



CITY OF LAGUNA HILLS CITY COUNCIL/PLANNING AGENCY

REGULAR MEETING AGENDA Tuesday, November 24, 2020 – 7:00 PM (Closed Session at 6:00 PM when scheduled)

Janine Heft, Mayor

Erica Pezold, Mayor Pro Tempore
Don Sedgwick, Council Member

Dore J. Gilbert, M.D., Council Member
Dave Wheeler, Council Member

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

NOTICE REGARDING CORONAVIRUS (COVID-19): Please be advised that some, or all, of the City Council Members may attend this meeting via teleconference. This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic. If you wish to attend the City Council meeting in person, the City Council Chamber is located at 24035 El Toro Road, Laguna Hills, CA 92653. The public shall have the right to observe and offer public comment at this location. If you plan on attending, please follow the California Department of Health Guidelines by wearing a mask, washing your hands often, refraining from handshakes and maintaining social distance of six feet between individuals. You may also view the live stream of the meeting online at <http://lagunahillsca.igm2.com/Citizens/Default.aspx>.

Submission of Public Comments: While you may attend this meeting in person, given the health risks associated with COVID-19, the City encourages those wishing to make public comments at the November 24, 2020, City Council meeting, to submit your comments by email to the City Clerk at publiccomments@lagunahillsCA.gov, by 5:00 p.m. on November 24, 2020. 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. If you wish to submit a public comment on more than one agenda item, please send a separate email for each item you are commenting on. All comments received by 5:00 p.m. on the date of the meeting will be provided to the City Council in advance to allow time for the Council Members to read them. Email comments will NOT be read by the City Clerk during the meeting, but will be announced and made part of the record. Electronic public comments may only be submitted via email and comments via text and social media (Facebook, Twitter, etc.) will not be accepted.

Announcement of Public Comments: During the applicable agenda item, the City Clerk will announce the name of the sender and subject matter of all email comments received by 5:00 p.m. on November 24, 2020. The email comments, including your name, will become part of the record of the City Council meeting and will be public information.

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.

PLEDGE OF ALLEGIANCE**ROLL CALL OF CITY COUNCIL MEMBERS****1. PRESENTATIONS AND PROCLAMATIONS****1.1 Laguna Hills High School Student Liaison**

Recommendation: That the City Council receive an oral report from Laguna Hills High School Student Liaison Sofia Kachani.

1.2 Laguna Hills 3/5 Marine Support Committee

Recommendation: That the City Council receive an update from Chair Karen Robbins on the 3/5 Dark Horse Committee.

2. 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 ten minutes for any one subject, and a total time limit of thirty minutes.

3. 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.

3.1 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.

3.2 Approval of Minutes for November 10, 2020, Regular Meeting

Recommendation: That the City Council approve the Minutes for the November 10, 2020, Regular Meeting.

3.3 Ratification of November 24, 2020, Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from October 30, 2020, to November 12, 2020, in the amount of \$978,663.99.

3.4 City Council Review and Confirmation of the Necessity for Continuing the Local Emergency Related to the On-Going Threat of the Novel COVID-19 Virus and Confirmation of the Director of Emergency Services/City Manager's Executive Order Related Thereto

Recommendation: That the City Council: 1) Review and confirm the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus; and 2) Confirm the Director of Emergency Services/City Manager's executive order related thereto.

3.5 Civic Center First Quarter Financial Report for Fiscal Year 2020/2021

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

3.6 FY 2019/20 Development Impact Fees Annual Report

Recommendation: That the City Council approve the FY 2019/20 Development Impact Fees Annual Report pursuant to California Government Code Section 66006.

3.7 Annual Review of Investment & Portfolio Policies and Delegation of Investment Authority to the City Treasurer

Recommendation: That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, delegating investment authority to the City Treasurer and approving a policy for the investment of surplus City funds and rescinding Resolution No. 2019-11-26-3."

ITEMS REMOVED FROM THE CONSENT CALENDAR

4. PLANNING AGENCY**4.1. ROLL CALL OF PLANNING AGENCY MEMBERS****4.2. PUBLIC COMMENTS**

This is the time to address the Planning Agency on any matter not listed on this Agenda that 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.

4.3. APPROVAL OF MINUTES**4.3.1 Approval of Minutes for November 10, 2020, Regular Meeting**

Recommendation: That the Planning Agency approve the Minutes for the November 10, 2020, Regular Meeting.

4.4. ADMINISTRATIVE REPORTS**4.5. PLANNING AGENCY PUBLIC HEARINGS****4.5.1 Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a Request by Ryan Zacche on Behalf of Cotti Foods, Inc. to Construct a New 2,500 Square-Foot Drive-Thru Restaurant (Taco Bell) at 24888 Alicia Parkway in the Neighborhood Mixed Use Zoning District**

Recommendation: That the Planning Agency: 1) Conduct a Public Hearing for CUP/SDP No. 0015-2020; 2) Find and determine that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(C) (Class 3, New Construction or Conversion of Small Structures; 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 (CUP/SDP) No. 0015-2020, a request by Ryan Zacche on behalf of Cotti Foods, Inc. to construct a new 2,500 square-foot drive-thru restaurant (Taco Bell) and related site improvements on a portion of a 2.46-acre commercial property at 24888 Alicia Parkway."

PLANNING AGENCY ADJOURNMENT**5. CITY COUNCIL PUBLIC HEARINGS**

6. ADMINISTRATIVE REPORTS**6.1. City Manager****7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS****7.1. Mayor Heft****7.1.1 Pickleball Courts**

Recommendation: Mayor Heft recommends that the City Council reopen the pickleball courts in Laguna Hills.

8. CITY COUNCIL MEMBER COMMENTS**9. CLOSED SESSION****ANNOUNCEMENT OF CLOSED SESSION ITEM(S)**

The City Council will convene into Closed Session, in the City Council Conference Room, or City Council Chamber, City Hall, Laguna Hills Civic Center, to consider the following matter(s):

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957(b)(1)

Public Employee Title: City Manager - Annual Performance Evaluation

PUBLIC COMMENT ON CLOSED SESSION ITEM(S)**ADJOURN TO CITY COUNCIL CONFERENCE ROOM OR CITY COUNCIL CHAMBER****CONVENE INTO CLOSED SESSION****RECONVENE TO CITY COUNCIL CHAMBER****CLOSED SESSION REPORT**

City Attorney to announce whether any reportable action was taken on any matters considered during Closed Session.

ADJOURNMENT

The next Regular Meeting of the City Council/Planning Agency will be December 8, 2020, in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, Melissa Au-Yeung, 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 November 20, 2020, at 5:00 pm.



City Clerk

November 20, 2020

Date

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should 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.

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

City Council/Planning Agency

Staff Report

DATE: November 24, 2020
TO: Mayor and Council Members
FROM: Jennifer Lee
Assistant City Clerk
ISSUE: Approval of Minutes for November 10, 2020, Regular Meeting

RECOMMENDATION: That the City Council approve the Minutes for the November 10, 2020, Regular Meeting.

ATTACHMENTS:

- 201110 CC Minutes

**CITY OF LAGUNA HILLS
CITY COUNCIL/PLANNING AGENCY**

**REGULAR MEETING
MINUTES
Tuesday, November 10, 2020**

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

The meeting was called to order at 7:01 p.m. by Mayor Heft.

PLEDGE OF ALLEGIANCE: Mayor Pro Tempore Pezold

ROLL CALL OF CITY COUNCIL MEMBERS

Attendee Name	Title	Status	Arrived
Janine Heft	Mayor	Present	
Erica Pezold	Mayor Pro Tempore	Present	
Dore J. Gilbert, M.D.	Council Member	Remote	
Don Sedgwick	Council Member	Remote	
Dave Wheeler	Council Member	Remote	

1. PRESENTATIONS AND PROCLAMATIONS

1.1 Laguna Hills High School Student Liaison

Recommendation: The City Council received an oral report from Laguna Hills High School Student Liaison Sofia Kachani.

1.2 Presentation of Proclamation for National Nurse Practitioner Week

Recommendation: Mayor Heft presented a Proclamation to Rachel Aragon, Laguna Hills resident and Nurse Practitioner on behalf of California Association of Nurse Practitioners, Orange County, proclaiming November 8, 2020, through November 14, 2020, as National Nurse Practitioner Week.

2. PUBLIC COMMENTS

Laurie Peach spoke regarding the desire for pickleball courts in the City.

3. CONSENT CALENDAR

Motion to approve the Consent Calendar with Mayor Heft removing Item No. 3.6.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erica Pezold, Mayor Pro Tempore
SECONDER:	Don Sedgwick, Council Member
AYES:	Janine Heft, Mayor; Erica Pezold, Mayor Pro Tempore; Dore J. Gilbert, M.D., Council Member; Don Sedgwick, Council Member; Dave Wheeler, Council Member

3.1 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.

3.2 Approval of Minutes for October 13, 2020, Regular Meeting

Recommendation: That the City Council approve the Minutes for the October 13, 2020, Regular Meeting.

3.3 Ratification of November 10, 2020, Warrant Register

Recommendation: That the City Council ratify the accompanying Warrant Register for the period from October 2, 2020, to October 29, 2020, in the amount of \$1,111,675.62.

3.4 City Council Review and Confirmation of the Necessity for Continuing the Local Emergency Related to the On-Going Threat of the Novel COVID-19 Virus and Confirmation of the Director of Emergency Services/City Manager's Executive Orders Related Thereto

Recommendation: That the City Council: 1) Review and confirm the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus; and 2) Confirm the Director of Emergency Services/City Manager's executive orders related thereto.

3.5 First Amendment to Civic Center Office Lease with First American Advisors, Inc., for 24031 El Toro Road, Suite 304, Laguna Hills, California

Recommendation: That the City Council approve the First Amendment to Civic Center Office Lease with First American Advisors, Inc., for 24031 El Toro Road, Suite 304, Laguna Hills, California, and authorize the City Manager to execute the First Amendment to Lease.

3.7 Assignment and Assumption Agreement for Professional Independent Auditor and Accounting Services

Recommendation: That the City Council approve and authorize the City Manager to execute the Proposed Assignment and Assumption Agreement for Professional Independent Auditor and Accounting Services by and between the City of Laguna Hills, White Nelson Diehl Evans LLP, and Clifton Larson Allen LLP.

3.8 M2 Expenditure Report for the Fiscal Year Ended June 30, 2020

Recommendation: That the City Council: 1) Approve the M2 Expenditure Report for the Fiscal Year ended June 30, 2020, for submittal to OCTA; and 2) Adopt Resolution No. 2020-11-10-1: "A Resolution of the City Council of the City of Laguna Hills, California, concerning the Measure M2 (M2) Expenditure Report for the City of Laguna Hills for the Fiscal Year ended June 30, 2020."

3.9 Fiscal Year 2019/2020 Budget Amendment to Interfund Transfers

Recommendation: That the City Council adopt Resolution No. 2020-11-10-2: "A Resolution of the City Council of the City of Laguna Hills, California, amending the Fiscal Year 2019/2020 Budget for Interfund Transfers to the General Fund from the SB1 RMRA Gas Tax Fund, Measure M Fund, Grants & Contributions Fund, and the SLESF/COPS Brulte Fund."

ITEMS REMOVED FROM THE CONSENT CALENDAR

3.6 Approval of Proposed Contract Services Agreement for School Crossing Guard Services with All City Management Services, Inc., for a Three-Year Term

Mayor Heft removed Item No. 3.9 to request additional information.

Recommendation: That the City Council:

1) Approve the proposed Contract Services Agreement with All City Management Services, Inc., to provide school crossing guard services. The proposed contract is

for a three-year term from November 10, 2020, through November 9, 2023, for a total not-to-exceed maximum contract amount of \$567,484.80. The total not-to-exceed maximum contract amount is an aggregate of the following anticipated amounts: \$171,838.80 for Year 1 (2020/2021); \$184,237.20 for Year 2 (2021/2022); \$196,404.80 for Year 3 (2022/2023); and an additional \$5,000 per year (\$15,000) to cover unanticipated costs.

2) Authorize the Mayor to execute the proposed Contract Services Agreement for school crossing guard services with All City Management Services, Inc.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erica Pezold, Mayor Pro Tempore
SECONDER:	Don Sedgwick, Council Member
AYES:	Janine Heft, Mayor; Erica Pezold, Mayor Pro Tempore; Dore J. Gilbert, M.D., Council Member; Don Sedgwick, Council Member; Dave Wheeler, Council Member

4. PLANNING AGENCY

Mayor Heft 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 7:25 p.m.

4.1. ROLL CALL OF PLANNING AGENCY MEMBERS

Attendee Name	Title	Status	Arrived
Janine Heft	Chair	Present	
Erica Pezold	Vice Chair	Present	
Dore J. Gilbert, M.D.	Agency Member	Remote	
Don Sedgwick	Agency Member	Remote	
Dave Wheeler	Agency Member	Remote	

4.2. PUBLIC COMMENTS

There were no Planning Agency public comments.

4.3. APPROVAL OF MINUTES

4.3.1 Approval of Minutes for October 13, 2020, Regular Meeting

Recommendation: That the Planning Agency approve the Minutes for the October 13, 2020, Regular Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erica Pezold, Vice Chair
SECONDER:	Dore J. Gilbert, M.D., Agency Member
AYES:	Janine Heft, Chair; Erica Pezold, Vice Chair; Dore J. Gilbert, M.D., Agency Member; Don Sedgwick, Agency Member; Dave Wheeler, Agency Member

4.4. ADMINISTRATIVE REPORTS

There were no Planning Agency administrative reports.

4.5. PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency public hearings.

PLANNING AGENCY ADJOURNMENT

Mayor Heft reconvened the City Council Meeting at 7:26 p.m. Mayor Heft and Mayor Pro Tempore Pezold were present. Council Member Gilbert, Council Member Sedgwick and Council Member Wheeler were present via video and teleconference.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council public hearings.

6. ADMINISTRATIVE REPORTS

6.1. City Manager

The City Manager gave no administrative reports.

6.2. Assistant City Manager/Director of Public Services

6.2.1 Approval of the Plans and Specifications and Authorization to Advertise for Bids for Electric Vehicle Charging Stations at 24035 El Toro Road, Laguna Hills Civic Center, CIP No. 505

Assistant City Manager/Director of Public Services Rosenfield reviewed the information provided in the staff report and responded to Council requests for additional information.

Recommendation: That the City Council approve the plans and specifications and authorize the advertisement for bids for Electric Vehicle

Charging Stations at 24035 El Toro Road, Laguna Hills Civic Center, CIP No. 505.

RESULT:	APPROVED [4 TO 1]
MOVER:	Don Sedgwick, Council Member
SECONDER:	Erica Pezold, Mayor Pro Tempore
AYES:	Janine Heft, Mayor; Erica Pezold, Mayor Pro Tempore; Dore J. Gilbert, M.D., Council Member; Don Sedgwick, Council Member
NAYS:	Dave Wheeler, Council Member

6.3. Community Development Director

6.3.1 2021-2029 Housing Element Overview

Community Development Director Chantarangsu reviewed the information provided in the staff report and responded to Council requests for additional information.

Jennifer Gastelum, Principal and Nicole West, Associate with Placeworks, Inc. provided a PowerPoint presentation and responded to Council requests for additional information.

Council Member Gilbert left the meeting at 8:00 p.m.

Recommendation: The City Council received and filed the report.

7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS

There were no matters agendized and presented by City Council Members.

8. CITY COUNCIL MEMBER COMMENTS

Mayor Pro Tempore Pezold

Mayor Pro Tempore Pezold congratulated Mayor Heft and Bill Hunt on a positive election in Laguna Hills.

Council Member Wheeler

Council Member Wheeler gave a shout out to Mayor Heft and Bill Hunt for getting elected to the next term of the Laguna Hills City Council.

Mayor Heft

Mayor Heft thanked the residents for re-electing her to the City Council and further thanked the volunteers who supported her campaign.

Mayor Heft requested that the issue of pickleball courts be agendaized for consideration on the next Agenda, and received a second from Mayor Pro Tempore Pezold.

Mayor Heft gave a shout out to Pumpkin City and indicated that they would like to donate a Christmas tree to the Laguna Hills Civic Center.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Heft declared the meeting adjourned at 8:49 p.m.

Melissa Au-Yeung, City Clerk

ATTEST:

Janine Heft, Mayor

Approved at meeting of November 24, 2020



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: November 24, 2020
TO: Mayor and Council Members
FROM: Janice Reyes
Finance Director
ISSUE: Ratification of November 24, 2020, Warrant Register

RECOMMENDATION: That the City Council ratify the accompanying Warrant Register for the period from October 30, 2020, to November 12, 2020, in the amount of \$978,663.99.

SUMMARY:

The City issues accounts payable disbursements on a regular basis and presents it to 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 October 30, 2020, to November 12, 2020, is being presented for ratification by the City Council. Payments have been reviewed and approved by the appropriate departmental staff. The Director of Finance certifies to the accuracy of the attached register and to the availability of monies for payment thereof.

ATTACHMENTS:

- Warrant Register - November 24, 2020
- Warrant Register, Payables Detail Report - November 24, 2020



City of Laguna Hills, CA

Warrant Register - November 24, 2020

By Check Number

Date Range: 10/30/2020 - 11/12/2020

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Regular				
8818586	J-1082	JONES DAY	10/30/2020	7,404.51
8818587	C-0333	CALIF PARK & REC SOCIETY, INC.	11/05/2020	145.00
8818588	C-0023	COX COMMUNICATION	11/05/2020	211.81
8818589	D-0410	DMV RENEWAL	11/05/2020	239.00
8818590	D-0561	DOCU-TRUST LAGUNA VAULT	11/05/2020	101.00
8818591	G-0861	GOVERNMENT TAX SEMINARS, LLC	11/05/2020	395.00
8818592	H-0848	HDL, COREN & CONE	11/05/2020	2,781.00
8818593	M-1302	MOULTON NIGUEL WATER DISTRICT	11/05/2020	8,769.36
8818594	O-1546	OFFICE SOLUTIONS	11/05/2020	185.03
8818595	Q-1716	QUADIENT LEASING USA, INC.	11/05/2020	498.39
8818596	R-1977	RJ ELECTRIC	11/05/2020	722.00
8818597	W-2377	WILLDAN ENGINEERING	11/05/2020	360.00
8818598	A-0378	A.Y. NURSERY, INC.	11/12/2020	1,368.43
8818599	A-0233	ALISO CREEK PRINTING MINUTEMEN PRESS	11/12/2020	7,761.24
8818600	A-0138	ALL CITY MANAGEMENT, INC.	11/12/2020	9,546.60
8818601	A-0360	ARC DOCUMENT SOLUTIONS, LLC	11/12/2020	192.79
8818602	A-0371	AVENU MUNISERVICES	11/12/2020	2,500.00
8818603	B-0304	BEE MAN, THE	11/12/2020	418.50
8818604	B-0437	BRINKS, INCORPORATED	11/12/2020	156.22
8818605	C-0333	CALIF PARK & REC SOCIETY, INC.	11/12/2020	550.00
8818606	C-1144	CHARLES ABBOTT ASSOCIATES, INC	11/12/2020	28,758.31
8818607	C-0324	CITY OF MISSION VIEJO	11/12/2020	42,081.60
8818608	C-1191	COMMUNICATIONS CHGS- LAW ENF - COUNTY OF ORANGE	11/12/2020	3,321.00
8818609	C-1139	COMPLETE OFFICE OF CALIFORNIA	11/12/2020	38.72
8818610	C-1206	COUNTY OF ORANGE - OCHFT	11/12/2020	4,630.00
8818611	D-0461	DATA TICKET, INC.	11/12/2020	976.52
8818612	D-0541	DIAMOND ENVIRONMENTAL SERVICES	11/12/2020	40.71
8818613	D-0576	DISASTER MANAGEMENT SYSTEMS INC.	11/12/2020	12,580.22
8818614	D-0410	DMV RENEWAL	11/12/2020	27.00
8818615	E-0554	ECONOMICS, INC.	11/12/2020	10,431.07
8818616	E-0600	EWING IRRIGATION PRODUCTS, INC	11/12/2020	232.32
8818617	H-0829	HARTZOG & CRABILL, INC.	11/12/2020	4,471.43
8818618	J-1071	JCTEES.COM CORPORATION	11/12/2020	778.32
8818619	K-1196	KELLY ASSOCIATES MANAGEMENT GROUP, LLC	11/12/2020	2,065.00
8818620	N-1474	NIEVES LANDSCAPE, INC.	11/12/2020	85,125.01
8818621	O-1546	OFFICE SOLUTIONS	11/12/2020	228.28
8818622	O-1575	ORANGE COUNTY REGISTER-FREEDOM CA. NEWSPAPER PARTNERSHIP	11/12/2020	1,788.00
8818623	C-1003	PARKING VIOLATIONS OC TREASURER-TAX COLLECTOR	11/12/2020	1,478.50
8818624	R-1830	RALPHS GROCERY COMPANY	11/12/2020	47.43
8818625	S-1902	SAN DIEGO GAS & ELECTRIC	11/12/2020	10,623.70
8818626	S-1904	SOUTHERN CALIFORNIA EDISON	11/12/2020	4,098.40
8818627	S-2209	STUDIO TWO BLACK DIAMOND	11/12/2020	1,499.72
8818628	S-2201	SUNSET PROPERTY SERVICES JONSET CORPORATION	11/12/2020	12,484.60
8818629	U-2165	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA	11/12/2020	156.94
8818630	V-2249	US BANK VOYAGER FLEET SYSTEM	11/12/2020	671.40
8818631	W-2337	WEST COAST ARBORISTS, INC.	11/12/2020	539.20
8818632	W-2448	WEST GATE CONTRACTOR	11/12/2020	4,000.00
8818633	W-2426	WHITE NELSON DIEHL EVANS LLP	11/12/2020	9,735.00
			Total Regular:	287,214.28

Attachment: Warrant Register - November 24, 2020 (2264 : Warrant Register, November 24, 2020)

Warrant Register - November 24, 2020

Date Range: 10/30/2020 - 11/12/2020

Check Number	Vendor Number	Vendor Name	Payment Date	Payment Amount
Payment Type: Bank Draft				
DFT0001404	C-1007	OCSD LAW ENFORCEMENT CONTRACT, OC TREASURER-TAX	11/06/2020	691,449.71
Total Bank Draft:				691,449.71

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	66	48	0.00	287,214.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	691,449.71
EFT's	0	0	0.00	0.00
	67	49	0.00	978,663.99

Attachment: Warrant Register - November 24, 2020 (2264 : Warrant Register, November 24, 2020)

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	66	48	0.00	287,214.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	691,449.71
EFT's	0	0	0.00	0.00
	67	49	0.00	978,663.99

Fund Summary

Fund	Name	Period	Amount
998	POOL	10/2020	7,404.51
998	POOL	11/2020	971,259.48
			978,663.99



City of Laguna Hills, CA

Warrant Register - Payables Detail Report

By Fund

Payment Dates 10/30/2020 - 11/12/2020

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
Fund: 100 - GENERAL FUND					
10/30/2020	JONES DAY	33374320	Professional Services, Mar '20	100-155-700012	2,914.81
10/30/2020	JONES DAY	33380434	Professional Services, Apr '20	100-155-700012	271.88
10/30/2020	JONES DAY	33397876	Professional Services, May & Jun '20	100-155-700012	3,872.44
10/30/2020	JONES DAY	33412397	Professional Services, Jul '20	100-155-700012	345.38
11/05/2020	DOCU-TRUST LAGUNA VAULT	041304	Offsite Data Storage, Oct '20	100-155-700030	101.00
11/05/2020	COX COMMUNICATION	101820	Cable, City Hall, Oct '20	100-195-630000	32.19
11/05/2020	COX COMMUNICATION	101920	WiFi, City Hall, Oct '20	100-195-630000	179.62
11/05/2020	CALIF PARK & REC SOCIETY, INC.	102220	Membership, Community Services, DM	100-310-610000	145.00
11/05/2020	DMV RENEWAL	103020	Registration Renewal, Gen Gov, DW	100-155-646100	239.00
11/05/2020	GOVERNMENT TAX SEMINARS, LLC	110220	Employee Training, Gen Gov, Nov '20	100-155-611000	395.00
11/05/2020	MOULTON NIGUEL WATER DISTRICT	110420	Water Usage, Public Services & Com Ctr, Sep '20	100-310-635100	3,821.58
11/05/2020	MOULTON NIGUEL WATER DISTRICT	110420	Water Usage, Public Services & Com Ctr, Sep '20	100-355-635000	4,947.78
11/05/2020	RJ ELECTRIC	59109	Special Events, Holiday Lights, Oct	100-310-695500	722.00
11/05/2020	OFFICE SOLUTIONS	I-01807099	Office/Operating Supplies, Oct '20	100-195-620000	76.68
11/05/2020	OFFICE SOLUTIONS	I-01807099	Office/Operating Supplies, Oct '20	100-355-622000	108.35
11/05/2020	QUADIENT LEASING USA, INC.	N8562377	Lease - Mailing Equip, Sep - Nov '20	100-195-641000	498.39
11/05/2020	HDL, COREN & CONE	SIN004424	Property Tax Audit, Oct - Dec '20	100-155-700055	2,781.00
11/06/2020	OCSO LAW ENFORCEMENT	SH 57580	Law Enforcement Services, Nov '20	100-420-720800	691,449.71
11/12/2020	CONTRACT, OC TREASURER-TAX ORANGE COUNTY REGISTER-FREEDOM CA. NEWSPAPER	0000496593	Legal Advertising, Sep-Oct '20	100-155-624001	1,788.00
11/12/2020	A.Y. NURSERY, INC.	0111079	Rooted Campaign Event, Oct '20	100-310-695500	1,368.43
11/12/2020	CALIF PARK & REC SOCIETY, INC.	100720	Membership, Public Services, KR	100-355-610000	550.00
11/12/2020	RALPHS GROCERY COMPANY	1020120971	Rooted Campaign Event, Oct '20	100-310-695500	14.97
11/12/2020	RALPHS GROCERY COMPANY	1020121182	Operating Supplies, Comm Svcs, Nov '20	100-310-622005	32.46
11/12/2020	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA	1020200372	Street Maintenance, Oct '20	100-355-720400	105.70
11/12/2020	DMV RENEWAL	102220	Registration Renewal, Public Services, SE572580	100-355-646100	27.00
11/12/2020	ARC DOCUMENT SOLUTIONS, LLC	10760602	Printing Services, Engineering, Oct	100-355-623000	192.79
11/12/2020	SOUTHERN CALIFORNIA EDISON	111220	Street Lights, Traffic Control, Oct '20	100-355-631000	59.52
11/12/2020	SOUTHERN CALIFORNIA EDISON	111220	Street Lights, Traffic Control, Oct '20	100-355-631400	44.64
11/12/2020	SAN DIEGO GAS & ELECTRIC	111220	Street Lights, Traffic Control, Oct '20	100-355-631400	10,623.70
11/12/2020	SOUTHERN CALIFORNIA EDISON	111220	Street Lights, Traffic Control, Oct '20	100-355-631900	3,881.48
11/12/2020	SOUTHERN CALIFORNIA EDISON	111220a	Street Lights, Traffic Control, Sep '20	100-355-631900	112.76
11/12/2020	BEE MAN, THE	111991	Bee Removal, Public Services, Oct '20	100-355-720701	418.50
11/12/2020	BRINKS, INCORPORATED	11356440	Courier Fee, Armored Transport, Nov '20	100-155-625000	156.22
11/12/2020	DATA TICKET, INC.	114539	Process Fee, Parking Citations, Jun	100-420-720823	548.89
11/12/2020	DATA TICKET, INC.	118574	Process Fee, Parking Citations, Oct	100-420-720823	427.63
11/12/2020	SUNSET PROPERTY SERVICES JONSET CORPORATION	123015	Street Sweeping Services, Oct '20	100-355-720410	12,415.24
11/12/2020	SUNSET PROPERTY SERVICES JONSET CORPORATION	123039	Street Sweeping Services, Oct '20	100-355-720410	69.36
11/12/2020	EWING IRRIGATION PRODUCTS, INC	12870526	Rooted Campaign Event, Oct '20	100-310-695500	232.32
11/12/2020	WEST COAST ARBORISTS, INC.	165318	Tree Trimming Services, Sep '20	100-355-720702	539.20
11/12/2020	WEST GATE CONTRACTOR	18	Graffiti Removal, Public Services, Oct '20	100-355-720500	4,000.00
11/12/2020	HARTZOG & CRABILL, INC.	20-0619	Traffic Signal Mgmt Services & CIP 168-I, Sep '20	100-355-700101	2,533.93

