	75.7	73.1	68.8	65.2
10:00 AM	69.5	92.1	51.6	76.4	73.2	69.2	65.5
11:00 AM	69.2	87.4	52.2	76.3	73.6	69.7	65.7
12:00 PM	69.8	83.7	52.8	76.9	74.4	70.0	66.3
1:00 PM	69.9	86.2	54.8	76.0	74.1	70.6	67.0
2:00 PM	69.9	92.8	53.8	76.4	73.5	69.7	66.2
3:00 PM	72.0	99.3	52.9	77.7	74.7	70.8	66.7
4:00 PM	72.5	99.1	54.4	77.1	74.8	70.6	66.9
5:00 PM	71.1	92.6	52.6	77.3	75.1	70.7	67.1
6:00 PM	69.5	89.7	52.7	76.0	73.4	69.6	66.2
7:00 PM	68.9	95.9	49.1	75.3	72.0	67.7	64.2
8:00 PM	73.1	102.9	48.3	76.0	72.3	68.2	64.2
9:00 PM	67.5	89.1	49.3	74.6	71.2	67.2	63.5
10:00 PM	65.1	82.2	44.3	73.3	69.6	64.6	60.1
11:00 PM	62.5	78.3	43.1	71.7	67.2	61.7	56.9
Daytime	70.1	102.9	44.3	76.3	73.5	69.4	65.7
Nighttime	61.9	91.6	36.4	70.5	65.6	60.3	56.2



Field Sheet - Noise Monitoring Location 2 Photo

Project: Alicia Town Center Ralph's Fuel Center **Engineer:** B. Morrison

Date: 06/02/2023

JN: 2776-2022-02

Measurement Address: Paseo de Valencia and Alicia Parkway

City: Laguna Hills, CA

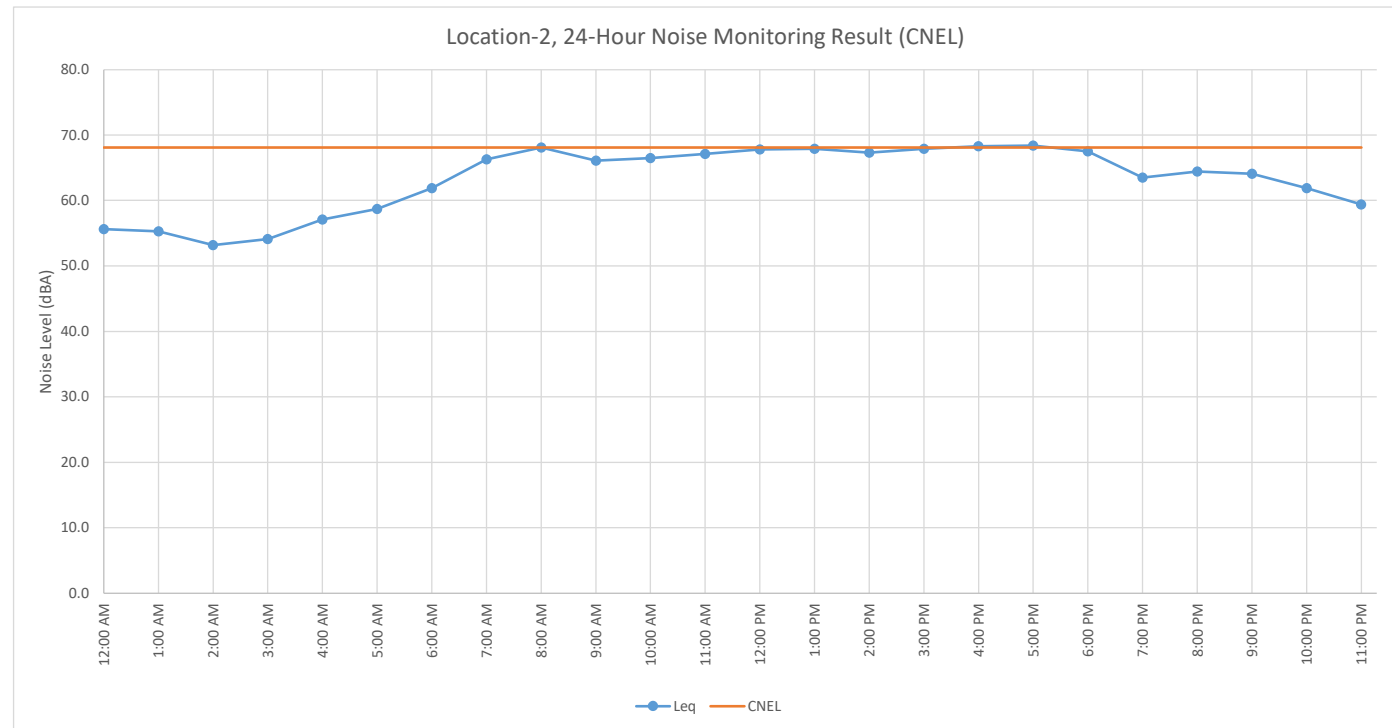
Site No.:

Notes: Measurement was taken approximately 378 feet east of the proposed fuel center and approximately 61 feet south of the centerline of Paseo de Valencia.

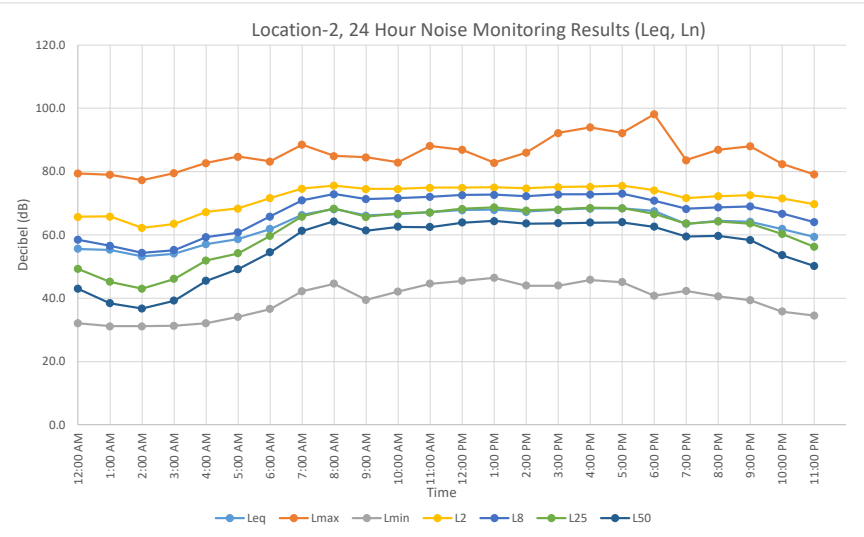


Time	Leq	CNEL
12:00 AM	55.6	68.1
1:00 AM	55.3	68.1
2:00 AM	53.2	68.1
3:00 AM	54.1	68.1
4:00 AM	57.1	68.1
5:00 AM	58.7	68.1
6:00 AM	61.9	68.1
7:00 AM	66.3	68.1
8:00 AM	68.1	68.1
9:00 AM	66.1	68.1
10:00 AM	66.5	68.1
11:00 AM	67.1	68.1
12:00 PM	67.8	68.1
1:00 PM	67.9	68.1
2:00 PM	67.3	68.1
3:00 PM	67.9	68.1
4:00 PM	68.3	68.1
5:00 PM	68.4	68.1
6:00 PM	67.5	68.1
7:00 PM	63.5	68.1
8:00 PM	64.4	68.1
9:00 PM	64.1	68.1
10:00 PM	61.9	68.1
11:00 PM	59.4	68.1

Day Min: 63.5
Night Min: 53.2



PROJECT:	Alicia Town Center Ralph's Fuel Center					JOB #:	2776-2022-02
NOISE METER:	Piccolo II SLM, 24-Hour Measurement					DATE:	06/02/2023
LOCATION:	L-2					BY:	B. Morrison
Time	Leq	Lmax	Lmin	L2	L8	L25	L50
12:00 AM	55.6	79.4	32.1	65.7	58.5	49.3	43.0
1:00 AM	55.3	79.0	31.1	65.8	56.6	45.2	38.4
2:00 AM	53.2	77.3	31.1	62.2	54.3	43.0	36.7
3:00 AM	54.1	79.5	31.3	63.5	55.2	46.1	39.2
4:00 AM	57.1	82.7	32.1	67.2	59.3	51.9	45.5
5:00 AM	58.7	84.7	34.1	68.3	60.8	54.2	49.2
6:00 AM	61.9	83.2	36.6	71.6	65.8	59.7	54.5
7:00 AM	66.3	88.5	42.2	74.6	70.9	65.8	61.3
8:00 AM	68.1	84.9	44.6	75.6	72.9	68.3	64.3
9:00 AM	66.1	84.5	39.5	74.5	71.3	65.7	61.4
10:00 AM	66.5	82.9	42.1	74.5	71.6	66.7	62.6
11:00 AM	67.1	88.1	44.6	74.9	72.0	67.1	62.5
12:00 PM	67.8	86.9	45.5	74.9	72.6	68.2	63.9
1:00 PM	67.9	82.8	46.4	75.0	72.7	68.7	64.4
2:00 PM	67.3	86.0	44.0	74.7	72.2	67.7	63.6
3:00 PM	67.9	92.2	44.0	75.1	72.8	68.0	63.7
4:00 PM	68.3	94.0	45.8	75.2	72.8	68.5	63.9
5:00 PM	68.4	92.2	45.1	75.5	73.1	68.4	64.0
6:00 PM	67.5	98.2	40.8	74.1	70.8	66.6	62.6
7:00 PM	63.5	83.6	42.3	71.6	68.2	63.6	59.5
8:00 PM	64.4	86.9	40.6	72.2	68.7	64.2	59.7
9:00 PM	64.1	88.0	39.4	72.5	69.0	63.6	58.4
10:00 PM	61.9	82.4	35.8	71.5	66.7	60.3	53.6
11:00 PM	59.4	79.1	34.5	69.7	64.0	56.3	50.2
Daytime	66.8	98.2	35.8	74.3	71.5	66.8	62.5
Nighttime	57.8	84.7	31.1	67.7	61.0	53.9	48.3



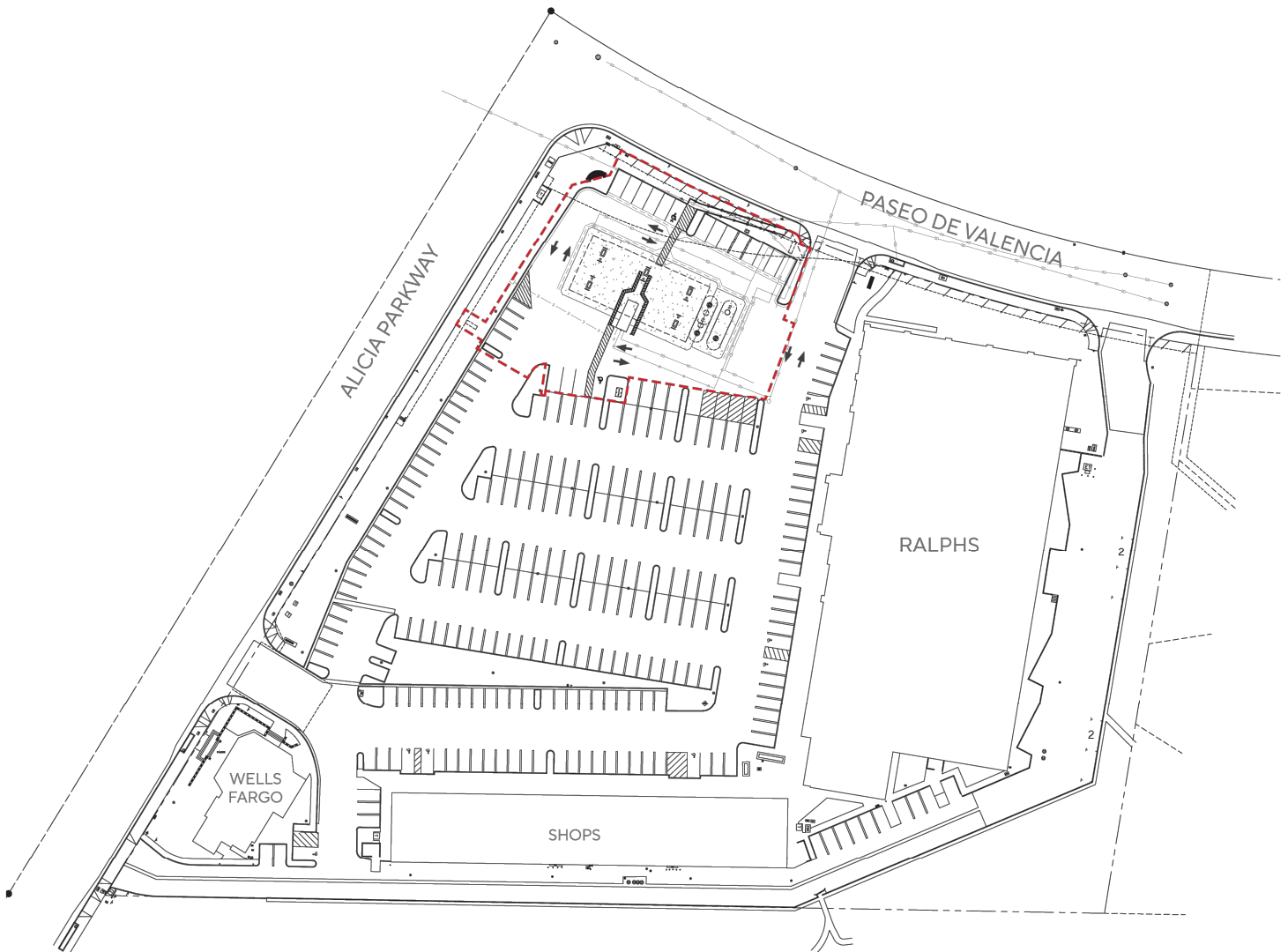
Appendix C

SoundPLAN Calculation Worksheets

Contribution levels of the receivers

Source name	Traffic lane	Level	
		Day	Night
		dB(A)	
1	1.FI	44.7	44.6
HVAC	-	43.3	43.3
Parking Lot	-	39.1	38.7
2	1.FI	47.2	47.0
HVAC	-	45.8	45.8
Parking Lot	-	41.4	41.0
3	1.FI	45.0	44.9
HVAC	-	43.5	43.5
Parking Lot	-	39.8	39.3
4	1.FI	43.6	43.5
HVAC	-	42.2	42.2
Parking Lot	-	38.1	37.7
5	1.FI	32.5	32.3
HVAC	-	28.9	28.9
Parking Lot	-	30.0	29.6
6	1.FI	34.1	34.0
HVAC	-	33.6	33.6
Parking Lot	-	24.5	24.0
7	1.FI	32.6	32.6
HVAC	-	32.2	32.2
Parking Lot	-	22.8	22.3

ALICIA TOWN CENTER RALPH'S FUEL CENTER AIR QUALITY AND GREENHOUSE GAS IMPACT STUDY City of Laguna Hills, CA



**ALICIA TOWN CENTER RALPH'S FUEL CENTER
AIR QUALITY AND GREENHOUSE GAS
IMPACT STUDY
City of Laguna Hills, California**

Prepared for:

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Prepared by:

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1401 Dove Street, Suite 540
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**Bryan Estrada, AICP
Becca Morrison**

August 6, 2024

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1.0 Introduction

The purpose of this air quality and greenhouse gas (GHG) impact study is to determine whether the estimated criteria air pollutant and greenhouse gas emissions generated from the construction and operation of the proposed Alicia Town Center Ralph's Fuel Center (hereinafter referred to as "project") would cause significant impacts to air and energy resources.

This assessment was conducted within the context of the California Environmental Quality Act (CEQA, California Public Resources Code Sections 21000, et seq.). The methodology follows the California Air Resources Board (CARB), the South Coast Air Quality Management District (SCAQMD), and City of Laguna Hills recommendations for quantification of emissions and evaluation of potential impacts.

1.1 Site Location

The project site is located within the existing Alicia Town Center shopping center at the southeast corner of Alicia Parkway and Paseo de Valencia, in the City of Laguna Hills.

The project site is located within the South Coast Air Basin (SCAB), the SCAQMD Coastal General Forecast Area, and the Central Orange County Coastal Air Monitoring Area-20.

The project site is 0.67 acres and, as such, the project meets CEQA class 32 exemption of less than a 5-acre site.

The project location map is provided in Exhibit A.

1.2 Project Description

The proposed project consists of constructing and operating a 10-vehicle fueling position (VFP) gas station (five dual sided pump islands). The project will require the removal of 39 parking spaces and will add 4 spaces (306 total current parking spaces to 271 total parking spaces after the proposed project is constructed) within the existing Alicia Town Center shopping center. The site plan used for this analysis, provided by ALISO EQUITIES, LTD, is illustrated in Exhibit B.

Table 1 summarizes the proposed project land uses. It should be noted that the parking lot serving the proposed project is already part of the existing baseline site conditions, and therefore is not included in the assessment of project impacts.

Table 1
Land Use Summary

Project Land Use	CalEEMod Land Use Category	Quantity	Metric
Gas Station	Gasoline/Service Station	10	Pumps

Construction of the project is estimated to begin in the year 2024 and last approximately 5 months. Construction activities are expected to consist of demolition, site preparation, grading, building construction, paving, and architectural coating. The project is expected to be operational in the year 2025.

The project site currently consists of the existing Ralph's shopping center parking lot. The project will require approximately 1,500 cubic yards of asphalt demolition and removal, and approximately 1,500 cubic yards of earthwork export during construction.

1.3 Sensitive Receptors

Sensitive receptors are considered land uses or other types of population groups that are more sensitive to air pollution exposure. Sensitive population groups include children, the elderly, the acutely and chronically ill, and those with cardio-respiratory diseases. For CEQA purposes, the SCAQMD considers a sensitive receptor to be a location where a sensitive individual could remain for 24 hours or longer, such as residences, hospitals, and schools (etc), as described in the Localized Significance Threshold Methodology (SCAQMD 2008a, page 3-2).

The nearest sensitive land uses to the project site include the following:

Northern Receptors Existing residential land uses located approximately 216 feet (~66 meters) northeast of the proposed fuel center location, approximately 93 feet northeast of the centerline of Paseo de Valencia.

Eastern Receptors Existing residential land uses located approximately 322 feet (~98 meters) east of the proposed fuel center location, approximately 79 feet south of the centerline of Paseo de Valencia.

For conservative localized analysis purposes, the analysis considers sensitive receptors to be located approximately 50 meters (~164 feet) from the project site. A project site location

map, including sensitive receptor locations, is provided in Exhibit A.

1.4 Summary of Air Quality and Greenhouse Gas Impacts

Table 2 provides a summary of the CEQA air quality impact analysis results. It should be noted that the air quality analysis includes a health risk assessment (HRA) screening. According to the findings, the project's potential cancer risks are deemed less than significant without the need for a comprehensive HRA. For more information on the HRA screening process and results, please refer to Section 6.2.4 of this report.

Table 2
CEQA Air Quality Impact Criteria

Air Quality Impact Criteria	Potentially Significant	Potentially Significant Unless Mitigated	Less Than Significant Impact	No Impact
<i>Would the project:</i>				
a) Conflict with, or obstruct implementation of, the applicable air quality plan?			X	
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is in non-attainment under an applicable Federal or State ambient air quality standard?			X	
d) Expose sensitive receptors to substantial pollutant concentrations?			X	
e) Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?			X	

Table 3 provides a summary of the CEQA GHG impact criteria analysis results.

**Table 3
CEQA GHG Impact Criteria**

GHG Impact Criteria	Potentially Significant	Potentially Significant Unless Mitigated	Less Than Significant Impact	No Impact
<i>Would the project:</i>				
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?			X	
b) Conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing emissions of greenhouse gases?			X	

1.5 Recommended Project Design Features

The following recommended project design features include standard fugitive dust control measures, construction best practices, and building code requirements for reducing air quality and GHG emissions and energy usage. Project design features are typically included as part of the conditions of approval for the project but are not considered mitigation under CEQA.

Construction Design Features:

DF-1 Follow the standard SCAQMD rules and requirements with regards to fugitive dust control, which includes, but are not limited to the following:

1. All active unpaved construction areas shall be watered two (2) times daily.
2. Speed on unpaved roads shall be reduced to less than 15 mph.
3. Any visible dirt deposition on any public roadway shall be swept or washed at the site access points within 30 minutes.
4. Any on-site stockpiles of debris, dirt or other dusty material shall be covered or watered twice daily.
5. All operations on any unpaved surface shall be suspended if winds exceed 15 mph.
6. Access points shall be washed or swept daily.
7. Construction sites shall be sandbagged for erosion control.

8. Cover all trucks hauling dirt, sand, soil, or other loose materials, and maintain at least 2 feet of freeboard space in accordance with the requirements of California Vehicle Code (CVC) section 23114.
9. Pave or gravel access points and use track-out grates.
10. Replace the ground cover of disturbed areas as quickly possible.

- DF-2** Construction equipment shall be maintained in proper tune.
- DF-3** All construction vehicles shall be prohibited from excessive idling. Excessive idling is defined as five (5) minutes or longer.
- DF-4** Minimize the simultaneous operation of multiple construction equipment units.
- DF-5** The use of heavy construction equipment and earthmoving activity shall be suspended during Air Alerts when the Air Quality Index reaches the "Unhealthy" level.
- DF-6** Establish an electricity supply to the construction site and use electric powered equipment instead of diesel-powered equipment or generators, where feasible.
- DF-7** Establish staging areas for the construction equipment that are as distant as possible from adjacent sensitive receptors.
- DF-8** Use haul trucks with on-road engines instead of off-road engines for on-site hauling.
- DF-9** Utilize zero VOC and low VOC paints and solvents, where feasible.

Operational Design Features

- DF-10** The project will comply with the mandatory requirements of SCAQMD Rule 461 regarding gasoline transferring and dispensing. A copy of SCAQMD Rule 461 is provided in Appendix B.
- DF-11** The project will comply with the mandatory requirements of the California Building Standards Code, Title 24, Part 6 (Energy Code) and Part 11 (CALGreen).

2.0 Air Quality Setting

The Federal Clean Air Act (§ 7602) defines air pollution as any agent or combination of such agents, including any physical, chemical, biological, or radioactive substance which is emitted into or otherwise enters the ambient air. Household combustion devices, motor vehicles, industrial facilities, and forest fires are common sources of air pollution. Air pollution can cause disease, allergies, and even death. It affects soil, water, crops, vegetation, manmade materials, animals, wildlife, weather, visibility, and climate. It can also cause damage to and deterioration of property, present hazards to transportation, and negatively impact the economy.

This section provides background information on criteria air pollutants, the applicable federal, state and local regulations concerning air pollution, and the existing physical setting of the project within the context of local air quality.

2.1 Description of Air Pollutants¹.

The following section describes the air pollutants of concern related to the project. Criteria air pollutants are defined as those pollutants for which the federal and state governments have established air quality standards for outdoor or ambient concentrations to protect public health. The following descriptions of criteria air pollutants have been provided by the SCAQMD.

- **Carbon Monoxide (CO)** is a colorless, odorless, toxic gas produced by incomplete combustion of carbon-containing fuels (e.g., gasoline, diesel fuel, and biomass). Sources include motor vehicle exhaust, industrial processes (metals processing and chemical manufacturing), residential wood burning, and natural sources. CO is somewhat soluble in water; therefore, rainfall and fog can suppress CO conditions. CO enters the body through the lungs, dissolves in the blood, and competes with oxygen, often replacing it in the blood, thus reducing the blood's ability to transport oxygen to vital organs in the body. The ambient air quality standard for carbon monoxide is intended to protect persons whose medical condition already compromises their circulatory system's ability to deliver oxygen. These medical conditions include certain heart ailments, chronic lung diseases, and anemia. Persons with these conditions have reduced exercise capacity even when exposed to relatively low levels of CO. Fetuses are at risk because their blood has an even greater affinity to bind with CO. Smokers are also at risk from ambient CO levels because smoking

¹ SCAQMD. Guidance Document for Addressing Air Quality Issues in General Plans and Local Planning (May 6, 2005)

increases the background level of CO in their blood. The South Coast basin has recently achieved attainment status for carbon monoxide by both USEPA and CARB.

- **Nitrogen Dioxide (NO₂)** is a byproduct of fuel combustion. The principal form of nitrogen oxide produced by combustion is nitric oxide (NO), but NO reacts quickly to form NO₂, creating the mixture of NO and NO₂ commonly called NO_x. NO₂ acts as an acute irritant and, in equal concentrations, is more injurious than NO. At atmospheric concentrations, however, NO₂ is only potentially irritating. There is some indication of a relationship between NO₂ and chronic pulmonary fibrosis. Some increase in bronchitis in young children has also been observed at concentrations below 0.3 parts per million (ppm). NO₂ absorbs blue light which results in a brownish red cast to the atmosphere and reduced visibility. Although NO₂ concentrations have not exceeded national standards since 1991 and the state hourly standard since 1993, NO_x emissions remain of concern because of their contribution to the formation of O₃ and particulate matter.
- **Ozone (O₃)** is one of several substances called photochemical oxidants that are formed when volatile organic compounds (VOC) and NO_x react in the presence of ultraviolet sunlight. O₃ concentrations in the South Coast basin are typically among the highest in the nation, and the damaging effects of photochemical smog, which is a popular name for a number of oxidants in combination, are generally related to the concentrations of O₃. Individuals exercising outdoors, children, and people with preexisting lung disease, such as asthma and chronic pulmonary lung disease, are considered to be the subgroups most susceptible to O₃ effects. Short-term exposures (lasting for a few hours) to O₃ at levels typically observed in southern California can result in breathing pattern changes, reduction of breathing capacity, increased susceptibility to infections, inflammation of the lung tissue, and some immunological changes. In recent years, a correlation between elevated ambient O₃ levels and increases in daily hospital admission rates, as well as mortality, has also been reported. The South Coast Air Basin is designated by the USEPA as an extreme non-attainment area for ozone. Although O₃ concentrations have declined substantially since the early 1990s, the South Coast basin continues to have peak O₃ levels that exceed both state and federal standards.
- **Fine Particulate Matter (PM₁₀)** consists of extremely small, suspended particles or droplets 10 microns or smaller in diameter that can lodge in the lungs, contributing to respiratory problems. PM₁₀ arises from such sources as re-entrained road dust, diesel soot, combustion products, tire and brake abrasion, construction operations, and fires. It is also formed in the atmosphere from NO_x and SO₂ reactions with ammonia. PM₁₀ scatters light and significantly reduces visibility. Inhalable particulates

pose a serious health hazard, alone or in combination with other pollutants. More than half of the smallest particles inhaled will be deposited in the lungs and can cause permanent lung damage. Inhalable particulates can also have a damaging effect on health by interfering with the body's mechanism for clearing the respiratory tract or by acting as a carrier of an absorbed toxic substance. The South Coast basin has recently achieved federal attainment status for PM₁₀, but is non-attainment based on state requirements.