Attachment: Warrant Register, Payables Detail Report - November 24, 2020 (2264 : Warrant Register, November 24, 2020)

Warrant Register - Payables Detail Report

Payment Dates: 10/30/2020 - 11/12/2020

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
11/12/2020	HARTZOG & CRABILL, INC.	20-0619	Traffic Signal Mgmt Services & CIP 168-I, Sep '20	100-600-790600	1,937.50
11/12/2020	CITY OF MISSION VIEJO	20744	Animal Care Services, Oct-Dec '20	100-420-720401	55,131.59
11/12/2020	WHITE NELSON DIEHL EVANS LLP	210313	Annual St Report 18/19; Partial Audit Fees 19/20	100-155-700051	9,735.00
11/12/2020	COMPLETE OFFICE OF CALIFORNIA	2506569-0	Operating Supplies, Comm Ctr, Nov	100-310-622005	38.72
11/12/2020	ALISO CREEK PRINTING MINUTEMEN PRESS	28574	Operating Supplies, Oct '20	100-355-622000	6,484.40
11/12/2020	ALISO CREEK PRINTING MINUTEMEN PRESS	28650	Operating Supplies, Nov '20	100-355-622000	1,276.84
11/12/2020	CHARLES ABBOTT ASSOCIATES, INC	61803	Road Maintenance, COVID-19 Sign Install, Oct '20	100-355-720400	27,122.57
11/12/2020	ALL CITY MANAGEMENT, INC.	68221	Crossing Guard Services, 10/4/20 - 10/17/20	100-420-720822	5,455.20
11/12/2020	NIEVES LANDSCAPE, INC.	68376	Monthly and Misc Landscape, Oct '20	100-355-720700	84,508.00
11/12/2020	JCTEES.COM CORPORATION	6839	Rooted Campaign Event, Oct '20	100-310-695500	778.32
11/12/2020	NIEVES LANDSCAPE, INC.	68636	Rooted Campaign Event, Nov '20	100-310-695500	617.01
11/12/2020	US BANK VOYAGER FLEET SYSTEM	869321901043 GENGOV:	Vehicle Fuel, Oct '20	100-155-613100	138.68
11/12/2020	US BANK VOYAGER FLEET SYSTEM	869321901043 GENGOV:	Vehicle Fuel, Oct '20	100-155-646100	10.00
11/12/2020	US BANK VOYAGER FLEET SYSTEM	869321919043 COMDEV	Vehicle Fuel, Oct '20	100-225-613100	56.91
11/12/2020	US BANK VOYAGER FLEET SYSTEM	869322032043 POLSVCS	Vehicle Fuel, Oct '20	100-420-613100	159.08
11/12/2020	US BANK VOYAGER FLEET SYSTEM	869322040043 PUBWKS	Vehicle Fuel, Oct '20	100-355-613100	290.73
11/12/2020	US BANK VOYAGER FLEET SYSTEM	869322040043 PUBWKS	Vehicle Fuel, Oct '20	100-355-646100	16.00
11/12/2020	STUDIO TWO BLACK DIAMOND	96626	Printing Services, Oct '20	100-420-622000	1,402.74
11/12/2020	STUDIO TWO BLACK DIAMOND	96734	Printing Services, Oct '20	100-420-622000	96.98
11/12/2020	CITY OF MISSION VIEJO	CM0000090	Credit Memo 20738, 19/20 Animal Services	100-420-720401	(13,049.99)
11/12/2020	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA	dsb20195973	Street Maintenance, Oct '20	100-355-720400	51.24
11/12/2020	OFFICE SOLUTIONS	I-01811423	Office/Operating Supplies, Nov '20	100-195-620000	129.26
11/12/2020	OFFICE SOLUTIONS	I-01811423	Office/Operating Supplies, Nov '20	100-195-622000	99.02
11/12/2020	AVENU MUNISERVICES	INV06-010247	Professional Services, CAFR	100-155-626000	2,500.00
11/12/2020	COUNTY OF ORANGE - OCHFT	OCR000856	OCHFT Membership, FY 20/21	100-155-610006	4,630.00
11/12/2020	PARKING VIOLATIONS OC	OCT 20	Parking Fee Surcharge, Oct '20	100-420-720823	1,478.50
11/12/2020	TREASURER-TAX COLLECTOR COMMUNICATIONS CHGS- LAW ENF - COUNTY OF ORANGE	SC12518	Communications Charges, 10/1/20 - 12/31/20	100-420-646000	3,321.00

Fund 100 - GENERAL FUND Total: 947,459.85

Fund: 101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT

11/05/2020	WILLDAN ENGINEERING	00619992	Consultant Services, VALH, Oct '20	101-000-223000	360.00
11/05/2020	WILLDAN ENGINEERING	00619992	Consultant Services, VALH, Oct '20	101-000-450000	(360.00)
11/05/2020	WILLDAN ENGINEERING	00619992	Consultant Services, VALH, Oct '20	101-225-700200	360.00
11/12/2020	KELLY ASSOCIATES MANAGEMENT GROUP, LLC	110220	Professional Services, Oct '20	101-000-223000	2,065.00
11/12/2020	KELLY ASSOCIATES MANAGEMENT GROUP, LLC	110220	Professional Services, Oct '20	101-000-450000	(2,065.00)
11/12/2020	KELLY ASSOCIATES MANAGEMENT GROUP, LLC	110220	Professional Services, Oct '20	101-225-700040	2,065.00

Fund 101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT Total: 2,425.00

Fund: 307 - C & D FORFEITED DEPOSITS

11/12/2020	ECONOMICS, INC.	2017-2018.40	Professional Services, Recycling Program, Oct '20	307-355-700000	10,431.07
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Fund 307 - C & D FORFEITED DEPOSITS Total: 10,431.07

Fund: 430 - CARES Act Assistance - State

11/12/2020	DIAMOND ENVIRONMENTAL	0002911005	Contract Serv - Sanitation, Comm Ctr, Nov '20	430-420-721505	13.71
11/12/2020	DIAMOND ENVIRONMENTAL	0002911012	Contract Serv - Sanitation, Cabot Park, Nov '20	430-420-721505	13.50
11/12/2020	DIAMOND ENVIRONMENTAL	0002911013	Contract Serv - Sanitation, Civic Ctr, Nov '20	430-420-721505	13.50
11/12/2020	CHARLES ABBOTT ASSOCIATES, INC	61803	Road Maintenance, COVID-19 Sign Install, Oct '20	430-420-720000	1,635.74

Warrant Register - Payables Detail Report

Payment Dates: 10/30/2020 - 11/12/2020

Payment Date	Vendor Name	Payable Number	Description (Payable)	Account Number	Amount
11/12/2020	ALL CITY MANAGEMENT, INC.	68221	Crossing Guard Services, 10/4/20 - 10/17/20	430-420-720822	4,091.40
11/12/2020	DISASTER MANAGEMENT SYSTEMS INC.	Q4922	Supplies - Public Safety, COVID-19, Nov '20	430-420-622000	12,580.22
Fund 430 - CARES Act Assistance - State Total:					18,348.07
Fund: 600 - CAPITAL IMPROVEMENT PROJECT					
11/12/2020	HARTZOG & CRABILL, INC.	20-0619	Traffic Signal Mgmt Services & CIP 168-I, Sep '20	600-000-490100	(1,937.50)
11/12/2020	HARTZOG & CRABILL, INC.	20-0619	Traffic Signal Mgmt Services & CIP 168-I, Sep '20	600-251-950168	1,937.50
Fund 600 - CAPITAL IMPROVEMENT PROJECT Total:					-
Grand Total:					978,663.99

Attachment: Warrant Register, Payables Detail Report - November 24, 2020 (2264 : Warrant Register, November 24, 2020)

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
100 - GENERAL FUND	947,459.85	947,459.85
101 - MGP DEVELOPMENT APPLICATION - VALH PROJECT	2,425.00	2,425.00
307 - C & D FORFEITED DEPOSITS	10,431.07	10,431.07
430 - CARES Act Assistance - State	18,348.07	18,348.07
600 - CAPITAL IMPROVEMENT PROJECT	-	-
Grand Total:	978,663.99	978,663.99

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
100-155-610006	Memberships and Dues - OC	4,630.00	4,630.00
100-155-611000	Training and Education	395.00	395.00
100-155-613100	Vehicle-Fuel	138.68	138.68
100-155-624001	Advertising - Legal	1,788.00	1,788.00
100-155-625000	Postage & Delivery	156.22	156.22
100-155-626000	Subscriptions & Books	2,500.00	2,500.00
100-155-646100	Maint & Repairs - Vehicles	249.00	249.00
100-155-700012	Legal Services-Litigation OC Cities	7,404.51	7,404.51
100-155-700030	Professional Svcs- City Clerk	101.00	101.00
100-155-700051	Professional Services - Annual	9,735.00	9,735.00
100-155-700055	Professional Services -	2,781.00	2,781.00
100-195-620000	Office Supplies	205.94	205.94
100-195-622000	Operating Supplies	99.02	99.02
100-195-630000	Telephone & Communication	211.81	211.81
100-195-641000	Rent/Lease - Equipment	498.39	498.39
100-225-613100	Vehicle-Fuel	56.91	56.91
100-310-610000	Memberships and Dues Expense	145.00	145.00
100-310-622005	Operating Supplies Comm Ctr	71.18	71.18
100-310-635100	Utilities - Water Comm Ctr	3,821.58	3,821.58
100-310-695500	Special Events-Program Service	3,733.05	3,733.05
100-355-610000	Memberships and Dues Expense	550.00	550.00
100-355-613100	Vehicle-Fuel	290.73	290.73
100-355-622000	Operating Supplies	7,869.59	7,869.59
100-355-623000	Printing	192.79	192.79
100-355-631000	Utilities - Electric	59.52	59.52
100-355-631400	Electric-Street Lights/Signals	10,668.34	10,668.34
100-355-631900	UtilitiesElectricOnBillFinancing	3,994.24	3,994.24
100-355-635000	Utilities - Water	4,947.78	4,947.78
100-355-646100	Maint & Repairs - Vehicles	43.00	43.00
100-355-700101	Traffic Engineer Services	2,533.93	2,533.93
100-355-720400	Street Maintenance	27,279.51	27,279.51
100-355-720410	Street Sweeping	12,484.60	12,484.60
100-355-720500	Graffiti Removal	4,000.00	4,000.00
100-355-720700	Landscape Maintenance Contract	84,508.00	84,508.00
100-355-720701	Parks Contract Repair	418.50	418.50
100-355-720702	Tree Maintenance	539.20	539.20
100-420-613100	Vehicle-Fuel	159.08	159.08
100-420-622000	Operating Supplies	1,499.72	1,499.72
100-420-646000	Maint & Rep-Equip & Machinery	3,321.00	3,321.00
100-420-720401	Animal Care & Shelter Services	42,081.60	42,081.60
100-420-720800	General Law Enforcement	691,449.71	691,449.71
100-420-720822	Crossing Guard Services	5,455.20	5,455.20
100-420-720823	Parking Citation Processing	2,455.02	2,455.02
100-600-790600	Transfers Out - Capital Imprv	1,937.50	1,937.50
101-000-223000	Plan Application Deposit	2,425.00	2,425.00
101-000-450000	Planning Fees	(2,425.00)	(2,425.00)
101-225-700040	Consultant Services, Project	2,065.00	2,065.00
101-225-700200	Consultant Services, Planning	360.00	360.00

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Warrant Register - Payables Detail Report

Payment Dates: 10/30/2020 - 11/12/2020

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
307-355-700000	Professional Services	10,431.07	10,431.07
430-420-622000	Supplies - Public Safety, COVID-	12,580.22	12,580.22
430-420-720000	Contract Services - Public Safety,	1,635.74	1,635.74
430-420-720822	Contract Services - Crossing	4,091.40	4,091.40
430-420-721505	Contract Services-	40.71	40.71
600-000-490100	Transfer In- General Fund	(1,937.50)	(1,937.50)
600-251-950168	TrafficSignalImprovCoordination	1,937.50	1,937.50
	Grand Total:	978,663.99	978,663.99

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	978,663.99	978,663.99
Grand Total:	978,663.99	978,663.99

Attachment: Warrant Register, Payables Detail Report - November 24, 2020 (2264 : Warrant Register, November 24, 2020)



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: November 24, 2020

TO: Mayor and Council Members

FROM: Donald J. White
Director of Emergency Services/City Manager

ISSUE: City Council Review and Confirmation of the Necessity for Continuing the Local Emergency Related to the On-Going Threat of the Novel COVID-19 Virus and Confirmation of the Director of Emergency Services/City Manager's Executive Order Related Thereto

RECOMMENDATION: That the City Council: 1) Review and confirm the necessity for continuing the local emergency declared in response to the Novel COVID-19 virus; and 2) Confirm the Director of Emergency Services/City Manager's executive order related thereto.

SUMMARY:

On March 18, 2020, the City Manager, acting in his capacity as Director of Emergency Services, proclaimed the existence of a local emergency relating to COVID-19 (the "coronavirus"), at which time the City Council was not in session. On March 24, 2020, during a special meeting the City Council ratified and confirmed the City Manager's proclamation declaring the existence of a local emergency. Since that time, the rate of infection and threat to public health and safety have not abated, as the number of cases continue to grow. As of November 4, 2020, there were more than 47.7 million worldwide cases of COVID-19, and 1.22 million deaths. Locally, there were 62,589 confirmed cases and 1,484 deaths in Orange County. Since then, the worldwide cases have increased to more than 55.6 million, and the worldwide deaths have increased to more than 1.34 million. County-wide, the number of confirmed cases has increase from 62,589 to 69,413 and deaths have increased from 1,484 to 1,537. Pursuant to Laguna Hills Municipal Code ("LHMC") Section 2-32.060, the City Council must review the

Continuation of Local Emergency and Confirmation of Executive Order

November 24, 2020

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necessity for continuing the local emergency no less frequently than at every subsequent regular meeting of the City Council until the emergency is terminated. LHMC Section 2-32.150 further requires any rules and regulations, such as Executive Orders, issued by the Director of Emergency Services/City Manager that are reasonably related to the local emergency, such as for the protection of life and property as affected by the emergency, to be confirmed as soon as practicable by the City Council.

BACKGROUND:

On January 30, 2020, the World Health Organization ("WHO") declared the outbreak of COVID-19 a "public health emergency of international concern" and by March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic. On January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19. On February 26, 2020, the County of Orange and County Health Officer Dr. Nichole Quick declared a local emergency and a local health emergency to prepare for COVID-19, and on March 4, 2020, the Governor declared a State of Emergency in California allowing state agencies to take any action necessary to address COVID-19.

On March 11, 2020, the Governor and the California Department of Health issued a statement entitled "California Public Health Experts: Mass Gatherings Should be Postponed or Canceled Statewide to Slow the Spread of COVID-19" determining that gatherings should be postponed or canceled across the state until at least the end of March. Non-essential gatherings must be limited to no more than 250 people, while smaller events can proceed only if the organizers can implement social distancing of six (6) feet per person. Gatherings of individuals who are at higher risk for severe illness from COVID-19 should be limited to no more than ten (10) people, while also following social distancing guidelines. Furthermore, essential gatherings should only be conducted if the essential activity could not be postponed or achieved without gathering, meaning that some other means of communication could not be used to conduct the essential function.

Within a short period of time thereafter COVID-19 began to spread rapidly throughout California necessitating more stringent public health emergency orders. On March 12, 2020, the Governor issued Executive Order N-25-20, ordering that all residents are to heed the orders and guidance of state and local public health officials. Subsequently, on March 13, 2020, President Donald J. Trump declared a National

Continuation of Local Emergency and Confirmation of Executive Order
November 24, 2020
Page 3

Emergency to provide disaster funding, speed up the United States response to the crisis created by COVID-19, and to offer maximum flexibility to attack the problem. By March 16, 2020, President Trump advised the public to avoid groups of more than ten (10) people to fight the COVID-19 outbreak. On March 17, 2020, the Orange County Health Officer issued a Public Health Order prohibiting all public and private gatherings of any number of people, including at places of work, occurring outside a single household or living unit, until March 31, 2020, except for the purposes of engaging in an Essential Activity, as defined. This Public Health Order was superseded by the State's Executive Order and continues in effect until further notice.

In light of these events, on March 18, 2020, the City Manager, acting as the Director of Emergency Services pursuant to LHMC Section 2-32.060(B), proclaimed the existence of a local emergency within the City of Laguna Hills by enacting Proclamation No. 2020-03-18-1, at which time the City Council was not in session. A copy of Proclamation No. 2020-03-18-1 is attached hereto. On March 24, 2020, the City Council unanimously ratified and confirmed the City Manager's proclamation declaring the existence of a local emergency during a special meeting, as required by LHMC Section 2-32.060(B).

In order to mitigate the impact of COVID-19 across the State, on March 19, 2020, the Governor issued Executive Order N-33-20, which directed and ordered all residents to: 1) immediately heed the current State public health directives; and 2) to stay at home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors. On March 22, 2020, President Donald J. Trump declared California a major disaster area, thereby making federal emergency aid available for the State to supplement state, tribal, and local recovery efforts in the areas affected by the COVID-19 pandemic beginning on January 1, 2020, and continuing.

Effective August 31, 2020, Governor Newsom implemented a "Blueprint for a Safer Economy," within the COVID-19 portion of the state's website at: <https://covid19.ca.gov/safer-economy/>, which allows the public to enter a County and a desired activity to verify if it is open. The system also labels each county's risk level using a four color-coded tier system for COVID-19 monitoring that will replace any former county-based monitoring systems. As you can see in the graphic below, the system is based on the amount of positive cases and positivity rates as either widespread, substantial, moderate or minimal.

Continuation of Local Emergency and Confirmation of Executive Order
November 24, 2020
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Your County Color Determines Operations		
COUNTY RISK LEVEL	NEW CASES	POSITIVE TESTS
WIDESPREAD Most non-essential indoor business operations are closed.	More than 7 Daily new cases (per 100k)	More than 8% Positive tests
SUBSTANTIAL Some non-essential indoor business operations are closed.	4-7 Daily new cases (per 100k)	5-8% Positive tests
MODERATE Some business operations are open with modifications.	1-3.9 Daily new cases (per 100k)	2-4.9% Positive tests
MINIMAL Most business operations are open with modifications.	Less than 1 Daily new cases (per 100k)	Less than 2% Positive tests

As to the continuing need for the proclamation of emergency and the rules, measures, and orders issued to date by the City Council, the following facts are instructive. The County of Orange has been moved back a tier to be labeled with a risk factor of Widespread. As of November 4, 2020, there were more than 47.7 million worldwide cases of COVID-19, and 1.22 million deaths. Locally, there were 62,589 confirmed cases and 1,484 deaths in Orange County. Between November 4, 2020, and the date of publication of this staff report (November 20, 2020), the worldwide cases have increased to more than 55.6 million and the worldwide deaths have increased to more than 1.34 million. County-wide cases have increase from 62,589 to 69,413 and county-wide deaths have increased from 1,484 to 1,537. These figures continue to grow on a daily basis. The rate of infection, potential impact to health care systems, and the threat to public health and safety have not abated. The state of local emergency continues to exist.

It is recommended that the City Council: 1) Review the necessity for continuing the local emergency related to the COVID-19 pandemic; and 2) Confirm the Director of Emergency Services/City Manager's executive order related thereto. Based on the recommendations of the Director of Emergency Services/City Manager and the Chief of Police Services, it has been determined that the need for the locally declared emergency, pursuant to Proclamation No. 2020-03-18-1, continues to exist and should not be terminated at this time.

Continuation of Local Emergency and Confirmation of Executive Order

November 24, 2020

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ATTACHMENTS:

- Proclamation No. 2020-03-18-1, Declaration of Existence of a Local Emergency
- Executive Order, Director of Emergency Services/City Manager, November 17, 2020

PROCLAMATION NO. 2020-03-18-1

A PROCLAMATION OF THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DECLARING THE EXISTENCE OF A LOCAL EMERGENCY

WHEREAS, Laguna Hills Municipal Code Section 2-32.060 empowers the City Council (while in session), or the Director of Emergency Services (if the City Council is not in session), to declare the existence or threatened existence of a local emergency; and

WHEREAS, California Government Code Section 8550 *et seq.*, including Section 8558(c), authorizes the Director of Emergency Services to proclaim a local emergency when the City is threatened by conditions of disaster or extreme peril to the safety of persons and property within the City that are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, a novel coronavirus, COVID-19, causes infectious disease and was first detected in Wuhan City, Hubei Province, China in December 2019. Symptoms of COVID-19 include fever, cough, and shortness of breath; outcomes have ranged from mild to severe illness and in some cases death. The Center for Disease Control and Prevention (CDC) has indicated the virus is a significant public health threat; and

WHEREAS, Chinese health officials have reported tens of thousands of cases of COVID-19 in China, with the virus reportedly spreading from person-to-person. COVID-19 illnesses, most of them associated with travel from Wuhan, are also being reported in numerous countries, with thousands of cases, including the United States; and

WHEREAS, on January 30, 2020, the World Health Organization (WHO) declared the outbreak a "public health emergency of international concern" and on March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic. On January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19. On February 26, 2020, the County of Orange declared a local emergency and a local health emergency. On March 4, 2020, California Governor Gavin Newsom declared a State of Emergency in California; and

WHEREAS, on February 2, 2020, the federal government initiated the suspension of entry of foreign nationals who were in China during the 14-day period preceding their entry or attempted entry into the United States; and

WHEREAS, as of March 10, 2020, the WHO reported that, to date, 125,048 confirmed cases of COVID-19, 4,613 of which resulted in death, across 117 countries; and

WHEREAS, the Governor and the California Department of Health on March 11, 2020, issued a statement entitled "California Public Health Experts: Mass Gatherings Should be Postponed or Canceled Statewide to Slow the Spread of COVID-19," determining that gatherings should be postponed or canceled across the state until at least the end of March. Non-essential gatherings must be limited to no more than 250 people, while smaller events can proceed only if the organizers can implement social distancing of 6 feet per person. Gatherings of individuals who are at higher risk for severe illness from COVID-19 should be limited to no more than 10 people, while also following social distancing guidelines. Furthermore, essential gatherings should only be conducted if the essential activity could not be postponed or achieved without gathering, meaning that some other means of communication could not be used to conduct the essential function; and

WHEREAS, the Governor on March 12, 2020, issued Executive Order N-25-20, ordering, inter alia, that all residents are to heed the orders and guidance of state and local public health officials; and

WHEREAS, President Donald J. Trump on March 13, 2020, declared a national emergency to provide disaster funding, speed up the United States response to the crisis created by COVID-19, and to offer maximum flexibility to attack the problem; and

WHEREAS, on March 15, 2020, Governor Newsome requested bars and nightclubs to close, restaurants to reduce capacity by half, and all Californians aged 65 and older to self-isolate; and

WHEREAS, on March 16, 2020, President Donald J. Trump advised the public to avoid groups of more than 10 people to fight the coronavirus outbreak; and

WHEREAS, the City of Laguna Hills has the authority to impose measures to promote social distancing including, but not limited to, limitations on public events; and

WHEREAS, the City of Laguna Hills is a significantly populated city within Orange County, which is the sixth largest county in the United States; and

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen due to the potential introduction of COVID-19 to the City of Laguna Hills and Orange County; and

WHEREAS, such conditions are beyond the control of the services, personnel, equipment, and facilities of the City of Laguna Hills and require the combined forces of other political subdivisions to combat; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

WHEREAS, if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the community, and limits the spread of infection in the community and within the healthcare delivery system; and

WHEREAS, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future reimbursement by the state and federal governments will be critical to successfully responding to COVID-19; and

WHEREAS, the Director of Emergency Services has the authority to declare a local emergency as authorized by California Government Code Section 8630 and Laguna Hills Municipal Code Section 2-32.060.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED AND ORDERED BY DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF LAGUNA HILLS AS FOLLOWS:

Section 1. As contemplated in the Emergency Services Act contained in California Government Code Section 8550 *et seq.*, including Section 8558(c), and Chapter 2-32 of Title 2 of the Laguna Hills Municipal Code, a local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property caused by an epidemic, as detailed in the recitals set forth above.

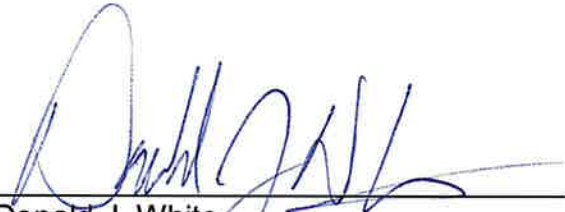
Section 2. The area of the City of Laguna Hills which is endangered/imperiled is the entire city.

Section 3. During the existence of this local emergency, the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law and by ordinances, resolutions, and orders of this City, including but not limited to the City's Emergency Operations Plan.

Section 4. The City Council shall review and ratify this proclamation of the City Manager within **seven (7) days** as required by state law, and if ratified, shall continue to exist until the City Council proclaims the termination of this local emergency. The City Council shall review the need for continuing the local emergency as required by state and local law until it terminates the local emergency, and shall terminate the local emergency at the earliest possible date that conditions warrant.

Section 5. A copy of this proclamation shall be forwarded to the Director of California Governor's Office of Emergency Services requesting that the Director find it acceptable in accordance with state law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in the City of Laguna Hills; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

PROCLAIMED this 18th day of March 2020.


Donald J. White,
Director of Emergency Services/
City Manager

ATTEST:


Melissa Au-Yeung, City Clerk

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Proclamation No. 2020-03-18-1 adopted by the Director of Emergency Services of the City of Laguna Hills, California, on the 18th day of March 2020.

(SEAL)


MELISSA AU-YEUNG, CITY CLERK



CITY OF LAGUNA HILLS

City Manager

OFFICE OF THE CITY MANAGER/DIRECTOR OF EMERGENCY SERVICES

Executive Orders

**Pursuant to Proclamation No. 20-03-18-01
Declaring the Existence of a Local Emergency**

RE: NOVEL CORONAVIRUS, COVID-19

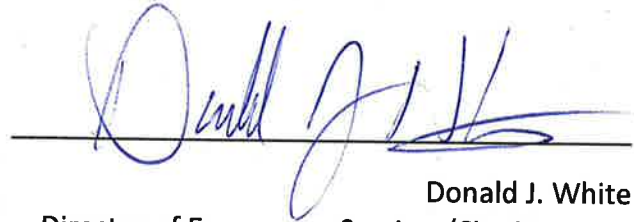
Issue Date: November 17, 2020

On March 18, 2020, in my capacity as the Director of Emergency Services (LHMC 2-32.060), I issued Proclamation 20-03-18-01 Declaring the Existence of a Local Emergency in response to severe public health concerns and economic impacts relating to the COVID-19 pandemic. The novel coronavirus, COVID-19, causes infectious disease and was first detected in Wuhan, Hubei Province, China in December 2019. Symptoms of COVID-19 include fever, cough, and shortness of breath; outcomes have ranged from mild to severe illness and, in some cases, death. The Center for Disease Control and Prevention (CDC) has indicated the virus is a significant public health threat, and States of Emergency have been declared by the County of Orange, the State of California, and the federal government of the United States. On March 19, 2020, California Governor Gavin Newsom issued Executive Order N-33-20, which bans gatherings, public and private, and orders residents to stay at home at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors, as defined, in order to mitigate the impact of COVID-19. Executive Order N-33-20 is enforceable pursuant to California law per Government Code Section 8665.

In order to comply with all applicable Public Health and Executive Orders and to protect public health in the City of Laguna Hills, the following Executive Orders are in effect until further notice:

33. Cabot Park and the Community Center Sports Complex restrooms are reopened to the public. Executive Order No. 6, dated March 19, 2020, is hereby rescinded.

Additional Executive Orders may be issued at any time relating to this public health emergency. Additional Executive Orders are cumulative, and do not negate or reverse these Executive Orders contained herein unless explicitly stated.



Donald J. White
Director of Emergency Services/City Manager

Cc:

Mayor and City Council
Greg Simonian, City Attorney
Kenneth Rosenfield, Public Works Director/City Engineer
Melissa Au-Yeung, Deputy City Manager
David Reynolds, Deputy City Manager
David Chantarangsu, Community Services Director
Janice Reyes, Finance Director
Matthew Stiverson, Police Chief



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: November 24, 2020

TO: Mayor and Council Members

FROM: Melissa Au-Yeung
Deputy City Manager

ISSUE: Civic Center First Quarter Financial Report for Fiscal Year 2020/2021

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

SUMMARY:

This Civic Center First Quarter Financial Report for Fiscal Year 2020/2021 is intended to provide the City Council with an overview of the Civic Center leasing operation finances as of September 30, 2020.

The abridged Balance Sheet and Income Statement summary for the Laguna Hills Civic Center leasing operation is in Tables 1 & 2.

Table 1: Abridged Balance Sheet
As of September 30, 2020

ASSETS	
Total Current Assets	\$ 242,856
Total Fixed Assets	\$ 6,311,356
TOTAL ASSETS	\$ 6,554,212
 LIABILITY & EQUITY	
Total Current Liabilities	\$ 71,205
Total Equity	\$ 6,483,007
TOTAL LIABILITIES & EQUITY	\$ 6,554,212

Table 2: Income Statement Summary
For the Period Ended September 30, 2020

	Actuals	Budgeted	Variance
Total Income	\$ 144,874	\$ 151,866	\$ (6,993)
Total Expenses	\$ 151,819	\$ 150,094	\$ 1,725
NET INCOME/(LOSS)	\$ (6,945)	\$ 1,772	

As shown in Table 2, Essex Realty, the management company for the property, reported a net loss of \$6,945 for the three months of leasing activity from July 1, 2020, to September 30, 2020. The net loss is due to deferred rent due to the current novel coronavirus pandemic and its economic effects. After adding back contra rent revenue associated with the City's occupied spaces, the effective net income for the quarter is \$130,549.34.

A detailed Balance Sheet, Comparative Income Statement, and Check Register for the three months of the quarter have been provided as attachments to this report.

ATTACHMENTS:

- Balance Sheet as of September 30, 2020
- Comparative Income Statement for the period ending September 30, 2020

Database: ESSEXREALTY
 ENTITY: 742

Standard Balance Sheet
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

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 Date: 10/2/2020
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Accrual

Report includes an open period. Entries are not final.

Sep 2020

ASSETS

CURRENT ASSETS

Cash - Operating	84,254.67
Cash - MMA	37,610.98

TOTAL CASH AND CASH EQUIVALENTS	121,865.65
--	-------------------

Accounts Receivable	33,980.48
Prepaid Insurance	87,009.48

NET ACCOUNTS RECEIVABLE	120,989.96
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TOTAL CURRENT ASSETS	242,855.61
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FIXED ASSETS

Land	2,855,425.10
Building	3,344,613.52
Capital Improvements	10,032,769.34
Tenant Improvements	1,404,608.30
Lease Commissions	350,983.34
Accumulated Depreciation	(11,677,043.33)

TOTAL FIXED ASSETS	6,311,356.27
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TOTAL ASSETS	6,554,211.88
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LIABILITIES & EQUITY

CURRENT LIABILITY

Accrued Expenses	27,045.00
Security Deposits	44,160.25

TOTAL CURRENT LIABILITY	71,205.25
--------------------------------	------------------

LONG TERM LIABILITY

TOTAL LONG TERM LIABILITIES	0.00
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EQUITY

Current Yr Earnings	(6,944.86)
Distribution	(700,000.00)
Capital	6,064,688.39
Paid by Owner	8,940,638.49
Funds from Owner	1,686,863.71
Retained Earnings	(9,502,239.10)

TOTAL EQUITY	6,483,006.63
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TOTAL LIABILITIES & EQUITY	6,554,211.88
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Attachment: Balance Sheet as of September 30, 2020 (2270 : Civic Center First Quarter Financial Report for FY 2021)

Database: ESSEXREALTY
 ENTITY: 742

Income Statement
Income Statement
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

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 Date: 10/2/2020
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Accrual

Report includes an open period. Entries are not final.

	Current Period	Year-To-Date
	1 Month	3 Months
Thru:	Sep 2020	Sep 2020
INCOME		
RENTAL INCOME		
Rent	95,216.39	290,101.31
Deferred- Revenue	(8,624.00)	(8,624.00)
Contra Revenue	(45,830.40)	(137,491.20)
CAM Revenue	6,121.49	18,364.47
Contra CAM	(5,832.17)	(17,496.51)
TOTAL RENTAL INCOME	41,051.31	144,854.07
RECOVERY INCOME		
TOTAL RECOVERY INCOME	0.00	0.00
OTHER INCOME		
TOTAL OTHER INCOME	0.00	0.00
TOTAL INCOME	41,051.31	144,854.07

EXPENSES

DIRECT OPERATING EXPENSES

Security-Fire Alarms	4,245.00	4,610.00
Cleaning Contract-Janitor	3,945.00	11,834.88
Add'l Cleaning-DayPorter	3,726.37	10,829.11
Cleaning Supplies	0.00	1,834.05
Mgmt Fee-Agent	3,915.00	11,745.00
HVAC Contract Services	973.00	3,043.00
HVAC Repair/Maint	2,223.95	8,712.34
Elevator Contract Service	541.00	1,658.61
Doors & Locks	176.96	176.96
Floor & Carpet Rpr/Maint	285.00	855.00
Pest Control	75.00	225.00
Misc Repair/Maint	395.00	1,221.33
Onsite Maint Personnel	3,559.95	4,999.22
Electricity-General	14,565.34	41,752.19
Gas	38.71	127.96
Water & Sewer	1,746.00	4,905.47
Property Telephone	243.25	498.29
Pkg Lot-Lighting	0.00	1,750.00
Pkg Lot-Sweeping	228.00	684.00
Landscaping Contract	2,400.00	7,200.00
Landscaping-Interior	329.00	1,019.06
Fountain Maintenance	0.00	300.00
Insurance	8,264.48	24,793.43
Insurance - Earthquake	1,403.25	4,209.74
Real Estate Taxes	0.00	0.62
TOTAL DIRECT OPERATING EXPENSES	53,279.26	148,985.26

Attachment: Comparative Income Statement for the period ending September 30, 2020 (2270 : Civic Center First Quarter Financial Report for FY

Database: ESSEXREALTY
 ENTITY: 742

Income Statement
Income Statement
Essex Realty SaaS DB
CITY OF LAGUNA HILLS

Page: 2
 Date: 10/2/2020
 Time: 01:10 AM

Accrual

Report includes an open period. Entries are not final.

	Current Period	Year-To-Date
	1 Month	3 Months
Thru:	Sep 2020	Sep 2020

NET OPERATING INCOME	(12,227.95)	(4,131.19)
OTHER INCOME & EXPENSES		
Admin & Professional Exp.	50.00	150.00
Environmental Expense	0.00	189.00
Repairs & Maint- Indirect	327.33	2,494.32
Interest Income	(6.48)	(19.65)
TOTAL OTHER INCOME & EXPENSES	370.85	2,813.67
NET INCOME/(LOSS)	(12,598.80)	(6,944.86)

Attachment: Comparative Income Statement for the period ending September 30, 2020 (2270 : Civic Center First Quarter Financial Report for FY



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: November 24, 2020
TO: Mayor and Council Members
FROM: Melissa Au-Yeung
Deputy City Manager
ISSUE: FY 2019/20 Development Impact Fees Annual Report

RECOMMENDATION: That the City Council approve the FY 2019/20 Development Impact Fees Annual Report pursuant to California Government Code Section 66006.

SUMMARY:

Pursuant to Section 66006 of the California Government Code, local agencies are authorized to condition approval of development projects on the payment of development impact fees for the purpose of defraying all or a portion of the cost of public facilities related to the development project. Any local agency that imposes a development impact fee is required to make available to the public a summary of each mitigation fee account on an annual basis. At this time, the City imposes three types of development impact fees on development projects – Public Art Fees, Traffic Mitigation Fees, and Quimby Act Fees – and pursuant to the aforementioned regulations, it is required to make available for public review a summary of activities for each account.

BACKGROUND:

The Mitigation Fee Act, as provided for in Section 66006 of the California Government Code, regulates the means by which public agencies collect, maintain, and spend development impact fees imposed on development projects. The regulations include specific requirements pertaining to governmental accounting, spending, and annual reporting of development impact fees. Each year, within the first 180 days following the previous fiscal year, the City is required to make available to the public a summary of each mitigation fee account (“Annual Report”). Moreover, after a 15-day public review

period, the City is required to review the Annual Report in a public meeting.

Reporting Requirements

The City imposes three types of development impact fees on development projects: Public Art Fees, Traffic Mitigation Fees, and Quimby Act Fees. Accordingly, as required in the Mitigation Fee Act, the City must make available its Annual Report which includes:

- 1) A brief description of the type of fee in the account or fund;
- 2) The amount of the fee;
- 3) The beginning and ending balance of the account or fund;
- 4) The amount of the fees collected and interest earned;
- 5) Identification of each public improvement on which fees were expended and the total amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
- 6) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete;
- 7) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan; and
- 8) The amount of any refunds made pursuant to Section 66001(e) and the amount of any allocations pursuant to Section 66001(f).

Furthermore, Section 66008 of the Mitigation Fee Act provides that a local agency shall expend a fee for public improvements solely and exclusively for the purpose for which it is collected. The fee may not be levied, collected, or imposed for general revenue purposes.

FY 2019/20 Development Impact Fees Annual Report

November 24, 2020

Page 3

Summary of Mitigation Fee Activity

No mitigation fees were collected during the fiscal year ending June 30, 2020. However, the Public Art Fees Fund collected \$1,557.16 in interest earnings and expended \$2,301.50 on a public art project at the Civic Center, resulting in a total ending fund balance of \$71,947.88. The Traffic Mitigation Fees Fund and the Quimby Act Fees Fund each began and ended the year with a zero balance.

Fifth Year Findings

Section 66001(d) of the Mitigation Fee Act requires the City to make additional findings every fifth fiscal year after an initial deposit for any unexpended amounts – committed or uncommitted – remaining in a mitigation fee account. The existing funds in the Public Art Fees Fund were initially deposited on October 7, 2017, and both the Traffic Mitigation Fees Fund and Quimby Act Fees Fund have zero balances. Consequently, the City is not required to make fifth year findings at this time.

The Annual Report (attached as “**Exhibit A**”) was made available for public review at the City Clerk’s Office on November 9, 2020, satisfying the 15-day public review period as required by the Mitigation Fee Act. In addition, the Building Industry Association received an advance copy of the Annual Report on the same date.

ATTACHMENTS:

- Exhibit A - FY 2019/20 Development Impact Fees Annual Report

FISCAL YEAR 2019/20 DEVELOPMENT IMPACT FEES ANNUAL REPORT

The Laguna Hills City Council has adopted three types of development impact fees that it imposes on development projects: Public Art Fees, Traffic Mitigation Fees, and Quimby Act Fees. Pursuant to the Mitigation Fee Act, as provided in Section 66006 of the California Government Code, the City is required to make available for public review a summary of its development impact fees.

Type of Mitigation Fee

The City imposes three types of development impact fees:

- *Public Art Fees:* This fee provides funding for Public Art throughout the Urban Village, thereby enhancing the cultural and aesthetic environment of the City and to encourage creativity, education, and the appreciation of the arts.
- *Traffic Mitigation Fees:* This fee provides funding for additional or improved traffic signal, operation, and infrastructure improvements for which the need is generated by new development within the Urban Village.
- *Quimby Act Fees:* This fee provides funding for additional or improved park and/or recreation facilities improvements for which the need is generated by new development within the City.

Amount of Fee

The amounts of the development impact fees are described below:

- *Public Art Fees:* The minimum amount for the public art component or in-lieu fees shall be required of all new developments with a total construction cost of \$250,000 or more pursuant to the following formula:
 - $TCC \times 0.005 = \text{Value of Public Art of In – Lieu Fee}$
 - $TCC = \text{Total construction costs of the project (permit valuation)}$
 - $0.005 = \text{Minimum value shall be 0.5\% of total construction costs}$
- *Traffic Mitigation Fees:* The fee shall be three thousand nine hundred fourteen dollars (\$3,914.00) per each new PM peak hour trip as determined by the City Engineer based upon a traffic study.
- *Quimby Act Fees:* The amount of land or in-lieu fees to be dedicated shall be determined pursuant to the following formula:
 - $A = \frac{5(DU \times PPD)}{1000}$
 - $\text{In – Lieu Fee} = A \times FMV$

- *A = acres required to be dedicated as parkland*
- *5.0 = Park acreage standard for the City*
- *DU = Number of proposed dwelling units*
- *FMV = Fair Market Value*
- *PPD = # of persons per dwelling unit as applicable for the subdivision and type of dwelling units constructed*

Summary of Mitigation Fee Activity

A summary of each type of mitigation fee for fiscal year ending June 30, 2020, is described below in *Table 1*:

Table 1: Summary of Mitigation Fee Activity for Fiscal Year Ending June 30, 2020

		Public Art Fees	Traffic Mitigation Fees	Quimby Act Fees
REVENUES				
	Fees	\$ -	\$ -	\$ -
	Interest	\$ 1,557.16	\$ -	\$ -
	Misc. Revenue	\$ -	\$ -	\$ -
	Total Revenue	\$ 1,557.16	\$ -	\$ -
EXPENDITURES		\$ 2,301.50	\$ -	\$ -
TRANSFERS IN/OUT		\$ -	\$ -	\$ -
CHANGE IN FUND BALANCE		\$ (744.34)		
BEGINNING FUND BALANCE		\$ 72,692.22	\$ -	\$ -
ENDING FUND BALANCE		\$ 71,947.88	\$ -	\$ -

Beginning and Ending Balances of Funds

The beginning and ending balances of each of the fee accounts are shown in the table below. The ending balance was arrived at by adding the fees collected and interest earned to each account, and then subtracting the expenditures.

Table 2 – Beginning and Ending Fund Balance for FY 2019/20

Balances	Public Art Fees	Traffic Mitigation Fees	Quimby Fees
Beginning Balance	\$72,692.22	\$0	\$0
Ending Balance	\$71,947.88	\$0	\$0

The Public Art Fees fund collected \$1,557.16 in interest earnings and expended \$2,301.50 for a total ending balance of \$71,947.88. The Traffic Mitigation Fees Fund and the Quimby Act Fees fund had no activity during the fiscal year ending June 30, 2020, and both funds have zero beginning and ending balances.

Fees Collected and Interest Earned

The table below shows the amount of fees collected and interest earned.

Table 3 – Fees Collected and Interest Earned for FY 2019/20

Balances	Public Art Fees	Traffic Mitigation Fees	Quimby Fees
Fees Collected	\$0	\$0	\$0
Interest Earned	\$1,557.16	\$0	\$0

Expenditures

For this section, State law requires an identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the costs of the public improvement that was funded with fees.

Table 4 – Expenditures for FY 2019/20

Improvement	Fee Used	Amount of Fees Expended	% of Cost Funded by Fees to Date
Civic Center Public Art – 3/5 Marine Battalion Memorial	Public Art Fund	\$2,301.50	100%

Construction Commencement Date for Incomplete Improvements

Not applicable at this time.

Interfund Transfers and Loans

No interfund transfers were made and no collected fees were loaned to another account in FY 2019/20.

Amount of Refunds

No refunds of any of these funds were made or required in FY 2019/20.



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: November 24, 2020
TO: Mayor and Council Members
FROM: Janice Reyes
Finance Director
ISSUE: Annual Review of Investment & Portfolio Policies and Delegation of Investment Authority to the City Treasurer

RECOMMENDATION: That the City Council adopt a Resolution entitled: "A Resolution of the City Council of the City of Laguna Hills, California, delegating investment authority to the City Treasurer and approving a policy for the investment of surplus City funds and rescinding Resolution No. 2019-11-26-3."

SUMMARY:

Pursuant to Government Code Section 53646, the City Treasurer is required to render to the City Council an annual statement of investment policy. Staff has reviewed the investment and portfolio policies and is not recommending any revisions to the existing policies, which complies with State law and is consistent with the recommended best practices promulgated by the Government Finance Officers Association. The "2021 Investment and Portfolio Policies" for the City and the Public Improvement Corporation are contained in Exhibit A of the attached Resolution.

State law requires that the City Council annually review the City's written investment policies at a public meeting. It also allows the City Council to delegate its investment authority to the City Treasurer for up to one year at a time. A Resolution to adopt the policies and delegate the investment authority to the City Treasurer for the year 2021 is attached and staff is recommending approval.

2021 Investment Policy
November 24, 2020
Page 2

ATTACHMENTS:

- Proposed Resolution
- Exhibit A - Proposed 2021 Investment Policy

RESOLUTION NO. 2020-11-24-X

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DELEGATING INVESTMENT AUTHORITY TO THE CITY TREASURER AND APPROVING A POLICY FOR THE INVESTMENT OF SURPLUS CITY FUNDS AND RESCINDING RESOLUTION NO. 2019-11-26-3

WHEREAS, pursuant to Laguna Hills Municipal Code Section 2-16.020, the City Council has appointed the City Manager as the City Treasurer; and

WHEREAS, pursuant to Government Code Section 53607, the City Council may delegate its investment authority to the City Treasurer for up to one year; and

WHEREAS; pursuant to Government Code Section 53646, the City Council of the City of Laguna Hills, has publicly considered an annual statement of investment policy and desires to adopt such policy to guide the investment management of the Deputy Treasurer under the supervision of the City Treasurer.

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

- SECTION 1. This Resolution rescinds Resolution No 2019-11-26-3.
- SECTION 2. The City Council hereby delegates investment authority to the City Treasurer.
- SECTION 3. The City Council hereby adopts the investment policy, attached hereto as Exhibit "A" and incorporated herein by this reference.
- SECTION 4. The effective date of this Resolution is January 1, 2021.

PASSED, APPROVED, AND ADOPTED this 24th day of November 2020.

JANINE HEFT, MAYOR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

Attachment: Proposed Resolution (2265 : 2021 Investment Policy)

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2020-11-24-X adopted by the City Council of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 24th day of November, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

MELISSA AU-YEUNG, CITY CLERK

Attachment: Proposed Resolution (2265 : 2021 Investment Policy)



CITY OF LAGUNA HILLS

2021 INVESTMENT & PORTFOLIO POLICY



Investment and Portfolio Policies

Calendar Year 2021

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**CITY OF LAGUNA HILLS
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I Policy

It is the Policy of the City of Laguna Hills to invest in a manner, which will ensure the safety of public funds by mitigating credit and interest rate risk, and provide sufficient liquidity to meet all operating requirements. The City shall also strive to attain a return on investment that is reasonable given that safety of principal and liquidity are the primary objectives in these policies and yield is secondary. The investment program shall be operated in conformity with federal, state and other legal requirements, including the State of California Government Code Section 53601, et, seq., these policies and written administrative procedures.

II Scope

This investment policy applies to the investment of all funds of the City and the City of Laguna Hills Public Improvement Corporation, including the following:

General Fund
Special Revenue Funds
Capital Projects Funds
Funds Held Under Trust Indenture

These funds are accounted for in the City's Comprehensive Annual Financial Report.

Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

Investments under the trust indenture will be held separately and made in accordance with the indenture requirements.

III Objectives

Funds of the City will be invested, by the City Treasurer, or authorized deputies of the Treasurer (hereinafter collectively referred to as "the Treasurer") in accordance with these policies and written administrative procedures. The primary objectives, in priority order, of investment activities shall be:

1) Safety

Safety of principal is the foremost objective of the City's investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio and the mitigation of credit risk and interest rate risk.

a) Credit Risk

Credit Risk is the risk of loss due to the failure of the security issuer or backer. Credit Risk may be mitigated by:

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- i. limiting investments to the safest types of securities listed under Section VI herein, which shall be limited to those investments backed by the U.S. Government, or an agency thereof, overnight accounts managed by the City's primary bank, the Local Agency Investment Fund (LAIF), and other specific investments described in Section VI;
- ii. diversifying the portfolio to avoid concentration of securities from a specific issuer, except issuers of U.S. Treasury securities, so that the failure of any one issuer will not place an undue financial burden on the City;
- iii. monitoring all of the City's investments on a frequent basis to anticipate and respond accordingly to a significant reduction of creditworthiness of any of the depositories, including the City's primary bank; and
- iv. performing appropriate due diligence to assure the credit worthiness of any portfolio investment made.

b) Interest Rate Risk

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. To reduce interest rate risk, the City shall limit the maximum maturity horizon of the securities that comprise its portfolio, keeping in mind that the longer the maturity horizon, the greater the price volatility. In accordance with the Government Accounting Standards Board reporting requirements, the portfolio could show unrealized gains or losses for any reporting period.