- **Ultra-Fine Particulate Matter (PM_{2.5})** is defined as particulate matter with a diameter less than 2.5 microns and is a subset of PM₁₀. PM_{2.5} consists mostly of products from the reaction of NO_x and SO₂ with ammonia, secondary organics, finer dust particles, and the combustion of fuels, including diesel soot. PM_{2.5} can cause exacerbation of symptoms in sensitive patients with respiratory or cardiovascular disease, declines in pulmonary function growth in children, and increased risk of premature death from heart or lung diseases in the elderly. Daily fluctuations in PM_{2.5} levels have been related to hospital admissions for acute respiratory conditions, school absences, and increased medication use in children and adults with asthma. The South Coast basin is designated as non-attainment for PM_{2.5} by both federal and state standards.
- **Sulfur Dioxide (SO₂)** is a colorless, pungent gas formed primarily by the combustion of sulfur-containing fossil fuels. Health effects include acute respiratory symptoms and difficulty in breathing for children. Individuals with asthma may experience constriction of airways with exposure to SO₂. Though SO₂ concentrations have been reduced to levels well below state and federal standards, further reductions in SO₂ emissions are needed because SO₂ is a precursor to sulfate and PM₁₀. The South Coast basin is considered a SO₂ attainment area by USEPA and CARB.
- **Lead (Pb)** is a toxic heavy metal that can be emitted into the air through some industrial processes, burning of leaded gasoline and past use of lead-based consumer products. Lead is a neurotoxin that accumulates in soft tissues and bones, damages the nervous system, and causes blood disorders. It is particularly problematic in children, in that permanent brain damage may result, even if blood levels are promptly normalized with treatment. Concentrations of lead once exceeded the state and federal air quality standards by a wide margin, but as a result of the removal of lead from motor vehicle gasoline, ambient air quality standards for lead have not been exceeded since 1982. Though special monitoring sites immediately downwind of lead sources recorded localized violations of the state standard in 1994, no violations have been recorded since. Consequently, the South Coast basin is designated as an attainment area for lead by both the USEPA and CARB. This report

does not analyze lead emissions from the project, as it is not expected to emit lead in any significant measurable quantity.

- **Volatile Organic Compounds (VOC)**, although not actually a criteria air pollutant, VOCs are regulated by the SCAQMD because they cause chemical reactions which contribute to the formation of ozone. VOCs are also transformed into organic aerosols in the atmosphere, contributing to higher PM₁₀ and lower visibility levels. Sources of VOCs include combustion engines, and evaporative emissions associated with fuel, paints and solvents, asphalt paving, and the use of household consumer products such as aerosols. Although health-based standards have not been established for VOCs, health effects can occur from exposures to high concentrations of VOC. Some hydrocarbon components classified as VOC emissions are hazardous air pollutants. Benzene, for example, is a hydrocarbon component of VOC emissions that are known to be a human carcinogen. The term reactive organic gases (ROG) are often used interchangeably with VOC.
- **Toxic Air Contaminants (TACs)** are defined as air pollutants which may cause or contribute to an increase in mortality or serious illness, or which may pose a hazard to human health, and for which there is no concentration that does not present some risk. This contrasts with the criteria pollutants, in that there is no threshold level for TAC exposure below which adverse health impacts are not expected to occur. The majority of the estimated health risk from TACs can be attributed to a relatively few compounds, the most common being diesel particulate matter (DPM) from diesel engine exhaust. In addition to DPM, benzene and 1,3-butadiene are also significant contributors to overall ambient public health risk in California.

2.2 Federal and State Ambient Air Quality Standards

The Federal Clean Air Act, which was last amended in 1990, requires the EPA to set National Ambient Air Quality Standards (NAAQS) for criteria pollutants considered harmful to public health and the environment. The State of California has also established additional and more stringent California Ambient Air Quality Standards (CAAQS) in addition to the seven criteria pollutants designated by the federal government.

AAQS are designed to protect the health and welfare of the populace with a reasonable margin of safety. The standards are divided into two categories, primary standards, and secondary standards. Primary standards are implemented to provide protection for the “sensitive” populations such as those with asthma, or the children and elderly. Secondary standards are to provide protection against visible pollution as well as damage to the surrounding environment, including animals, crops, and buildings.

Table 4 shows the Federal and State Ambient Air Quality Standards.

Table 4
Federal and State Ambient Air Quality Standards (AAQS)¹

Air Pollutant	Averaging Time ²	Federal Standard (NAAQS) ²	California Standard (CAAQS) ²
Ozone	1 Hour	--	0.09 ppm
	8 Hour	0.070 ppm	0.070 ppm
Carbon Monoxide (CO)	1 Hour	35 ppm	20 ppm
	8 Hour	9 ppm	9 ppm
Nitrogen Dioxide (NO ₂)	1 Hour	0.100 ppm	0.18 ppm
	Annual	0.053 ppm	0.030 ppm
Sulfur Dioxide (SO ₂)	1 Hour	0.075 ppm	0.25 ppm
	3 Hour	0.5 ppm ³	--
	24 Hour	--	0.04 ppm
Particulate Matter (PM ₁₀)	24 Hour	150 µg/m ³	50 µg/m ³
	Mean	--	20 µg/m ³
Particulate Matter (PM _{2.5})	24 Hour	35 µg/m ³	--
	Annual	12 µg/m ³	12 µg/m ³
Lead	30-day	--	1.5 µg/m
	Quarter	1.5 µg/m	--
	3-month average	0.15 µg/m	--
Visibility reducing particles	8 Hour	--	0.23/km extinction coefficient. (10-mile visibility standard)
Sulfates	24 Hour	--	25 µg/m
Vinyl chloride	24 Hour	--	0.01 ppm
Hydrogen sulfide	24 Hour	--	0.03 ppm

¹ Source: USEPA: <https://www.epa.gov/criteria-air-pollutants/naaqs-table> and

CARB: <https://www2.arb.ca.gov/resources/california-ambient-air-quality-standards>

² ppm = parts per million of air, by volume; µg/m³ = micrograms per cubic meter; Annual = Annual Arithmetic Mean; 30-day = 30-day average; Quarter = Calendar quarter.

³ Secondary standards

Several pollutants listed in Table 4 are not addressed in this analysis. Lead is not included because the project is not anticipated to emit lead. Visibility-reducing particles are not explicitly addressed in this analysis because particulate matter is addressed. The project is not expected to generate or be exposed to vinyl chloride because the proposed project uses do not utilize the chemical processes that create this pollutant and there are no such uses in the project vicinity. The proposed project is not expected to cause exposure to hydrogen sulfide because it would not generate hydrogen sulfide in any substantial quantity.

2.3 Attainment Status

The Clean Air Act requires states to prepare a State Implementation Plan (SIP) to ensure air quality meets the NAAQS. The California Air Resources Board (CARB) provides designations of attainment for air basins where AAQS are either met or exceeded. If the AAQS are met, the area is designated as being in “attainment”, if the air pollutant concentrations exceed the AAQS, then the area is designated as being in “nonattainment”. If there is inadequate or inconclusive data to make a definitive attainment designation, the area is considered “unclassified.”

National nonattainment areas are further designated as marginal, moderate, serious, severe, or extreme as a function of deviation from standards. Each standard has a different definition, or ‘form’ of what constitutes attainment, based on specific air quality statistics. For example, the Federal 8-hour CO standard is not to be exceeded more than once per year; therefore, an area is in attainment of the CO standard if no more than one 8-hour ambient air monitoring values exceeds the threshold per year. In contrast, the federal annual PM_{2.5} standard is met if the three-year average of the annual average PM_{2.5} concentration is less than or equal to the standard.

When a state submits a request to the EPA to re-designate a nonattainment area to attainment, the Clean Air Act (CAA) section 175A(a) requires that the state (or states, if the area is a multi-state area) submit a maintenance plan ensuring the area can maintain the air quality standard for which the area is to be re-designated for at least 10 years following the effective date of re-designation.

Table 5 lists the attainment status for the criteria pollutants in the South Coast Air Basin (SCAB).

Table 5
South Coast Air Basin Attainment Status¹

Pollutant	State Status	National Status
Ozone	Nonattainment	Nonattainment (Extreme) ²
Carbon monoxide	Attainment	Attainment (Maintenance)
Nitrogen dioxide	Attainment	Attainment (Maintenance)
PM ₁₀	Nonattainment	Attainment (Maintenance)
PM _{2.5}	Nonattainment	Nonattainment
Lead	Attainment	Nonattainment (Partial) ³

¹ Source: California Air Resources Board. <http://www.arb.ca.gov/desig/adm/adm.htm>

² 8-Hour Ozone.

³ Partial Nonattainment designation – Los Angeles County portion of Basin only.

2.4 South Coast Air Quality Management District (SCAQMD)

The agency responsible for air pollution control for the South Coast Air Basin (SCAB) is the South Coast Air Quality Management District (SCAQMD). SCAQMD is responsible for controlling emissions primarily from stationary sources. SCAQMD maintains air quality monitoring stations throughout the SCAB. SCAQMD, in coordination with the Southern California Association of Governments, is also responsible for developing, updating, and implementing the Air Quality Management Plan (AQMP) for the SCAB. An AQMP is a plan prepared and implemented by an air pollution district for a county or region designated as nonattainment of the federal and/or California ambient air quality standards. The term nonattainment area is used to refer to an air SCAB where one or more ambient air quality standards are exceeded.

The latest version is the 2016 AQMP. The 2016 AQMP is a regional blueprint for achieving federal air quality standards and healthful air. While air quality has dramatically improved over the years, the SCAB still exceeds federal public health standards for both ozone and particulate matter (PM) and experiences some of the worst air pollution in the nation. The 2016 AQMP includes both stationary and mobile source strategies to ensure that rapidly approaching attainment deadlines are met, that public health is protected to the maximum extent feasible, and that the region is not faced with burdensome sanctions if the Plan is not approved or if the NAAQS are not met on time.

According to the 2016 AQMP, the most significant air quality challenge in the SCAB is to reduce nitrogen oxide (NOx) emissions sufficiently to meet the upcoming ozone standard deadlines. Based on the inventory and modeling results, 522 tons per day (tpd) of total

SCAB NO_x 2012 emissions are projected to drop to 255 tpd and 214 tpd in the 8-hour ozone attainment years of 2023 and 2031 respectively, due to continued implementation of already adopted regulatory actions (“baseline emissions”). The analysis suggests that total SCAB emissions of NO_x must be reduced to approximately 141 tpd in 2023 and 96 tpd in 2031 to attain the 8-hour ozone standards. This represents an additional 45 percent reduction in NO_x in 2023, and an additional 55 percent NO_x reduction beyond 2031 levels.²

2.4.1 SCAQMD Rules and Regulations

The SCAQMD establishes a program of rules and regulations to obtain attainment of the state and federal standards in conjunction with the AQMP. Several of the rules and regulations that may be applicable to this project include, but are not limited to, the following:

- **SCAQMD Rule 402** prohibits a person from discharging from any source whatsoever such quantities of air contaminants or other material which cause injury, detriment, nuisance, or annoyance to any considerable number of persons or to the public, or which endanger the comfort, repose, health or safety of any such persons or the public, or which cause, or have a natural tendency to cause, injury or damage to business or property.
- **SCAQMD Rule 403** governs emissions of fugitive dust during construction and operation activities. Compliance with this rule is achieved through application of standard Best Management Practices, such as application of water or chemical stabilizers to disturbed soils, covering haul vehicles, restricting vehicle speeds on unpaved roads to 15 miles per hour, sweeping loose dirt from paved site access roadways, cessation of construction activity when winds exceed 25 mph, and establishing a permanent ground cover on finished sites.
- **SCAQMD Rule 445** restricts wood burning devices from being installed into any new development and is intended to reduce the emissions of particulate matter for wood burning devices.
- **SCAQMD Rule 1113** governs the sale, use, and manufacturing of architectural coating and limits the VOC content in paints and paint solvents. This rule regulates the VOC content of paints available during construction. Therefore, all paints and

² SCAQMD. Final 2016 Air Quality Management Plan. <http://www.aqmd.gov/home/air-quality/clean-air-plans/air-quality-mgt-plan/final-2016-aqmp>

solvents used during construction and operation of project must comply with Rule 1113.

- **SCAQMD Rule 1143** governs the manufacture, sale, and use of paint thinners and solvents used in thinning of coating materials, cleaning of coating application equipment, and other solvent cleaning operations by limiting their VOC content. This rule regulates the VOC content of solvents used during construction. Solvents used during the construction phase must comply with this rule.
- **SCAQMD Rule 1186** limits the presence of fugitive dust on paved and unpaved roads and sets certification protocols and requirements for street sweepers that are under contract to provide sweeping services to any federal, state, county, agency or special district such as water, air, sanitation, transit, or school district.
- **SCAQMD Rule 1401** specifies limits for maximum individual cancer risk (MICR), cancer burden, and noncancer acute and chronic hazard index (HI) from new permit units, relocations, or modifications to existing permit units which emit toxic air contaminants (TAC).

2.5 Local Climate and Meteorology

The project is located in the South Coast Air Basin (SCAB). Climatological data from the nearest weather station to the project site is summarized in Table 6.

Table 6
Meteorological Summary¹

Month	Monthly Temperature Averages (°F)			Average Total Precipitation (inches)
	Max.	Min.	Mean	
January	65.1	43.0	54.1	2.43
February	66.1	44.1	55.1	2.77
March	67.1	45.8	56.5	2.01
Total	69.0	48.4	58.7	0.98
May	70.9	53.0	62.0	0.25
June	73.1	56.1	64.6	0.10
July	76.5	59.3	67.9	0.03
August	78.1	59.6	68.9	0.07
September	77.5	58.2	67.9	0.26
October	74.5	53.7	64.1	0.47
November	70.4	47.5	59.0	1.24
December	66.1	43.4	54.8	1.92
Annual	71.2	51.0	61.1	12.52

¹ Source: Western Regional Climate Center. Averages derived from measurements recorded between 1928 – 2016 at Laguna Beach, CA (044647).

2.6 Local Air Quality

The air quality at any site is dependent on the regional air quality and local pollutant sources. Regional air quality is determined by the release of pollutants throughout the air basin. Estimates of the existing emissions in the Basin provided in the Final 2016 Air Quality Management Plan, prepared by SCAQMD in March 2017, indicate that collectively, mobile sources account for 60 percent of the VOC, 90 percent of the NO_x emissions, 95 percent of the CO emissions and 34 percent of directly emitted PM_{2.5}, with another 13 percent of PM_{2.5} from road dust.

The SCAQMD has divided the SCAB into fourteen general forecasting areas and thirty-eight Source Receptor Areas (SRA) for monitoring and reporting local air quality. The SCAQMD provides daily reports of the current air quality conditions in each general forecast area and SRA. The monitoring areas provide a general representation of the local meteorological, terrain, and air quality conditions within the SCAB.

The project is located within the Coastal general forecasting area and Central Orange County Coastal air monitoring area (SRA-20). Air quality data is derived from the nearest

available station to the project site, located at Saddleback Valley (SRA-19). For air quality data not present within the Saddleback Valley air monitoring station, air quality data is derived from the nearest available adjacent station, South Coastal LA County 4 (SRA-4). Table 7 summarizes the published air quality monitoring for the most recent 3-year period available. These pollutant levels were used to comprise a "background" for the project location and existing local air quality.

Table 7
Local Air Quality

Air Pollutant Location	Averaging Time	Item	2019	2020	2021
Carbon Monoxide -- Saddleback Valley	1 Hour	Max 1-Hour (ppm)	1.0	1.7	1.0
		Exceeded State Standard (20 ppm)	No	No	No
		Exceeded National Standard (35 ppm)	No	No	No
	8 Hour	Max 8 Hour (ppm)	0.8	0.8	0.8
		Days > State Standard (9 ppm)	No	No	No
		Days > National Standard (9 ppm)	No	No	No
Ozone -- Saddleback Valley	1 Hour	Max 1-Hour (ppm)	0.106	0.171	0.105
		Days > State Standard (0.09 ppm)	3.0	20.0	2.0
	8 Hour	Max 8 Hour (ppm)	0.087	0.122	0.081
		Days > State Standard (0.070 ppm)	11	32	8
		Days > National Standard (0.070 ppm)	11	32	8
Nitrogen Dioxide -- South Coastal LA County 4	1 Hour	Max 1-Hour (ppm)	--	0.075	0.059
		Exceeded State Standard (0.18 ppm)	--	No	No
	Annual	Annual Average (ppm)	--	0.013	0.013
		Exceeded State Standard (0.030 ppm)	--	No	No
		Exceeded National Standard (0.053 ppm)	--	No	No
Sulfur Dioxide -- South Coastal LA County 4	1 Hour	Max 1 Hour (ppm)	--	--	0.0059
		Exceeded State Standard (0.25 ppm)	--	--	No
		Exceeded National Standard (0.075 ppm)	--	--	No
	24 Hour	Max 24-Hour ($\mu\text{g}/\text{m}^3$)	45	53	35
		Days > State Standard (50 $\mu\text{g}/\text{m}^3$)	0	1	0
Suspended Particles (PM10) -- Saddleback Valley	24 Hour	Days > National Standard (150 $\mu\text{g}/\text{m}^3$)	0	0	0
	Annual	Annual Average ($\mu\text{g}/\text{m}^3$)	16.60	16.80	15.60
		Exceeded State Standard (20 $\mu\text{g}/\text{m}^3$)	No	No	No
Fine Particulates (PM2.5) -- Saddleback Valley	24 Hour	Max 24-Hour ($\mu\text{g}/\text{m}^3$)	20.80	35.00	28.70
		Days > National Standard (35 $\mu\text{g}/\text{m}^3$)	0	0	0
	Annual	Annual Average ($\mu\text{g}/\text{m}^3$)	7.11	8.81	8.27
		Exceeded State Standard (12 $\mu\text{g}/\text{m}^3$)	No	No	No
		Exceeded National Standard (15 $\mu\text{g}/\text{m}^3$)	No	No	No

Source : <https://www.aqmd.gov/home/air-quality/historical-air-quality-data/historical-data-by-year>

$\mu\text{g}/\text{m}^3$ = micrograms per cubic meter

ARB = California Air Resource Board

EPA= Environmental Protection Agency

ppm = part per million

(- -) = Data not provided

3.0 Global Climate Change Setting

Global climate change is the change in the average weather of the earth that is measured by such things as alterations in temperature, wind patterns, storms, and precipitation. Current data shows that the recent period of warming is occurring more rapidly than past geological events. The average global surface temperature has increased by approximately 1.4° Fahrenheit since the early 20th Century. 1.4° Fahrenheit may seem like a small change, but it's an unusual event in Earth's recent history, and as we are seeing, even small changes in temperature can cause enormous changes in the environment.

The planet's climate record, preserved in tree rings, ice cores, and coral reefs, shows that the global average temperature has been stable over long periods of time. For example, at the end of the last ice age, when the Northeast United States was covered by more than 3,000 feet of ice, average global temperatures were only 5° to 9° Fahrenheit cooler than today. The Intergovernmental Panel on Climate Change (IPCC), which includes more than 1,300 scientists from the United States and other countries, forecasts a temperature rise of 2.5° to 10° Fahrenheit over the next century. Therefore, significant changes to the environment are expected in the near future.

The consequences of global climate change include more frequent and severe weather, worsening air pollution by increasing ground-level ozone, higher rates of plant and animal extinction, more acidic and oxygen-depleted oceans, strains on food and water resources, and threats to densely populated coastal and low lying areas from sea level rise.

The impacts of climate change are already visible in the Southwest United States. In California, the consequences of climate change include;

- A rise in sea levels resulting in the displacement of coastal businesses and residencies
- A reduction in the quality and supply of water from the Sierra snowpack
- Increased risk of large wildfires
- Exacerbation of air quality problems
- Reductions in the quality and quantity of agricultural products
- An increased temperature and extreme weather events
- A decrease in the health and productivity of California's forests

3.1 Greenhouse Gases

GHGs comprise less than 0.1 percent of the total atmospheric composition, yet they play an essential role in influencing climate. Greenhouse gases include naturally occurring compounds such as carbon dioxide (CO_2), methane (CH_4), water vapor (H_2O), and nitrous oxide (N_2O), while others are synthetic. Man-made GHGs include the chlorofluorocarbons (CFCs), hydrofluorocarbons (HFCs) and Perfluorocarbons (PFCs), as well as sulfur hexafluoride (SF_6). Different GHGs have different effects on the Earth's warming. GHGs differ from each other in their ability to absorb energy (their "radiative efficiency") and how long they stay in the atmosphere, also known as the "lifetime".

The Global Warming Potential (GWP) was developed to allow comparisons of the global warming impacts of different gases. Specifically, it is a measure of how much energy the emissions of 1 ton of a gas will absorb over a given period of time, relative to the emissions of 1 ton of CO_2 . The larger the GWP, the more that a given gas warms the Earth compared to CO_2 over that time period. The time period usually used for GWPs is 100 years. GWPs provide a common unit of measure, which allows analysts to add up emissions estimates of different gases and allows policymakers to compare emissions reduction opportunities across sectors and gases.

Table 8 lists the 100-year GWP of GHGs from the Intergovernmental Panel on Climate Change (IPCC) fifth assessment report (AR5) and IPCC sixth (6th) assessment report (AR6).

Table 8
Global Warming Potential of Greenhouse Gases^{1, 2}

Gas Name	Formula	Lifetime (years)	GWP
Carbon Dioxide	CO ₂		1
Methane	CH ₄ (Fossil Origin)	12	29.8
	CH ₄ (Non-Fossil Origin)		27.2
Nitrous Oxide	N ₂ O	114	273
Sulphur Hexafluoride	SF ₆	3200	23,500
Nitrogen Trifluoride	NF ₃	740	16,100
Chlorofluorocarbon (CFC-11)	CFC-11	52	8,321
Hexafluoroethane (PFC-116)	C ₂ F ₆	10,000	11,100
Octafluoropropane (PFC-218)	C ₃ F ₈	2,600	8,900
Octafluorocyclobutane (PFC-318)	C ₄ F ₈	3,200	9,540
Tetrafluoromethane (PFC-14)	CF ₄	50,000	5,301
Hydrofluorocarbon 125	HFC-125	29	3,170
Hydrofluorocarbon 134a	HFC-134a	14	1,526
Hydrofluorocarbon 143a	HFC-143a	52	4,800
Hydrofluorocarbon 152a	HFC-152a	1	138
Hydrofluorocarbon 227ea	HFC-227ea	34	3,350
Hydrofluorocarbon 23	HFC-23	270	12,400
Hydrofluorocarbon 236fa	HFC-236fa	240	8,060
Hydrofluorocarbon 245fa	HFC-245fa	8	858
Hydrofluorocarbon 32	HFC-32	5	771
Hydrofluorocarbon 365mfc	HFC-365mfc	9	804
Hydrofluorocarbon 43-10mee	HFC-43-10mee	16	1,650

¹ Source: IPCC Sixth Assessment Report (AR6),

https://www.ipcc.ch/report/ar6/wg1/downloads/report/IPCC_AR6_WGI_Full_Report.pdf &

https://www.ipcc.ch/site/assets/uploads/2018/02/WG1AR5_Chapter08_FINAL.pdf

² GWPs are used to convert GHG emission values to "carbon dioxide equivalent" (CO₂e) units

3.2 GHG Regulatory Setting – State of California

The State of California has been a leader in climate change legislation and has passed numerous bills to reduce greenhouse gas emissions across all sectors of the economy. Some of the key climate legislation in the State include the following:

- **Assembly Bill (AB) 32, California Global Warming Solutions Act of 2006.** AB 32 set the stage for the State's transition to a sustainable, low-carbon future. AB 32 was the first program in the country to take a comprehensive, long-term approach to addressing climate change.³
- **Senate Bill (SB) 375, Sustainable Communities & Climate Protection Act of 2008.** SB 375 requires the Air Resources Board to develop regional greenhouse gas emission reduction targets for passenger vehicles GHG reduction targets for 2020 and 2035 for each region covered by the State's 18 metropolitan planning organizations.⁴
- **Senate Bill (SB) 100, California Renewables Portfolio Standard Program.** SB 100 established a landmark policy requiring renewable energy and zero-carbon resources supply 100 percent of electric retail sales to end-use customers by 2045.⁵

³ California Air Resources Board. AB 32 Global Warming Solutions Act of 2006.

<https://ww2.arb.ca.gov/resources/fact-sheets/ab-32-global-warming-solutions-act-2006>

⁴ California Air Resources Board. Sustainable Communities and Climate Protection Program.

<https://ww2.arb.ca.gov/our-work/programs/sustainable-communities-climate-protection-program/about>

⁵ California Energy Commission. SB 100 Joint Agency Report. <https://www.energy.ca.gov/sb100>

3.3 GHG Emissions Inventory

Table 9 shows the latest GHG emission inventories at the national, state, regional and local levels.

Table 9
GHG Emissions Inventory¹

United States (2019)²	State of California (2019)³	SCAG (2020)⁴
6,558 MMTCO ₂ e	418 MMTCO ₂ e	216.4 MMTCO ₂ e

¹ MMTCO₂e = Million Metric Tons of Carbon Dioxide Equivalent

² <https://www.epa.gov/ghgemissions/inventory-us-greenhouse-gas-emissions-and-sinks>

³ https://ww3.arb.ca.gov/cc/inventory/pubs/reports/2000_2019/ghg_inventory_trends_00-19.pdf

⁴ <http://www.scag.ca.gov/programs/Pages/GreenhouseGases.aspx>. Projected Emission from SACG - Regional GHG Inventory and Reference Case Projections, 1990-2035, dated May 30, 2012.

4.0 Modeling Parameters and Assumptions

The California Emissions Estimator Model Version 2022.1.1 (CalEEMod) was used to calculate criteria air pollutants and GHG emissions during the construction and operation of the project. CalEEMod is a statewide land use emissions computer model designed to provide a uniform platform for government agencies, land use planners, and environmental professionals to quantify criteria air pollutants and GHG emissions.

The model quantifies direct emissions from construction and operation activities (including vehicle use), as well as indirect emissions, such as GHG emissions from off-site energy generation, solid waste disposal, vegetation planting and/or removal, and water use. The model also identifies design features to reduce criteria pollutant and GHG emissions. The model was developed for the California Air Pollution Control Officers Association (CAPCOA) in collaboration with the California air districts.

4.1 Construction Assumptions

Construction of the project is estimated to begin in the year 2024 and last approximately 5 months. Construction activities are expected to consist of demolition, site preparation, grading, building construction, paving, and architectural coating. The project is expected to be operational in the year 2025. For the purposes of this analysis, construction phases are not expected to overlap.