Interest rate risk may be mitigated by:

- i. structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity; and
- ii. investing operating funds primarily in shorter-term securities.

2) Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity) and a portion of the portfolio should be invested in readily available funds, to ensure that appropriate liquidity is maintained to meet ongoing obligations.

3) Yield

The rate of return on the City's investment portfolio is of secondary importance to the safety and liquidity objectives described above. The City's investment strategy is passive and investments are limited to relatively low-risk securities in anticipation of earning a rate of return throughout

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budgetary and economic cycles, commensurate with the City's investment risk constraints and the cash flow characteristics of the portfolio.

The yield shall be designed to attain an average rate of return through market cycles. Although no "benchmark" rate of return is assumed, the portfolio's yield shall be compared for reporting purposes to LAIF and the 3-month bank CD rate published by the Federal Reserve. These indices are considered benchmarks for lower risk investment transactions and therefore represent a comparable minimum standard for the portfolio's rate of return.

IV Standards of Care

1) Prudence

The City's investment portfolio is subject to public scrutiny and review and should be managed with due care and consideration. The portfolio should be created and maintained with the professionalism and care worthy of the public trust.

The standard of prudence to be applied to the Treasurer shall be the "prudent investor rule", which states, "when investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, a trustee (the governing body or Treasurer) shall act with care, skill, prudence, and diligence under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency."

The Treasurer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

2) Ethics and Conflict of Interest

Employees of the City shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. State law, City statutes, and City personnel and purchasing practices shall be followed to avoid conflict of interest or the appearance thereof. Employees shall disclose any financial interests or personal relationships with any financial institutions, brokers or securities dealers that conduct business within its jurisdiction, and any personal financial/investment positions that could be related to their management of the portfolio. The Treasurer shall be prohibited from doing business with any broker or securities dealer with whom the City does business, with the exception of the City's primary bank for banking services. Employees shall subordinate their personal investment transactions to those of the City, particularly with regard to the time of purchases and sales.

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3) Delegation of Authority

Authority to manage the City's investment program is delegated to the City Treasurer by Resolution of the City Council of the City of Laguna Hills, California. Management responsibility is hereby delegated to the Finance Director/Deputy Treasurer under the direction of the City Treasurer.

The Deputy Treasurer shall establish written procedures for the operation of the investment program consistent with this investment policy, together with a system of internal controls to regulate the activities of subordinates.

V Safekeeping and Custody

1) Authorized Financial Institutions, Depositories and Brokers/Dealers

Investment transactions will be undertaken with securities dealers, brokers and depositories authorized to provide investment services. In addition, the City shall maintain a "Qualified Institution" list of approved security broker/dealers selected by creditworthiness, including the minimum capital requirement of \$10 million and at least five years of operation. The City shall conduct periodic evaluations, or whenever deemed necessary, of each financial institution's standing to determine whether it should remain on the "Qualified Institution" listing. Securities dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule).

All financial institutions and brokers/dealers who desire to become qualified for investment transactions with the City must supply the following:

- 1) Audited financial statements demonstrating compliance with State and Federal capital adequacy guidelines. Audited financial statements will be submitted annually to the City.
- 2) Proof of National Association of Securities Dealers (NASD) certification, except for counterparties in Certificates of Deposits transactions.
- 3) Proof of State Registration
- 4) Completed broker/dealer questionnaire, except for Certificates of Deposits counterparties.
- 5) Certification of having read and understood and agreeing to comply with the City's Investment Policies, as well as to disclose potential conflicts or risks to public funds that might arise out of business transactions between the firm/depository and the City.
- 6) Evidence of adequate insurance coverage.

In addition, all financial institutions shall agree to undertake reasonable efforts to preclude imprudent transactions involving the City's funds. The supervising officer shall agree to exercise due diligence in monitoring the activities of other officers and subordinate staff members engaged in transactions with the City. Employees of any firm or financial institution offering securities or

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investments to the City shall be trained in the precautions appropriate to public-sector investment and shall be required to familiarize themselves with the City's Investment and Portfolio Policies.

2) Internal Control

Treasurer shall establish a system of written internal control policies and procedures, which shall be reviewed annually by the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes or imprudent actions.

3) Delivery vs. Payment

All trades where applicable will be executed by delivery vs. payment (DVP). This ensures that securities are deposited in the eligible financial institution prior to the release of funds. A third party custodian or the trust department of the City's primary bank will hold securities. Evidence of safekeeping shall be in the form of safekeeping receipts and monthly statements reporting the securities held by the institution.

VI Authorized and Suitable Investments

1) Investment Types

Investment of City funds are restricted to the following instruments that shall mature within one year from the time of purchase unless otherwise stated:

- a) U.S. Treasury bills.
- b) U.S. Treasury notes or bonds.
- c) Insured or fully collateralized certificates of deposit issued by a qualified Public Depository Institution of the State of California.
- d) Money market mutual funds whose portfolios consist entirely of U.S. government securities and are rated at the highest letter or numerical rating from at least two of the three largest nationally recognized rating services, or which retain an Investment advisor meeting requirements specified in Government Code Section 53601(k)(2).
- e) State Treasurer's Local Agency Investment Fund.
- f) Overnight Government Securities (U.S. Treasuries, Agencies, and Instrumentalities) Investment Account managed by the City's primary bank.
- g) Overnight Commercial Paper Investment Account managed by the City's primary bank.
- h) Overnight repurchase agreements managed by the City's primary bank where the market value of the securities underlying the repurchase agreement is 102 percent or greater than the value of funds borrowed.
- i) Commercial Paper rated a minimum of "P-1" by Moody's and "A-1" by Standard and Poor's, or equivalent, as provided by a nationally recognized rating agency, maturing not more than 180 days after the date of purchase. The issuer is a corporation organized and operating in the United States with assets in excess of \$500 million.

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- j) Prime Bankers' Acceptances with a maximum term of 270 days and a rating of "P-a" by Moody's and "A-1 +" by Standard and Poor's or equivalent as provided by a nationally recognized rating agency issued within the U.S. by depository institutions.
- k) Investment Trust of California, a Joint Powers Authority, doing business as CalTRUST

In all instances, the City will not purchase the aforementioned instruments by the use of leveraged or margin accounts or by taking short positions in any investment instrument; i.e., selling investments the City does not own.

Investments of funds held under a trust indenture may have maturities up to two years in duration.

2) Portfolio Diversification

The City will diversify use of investment instruments to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions or maturities.

DIVERSIFICATION BY INVESTMENTS

	Maximum Percent of Portfolio
U.S. Treasury Obligations (bills, notes and bonds)	50%
Certificates of Deposit (CDs) Commercial Banks	50%
Certificates of Deposit (CDs) Savings and Loan	25%
State Treasurer's Local Agency Investment Fund	75%
CalTRUST	75%
Overnight investment accounts managed by City's primary bank	50%
Commercial Paper	10%
Banker's Acceptances	15%
Money Market Mutual Funds	15%

DIVERSIFICATION BY INSTITUTION/ISSUER

	Maximum Percent of Portfolio
Certificates of Deposit (CDs) Commercial Banks	25%
Certificates of Deposit (CDs) Savings and Loan	\$250,000 maximum

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3) Maximum Maturities

Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures as well as considering sizable blocks of anticipated revenue.

4) Collateralization

Collateralization will be required on repurchase agreements in order to anticipate market changes and provide a level of security for all funds.

For certificates of deposits greater than \$250,000, collateral will be required at 110% of principal for government securities collateral, and 150% of principal for first mortgage collateral. Certificates of deposits for \$250,000 or less, inclusive of earned interest at maturity may be invested in any FDIC insured commercial bank or savings and loan accounts.

Collateral will always be held by an independent third party, or the trust departments of the City's primary bank. A clearly marked evidence of ownership, such as safekeeping receipt and monthly statement of securities held must be provided to the City.

VII Competitive Selection of Investment Instruments

When purchasing or selling securities, the Treasurer shall select the security which provides the highest rate of return within the parameters of these policies and according to the current objectives and needs of the City's portfolio. The Treasurer, at his discretion, may purchase investments through the investment or trust department of the City's primary bank without soliciting proposal forms to other banks or broker/dealers. The City Treasurer may also purchase investments using a competitive process by soliciting proposals from the financial dealers in the "Qualified Institutions" list.

If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, bids will be requested for instruments, which meet the maturity requirement. If no specific maturity is required, a market trend (yield curve) analysis will be conducted to determine which maturities would be most advantageous. Selection by comparison to a current market price may be utilized when, in the judgment of the Treasurer, competitive bidding would inhibit the selection process.

VIII Reporting

The Treasurer shall submit quarterly investment reports to the City Council that summarizes recent market conditions, economic developments and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter and describe the portfolio in terms of investment securities, maturities, risk characteristics and other pertinent features. The report shall explain the quarter's total investment return and compare the return on LAIF and the 3-month bank CD rate published by the Federal Reserve. The report shall disclose all transactions during the quarter.

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As part of the City's annual audit, the independent auditor shall evaluate investment performance and conduct an operations audit. The purpose of these examinations shall be to obtain suggestions for improved future performance, and to verify that the Treasurer has acted in accordance with this investment policy and written investment procedures.

IX Annual Investment Policy and Adoption

The City's investment policy shall be annually reviewed and adopted by resolution of the City Council of the City of Laguna Hills, California. The policy and the related internal control procedures shall be reviewed annually by the City's independent auditors, and any modifications to the policy must be approved by the City Council.

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Appendix A – Glossary of Terms

ACCRUED INTEREST: Interest earned but not yet received.

ACTIVE DEPOSIT: Funds which are immediately required for disbursement.

AGENCIES: Federal agency securities and/or government-sponsored enterprises.

AMORTIZATION: An accounting practice of gradually decrease/increasing an asset's book value by spreading its depreciation/accretion over a period of time.

ASKED PRICE: The price at which securities are offered.

BANKERS' ACCEPTANCE: a draft or bill exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

BASIS POINT: One one-hundredth of one percent (.01%)

BEAR MARKET: A period of generally pessimistic attitudes and declining market prices.

BENCHMARK: A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and average duration of the portfolio's investments.

BID PRICE: The price offered by a buyer of securities. (When you are selling securities, you ask for a bid). See Offer Price and Asked Price.

BOND: A financial obligation for which the issuer promises to pay the bondholder a specified stream of future cash flows, including periodic interest payments and a principal repayment.

BOND EQUIVALENT YEILD: The basis on which yields on notes and bonds are quoted.

BOOK VALUE (COST VALUE): The purchase price at which a debt security is shown on the holder's balance sheet. Book value is the purchase price less amortization of premium or plus accretion of discount.

BROKER: An individual or firm that brings buyers and sellers together for commission.

BULL MARKET: A period of time of generally optimistic attitudes and increasing market prices.

CALLABLES: Securities that the issuer has the right to redeem prior to maturity.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Large denomination CD's are typically negotiable. CD's may be eligible for FDIC insurance.

COLLATERAL: Securities, evidence of deposit, or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): The official annual report of the City. It is the set of financial statements for a state, municipality or other governmental entity that comply with the accounting

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requirements established by the Governmental Accounting Standards Board (GASB). It includes combined statements prepared in conformity with Generally Accepted Accounting Principles (GAAP). It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

CONSTANT MATURITY TREASURY (CMT): An average yield of a specific Treasury maturity sector for a specific time frame. This is a market index for reference of past direction of interest rates for a given Treasury maturity range.

COST VALUE (BOOK VALUE): The purchase price at which a debt security is shown on the holder's balance sheet.

COUPON: a) The annual rate of interest that a bond's issuer promises to pay the bondholder on a bond's face value; b) a certificate attached to a bond evidencing interest due on a payment date.

CREDIT ANALYSIS: A critical review and appraisal of the economic and financial conditions or of the ability to meet debt obligations.

CURRENT YIELD: The interest paid on an investment expressed as a percentage of the current price of the security.

CUSTODY: A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement which also calls for the bank to collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the principal.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DEBENTURE: A bond secured only by the general credit of the issuer.

DELIVERY VERSUS PAYMENT: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

DEMAND DEPOSIT ACCOUNT: Accounts whose balance is available to meet immediate cash needs. Cash withdrawals can be made at any time.

DERIVATIVES: (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index(s) or security(s), and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities). Moreover, financial products that are dependent for their value on an underlying financial instrument, a commodity, or an index representing values of groups of such instruments or assets.

DISCOUNT: The difference between the cost price of a security and its maturity when quoted at a lower than face value. A security selling below original offering price shortly after sale is also considered to be at a discount.

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DISCOUNT SECURITIES: Non-interest bearing money market instruments that are issued a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

DURATION: The weighted average maturity of a bond's cash flow stream, where the present value of the cash flows serve as the weights; The future point in time at which on average, an investor has received exactly half of the original investment, in present value terms; A bond's zero-coupon equivalent; The fulcrum of a bond's present value cash flow time line.

FANNIE MAE: Trade name for the Federal National Mortgage Association (FNMA). See FNMA.

FED WIRE: A wire transmission service established by the Federal Reserve Bank to facilitate the transfer of funds through debits and credits of funds between participants within the Fed system.

FEDERAL CREDIT AGENCIES: Agencies of the Federal Government set up to supply credit to various classes of institutions and individuals, e.g., Savings and Loans, small business firms, students, farm cooperatives, and exporters.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per entity; Insurance provided to customers of a subscribing bank, which guarantees deposits to a set limit.

FEDERAL FUNDS RATE: The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

FEDERAL HOME LOAN BANKS (FHLB): Government sponsored wholesale banks, which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLBs is to liquefy the housing related assets of its members who must purchase stock in their district bank.

FEDERAL HOME LOAN MORTGAGE CORPORATION (FHLMC): The FHLMC was created under the Federal Home Loan Mortgage Act, Title III of Emergency Home Finance Act of 1970, as a stockholder owned government-sponsored enterprise. **Freddie Mac**, as the corporation is called, is charged with providing stability and assistance to the secondary home mortgage market by buying first mortgages and participation interests and reselling these securities in the form of guaranteed mortgage securities. Although agency obligations are not explicitly guaranteed by the federal government, the rating agencies believe that in the unlikely event of financial difficulties, the federal government will support the agency to the extent necessary to provide for full and timely payment on their securities.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). **Fannie Mae**, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases included a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

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FEDERAL OPEN MARKET COMMITTEE (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

FINANCIAL ADVISOR: A firm of bank that acts in a financial advisory capacity with respect to a new issue of municipal securities pursuant to a written contract.

FISCAL AGENT/SPONSOR: a) A fiscal agent, fiscal sponsor, or financial agent is a proxy that manages fiscal matters on behalf of another party. b) A financial institution with trust powers which acts in a fiduciary capacity for the benefit of the bondholders in enforcing the terms of the bond contract. A fiscal agent may assist in the redemption of bonds or coupons at maturity, disbursing dividends, and handling tax issues. For example, the United States Federal Reserve is the fiscal agent of the federal government of the United States.

FREDDIE MAC: The trade name for the Federal Home Loan Mortgage Corporation. See FHLMC.

GINNIE MAE: The trade name for the Government National Mortgage Association. See GNMA.

GOVERNMENT ACCOUNTING STANDARDS BOARD: The independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local governments.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA): Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by the full faith and credit of the U.S. Government. **Ginnie Mae**, as these securities are called, are backed by the FHA, VA, or FmHA mortgages. The term “pass-throughs” is often used to describe Ginnie Maes.

INACTIVE DEPOSITS: Funds not immediately needed for disbursements.

INTEREST RATE: The annual yield earned on an investment, expressed as a percentage.

INVESTMENT AGREEMENTS: An agreement with a financial institution to borrow public funds subject to certain negotiated terms and conditions concerning collateral, liquidity and interest rates.

LIQUIDITY: Refers to the ability of an asset to be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done on these quotes.

LOCAL AGENCY INVESTMENT FUND (LAIF): The Local Agency Investment Fund (LAIF), is a voluntary program created by statute; began in 1977 as an investment alternative for California's local governments and special districts and it continues today under the California State Treasurer's administration. The enabling legislation for the LAIF is Section 16429.1 et seq. of the California Government Code. This program offers local agencies the opportunity to participate in a major portfolio, which invests hundreds of millions of dollars, using the investment expertise of the State Treasurer's Office investment staff at no additional cost to the taxpayer.

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This in-house management team is comprised of civil servants. The Local Investment Advisory Board (LIAB) provides oversight for LAIF. The LAIF is part of the Pooled Money Investment Account (PMIA).

LOCAL GOVERNMENT INVESTMENT POOL (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

MARKET VALUE: The price at which a security is trading and could presumably be sold.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between the parties repurchase/reverse repurchase agreement that establishes each party's in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller borrower.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET MUTUAL FUNDS: Open-ended mutual fund that invests in commercial paper, bankers' acceptances, repurchase agreements, government securities, certificates of deposit, and other highly liquid and safe securities, and pays money market rates of interest. The fund's net asset value remains a constant \$1/share, with the interest rate increasing or decreasing.

NATIONAL RECOGNIZED STATISTICAL RATING ORGANIZATION (NRSRO): A rating organization designated by the SEC as being nationally recognized.

NEW ISSUE: Term used when a security is originally "brought" to market.

OFFER PRICE: The price at which a broker/dealer/seller will offer securities to an investor. See Asked Price and Bid Price.

OPEN MARKET OPERATIONS: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC, in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; Sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool. Under the Federal Reserve Act, the Fed uses purchases and sales of government and Federal Agency securities to add to or subtract from commercial bank reserves. Goals are to sustain economic growth, high employment, and reasonable price stability.

PAPER GAIN OR LOSS: Term used for unrealized gain or loss on securities being held in a portfolio based on comparison of current market quotes and their original cost. This situation exists, as long as the security is held while there is a difference between cost value (book value) and the market value.

PERFECTED DELIVERY: Refers to an investment where the actual security or collateral is held by an independent third party representing the purchasing entity.

POOLED MONEY INVESTMENT ACCOUNT (PMIA): The PMIA began in 1955 and oversight is provided by the Pooled Money Investment Board (PMIB) and an in-house Investment Committee. The Investment Division of the State Treasurer's Office manages the PMIA under statutory authority granted by California Government Code sections 16430 and 16480.4. The Pooled Money Investment Board governs the PMIA. The State Treasurer chairs the Board, which also includes the State Controller and the State Director of Finance. Through PMIA, the State Treasurer invests taxpayers' money to manage the State's cash flow and strengthen the

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financial security of local governmental entities. The PMIA has three primary sources of funds: the State general fund; special funds held by State agencies; and moneys deposited by cities, counties and other entities into the Local Agency Investment Fund (LAIF).

PORTFOLIO: Collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

PRUDENT PERSON RULE: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state - the so called legal list. In other states, the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital,

PURCHASE DATE: The date in which a security is purchased for settlement on that or a later date.

QUALIFIED PUBLIC DEPOSITORIES: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

RATE OF RETURN: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

REPURCHASE AGREEMENT (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to do be doing RP, it is lending money, that is, increasing bank reserves.

REVERSE REPURCHASE AGREEMENT (Reverse REPO): A reverse-repurchase agreement (reverse repo) involves an investor borrowing cash from a financial institution in exchange for securities. The investor agrees to repurchase the securities at a specified date for the same cash value plus an agreed upon interest rate. Although the transaction is like a repo, the purpose of entering into a reverse repo is quite different. While a repo is a straightforward investment of public funds, the reverse repo is borrowing.

RISK: Degree of uncertainty of return on an asset.

SAFEKEEPING: a) The service provided by banks and trust companies for clients when the bank or trust company stores the securities, takes in coupon payments, and redeems issues at maturity b) A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in a bank's vaults for protection. See custody.

SEC RULE 15(C)3-1: See Uniform Net Capital Rule. Also called Net Capital Rule and Net Capital Ratio.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

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SECURITIES AND EXCHANGE COMMISSION (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SETTLEMENT DATE: The date at which a trade is cleared by delivery of securities against funds.

SPREAD: a) The yield or price difference between the bid and offer on an issue. b) The yield or price difference between issues.

STRUCTURED NOTES: Notes issued by Government Sponsored Enterprises (FHLB, FNMA, etc.) and Corporations that have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivatives-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options, and shifts in the shape of the yield curve.

SWAP: The sale of one issue and the simultaneous purchase of another for some perceived advantage.

TREASURY BILLS: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BONDS: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than ten (10) years.

TREASURY NOTES: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two (2) to ten (10) years.

TRUST COMPANY: A trust company is a legal entity that acts as a fiduciary or agent on behalf of a person or business, for the purpose of administration, management and the eventual transfer of assets to a beneficial party. The trust company acts as a custodian for trusts, estates, custodial arrangements, asset management, stock transfer, beneficial ownership registration and other related arrangements. See Trustee.

TRUSTEE: A financial institution with trust powers that act in a fiduciary capacity for the benefit of the bondholders in enforcing the terms of the bond contract. See Trust Company.

U.S. GOVERNMENT AGENCIES: Instruments issued by various U.S. Government Agencies most of which are secured only by the credit worthiness of the particular agency.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; Also called **SEC RULE 15(C)3-1, Net Capital Rule** and **Net Capital Ratio**. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD: The rate of annual income return on an investment, expressed as a percentage. a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. b) **YIELD AT MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

YIELD CURVE: Yield calculations of various maturities at a given time to observe spread difference.



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: November 24, 2020
TO: Chair and Agency Members
FROM: Jennifer Lee
Assistant City Clerk
ISSUE: Approval of Minutes for November 10, 2020, Regular Meeting

RECOMMENDATION: That the Planning Agency approve the Minutes for the November 10, 2020, Regular Meeting.

ATTACHMENTS:

- 201110 PA Minutes

for a three-year term from November 10, 2020, through November 9, 2023, for a total not-to-exceed maximum contract amount of \$567,484.80. The total not-to-exceed maximum contract amount is an aggregate of the following anticipated amounts: \$171,838.80 for Year 1 (2020/2021); \$184,237.20 for Year 2 (2021/2022); \$196,404.80 for Year 3 (2022/2023); and an additional \$5,000 per year (\$15,000) to cover unanticipated costs.

2) Authorize the Mayor to execute the proposed Contract Services Agreement for school crossing guard services with All City Management Services, Inc.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erica Pezold, Mayor Pro Tempore
SECONDER:	Don Sedgwick, Council Member
AYES:	Janine Heft, Mayor; Erica Pezold, Mayor Pro Tempore; Dore J. Gilbert, M.D., Council Member; Don Sedgwick, Council Member; Dave Wheeler, Council Member

4. PLANNING AGENCY

Mayor Heft 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 7:25 p.m.

4.1. ROLL CALL OF PLANNING AGENCY MEMBERS

Attendee Name	Title	Status	Arrived
Janine Heft	Chair	Present	
Erica Pezold	Vice Chair	Present	
Dore J. Gilbert, M.D.	Agency Member	Remote	
Don Sedgwick	Agency Member	Remote	
Dave Wheeler	Agency Member	Remote	

4.2. PUBLIC COMMENTS

There were no Planning Agency public comments.

4.3. APPROVAL OF MINUTES

4.3.1 Approval of Minutes for October 13, 2020, Regular Meeting

Recommendation: That the Planning Agency approve the Minutes for the October 13, 2020, Regular Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erica Pezold, Vice Chair
SECONDER:	Dore J. Gilbert, M.D., Agency Member
AYES:	Janine Heft, Chair; Erica Pezold, Vice Chair; Dore J. Gilbert, M.D., Agency Member; Don Sedgwick, Agency Member; Dave Wheeler, Agency Member

4.4. ADMINISTRATIVE REPORTS

There were no Planning Agency administrative reports.

4.5. PLANNING AGENCY PUBLIC HEARINGS

There were no Planning Agency public hearings.

PLANNING AGENCY ADJOURNMENT

Mayor Heft reconvened the City Council Meeting at 7:26 p.m. Mayor Heft and Mayor Pro Tempore Pezold were present. Council Member Gilbert, Council Member Sedgwick and Council Member Wheeler were present via video and teleconference.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council public hearings.

6. ADMINISTRATIVE REPORTS

6.1. City Manager

The City Manager gave no administrative reports.

6.2. Assistant City Manager/Director of Public Services

6.2.1 Approval of the Plans and Specifications and Authorization to Advertise for Bids for Electric Vehicle Charging Stations at 24035 El Toro Road, Laguna Hills Civic Center, CIP No. 505

Assistant City Manager/Director of Public Services Rosenfield reviewed the information provided in the staff report and responded to Council requests for additional information.

Recommendation: That the City Council approve the plans and specifications and authorize the advertisement for bids for Electric Vehicle



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: November 24, 2020

TO: Chair and Agency Members

FROM: David Chantarangsu
Community Development Director

ISSUE: Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, a Request by Ryan Zacche on Behalf of Cotti Foods, Inc. to Construct a New 2,500 Square-Foot Drive-Thru Restaurant (Taco Bell) at 24888 Alicia Parkway in the Neighborhood Mixed Use Zoning District

RECOMMENDATION: That the Planning Agency: 1) Conduct a Public Hearing for CUP/SDP No. 0015-2020; 2) Find and determine that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(C) (Class 3, New Construction or Conversion of Small Structures; 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 (CUP/SDP) No. 0015-2020, a request by Ryan Zacche on behalf of Cotti Foods, Inc. to construct a new 2,500 square-foot drive-thru restaurant (Taco Bell) and related site improvements on a portion of a 2.46-acre commercial property at 24888 Alicia Parkway.”

SUMMARY:

Ryan Zacche, on behalf of Cotti Foods, Inc. (the “Applicant”) has filed an application for a Conditional Use Permit and Site Development Permit (CUP/SDP No. 0015-2020) to construct a fast-food restaurant with a drive-thru on a portion of a 2.46-acre property located at 24888 Alicia Parkway, in the Neighborhood Mixed Use (NMU) zoning district (“Project”). The proposal includes the following:

- Construction of a new 2,500 square-foot building with a drive-thru lane for a fast-food restaurant (Taco Bell).

Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell)

November 24, 2020

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Staff evaluated the need for this easement, which is for street and highway purposes, and concluded it is no longer necessary. The Applicant has requested the easement be vacated. Accordingly, as a separate future action to be scheduled before the City Council, Staff will propose the vacation of this easement. The vacation of the easement is discussed later in this report.

Although the proposed entitlements would only permit the proposed Taco Bell drive-thru restaurant, consistent with state environmental review procedures, a Traffic Impact Analysis prepared for the Project addresses full build-out of the site with three (3) operational drive-thru restaurants, including the proposed Taco Bell, along with Starbucks and Plant Power, which will be developed separately from the Project. The Traffic Impact Analysis concludes that full build out of the site with three drive-thru uses will not result in any adverse traffic conditions, and that site access, internal circulation, and drive-thru queuing proposed will allow motorists entering and exiting the Project Site to be able to do so comfortably, safely, and without undue congestion. The Traffic Impact Analysis is discussed later in this report.

Staff has reviewed the Zoning Code requirements, as well as General Plan issues, goals, and strategies, and has evaluated the potential for significant environmental impacts in accordance with the California Environmental Quality Act (CEQA). Staff has determined that the proposed project, subject to conditions of approval, will not result in any significant adverse impacts to the public, health, safety and general welfare. The design of the Project will provide a compatible land use within the Neighborhood Mixed Use zoning district. The proposed Project will expand the types of facilities and services available within the community. Therefore, staff is recommending approval of the proposed Project.

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”). Chapter 9-29 of the Code identifies permitted uses, the criteria for said use, and the development standards within the Neighborhood Mixed Use (NMU) zoning district. The Code allows drive-thru restaurants in the NMU zoning district subject to a Conditional Use Permit (LHMC 9-29.020).

The process the City must follow in reviewing new development projects is found in Chapter 9-92 of the Code – specifically, Section 9-92.030 of the Code grants the Community Development Director the authority to review and approve SDP's for

Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell)

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commercial properties with development not exceeding 20,000 square feet. However, the proposed SDP is being considered in conjunction with a request for a CUP for a drive-thru restaurant, which grants the Planning Agency the authority to review and approve (LHMC 9-92.030).

The findings required for the aforementioned application types are found in Section 9-92.080 of the Code and are listed and discussed in the attached Resolution. Staff has prepared findings demonstrating the application is in conformance with the Zoning Code and the General Plan as stated in the Proposed Resolution (Attachment a).

BACKGROUND:

The Project Site is 2.46 acres in size and is located at the southeast corner of Alicia Parkway and Paseo de Alicia. Originally, the subject site was included in a 5.2-acre parcel formerly occupied by the Phillips Mazda dealership which closed in 2015. Subsequent to the 2015 closure, the property was improved with vacated sales offices, service garages, and trellis/shade structures associated with the dealership. With the closure of the dealership, a demolition permit was issued in October 2018, and all structures were removed from the site. In March 2019, the City collectively approved a tentative parcel map subdividing the 5.2-acre property into two parcels: Parcel 1, a 2.46-acre parcel (Project Site); and Parcel 2, a 2.73-acre parcel and the development of a previously approved 72-bed residential care facility for the elderly (ActivCare), which is currently under construction. The Project Site was recently rough graded and is presently vacant except for some construction equipment and mobile trailers associated with the on-going construction activities of the adjacent ActivCare residential care facility on Parcel 2.

The immediately surrounding land uses are within the NMU zoning district. Surrounding uses to the north across Paseo de Alicia include office buildings; to the south across Bentley Lane include a public storage facility; to the west across Alicia Parkway, Laguna Hills Plaza, and abutting the Project Site along the eastern border is the previously mentioned 72-bed residential care facility currently under construction.

PROPOSAL & ANALYSIS:

Overview

The Applicant is requesting approval to construct a 2,500 square-foot fast-food restaurant (Taco Bell) with a drive-thru lane on the northwest portion of the Project

Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell)

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Site. The building is single-story and includes an approximately 520 square-foot outdoor dining area with 12 seats. Hours of operation are 7-days a week from 7:00 a.m. to 12:00 a.m., with deliveries typically scheduled two days a week (Attachment b).

The following improvements are proposed for the Project, summarized as follows:

On-Site Improvements	Off-Site Improvements
• Taco Bell & related site improvements • Perimeter landscaping in setback areas • Detention Basin • Applicable site utilities • Retaining walls	<i>Alicia Parkway frontage:</i> • New 5'-wide Class II Bike Lane, 9'-wide sidewalk, driveway, curb & gutter, two New ADA ramps • Six street trees/tree wells 50' O.C. • Relocate fire hydrant & traffic signal <i>Paseo de Alicia frontage:</i> • Replace existing sidewalk • New driveway, curb & gutter

Site Design/Circulation

There are two vehicular access points identified for the proposed Project (Attachment c, Sheet C-1.1). Primary access will be from the north from a new driveway on Paseo de Alicia. Access from the west will be from a new right-in/right-out only driveway on Alicia Parkway. All Project access driveways are unsignalized. Commercial delivery vehicles are expected to take access from either Paseo de Alicia or Alicia Parkway. At some point in the future, access to Bentley Lane could be available to the Project if the Planning Agency approves the pending development application for Starbucks and Plant Power. As depicted in Figure 1 above, the plans for Starbucks and Plant Power anticipate being able to have access to Bentley Lane.

Additionally, the proposed 5-foot-wide Class II Bike Lane along the Alicia Parkway frontage is required by the General Plan and would facilitate the continuation of the existing bike lane south of Bentley Lane to the corner of Alicia Parkway and Paseo de Alicia. Near this intersection is a signalized crosswalk which connects to the Aliso Creek

Regional Bikeway. A Class II Bike Lane provides a striped lane for one-way bike travel.

Traffic Impact Analysis

A Traffic Impact Analysis (TIA) has been prepared to evaluate and determine the potential traffic impacts associated with build-out of the property (Attachment d). The Applicant and City studied multiple alternatives for traffic flow and site circulation for the Alicia Parkway and Bentley Lane driveways, including:

- Alicia Parkway; right-in, right-out
- Alicia Parkway; right-in only
- Alicia Parkway; no access
- Bentley Lane; full access
- Bentley Lane; inbound only
- Bentley Lane; no access

Impacts on the intersection of Alicia Parkway and Bentley Lane were also studied (e.g., signalized intersection). The TIA determined that restrictions or closure of either the Alicia Parkway or Bentley driveways resulted in no significant benefit to the operations of adjacent intersections. Furthermore, the most efficient internal circulation pattern of the site includes ingress and egress driveways along all frontages, which is the case with this Project. Ultimately, limiting or prohibiting access on Bentley Lane did not work for the Property Owner, so the intensity of development was reduced (i.e., smaller building sizes) in order to facilitate the proposed driveways and meet General Plan operational requirements for the intersection of Alicia Parkway and Bentley Lane.

In order to facilitate the on-site and off-site circulation, the Project incorporates the following improvements:

1. An extra lane width within the curb lane along Alicia Parkway to facilitate right turns into the Project Site thereby reducing/eliminating traffic flow interruption on Alicia Parkway as vehicles slow to enter the site;
2. Adequate queueing length for the northbound right-turn movement onto Alicia Parkway from the Project Site (Project driveway No. 2) to avoid internal traffic

conflicts between vehicles leaving the site and exiting the Taco Bell drive-thru lane;

3. Adequate separation between the ingress and egress drive-thru lanes for all of the proposed drive-thru uses (the proposed Project and the pending two future drive-thru uses) to avert congested internal traffic flow in any particular location; and
4. Appropriate wayfinding signs throughout the site such as at drive-thru lane exits to direct vehicles towards the Paseo de Alicia driveway.

The TIA also included an assessment for an exclusive eastbound right turn lane from Alicia Parkway onto Paseo De Alicia to utilize the aforementioned City easement along Alicia Parkway. The study found that the existing intersection will operate adequately with the addition of the proposed Project without the need for an exclusive right turn lane. The improvements to traffic operations were considered minor and did not necessitate the demand for a dedicated right turn lane.

The proposed drive-thru queuing for Taco Bell provides enough storage to accommodate up to seven vehicles, which can accommodate the projected queues for the Taco Bell (six vehicles).

Parking

The Project proposes 57 parking spaces, including two ADA-accessible spaces. The Code requires 45 parking spaces (1 space/50 sq. ft. of floor area (excluding restrooms) plus 1 space/150 sq. ft. of outdoor dining area in excess of 16 seats). Staff notes that the 12-space surplus will be reduced once Starbucks and Plant Power are developed, if the pending entitlements for those proposed uses are approved by the Planning Agency in the future. Buildout of the entire site is expected to meet the City's parking requirements.

Parking lot lighting proposed throughout the Project Site will utilize 20-foot-tall light poles with lamps that are fully shielded. All lighting will be designed and located to ensure light is confined within the Project boundaries to avoid offsite spillage and impacts to nearby uses. The submitted photometric plans confirms that 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.

Architectural Design

The proposed (Taco Bell) building has been designed to reflect a contemporary architectural theme. Architectural elements include cement plaster walls of varying thickness to create horizontal and vertical wall definition, trellis tower, a 26'-tall metal-panel finish turret, parapet coping trim, horizontal batten, metal valance, and an open trellis canopy with pillars above the drive-up window. For added visual interest and building articulation, the building façades incorporates horizontal Aluma-wood slats on the upper portion of the buildings west and south elevation changing the scale of the wall and introducing shadow animation. Deep accent colors are used to create visual interest and wall depth. Roof heights fluctuate in order to provide visual interest at the roofline, with heights varying between 13 to 26 feet (maximum building height for the zoning district is 40 feet). All rooftop mechanical equipment will be fully screened from view. The architecture and layout of the building complement the surrounding land uses and comply with the development standards in the Code.

LHMC Section 9-40.060 (Exterior Buildings/Structure Walls) prohibits “metal grill and facades”. However, grills and facades of unique design and in keeping with the general decor of the development and neighborhood may be permitted subject to approval by the Community Development Director. The Section also prohibits “Aluminum or other metal panels” on the street elevation, unless it can be demonstrated that they are consistent with a structure’s overall design character. Furthermore, LHMC Section 9-29.090 (Design Principles) identifies design principles for projects in the NMU zoning district. These principles include incorporating an architectural theme that is compatible with nearby uses, and discouraging the use of plain concrete block, plain concrete, plywood, sheet pressboard, vinyl, and similar materials as siding. The proposed design satisfies all of these Code requirements. Aluma-wood is aluminum that has been embossed and painted to resemble wood. The integration of Aluma-wood and metal-panel finish into the design is integral to the modernization of the building and avoids the use of repetitive design and materials.

Grading and Landscape Design

The Project Site has a grade difference of approximately 24 feet sloping downwards from the northeast to the southwest corner. The conceptual grading plan (Attachment c, Sheet C-2.0) shows the finished grades and slopes for the proposed Project. Over most of the parking area, the grades are relatively flat and do not exceed 3.5%. ADA and pedestrian access is shown near the Taco Bell building off Alicia Parkway.

Included in the perimeter landscaping along Bentley Lane are two 30-inch-tall step-up retaining walls to facilitate the development of the future Starbucks drive-thru restaurant. The Applicant has included the location of the proposed walls in this development application; however, design specifications of the wall (e.g., section/elevation views, wall material, etc.) has not been provided. The Applicant has stated that the walls will utilize an aesthetically-pleasing Verdura block, rather than standard concrete masonry precision block. A condition of approval is included that requires final design of the walls to be reviewed and approved by the Community Development Director, and also ensures that the proposed retaining walls comply with LHMC Section 9-40.100, which regulates fences and walls (Condition of Approval No. 18).

The development will include landscaping that is consistent with LHMC 9-46 (Landscaping Standards and Guidelines) and 9-47 (Landscape Water Efficiency). The plan utilizes a drought tolerant landscape palette with low- to moderate- water use trees, plants, and groundcovers. The plan will incorporate 24" box Crepe Myrtle street trees in tree-wells 50 feet on-center within the 9-foot-wide sidewalk along Alicia Parkway. The parkway along Bentley Lane and the setback areas along Alicia Parkway, Paseo de Alicia, and the interior property line will primarily include London Plane trees with various shrubs and ground cover. No turf is proposed. The proposed tree palette includes Crepe Myrtle, Dwarf Magnolia and London Plane trees. The shrub palette includes Kangaroo Paw, India Hawthorn, Mexican Bush Sage, Feathery Cassia and Coast Rosemary. Various groundcover species are proposed throughout the site. Deer Grass primarily used within the storm water Bio-filtration basin is located on the southeast portion of the Project Site. The purpose of the basin is to meet State mandated requirements to control and treat water runoff generated from development including roofs, parking lots, roads, and walkways. The applicant proposes to include the detention basin after construction of the Taco Bell as on-site improvements for the two additional drive-thru restaurants. However, due to State mandated requirements and the various impervious surfaces proposed, staff has added Condition of Approval No. 31, which requires the Applicant to revise the Landscape Plan to reflect the construction of the storm water Bio-filtration basin be included as required on-site improvements for the Taco Bell.

To ensure the Project provides sufficient wall screening along Bentley Lane, landscaping, planter size and shade trees along the site perimeter and within the Project parking lot, the Applicant shall be required to provide a final landscape and irrigation plan for review and approval (Condition of Approval No. 17).

Conditional Use Permit

Conditional Use Permits are used to evaluate uses that may have a moderate to high potential for potential 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. Because of potential traffic impacts drive-thru uses can create on and off-site, the Code requires a CUP for fast-food drive-thru uses. The property is located within the Neighborhood Mixed Use zoning district, which is regulated by Chapter 9-29 of the Code. Pursuant to Table 9-29-0.20 of the Code, drive-thru restaurants are permitted through the CUP process.

The Project Site is surrounded to the north, south, and west by other compatible commercial uses including a Public Storage facility, Carl's Jr, Big Lots, DICK'S Sporting Goods, Automobile Club of Southern California (AAA) and other retail, office and restaurant uses. To the east is ActivCare, separated from the site by a 6-foot tall wall. Conditions of approval are intended to be directly related to the reduction and/or elimination of any potential negative impacts associated with the use. Staff has included several conditions including Condition of Approval No. 23, which is a City-standard condition of approval intended to eliminate potential issues associated with a drive-thru use. This condition authorizes the Community Development Director to require a parking and/or circulation study and require the Applicant to comply with reasonable modifications or corrections recommended by such a study, should parking and/or circulation problems develop in the future.

Master Sign Program

The Development Code requires a Master Sign Program (MSP) for all new businesses proposing three or more signs. Taco Bell is one of three tenants proposed on the property. The Applicant has removed the proposed MSP from this submittal and intends to resubmit concurrently with USE-0031-2020, which is currently being processed for the remainder portion of the property. The MSP would include wall signs, wayfinding and directional signs, and multi-tenant monument signs for Taco Bell, Starbucks, and Plant Power. Condition of Approval No. 27 requires that the Applicant submit an MSP for review and receive Planning Agency approval prior to final building inspection and/or issuance of a certificate of use and occupancy.

Easement Vacation

The development application concerns a portion of Parcel 1 of Parcel Map 2018-182 for Taco Bell. Within this Parcel 1, there exists an easement for street and highway purposes adjacent to, but not within the developed right of way of, Alicia Parkway near the corner with Paseo de Alicia. The easement is also coincident with a portion of the landscape setback of Taco Bell along the Alicia Parkway frontage. This easement was dedicated to the County of Orange in 1972 per that certain Easement Deed recorded in Book 10339, Page 462, of Official Records of Orange County, and was also documented in the Easement Notes, as Easement Number 4, of Parcel Map No. 2018-182, recorded in 2019. During the development review of the pending application, Staff evaluated the need for this street and highway purposes easement and concluded it is no longer necessary for current or prospective public use. The Applicant has requested the easement be vacated. Accordingly, as a separate future action to be scheduled before the City Council, Staff will propose that the City Council follow the easement vacation procedure, as governed by provisions of the Streets and Highways Code, to vacate this easement.

Right-of-Way Dedication

The review of the development application revealed that the full right-of-way dedication of Alicia Parkway was not in place and that the project traffic would contribute to traffic volumes on Alicia Parkway. The status of the built roadway improvements adversely impacts project traffic access including as it relates to vehicle lanes, the bicycle lane and pedestrian sidewalk. Staff has incorporated Conditions of Approval into the project obligations; Condition of Approval No. 56 requires the applicant to dedicate the necessary right of way matching the City and County arterial highway standards, (including Goals and Policies of the General Plan Mobility Element) and provide improvements to fulfill the needs for vehicular, bicycle and pedestrian safety and access. The Applicant is in agreement with the dedication and improvement requirements and has incorporated them into the site plan including the necessary public right of dedication and roadway improvements to be constructed along the Alicia Parkway frontage of the project.

Alicia Parkway is identified as a Major Arterial Highway in the Mobility Element in Figure M-1, which designates overall highway widths inclusive of a nine feet wide parkway. The current parkway width along the Alicia Parkway frontage of the Applicant's property is five feet wide. The current roadway surface is not of sufficient width to provide both

vehicular lanes and the necessary bike lane to serve the project. The proposed project improvements include a modification of the travel lanes, addition of a Class II bike lane and a new parkway width meeting the standard nine feet width to include a full-width sidewalk and trees within parkway tree wells for vehicular, bicycle and pedestrian access and safety. The Mobility Element, in addition to vehicle travel lane needs, describes the importance of bicycle and pedestrian facilities for safety and access. Figure M-3 in the Mobility Element designates the plan for a Class II Bike Lane along the above-described area.

Condition of Approval No. 56 is appropriate and necessary as the project traffic study, “Revised Traffic Impact Analysis Report – 24888 Alicia Parkway Commercial Project – Laguna Hills, CA” dated September 25, 2020, by Linscott, Law & Greenspan Engineers, in Table 5-1, identifies this project and the future proposed two additional drive-thru restaurants, combined, will generate 3,105 new daily two-way trips. This is a measure of the additional vehicle traffic which is not currently generated from/to the site which must be accommodated and is an indication that there will also be increased pedestrian and bicycle activity at this location as patrons access the proposed food services.

The proposed project will take all of its access directly from Alicia Parkway with its primary access directly from a new driveway on Alicia Parkway. The two other site driveways, one on Paseo de Alicia and one on Bentley Lane, will also take direct access to/from Alicia Parkway adjacent to the site. The project generates 3,105 daily trips with nearly 1,400 daily trips identified as coming from west of the site and 1,400 daily trips identified as coming from east of the site directly on Alicia Parkway. Approximately 35% of the project traffic will enter and exit directly onto Alicia Parkway from the proposed new project driveway. With Alicia Parkway approaching its design capacity as a Major Arterial Highway the additional ROW is necessary for it to have sufficient capacity to accommodate the proposed project traffic. The additional right of way and improvements will ensure that Alicia Parkway will function at an adequate level of service now and in the future.

Applicable Mobility Element Goals and Policies addressing these needs are as follows:

- Goal M-1: Provide a safe and efficient local transportation system consistent with the general County standards and the regional system.
 - Policy M-1.3: Require new development and redevelopment to minimize traffic impacts and to incorporate mitigation or payment of fair share of improvements.

-
- Goal M-3: Create a community where walking and cycling are practical, safe, and fun options for travel.
 - Policy M-3.1: Continue to extend and maintain pedestrian paths, bikeways, and equestrian trails that connect to local and regional activity centers.
 - Policy M-3.2: Increase walkability by making sidewalk improvements, increasing shade trees, providing street furniture ... and improving access ramps.
 - Policy M-3.4: Fill in gaps in the bikeway system and enhance the current system with more shade from trees, improved signage, and striping.
 - Policy M-3.7: Encourage the provision of bicycle facilities in activity centers, places of employment, and public transit systems.
 - Goal M-4: Enhance the City's streetscapes and beautify the overall driving experience in Laguna Hills.
 - Policy M-4.2: Create streetscapes that are interesting, attractive, and improve water quality.

The project traffic generation, capacity of Alicia Parkway for all mobility users and the applicable Policies and Goals of the Mobility Element result in the proposed Conditions of Approval for right of way dedication and improvements to Alicia Parkway as included within this project.

General Plan Consistency/Alicia Gateway Opportunity Area

In order to approve the Project, the Planning Agency must find that the Project is consistent with the Laguna Hills General Plan. Staff has concluded that the Project is consistent with several General Plan Goals and Policies. Specifically, the Project:

- Creates diverse and vibrant activity centers and events that bring people together as a community. (Goal LU-1).
 - Encourages the compatible integration of residential and service retail uses in proximity to job centers (Policy LU-1.2).
 - Increases opportunities for pedestrian and bicycle connections to activity

centers by well-designed and shaded pathways (Policy LU-1.6).

- Is compatible and interdependent with neighboring uses (Goal LU-2).
 - Protects existing neighborhoods from the encroachment of incompatible activities and land uses (Policy LU-2.4).
- Proposes infill development that involves the revitalization of property in an economically and environmentally sustainable manner (Goal LU-3).
 - Encourages new development that uses land efficiently and offers flexibility to changing resident and shopping needs, contributing to the long-term vitality of the community (Policy LU-3.2).
 - Incorporates outdoor dining areas into new development and redevelopment to provide visual relief and community gathering spaces (Policy LU-3.4).
 - Creates a safe, inviting, and functional pedestrian and cyclist environments in new public and private development (Policy LU-3.10).
- Places a high priority on design, architecture, and landscaping that reflect the community's identity and gracious lifestyle (Goal LU-4).
 - Continues to plant and maintain attractive drought- tolerant and native landscaping that enhances the character of Laguna Hills (Policy LU-4.5).
- Expands the variety of services, shopping, and entertainment opportunities in the community (Goal LU-6).
- Facilitates the creation and expansion of private sector businesses and associated local career choices for Laguna Hills residents (Goal LU-7).
 - Encourages private property owners to revitalize, upgrade, and beautify aging and underperforming commercial and business areas (Policy LU-7.4).

The proposed Project is also located within the Alicia Gateway Opportunity Area (AGOA) and the Planning Agency must find that the Project is consistent with the vision of the area. As part of the City's 2009 Comprehensive General Plan Update, the City Council adopted the AGOA, which encompasses the entire Neighborhood Mixed Use zoning

district, including the subject property. The AGOA seeks to create a moderate density center and gathering place by promoting:

- A mix of retail, housing, and office uses;
- Walkable connections, plazas, and green space for community gatherings;
- High-quality design and architecture;
- Orientation of buildings toward the street and pedestrians;
- Accessibility to transit; and
- Connectivity to promote walking from nearby neighborhoods to the Gateway.

The AGOA designation also promotes the development of vertical and horizontal mixed-use. Allowed uses include commercial, retail, office, and residential; however, standalone residential is prohibited.

The proposed Project is consistent with the vision and requirements of the AGOA. The Project:

- Will continue to add to the mix of land uses in the area and provides new services that are otherwise limited in the NMU zoning district;
- Will be walkable to other existing commercial/retail uses within the AGOA;
- Continues the high-quality design and architecture envisioned for the AGOA and is an aesthetic improvement to the neighborhood while providing a compatible development that respects the existing Laguna Hills Plaza located directly across Alicia Parkway and the single-family residential neighborhood easterly of the Project Site;
- Will provide outdoor dining areas for gatherings oriented toward Alicia Parkway;
- Will continue to provide accessibility to transit and connectivity to promote walking from nearby neighborhoods.

CONCLUSION:

Staff supports the proposed Project as it continues to implement the goals and

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objectives of the General Plan and Alicia Gateway Opportunity Area. The proposed Project will facilitate outdoor gathering opportunities and encourage the compatible integration of residential and service retail uses in proximity to job centers. The proposed Project provides new development that uses land efficiently and offers flexibility to changing resident and shopping needs, contributing to the long-term vitality of the community. The incorporated outdoor dining areas will provide visual relief and community gathering spaces as well as creating a safe, inviting, and functional pedestrian and cyclist environment.

With the recommended Conditions of Approval, the Project meets development standards and design guidelines of the Code and meets the goals, policies, and procedures of the General Plan. Therefore, Staff is recommending approval of the proposed Project.

PUBLIC NOTICE:

Neighborhood Outreach

The Applicant held a virtual neighborhood outreach presentation on October 14, 2020. Outreach notices were sent to property owners within 1,000 feet of the property. The virtual presentation was attended by approximately 42 attendees, and questions and concerns primarily focused on traffic and circulation issues. The outreach focused on the buildout condition of the entire 2.46 acres. In general, the critical points of concern included:

- Potential traffic volume and delays at the intersection of Alicia Parkway and Bentley Lane;
- Potential traffic from the proposed Bentley Lane ingress/egress driveway;
- Starbucks drive-thru queuing potentially backing onto Alicia Parkway;
- Grading, slope, and stormwater issues
- Retaining wall proposed along Bentley Lane including aesthetic issues.

Public Notice

The Project was advertised in an adjudicated newspaper of general circulation in the City of Laguna Hills on November 13, 2020. In addition, approximately 220 property

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owners within 1,000 feet of the Property were mailed a public hearing notice, which exceeds LHMC requirement of mailing hearing notices to property owners within 300 feet of the property boundaries. 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 this Project is categorically exempt from CEQA pursuant to Section 15303 (Class 3, New Construction or Conversion of Small Structures) of Title 14, Chapter 3 of the California Code of Regulations. The Class 3(c) exemption includes four commercial buildings not exceeding 10,000 square feet in floor area on sites zoned for such use. During the processing of this Application, the City received a development application for Starbucks and Plant Power. Consequently, the City is required to consider buildout of the entire property for environmental review purposes under state law. Therefore, the recommended Categorical Exemption is intended to apply to the development as a whole, which at build-out will include three restaurant buildings that total approximately 7,178 square feet of floor area. The Project therefore falls within the Class 3(c) exemption. No further development of the property is reasonably foreseeable; thus, no further environmental review is anticipated for the development of the property.