The project site currently consists of the existing Ralph's shopping center parking lot. The project will require approximately 1,500 cubic yards of asphalt demolition and approximately 1,500 cubic yards of earthwork export during construction.

The CalEEMod default construction equipment list is based on survey data and the size of the site. The parameters used to estimate construction emissions, such as the worker and vendor trips and trip lengths, utilize the CalEEMod defaults. The construction equipment list is shown in Table 10.

The project will be required to comply with several standard fugitive dust control measures, per SCAQMD Rule 403 – Fugitive Dust⁶. The following construction control strategies have been utilized in CalEEMod based on Rule 403:

⁶ SCAQMD. Fugitive Dust Mitigation Measures. <http://www.aqmd.gov/home/rules-compliance/ceqa/air-quality-analysis-handbook/mitigation-measures-and-control-efficiencies/fugitive-dust>

- Water demolished area – 36% PM₁₀ and PM_{2.5} reduction.
- Water exposed area – 61% PM₁₀ and PM_{2.5} reduction.
- Water unpaved roads twice daily – 55% PM₁₀ and PM_{2.5} reduction.
- Limit vehicle speeds on unpaved roads to 25 mph – 44% PM₁₀ and PM_{2.5} reduction.
- Sweep paved roads once per month – 9% PM₁₀ and PM_{2.5} reduction.

Table 10
Construction Equipment Assumptions¹

Phase	Equipment	Number	Hours Per Day	Soil Disturbance Rate (Acres/8hr-Day) ²	Off-Road Equipment Daily Disturbance Footprint (Acres)	Total Daily Disturbance Footprint (Acres)
Demolition	Concrete/Industrial Saws	1	8	0.0	0.00	0.8
	Rubber Tired Dozers	1	1	0.5	0.06	
	Tractors/Loaders/Backhoes	2	6	0.5	0.75	
Site Preparation	Graders	1	8	0.5	0.50	1.0
	Tractors/Loaders/Backhoes	1	8	0.5	0.50	
Grading	Graders	1	6	0.5	0.38	1.2
	Rubber Tired Dozers	1	6	0.5	0.38	
	Tractors/Loaders/Backhoes	1	7	0.5	0.44	
Building Construction	Cranes	1	4	0.0	0.00	1.0
	Forklifts	2	6	0.0	0.00	
	Tractors/Loaders/Backhoes	2	8	0.5	1.00	
Paving	Cement and Mortar Mixers	4	6	0.0	0.00	0.4
	Pavers	1	7	0.0	0.00	
	Rollers	1	7	0.0	0.00	
	Tractors/Loaders/Backhoes	1	7	0.5	0.44	
Architectural Coating	Air Compressors	1	6	0.0	0.00	0.0

¹ CalEEMod Defaults

4.2 Localized Construction Analysis Modeling Parameters

CalEEMod calculates construction emissions based on the number of equipment hours and the maximum daily disturbance activity possible for each piece of equipment. This report identifies the following parameters in the project design or applicable mitigation measures in order to compare CalEEMod reported emissions against the localized significance threshold lookup tables:

- 1) The off-road equipment list (including types of equipment, horsepower, and hours of operation) assumed for the day of construction activity with maximum emissions.
- 2) The maximum number of acres disturbed on the peak day.
- 3) Any emission control devices added onto off-road equipment.
- 4) Specific dust suppression techniques used on the day of construction activity with maximum emissions.

4.3 Operational Assumptions

Operational emissions occur over the life of the project and are considered “long-term” sources of emissions. Operational emissions include both direct and indirect sources. This section briefly describes the operational sources of emissions analyzed for the project.

4.3.1 Mobile Source Emissions

Mobile source emissions are the largest source of long-term air pollutants from the operation of the project. Mobile sources are direct sources of project emissions that are primarily attributed to tailpipe exhaust and road dust (tire, brake, clutch, and road surface wear) from motor vehicles traveling to and from the site.

Estimates of mobile source emissions require information on four parameters: trip generation, trip length, vehicle/fleet mix, and emission factors (quantity of emission for each mile traveled or time spent idling by each vehicle).

The trip generation rates used in this analysis are based on the *Alicia Town Center Ralph’s Fuel Center REVISED Traffic Impact Analysis Scoping Agreement*, RK Engineering, May 2023 and the ITE Trip Generation Manual, 11th Edition. Trip lengths and trip percentages for this project are based on the CalEEMod defaults.

The Emission Factors (EMFAC2021) 2021 model and off-model adjustments factors to account for the SAFE Vehicle Rule are used to estimate the mobile source emissions

embedded in the CalEEMod emissions model. No adjustments have been made to default emission factors.

The project's total vehicle miles traveled estimated by CalEEMod is shown in Table 11.

Table 11
Operational Vehicle Miles Traveled¹

Land Use	Annual Vehicle Miles Traveled (VMT)
Gasoline/Service Station	6,805,666

¹ CalEEMod defaults.

Table 12 summarizes the CalEEMod default vehicle mix used for manufacturing land uses.

Table 12
Operational Vehicle Mix – Manufacturing ¹

YUY	Vehicle Mix (%)
Light Duty Automobile (LDA)	49.97%
Light Duty Truck (LDT1)	4.14%
Light Duty Truck (LDT2)	23.15%
Medium Duty Truck (MDV)	14.46%
Light Heavy Truck (LHD1)	2.74%
Light Heavy Truck (LHD2)	0.70%
Medium Heavy Truck (MHD)	1.53%
Heavy Heavy Truck (HHD)	0.55%
Other Bus (OBUS)	0.06%
Urban Bus (UBUS)	0.04%
Motorcycle (MCY)	2.18%
School Bus (SBUS)	0.10%
Motor Home (MH)	0.38%
Total	100.0%

¹ CalEEMod defaults.

4.3.2 Energy Source Emissions

Energy usage includes both direct and indirect sources of emissions. Direct sources of emissions include on-site natural gas usage (non-hearth) for heating, while indirect emissions include electricity generated by offsite power plants. Natural gas use is measured in units of a thousand British Thermal Units (kBTU) per size metric for each land use subtype and electricity use is measured in kilowatt hours (kWh) per size metric for each land use subtype.

CalEEMod divides building electricity and natural gas use into uses that are subject to Title 24 standards and those that are not. Lighting electricity usage is also calculated as a separate category in CalEEMod. For electricity, Title 24 uses include the major building envelope systems covered by Part 6 (California Energy Code) of Title 24, such as space heating, space cooling, water heating, and ventilation. Non-Title 24 uses include all other end uses, such as appliances, electronics, and other miscellaneous plug-in uses. Because some lighting is not considered as part of the building envelope energy budget, and since a separate mitigation measure is applicable to this end use, CalEEMod makes lighting a separate category.

For natural gas, uses are likewise categorized as Title 24 or Non-Title 24. Title 24 uses include building heating and hot water end uses. Non-Title 24 natural gas uses include cooking and appliances (including pool/spa heaters).

The baseline values are based on the California Energy Commission (CEC) sponsored California Commercial End Use Survey (CEUS) and Residential Appliance Saturation Survey (RASS) studies.

Table 13
Electricity and Natural Gas Usage

Land Use	Electricity Usage ¹ (KWhr/yr) ²	Natural Gas Usage ¹ (KBTU/yr) ²
Gasoline/Service Station	1,651.11	7,427.02
Total	1,651.11	7,427.02

¹ CalEEMod default estimates.

² KWhr/yr = Kilowatt Hours per Year

KBTU/yr = Thousand British Thermal Units per Year

4.3.3 Area Source Emissions

Area source emissions are direct sources of emissions that fall under four categories: hearths, consumer products, architectural coatings, and landscaping equipment. Per SCAQMD rule 445, no wood-burning devices are allowed in new developments; therefore, no wood hearths are included in this project.

Consumer products are various solvents used in non-industrial applications which emit ROG's during their product use. These typically include cleaning supplies, kitchen aerosols, cosmetics, and toiletries.

4.3.4 Other Sources of Operational Emissions

Water. Greenhouse gas emissions are generated from the upstream energy required to supply and treat the water used on the project site. Indirect emissions from water usage are counted as part of the project's overall impact.

Waste. CalEEMod calculates the indirect GHG emissions associated with waste that is disposed of at a landfill. The program uses annual waste disposal rates from the California Department of Resources Recycling and Recovery (CalRecycle) data for individual land uses. The program quantifies the GHG emissions associated with the decomposition of the waste which generates methane based on the total amount of degradable organic carbon.

The estimated project water usage and waste generation is reported in Table 14.

Table 14
Operational Water Usage and Waste Generation¹

Land Use	Water Usage (Million gallons/year)			Waste Generation (tons/year) ¹
	Indoor	Outdoor	Total	
Gasoline/Service Station	132,818.89	-	132,818.89	5.39
Total	132,818.89	-	132,818.89	5.39

¹ CalEEMod default unmitigated estimates.

5.0 Significance Thresholds

5.1 Regional Air Quality Significance Thresholds

The SCAQMD has established air quality emissions thresholds for criteria air pollutants the purpose of determining whether a project may have a significant effect on the environment per Section 15002(g) of the Guidelines for implementing CEQA. By complying with the thresholds of significance, the project would be in compliance with the SCAQMD Air Quality Management Plan (AQMP) and the federal and state air quality standards.

Table 15 lists the air quality significance thresholds for the six air pollutants analyzed in this report. Lead is not included as part of this analysis as the project is not expected to emit lead in any significant measurable quantity.

Table 15
SCAQMD Regional Air Quality Significance Thresholds

Pollutant	Construction (lbs/day)	Operation (lbs/day)
NO _x	100	55
VOC	75	55
PM ₁₀	150	150
PM _{2.5}	55	55
SO _x	150	150
CO	550	550

¹ Source: <http://www.aqmd.gov/docs/default-source/ceqa/handbook/scaqmd-air-quality-significance-thresholds.pdf>

5.2 Air Quality Localized Significance Thresholds

Air quality emissions were analyzed using the SCAQMD's Mass Rate Localized Significance Threshold (LST) Look-up Tables.

Table 16 lists the Localized Significance Thresholds (LST) used to determine whether a project may generate significant adverse localized air quality impacts. LSTs represent the maximum emissions from a project that are not expected to cause or contribute to an exceedance of the most stringent applicable federal or state ambient air quality standard.

LSTs are developed based on the ambient concentrations of four applicable air pollutants for source receptor area (SRA) 20 – Central Orange County Coastal.

The nearest existing sensitive receptors are located to the northeast of the project site, approximately 66 meters from potential areas of on-site construction and operational activity. Although receptors are located approximately 66 meters from the proposed fuel center, this study utilizes the 50-meter significance thresholds for a conservative analysis.

The daily disturbance area is calculated to be 1.2 acres. Because LST thresholds are only based on 1, 2 and 5-acre sites, a linear trendline has been used to estimate the threshold at 1.2 acres.

Table 16
SCAQMD Localized Significance Thresholds (LST)¹

Pollutant	Construction (lbs/day)	Operation (lbs/day)
NO_x	102.6	102.6
CO	825.3	825.3
PM₁₀	14.7	4.5
PM_{2.5}	5.5	1.9

¹ Source: SCAQMD Mass Rate Localized Significance Thresholds for a 1.2-acre site in SRA-20 at 50 meters.

5.3 Health Risk Significance Thresholds

The SCAQMD has developed recommended health risk significance thresholds to assist lead agencies in determining a project's health risk impacts. A project that exceeds the established thresholds would be considered to have a significant impact. Conversely, projects that do not exceed the established thresholds are considered to have a less than significant impact.

Table 17 lists the SCAQMD significance thresholds for the toxic air contaminants evaluated in analyzed in this report. Per the SCAQMD *Emission Inventory and Risk Assessment Guidelines for Gasoline Dispensing Stations*, dated January 2007, the risks associated with retail gasoline dispensing facilities are dominated by cancer risk, and the hazard index for these facilities are not required to be calculated. Therefore, this analysis only analyzes the project's potential cancer risks impacts.

Table 17
SCAQMD Toxic Air Contaminants (TACs) Thresholds¹

Pollutant	Significance Thresholds
TACs (Including carcinogens and non-carcinogens)	Maximum Incremental Cancer Risk $\geq$ 10 in 1 million
	Cancer Burden $>$ 0.5 excess cancer cases (in areas $\geq$ 1 in 1 million)
	Chronic & Acute Hazard Index $\geq$ 1.0 (project increment)

¹ Source: <http://www.aqmd.gov/docs/default-source/ceqa/handbook/scaqmd-air-quality-significance-thresholds.pdf>

5.4 GHG Significance Thresholds

5.4.1 SCAQMD Recommended GHG Thresholds

SCAQMD has developed recommended GHG thresholds of significance to assist local agencies with determining the impact of a project for CEQA. SCAQMD's objective in providing the GHG guidelines is to establish a performance standard that will ultimately contribute to reducing GHG emissions below 1990 levels, and thus achieve the requirements of the California Global Warming Solutions Act (AB 32).

SCAQMD first issued the *Interim CEQA Greenhouse Gas (GHG) Significance Thresholds* guidance document in October 2008 and has since held several stakeholder working group meetings where the staff has presented updated recommendations. The latest recommended GHG thresholds are based on the GHG CEQA Significance Threshold Stakeholder Working Group #15, September 2010.

The SCAQMD describes a five-tiered approach for determining GHG Significance Thresholds.

- **Tier 1** - If a project is exempt from CEQA, project-level and cumulative GHG emissions are less than significant.
- **Tier 2** - If the project complies with a GHG emissions reduction plan or mitigation program that avoids or substantially reduces GHG emissions in the project's geographic area (i.e., city or county), project-level and cumulative GHG emissions are less than significant.

For projects that are not exempt or where no qualifying GHG reduction plans are directly applicable, SCAQMD requires an assessment based on the following tiers.

- **Tier 3** - Consists of screening values that are intended to capture 90 percent of the GHG emissions from projects. If a project's emissions are under the screening thresholds, then the project is less than significant. SCAQMD has presented two options that lead agencies could choose for screening values. Option #1 sets the thresholds for residential projects to 3,500 MTCO₂e/year, commercial projects to 1,400 MTCO₂e/year, and mixed use to 3,000 MTCO₂e/year. Option #2 sets a single numerical threshold for all non-industrial projects of 3,000 MTCO₂e/year. The current staff recommendation is to use option #2, but allows lead agencies to choose option #1 if they prefer. Regardless of which option a lead agency chooses to follow, it is recommended that the same option is consistently used for all projects.

Table 18 shows the screening levels described in option #2, which has been used previously in the City of Menifee.

Table 18
SCAQMD Tier 3 GHG Screening Values

Land Use	Screening Value
Industrial Projects	10,000 MTCO ₂ e/Yr
Residential/Commercial Projects	3,000 MTCO ₂ e/Yr

6.0 Air Quality Impact Analysis

6.1 Short-Term Air Quality Impacts - Construction

6.1.1 Daily Emissions - Construction

Daily air quality emissions include both on-site and off-site emissions associated with the construction of the project.

Table 19
Daily Construction Emissions

Maximum Daily Emissions (lbs/day) ¹						
Activity	VOC	NO _x	CO	SO ₂	PM ₁₀	PM _{2.5}
Demolition	0.65	11.51	9.18	0.04	5.83	1.27
Site Preparation	0.52	4.62	5.82	0.01	0.51	0.26
Grading	1.35	19.99	14.75	0.06	4.50	2.08
Building Construction	0.56	5.60	6.98	0.01	0.26	0.24
Paving	0.57	4.44	6.16	0.01	0.42	0.23
Architectural Coating	0.47	0.88	1.14	0.00	0.03	0.03
Maximum¹	1.35	19.99	14.75	0.06	4.50	2.08
SCAQMD Threshold	75	100	550	150	150	55
Exceeds Threshold (?)	No	No	No	No	No	No

¹ Maximum daily emission during summer or winter; includes both on-site and off-site project emissions.

The project must follow mandatory SCAQMD rules and requirements with regards to fugitive dust control, as described in Section 6.1.3. Compliance with the standard dust control measures is considered to be part of the conditions of approval for the project and built into the design features.

Table 19 shows that the project's daily construction emissions will be below the applicable SCAQMD air quality standards and thresholds of significance. As a result, the project would not contribute substantially to an existing or projected air quality violation.

Furthermore, by complying with the SCAQMD standards, the project would not contribute to a cumulatively considerable net increase of any criteria pollutant for which the project

region is non-attainment under an applicable Federal or State ambient air quality standard (including releasing emissions that exceed quantitative thresholds for ozone precursors).

The project's short-term construction impact on regional air resources is less than significant.

6.1.2 Localized Emissions - Construction

Table 20 illustrates the construction-related localized emissions and compares the results to SCAQMD LST thresholds. The project emissions will be below the SCAQMD thresholds of significance for localized construction emissions. The project must follow all standard SCAQMD rules and requirements with regard to fugitive dust control, as described in Section 6.1.3. Compliance with the dust control is considered a standard requirement and included as part of the project's design features, not mitigation.

Table 20
Localized Construction Emissions

Maximum Daily Emissions (lbs/day)¹				
Activity	NO_x	CO	PM₁₀	PM_{2.5}
On-site Emissions	11.39	10.72	4.29	1.50
SCAQMD Construction Threshold ²	102.60	825.30	14.70	5.50
Exceeds Threshold (?)	No	No	No	No

¹ Maximum unmitigated daily emission during summer or winter; includes on-site project emissions only.

² Reference 2006-2008 SCAQMD Mass Rate Localized Significant Thresholds for construction and operation. SRA-20, Central Orange County Coastal, 1.2-acre site, receptor distance 50 meters.

The project's short-term construction impact on localized air resources is less than significant.

6.1.3 Fugitive Dust - Construction

The Project is required to comply with standard SCAQMD rules that assist in reducing short-term air pollutant emissions associated with suspended particulate matter, also known as fugitive dust. Fugitive dust emissions are commonly associated with land clearing activities, cut-and-fill grading operations, and exposure of soils to the air and wind. SCAQMD Rule 403 requires that fugitive dust is controlled with best-available control measures so that the presence of such dust does not remain visible in the atmosphere beyond the property line of the emission source. In addition, SCAQMD Rules 402 and 403

require the implementation of dust suppression techniques to prevent fugitive dust from creating a nuisance off-site.

To ensure full compliance with the applicable dust control standards, the following project design features are recommended for the project:

DF-1 Follow the standard SCAQMD rules and requirements with regards to fugitive dust control, which include, but are not limited to the following:

1. All active unpaved construction areas shall be watered two (2) times daily.
2. Speed on unpaved roads shall be reduced to less than 15 mph.
3. Any visible dirt deposition on any public roadway shall be swept or washed at the site access points within 30 minutes.
4. Any on-site stockpiles of debris, dirt, or other dusty material shall be covered or watered twice daily.
5. All operations on any unpaved surface shall be suspended if winds exceed 15 mph.
6. Access points shall be washed or swept daily.
7. Construction sites shall be sandbagged for erosion control.
8. Cover all trucks hauling dirt, sand, soil, or other loose materials, and maintain at least 2 feet of freeboard space in accordance with the requirements of California Vehicle Code (CVC) section 23114.
9. Pave or gravel access points and use track-out grates.
10. Replace the ground cover of disturbed areas as quickly as possible.

6.1.4 Odors - Construction

Heavy-duty equipment in the project area during construction will emit odors; however, the construction activity would cease to occur after individual construction is completed. The project is required to comply with Rule 402 during construction, which states that a person shall not discharge from any source whatsoever such quantities of air contaminants or other material which cause injury, detriment, nuisance, or annoyance to any considerable number of persons or to the public, or which endanger the comfort, repose, health or safety of any such persons or the public, or which cause, or have a natural tendency to cause, injury or damage to business or property. No other sources of objectionable odors have been identified for the proposed Project.

The project impact from odor emissions is less than significant.

6.1.5 Asbestos - Construction

Asbestos is a carcinogen and is categorized as a hazardous air pollutant by the Environmental Protection Agency (EPA). Asbestos fibers embedded within construction materials become a health hazard once they are disturbed and rendered airborne, such as through physical contacts like building renovation and demolition activities. Asbestos is regulated through the National Emissions Standards for Hazardous Air Pollutants (NESHAP) and SCAQMD is the local enforcement authority for asbestos.

Asbestos also occurs naturally in serpentine and ultramafic rock. Based on the California Division of Mines and Geology General Location Guide for Ultramafic Rocks in California - Areas More Likely to Contain Naturally Occurring Asbestos, naturally occurring asbestos has not been shown to occur within the vicinity of the project site. Therefore, the potential risk for naturally occurring asbestos (NOA) during project construction is small.

In the event asbestos is found on the site, the project will be required to comply with SCAQMD and NESHAP standards and protocols. SCAQMD Rule 1403 establishes the survey requirements, notification, and work practice requirements to prevent asbestos emissions during construction activities. By following the required asbestos abatement protocols, the project impact from asbestos would be less than significant.

6.1.6 Diesel Particulate Matter - Construction

The project will generate diesel particulate matter (DPM) during construction from off-road diesel equipment and trucks. The California Office of Environmental Health Hazard Assessment (OEHHA) adopted the Guidance Manual for Preparation of Health Risk Assessments (HRA Guidelines) to provide procedures for use in the Air Toxics Hot Spots Program or for the permitting of existing, new, or modified stationary sources.⁷

The HRA Guidelines provide risk factors based on exposure to toxic substances over a 30-year life span. The proposed project's construction activity is not expected to be a long-term (i.e., 30 years) source of toxic air contaminant emissions and short-term risk factors have not been developed. Due to the significantly reduced risk from short-term exposure, SCAQMD does not typically require the evaluation of long-term cancer risk or chronic health impacts for construction operations from a project such as the one being proposed.

⁷ OEHHA. Air Toxics Hot Spots Program. Risk Assessment Guidelines. Guidance for Preparation of Health Risk Assessments. February 2015.

In addition, the following design features will help reduce diesel exhaust emissions and are recommended to be included as part of the conditions of approval.

- DF-2** Construction equipment should be maintained in proper tune.
- DF-3** All construction vehicles should be prohibited from excessive idling. Excessive idling is defined as five (5) minutes or longer.
- DF-4** Minimize the simultaneous operation of multiple construction equipment units, to the maximum extent feasible.
- DF-5** The use of heavy construction equipment and earthmoving activity should be suspended during Air Alerts when the Air Quality Index reaches the “Unhealthy” level.
- DF-6** Establish an electricity supply to the construction site and use electric-powered equipment instead of diesel-powered equipment or generators, where feasible.
- DF-7** Establish staging areas for the construction equipment that as far from adjacent residential homes, as feasible.
- DF-8** Use haul trucks with on-road engines instead of off-road engines for on-site hauling.
- DF-9** Utilize zero VOC and low VOC paints and solvents, where feasible.

6.2 Long-Term Air Quality Impacts - Operation

6.2.1 Daily Emissions - Operation

Long-term operational air pollutant impacts from the project are shown in Table 21. The project is not expected to exceed any of the allowable daily emissions thresholds for criteria pollutants at the regional level. CalEEMod daily emissions outputs are provided in Appendix A.

The project’s daily operational emissions will be below the applicable SCAQMD air quality thresholds of significance and the project would not contribute substantially to an existing or projected air quality violation. Furthermore, by complying with the SCAQMD standards,

the project would not contribute to a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable Federal or State ambient air quality standard (including releasing emissions that exceed quantitative thresholds for ozone precursors).

The project-related long-term air quality impacts are less than significant.

Table 21
Daily Operational Emissions

Maximum Daily Emissions (lbs/day) ^{1,2}						
Activity	VOC	NO _x	CO	SO ₂	PM ₁₀	PM _{2.5}
Mobile Sources	12.60	11.66	123.01	0.32	11.95	2.27
Energy Sources	0.01	0.00	0.01	0.00	0.00	0.00
Area Sources	0.00	0.00	0.00	0.00	0.00	0.00
Total	12.61	11.66	123.02	0.32	11.95	2.27
SCAQMD Threshold	55	55	550	150	150	55
Exceeds Threshold (?)	No	No	No	No	No	No

¹ Maximum daily emission during summer or winter; includes both on-site and off-site project emissions.

² CalEEMod emissions reports are provided in Appendix A.

6.2.2 Localized Emissions - Operation

Table 22 shows the localized operational emissions and compares the results to SCAQMD LST thresholds of significance. As shown in Table 22, the emissions will be below the SCAQMD thresholds of significance for localized operational emissions. **The project will result in less than significant localized operational emissions impacts.**

Table 22
Localized Operational Emissions

Maximum Daily Emissions (lbs/day) ¹				
LST Pollutants	NOx (lbs/day)	CO (lbs/day)	PM ₁₀ (lbs/day)	PM _{2.5} (lbs/day)
On-site Emissions ¹	0.58	6.16	0.6	0.1
SCAQMD Operation Threshold ^{2,3}	102.6	825.3	4.5	1.9
Exceeds Threshold (?)	No	No	No	No

¹ Maximum daily emission in summer or winter.

² Mobile source emissions include on-site vehicle emissions only. It is estimated that approximately 5% of mobile emissions will occur on the project site.

³ Reference 2006-2008 SCAQMD Mass Rate Localized Significant Thresholds for construction and operation. SRA-20, Central Orange County Coastal, 1.2-acre site, receptor distance 50 meters.

6.2.3 Odors - Operation

Land uses that commonly receive odor complaints include agricultural uses (i.e. livestock), chemical plants, composting operations, dairies, fiberglass molding facilities, food processing plants, landfills, refineries, rail yards, and wastewater treatment plants. The proposed project does not contain land uses that would typically be associated with significant odor emissions.

The project will be required to comply with standard building code requirements related to exhaust ventilation, as well as comply with SCAQMD Rule 402. Rule 402 requires that a person may not discharge from any source whatsoever such quantities of air contaminants or other material which cause injury, detriment, nuisance, or annoyance to any considerable number of persons or to the public, or which endanger the comfort, repose, health or safety of any such persons or the public, or which cause, or have a natural tendency to cause, injury or damage to business or property. Project-related odors are not expected to meet the criteria of being a nuisance. **The project's operation would result in less than significant odor impacts.**

6.2.4 Toxic Air Contaminants - Operations

The proposed project consists of installing a vehicle fueling center at the existing Alicia Town Center Ralph's shopping center. This type of project has been identified by the SCAQMD as a potential source of toxic air contaminant (TAC) emissions that may result in significant pollutant exposure to sensitive receptors. In order to determine whether the proposed project will result in significant TAC emissions, the following health risk assessment screening has been prepared.

AQMD Health Risk Screening Tables

The AQMD has developed risk assessment tables to estimate cancer risks from the industry-wide source category of retail gasoline dispensing facilities. The risk assessment tables provide the maximum cancer risk for a gasoline dispensing station at various locations in the South Coast Air Basin (SCAB) and at various residential and occupational distances. Assessment of retail gasoline dispensing facilities using the risk assessment tables is consistent with the AQMD's risk assessment procedure for Rule 1401 and the CAPCOA risk assessment guidance for gasoline service stations.