ATTACHMENTS:

- Attachment a – Proposed Resolution of Approval
- Attachment b – Letter of Justification
- Attachment c – Project Plan Set
- Attachment d – Parking and Traffic Study

RESOLUTION NO. PA2020-11-24-X

A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT/SITE DEVELOPMENT PERMIT (CUP/SDP) NO. 0015-2020, A REQUEST BY RYAN ZACCHE ON BEHALF OF COTTI FOODS, INC., TO CONSTRUCT A NEW 2,500 SQUARE-FOOT DRIVE-THRU RESTAURANT (TACO BELL) AND RELATED SITE IMPROVEMENTS ON A PORTION OF A 2.46-ACRE COMMERCIAL PROPERTY LOCATED AT 24888 ALICIA PARKWAY

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

WHEREAS, Ryan Zacche on behalf of Cotti Foods, Inc. ("the Applicant"), has filed an application for Conditional Use Permit/Site Development Permit (CUP/SDP) No. 0015-2020, to construct a fast-food restaurant with a drive-thru on a portion of a 2.46-acre commercial property located at 24888 Alicia Parkway, in the Neighborhood Mixed Use (NMU) zoning district ("Project"); and

WHEREAS, CUP/SDP No. 0015-2020 is hereby found to be Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 (Class 3, New Construction or Conversion of Small Structures) of Title 14, Chapter 3 of the California Code of Regulations because the total project will be 7,178 square feet of the floor area and thus falls within the Class 3 exemption for the new construction of restaurants up to 10,000 square feet in size; and

WHEREAS, 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 at a duly noticed public hearing held on November 24, 2020; 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. The Planning Agency hereby determines that the required findings by the City for approval of Conditional Use Permit/Site Development Permit No. 0015-2020 have been met and made as follows:

Site Development Permit

1. The site design complies with standards of the Development Code.

The Project meets the development standards of the Neighborhood Mixed Use zoning district, including maximum lot coverage (50% required 2.34% proposed), density/FAR (0.30 FAR required, 0.023 FAR proposed), minimum landscape coverage (15% required, 26.6% proposed), parking (45 spaces required, 57 spaces provided), maximum building height (40 feet required, 26 feet proposed), and other development standards required.

2. The site is suitable for the proposed development.

The site design aspects of the proposed drive-thru restaurant 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 proposed single-story fast-food restaurant reflects a contemporary architectural theme incorporating visual interest and building articulation. A 520 square-foot outdoor dining area along the building's westerly façade encourages gatherings oriented toward Alicia Parkway. Additionally, internal circulation ensures the Project will not cause vehicle queueing onto adjacent roadways and landscaping will be designed to maximize screening along Bentley Lane.

3. The Project is consistent with the General Plan and applicable design guidelines.

As part of the City's 2009 Comprehensive General Plan Update, the City Council adopted the Alicia Gateway Opportunity Area (AGOA), which encompasses the entire Neighborhood Mixed Use (NMU) zoning district, including the subject property. The AGOA/NMU seeks to "create a moderate density center and gathering place by promoting a mix of retail, housing, and office uses; walkable connections, plazas, and green space for community gatherings; high-quality design and architecture; orientation of buildings toward the street and pedestrians; accessibility to transit; connectivity to promote walking from nearby neighborhoods to the Gateway" (General Plan Land Use Element pp. LU-20 – 21). The AGOA designation also promotes the development of vertical and horizontal mixed-use. Allowed uses include commercial, retail, office, and residential;

however, standalone residential is prohibited (Laguna Hills General Plan, 2009).

The Project is consistent with the vision and requirements of the AGOA. The Project will continue to add to the mix of land uses in the area and provide new services that are otherwise limited in the NMU zoning district. The Project continues the high-quality design and architecture envisioned for the AGOA and is an aesthetic improvement to the neighborhood while providing a compatible development that respects the existing Laguna Hills Plaza located directly across Alicia Parkway and the single-family residential neighborhood easterly of the Project site. The Project will provide outdoor dining areas for gatherings oriented toward Alicia Parkway, will be walkable to other existing commercial/retail uses within the AGOA, and will continue to provide accessibility to transit and connectivity to promote walking from nearby neighborhoods.

4. The site design and structural components are appropriate for the site and function of the proposed uses.

The Project will be of quality design with an appropriately-scaled framework of architectural and landscaping elements. The site has been designed to accommodate the drive-thru lane and provide adequate separation between the ingress and egress drive-thru lanes for the Project and anticipated proposed future tenants (under separate entitlement) to avert congested internal traffic flow in any particular location. The new facility has been designed to meet all development standards. High-quality development features will be provided throughout the Project site through site design (e.g., building and outdoor dining orientation, retaining walls, and screening), architecture (e.g., mass, scale and form, style, material and color) and landscaping (e.g. storm water Bio-filtration basin, screening, street trees, and shade). Development of the proposed facility, as conditioned, will be compatible with, and not detrimental to, surrounding development, and with the overall design quality prevalent in the City.

Conditional Use Permit

1. The proposed use is consistent with the General Plan.

As part of the City's 2009 Comprehensive General Plan Update, the City Council adopted the Alicia Gateway Opportunity Area (AGOA), which encompasses the entire Neighborhood Mixed Use (NMU) zoning district, including the subject property. The AGOA/NMU seeks to "create a moderate density center and gathering place by promoting a mix of retail, housing, and office uses; walkable connections, plazas, and green space for community gatherings; high-quality design and architecture; orientation of buildings toward the street and pedestrians; accessibility to transit;

connectivity to promote walking from nearby neighborhoods to the Gateway” (General Plan Land Use Element pp. LU-20 – 21). The AGOA designation also promotes the development of vertical and horizontal mixed-use. Allowed uses include commercial, retail, office, and residential; however, standalone residential is prohibited (Laguna Hills General Plan, 2009).

The Project is consistent with the vision and requirements of the AGOA. The Project will continue to add to the mix of land uses in the area and provide new services that are otherwise limited in the NMU zoning district. The Project continues the high-quality design and architecture envisioned for the AGOA and is an aesthetic improvement to the neighborhood while providing a compatible development that respects the existing Laguna Hills Plaza located directly across Alicia Parkway and the single-family residential neighborhood easterly of the Project site. The Project will provide outdoor dining areas for gatherings oriented toward Alicia Parkway, will be walkable to other existing commercial/retail uses within the AGOA, and will continue to provide accessibility to transit and connectivity to promote walking from nearby neighborhoods.

2. The nature, condition, and development of adjacent uses, buildings, and structures have been considered and the proposed use will not adversely affect or be materially detrimental to the adjacent uses, buildings, or structures.

The Project is located on a portion of a 2.46-acre property near the southeast corner of Alicia Parkway and Paseo de Alicia. Under a separate application being processed (USE-0031-2020), the remainder of the Project site would include two drive-thru restaurants and associated site improvements. The immediately surrounding land uses are within the NMU zoning district comprised of commercial uses that are congruent with the Project including offices, retail, restaurants, a public storage facility, and a 72-bed residential care facility currently under construction. Two 30-inch-tall step-up retaining walls are proposed along Bentley Lane with trees, shrubs, and groundcover proposed to minimize wall visibility. All lighting associated with the Project will be directed toward the interior of the site so as not to create impacts to motorists on adjacent roadways or to surrounding properties in accordance with City lighting standards and requirements. All lighting will be hooded or shielded to focus the light downward and prevent light overspill offsite. During construction, the Project will be subject to conditions of approval that control construction traffic, noise, and roadway use to minimize disturbances to existing properties in the area. The operation of the use will also be subject to conditions of approval that ensure compatibility with surrounding uses including compliance with the City’s noise ordinance and property maintenance requirements.

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 2.46 acres in size, is adequate in size and shape to accommodate the Project and will be compatible with, and not detrimental to, surrounding development. The Project provides two vehicular access points, appropriate on-site vehicle circulation, parking, queuing, landscaping, pedestrian walkways, and setbacks. The design of the Project encompasses the widening of Alicia Parkway for the construction of a 5-foot-wide Class II Bike Lane. The proposed bike lane along Alicia Parkway is required by the General Plan, and would facilitate the continuation of the existing bike lane south of Bentley to the corner of Alicia Parkway and Paseo de Alicia.

4. All required development standards prescribed by the Laguna Hills Development Code can be achieved.

The Project meets the development standards of the Neighborhood Mixed Use zoning district, including maximum lot coverage (50% required, 2.34% proposed), density/FAR (0.30 FAR required, 0.023 FAR proposed), minimum landscape coverage (15% required, 26.6% proposed), parking (45 spaces required, 57 spaces provided), maximum building height (40 feet required, 26 feet proposed), and other development standards required as described in the report to the Planning Agency for Site Development Permit/ Conditional Use Permit No. 0015-2020.

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.

Conditions placed on the Project directly relate to the compatibility with adjacent uses and ensuring the safety of those on and around the subject site: Condition 29 requires that directional signage emphasizing usage of Paseo de Alicia be placed at the drive-thru exit to ensure motorists entering and existing the Project site can do so comfortably, safely and without undue congestion. Condition 12 requires the Applicant to maintain the Project site with the requirements of the City's property maintenance standards contained in LHMC 9-74. Condition 16 requires that lighting be hooded or shielded to focus light downward and prevent light overspill off site. Conditions 32-35 generally require the Applicant to comply with the City's building codes during construction for the protection of the public health, safety and welfare, and Conditions 37 and 38 require the Project to comply with the requirements of the Orange County Health Department and Orange County Fire Authority.

NOW, THEREFORE, based upon the above findings, the Planning Agency of the City of Laguna Hills does hereby approve CUP/SDP No. 0015-2020 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: The Project Applicant, Ryan Zacche, Cotti Foods, Inc., the owner(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 (CUP/SDP) No. 0015-2020 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. 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.

4. 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.
5. 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.
6. The Applicant shall agree in writing to these conditions of approval within 30 days of the Planning Agency's approval.
7. 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.
8. 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.
9. This Permit shall expire and be of no further force or effect if the Permit is not implemented within two years from November 24, 2020.
10. 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 Determination.

Planning Division

11. Prior to the commencement of any work, the Applicant shall provide a contact number 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.
12. The Applicant shall maintain the Project site in compliance with all property maintenance standards of the Laguna Hills Municipal Code ("LHMC") Chapter 9-74, and the regulations set forth therein.
13. 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.

14. Prior to issuance of any grading permits, the Applicant shall submit the proposed Project's grading plan to the Community Development Director for review and approval. The grading plan shall be consistent with the architectural site plan as approved by this Permit to the reasonable satisfaction of the Community Development Director.
15. Prior to the issuance of any building permits, the Applicant shall submit a final Project exterior color and materials board to the Community Development Director for review and approval. Colors and materials shall be in substantial conformance with the plans submitted for this Permit. Approved colors and materials required to comply with this condition shall be installed prior to the issuance of a Certificate of Use and Occupancy or building permit final for the applicable building or site improvement for which a permit is issued.
16. Prior to issuance of a building permit, the Applicant shall prepare a comprehensive lighting plan and a Final Photometric Plan. The lighting plan shall be prepared by a qualified professional and shall address all aspects of lighting, including infrastructure, on-site driveways, safety, signage, and promotional lighting, if any. In conjunction with the Comprehensive Lighting Plan, the Applicant shall also prepare a Final Photometric Plan. The Final Photometric Plan shall be reviewed and approved by the Community Development Director prior to issuance of a building permit. In accordance with Municipal Code 9-40.170, Lighting, of the City of Laguna Hills Municipal Code, the Final Photometric Plan shall show evidence that all lighting is shielded or recessed and directed downward and away from adjoining properties and that direct glare and reflections are contained within the property lines. In accordance with Municipal Code 9-44.060, Design Standards for Parking Facilities, of the City of Laguna Hills Municipal Code, lighting in the uncovered parking areas shall be designed such that they produce a minimum of 0.4 foot-candle on paved general use areas and an average of 1 foot-candle on paved high use areas. The foot-candle uniformity ratio shall meet the standard of an average/minimum of 4:1 in general use areas and 3:1 in high use areas.
17. 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 Laguna Hills Municipal Code 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.

18. Prior to the issuance of a building permit, the Applicant shall submit a wall and fence plan of the Bentley Lane retaining wall to the Community Development Director for review and approval. The plan shall include section views, elevation views, materials of the walls, and shall demonstrate compliance with Laguna Hills Municipal Code Section 9-40.100. The entire length of the wall (as identified in the Site Plan) shall be constructed as part of the Taco Bell development, including the portions that encroach into the 'Future Development Area'.
19. 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 building shell final or issuance of a Certificate of Use and Occupancy, whichever occurs first.
20. Upon build-out of the property, service/delivery vehicles that enter on Bentley Lane shall exit at the primary entrance on Paseo de Alicia.
21. When feasible, construction traffic shall be encouraged to utilize the primary entrance on Paseo de Alicia for ingress and egress.
22. Deliveries are permitted between the hours of 7:00 am and 5:00 pm, Monday through Friday. Deliveries are prohibited Saturdays and Sundays. Delivered goods and supplies, materials, and equipment shall be promptly stored within the building. No delivered goods and supplies, materials, or equipment shall be permitted to be stored outdoors. For purposes of this condition, the term "Deliveries" shall mean commercial delivery trucks transporting goods and supplies, materials, equipment, or services to or from the subject property for operational purposes.
23. If at any time in the future the Community Development Director determines, in his or her sole discretion, that a parking and circulation study is necessary to address parking and/or circulation insufficiencies, issues, complaints, or problems relative to insuring 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 Director related to such impacts based on the findings of such study.
24. Prior to the issuance of a building permit, the Applicant shall provide evidence to the satisfaction of the Community Development Director that all equipment, including roof and ground mounted, will be completely screened from view as seen from the subject property and the centerline of adjacent rights of way contiguous to the site.
 25. Prior to the issuance of a building permit, the construction plans for Taco Bell shall identify and the Applicant shall install soil stabilization, stormwater, and erosion control for the entire property, including the 'Future Development Area' of the property.
 26. Prior to the issuance of a Certificate of Use and Occupancy, the Applicant shall design and construct the improvements depicted below, subject to the reasonable satisfaction of the City Engineer. Improvement plans for the improvements identified below shall be consistent with Project Plans dated November 4, 2020 and reviewed and approved by the City Engineer prior to the issuance of a building permit for construction of the Taco Bell building.
 - a. Alicia Parkway frontage:
 - New 5'-wide Class II Bike Lane, 9'-wide sidewalk, driveway, curb & gutter, two new ADA ramps,
 - Street trees/tree wells, and
 - Relocate fire hydrant & signal
 - b. Paseo de Alicia frontage:
 - Replace existing sidewalk,
 - New driveway, curb & gutter
 27. Prior to the issuance of a building permit, the Applicant shall submit a Master Sign Program for the review and approval by the Planning Agency pursuant to Chapter 9-42 and 9-92 of the Laguna Hills Municipal Code.
 28. The use shall comply with LHMC Chapter 5-28 (Smoking and Sale of Tobacco Products). Required signage and notices shall be installed prior to the issuance of a Certificate of Use and Occupancy and commencement of the use.
 29. Wayfinding signage emphasizing usage of Paseo de Alicia shall be placed at the drive-thru exit. Required signage and notices shall be installed prior to the issuance of a Certificate of Use and Occupancy and commencement of the use. Wayfinding signage shall be incorporated into the Master Sign Program for the property.

30. Prior to the issuance of a building permit, any easements depicted on Parcel Map 2018-182 that conflict with the proposed development shall be realigned to the satisfaction of the Community Development Director and City Engineer.
31. Prior to issuance of any building permits, the Applicant shall revise the following discrepancies contained in the plans submitted for the Project.
 - a. Landscape Plan shall be revised to reflect the construction of the storm water Bio-filtration basin located on the southeast corner of the Project site be included as required on-site improvements for Taco Bell.

Building Division & Orange County Fire Authority

32. The Applicant shall be responsible for ensuring all applicable building permits are obtained from the City of Laguna Hills, as required by Section 103 of the 2019 California Building Code prior to commencement of any work for which a permit is required.
33. Any required documents submitted for the purpose of building permit issuance shall be accurately labeled and reflect all work, as required by Section 107 of the 2019 California Building Code.
34. All construction shall comply with the applicable California Building, Plumbing, Mechanical, Electrical, and Green Building Codes with regard to the appropriate occupancies for each permit requested.
35. Plans submitted for this Project for the purpose of obtaining a building permit shall comply with California Disabled Accessibility requirements, as required by Chapter 11 of the California Building Code.
36. Prior to the issuance of a building permit, the Applicant shall include a copy of this Permit (the signed resolution of approval) in the City building plan sets submitted for the purpose of obtaining a building permit.
37. Prior to issuance of building permits, the Applicant shall submit to the Building Department all required approvals from the Orange County Health Department.
38. Prior to issuance of building permits, Applicant shall submit approvals from the Orange County Fire Authority or provide verification of plan submittal.
39. During construction, adequate emergency access shall be maintained to the site at all times in accordance with any requirements of the Orange County Fire Authority (OCFA).
40. Prior to issuance of building permits, the Applicant shall submit Construction and Demolition Waste Recycling Program paperwork, if applicable, as required

by Laguna Hills Municipal Code Chapter 5-48, and to comply with mandates of CalRecycle.

41. The Applicant is advised that the use will need to comply with Assembly Bill 1826, which requires all businesses that generate a certain amount of organic waste to develop a program to recycle organic waste rather than send it to the landfill. Organic waste includes food waste, vegetable trimmings, plate scrapings, spoiled food, green waste, wood waste, food soiled paper, and excess food inventory. Beginning on January 1, 2019, the City of Laguna Hills will begin to monitor the status of business compliance with AB 1826.

Public Services Department

42. Prior to the issuance of any Grading Permits, the Applicant shall prepare a separate hydrology and hydraulic analysis report in accordance with standards of the County of Orange Hydrology Manual for review and approval by, and to the reasonable satisfaction of, the City Engineer. The Project Drainage Plan shall provide 100-year storm protection at one foot below all finished floor elevations and collect 25-year storm flows into drainage devices at sump locations, not including hydromodification retention of flows, and 10-year storm flows into other drainage devices. During 100-year storm events, one travel lane in each direction on primary internal access roads shall be free of inundation, open and passable, as approved by the City Engineer. No onsite development shall impede the functionality of any existing drainage devices in the public right of way. The hydraulic analysis shall demonstrate the above specifications are met.
43. Prior to issuance of any Grading Permits, the Applicant shall prepare for review and approval by, and to the reasonable satisfaction of, the Community Development Director and the City Engineer a Water Quality Management Plan (WQMP) for all priority projects as defined in the NPDES permits and County of Orange Model WQMP technical guidance document. The WQMP shall identify Low Impact Development (LID) BMPs and routine structural and non-structural measures specified in the current Orange County Drainage Area Management Plan (DAMP) and the San Diego Regional Water Quality Control Board (SDRWQB) requirements. The WQMP must also:
- a. Address site design BMPs (as applicable) such as minimizing impervious areas, maximizing permeability, minimizing directly connected impervious areas, creating reduced or “zero discharge” areas, conserving natural areas, preserving trees, and retaining existing site hydrology to the maximum extent practicable.
 - b. Include a design goal to maintain or replicate the pre-development hydrologic functions through site preservation, infiltration, retention, detention, evapotranspiration, and filtration treatment systems.

- c. Incorporate applicable routine source control BMPs as defined in the DAMP and provide a detailed description of their implementation.
- d. Incorporate applicable treatment control BMPs as defined in the DAMP to the approval of the City Engineer.
- e. Implement Low Impact Development (LID) BMPs to reduce runoff to the maximum extent practicable.
- f. Include full capture trash and debris systems consistent with SDRWQCB Order No. R9-2017-0077 and per the approval of the City Engineer.
- g. Include an Operation and Maintenance (O&M) plan that identifies the mechanism(s) by which long-term O&M of all post construction BMPs will be provided and funded, to include an annual self-certification of maintenance and operational functioning of the BMPs to be issued to the City Engineer.
- h. The Project site shall meet hydromodification criteria and the Applicant shall document compliance by providing calculations consistent with the Grading Plan and WQMP and in accordance with the SDRWQCB NPDES Order No. R9-2013-0001, Section E.3.c(2), as amended by Order Nos. R9-2015-0001 and R9-2015-0100 Permits. Hydromodification determinations shall be made using the South Orange County Hydromodification Model as provided by the County of Orange.

44. Prior to the issuance of Grading Permits, the Applicant shall:

- a. Submit to the City Engineer a copy of the State issued Notice of Intent (NOI) indicating that coverage has been obtained under the National Pollutant Discharge Elimination System (NPDES) State Construction General Permit Order 2009-0009-DWQ from the State Water Resources Control Board.
- b. Projects subject to the NOI requirement shall also prepare and submit to the City Engineer a Stormwater Pollution Prevention Plan (SWPPP) meeting City standards and be provided for the reasonable approval of the City Engineer. A copy of the approved SWPPP shall be kept at the project site and be available for City review upon request. In addition, the Applicant shall include notes on the grading plans indicating that the project will be implemented in compliance with the Statewide Permit for General Construction Activities.

45. Prior to the issuance of Grading Permits, the Applicant shall provide for review and approval by, and to the reasonable satisfaction of, the Community Development Director and the City Engineer, a dust mitigation and erosion control plan for the entirety of Parcel 1, Parcel Map No. 2018-182. Said plan shall be implemented and maintained for said Parcel 1 until such time and full development has been completed.
46. Prior to issuance of Grading Permits, the Applicant shall provide an Americans with Disabilities Act (ADA) site review of existing and proposed pathways, sidewalks and access ramps for both on-site access and the site frontage along Bentley Lane, Alicia Parkway and Paseo de Alicia. The accessible pathway shall not include a path within any drive aisle, except as necessary to cross a drive aisle at 90° to the drive aisle. The report shall be prepared by a qualified professional with expertise in the ADA field and shall include an implementation plan to correct all deficiencies noted and as reasonably approved by the City Engineer. Any sidewalk or pathway not in compliance with ADA standards, including along Bentley Lane, Alicia Parkway and Paseo de Alicia, including but not limited to slopes and access ramps, shall be reconstructed to the City's standards. The site frontage access ramps at Alicia Parkway/Bentley Lane and Alicia Parkway/Paseo de Alicia shall be reconstructed to City Standards to include a cast-in-place blue truncated dome panel by Armor-Tile. The driveway along Alicia Parkway shall be reconstructed to provide ADA passage.
47. Prior to the issuance of Grading Permits, the Applicant shall demonstrate to the reasonable satisfaction of the City Engineer that all on-site access routes are capable of accommodating truck access and truck turning radii.
48. Prior to the issuance of any Grading Permits or Building Permits, the Applicant shall provide a geotechnical report prepared by a licensed registered engineering geologist/soils engineer for review and approval by, and to the reasonable satisfaction of, the City Engineer. The report shall include an evaluation of onsite soils and geologic conditions and provide recommendations on pavement sections, building foundations, infiltration rates and a discussion of the functionality of permeable pavements, if any, and all project proposed water quality features. All on site Asphalt Concrete pavements shall be constructed with a minimum structural section of 3" Asphalt Concrete over 4" Class II Aggregate Base, compacted to 95% relative compaction, or greater if so recommended by the soils engineer.
49. Prior to the issuance of any Grading Permits, the Applicant shall provide a haul route plan for all exports/imports from/to the site 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, the Applicant shall provide a construction vehicle routing plan 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 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. Bentley Lane shall not be utilized for any construction access at any time.

50. Prior to the City Engineer's acceptance of the final grading work or prior to the issuance of a Certificate of Use and Occupancy, the Applicant shall demonstrate compliance with the WQMP in a manner meeting the reasonable satisfaction of the City Engineer, including:
- a. Demonstration that all structural BMPs described in the WQMP have been implemented, constructed, and installed in conformance with approved plans and specifications.
 - b. Demonstration that the Applicant has complied with and/or is prepared to implement all non-structural BMPs described in the WQMP.
 - c. Demonstration that an adequate number of copies of the project's approved WQMP are available for the future occupants.
 - d. Demonstration that the Applicant has agreed to and recorded CC&R's, an agreement, or another legal instrument approved by the City Attorney, as applicable, requiring the property owner, successors, tenants (if applicable), and assigns to operate and maintain, in perpetuity, the post-construction BMPs described in the WQMP.
51. Prior to the issuance of the Certificate of Use and Occupancy, trash/recycling enclosures shall be constructed in compliance with the City's standards to include an impermeable roof and a sewer drain inlet connection.
52. During the course of the Project construction, the Applicant shall, to the maximum extent practicable, direct that construction vehicles avoid working in reverse gear in order to minimize the generation of backup alarm noise impacts to neighboring properties.
53. During the course of the Project construction, the Applicant shall not allow any work to be performed within the public right-of-way until after a Public Property Encroachment Permit has been issued by the City Engineer including the payment of applicable fees and/or deposits as determined by City.
54. During the course of the Project construction, it shall be the Applicant's sole responsibility to protect-in-place existing public improvements. Prior to the issuance of a Certificate of Use and Occupancy, public improvements that are damaged as a result of the project construction shall be promptly repaired or replaced by the Applicant to the reasonable satisfaction of the City Engineer.

55. 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 to be exported by utilizing any public street for a staging area.
56. Prior to the issuance of a building permit, the Applicant shall dedicate right of way along the frontage of Alicia Parkway to provide nine feet wide sidewalks, with tree wells, and a five feet wide striped bike lane, without any encroachment into existing vehicular travel lanes or street width, as shown on the Site Plan, in a form approved by the City Attorney and City Engineer.
57. Prior to the issuance of a building permit, the Applicant shall provide public street improvement plans for the public right of way improvements along the frontage of Alicia Parkway as shown on the site plan, on 24" x 36" mylar sheets, to the standards of the City for review and approval by, and to the reasonable satisfaction of, the City Engineer. Said plans shall include the street widening, the sidewalk widening inclusive of tree wells, ADA ramps with cast-in-place blue truncated dome panels by Armor-Tile, traffic signal modification plans at Alicia Parkway and Paseo de Alicia, and related miscellaneous work all to the satisfaction of the City Engineer.
58. The project landscape plans shall include the placement, irrigation and maintenance of 24" box parkway trees, of a species as selected by City, for the tree wells along the Alicia Parkway frontage as shown on the site plan and to the satisfaction of the City Engineer. The Applicant shall also provide tree well covers of a type and material satisfactory to the City Engineer. The Applicant shall maintain the trees with adequate water and fertilizer to foster healthy growth of the trees, remove any weeds in the tree well, adjust the tree well covers as needed and trim the trees every two years, or sooner as needed, to maintain healthy growth of the trees, pedestrian/bicycle/vehicular clearances and sight distance clearances to the satisfaction of the City Engineer.
59. Prior to the issuance of a building permit, the Applicant shall provide the legal description and plat of the proposed vacation of the easement granted by that certain Easement Deed recorded in Book 10339, Page 462, of Official Records of Orange County, granted September 22, 1972, as right of way for street and highway purposes as also shown in the Easement Notes, as Easement Number 4, of Parcel Map No. 2018-182, recorded as instrument No. 2019000497485, of Official Records of Orange County, excepting therefrom any right of way defining Paseo de Alicia to the satisfaction of the City Engineer.

PASSED, APPROVED, AND ADOPTED this 24th day of November 2020.

JANINE HEFT, CHAIR

ATTEST:

MELISSA AU-YEUNG, CITY CLERK

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

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. PA2020-11-24-X adopted by the Planning Agency of the City of Laguna Hills,
California, at a Regular Meeting thereof held on the 24th day of November 2020, by the
following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

MELISSA AU-YEUNG, CITY CLERK

Cotti Foods Corporation

A Franchisee of Taco Bell
29801 Santa Margarita Parkway
Rancho Santa Margarita, CA 92688
Phone 949/858-9191
Fax 949/858-9199



January 28, 2020

Mr. Jay Wu
Senior Planner
City of Laguna Hills Planning Department
24035 El Toro Road
Laguna Hills, CA 92653

RE: Taco Bell
24888 Alicia Parkway
Laguna Hills, CA 92653

Dear Mr. Wu,

The proposed Taco Bell location identified above is scheduled to have the hours of operations to be between the hours of 7:00 AM to 12:00 AM Sunday through Saturday. During the typical hours of operation there will be five (5) shifts which will have at least five (5) to eight (8) employees per shift daily.

The product delivery schedule will be two (2) days per week to resupply the store.

Trash for our Taco Bell facilities will be based on a twice a week pick up.

Thanks

A handwritten signature in blue ink, appearing to read "Ryan Zacche".

Ryan Zacche
Chief Development Officer
Cotti Foods Corporation



DATE: 11/2/2020
NAME: ANTHONY E. FARMAND P
LICENSE NO: P.E. NO. 62595



PREPARED FOR:
COTTI FOODS
CONTACT: RYAN ZACCHE

[illegible]

DOWN BY				
REVIEWED BY				
STD ISSUE DATE				
DATE ISSUED				
SITE ID NO.				

LAGUNA HILLS

TITLE	EXISTING SITE PLAN	FOR REFERENCE ONLY
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SITE ADDRESS
24888 ALICIA PARKWAY
LAGUNA HILLS, CA 92653

PROJECT NO. 411900021

C-0.0

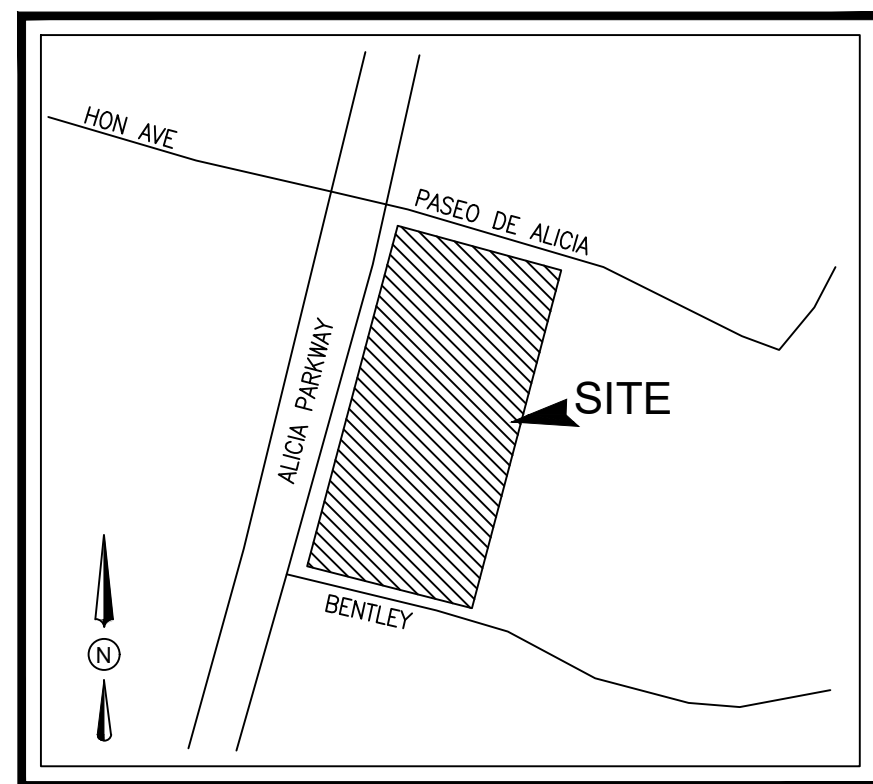
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DRAWN BY	REVIEWED BY	STD ISSUE DATE	DATE ISSUED	SITE ID NO.	NO.						

PROJECT TITLE
LAGUNA HILLS

SHEET TITLE
OVERALL
SITE PLAN

SITE ADDRESS
24888 ALICIA PARKWAY
LAGUNA HILLS, CA 92653



VICINITY MAP
N.T.S.

SITE LEGEND

ROAD CENTER LINE	
EXISTING RIGHT-OF-WAY (R.O.W.) LINE TO BE WIDENED	
EXISTING PROPERTY LINE	
PROPOSED PROPERTY LINE	
LANDSCAPE SETBACK LINE	
EXISTING COUNTY EASEMENT TO BE VACATED	
CONCRETE CURB	
CONCRETE CURB AND GUTTER	
30" HIGH RETAINING WALL WITH PILASTERS AT 25' MAX. O.C.	
ADA RAMP	
ADA STRIPING	
ADA PARKING SPACE SYMBOL	
ADA PARKING SPACE SIGN	
ELECTRIC VEHICLE CHARGING ADA ACCESSIBLE	EV
NUMBER OF PARKING SPACES	
WHEEL STOP	
TRAFFIC DIRECTIONAL ARROW	
PROPOSED STREET TREE IN TREE WELL 24" BOX MUSKOGEE GRAPE MYRTLE AT 50' O.C. ALONG ALICIA PARKWAY	
FIRE HYDRANT	
LIGHT POLES WITH AREA LIGHTS	
TRASH ENCLOSURE	
TRANSFORMER	
TELEPHONE P.B.	
CATV P.B.	

PROJECT DATA

SITE AREA		
GROSS SITE AREA (GSA)	109,420 SF	2.51 ACRES
NET SITE AREA ENTIRE PARCEL	107,006 SF	2.46 ACRES
LESS FUTURE DEVELOPMENT AREA	-54,888 SF	-1.26 ACRES
NET SITE AREA THIS ENTITLEMENT (NSA)	52,118 SF	1.20 ACRES

GROSS BUILDING AREA & FAR	GBA SF	FAR (GBA/NSA)
TACO BELL	2,500 SF	0.048
TOTAL AREA	2,500 SF	0.048

LOT COVERAGE RATIO (LCR)	BLDG FOOTPRINT	LCR (BLDG FTRPNT/NSA)
TACO BELL	2,500 SF	4.80%

PERMEABLE AREA	AREA SF	% NSA
LANDSCAPE (NIC DETENTION)	13,095 SF	25.1%

PARKING SPACE OVERHANG	216 SF	0.4%
TOTAL PERMEABLE AREA	15,121 SF	29.0%

LANDSCAPE - PERIMETER (This Entit)	3,950 SF	7.6%
LANDSCAPE - COMMON (This Entit)	5,173 SF	9.9%

LANDSCAPING AREA AS % OF PARKING AREA 5,173 SF

TACO BELL	2,500 SF	-253 SF	2,247 SF
TOTAL	2,500 SF	-253 SF	2,247 SF

STANDARD PARKING SPACES	18 FT X 9 FT
ACCESSIBLE PARKING SPACES	18 FT X 9 FT (PLUS 8-FT LONG)
TOTAL PARKING PROVIDED (Not including 3 non-conforming spaces at	

DEVELOPMENT STANDARDS

ZONING:	NMU
(NEIGHBORHOOD MIXED USE)	
MAX NON-RESIDENTIAL FAR:	0.30
MAX LCR:	50%
MAX HEIGHT:	40 FT

BUILDING SETBACKS	
FRONT	10 FT
SIDE	10 FT
REAR	10 FT

PARKING AREA SETBACKS	
ABUTTING PUBLIC R.O.W.	10 FT
ABUTTING RESIDENTIAL	10 FT

IMPERMEABLE AREA	AREA SF	% NSA
BUILDING AREA	2,500 SF	4.8%

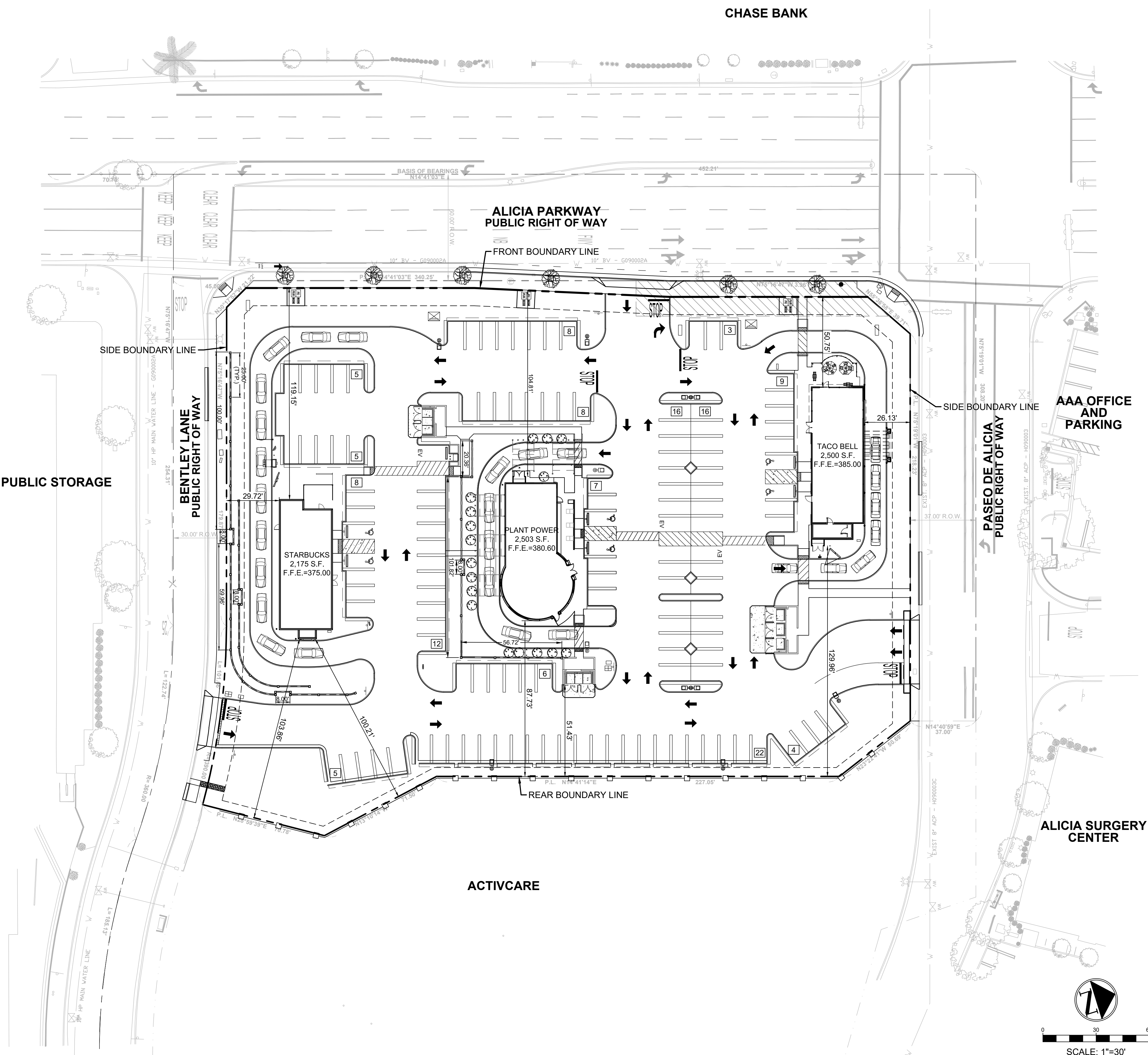
OTHER	8,920 SF	17.1%
IMPERMEABLE AREA	36,997 SF	71.0%

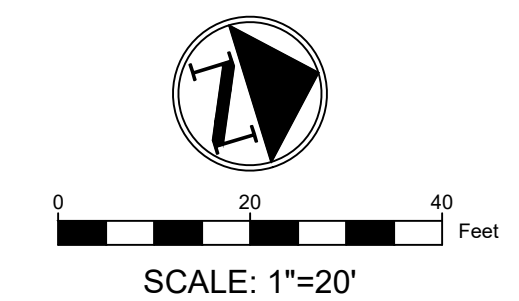
% < MAX 60% of LSA as perimeter landscape
% > MIN 40% of LSA interior to parking area

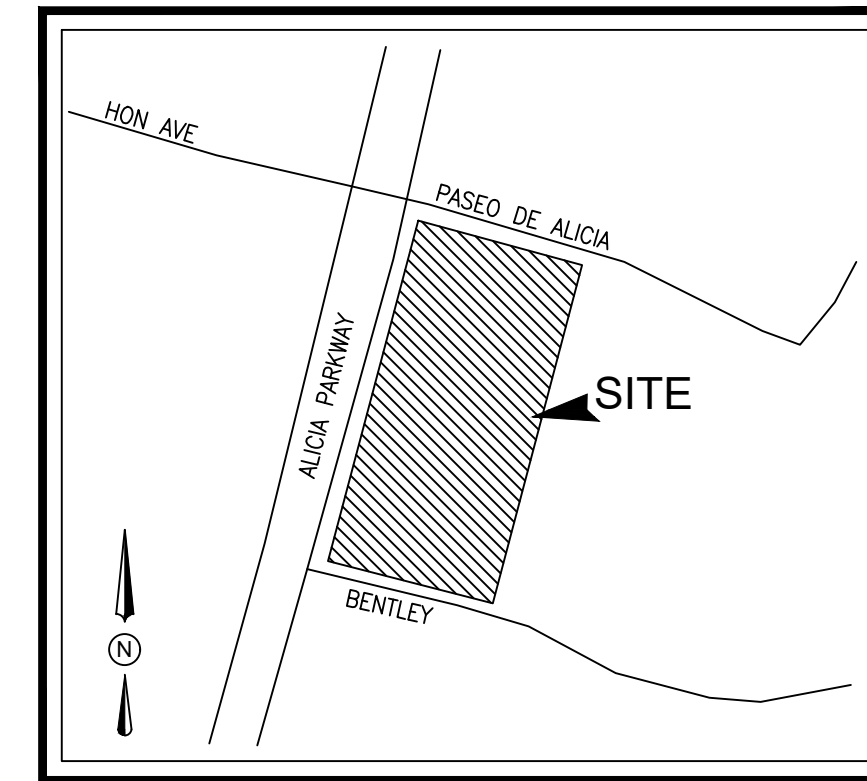
7 SF = 20.2% > MIN 10% of parking are
NG PARKING

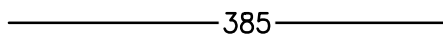
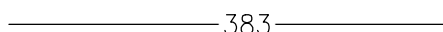
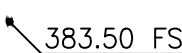
60 SF	45.0 SPACES
60 SF	45 SPACES

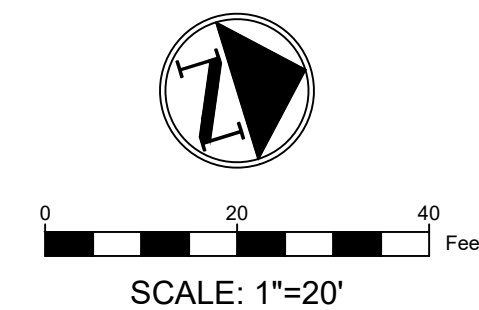
	52 SPACES
REA)	2 SPACES
.)	54 SPACES







GRADING LEGEND	
EXISTING MAJOR CONTOUR	
EXISTING MINOR CONTOUR	
EXISTING SPOT ELEVATION	
PROPOSED MAJOR CONTOUR	
PROPOSED MINOR CONTOUR	
PROPOSED SPOT ELEVATION	
ROAD CENTER LINE	
PROPERTY LINE	
LANDSCAPE SETBACK LINE	
6" CURB	
6" CURB AND GUTTER	
30" HIGH RETAINING WALL WITH PILASTERS AT 25' MAX. O.C.	
PROPOSED BIO SWALE	
LIGHT POLE	 
TELEPHONE P.B.	
CATV P.B.	
PROPOSED TRANSFORMER	
LIST OF ABBREVIATIONS:	
FG	FINISH GRADE
FL	FLOW LINE
FS	FINISH SURFACE
GB	GRADE BREAK
TC	TOP OF CURB
TW	TOP OF WALL



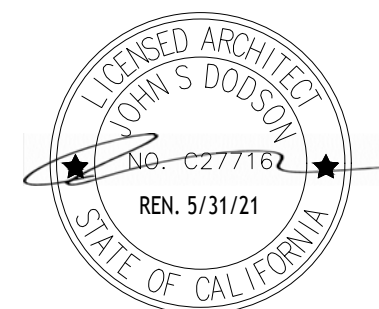


ARMÉT DAVIS NEWLOVE & ASSOCIATES, AIA ARCHITECT

1330 OLYMPIC BLVD.
SANTA MONICA, CALIFORNIA 90404
PH 310 452-5533 FAX 310 450-4742

APPLICANT:
STEVE EVANS/ COTTI FOODS
29889 SANTA MARGARITA PRKWY.
RANCHO SANTA MARGARITA, CA 92681
949-835-1503

PROPERTY OWNER:
MATHEW PHILIPS / EMJ LTD
222 POPPY AVE.
CORONA DEL MAR, CA 92625
949-858-9191



CONTRACT DATE: 03.25.19
BUILDING TYPE: EXPLORER LITE LG
PLAN VERSION: MARCH 2018
BRAND DESIGNER: --
SITE NUMBER: 312747
STORE NUMBER: 037163

TACO BELL

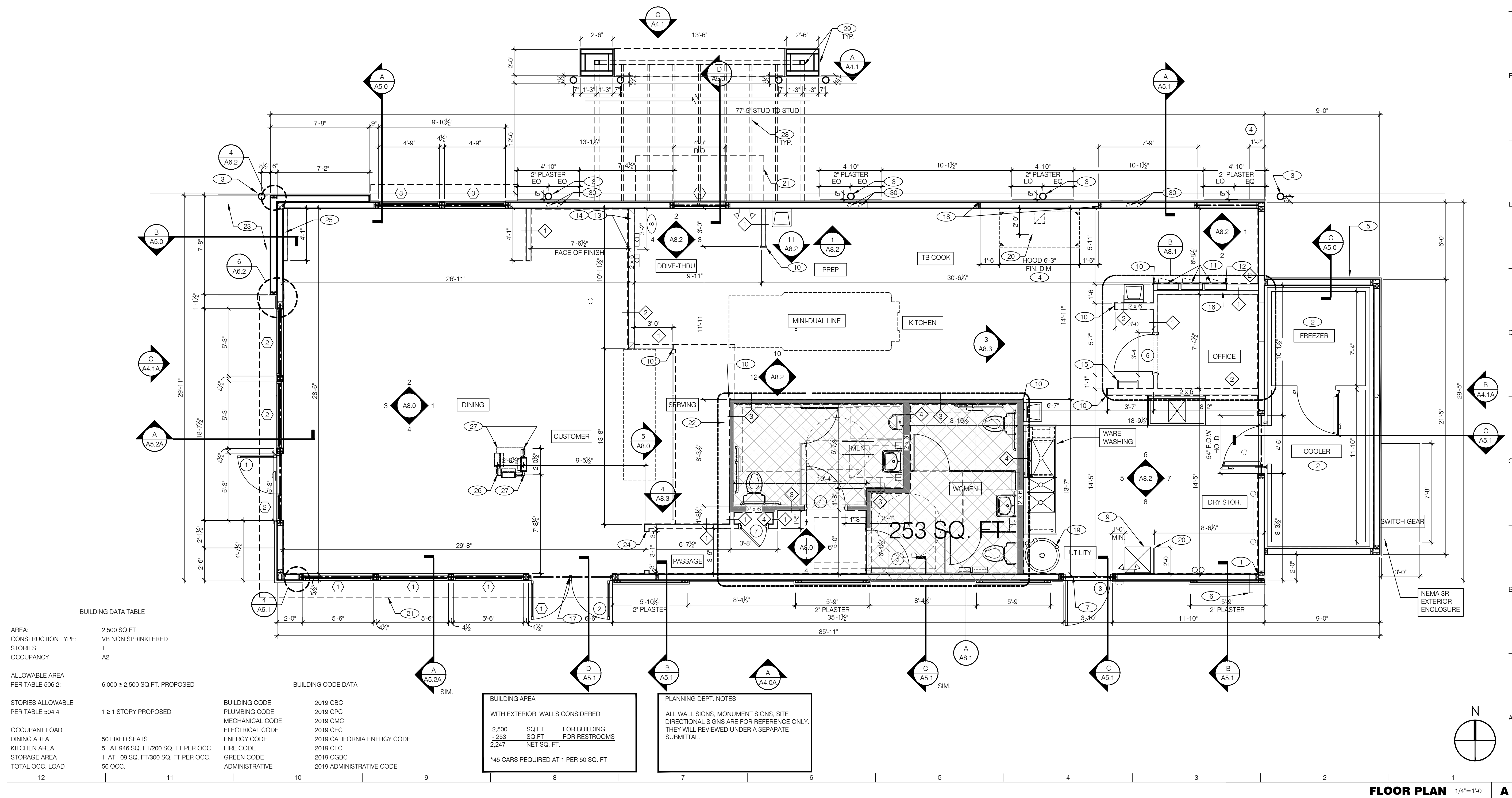
SEC ALICIA PKWY & PASEO DE ALICIA
LAGUNA HILLS, CA



EXPLORER LITE
LARGE50

FLOOR PLAN

A1.0



BUILDING DATA TABLE

AREA: 2,500 SQ.FT.
CONSTRUCTION TYPE: VB NON SPRINKLERED
STORIES: 1
OCCUPANCY: A2

ALLOWABLE AREA
PER TABLE 506.2: 6,000 ≥ 2,500 SQ.FT. PROPOSED

STORIES ALLOWABLE
PER TABLE 504.4: 1 ≥ 1 STORY PROPOSED

OCCUPANT LOAD
DINING AREA: 50 FIXED SEATS
KITCHEN AREA: 5 AT 946 SQ. FT/200 SQ. FT PER OCC.
STORAGE AREA: 1 AT 109 SQ. FT/300 SQ. FT PER OCC.
TOTAL OCC. LOAD: 56 OCC.

BUILDING CODE
PLUMBING CODE: 2019 CBC
MECHANICAL CODE: 2019 CPC
ELECTRICAL CODE: 2019 CMC
ENERGY CODE: 2019 CEC
FIRE CODE: 2019 CALIFORNIA ENERGY CODE
GREEN CODE: 2019 CFC
ADMINISTRATIVE: 2019 CGBC
2019 ADMINISTRATIVE CODE

BUILDING CODE DATA

BUILDING AREA
WITH EXTERIOR WALLS CONSIDERED
2,500 SQ.FT. FOR BUILDING
253 SQ.FT. FOR RESTROOMS
2,247 NET SQ. FT.
*45 CARS REQUIRED AT 1 PER 50 SQ. FT

PLANNING DEPT. NOTES
ALL WALL SIGNS, MONUMENT SIGNS, SITE
DIRECTIONAL SIGNS ARE FOR REFERENCE ONLY.
THEY WILL REVIEWED UNDER A SEPARATE
SUBMITTAL.