The following equation for calculating cancer risk (CR) was utilized by the AQMD to develop their risk assessment tables, based on a one million gallon per year throughput:

$$CR = CP \cdot C_{ann} \cdot AF_{ann} \cdot DBR \cdot EVF \cdot 10^{-6} \cdot MP,$$

where:

- CR = Cancer risk,
- CP = Cancer potency,
- C_{ann} = The model-predicted annual average benzene concentration,
- AF_{ann} = Concentration adjustment factor,
- DBR = Daily breathing rate,
- EVF = Exposure value factor, and
- MP = Multipathway Factor.

Cancer risk from a proposed typical gasoline service station can be estimated using the risk assessment tables by using the nearest meteorological station to the project site and the distance from the service station to the nearest residential and occupational locations to identify the appropriate cancer risk from the screening tables. The cancer risk can then be scaled up using the actual gasoline throughput of the proposed service station.

Operational Health Risk Assessment Screening

The proposed project site is located in the Central Orange County Coastal SCAQMD Air Monitoring Area (SRA – 20). Therefore, the Costa Mesa meteorological station is used to identify the appropriate cancer risk from the screening tables.

The nearest residential receptors are the existing residential land uses located approximately 66 meters northeast of the project site, and the nearest occupational receptor is the existing Ralph's shopping center located approximately 25 meters east of the project site. Although the nearest residential receptors are located at a distance of approximately 66 meters, the SCAQMD risk assessment tables are based on downwind distances of 25, 30, 40, 50, 60, 70, 80, 90, 100, 125, 150, 175, and 200 meters. Therefore, this analysis conservatively uses the 50-meter downwind distance parameter for the residential receptors.

Table 23 shows the parameters used in this study to identify the appropriate residential and occupational cancer risks from the screening tables.

Table 23
Risk Assessment Tables Parameters

Risk Category	Location	Annual Throughput (MM gal/yr)¹	Receptor Distance (meters)	Cancer Risk (in one million)²
Residential	Costa Mesa	1.0	50	1.22
Occupational			25	0.66

¹ MM gal/yr = millions of gallons per year.

² Source: SCAQMD Emission Inventory and Risk Assessment Guidelines for Gasoline Dispensing Stations, Tables 3 and 4.

The annual throughput for the proposed project is expected to be approximately 3,285,000 gallons per year. Table 24 shows the calculated residential and occupational cancer risks based on the actual gasoline throughput of the project.

Table 24
Project Residential and Occupational Cancer Risk

Risk Category	Location	Annual Throughput (MM gal/yr) ¹	Project Cancer Risk (in one million)
Residential	Costa Mesa	3.285	4.01
Occupational			2.17
Maximum Individual Cancer Risk:			4.01
SCAQMD Cancer Risk Threshold of Significance:			10 in one million
Exceeds Threshold (?)			No

¹ MM gal/yr = millions of gallons per year.

Based on Table 24, the project's maximum individual cancer risk is approximately 4.01 in one million, which is below the SCAQMD threshold of 10 in one million.

The proposed project has the potential to increase its annual gasoline throughput over time. To ensure that future increases will not result in a maximum individual cancer risk in excess of the established thresholds, an analysis of the project's maximum allowable throughput has been prepared. Table 25 shows the project's maximum annual gasoline throughput, based on the risk assessment parameters identified in Table 23.

Table 25
Maximum Allowable Gasoline Throughput

Risk Category	Location	Annual Throughput (MM gal/yr) ¹	Project Cancer Risk (in one million)
Residential	Costa Mesa	8.189	9.99
Occupational			5.40
Maximum Individual Cancer Risk:			9.99
SCAQMD Cancer Risk Threshold of Significance:			10 in one million
Exceeds Threshold (?)			No

¹ MM gal/yr = millions of gallons per year.

As shown in Table 25, the recommended maximum gasoline throughput for the project is 8.189 MM gal/yr. To further ensure full compliance with the applicable thresholds of significance, the following project design feature is recommended for the project:

DF-10 The project will comply with the mandatory requirements of SCAQMD Rule 461 regarding gasoline transfer and dispensing. A copy of SCAQMD Rule 461 is provided in Appendix B.

By complying with the SCAQMD standards, the project would not contribute to a cumulatively considerable net increase in cancer risk and TAC emissions. Therefore, **the proposed project's future cancer risk impacts are considered less than significant without the need for a full health risk assessment.**

7.0 Greenhouse Gas Impact Analysis

7.1 Greenhouse Gas Emissions - Construction

Greenhouse gas emissions are estimated for on-site and off-site construction activity using CalEEMod. Table 26 shows the construction greenhouse gas emissions, including equipment and worker vehicle emissions for all phases of construction. Construction emissions are averaged over 30 years and added to the long-term operational emissions, pursuant to SCAQMD recommendations.

CalEEMod annual GHG output calculations are provided in Appendix A.

Table 26
Construction Greenhouse Gas Emissions

Activity	Emissions (MTCO ₂ e) ¹		
	On-site	Off-site	Total
Demolition	3.88	25.72	29.60
Site Preparation	0.39	0.03	0.42
Grading	1.56	6.45	8.01
Building Construction	59.81	0.08	59.89
Paving	1.87	0.51	2.39
Architectural Coating	0.30	0.00	0.30
Total	67.82	32.79	100.61
Amortized over 30 years²	2.26	1.09	3.35

¹ MTCO₂e = metric tons of carbon dioxide equivalents (includes carbon dioxide, methane, nitrous oxide, and/or hydrofluorocarbon).

² The emissions are amortized over 30 years and added to the operational emissions, pursuant to SCAQMD recommendations.

Because impacts from construction activities occur over a relatively short-term period of time, they contribute a relatively small portion of the overall lifetime project GHG emissions. By itself, the construction activities from this project are less than significant when compared to the thresholds recommended by SCAQMD. However, SCAQMD recommends that construction emissions be amortized over a 30-year project lifetime and added to the overall project operational emissions. In doing so, construction GHG emissions are included in the overall contribution of the project, as further discussed in the following section.

7.2 Greenhouse Gas Emissions - Operation

Greenhouse gas emissions are estimated for on-site and off-site operational activity using CalEEMod. Greenhouse gas emissions from mobile sources, area sources, and energy sources are shown in Table 27. CalEEMod annual GHG output calculations are provided in Appendix A.

Table 27
Operational Greenhouse Gas Emissions

Emission Source	GHG Emissions (MTCO ₂ e) ¹
Mobile Source	2,413.20
Area Source	0.00
Energy Source	0.84
Water	0.42
Waste	1.68
Refrigerant	0.00
Construction (30-year amortization)	3.35
Total Annual Emissions	2,419.50
SCAQMD Tier 3 Screening Threshold ²	3,000
Exceeds Tier 3 Threshold?	No

¹ MTCO₂e = metric tons of carbon dioxide equivalents.

² Per South Coast Air Quality Management District (SCAQMD) Draft Guidance Document - Interim CEQA Greenhouse Gas (GHG) Significance Threshold, October 2008.

As shown in Table 27, the project's GHG emissions are expected to be below the SCAQMD's Tier 3 approach, which limits GHG emissions to 3,000 MTCO₂e.

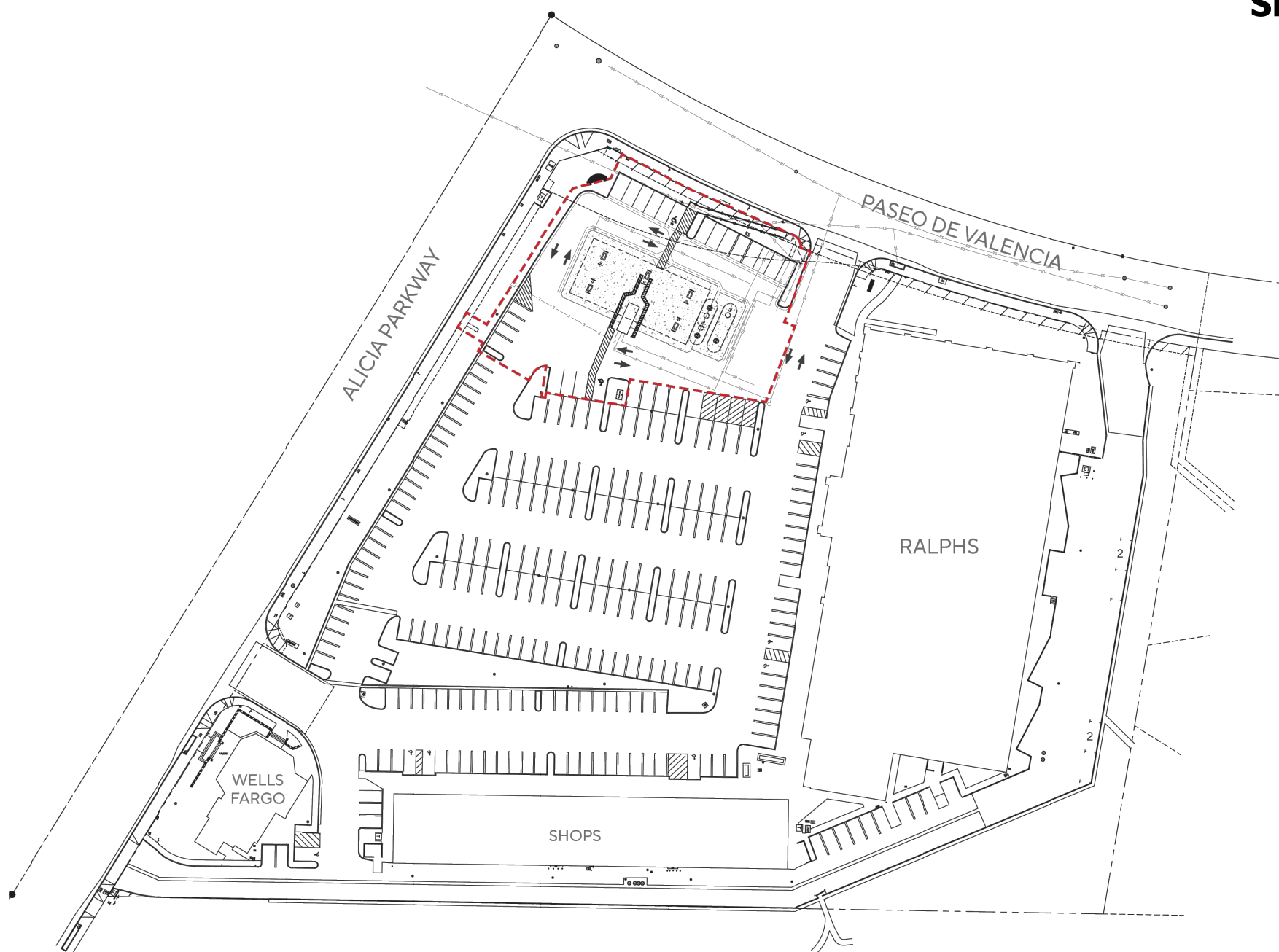
Exhibits



Legend:

- = Alicia Town Center Boundary
- = Project Site Boundary
- = Fuel Center Location





Appendices

Appendix A

Unmitigated Emissions Calculations Output (CalEEMod)

Alicia Town Center Ralph's Fuel Center Custom Report

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8. User Changes to Default Data

1. Basic Project Information

1.1. Basic Project Information

Data Field	Value
Project Name	Alicia Town Center Ralph's Fuel Center
Construction Start Date	10/1/2024
Operational Year	2025
Lead Agency	—
Land Use Scale	Project/site
Analysis Level for Defaults	County
Windspeed (m/s)	2.50
Precipitation (days)	6.00
Location	33.59149436673869, -117.69884570402408
County	Orange
City	Laguna Hills
Air District	South Coast AQMD
Air Basin	South Coast
TAZ	6037
EDFZ	12
Electric Utility	San Diego Gas & Electric
Gas Utility	Southern California Gas
App Version	2022.1.1.13

1.2. Land Use Types

Land Use Subtype	Size	Unit	Lot Acreage	Building Area (sq ft)	Landscape Area (sq ft)	Special Landscape Area (sq ft)	Population	Description
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Gasoline/Service Station	10.0	Pump	0.03	184	0.00	0.00	—	—
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1.3. User-Selected Emission Reduction Measures by Emissions Sector

No measures selected

2. Emissions Summary

2.1. Construction Emissions Compared Against Thresholds

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Un/Mit.	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Unmit.	2.11	1.35	20.0	14.8	0.06	0.62	5.58	5.83	0.57	1.50	2.08	—	8,482	8,482	0.60	1.08	0.37	8,819
Average Daily (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Unmit.	0.14	0.11	1.23	1.33	< 0.005	0.05	0.17	0.22	0.04	0.04	0.08	—	404	404	0.02	0.03	0.17	414
Annual (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Unmit.	0.03	0.02	0.22	0.24	< 0.005	0.01	0.03	0.04	0.01	0.01	0.01	—	67.0	67.0	< 0.005	0.01	0.03	68.6

2.2. Construction Emissions by Year, Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Year	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily - Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Daily - Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
2024	2.11	1.35	20.0	14.8	0.06	0.62	5.58	5.83	0.57	1.50	2.08	—	8,482	8,482	0.60	1.08	0.37	8,819
2025	0.68	0.57	5.14	6.94	0.01	0.22	0.23	0.42	0.20	0.05	0.23	—	1,306	1,306	0.05	0.01	0.02	1,311
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
2024	0.14	0.11	1.23	1.33	< 0.005	0.05	0.17	0.22	0.04	0.04	0.08	—	404	404	0.02	0.03	0.17	414
2025	0.10	0.08	0.77	1.04	< 0.005	0.03	< 0.005	0.04	0.03	< 0.005	0.03	—	193	193	0.01	< 0.005	0.01	193
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
2024	0.03	0.02	0.22	0.24	< 0.005	0.01	0.03	0.04	0.01	0.01	0.01	—	67.0	67.0	< 0.005	0.01	0.03	68.6
2025	0.02	0.02	0.14	0.19	< 0.005	0.01	< 0.005	0.01	0.01	< 0.005	0.01	—	31.9	31.9	< 0.005	< 0.005	< 0.005	32.0

2.4. Operations Emissions Compared Against Thresholds

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Un/Mit.	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Unmit.	14.0	12.6	10.7	123	0.32	0.19	11.8	12.0	0.18	2.08	2.27	3.16	32,833	32,836	1.66	1.19	126	33,358
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Unmit.	13.9	12.5	11.7	113	0.31	0.19	11.8	12.0	0.18	2.08	2.27	3.16	31,557	31,560	1.71	1.25	3.26	31,978
Average Daily (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Unmit.	10.9	10.1	6.50	63.0	0.14	0.09	5.16	5.26	0.09	0.92	1.00	3.16	14,334	14,337	1.21	0.68	23.9	14,594
Annual (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Unmit.	1.99	1.85	1.19	11.5	0.03	0.02	0.94	0.96	0.02	0.17	0.18	0.52	2,373	2,374	0.20	0.11	3.95	2,416

2.5. Operations Emissions by Sector, Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Sector	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Mobile	14.0	12.6	10.7	123	0.32	0.19	11.8	12.0	0.18	2.08	2.27	—	32,826	32,826	1.35	1.19	126	33,341
Area	< 0.005	0.01	< 0.005	0.01	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	0.03	0.03	< 0.005	< 0.005	—	0.03
Energy	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	5.04	5.04	< 0.005	< 0.005	—	5.06
Water	—	—	—	—	—	—	—	—	—	—	—	0.25	1.46	1.71	0.03	< 0.005	—	2.56
Waste	—	—	—	—	—	—	—	—	—	—	—	2.90	0.00	2.90	0.29	0.00	—	10.2
Total	14.0	12.6	10.7	123	0.32	0.19	11.8	12.0	0.18	2.08	2.27	3.16	32,833	32,836	1.66	1.19	126	33,358
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Mobile	13.9	12.5	11.7	113	0.31	0.19	11.8	12.0	0.18	2.08	2.27	—	31,550	31,550	1.39	1.25	3.26	31,960
Area	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Energy	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	5.04	5.04	< 0.005	< 0.005	—	5.06
Water	—	—	—	—	—	—	—	—	—	—	—	0.25	1.46	1.71	0.03	< 0.005	—	2.56
Waste	—	—	—	—	—	—	—	—	—	—	—	2.90	0.00	2.90	0.29	0.00	—	10.2
Total	13.9	12.5	11.7	113	0.31	0.19	11.8	12.0	0.18	2.08	2.27	3.16	31,557	31,560	1.71	1.25	3.26	31,978
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Mobile	10.9	10.1	6.50	62.9	0.14	0.09	5.16	5.26	0.09	0.92	1.00	—	14,327	14,327	0.89	0.68	23.9	14,576
Area	< 0.005	0.01	< 0.005	0.01	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	0.02	0.02	< 0.005	< 0.005	—	0.02
Energy	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	5.04	5.04	< 0.005	< 0.005	—	5.06
Water	—	—	—	—	—	—	—	—	—	—	—	0.25	1.46	1.71	0.03	< 0.005	—	2.56
Waste	—	—	—	—	—	—	—	—	—	—	—	2.90	0.00	2.90	0.29	0.00	—	10.2
Total	10.9	10.1	6.50	63.0	0.14	0.09	5.16	5.26	0.09	0.92	1.00	3.16	14,334	14,337	1.21	0.68	23.9	14,594

Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Mobile	1.99	1.85	1.19	11.5	0.03	0.02	0.94	0.96	0.02	0.17	0.18	—	2,372	2,372	0.15	0.11	3.95	2,413
Area	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005
Energy	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	0.84	0.84	< 0.005	< 0.005	—	0.84
Water	—	—	—	—	—	—	—	—	—	—	—	0.04	0.24	0.28	< 0.005	< 0.005	—	0.42
Waste	—	—	—	—	—	—	—	—	—	—	—	0.48	0.00	0.48	0.05	0.00	—	1.68
Total	1.99	1.85	1.19	11.5	0.03	0.02	0.94	0.96	0.02	0.17	0.18	0.52	2,373	2,374	0.20	0.11	3.95	2,416

3. Construction Emissions Details

3.1. Demolition (2024) - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Location	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Onsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.61	0.51	4.69	5.79	0.01	0.19	—	0.19	0.17	—	0.17	—	852	852	0.03	0.01	—	855
Demolition	—	—	—	—	—	—	4.10	4.10	—	0.62	0.62	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.02	0.01	0.13	0.16	< 0.005	0.01	—	0.01	< 0.005	—	< 0.005	—	23.3	23.3	< 0.005	< 0.005	—	23.4

Demolition	—	—	—	—	—	—	0.11	0.11	—	0.02	0.02	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	< 0.005	< 0.005	0.02	0.03	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	3.87	3.87	< 0.005	< 0.005	—	3.88
Demolition	—	—	—	—	—	—	0.02	0.02	—	< 0.005	< 0.005	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Offsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	0.04	0.04	0.04	0.52	0.00	0.00	0.13	0.13	0.00	0.03	0.03	—	129	129	< 0.005	< 0.005	0.01	130
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.53	0.10	6.77	2.88	0.03	0.07	1.34	1.41	0.07	0.38	0.44	—	5,274	5,274	0.42	0.84	0.29	5,535
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	0.01	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	3.58	3.58	< 0.005	< 0.005	0.01	3.63
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.01	< 0.005	0.19	0.08	< 0.005	< 0.005	0.04	0.04	< 0.005	0.01	0.01	—	144	144	0.01	0.02	0.13	152
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.59	0.59	< 0.005	< 0.005	< 0.005	0.60
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	< 0.005	< 0.005	0.03	0.01	< 0.005	< 0.005	0.01	0.01	< 0.005	< 0.005	< 0.005	—	23.9	23.9	< 0.005	< 0.005	0.02	25.1

3.3. Site Preparation (2024) - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Location	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Onsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.60	0.50	4.60	5.56	0.01	0.24	—	0.24	0.22	—	0.22	—	858	858	0.03	0.01	—	861
Dust From Material Movement	—	—	—	—	—	—	0.21	0.21	—	0.02	0.02	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	< 0.005	< 0.005	0.01	0.02	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	2.35	2.35	< 0.005	< 0.005	—	2.36
Dust From Material Movement	—	—	—	—	—	—	< 0.005	< 0.005	—	< 0.005	< 0.005	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	0.39	0.39	< 0.005	< 0.005	—	0.39

Dust From Material Movement	—	—	—	—	—	—	< 0.005	< 0.005	—	< 0.005	< 0.005	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Offsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	0.02	0.02	0.02	0.26	0.00	0.00	0.07	0.07	0.00	0.02	0.02	—	64.5	64.5	< 0.005	< 0.005	0.01	65.2
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.18	0.18	< 0.005	< 0.005	< 0.005	0.18
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.03	0.03	< 0.005	< 0.005	< 0.005	0.03
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00

3.5. Grading (2024) - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Location	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Onsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	1.41	1.19	11.4	10.7	0.02	0.53	—	0.53	0.49	—	0.49	—	1,713	1,713	0.07	0.01	—	1,719
Dust From Material Movement	—	—	—	—	—	—	2.09	2.09	—	1.00	1.00	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.01	0.01	0.06	0.06	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	9.39	9.39	< 0.005	< 0.005	—	9.42
Dust From Material Movement	—	—	—	—	—	—	0.01	0.01	—	0.01	0.01	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	< 0.005	< 0.005	0.01	0.01	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	1.55	1.55	< 0.005	< 0.005	—	1.56
Dust From Material Movement	—	—	—	—	—	—	< 0.005	< 0.005	—	< 0.005	< 0.005	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Offsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	0.03	0.03	0.03	0.39	0.00	0.00	0.10	0.10	0.00	0.02	0.02	—	96.7	96.7	< 0.005	< 0.005	0.01	97.9
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.67	0.13	8.57	3.64	0.04	0.08	1.70	1.78	0.08	0.48	0.56	—	6,672	6,672	0.53	1.06	0.36	7,002
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.54	0.54	< 0.005	< 0.005	< 0.005	0.54
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	< 0.005	< 0.005	0.05	0.02	< 0.005	< 0.005	0.01	0.01	< 0.005	< 0.005	< 0.005	—	36.6	36.6	< 0.005	0.01	0.03	38.4
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.09	0.09	< 0.005	< 0.005	< 0.005	0.09
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	< 0.005	< 0.005	0.01	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	6.05	6.05	< 0.005	< 0.005	0.01	6.36

3.7. Building Construction (2024) - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Location	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Onsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.67	0.56	5.60	6.98	0.01	0.26	—	0.26	0.23	—	0.23	—	1,305	1,305	0.05	0.01	—	1,309

Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.09	0.08	0.79	0.98	< 0.005	0.04	—	0.04	0.03	—	0.03	—	184	184	0.01	< 0.005	—	184
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.02	0.01	0.14	0.18	< 0.005	0.01	—	0.01	0.01	—	0.01	—	30.4	30.4	< 0.005	< 0.005	—	30.5
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Offsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.76	0.76	< 0.005	< 0.005	< 0.005	0.77
Vendor	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	0.98	0.98	< 0.005	< 0.005	< 0.005	1.02
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.11	0.11	< 0.005	< 0.005	< 0.005	0.11
Vendor	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	0.14	0.14	< 0.005	< 0.005	< 0.005	0.14
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.02	0.02	< 0.005	< 0.005	< 0.005	0.02
Vendor	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	0.02	0.02	< 0.005	< 0.005	< 0.005	0.02
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00

3.9. Building Construction (2025) - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Location	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Onsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.62	0.52	5.14	6.94	0.01	0.22	—	0.22	0.20	—	0.20	—	1,305	1,305	0.05	0.01	—	1,309
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.08	0.07	0.69	0.94	< 0.005	0.03	—	0.03	0.03	—	0.03	—	176	176	0.01	< 0.005	—	177
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.02	0.01	0.13	0.17	< 0.005	0.01	—	0.01	< 0.005	—	< 0.005	—	29.2	29.2	< 0.005	< 0.005	—	29.3
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Offsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.74	0.74	< 0.005	< 0.005	< 0.005	0.75
Vendor	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	0.96	0.96	< 0.005	< 0.005	< 0.005	1.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.10	0.10	< 0.005	< 0.005	< 0.005	0.10
Vendor	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	0.13	0.13	< 0.005	< 0.005	< 0.005	0.14
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.02	0.02	< 0.005	< 0.005	< 0.005	0.02
Vendor	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	0.02	0.02	< 0.005	< 0.005	< 0.005	0.02
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00

3.11. Paving (2025) - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Location	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Onsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.61	0.51	4.37	5.31	0.01	0.19	—	0.19	0.18	—	0.18	—	823	823	0.03	0.01	—	826
Paving	—	0.00	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Off-Road Equipment	0.01	0.01	0.06	0.07	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	11.3	11.3	< 0.005	< 0.005	—	11.3
Paving	—	0.00	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	< 0.005	< 0.005	0.01	0.01	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	1.87	1.87	< 0.005	< 0.005	—	1.87
Paving	—	0.00	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Offsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	0.07	0.06	0.07	0.85	0.00	0.00	0.23	0.23	0.00	0.05	0.05	—	221	221	< 0.005	0.01	0.02	224
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	0.01	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	3.07	3.07	< 0.005	< 0.005	0.01	3.11
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.51	0.51	< 0.005	< 0.005	< 0.005	0.51
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00

3.13. Architectural Coating (2025) - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Location	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Onsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	0.15	0.13	0.88	1.14	< 0.005	0.03	—	0.03	0.03	—	0.03	—	134	134	0.01	< 0.005	—	134
Architect ural Coatings	—	0.34	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	< 0.005	< 0.005	0.01	0.02	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	1.83	1.83	< 0.005	< 0.005	—	1.84
Architect ural Coatings	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Off-Road Equipment	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	0.30	0.30	< 0.005	< 0.005	—	0.30
Architect ural Coatings	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Onsite truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Offsite	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	0.15	0.15	< 0.005	< 0.005	< 0.005	0.15
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Average Daily	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Worker	< 0.005	< 0.005	< 0.005	< 0.005	0.00	0.00	< 0.005	< 0.005	0.00	< 0.005	< 0.005	—	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005
Vendor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00
Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	—	0.00	0.00	0.00	0.00	0.00	0.00

4. Operations Emissions Details

4.1. Mobile Emissions by Land Use

4.1.1. Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Land Use	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
----------	-----	-----	-----	----	-----	-------	-------	-------	--------	--------	--------	------	-------	------	-----	-----	---	------

Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	14.0	12.6	10.7	123	0.32	0.19	11.8	12.0	0.18	2.08	2.27	—	32,826	32,826	1.35	1.19	126	33,341
Total	14.0	12.6	10.7	123	0.32	0.19	11.8	12.0	0.18	2.08	2.27	—	32,826	32,826	1.35	1.19	126	33,341
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	13.9	12.5	11.7	113	0.31	0.19	11.8	12.0	0.18	2.08	2.27	—	31,550	31,550	1.39	1.25	3.26	31,960
Total	13.9	12.5	11.7	113	0.31	0.19	11.8	12.0	0.18	2.08	2.27	—	31,550	31,550	1.39	1.25	3.26	31,960
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	1.99	1.85	1.19	11.5	0.03	0.02	0.94	0.96	0.02	0.17	0.18	—	2,372	2,372	0.15	0.11	3.95	2,413
Total	1.99	1.85	1.19	11.5	0.03	0.02	0.94	0.96	0.02	0.17	0.18	—	2,372	2,372	0.15	0.11	3.95	2,413

4.2. Energy

4.2.1. Electricity Emissions By Land Use - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Land Use	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	—	—	—	—	—	—	—	—	—	—	—	—	2.66	2.66	< 0.005	< 0.005	—	2.67
Total	—	—	—	—	—	—	—	—	—	—	—	—	2.66	2.66	< 0.005	< 0.005	—	2.67

Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	—	—	—	—	—	—	—	—	—	—	—	—	2.66	2.66	< 0.005	< 0.005	—	2.67
Total	—	—	—	—	—	—	—	—	—	—	—	—	2.66	2.66	< 0.005	< 0.005	—	2.67
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	—	—	—	—	—	—	—	—	—	—	—	—	0.44	0.44	< 0.005	< 0.005	—	0.44
Total	—	—	—	—	—	—	—	—	—	—	—	—	0.44	0.44	< 0.005	< 0.005	—	0.44

4.2.3. Natural Gas Emissions By Land Use - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Land Use	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	2.38	2.38	< 0.005	< 0.005	—	2.39
Total	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	2.38	2.38	< 0.005	< 0.005	—	2.39
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	2.38	2.38	< 0.005	< 0.005	—	2.39
Total	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	2.38	2.38	< 0.005	< 0.005	—	2.39
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Gasoline /Service	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	0.39	0.39	< 0.005	< 0.005	—	0.40
Total	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	0.39	0.39	< 0.005	< 0.005	—	0.40

4.3. Area Emissions by Source

4.3.2. Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Source	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Consumer Products	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Architectural Coatings	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Landscape Equipment	< 0.005	< 0.005	< 0.005	0.01	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	0.03	0.03	< 0.005	< 0.005	—	0.03
Total	< 0.005	0.01	< 0.005	0.01	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	0.03	0.03	< 0.005	< 0.005	—	0.03
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Consumer Products	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Architectural Coatings	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Consumer Products	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Architectural Coatings	—	< 0.005	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Landscape Equipment	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005
Total	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005	< 0.005	—	< 0.005	—	< 0.005	< 0.005	< 0.005	< 0.005	—	< 0.005

4.4. Water Emissions by Land Use

4.4.2. Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Land Use	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	—	—	—	—	—	—	—	—	—	—	—	0.25	1.46	1.71	0.03	< 0.005	—	2.56
Total	—	—	—	—	—	—	—	—	—	—	—	0.25	1.46	1.71	0.03	< 0.005	—	2.56
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	—	—	—	—	—	—	—	—	—	—	—	0.25	1.46	1.71	0.03	< 0.005	—	2.56
Total	—	—	—	—	—	—	—	—	—	—	—	0.25	1.46	1.71	0.03	< 0.005	—	2.56

Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	—	—	—	—	—	—	—	—	—	—	—	0.04	0.24	0.28	< 0.005	< 0.005	—	0.42
Total	—	—	—	—	—	—	—	—	—	—	—	0.04	0.24	0.28	< 0.005	< 0.005	—	0.42

4.5. Waste Emissions by Land Use

4.5.2. Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Land Use	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	—	—	—	—	—	—	—	—	—	—	—	2.90	0.00	2.90	0.29	0.00	—	10.2
Total	—	—	—	—	—	—	—	—	—	—	—	2.90	0.00	2.90	0.29	0.00	—	10.2
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	—	—	—	—	—	—	—	—	—	—	—	2.90	0.00	2.90	0.29	0.00	—	10.2
Total	—	—	—	—	—	—	—	—	—	—	—	2.90	0.00	2.90	0.29	0.00	—	10.2
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gasoline /Service Station	—	—	—	—	—	—	—	—	—	—	—	0.48	0.00	0.48	0.05	0.00	—	1.68
Total	—	—	—	—	—	—	—	—	—	—	—	0.48	0.00	0.48	0.05	0.00	—	1.68

4.6. Refrigerant Emissions by Land Use

4.6.1. Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Land Use	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

4.7. Offroad Emissions By Equipment Type

4.7.1. Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Equipment Type	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

4.8. Stationary Emissions By Equipment Type

4.8.1. Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Equipment Type	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

4.9. User Defined Emissions By Equipment Type

4.9.1. Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Equipment Type	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
----------------	-----	-----	-----	----	-----	-------	-------	-------	--------	--------	--------	------	-------	------	-----	-----	---	------

Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

4.10. Soil Carbon Accumulation By Vegetation Type

4.10.1. Soil Carbon Accumulation By Vegetation Type - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Vegetation	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

4.10.2. Above and Belowground Carbon Accumulation by Land Use Type - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Land Use	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

4.10.3. Avoided and Sequestered Emissions by Species - Unmitigated

Criteria Pollutants (lb/day for daily, ton/yr for annual) and GHGs (lb/day for daily, MT/yr for annual)

Species	TOG	ROG	NOx	CO	SO2	PM10E	PM10D	PM10T	PM2.5E	PM2.5D	PM2.5T	BCO2	NBCO2	CO2T	CH4	N2O	R	CO2e
Daily, Summer (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Avoided	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Subtotal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Sequestered	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Subtotal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Removed	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Subtotal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Daily, Winter (Max)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Avoided	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Subtotal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Sequestered	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Subtotal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Removed	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Subtotal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Annual	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Avoided	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Subtotal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Sequestered	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Subtotal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Removed	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Subtotal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

5. Activity Data

5.1. Construction Schedule

Phase Name	Phase Type	Start Date	End Date	Days Per Week	Work Days per Phase	Phase Description
Demolition	Demolition	10/1/2024	10/15/2024	5.00	10.0	—
Site Preparation	Site Preparation	10/16/2024	10/17/2024	5.00	1.00	—
Grading	Grading	10/18/2024	10/20/2024	5.00	2.00	—
Building Construction	Building Construction	10/21/2024	3/10/2025	5.00	100	—

Paving	Paving	3/11/2025	3/18/2025	5.00	5.00	—
Architectural Coating	Architectural Coating	3/19/2025	3/26/2025	5.00	5.00	—

5.2. Off-Road Equipment

5.2.1. Unmitigated

Phase Name	Equipment Type	Fuel Type	Engine Tier	Number per Day	Hours Per Day	Horsepower	Load Factor
Demolition	Concrete/Industrial Saws	Diesel	Average	1.00	8.00	33.0	0.73
Demolition	Rubber Tired Dozers	Diesel	Average	1.00	1.00	367	0.40
Demolition	Tractors/Loaders/Backhoes	Diesel	Average	2.00	6.00	84.0	0.37
Site Preparation	Graders	Diesel	Average	1.00	8.00	148	0.41
Site Preparation	Tractors/Loaders/Backhoes	Diesel	Average	1.00	8.00	84.0	0.37
Grading	Graders	Diesel	Average	1.00	6.00	148	0.41
Grading	Rubber Tired Dozers	Diesel	Average	1.00	6.00	367	0.40
Grading	Tractors/Loaders/Backhoes	Diesel	Average	1.00	7.00	84.0	0.37
Building Construction	Cranes	Diesel	Average	1.00	4.00	367	0.29
Building Construction	Forklifts	Diesel	Average	2.00	6.00	82.0	0.20
Building Construction	Tractors/Loaders/Backhoes	Diesel	Average	2.00	8.00	84.0	0.37
Paving	Cement and Mortar Mixers	Diesel	Average	4.00	6.00	10.0	0.56
Paving	Pavers	Diesel	Average	1.00	7.00	81.0	0.42
Paving	Rollers	Diesel	Average	1.00	7.00	36.0	0.38
Paving	Tractors/Loaders/Backhoes	Diesel	Average	1.00	7.00	84.0	0.37
Architectural Coating	Air Compressors	Diesel	Average	1.00	6.00	37.0	0.48

5.3. Construction Vehicles

5.3.1. Unmitigated

Phase Name	Trip Type	One-Way Trips per Day	Miles per Trip	Vehicle Mix
Demolition	—	—	—	—
Demolition	Worker	10.0	18.5	LDA,LDT1,LDT2
Demolition	Vendor	—	10.2	HHDT,MHDT
Demolition	Hauling	74.3	20.0	HHDT
Demolition	Onsite truck	—	—	HHDT
Site Preparation	—	—	—	—
Site Preparation	Worker	5.00	18.5	LDA,LDT1,LDT2
Site Preparation	Vendor	—	10.2	HHDT,MHDT
Site Preparation	Hauling	0.00	20.0	HHDT
Site Preparation	Onsite truck	—	—	HHDT
Grading	—	—	—	—
Grading	Worker	7.50	18.5	LDA,LDT1,LDT2
Grading	Vendor	—	10.2	HHDT,MHDT
Grading	Hauling	94.0	20.0	HHDT
Grading	Onsite truck	—	—	HHDT
Building Construction	—	—	—	—
Building Construction	Worker	0.06	18.5	LDA,LDT1,LDT2
Building Construction	Vendor	0.03	10.2	HHDT,MHDT
Building Construction	Hauling	0.00	20.0	HHDT
Building Construction	Onsite truck	—	—	HHDT
Paving	—	—	—	—
Paving	Worker	17.5	18.5	LDA,LDT1,LDT2
Paving	Vendor	—	10.2	HHDT,MHDT

Paving	Hauling	0.00	20.0	HHDT
Paving	Onsite truck	—	—	HHDT
Architectural Coating	—	—	—	—
Architectural Coating	Worker	0.01	18.5	LDA,LDT1,LDT2
Architectural Coating	Vendor	—	10.2	HHDT,MHDT
Architectural Coating	Hauling	0.00	20.0	HHDT
Architectural Coating	Onsite truck	—	—	HHDT

5.4. Vehicles

5.4.1. Construction Vehicle Control Strategies

Control Strategies Applied	PM10 Reduction	PM2.5 Reduction
Water unpaved roads twice daily	55%	55%
Limit vehicle speeds on unpaved roads to 25 mph	44%	44%
Sweep paved roads once per month	9%	9%

5.5. Architectural Coatings

Phase Name	Residential Interior Area Coated (sq ft)	Residential Exterior Area Coated (sq ft)	Non-Residential Interior Area Coated (sq ft)	Non-Residential Exterior Area Coated (sq ft)	Parking Area Coated (sq ft)
Architectural Coating	0.00	0.00	276	92.0	—

5.6. Dust Mitigation

5.6.1. Construction Earthmoving Activities

Phase Name	Material Imported (Cubic Yards)	Material Exported (Cubic Yards)	Acres Graded (acres)	Material Demolished (Ton of Debris)	Acres Paved (acres)
Demolition	0.00	0.00	0.00	2,970	—

Site Preparation	0.00	0.00	0.50	0.00	—
Grading	0.00	1,500	1.50	0.00	—
Paving	0.00	0.00	0.00	0.00	0.00

5.6.2. Construction Earthmoving Control Strategies

Control Strategies Applied	Frequency (per day)	PM10 Reduction	PM2.5 Reduction
Water Exposed Area	2	61%	61%
Water Demolished Area	2	36%	36%

5.7. Construction Paving

Land Use	Area Paved (acres)	% Asphalt
Gasoline/Service Station	0.00	0%

5.8. Construction Electricity Consumption and Emissions Factors

kWh per Year and Emission Factor (lb/MWh)

Year	kWh per Year	CO2	CH4	N2O
2024	0.00	589	0.03	< 0.005
2025	0.00	589	0.03	< 0.005

5.9. Operational Mobile Sources

5.9.1. Unmitigated

Land Use Type	Trips/Weekday	Trips/Saturday	Trips/Sunday	Trips/Year	VMt/Weekday	VMt/Saturday	VMt/Sunday	VMt/Year
Gasoline/Service Station	3,440	3,643	3,338	1,260,919	9,835	42,454	38,891	6,805,666

5.10. Operational Area Sources

5.10.1. Hearths

5.10.1.1. Unmitigated

5.10.2. Architectural Coatings

Residential Interior Area Coated (sq ft)	Residential Exterior Area Coated (sq ft)	Non-Residential Interior Area Coated (sq ft)	Non-Residential Exterior Area Coated (sq ft)	Parking Area Coated (sq ft)
0	0.00	276	92.0	—

5.10.3. Landscape Equipment

Season	Unit	Value
Snow Days	day/yr	0.00
Summer Days	day/yr	250

5.11. Operational Energy Consumption

5.11.1. Unmitigated

Electricity (kWh/yr) and CO2 and CH4 and N2O and Natural Gas (kBTU/yr)

Land Use	Electricity (kWh/yr)	CO2	CH4	N2O	Natural Gas (kBTU/yr)
Gasoline/Service Station	1,651	589	0.0330	0.0040	7,427

5.12. Operational Water and Wastewater Consumption

5.12.1. Unmitigated

Land Use	Indoor Water (gal/year)	Outdoor Water (gal/year)
Gasoline/Service Station	132,819	0.00

5.13. Operational Waste Generation

5.13.1. Unmitigated

Land Use	Waste (ton/year)	Cogeneration (kWh/year)
Gasoline/Service Station	5.39	—

5.14. Operational Refrigeration and Air Conditioning Equipment

5.14.1. Unmitigated

Land Use Type	Equipment Type	Refrigerant	GWP	Quantity (kg)	Operations Leak Rate	Service Leak Rate	Times Serviced
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5.15. Operational Off-Road Equipment

5.15.1. Unmitigated

Equipment Type	Fuel Type	Engine Tier	Number per Day	Hours Per Day	Horsepower	Load Factor
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5.16. Stationary Sources

5.16.1. Emergency Generators and Fire Pumps

Equipment Type	Fuel Type	Number per Day	Hours per Day	Hours per Year	Horsepower	Load Factor
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5.16.2. Process Boilers

Equipment Type	Fuel Type	Number	Boiler Rating (MMBtu/hr)	Daily Heat Input (MMBtu/day)	Annual Heat Input (MMBtu/yr)
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5.17. User Defined

Equipment Type	Fuel Type
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—	—
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5.18. Vegetation

5.18.1. Land Use Change

5.18.1.1. Unmitigated

Vegetation Land Use Type	Vegetation Soil Type	Initial Acres	Final Acres
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5.18.1. Biomass Cover Type

5.18.1.1. Unmitigated

Biomass Cover Type	Initial Acres	Final Acres
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5.18.2. Sequestration

5.18.2.1. Unmitigated

Tree Type	Number	Electricity Saved (kWh/year)	Natural Gas Saved (btu/year)
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8. User Changes to Default Data

Screen	Justification
Land Use	Project consists of a 10-vehicle fueling position (VHP) gas station (five dual-sided pumps).
Operations: Vehicle Data	Trip generation is based on the Alicia Town Center Ralph's Fuel Center REVISED Traffic Impact Analysis Scoping Agreement, RK Engineering Group, May 2023 and the ITE Trip Generation Manual, 11th Edition.

Appendix B

SCAQMD Rule 461
Gasoline Transfer and Dispensing

(Adopted January 9, 1976)(Amended September 3, 1976)(Amended February 4, 1977)
(Amended November 18, 1977)(Amended February 3, 1978)(Amended January 5, 1979)
(Amended May 4, 1979)(Amended December 7, 1979)(Amended January 16, 1981)
(Amended October 15, 1982)(Amended November 1, 1985)(Amended March 4, 1988)
(Amended July 7, 1989)(Amended September 8, 1995)(Amended April 21, 2000)
(Amended June 15, 2001)(Amended January 9, 2004)(Amended June 3, 2005)
(Amended March 7, 2008)(Amended April 6, 2012)(Amended January 7, 2022)

RULE 461 - GASOLINE TRANSFER AND DISPENSING

(a) Applicability

This rule applies to the transfer of gasoline from any tank truck, trailer, or railroad tank car into any stationary storage tank, and from any stationary storage tank into any motor vehicle fuel tank.

(b) Definitions

For the purpose of this rule, the following definitions shall apply:

- (1) ALTERED GASOLINE TRANSFER AND DISPENSING FACILITY is a Gasoline Transfer and Dispensing Facility with any of the following:
 - (A) The removal or addition of storage tank(s), or changes in the number of fueling positions.
 - (B) The replacement of storage tank(s), dispensing nozzle(s) or other equipment with different characteristics or descriptions from those specified on the existing permit.
- (2) BACKFILLING is the covering of the underground storage tank, piping or any associated components with soil, aggregate or other materials prior to laying the finished surface.
- (3) BELLOWS-LESS NOZZLE is any nozzle that incorporates an aspirator or vacuum assist system and a gasoline vapor capture mechanism at the motor vehicle filler neck, such that vapors are collected at the vehicle filler neck without the need for an interfacing flexible bellows.
- (4) BREAKAWAY COUPLING is a component attached to the coaxial hose, which allows the safe separation of the hose from the dispenser or the hose from the nozzle in the event of a forced removal such as in the case of a “drive-off.”

- (b) (5) CARB CERTIFIED or certified by CARB means a Phase I or Phase II vapor recovery system, equipment, or any component thereof, for which the California Air Resources Board (CARB) has evaluated its performance and issued a valid Executive Order pursuant to Health and Safety Code Section 41954. Each component of a system is a separate CARB certified item and cannot be replaced with a non-certified item or other items that are not certified for use with the particular system. Except for qualified repairs, a CARB certified component shall be as supplied by the qualified manufacturer. A rebuilt component shall not be deemed as CARB certified unless the person who rebuilds the component is authorized by CARB to rebuild the designated CARB certified component.
- (6) CLEARLY AND PERMANENTLY MARKED means an identification of the qualified manufacturer's name, model number, and other required information on a vapor recovery system component that is legible, and the identification is either directly stamped on or attached to the component using methods or materials that would endure constant long term use.
- (7) COAXIAL HOSE is a hose that contains two passages one within the other. One of the passages dispenses the liquid gasoline into the vehicle fuel tank while the other passage carries the gasoline vapors from the vehicle fuel tank to the storage tank.
- (8) DISPENSER is a gasoline dispensing unit used for housing the aboveground gasoline and vapor recovery piping, the gasoline meters, and to hang gasoline-dispensing nozzles when they are not in use for fueling.
- (9) DRY BREAK or poppetted dry break is a Phase I vapor recovery component that opens only by connection to a mating device to ensure that no gasoline vapors escape from the underground storage tank before the vapor return line is connected and sealed.
- (10) DUAL-POINT DESIGN is a type of Phase I vapor recovery system that delivers gasoline liquid into storage tanks and recovers the displaced vapors through two separate openings on the tank.
- (11) ENHANCED VAPOR RECOVERY (EVR) means performance standards and specifications set forth in the CARB CP 201 (Certification Procedure for Vapor Recovery Systems at gasoline dispensing facilities) Sections 3 through 9.
- (12) FUELING POSITION is a fuel dispensing unit consisting of nozzle(s) and meter(s) with the capability to deliver only one fuel product at one time.

- (b) (13) GASOLINE is any petroleum distillate or petroleum distillate/alcohol blend having a True Vapor Pressure greater than 200 mm Hg (3.9 psi) and less than 760 mm Hg (14.7 psi) at 100 degrees F as determined by ASTM Method D323-89.
- (14) GASOLINE TRANSFER AND DISPENSING FACILITY is a stationary facility, consisting of one or more storage tanks and associated equipment, which receive, store, and dispense gasoline.
- (15) GASOLINE VAPORS are the organic compounds in vapor form displaced during gasoline transfer and dispensing operations, and includes entrained liquid gasoline.
- (16) INSERTION INTERLOCK MECHANISM is any CARB certified mechanism that ensures a tight fit at the nozzle fill pipe interface and prohibits the dispensing of gasoline unless the bellows is compressed.
- (17) INSTALLER/CONTRACTOR is a person(s) engaged in the installation of new or alterations of existing vapor recovery systems and components at a gasoline transfer and dispensing facility.
- (18) LIQUID REMOVAL DEVICE is a device designed specifically to remove trapped liquid from the vapor passages of a coaxial hose.
- (19) LIQUID TIGHT is a liquid leak rate not exceeding three drops per minute.
- (20) MAJOR DEFECT is a defect in the vapor recovery system or its component, as listed in California Code of Regulations, Title 17, Part III, Chapter 1, Subchapter 8, Section 94006.
- (21) MINOR DEFECT is a defect in any gasoline transfer and dispensing equipment, which renders the equipment out of good working order but which does not constitute a major defect.
- (22) MOTOR VEHICLE is any self-propelled vehicle as defined in Section 415 of the California Vehicle Code.
- (23) OWNER/OPERATOR is any person who owns, leases, or operates a gasoline transfer and dispensing facility.
- (24) PERFORMANCE TEST is the first test or series of tests performed on a new or altered CARB certified gasoline vapor recovery system to demonstrate compliance with the CARB Executive Order and District permit conditions upon completion of construction or alteration of the vapor recovery system.

- (b) (25) PRESSURE/VACUUM RELIEF VALVE is a valve that is installed on the vent pipes of the gasoline storage tanks to relieve pressure or vacuum build-up at preset values of pressure or vacuum.
- (26) QUALIFIED MANUFACTURER is the original equipment manufacturer of the CARB certified vapor recovery system or component, or a rebuilder who is authorized by CARB to rebuild the designated CARB certified component.
- (27) QUALIFIED REPAIR is a repair or maintenance of the gasoline transfer and dispensing equipment or vapor recovery system component that would restore the function or performance of such equipment/component following the qualified manufacturer's instructions and using only the applicable CARB certified parts supplied by the qualified manufacturer. Unless otherwise authorized by CARB, a repair or maintenance shall not be considered a qualified repair if the action changes the size, shape or materials of construction of any gasoline vapor passage, or if it may otherwise obstruct, hinder, or reduce the recovery of gasoline vapors during operation.
- (28) REBUILD is an action that repairs, replaces, or reconstructs any part of a component of a vapor recovery system that forms the gasoline vapor passage of the component, or that comes in contact with the recovered gasoline vapors in the component. Rebuild does not include the replacement of a complete component with another CARB certified complete component; nor does it include the replacement of a spout, bellows, or vapor guard of a CARB certified nozzle. The new part shall be CARB certified and as supplied by the qualified manufacturer specifically for the CARB certified nozzle.
- (29) RETAIL GASOLINE TRANSFER AND DISPENSING FACILITY is any gasoline transfer and dispensing facility subject to the payment of California sales tax for the sale of gasoline to the public.
- (30) RE-VERIFICATION TEST is a test or series of tests performed subsequent to the performance test on a CARB certified gasoline vapor recovery system to demonstrate compliance with the CARB Executive Order and District permit conditions.
- (31) SPILL BOX is an enclosed container around a Phase I fill pipe that is designed to collect gasoline spillage resulting from disconnection between the liquid gasoline delivery hose and the fill pipe.

- (b) (32) SUBMERGED FILL TUBE is any storage tank fill tube with the highest level of the discharge opening entirely submerged, when the liquid level above the bottom of the tank is:
 - (A) 15.2 cm (6 inches), for tanks filled from the top, or
 - (B) 45.7 cm (18 inches) for tanks filled from the side.
 - (33) VAPOR CHECK VALVE is a valve that opens and closes the vapor passage to the storage tank to prevent gasoline vapors from escaping when the nozzle is not in use.
 - (34) VAPOR RECOVERY SYSTEM is a system installed at a gasoline transfer and dispensing facility for collection and recovery of gasoline vapors displaced or emitted from the stationary storage tanks (Phase I) and during refueling of vehicle fuel tanks (Phase II). A Phase II vapor recovery system may be a balance system, which operates on the principle of vapor displacement, or a vacuum-assist system, which uses a mechanical vacuum-producing device to create a vacuum.
 - (35) VAPOR TIGHT means the detection of less than 10,000 ppm hydrocarbon concentration, as determined by EPA Method 21, using an appropriate analyzer calibrated with methane.
- (c) Equipment and Operation Requirements
- (1) Gasoline Transfer into Stationary Storage Tanks (Phase I)

A person shall not transfer, allow the transfer, or provide equipment for the transfer of gasoline from any tank truck, trailer, or railroad tank car into any stationary storage tank with a capacity of 950 liters (251 gallons) or more unless all of the following conditions are met:

 - (A) Underground storage tanks are equipped with a "CARB certified" enhanced vapor recovery system having a minimum volumetric efficiency of 98% and an emission factor not exceeding 0.15 pounds per 1,000 gallons. The vapor recovery system shall be maintained and operated according to the manufacturer's specifications and the applicable CARB Executive Orders including the corresponding CARB approved Installation, Operation and Maintenance Manual and shall meet all of the following:
 - (i) All fill tubes are equipped with vapor tight caps;
 - (ii) All dry breaks are equipped with vapor tight seals and vapor tight caps;

- (c) (1) (A) (iii) The fill tube assembly, including fill tube, fittings and gaskets, is maintained to prevent vapor leakage from any portion of the vapor recovery system;
- (iv) Each vapor tight cap is in a closed position except when the fill tube or dry break it serves is actively in use; and
- (v) A "CARB certified" spill box shall be installed and maintained free of standing liquid, debris and other foreign matter. The spill box shall be equipped with an integral drain valve or other devices that are certified by CARB to return spilled gasoline to the underground stationary storage tank. The drain valve shall be maintained closed and free of vapor emissions at all times except when the valve is actively in use.
- (B) Aboveground Storage Tanks are equipped with a "CARB certified" vapor recovery system having a minimum volumetric efficiency of 95% and is maintained and operated according to the manufacturer's specifications and the applicable CARB Executive Orders including the corresponding CARB approved Installation, Operation and Maintenance Manual and shall meet all of the following:
 - (i) All fill tubes are equipped with vapor tight caps;
 - (ii) All dry breaks are equipped with vapor tight seals and vapor tight caps;
 - (iii) The fill tube assembly, including fill tube, fittings and gaskets, is maintained to prevent vapor leakage from any portion of the vapor recovery system;
 - (vi) All vapor return lines without dry breaks are equipped with vapor tight caps; and
 - (v) Each vapor tight cap is in a closed position except when the fill tube or dry break it serves is actively in use.
- (C) A person shall not operate, or allow the operation of a gasoline delivery tank truck/trailer or railroad tank car, unless it is "CARB certified" and maintained in compliance with the certification requirements and shall meet all of the following:
 - (i) Each gasoline delivery elbow is equipped with sight windows;

- (c) (1) (C) (ii) The fuel delivery lines shall be maintained liquid tight, vapor tight, and free of air ingestion. A fuel delivery that is free of air ingestion is determined by observing the fuel stream as clear and free of air bubbles through the sight windows on the delivery system, except during the initial and final 60 seconds of fuel transferring;
 - (iii) All vapor return lines are connected between the delivery tank truck/trailer or railroad tank car, and the stationary storage tank. In addition, all associated hoses, fittings, and couplings are maintained in a liquid-tight and vapor-tight condition; and
 - (iv) The hatch on any tank truck/trailer shall be equipped with a vapor tight cover during gasoline transfer and pumping. The hatch shall not be opened except for visual inspection, which may be performed after at least three minutes following the completion of the gasoline transfer or pumping. Except otherwise specified by CARB, visual inspection shall be completed in three minutes or less.
- (2) Gasoline Transfer into Vehicle Fuel Tanks (Phase II)
- A person shall not transfer, or allow the transfer, or provide equipment for the transfer of gasoline from a stationary storage tank with a capacity of 950 liters (251 gallons) or more into any motor vehicle fuel tank of greater than 19 liters (5 gallons) capacity unless all of the following conditions are met:
- (A) The dispensing unit used to transfer the gasoline from the stationary storage tank to the motor vehicle fuel tank is equipped with a "CARB certified" vapor recovery system as capable of recovering or processing displaced gasoline vapors by at least 95%, or having an emission factor not exceeding 0.38 pounds per 1,000 gallons, as applicable;
 - (B) The vapor recovery system and associated components are operated and maintained in a manner in accordance with the manufacturer's specifications and the applicable CARB certification including the corresponding CARB approved Installation, Operation and Maintenance Manual;

- (c) (2) (C) The system and associated components shall be maintained vapor tight and liquid tight at all times;
- (D) Each balance-system nozzle is equipped with a "CARB certified" insertion interlock mechanism and a CARB certified vapor check valve which shall be located in the nozzle;
- (E) Each gasoline-dispensing nozzle is equipped with a coaxial hose as specified in the applicable CARB Executive Order;
- (F) Unless otherwise specified in the applicable CARB Executive Orders, all liquid removal devices installed for any gasoline-dispensing nozzle with a dispensing rate of greater than five gallons per minute shall be "CARB certified" with a minimum liquid removal rate of five milliliters per gallon transferred; and
- (G) The breakaway coupling shall be CARB certified. Any breakaway coupling shall be equipped with a poppet valve, which shall close and maintain both the gasoline vapor and liquid lines vapor tight and liquid tight when the coupling is separated. In the event of a separation due to a "drive-off", the owner/operator shall complete one of the following and document the activities pursuant to paragraph (e)(6) recordkeeping requirements:
 - (i) Conduct a visual inspection of the affected equipment and perform qualified repairs on any damaged components before placing any affected equipment back in service. In addition, the affected equipment shall be tested in accordance to applicable test methods as specified in the applicable CARB Executive Orders and the corresponding CARB approved Installation, Operation and Maintenance manual and successfully passed prior to the affected equipment dispensing gasoline into any vehicle; or
 - (ii) Conduct a visual inspection of the affected equipment and replace the affected nozzles, coaxial hoses, breakaway couplings, and any other damaged components with new or certified rebuilt components that are CARB certified, before placing any affected equipment back in service.

- (c) (3) Additional Requirements
- (A) A person shall not supply, offer for sale, sell, install or allow the installation of any vapor recovery system or any of its components, unless the system and component are CARB certified. Each vapor recovery system and its components shall be clearly and permanently marked with the qualified manufacturer's name and model number as certified by CARB. In addition, the qualified manufacturer's unique serial number for each component shall also be clearly and permanently marked for the dispensing nozzles. Any qualified manufacturer who rebuilds a component shall also clearly and permanently mark the corresponding information on the component.
 - (B) For a breakdown (as defined in Rules 102 and 430) of a central vapor incineration or processing unit, the provisions of Rule 430 shall apply. "End of Cycle" as that term is used in Rule 430 shall be deemed to mean the completion of fueling by the last customer who was fueling at the time of the breakdown for the application of Rule 430 in subparagraph (c)(3)(B).
 - (C) Any Installer/Contractor shall not install, alter, repair or replace a Phase I or Phase II enhanced vapor recovery system or any component thereof without first successfully obtaining the manufacturer's certification and successfully completed any relevant state certification program, through the International Code Council (ICC), or any equivalent state certification program required for the installation and alteration of a vapor recovery system. The requirement for obtaining relevant certification shall take effect six months after such test becomes available.
 - (D) The owner/operator of an enhanced vapor recovery system or their direct employees are not considered installers/contractors when replacing any defective nozzles, hoses and breakaways with new or CARB certified re-manufactured components of the same make and model, or alternative(s) specifically identified in the latest applicable CARB Executive Order, provided that person successfully obtained the manufacturer's certification and has successfully completed any relevant state certification program, through the International Code Council (ICC), or any equivalent

state certification program required for the replacement of components. The requirement for obtaining relevant certification shall take effect six months after such test becomes available.

- (c) (3) (E) A person shall not perform or allow the "pump-out" (bulk transfer) of gasoline from a storage tank subject to paragraph (c)(1) unless such bulk transfer is performed using a vapor collection and transfer system capable of returning the displaced vapors to the stationary storage tank.
- (F) A person shall not store, or allow the storage of, gasoline in any stationary storage tank with a capacity of 950 liters (251 gallons) or more unless such tank complies with Rule 463 or complies with the following:
 - (i) The tank is equipped with a Phase I vapor recovery system; and
 - (ii) The tank is operated and maintained with an integral vapor-tight drain valve to return spilled gasoline to the storage tank, if the tank is equipped with a spill container.
- (G) The owner/operator shall conspicuously post the District-required signs specified in Attachment A of this rule in the immediate gasoline dispensing area.
- (H) For a dispenser that is not intended to be used to fuel motor vehicles, the owner/operator shall have a sign posted on it to that effect.
- (I) A person shall not store, or allow the storage of, gasoline in any stationary storage tank with a capacity of 950 liters (251 gallons) or more unless the vent pipe of the tank complies with all of the following:
 - (i) The vent pipe opening is equipped with a "CARB certified" pressure-vacuum relief valve.
 - (ii) The vent pipe opening for a stationary storage tank is at least 12 feet above the driveway level used for tank truck filling operations.
 - (iii) Unless otherwise specified in the applicable CARB Executive Orders, the pressure-vacuum relief valve for an underground storage tank vent shall be set for pressure relief at 2.5 to 6.0 inches water column and vacuum relief at 6.0 to 10.0 inches water column. The valves for vents on

aboveground tanks shall meet the applicable CARB certified specifications.

- (c) (3) (I) (iv) Pressure-vacuum relief valves for stationary storage tanks, as supplied and installed, shall be color-coded or otherwise clearly marked to identify the pressure-vacuum setting. The valves shall be installed on the vent pipe(s) such that the color codes or marks shall be legible to ground-level observers.
- (v) For the purpose of this requirement, vent pipes of gasoline storage tanks may be manifolded to a single valve when the stationary storage tanks are manifolded according to the applicable CARB Executive Order.
- (J) A person shall not store gasoline in open container(s) of any size or handle gasoline in any manner (spillage, spraying, etc.) that allows gasoline liquid or gasoline vapors to enter the atmosphere, contaminate the ground, or the sewer.
- (K) The failure of an owner/operator to meet any requirements of subdivision (c) of this rule shall constitute a violation. Such non-compliant equipment shall be tagged "Out of Order".
- (L) Except during active repair activity, the "Out of Order" tag specified in subparagraph (c)(3)(K) shall not be removed and the non-compliant equipment shall not be used, allowed to be used, or provided for use unless all of the following conditions are satisfied:
 - (i) The non-compliant equipment has been repaired, replaced, or adjusted, as necessary; and
 - (ii) The non-compliant equipment has been reinspected and/or the repair has been reported to the Executive Officer or his designee.
- (M) The owner/operator shall repair or replace any vapor recovery component having minor defects within seven days, pursuant to Section 41960.2(e) of the California Health and Safety Codes.
- (N) The owner/operator and/or the installer/contractor shall have all underground storage tank installations and associated piping configuration inspected by the Executive Officer or his designee prior to backfilling, to verify that all underground equipment is properly installed in accordance with the requirements specified in

the applicable CARB Executive Order. The owner/operator and/or installer/contractor shall schedule a time for inspection with the District by District-approved method and obtain a confirmation number at least three days (at least one of the days shall be regular District business days) prior to the backfilling. At or before the scheduled time of inspection, the owner/operator and/or installer/contractor shall ensure that all underground storage tank installation and associated piping meet all requirements under the applicable CARB Executive Order including the corresponding Installation, Operation and Maintenance Manual and shall be in a state ready to be backfilled. After successfully passing the verification inspection, all underground piping shall be backfilled without being disturbed.

- (c) (3) (O) The owner/operator of any gasoline transfer and dispensing facility shall implement a maintenance program and document the program in an operation and maintenance (O&M) manual for the vapor recovery system. The O&M manual shall be kept at the facility and made available to any person who operates, inspects, maintains, repairs, or tests the equipment at the facility as well as the Executive Officer upon request. The O&M manual shall contain detailed instructions that ensure proper operation and maintenance of the vapor recovery system and its components in compliance with all applicable rules and regulations. The O&M manual shall reference all manufacturer required maintenance cycles as delineated in the CARB Executive Order that certified the system. The manual shall, at a minimum, include the following current information:
- (i) All applicable CARB Executive Orders, Approval Letters, and District Permits.
 - (ii) The manufacturer's specifications and instructions for installation, operation, repair and maintenance required pursuant to CARB Certification Procedure CP-201, and any additional instructions provided by the manufacturer.
 - (iii) System and/or component testing requirements, including test schedules and passing criteria for each of the standard tests listed under subdivision (f). The owner/operator may

- include any non-CARB required diagnostic and other tests as part of the testing requirements.
- (c) (3) (O) (iv) Additional O&M instructions, if any, that are designed to ensure compliance with the applicable rules, regulations, CARB Executive Orders and District permit conditions, including replacement schedules for failure or wear prone components.
- (P) Equipment subject to paragraph (c)(1) or (c)(2) is operated and maintained with no major defect.
- (Q) The owner/operator of any gasoline transfer and dispensing facility shall submit the facility's monthly gasoline throughput data for the previous calendar year to the Executive Officer on or before March 1 following each calendar year.
- (4) In lieu of compliance with paragraph (c)(2), the owner/operator of a non-retail gasoline transfer and dispensing facility shall:
- (A) If the gasoline transfer and dispensing equipment was issued a permit prior to January 7, 2022, use either:
- (i) Hoses, breakaways, and nozzles that are part of a "CARB certified" vapor recovery system, with the vapor return line sealed off; or
- (ii) CARB certified non-vapor recovery component for dispensing that includes only low permeation conventional hose assemblies and enhanced conventional nozzles identified in the most recent revision of CARB Executive Order NVR-1;
- (B) If the gasoline transfer and dispensing equipment was issued a permit or modified after January 7, 2022, use a CARB certified non-vapor recovery component for dispensing that includes only low permeation conventional hose assemblies and enhanced conventional nozzles identified in the most recent revision of CARB Executive Order NVR-1;
- (C) Dispense only into a motor vehicle that is owned or under direct control of the operator, except for a motor vehicle used in responding to an emergency;

- (c) (4) (D) Dispense only into a motor vehicle equipped with an onboard refueling vapor recovery (ORVR) system, except for a motor vehicle used in responding to an emergency;
- (E) Record the date, quantity of fuel dispensed into each motor vehicle, and the motor vehicle's make, model, model year, and vehicle identification number;
- (F) Maintain records specified in subparagraph (c)(4)(E) at the facility for at least five years; and
- (G) Provide the records specified in subparagraph (c)(4)(E) to the Executive Officer upon request.

(d) Self-Compliance Program Requirements

The owner/operator of any retail gasoline transfer and dispensing facility shall implement a self-compliance program as follows:

- (1) The self-compliance program shall include the following elements:
 - (A) Daily maintenance inspections shall be conducted in accordance with the protocol specified in Attachment B to ensure proper operating conditions of all components of the vapor recovery systems.
 - (B) Periodic compliance inspections shall be conducted at least once every twelve months and in accordance with the protocol specified in Attachment C to verify the compliance with all applicable District rules and regulations, as well as all permit conditions.
 - (C) Maintenance schedules consistent with the applicable Phase I and Phase II vapor recovery systems and components installed at the gasoline transfer and dispensing facility.
 - (D) A procedure to determine and record the next required test date based on throughput during the 12 months preceding the time of a successful test.
 - (E) An employee training program including the following:
 - (i) Itemized training procedures for employees responsible for conducting any part of the self-compliance program.
 - (ii) A training schedule to periodically train any employee responsible for conducting any part of the self-compliance program.

- (d)
 - (1) (E)
 - (iii) A record for each employee of the dates of training provided and the next training date.
 - (iv) A procedure to review and establish any additional necessary training following any changes or updates to the CARB Executive Order for the installed vapor recovery system.
 - (2) Any equipment with major defect(s) which are identified during the daily maintenance inspections or periodic compliance inspections shall be removed from service, repaired, brought into compliance, and duly entered into the repair logs required under paragraph (e)(6) before being returned to service.
 - (3) Defects discovered during self inspection and repaired shall not constitute a violation of Rule 461.
 - (4) Training and Certification
 - (A) A person shall not conduct daily maintenance inspections specified in subparagraph (d)(1)(A) or do required recordkeeping unless such person has completed an appropriate District-approved training program.
 - (B) A person shall not conduct periodic compliance inspections specified in subparagraph (d)(1)(B) or do required recordkeeping unless such person has completed an appropriate District-approved training program in the inspection and maintenance of vapor recovery systems and has received a certification issued by the District.
- (e) Testing, Reporting and Recordkeeping Requirements
 - (1) Within 10 calendar days after initial operation of dispensing fuel into a vehicle fuel tank, the owner/operator of a new or altered gasoline transfer and dispensing facility shall conduct and successfully pass the performance tests in accordance with the test methods specified in subdivision (f), and any additional tests required by the applicable CARB Executive Orders including the corresponding CARB approved Installation, Operation and Maintenance Manual and District Permits, to verify the proper installation and operation of Phase I and Phase II vapor recovery systems. Test results shall be submitted as stated in subparagraphs (e)(3)(D) and (e)(3)(E).
 - (2) The owner/operator shall conduct and successfully pass the reverification tests in accordance with the test methods specified in subdivision (f), and

any additional tests required by the applicable CARB Executive Orders including the corresponding CARB approved Installation, Operation and Maintenance Manual or District Permits, to verify the proper operation of the vapor recovery systems. Test results shall be submitted as stated in subparagraphs (e)(3)(D) and (e)(3)(E).

- (e) (2) (A) The reverification tests at retail gasoline transfer and dispensing facilities shall be conducted no less frequently than as scheduled below, based on the facility's maximum monthly gasoline throughput during the 12-month period immediately preceding the required test:
 - (i) The owner/operator of a facility with a maximum monthly throughput of 100,000 gallons or greater shall complete the reverification tests semiannually.
 - (ii) The owner/operator of a facility with a maximum monthly throughput less than 100,000 gallons shall complete the reverification tests annually.
 - (iii) The owner/operator of a facility with less than 12 months throughput data shall conduct reverification tests semiannually. In case of a change of operator of a facility, throughput under the previous owner/operator may be used to determine the applicable test frequency.
- (B) The owner/operator of a non-retail gasoline transfer and dispensing facility shall complete the reverification tests annually.
- (C) Once a facility reverification testing month(s) are established, subsequent reverification testing shall be conducted during the same months each year. When a new performance test schedule is required due to a facility alteration, new reverification testing months shall be established based on the date of the performance tests.
- (D) In case of a change of operator, the new operator shall conduct the next reverification test on the same testing month as established by the previous operator, if the previous reverification testing records are available. When no testing records are available, the new operator shall complete all the applicable reverification testing within 30 calendar days of the change of operator.

- (e) (3) A person who conducts performance or reverification tests shall comply with all of the following:
- (A) Conduct performance or reverification tests in accordance with the applicable test methods listed in subdivision (f) and other CARB testing procedures. Tests shall be conducted using calibrated equipment meeting the calibration range and calibration intervals specified by the manufacturer.
 - (B) Notify the District and obtain a confirmation number at least three days prior to testing (at least one of the days shall be regular District business days), except as specified in paragraph (e)(4). In the event that a performance test or reverification test cannot be conducted at the scheduled date and time, the test may be re-scheduled to a later date and time provided that the District is notified at least 24 hours prior to the originally scheduled time. All notification under this subparagraph shall be provided electronically via a District approved method. Notwithstanding, the three-day notice may not be required for reverification tests conducted after a drive-off pursuant to clause (c)(2)(G)(i), provided that the person conducting the tests complies with all other applicable provisions of the rule.
 - (C) Conduct performance and reverification tests between the hours of 7:00 a.m. and 8:00 p.m. Monday through Friday. Notwithstanding, the Executive Officer may approve testing on a weekend day (Saturday or Sunday) based on the following criteria:
 - (i) The District shall approve a limited number of reverification testing requests per weekend on a first-come-first-served basis. These reverification tests are subject to the following restrictions:
 - (I) The person conducting the tests has notified the District pursuant to subparagraph (e)(3)(B) for reverification tests. The requests shall be made no more than 30 calendar days in advance of the testing.
 - (II) Tests shall be conducted from 7:00 a.m. through 5:30 p.m.
 - (III) Upon request by the Executive Officer, the person who conducted the tests on a weekend day for which the District staff was not present shall repeat the

reverification testing at a mutually acceptable date but no later than 10 calendar days from the day the test was conducted. The GDF shall pay the cost of the repeat reverification testing.

- (e) (3) (C) (ii) The District shall approve all requests for a retest on a weekend day provided that the retest meets the following conditions:
 - (I) The retest on a weekend day is necessary as the repairs and retest following a failed reverification test cannot be completed by Friday.
 - (II) The person conducting the test has notified the District pursuant to subparagraph (e)(4)(A) or left a phone notification before midnight of the day before the retest.
 - (III) Tests shall be conducted from 7:00 a.m. through 5:30 p.m.
 - (IV) Upon request by the Executive Officer, the person who conducted the test on a weekend day for which the District staff was not present shall repeat the reverification testing at a mutually acceptable date but no later than 10 calendar days from the day the test was conducted. The GDF shall pay the cost of the repeat reverification testing.
- (D) Submit a copy of the PASS/FAIL test results electronically via a District approved method to the Executive Officer within 72 hours after each test is conducted. The PASS/FAIL test results are a summary of the overall results of each test.
- (E) Submit the final test report demonstrating compliance within 14 calendar days of the date when all tests were passed. The test report shall include all the required records of all tests performed, test data, current AQMD facility ID number of the location being tested, the equipment Permit to Operate or Application number, the AQMD ID number of the company performing the tests, a statement whether the system or component tested meets the required standards, and the name, AQMD tester ID number and signature of the person responsible for conducting the tests.

- (e) (3) (F) Successfully completed the District's Tester Orientation class.
 - (G) Successfully completed the International Code Council (ICC) tester certifications (or equivalent state certifications) examination during the previous 24 months. This provision shall take effect six months after such a test becomes available.
 - (H) Successfully re-completed the District's Tester Orientation class after having been cited within any 6-month period for at least two violations of subparagraph (e)(3)(A) of this rule or CARB vapor recovery regulations in such a manner that the violations could have affected the accuracy of a performance or reverification test. The tester shall cease conducting any performance or reverification test after receiving the second notice of violation until such time that the tester has successfully re-completed the District Tester Orientation class.
 - (I) Not committed more than three violations of subparagraph (e)(3)(A) of this rule or CARB vapor recovery regulations in such a manner that the violations could have affected the accuracy of a performance or reverification test during any 12-month period.
- (4) Notwithstanding subparagraph (e)(3)(B), the owner/operator of a gasoline transfer and dispensing facility that has failed a reverification test or portions thereof may retest the facility prior to resuming operation provided that the person conducting the tests has complied with one of the following:
- (A) Notify the District electronically via a District approved method and obtain a confirmation number at least 12 hours prior to retesting (at least six of the hours shall be regular District business hours); or
 - (B) When all necessary repairs are performed during the same day the facility has failed any of the applicable reverification tests, the owner/operator may retest the facility on the same day without re-notification, provided that the reasons for the test failure and any repairs performed are properly documented in the test reports and the repair logs pursuant to subparagraphs (e)(6)(B) and (e)(6)(C).
- (5) The owner/operator shall not operate or resume operation of a gasoline transfer and dispensing facility, unless the facility has successfully passed the applicable performance or reverification tests. Notwithstanding the above, when a dispenser associated with any equipment that has failed a reverification test is isolated and shut down, the owner/operator may

continue operation or resume operation of the remaining equipment at the facility, provided that test results demonstrate that the remaining equipment is in good operating condition. All test results and the method of isolating the defective equipment shall be documented in the test reports to be submitted to the Executive Officer pursuant to subparagraphs (e)(6)(C), (e)(3)(D) and (e)(3)(E).

(e) (6) Recordkeeping

A person who performs the installation of components, self-compliance inspections, repairs or testing at any gasoline transfer and dispensing facility, including, but not limited to, the activities for normal operation and maintenance, performance testing, reverification testing and those following a drive-off, shall provide to the owner/operator all records listed below, as applicable, at the end of each day when the service is provided. The owner/operator of any retail or non-retail gasoline transfer and dispensing facility shall maintain all records listed below and any other test results or maintenance records that are required to demonstrate compliance on site for a period of at least two years (or five years for Title V facilities). Notwithstanding, records for non-retail gasoline dispensing facilities that are unmanned may be kept at other locations approved by the Executive Officer. All records shall be made available to the Executive Officer upon request both on site during inspections and offsite as specified.

(A) Records of all components installed, defective components identified or repaired during self-compliance inspections.

(B) Repair logs, which shall include:

- (i) Date and time of each repair.
- (ii) The name of the person(s) who performed the repair, and, if applicable, the name, address and phone number of the person's employer.
- (iii) Description of service performed.
- (iv) Each component that was installed, repaired, serviced, or removed, including the required component identification information pursuant to subparagraph (c)(3)(A).
- (v) Each component that was installed as replacement, if applicable, including the required component identification information pursuant to subparagraph (c)(3)(A).

- (vi) Receipts for parts used in the repair and, if applicable, work orders, which shall include the name and signature of the person responsible for performing the repairs.
- (e)
 - (6)
 - (C) Records of tests, which shall include:
 - (i) Date and time of each test.
 - (ii) District confirmation number of notifications.
 - (iii) Name, affiliation, address and phone number of the person(s) who performed the test.
 - (iv) Test data and calibration data for all equipment used.
 - (v) Date and time each test is completed and the facility owner/operator is notified of the results. For a test that fails, a description of the reasons for the test failure shall also be included.
 - (vi) For a retest following a failed performance or reverification test, description of repairs performed pursuant to subparagraph (e)(4)(B).
 - (vii) Copies of test reports in District approved format.
 - (D) Monthly gasoline throughput records.
 - (E) Records to prove that the installer/contractor that installed or altered the enhanced vapor recovery equipment has successfully completed a manufacturer training program and any relevant state certification program applicable to the Phase I and Phase II enhanced vapor recovery systems and associated components as specified in subparagraph (c)(3)(A).
- (f) Performance and Reverification Test Methods

All required tests shall be conducted in accordance with the most recently CARB approved version of CARB test methods or as stated in the applicable CARB Executive Orders including the corresponding Installation, Operation and Maintenance Manual test procedures or any other test methods approved in writing by the USEPA, CARB, or the District.
- (g) Exemptions
 - (1) The provisions of this rule shall not apply to the transfer of gasoline into testing equipment used to verify the efficiency of the vapor recovery system by CARB or the District or testing contractors, the accuracy of the gasoline

dispensing equipment by the Department of Weight and Measures, and the fire safety standards by the Fire Department.

- (g) (2) The requirements of paragraph (c)(2) shall not apply to the fueling of Tournament of Roses parade floats.
- (3) For the purposes of this rule, any requirement for equipment or component(s) to be CARB certified where an applicable valid Executive Order has not been issued by CARB shall not apply until an applicable Executive Order becomes effective.

(h) Rule 1402 Inventory Requirements

A retail gasoline transfer and dispensing facility that is in compliance with all applicable provisions of this rule, CARB Executive Orders, and District permit conditions shall not be required to submit an emission inventory to the Executive Officer, pursuant to subparagraph (p)(1)(B) of Rule 1402 - Control of Toxic Air Contaminants from Existing Sources, and is deemed in compliance with the requirements of Rule 1402, unless the facility exceeds the significant risk level as defined in Rule 1402.

ATTACHMENT A

AQMD-REQUIRED SIGNS

- I. The operator shall post nozzle operating instructions and the following signs:
- (A) SCAQMD toll-free telephone number: "If you have nozzle problems, please call the Air Quality Management District at the toll-free number (800) 242-4020;" or equivalent information approved in writing by the Executive Officer; and
 - (B) A "warning" stating:

**"TOXIC RISK - FOR YOUR OWN PROTECTION
DO NOT BREATHE FUMES
DO NOT TOP TANKS"**

- II. All required signs shall conform to all of the following:
- (A) For decal signs:
 - (i) Each sign shall be visible from all fueling positions it serves; and
 - (ii) Sign shall be readable from a distance of 3 feet.
 - (B) All other signs:
 - (i) For pump toppers, one double-back sign per island;
 - (ii) For permanent (non-decal) signs, two single-sided or one double-sided sign(s) per two (2) dispensers.
 - (iii) All signs shall be readable from a distance of 6 feet.

ATTACHMENT B**DAILY MAINTENANCE INSPECTION PROTOCOL**

The owner/operator of a retail gasoline transfer and dispensing facility shall at minimum verify the following during the daily maintenance inspections:

(A) PHASE I VAPOR RECOVERY SYSTEM INSPECTION

1. The spill container is clean and does not contain gasoline. The spill containment drain valve shall be vapor-tight.
2. The fill caps are not missing, damaged or loose.
3. If applicable:
 - a. the submerged fill tube seals properly against the fitting
 - b. the dry break (poppet valve) is not missing or damaged.
4. The submerged fill tube is not missing or damaged.

(B) PHASE II VAPOR RECOVERY SYSTEM INSPECTION

1. The fueling instructions are clearly displayed with the appropriate toll-free complaint phone number and toxic warning signs.
2. The following nozzle components are in place and in good condition, as specified in CARB Executive Orders:
 - a. faceplate/facecone; vapor splash guard/fill guard/efficiency compliance device (ECD)/VEG
 - b. bellows
 - c. latching device spring
 - d. vapor check valve
 - e. spout (proper diameter/vapor collection holes)
 - f. insertion interlock mechanism
 - g. automatic shut-off mechanism
 - h. hold open latch
3. The hoses are not torn, flattened or crimped.
4. For vacuum-assist systems, the vapor processing unit and burner are functioning properly.

(C) RECORDS OF DEFECTIVE COMPONENTS

ATTACHMENT C**PERIODIC COMPLIANCE INSPECTION PROTOCOL**

The owner/operator of a retail gasoline transfer and dispensing facility shall at minimum verify the following during the periodic compliance inspections:

(A) GENERAL INSPECTION

1. The District permit is current.
2. The equipment and District permit description match.
3. The facility complies with all permit conditions.
4. The required sign is properly posted and the sign contains all the necessary information. (i.e., toll-free complaint phone number, toxic warning sign, etc.)

(B) PHASE I VAPOR RECOVERY SYSTEM INSPECTION

1. The spill container is clean and does not contain gasoline.
2. The fill caps are not missing, damaged or loose.
3. If applicable:
 - a. the spring-loaded submerged fill tube seals properly against the coaxial fitting
 - b. the dry break (poppet valve) is not missing or damaged.
4. The submerged fill tube is not missing or damaged.
5. The distance between the highest level of the discharge opening of the submerged fill tube and the bottom of the stationary storage tank does not exceed six inches (6").
6. The Phase I vapor recovery system complies with required CARB certification and is properly installed.
7. The spill box complies with required CARB certification and is properly installed.
8. The vent pipes are equipped with required pressure/vacuum relief valves.

(C) PHASE II VAPOR RECOVERY SYSTEM INSPECTION

1. The fueling instructions are clearly displayed.
2. Each nozzle is the current CARB-certified model.

ATTACHMENT C - CONTINUED

- (C) 3. Each nozzle is installed in accordance with the applicable CARB Executive Orders.
4. The following nozzle components are in place and in good condition, as specified in CARB Executive Orders or California Code of Regulations, Title 17, Part III, Chapter 1, subchapter 8, section 94006 or Health and Safety Code Section 41960.2 (e):
- a. faceplate/facecone; vapor splash guard/fill guard/efficiency compliance device (ECD)
 - b. bellows
 - c. latching device spring
 - d. vapor check valve
 - e. spout (proper diameter/vapor collection holes)
 - f. insertion interlock mechanism
 - g. automatic shut-off mechanism
 - h. Hold open latch
5. The hoses are not torn, flattened or crimped.
6. The vapor recovery hoses are the required size and length.
7. The hoses with retractors are adjusted to maintain a proper loop, and the bottom of the loop is within the distance from the island surface certified by the CARB Executive Order for that particular dispenser configuration.
8. The vapor recovery nozzles are equipped with required hoses.
9. The bellows-equipped vapor recovery nozzles are equipped with CARB certified insertion interlock mechanisms.
10. If required, the flow limiter is not missing and is installed properly.
11. The swivels are not missing, defective, or leaking, and the dispenser-end swivels, if applicable, are Fire-Marshall approved with 90-degree stops.
12. If required, the liquid removal devices comply with required CARB certifications and are properly installed.
13. For bellows-less nozzles, the hoses are inverted coaxial type and the vapor collection holes are not obstructed.
14. For vacuum-assist systems, the vapor processing unit and burner are functioning properly.



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Eric Hendrickson, Finance Director
Issue: Proposed Update to City's Traffic Violator Apprehension Program Fee

Recommendation: That the City Council:

- 1) Conduct a public hearing; and
- 2) Adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, Updating the City's Traffic Violator Apprehension Program Fee Repealing Resolution No. 2021-10-12-5, and Finding that the Action is Statutorily Exempt from the California Environmental Quality Act (CEQA) Per Section 15273 of the CEQA Guidelines and Public Resources Code Section 21080(B)(8)."

Background:

The proposed Resolution (Attachment 1) would update the City's Traffic Violator Apprehension Program (TVAP) fee from \$144 to \$174, to align with the recently updated Orange County Sheriff's Department (OCSD) fee. Updating this City fee will result in full cost recovery of all administrative costs for the County program.

The City contracts with the OCSD for law enforcement services. At times, the OCSD impounds vehicles from streets, public property, or private property for various Vehicle Code violations (e.g., driving with a suspended license, vehicles that are blocking a fire hydrant, etc.). Section M of the City's Law Enforcement Agreement (Attachment 2) provides for the collection of TVAP fees at a rate set by the County and applies to all vehicles towed or impounded within the City. The TVAP Program is designed to reduce vehicle accidents caused by unlicensed drivers and drivers whose licenses are suspended and to educate the public about the requirements of the Vehicle Code and

related safety issues regarding driver licensing, vehicle registration, vehicle operation, and vehicle parking.

In 2000, the County Board of Supervisors adopted a resolution that established a \$50 fee that applies when a licensed driver's vehicle is removed or impounded and a fee of \$152 that applies when an unlicensed driver's vehicle is removed or impounded. On June 13, 2000, the City Council adopted a resolution which authorized the City's participation in the TVAP and authorized the OCSD to collect the above-mentioned fees for vehicles impounded within the City.

On November 17, 2020, the Orange County Board of Supervisors updated the County's TVAP fee to \$144 per vehicle removal, regardless of license status. On October 12, 2021, the City Council adopted a resolution to update the City fee to align with the County fee of \$144 per vehicle removal.

On June 25, 2024, the Orange County Board of Supervisors adopted an updated fee of \$174, as a result of a 2024 County fee study. Effective July 1, 2025, and annually thereafter, the TVAP fee will be adjusted by a Consumer Price Index factor. Similar to the past, the County has requested that participating cities update their fees to align. Vehicle Code section 22850.5 grants the City Council the authority to adopt the attached Resolution. The Resolution complies with the limitations set forth in Vehicle Code section 22850.5 (e.g., fees can only be collected from a vehicle's registered owner or an agent of the registered owner) as well as County-imposed limitations on collecting the same (e.g., a fee is not charged when OCSD impounds a registered owner's stolen vehicle).

Fiscal Impact:

The City of Laguna Hills does not directly receive this fee. This TVAP fee is collected and retained by the County of Orange, and goes to offset the cost of the County program.

Based on the attached cost analysis (Attachment 3), the cost of the TVAP program is \$310,068. Related revenues totaled \$256,608 (based on the prior fee of \$144 per removal), resulting in a shortfall of \$53,460 annually. The new proposed fee of \$174 per removal allows for full cost recovery of the program.

Attachments:

1. Proposed Resolution - TVAP Fee Update
2. Section M from Law Enforcement Contract
3. TVAP Fee Study Analysis

RESOLUTION NO. 2024-09-10-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, UPDATING THE CITY'S TRAFFIC VIOLATOR APPREHENSION PROGRAM FEE, REPEALING RESOLUTION NO. 2021-10-12-5, AND FINDING THAT THE ACTION IS STATUTORILY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PER SECTION 15273 OF THE CEQA GUIDELINES AND PUBLIC RESOURCES CODE SECTION 21080(B)(8)

The City Council of the City of Laguna Hills, California, hereby finds, determines, declares, and resolves as follows:

WHEREAS, the City of Laguna Hills contracts with the Orange County Sheriff's Department ("OCSD") for law enforcement services; and

WHEREAS, the OCSD has instituted a Traffic Violator Apprehension Program designed to reduce vehicle accidents caused by unlicensed drivers and drivers whose licenses are suspended and to educate the public about the requirements of the Vehicle Code and related safety issues regarding driver licensing, vehicle registration, vehicle operation, and parking; and

WHEREAS, the OCSD operates the Traffic Violator Apprehension Program in the unincorporated areas of Orange County and in cities (such as the City of Laguna Hills) that contract with OCSD for law enforcement services; and

WHEREAS, operating the Traffic Violator Apprehension Program on an area-wide basis without regard to jurisdictional boundaries between the County and contract cities serves the public purpose of the City because drivers routinely cross jurisdictional boundaries, making an area-wide approach to reduction of traffic accidents and driver education most effective in preventing traffic accidents in all participating jurisdictions; and

WHEREAS, on March 28, 2000, the Orange County Board of Supervisors adopted Resolution No. 00-96, which established fees for the Traffic Violator Apprehension Program that are applicable in unincorporated areas of the County. The fees established by County Resolution No. 00-96 address the Sheriff's administrative costs relating to the removal, impound, storage, or release of properly impounded vehicles; and

WHEREAS, on June 13, 2000, the Laguna Hills City Council adopted Resolution No. 2000-06-13-1, which authorized OCSD to collect fees in the City in connection with the Traffic Violator Apprehension Program in amounts identical to the County's fees as set forth in County Resolution No. 00-96; and

WHEREAS, the Board of Supervisors has directed the funds collected from the Traffic Violator Apprehension Program to be used to reimburse the Sheriff for the administrative costs associated with the removal, storage, impound, and release of vehicles in accordance with the California Vehicle Code ("Vehicle Code"); and

WHEREAS, the OCSD impounds vehicles removed from highways, public property, and private property in the unincorporated areas of the County and in contract cities pursuant to the following authority under the Vehicle Code:

- 14602.6 Suspended, revoked or unlicensed driver/30-day hold
- 22651 (a) Unattended vehicle on bridge
- 22651 (d) Vehicle blocking driveway
- 22651 (e) Vehicle blocking fire hydrant
- 22651 (f) Vehicle blocking freeway
- 22651 (h) (1) Driver arrested
- 22651 (h) (2) Order of suspension or revocation pursuant to section 13388
- 22651 (i) (1) Multiple parking citations
- 22651 (j) Lack of vehicle registration
- 22651 (k) Parking over seventy-two hours
- 22651 (l) Parking in a construction zone
- 22651 (m) Violation of special events restriction
- 22651 (n) No parking zone
- 22651 (o) (1) Vehicle registration is incorrect, falsified or expired by more than six months
- 22651 (p) Driver unlicensed or license suspended
- 22651 (r) Vehicle blocking another vehicle
- 22651 (t) Notice to appear/illegal amber lights
- 22651 (u) Acting as a car dealer without a license or temporary permit
- 22651 (v) Illegally letting stand a mobile billboard advertisement
- 22651 (w) Second or subsequent violation of an ordinance
- 22655.3 Removal for investigation (fleeing in violation of section 2800.1 or 2800.2)
- 22655.5 (a) Vehicle was used as the means of committing a public offense
- 22655.5 (b) Vehicle is evidence of crime
- 22669 Abandoned vehicle

WHEREAS, Vehicle Code section 22850.5 authorizes the City Council, by resolution, to establish a fee equal to the administrative costs related to the removal, impound, storage or release of properly impounded vehicles; and

WHEREAS, on November 17, 2020, the Orange County Board of Supervisors adopted an updated Traffic Violator Apprehension Program fee of \$144.00 per removal; and

WHEREAS, on October 12, 2021, the City Council adopted an updated Traffic Violator Apprehension Program fee of \$144.00 per removal; and

WHEREAS, on June 25, 2024, the Orange County Board of Supervisors adopted an updated Traffic Violator Apprehension Program fee of \$174 per removal, and authorized the Sheriff to adjust the rate annually starting July 1, 2025 by an amount not to exceed the annual percentage change of the Los Angeles-Long Beach-Anaheim “all items” Consumer Price Index, provided that the amount does not exceed the actual costs to the Sheriff as determined by additional cost studies; and

WHEREAS, the City Council desires to update the Traffic Violator Apprehension Program fee to match the County and further desires for the Sheriff to continue to collect the fee on behalf of the City. Continuing with such a practice will ensure that persons whose vehicles are impounded, rather than the public as a whole, will bear the administrative costs of such impounds; and

WHEREAS, Vehicle Code section 22850.5 imposed the following restrictions on the imposition of this administrative fee:

- a) The fee may only be imposed on the registered owner or the agents of that owner and may not include any vehicle towed under an abatement program or sold at a lien sale pursuant to Sections 3068.1 to 3074, inclusive, of, and Section 22851 of, the Civil Code unless the sale is sufficient in amount to pay the lienholder’s total charges and proper administrative costs; and
- b) Any charges shall be collected by the local or state authority only from the registered owner or an agent of the registered owner; and
- c) The charges shall be in addition to any other charges authorized or imposed pursuant to this code; and
- d) The fee does not include any administrative costs associated with conducting a hearing or appeal relating to the removal, impound, storage, or release of a vehicle; and

WHEREAS, in addition to the limitations set forth above, it is also unfair to impose the administrative fee authorized by Vehicle Code section 22850.5 in the following circumstances: 1) when the vehicle was left because it became inoperable while being driven, if the owner makes good faith attempts promptly to remove the vehicle from location where it is not permitted, 2) when the vehicle was stolen, 3) when the vehicle was left by an ill or injured driver, and 4) when it is demonstrated to the satisfaction of the Sheriff or his/her designee that neither the registered owner of the vehicle nor his/her agent, if any, was at fault in creating the circumstances leading to the impounding of the vehicle; and

WHEREAS, a Notice of Public Hearing with respect to the proposed updated fee was given according to law and a Public Hearing with respect to the proposed updated was held on the 10th day of September 2024.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein by reference.

SECTION 2. The City is authorized to continue to participate in the Orange County Sheriff's Department Traffic Violator Apprehension Program as part of the City's contract for law enforcement services with OCSD.

SECTION 3. Effective immediately, a fee of \$174.00 shall be charged for the removal, impound, storage or release of vehicles properly impounded after removal from locations in the City in accordance with or on account of the Vehicle Code provisions listed below:

- 14602.6 Suspended, revoked or unlicensed driver/30-day hold
- 22651 (a) Unattended vehicle on bridge
- 22651 (d) Vehicle blocking driveway
- 22651 (e) Vehicle blocking fire hydrant
- 22651 (f) Vehicle blocking freeway
- 22651 (h) (1) Driver arrested
- 22651 (h) (2) Order of suspension or revocation pursuant to section 13388
- 22651 (i) (1) Multiple parking citations
- 22651 (j) Lack of vehicle registration
- 22651 (k) Parking over seventy-two hours
- 22651 (l) Parking in a construction zone
- 22651 (m) Violation of special events restriction
- 22651 (n) No parking zone
- 22651 (o) (1) Vehicle registration is incorrect, falsified or expired by more than six months
- 22651 (p) Driver unlicensed or license suspended
- 22651 (r) Vehicle blocking another vehicle
- 22651 (t) Notice to appear/illegal amber lights
- 22651 (u) Acting as a car dealer without a license or temporary permit
- 22651 (v) Illegally letting stand a mobile billboard advertisement
- 22651 (w) Second or subsequent violation of an ordinance
- 22655.3 Removal for investigation (fleeing in violation of section 2800.1 or 2800.2)
- 22655.5 (a) Vehicle was used as the means of committing a public offense
- 22655.5 (b) Vehicle is evidence of crime
- 22669 Abandoned vehicle

SECTION 4. The OCSD is authorized to collect the fee established herein, on behalf of the City, at the time of release of vehicles that are subject to the fee. Effective July 1, 2025, and annually thereafter, the City's established fee shall administratively adjust by an amount not to exceed the annual percentage change of the Los Angeles-Long Beach-Anaheim "all items" Consumer Price Index, provided that the amount does not exceed the actual costs to the Sheriff as determined by additional cost studies. This will ensure the City fee matches the County fee.

SECTION 5. The fee established herein shall only be imposed on the registered owner or the agent of the owner of the impounded vehicle, shall not include any vehicle towed under an abatement program or sold at a lien sale pursuant to Sections 3068.1 to 3074, inclusive of, and Section 22851 of, the Civil Code unless the sale is sufficient in amount to pay the lienholder's total charges and proper administrative costs.

SECTION 6. The fee established herein shall be collected only from the registered owner or an agent of the registered owner and that said fee is in addition to any other charges authorized or imposed pursuant to the Vehicle Code.

SECTION 7. The fee established herein complies with Vehicle Code section 22850.5 (b)(4) as the cost study conducted by the Sheriff that supports the \$174.00 per removal fee did not include administrative costs for conducting a hearing or appeal related to the removal, impound, storage, or release of a vehicle.

SECTION 8. The OCSD shall not impose the fee established herein in any of the following circumstances: a) when the vehicle was left because it became inoperable while being driven, if the owner made good faith attempts promptly to remove the vehicle from a location where it was not permitted; b) when the vehicle was stolen; c) when the vehicle was left by an ill or injured driver; or d) when it is demonstrated to the satisfaction of the Sheriff or his/her designee that neither the registered owner of the vehicle nor his/her agent, if any, was at fault in creating the circumstances leading to the impounding of the vehicle.

SECTION 9. A registered owner or an agent of a registered owner who believes they are exempt from the fee established herein under any of the criteria listed in Section 8 above may apply in writing for a waiver of the fee and shall present such supporting information or documentation, as the OCSD may request, to the City's Administrative Sergeant. Upon the presentation of a written application for waiver of said fee, together with such supporting documentation as may be requested by the OCSD, the Administrative Sergeant or their designee shall determine promptly whether the applicant meets the criteria for a waiver of the fee and if so, shall waive the fee.

SECTION 10. The OCSD is directed to deposit the proceeds of the fee established herein into the Traffic Violator Fund and shall be used in conformance with the County's restrictions for the Traffic Violator Fund and with any applicable provisions set forth in the City's agreement with the OCSD for law enforcement services.

SECTION 11. The Orange County Board of Supervisors is authorized to carry forward in the Traffic Violator Fund and accumulate any balance of proceeds of fees imposed by this Resolution that remains at the end of a fiscal year, as long as such fee proceeds will be used for the purposes provided herein

SECTION 12. The City Council finds that the adoption of this Resolution is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15273 of the CEQA Guidelines and Section 21080(b)(8) of the Public Resources Code, which provide that CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, and other charges by public agencies which the public

agency finds are for the purpose of meeting operating requirements. The City's approval of the Traffic Violator Apprehension Program fee is not designed to increase services, but rather it is designed to update the City's existing fee regulations to reflect and match the County's fee. Updating the City's Traffic Violator Apprehension Program fee will assist Police Services in meeting operating expenses associated with the removal, impoundment, and storage of vehicles, as authorized under the Vehicle Code, and does not undertake any activity that has the potential for causing a significant impact on the environment. In accordance with such determination, City Staff is hereby directed to file a Notice of Exemption upon adoption of this Resolution.

SECTION 13. City Council Resolution No. 2021-10-12-5 is hereby repealed and superseded by this Resolution.

PASSED, APPROVED AND ADOPTED this 10th day of September 2024.

DAVE WHEELER, MAYOR

ATTEST:

KAYLE MCDONALD, DEPUTY CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

I, Kayle McDonald, Deputy City Clerk of the City of Laguna Hills, California,
DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2024-09-10-X adopted by the City Council of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 10th day of September 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

KAYLE MCDONALD, DEPUTY CITY CLERK

1 **L. INDEMNIFICATION: (Continued)**

2 counsel approved in writing by CITY, CITY and its elected and appointed
3 officials, officers, agents, employees, subcontractors and independent
4 contractors in any legal action or claim of any kind based or asserted upon
5 such alleged acts or omissions.

6 **M. TRAFFIC VIOLATOR APPREHENSION PROGRAM:**

7 1. COUNTY has established a Traffic Violator Apprehension Program [“the
8 Program”], which is operated by SHERIFF, and is designed to reduce
9 vehicle accidents caused by unlicensed drivers and drivers whose licenses
10 are suspended and to educate the public about the requirements of the
11 Vehicle Code and related safety issues with regard to driver licensing,
12 vehicle registration, vehicle operation, and vehicle parking. The Program
13 operates throughout the unincorporated areas of the COUNTY and in the
14 cities that contract with COUNTY for SHERIFF’s law enforcement services,
15 without regard to jurisdictional boundaries, because an area-wide approach
16 to reduction of traffic accidents and driver education is most effective in
17 preventing traffic accidents. In order for CITY to participate in the Program,
18 CITY has adopted fees pursuant to Vehicle Code Section 22850.5, in the
19 same amount as approved by COUNTY, as set forth in the resolution that is
20 Attachment F [hereinafter referred to as a “TVAP resolution”], and has
21 directed that the revenue from such fee be used for the Program. CITY’s
22 participation in the Program may be terminated at any time by rescission or
23 amendment of the TVAP resolution. In the event CITY 1) amends said
24 TVAP resolution, or rescinds said TVAP resolution and adopts a new TVAP
25 resolution pertaining to the above-referenced fees and the Program, and 2)
26 remains a participant in the Program thereafter, CITY’s Manager, on behalf
27 of CITY, and SHERIFF, on behalf of COUNTY, have authority to execute an
28 amendment of this Agreement to substitute CITY’s amended or new TVAP

M. TRAFFIC VIOLATOR APPREHENSION PROGRAM: (Continued)

resolution for Attachment F to the Agreement, as long as said amendment to this Agreement does not materially change any other provision of this Agreement. As COUNTY updates its fees for the Program periodically, COUNTY will provide written notice to CITY of the updated fees. CITY'S participation in the Program will terminate if CITY determines not to adopt the updated fees for the Program.

2. COUNTY will make available for review, at the request of CITY, all financial data related to the Program as may be requested by CITY.
3. Fee revenue generated by COUNTY and participating cities will be used to fund the following positions, which will be assigned to the Program:
 - Ten one hundredths of one (0.10) Sergeant
(8 hours per two-week pay period)
 - One (1) Staff Specialist
(80 hours per two-week pay period)
 - One (1) Office Specialist
(80 hours per two-week pay period)
4. Fee revenue generated by CITY may be used to reimburse CITY for expenditures for equipment and/or supplies directly in support of the Program. In order for an expenditure for equipment and/or supplies to be eligible for reimbursement, CITY shall submit a request for and obtain pre-approval of the expenditure by using the form as shown in Attachment G. The request shall be submitted within the budget schedule established by SHERIFF. SHERIFF shall approve the expenditure only if both of the following conditions are satisfied: 1) there are sufficient Program funds, attributable to revenue generated by CITY's fee, to pay for the requested purchase, and 2) CITY will use the equipment and/or supplies, during their entire useful life, only for purposes authorized by its TVAP resolution in

1 **M. TRAFFIC VIOLATOR APPREHENSION PROGRAM: (Continued)**

2 effect at the time of purchase.

3 In the event that CITY terminates its participation in the Program, CITY
4 agrees that the equipment purchased by CITY and reimbursed by Program
5 funds will continue to be used, during the remainder of its useful life,
6 exclusively for the purposes authorized by CITY's TVAP resolution in effect
7 at the time of purchase.

- 8 5. In the event the fees adopted by COUNTY, CITY and other participating
9 jurisdictions are not adequate to continue operation of the Program at the
10 level at which it operated previously, COUNTY, at the option of CITY, will
11 reduce the level of Program service to be provided to CITY or will continue
12 to provide the existing level of Program services. COUNTY will charge CITY
13 the cost of any Program operations that exceed the revenue generated by
14 fees. Such charges shall be in addition to the Maximum Obligation of CITY
15 set forth in Subsection G-2 of this Agreement. The amount of any revenue
16 shortfall charged to CITY will be determined, at the time the revenue
17 shortfall is experienced, according to CITY's share of Program services
18 rendered. In the event of a reduction in level of Program service,
19 termination of Program service or adjustment of costs, the parties shall
20 execute an amendment to this Agreement so providing. Decisions about
21 how to reduce the level of Program service provided to CITY shall be made
22 by SHERIFF with the approval of CITY.

23 **N. MOBILE DATA COMPUTERS:**

- 24 1. As part of the law enforcement services to be provided to CITY, COUNTY
25 has provided, or will provide, mobile data computers (hereinafter called
26 "MDCs") that are or will be mounted in patrol vehicles and motorcycles,
27 designated by COUNTY for use within CITY limits.

28 //



EXHIBIT IV
FEE CHECKLIST FOR ASR SUBMISSION

DESCRIPTION

County Agencies & Departments are generally responsible for all aspects of their fees. **Three weeks** prior to filing the ASR for proposed fee updates with the Clerk of the Board, the department/agency must submit the ASR, Fee Checklist, and appropriate documentation to allow adequate time for the CEO and Auditor-Controller to perform a limited review. The Fee Checklist signed by both the CEO and Auditor-Controller must be attached to the ASR.

DEPT./AGENCY: SHERIFF CORONER DEPARTMENT DATE: 03/01/2024
DEPT./AGENCY CONTACT: NOMA M. CROOK PHONE NO.: 714-834-6681

Description of proposed fee contained in ASR:

Update administrative cost fee from \$144 to \$174 for licensed and unlicensed vehicle for removal, impound, storage, or release. The fee affects the unincorporated areas of Orange County and in the cities of Orange County that contract for Sheriff's law enforcement services.

Amount of annual revenue related to this proposal:

\$310,068

Answer the following questions and check appropriate boxes.

Check One
YES NO N/A

BACKGROUND:

1. Is this a revision of existing fee(s)? If YES, when were the fee(s) last revised?

☒ ☐ ☐

11/17/2020

Attach a fee schedule that includes a comparison between current and proposed fees.

2. Are there any new fee(s)?

☐ ☒ ☐

3. When will the fee(s) be effective?

Date: 07/01/2024

LEGAL CONSIDERATIONS:

4. Has legal authority for the fee been reviewed?

☒ ☐ ☐

5. Is the fee request consistent with the legal authority to levy?

☒ ☐ ☐

6. Cite the legal authority of the fee and attach a copy of the reference code(s).

Resolution No. 20-161, dated November 17, 2020, approved new administrative fee of \$144 for licensed and unlicensed vehicle for the removal, impound, storage or release of vehicles properly impounded pursuant to the Vehicle Code section 22850.5.

7. Does the fee(s) meet one of Proposition 26's exceptions (Note 1)?

☒ ☐ ☐

If "NO" is checked, please contact your CEO Budget Analyst.

If "YES" is checked, please list the exception(s). If necessary, please provide attachments.
California Constitution Section 1 of Article XIII (C): (E) (5) A fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government as a result of a violation of law.

8. Is the drafted Board Resolution or ordinance language (if required) attached?

☒ ☐ ☐

COMMUNICATIONS

9. List county and non-county departments, agencies, organization and/or communities impacted by the fee(s), if applicable

Owners of licensed and unlicensed vehicle of
unincorporated areas of Orange County and cities

☐ ☒ ☐

- a. whose councils adopt the fee Have they been notified?

☐ ☒ ☐

Has the fee been coordinated with them?

☐ ☐ ☒

10. Have all advisory board and public hearing concurrences been finalized?



EXHIBIT IV FEE CHECKLIST FOR ASR SUBMISSION

FEE CALCULATIONS

- | | | | |
|---|-------------------------------------|--------------------------|--------------------------|
| 11. Is full cost recovery planned in the fee calculation? If not, Please provide an explanation. | ☒ | ☐ | ☐ |
| 12. Are the proposed fee(s) derived from a cost basis analysis? If YES, Please complete questions 13 through 16. If NO, please provide explanation. | ☒ | ☐ | ☐ |
| 13. Is agency/department indirect cost included in the fee calculation? | ☒ | ☐ | ☐ |
| 14. Is the County General support service costs as determined by the County Wide Cost Allocation Plan (CWCAP) included in the fee calculation? | ☒ | ☐ | ☐ |

15. Identification of the costs related to this fee proposal:

Personnel (Salaries & Employee Benefits)	\$	153.00
Services and Supplies	\$	5.00
Equipment	\$	
Department/Agency Indirect Costs	\$	14.00
County General support service costs (CWCAP)	\$	2.00
Other	\$	
Total	\$	174.00

16. *Initial Fiscal Year

Costs:	\$	310,068.00
Revenue:	\$	256,608.00
NCC:	\$	53,460.00

*Projected Fiscal Year

Costs:	\$	310,068.00
Revenue:	\$	310,068.00
NCC:	\$	

* Costs, revenue, and NCC including cost and revenue related to this fee update.

17. Revenue Coding:

FUND	DEPT	BUDGET CONTROL	UNIT	REVENUE SOURCE	DEPT REVENUE SOURCE
13B	060	13B	1413	6510	TV00
13B	060	13B	1413	6510	TV03
13B	060	13B	1413	6510	TV04
13B	060	13B	1413	6510	TV05
13B	060	13B	1413	6510	TV06
13B	060	13B	1413	6510	TV07
13B	060	13B	1413	6510	TV08
13B	060	13B	1413	6510	TV09
13B	060	13B	1413	6510	TV10
13B	060	13B	1413	6510	TV11
13B	060	13B	1413	6510	TV14
13B	060	13B	1413	6510	TV26
13B	060	13B	1413	6510	TV27
13B	060	13B	1413	6510	TV82



EXHIBIT IV
FEE CHECKLIST FOR ASR SUBMISSION

Dept./Agency
Authorized Signature Noma M. Chark Print Name: Noma M. Chark Date: 3/5/24

Auditor-Controller
Signature DocuSigned by:
Stephanie Chen
069B8B44D06A42E... Print Name: Stephanie Chen Date: 4/3/2024

CEO Signature Diana Chepi Print Name: Diana Chepi Date: 4/4/24

Note 1: California State Constitution, Article XIII C, § 1 (e), 2(d), (Proposition 26, November 3, 2010)
Requires a fee or charge that does not fall within the seven exceptions listed in Proposition 26 is deemed a
tax which must be approved by the voter.

**ORANGE COUNTY SHERIFF DEPARTMENT
TRAFFIC VIOLATOR APPREHENSION PROGRAM (TVAP) - FUND 13B
FY 2023-24 COST ESTIMATE**

REVENUE BY FISCAL YEAR									
DEPT REV	FY 2022-23				Total Estimated			Total Revenue at	Revenue
6510	Paid Tow		Current Fee		Revenue at	Proposed Fee		Proposed Fee	Increase
		<i>a</i>		<i>b</i>	<i>c = (a*b)</i>	<i>d</i>		<i>e = (a*d)</i>	<i>f = (e-c)</i>
LICENSED / UNLICENSED	1,782	\$	144	\$	256,608	\$	174	\$	53,460

SHERIFF-CORONER DEPARTMENT
TRAFFIC VIOLATOR APPREHENSION PROGRAM (TVAP) - FUND 13B
FY 2023-24 COST PROJECTION

SUMMARY OF POSITIONS CHARGED TO FUND 13B

Number of Position

Total Paid TOW **1,782****Salary**

	Total	\$ to Charge 13B
Salary	\$ 348,275	\$ 154,436
Bilingual - BL	2,719	1,618
MART Pay	2,760	276
Holiday	10,285	3,290
ST Pay	-	-
OT	26,523	6,113
On Call	46,692	4,669
POST	13,984	1,398
Education Incentive Pay	2,423	242
PMBS	269	147
TOTAL SALARY =	\$ 453,930	\$ 172,191

Benefits

	Total	
Retirement	\$ 203,588	\$ 66,289
Retirement Rebate	-	-
Retire. Defined Cont.	7,569	757
Retire. Star Cola	132	59
Medical Ins.	58,832	27,740
H&W	2,496	1,310
Dental/Hr.	-	-
W/C	16,690	2,513
Unemp.	-	-
AD&D	24	2
Annual Mgmt Physical	-	-
Medicare	6,582	2,497
TOTAL BENEFITS =	\$295,913	\$101,167

TOTAL SALARIES & EMPLOYEE BENEFITS =

	\$ 749,843	\$ 273,358
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Service & Supplies

Liability Insurance	\$ 14,812	\$ 7,776
ILJAO	127	13
Transportation	5,009	501
TOTAL S&S =	\$ 19,949	\$ 8,290

Overhead (SWORN):

	Total	
CWCAP	\$ 8,488	\$ 3,220
Department OH	36,960	19,404
Training	4,525	452
Commander	8,217	4,230
Watch Commander	3,740	374
TOTAL OVERHEAD =	\$ 61,930	\$ 27,681

GRAND TOTAL =	\$ 831,722	\$ 309,328
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Funded Positions:

Sergeant	0.10	\$ 45,550
Staff Specialist	1.00	151,334
Office Specialist	0.50	55,950
Office Specialist	0.50	56,495
Total # positions =	2.10	\$ 309,328

\$ 174.00	Proposed Fee, Go To "Presentation", E77,
------------------	--

Fee Checklist for ASR Submission

Combined Office Specialist		
Sergeant	Staff Specialist	Specialist
0.10	1.00	1.00
Worker's Compensation Code		
"03"	"05"	"05"
\$ 8.49	\$ 45.84	\$ 32.31
\$ 0.03	\$ 0.52	\$ 0.36
\$ 0.15		
\$ 0.39	\$ 1.06	\$ 0.40
\$ -	\$ -	\$ -
\$ 1.25	\$ 1.95	\$ 0.23
\$ 2.62		\$ -
\$ 0.78		
\$ 0.14		
	\$ 0.01	\$ 0.07
\$ 13.86	\$ 49.38	\$ 33.37
\$ 7.18	\$ 17.59	\$ 12.42
\$ -	\$ -	\$ -
\$ 0.42	\$ -	\$ -
\$ 0.00	\$ 0.02	\$ 0.01
\$ 1.14	\$ 7.21	\$ 7.21
\$ 0.04	\$ 0.35	\$ 0.35
\$ -	\$ -	\$ -
\$ 0.86	\$ 0.33	\$ 0.22
\$ -	\$ -	\$ -
\$ 0.00	\$ -	\$ -
\$ -	\$ -	\$ -
\$ 0.20	\$ 0.72	\$ 0.48
\$ 9.84	\$ 26.22	\$ 20.70
\$ 23.70	\$ 75.60	\$ 54.08
\$ 0.21	\$ 2.08	\$ 2.08
\$ 0.01		
\$ 0.28		
\$ 0.50	\$ 2.08	\$ 2.08
\$ 0.26	\$ 0.92	\$ 0.62
\$ 0.52	\$ 5.18	\$ 5.18
\$ 0.25	\$ -	\$ -
\$ 0.12	\$ 1.12	\$ 1.12
\$ 0.21	\$ -	\$ -
\$ 1.36	\$ 7.23	\$ 6.93
\$ 25.56	\$ 84.91	\$ 63.09

Agrees to "Sergeant-PAID Tow", K56

Agrees to "Staff Spec-PAID Tow", K51

Agrees to "Total Office Spec-PAID Tow", X51



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Joe Ames, Public Works Director/City Engineer
Issue: Proposed Reader Board at the Corner of Alicia Parkway and Paseo de Valencia

Recommendation: That the City Council:

- 1) Approve the conceptual design of the proposed reader board at the corner of Alicia Parkway and Paseo de Valencia;
 - 2) Establish CIP No. 318 for the proposed project;
 - 3) Authorize the Finance Director to amend the budget by allocating \$525,000 from the General Fund Reserves into CIP No. 318; and
 - 4) Authorize City staff to develop construction plans and documents.
-

Background:

At the June 25, 2024, City Council meeting, City staff presented a conceptual design for the construction of a reader board at the southwest corner La Paz Road and Paseo de Valencia. After discussion, a motion to: 1) approve the conceptual design for the reader board at the corner La Paz Road and Paseo de Valencia; and 2) to contact the property owner of the Ralph's shopping center at the southeast corner of Alicia Parkway and Paseo de Valencia to potentially allow for the replacement of the existing Ralph's monument sign with the City's proposed reader board was passed.

City staff contacted the Ralph's shopping center property owner, and the property owner indicated that due to existing lease agreements, addressing this issue with

Ralph's will be quite time-consuming and may not ultimately materialize.

Given City Council's implied preference for the monument sign to be placed at Alicia Parkway and Paseo de Valencia, City staff met with RJM Design Group, Inc., and created a new alternative that involves reducing the number of traffic lanes on Paseo de Valencia at Alicia Parkway to create space within the existing right-of-way to place the proposed reader board at the northeast corner of intersection.

A rendering of the alternative is attached to this agenda report.

In March 2024, City staff informed City Council of the award of \$4,998,000 from the Orange County Complete Streets Program for the Paseo de Valencia and Cabot Road Active Transportation Enhancements Project. This project includes removal of one vehicular travel lane in each direction on Paseo de Valencia between Alicia Parkway and Cabot Road to construct a Class IV two-way bikeway along the roadway. This month, Orange County Transportation Authority is scheduled to approve an amendment to the Master Plan of Arterial Highways, allowing for the reclassification of this roadway from an arterial highway to a collector street. This step clears an important regulatory hurdle in the project. Construction of this larger project is scheduled to occur in FY2026/2027.

Therefore, because this segment of Paseo de Valencia is already scheduled to be placed on a "road diet," newly created, unpaved right-of-way will be available for the placement of the proposed reader board.

City staff is now proposing to advance the construction of a portion of the overall Paseo de Valencia and Cabot Road Active Transportation Enhancements Project to remove the existing right-turn lane on northbound Paseo de Valencia at Alicia Parkway to construct a new street corner to make space for the proposed reader board. This work will also involve the relocation of two traffic signal poles at the northeast corner to align with the beginning and the end of the curb returns for the new street corner.

Consequently, City staff recommends that City Council approve this new conceptual design at the northeast corner of Paseo de Valencia and Alicia Parkway and allocate funding for design and construction. If the conceptual design is approved and funding is allocated, City staff will engage with one or more of the on-call civil engineering and/or landscape architecture firms to complete construction plans and documents. City staff plans to return to City Council in March 2025 for authority to advertise the project for construction bidding.

CEQA Findings:

Environmental review is not required under the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Chapter 3, Section 15301 as a Class 1 Categorical Exemption – “Existing Facilities.”

Fiscal Impact:

The estimated cost for preparing the construction plans and documents for bidding is \$80,000. The estimated construction cost of the conceptual design, including street improvements, is approximately \$775,000.

The \$4,998,000 grant from the Orange County Complete Streets Program for the Paseo de Valencia and Cabot Road Active Transportation Enhancements Project can pay for 88% of the "road diet" street improvements, but not any of the reader board work.

Based upon the proposed project's design and construction costs, below are the proposed project expenses and funding sources:

Projected Expenses:

Design: \$80,000

Reader Board Construction: \$400,000

Street Improvements Construction: \$375,000

Total Project Cost: \$855,000

Proposed Funding Sources:

Orange County Complete Streets Program: \$330,000 (88% of Street Improvements Construction)

General Fund: \$525,000

Total Proposed Funding: \$855,000

Consequently, City staff is recommending that City Council authorize the Finance Director to amend the budget by allocating \$525,000 from the General Fund reserves into CIP No. 318.

Attachments:

1. OCCSP Award Letter
2. Reader Board Concept - Alicia Parkway and Paseo de Valencia



AFFILIATED AGENCIES

*Orange County
Transit District*

*Local Transportation
Authority*

*Service Authority for
Freeway Emergencies*

*Consolidated Transportation
Service Agency*

*Congestion Management
Agency*

March 20, 2024

**Mr. Joe Ames
Public Works Director
City of Laguna Hills
24035 El Toro Road
Laguna Hills, 92653**

Subject: 2023 Orange County Complete Streets Program Award

Dear Mr. Ames,

On February 12, 2024, the Orange County Transportation Authority (OCTA) Board of Directors approved the 2023 Orange County Complete Streets Program (OCCSP) Project Prioritization List. On behalf of OCTA, I am pleased to inform you that the City of Laguna Hills has been awarded federal funds in the amount of:

- \$4,998,000 for the Paseo De Valencia and Cabot Road Active Transportation Enhancements (Project).

This letter serves as a formal notification that the project(s) above have been awarded either federal Congestion Mitigation and Air Quality Improvement Program funds and/or Surface Transportation Block Grant Program funds. The project(s) are programmed into the Federal Transportation Improvement Program (FTIP). Request for obligation of the funds must be submitted to California Department of Transportation (Caltrans) Local Assistance no later than February of the federal fiscal year programmed. Please coordinate immediately with the Caltrans liaison for federal-aid project delivery.

OCTA encourages you to advance your projects and deliver them as soon as possible. Due to the new Southern California of Governments (SCAG) project selection process for federal funds, there is no guarantee that the approved funding will continue to be available beyond the year the funds are currently programmed in the FTIP. For this reason, you are strongly encouraged to expedite project delivery.

Mr. Ames

March 20, 2024

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OCCSP projects are subject to all applicable federal-aid project requirements including but not limited to:

- Federal procurement requirements
- Federal environmental assessment requirements (National Environmental Policy Act)
- Build America, Buy America requirements
- Disadvantaged Business Enterprise requirements
- Compliance with Caltrans Local Assistance Procedures Manual

In addition, through the OCCSP Guidelines, OCTA requires:

- Semiannual progress reports
- Obligation of funds either in or before the year the funds are programmed in the FTIP

Additionally, this project was awarded with programming funds contingent on completion of a related Master Plan of Arterial Highway amendment. Please coordinate with Ivy Hang in OCTA's Long-Range Planning and Corridor Studies Department to start the required coordination. Her contact information is provided below.

Ivy Hang
MPAH Coordinator
ihang@octa.net
(714) 560-5684

OCTA will be offering on-call federal-aid assistance. Please contact Denise Sifford at (714) 560-5489 or dsifford1@octa.net if you are interested or if you would like OCTA's support to advance your project and deliver it early.

Please note that any additional projects submitted by your agency that were designated as "Highly Recommended" or "Recommended" on the OCCSP Project Prioritization List (Attached), are being evaluated by SCAG for funding and you may be contacted by OCTA for additional information.

For your reference, please find attached the FTIP listing for your project, the list of Caltrans District 12 liaisons and the OCCSP Project Prioritization List.

Mr. Ames

March 20, 2024

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OCTA looks forward to supporting OCCSP projects through delivery and implementation and appreciates your interest in the program. Should you have any questions, please contact Denise Sifford at (714) 560-5489 or dsifford1@octa.net.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kia Mortazavi".

Kia Mortazavi, Executive Director
Planning

KM:ds

Attachments

c: Lance Larson, OCTA
Denise Sifford, OCTA



LEGEND

1. Peaked precast cap
2. City signage
3. Stone Veneer
4. Smooth plaster finish with reveal
5. Precast square concrete cap
6. 4' x 12' LED Readerboard screen
7. Precast rectilinear wall cap
8. 24" box evergreen hedge
9. City seals
10. Widened sidewalk
11. Adjusted turn lane
12. Existing asphalt to remain

NOTES

- A. Reader board and wall size: 8' x 36'-6"
- B. Design assumes acceptance of the Paseo de Valencia road diet project

ELEVATION VIEW A
SCALE: NTS



7/17/2024

CONCEPT A - PASEO DE VALENCIA X ALICIA
LAGUNA HILLS READER BOARDS
CITY OF LAGUNA HILLS, CALIFORNIA



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Joe Ames, Public Works Director/City Engineer
Issue: Proposed Street Name Sign Replacements

Recommendation: That the City Council: 1) Approve one of the proposed conceptual street name sign designs; 2) Authorize City staff to develop bid documents for the procurement and installation of the street name signs Citywide; and 3) Authorize the Finance Director to amend the budget by transferring \$200,000 from General Fund Reserves to CIP No. 153.

Background:

At the January 31, 2024, Events, Communications, and Beautification Committee (ECBC) meeting, Councilmembers Heft and Pezold requested that City staff work on designing new street name signs to replace the existing white text with green background street name signs currently used City-wide.

Subsequently, at the February 14th ECBC meeting, City staff presented their first conceptual designs. After further input at the February 14 meeting, City staff continued to present refined conceptual designs at the March 22, April 10, and May 15 meetings for additional input to arrive at two final, refined conceptual designs.

At the August 14 meeting, City staff presented physical samples of the two final, refined conceptual designs:

Option 1: Black lettering on a white background adorned with a “blade sign” containing the words “LAGUNA HILLS” and the City’s logo on a white background.

Option 2: White lettering on a black background adorned with a “blade sign” containing

the words “LAGUNA HILLS” and the City’s logo on a black background.

Councilmembers Heft and Pezold indicated both final, refined designs were acceptable, but expressed a preference for Option 2. They further directed City staff to develop mockups for matching street name signs for the traffic signal mast arms and that this combined project be brought before City Council as soon as possible for approval.

A photograph of the street name sign options installed in the Civic Center parking lot, and mockups of both the street name signs and the traffic signal mast arms signs are attached to this agenda report.

The traffic signal mast arm signs, if approved, would replace the internally illuminated street name signs with metal signage which is not internally illuminated – similar to some other signage replacements done by Orange County cities in recent years.

There are approximately 325 City-signed street name intersections in the City, plus an additional 47 signalized intersections which would require new signage if this project is approved.

Consequently, City staff now recommends that City Council approve one of the conceptual designs, authorize City staff to develop bid documents for bidding, and amend the budget to provide funding for this project. If the conceptual design is approved, once bid documents are prepared, City staff anticipates returning to City Council in November 2025 for authority to advertise the project for construction bidding.

CEQA Findings:

Environmental review is not required under the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Chapter 3, Section 15301 as a Class 1 Categorical Exemption – “Existing Facilities.”

Fiscal Impact:

The estimated cost of this combined project is \$325,000. While City-wide street name sign replacements were not budgeted for in the biennial FY 2023-2025 budget, a related project, the replacement of internally illuminated street name signs used on traffic signal mast arms at the City’s 47 intersections controlled by traffic signals, was budgeted in the amount of \$125,000 as CIP 153. Therefore, if approved, the City Engineer estimates an additional \$200,000 will be needed to implement this project.

Accordingly, City staff recommends that City Council authorize the Finance Director to amend the budget by transferring \$200,000 from General Fund Reserves to CIP No. 153.

Attachments:

1. Photographs and Mockups

OPTION 1:



OPTION 2:



Notes:	Substrate:	0.125" Aluminum	Corners:	n/a	Font:	Times New Roman	Support Channel:	
	Dimensions:	36" x 6" 17" x 5"	Border Color:	White/Black	Overlay Film:	OL-1000	Horizontal	☐
	Background Color:	White/Black	Letter/Number Color:	White/Black	Retro-reflective Sheeting:	Type IV	Vertical	☐
							Welded Frame	☐
							S.C. Signs & Supplies. 2411 E. Winston Rd. Anaheim CA, 92806 714-254-7054 © 2014 Signs & Supplies.com	
							Drafter:	Tim L.
							Date:	06/27/2024



Photograph of sample street name signs installed in the Civic Center parking lot.

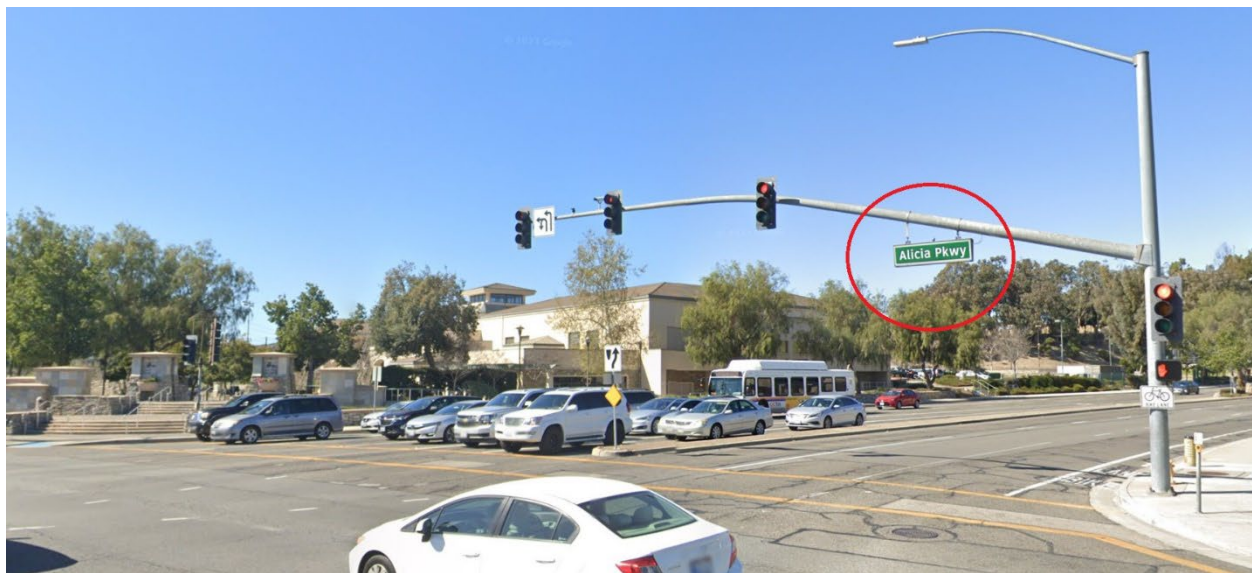
“Option 1” is on the left. “Option 2” is on the right.

Photo taken August 21, 2024.



Above is an example of a new traffic signal mast arm street name sign that was recently installed in the City of Placentia.

These new installations took the place of traditional, internally illuminated street name signs (ISNS), like the one pictured below:



City staff is proposing to replace all ISNS with non-illuminated metal signage similar to Placentia.

PROPOSED TRAFFIC SIGNAL MAST ARM SIGNAGE





City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Erica Pezold, Council Member
Issue: Consideration of a Policy to Ban the Installation and Use of Artificial Turf on City-owned properties in the City of Laguna Hills

Recommendation: Council Member Pezold recommends that the City Council direct staff to prepare the policy and return at the September 24, 2024, meeting for final approval.

Background:

In accordance with City Council Policy 120, at the August 27, 2024, regular meeting, Council Member Pezold requested and received a second from Council Member Caskey to place this item on the agenda for discussion.

Fiscal Impact:

Unknown at this time.

Attachments:

1. Policy to Ban the Installation and Use of Artificial Turf in the City of Laguna Hills

A Policy to Ban the Installation and Use of Artificial Turf in the City of Laguna Hills

Section 1: Purpose and Intent

The City of Laguna Hills has established this Policy to promote environmental sustainability, protect public health, and enhance our community's aesthetic and ecological quality. This Policy prohibits the installation and use of artificial turf on City property within city limits. The City Council has determined that the drawbacks of artificial turf outweigh its benefits, and that natural grass offers significant advantages to our community.

Section 2: Findings

The City Council finds and declares the following:

Environmental Impact: Artificial turf has a negative impact on the environment. Its production consumes a significant amount of energy and non-renewable resources, such as petroleum-based plastics. Unlike natural grass, artificial turf does not support biodiversity and can contribute to the urban heat island effect by absorbing and radiating heat.

Health Concerns: Artificial turf can pose health risks to residents, especially children who play on it. The materials used in artificial turf, including crumb rubber infill made from recycled tires, can contain harmful chemicals and heavy metals. These substances can become airborne, and when inhaled or ingested, they can pose potential health hazards.

Surface Temperature: Artificial turf surfaces can become significantly hotter than natural grass, reaching temperatures that can cause burns or heat-related illnesses. This is especially concerning in our city, where high temperatures are common during the summer months.

Water Runoff and Drainage: Unlike natural grass, which absorbs and filters rainwater, artificial turf can contribute to increased toxic water runoff and potential flooding. This can strain our city's stormwater management systems and contribute to water pollution.

Maintenance and Longevity: While artificial turf is often marketed as a low-maintenance alternative to grass, it requires regular cleaning and eventual replacement, leading to waste and disposal issues. Natural grass, on the other hand, can be maintained sustainably with proper care and supports long-term soil health.

Section 3: Benefits of Natural Grass

The City Council recognizes the following benefits of maintaining natural grass:

- 1. Environmental Benefits:** Natural grass provides essential ecosystem services, including carbon sequestration, oxygen production, and cooling through evapotranspiration and encouragement of rain. It also supports local biodiversity by providing habitat for insects, birds, and other wildlife.
- 2. Health and Safety:** Natural grass is a safer playing surface for children and athletes. It remains cooler than artificial turf and does not contain potentially harmful chemicals. Grass surfaces are also more forgiving, reducing the risk of injuries from falls.

3. Water Management: Grass helps to manage stormwater by absorbing rainfall and reducing runoff. This natural filtration process helps to maintain water quality and reduce the burden on our stormwater systems.

4. Aesthetic Value: Natural grass enhances the visual appeal of our city, creating green spaces that contribute to the well-being and quality of life for our residents.

Section 4: Prohibition

1. Effective immediately, the installation of artificial turf is prohibited on all City owned properties within the city limits of the city of Laguna Hills.

2. Existing installations of artificial turf must be removed and replaced with natural grass or other approved landscaping materials when the turf is removed.

3. When possible, natural grass is encouraged to be planted in the city of Laguna Hills to improve the enjoyment of residents.

Section 7: Severability

If any provision of this Policy is found to be unconstitutional or otherwise invalid by any court of competent jurisdiction, that invalidity shall not affect the remaining provisions of this ordinance, which can be implemented without the invalid provision, and to this end, the provisions of this ordinance are declared to be severable.

Section 8: Effective Date

This Policy shall take effect immediately upon its adoption.

Adopted this [Date] by the City Council of Laguna Hills.



City of Laguna Hills City Council / Planning Agency Staff Report

Date: September 10, 2024
To: Mayor and Council Members
From: Jennifer Lee, City Clerk
Issue: Committee Assignment Reports

Recommendation: That the City Council receive reports from City Council Members on the City Council Committee Assignments listed in the staff report.

Background:

The following are recent meetings and events attended by the City Council for their City Council Committee Assignments.

[Southern California Association of Governments \(SCAG\)](#)
[Community, Economic & Human Development Committee](#)
Council Member Caskey
September 5, Regular Meeting

Fiscal Impact:

The City does not provide any additional compensation to City Council Members for serving on outside agency boards or committees.

Attachments:

None