WALL HEIGHTS:
ALL INTERIOR NON-BEARING WALLS GO TO BOTTOM OF TRUSS, U.O.N. REFER TO STRUCTURE.
WALL SUBSTRATES:
- DINING ROOM:
1/2" GYPSUM WALLBOARD FROM FLOOR SLAB TO 6" ABOVE CEILING HEIGHT U.O.N. SEE 6, 8 & 16 / A6.3. (NOTE: THE CEMENT BOARD SPECIFICATION IS DESIGNED TO ALLOW THE G.C. FLEXIBILITY.)
- KITCHEN WALLS AND DINING ROOM CLOSET:
1/2" CEMENT WALLBOARD FROM T.O. SLAB TO 12" AFF. AT 12" AFF, USE 1/2" CDX PLYWOOD W/FRP SURFACE FINISH TO 6" ABOVE CEILING HEIGHT U.O.N. IF DOUBLE SIDED SHEAR WALL PLYWD IS SPECIFIED THE PLYWOOD SHALL BE CONTINUOUS FROM SILL PLATE TO TOP PLATE. SEE 4 & 11 / A6.3.
- RESTROOM WALLS:
5/8" CEMENT WALLBOARD FROM T.O. SLAB OR T.O. CONCRETE CURB TO 48" A.F.F. WITH 5/8" HI-IMPACT BRAND XP WALLBOARD, TYPE X CORE FROM T.O. CEMENT BOARD TO 6" ABOVE CEILING HEIGHT U.O.N. NO SUBSTITUTIONS ALLOWED. FINISH AS SCHEDULED. SEE 11 (SIM), 12 / A6.3.
- ALL OTHER FRAME WALL CONDITIONS:
1/2" GYPSUM WALLBOARD FROM T.O. CEMENT BOARD TO 6" ABOVE CEILING HEIGHT U.O.N. FINISH AS SCHEDULED.

	TYPICAL EXTERIOR WALL: 2x6 WD STUDS AT 16" O.C. W/ SHEATHING AS SCHEDULED (SEE STRUCT. DWGS.) AND R-19 KRAFT-FACED FIBERGLASS BATT INSULATION U.O.N. CC SHALL PROVIDE 2 LAYERS OF GRADE 'D' 60 lb BUILDING PAPER.
	TYPICAL INTERIOR WALL: WD STUDS AT 16" O.C. AS INDICATED 1 2X4 WOOD STUDS 2 2X6 WOOD STUDS
	INTERIOR SOUND-RATED WALL: TYPICAL INTERIOR WALL W/ 3-1/2" UNFACED FIBERGLASS BATT INSULATION. 3 2X4 WOOD STUDS 4 2X6 WOOD STUDS
	HOODWALL: EXTERIOR WALL WITH 20 GA. S.S. PANEL BEHIND HOOD. EXTEND MIN. 18" BEYOND END OF HOOD. REFER TO DETAIL 2/M3.0 FOR EXTENT OF S.S. PANEL.
	DASHED LINE INDICATES INTERIOR SUBSTRATE LOCATION.

WALL LEGEND

E

DIMENSIONS:
A. ALL DIMENSIONS ARE TO FACE OF STUD U.O.N. REFER TO FOUNDATION PLAN FOR FACE OF CONC. DIMENSIONS.
B. DIMENSIONS NOTED AS 'CLEAR' OR 'HOLD' ARE MIN. REQ'D. NET CLEARANCE FROM FACE OF WALL / WAINSCOT FINISH. VERIFY FINAL EQUIPMENT SIZES W/ VENDOR PRIOR TO INT. WALL FRAMING.
WINDOWS / DOORS:
A. SEE SHT. A1.1 FOR WINDOW TYPES AND DOOR SCHEDULE.
B. ALL DOOR AND WINDOW OPENING DIMENSIONS ARE TO ROUGH OPENING.
FINISH SUBSTRATES:
A. PROVIDE 1/2" THICK CEMENTITIOUS BD. FROM FLOOR SLAB TO 12" A.F.F. MIN. IN LIEU OF GYP. BD. AT ALL WALLS EXCEPT SHEARWALL SURFACES, U.O.N.
B. ALL JOINTS, GAPS OR SPACES LEADING TO ALL HOLLOW OR INACCESSIBLE SPACES SHALL BE SEALED WITH 'NSF INTERNATIONAL' APPROVED SEALANTS.
C. ALL BACK OF HOUSE AND OFFICE WALLS SHALL HAVE 1/2" CDX PLYWOOD SUBSTRATE, U.O.N.
DECOR:
A. SEE A2.0 FOR SEATING PLAN AND DETAILS.
B. SEE A7.0 FOR FLOOR FINISHES.
C. SEE A8.0 - A8.3 FOR WALL FINISHES.
D. SEE A7.1 FOR CEILING FINISHES.
GENERAL:
A. PROVIDE THREE FIRE EXTINGUISHERS - (2) 10 lb. BC and (1) 10 lb. ABC - TO COMPLY WITH LOCAL FIRE CODE. LOCATE PER DIRECTION OF FIRE MARSHALL OR LOCAL AUTHORIZING AGENT.
B. DRAWINGS ARE BASED UPON WOOD FRAMING. UTILIZATION OF METAL STUDS ON NON-BEARING INTERIOR PARTITIONS, BULKHEADS AND SOFFITS IS ACCEPTABLE.
C. ALL ATTACHMENTS MADE THROUGH E.I.F.S. SHALL BE BUSHED TO PREVENT DAMAGE TO THE FINISH, PER 9/A6.2.
D. ALL PENETRATIONS THROUGH E.I.F.S. SHALL BE SEALED USING MFR'S. APPROVED METHOD.

FLOOR PLAN NOTES

D

1 STARTING POINT. ALL SUB-TRADES SHALL USE THIS POINT AS A BEGINNING LAY-OUT (INSIDE FACE OF EXT. WALL STUDS.
2 NO FRP BEHIND W-059 WALK-IN COOLER/FREEZER.
3 PIPE BOLLARD. SEE DETAIL 8/C2.0.
4 HOOD WALL, SEE WALL LEGEND.
5 ELECTRICAL MAIN SWITCH BOARD. REFER TO ELECT. DWGS.
6 CO2 FILL BOX LOCATION.
7 TILE TO METAL THRESHOLD.
8 KEEP CLEAR FOR UTILITIES & SYRUP LINES. SEE DETAIL 11 & 14/A6.4 FOR STUD LAYOUT REQUIREMENTS.
9 MOP SINK. REFER TO SHEET A2.0 & A2.1.
10 S.S. CORNER GUARD / WALL CAP [TM-2]. TYP. ALL CORNERS IN BACK-OF-HOUSE FROM REAR WALL TO THE KITCHEN SIDE OF THE SERVICE COUNTER. SEE DETAIL 11/A6.3.
11 ELECT. PANELS RECESSED IN 2x6 WALL.
12 LIGHTING CONTROL PANEL RECESSED. REFER TO ELECT. DWGS.
13 SYRUP LINE CHASE (ABOVE). SEE DETAIL 8/A6.4.
14 14"x14" HORIZONTAL OPENING FOR SYRUP TUBES. COORDINATE WALL PENETRATION WITH COUNTER INSTALLER. SEAL CHASE TO COUNTER. SEE 11/A6.4.
15 ROOF LADDER SEE 4/A6.0

16 ADD SECOND 2X4 WALL ON OFFICE SIDE.
17 REMOVABLE ASTRAGAL FROM INSIDE ONLY.
18 METAL STUDS REQUIRED PER LOCAL CODES.
19 INDICATES WATER HEATER LOCATION.
20 SPLASH GUARD. SEE DETAIL 9/A6.3.
21 LINE OF CANOPY ABOVE
22 LIGHTED WALL. REFER TO DETAIL 5/A8.0
23 LANDSCAPE AREA.
24 CASED OPENING, REFER TO DETAIL 7/A6.4.
25 FUR OUT WALL AS INDICATED WITH 2X4 WOOD STUDS AT 16" O.C.
26 KIOSK POWER STUB LOCATION TO RUN WITHIN LEG OF KIOSK
27 KIOSK DATA STUB LOCATION TO RUN WITHIN LEG OF KIOSK AND THROUGH CONCRETE SLAB AS REQUIRED.
28 LINE OF STEEL TUBE TRELLIS ABOVE, SEE A, B, C, D/A4.1 & C/A5.0, SEE STRUCTURAL
29 STEEL TUBE FOR TRELLIS SUPPORT, WRAPPED WITH WOOD STUDS & PLASTER, SEE C/A5.0 AND STRUCTURAL DRAWINGS
30 ROOF AND OVERFLOW DRAIN PIPES WITHIN STUD WALL, SEE A/A4.1

KEY NOTES

B

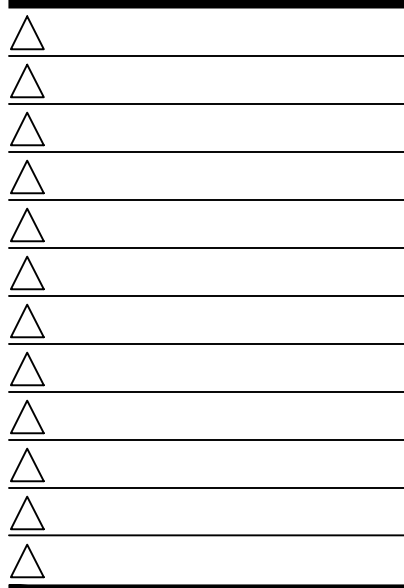
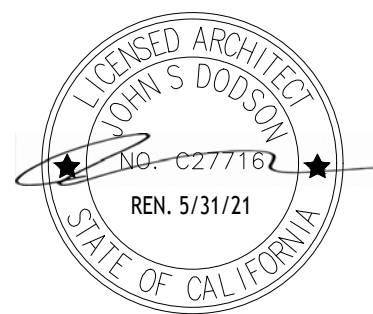


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SITE NUMBER: 312747
STORE NUMBER: 037163

TACO BELL

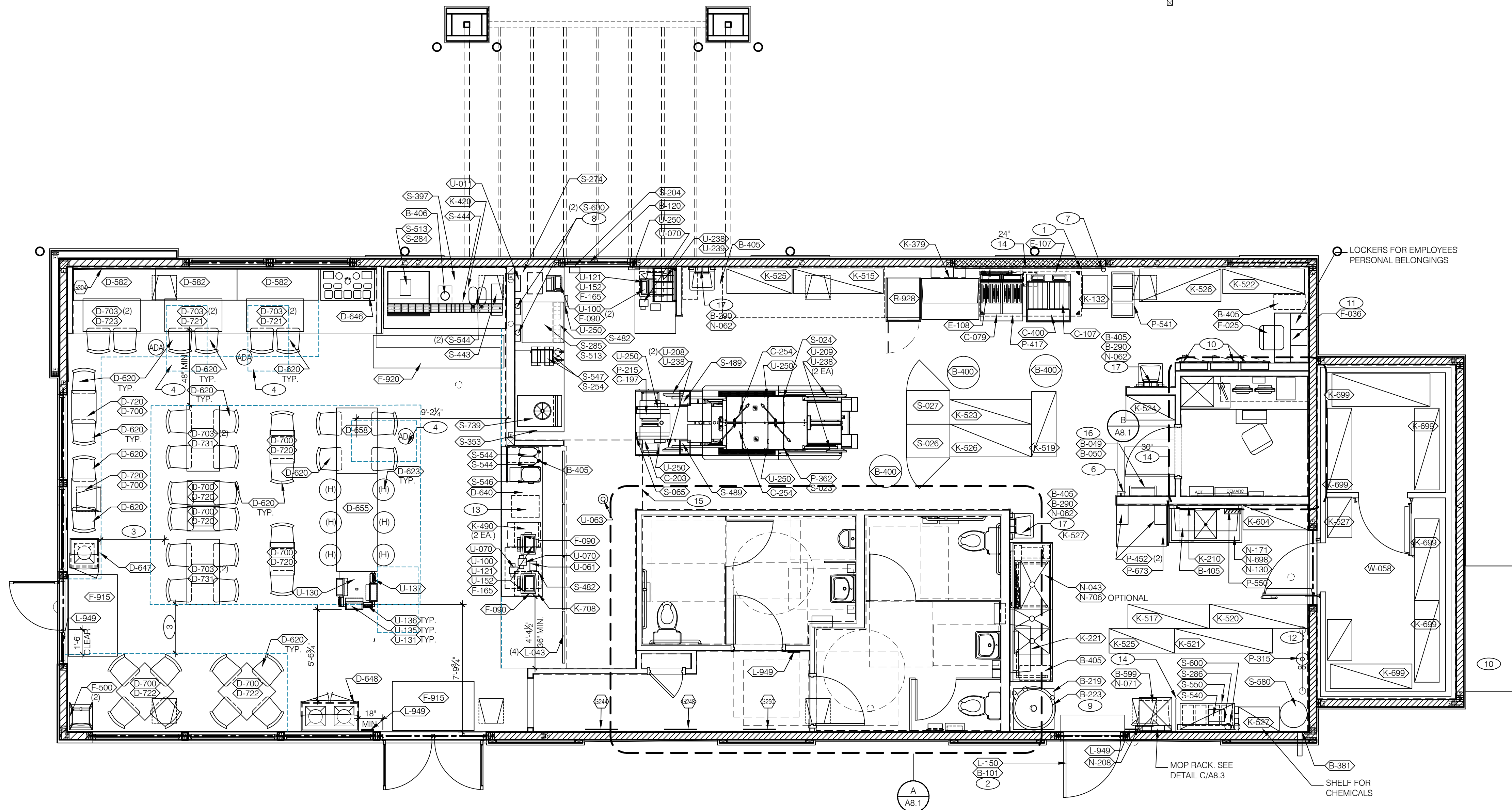
SEC ALICIA PKWY & PASEO DE ALICIA
LAGUNA HILLS, CA



EXPLORER LITE
LARGE50

**EQUIPMENT
AND SEATING
PLAN**

A2.0



NTD:
OPTIONAL: WINDOW SHADE BY ROLL-A-SHADE
MATERIAL - E SCREEN KOOL BLACK CHARCOAL/
CHARCOAL - 5% OPEN
FASCIA - APPROVED IF FRANCHISEE
REQUESTS - CLEAR ANODIZED
CONTACT - ANDREW STRICKLIN
951-245-5077
ANDREW.STRICKLIN@ROLLASHADE.COM

EQUIPMENT/SEATING PLAN 1/4"=1'-0" **A**

SYM.	QTY.	ITEM
D-582	3	PINE PLANK SETTEE BOOTHS - 60"
D-620	38	RETRO CHAIR - 18"
D-623	6	BARREL BARSTOOL - 29"
D-640	1	POS STATION
D-646	1	CONDIMENT COUNTER - RECTANGLE
D-647	1	WASTE ENCLOSURE - SINGLE
D-648	1	WASTE ENCLOSURE - DOUBLE
D-655	1	WB HUB TABLE - 72"
D-658	1	WB HUB TABLE ADA- 48"
D-700	8	TABLE - FREESTANDING BASE - 22" X 22" X28.5" TALL
D-703	10	TABLE - FREESTANDING BASE - 22" X 5.5" X 28.5" TALL (2 REQUIRED PER TABLE)

SEATING PACKAGE - BY SEATING VENDOR U.O.N. (TOTAL SEATS = 52)

SYM.	QTY.	ITEM
D-720	6	TABLE TOP - 24" X 19"
D-721	2	TABLE TOP - 24" X 42" - ADA
D-722	2	TABLE TOP - 30" X 30"
D-723	1	TABLE TOP - 24" X 42"
D-731	2	TABLE TOP - 24" X 48"
D-750	TBD *	WINDOW SILL
D-753	TBD *	WAINSCOTING
D-755	TBD *	CHAIRRAIL

* CONSULTANT TO PROVIDE LINEAR FOOTAGE FOR SILLS, CHAIR RAILS AND SHROUDS.

(X)	QTY.	ITEM	REMARKS
625	1	EMOJIS - 2" BLACK FRAME	SEE A8.0 FOR LOCATION
626	1	LINEAR SAUCES - 2" BLACK FRAME	SEE A8.0 FOR LOCATION
624	1	CONCRETE - 2" BLACK FRAME	SEE A8.0 FOR LOCATION
630	1	LINEAR SAUCES WALLPAPER	SEE A8.0 FOR LOCATION

ARTWORK SCHEDULE

DECOR

- REFER TO SC SHEETS FOR SCOPE OF WORK RESPONSIBILITIES.
- (H) - SYMBOL DENOTES A HIGH TABLE OR DINING COUNTER WITH STOOLS.
- ADA - SYMBOL DENOTES AN ACCESSIBLE TABLE.

GENERAL NOTES

- HOOD FIRE SUPPRESSION SYSTEM (ANSUL R-102 OR EQUAL).
- SEE SHEET A1.1 FOR SECURITY DOOR PACKAGE.
- MAINTAIN 36" MIN CLEAR ACCESSIBLE AISLE EGRESS PATHS TO EXIT DOORS. 32" AT DOORWAYS AND CASED OPENINGS. (42" AISLE REQUIRED WHEN AISLE SERVES MORE THAN 50 SEATS)
- 30" x 48" CLEAR FLOOR SPACE FOR ACCESSIBLE ACCESS.
- DOT INDICATES CORE DRILL LOCATION. CORE DRILL LAYOUT TO BE PROVIDED BY THE SEATING VENDOR. SEE DETAIL 7/A6.3 AND SCOPE OF WORK. CHANGE CORE DRILL BITS TO MATCH DECOR BASE SIZE TO MAINTAIN 3/8" MAX GROUT LINE AROUND BASE
- PULL STATION @ 3'-8" A.F.F.
- GAS LINE DOWN TO EQUIPMENT.
- COORDINATE LOCATION OF HORIZ PVC SYRUP CHASE THROUGH WALL TO COUNTER.
- 6" HIGH WATER HEATER PLATFORM.
- SWITCHGEAR / ELECTRIC PANELS.
- EMPLOYEE WORK STATION. SEE DETAIL B/A8.3.
- 8' LADDER.
- BRINKS SAFE.
- SPLASH GUARD. SEE DETAIL 9/A6.3.
- ALERT LIGHT BOX FOR 3-COMP POWER SOAK.
- ROOF LADDER. SEE ELEVATION 5/A8.3.
- SOAP / HAND SANITIZER DISPENSERS - BY ECOLAB.

KEYNOTES

STORAGE TYPE

LINEAR FT.

DRY STORAGE	67
COLD STORAGE	36
FROZEN STORAGE	16

SHELVING QUANTITIES REQUIRED

C2



ARMÉT DAVIS NEWLOVE & ASSOCIATES, AIA ARCHITECT

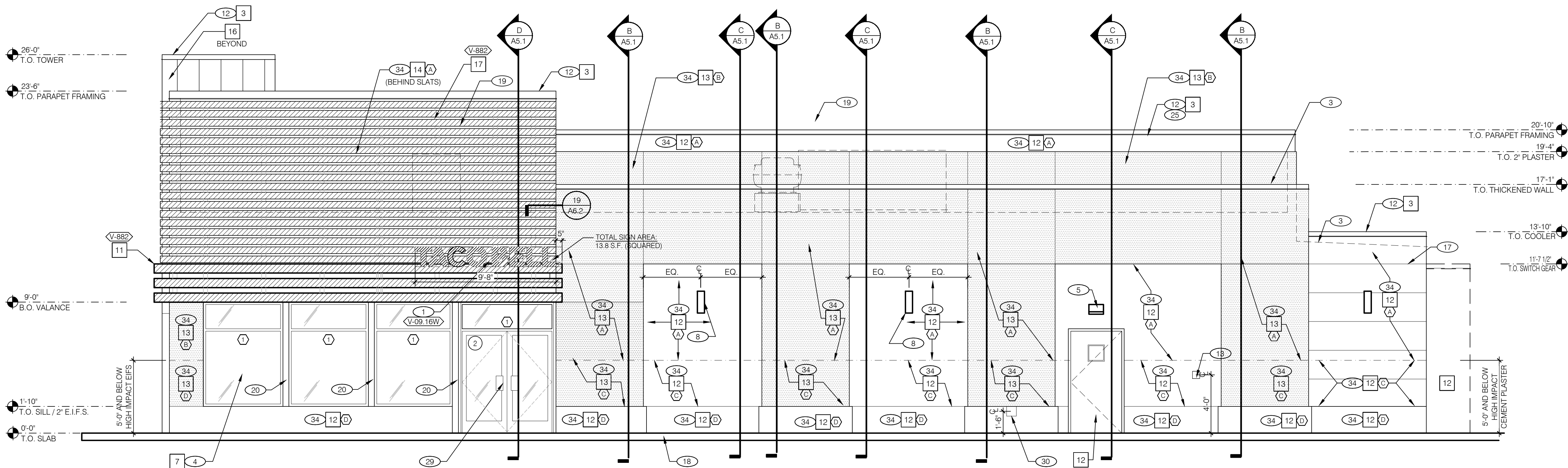
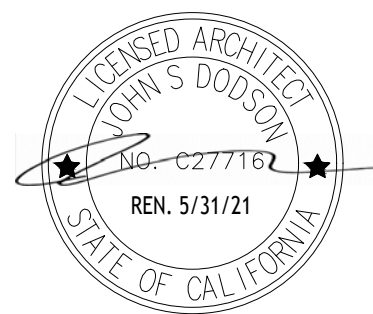
1330 OLYMPIC BLVD.
SANTA MONICA, CALIFORNIA 90404
PH 310 452-5533 FAX 310 450-4742

APPLICANT:

STEVE EVANS/ COTTI FOODS
29889 SANTA MARGARITA PRKWY.
RANCHO SANTA MARGARITA, CA 92681
949-835-1503

PROPERTY OWNER:

MATHEW PHILIPS / EMU LTD
222 POPPY AVE.
CORONA DEL MAR, CA 92625
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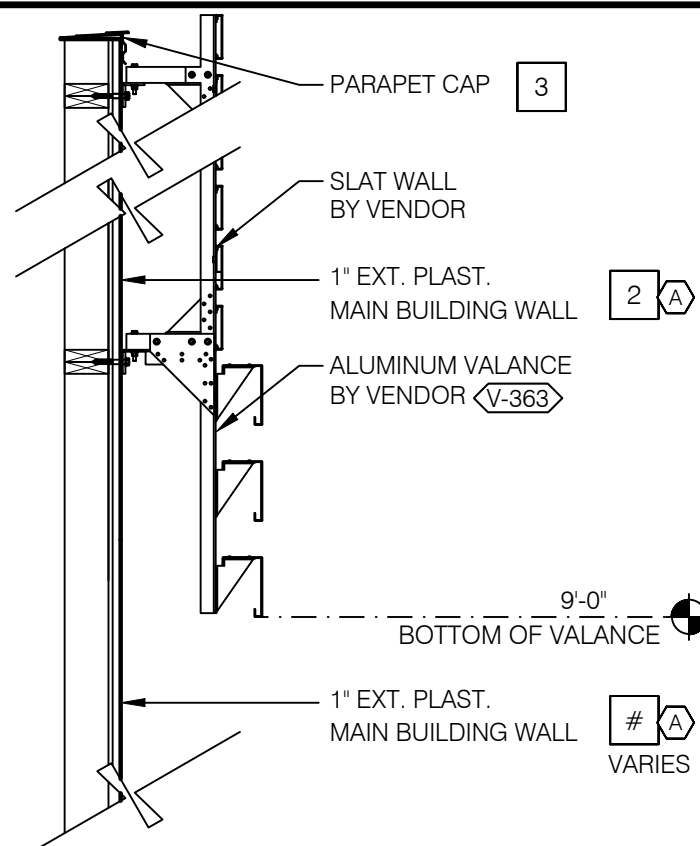


PLANNING DEPT. NOTES

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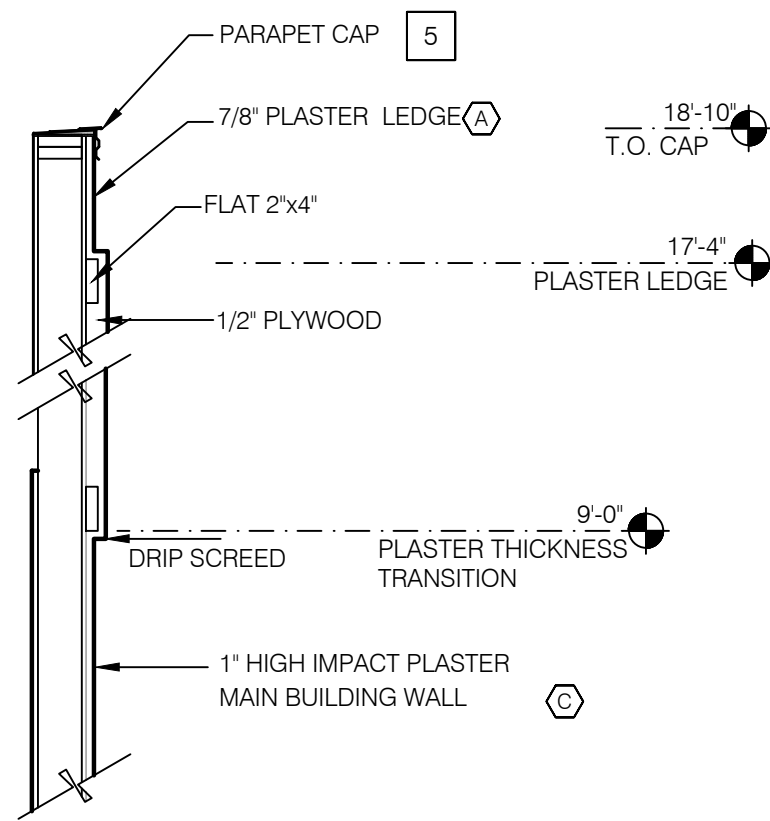
RIGHT SIDE ELEVATION 1/4" = 1'-0"

A



SLAT WALL COLOR TRANSITION N.T.S.

I



PLAST. THICKNESS COLOR TRANSITION N.T.S.

G

MISCELLANEOUS

A. SEE SHT A1.1 "WINDOW TYPES" FOR WINDOW ELEVATIONS.

SEALERS (REFER TO SPECS):

- A. SEALANT AT ALL WALL AND ROOF PENETRATIONS.
- B. SEALANT AT ALL WINDOW AND DOOR FRAMES AT HEAD AND JAMB. DO NOT SEAL SILL @ WINDOWS.
- C. APPLY NEOPRENE GASKET (CONT.) BETWEEN BUILDING & CANOPY.

"CRITICAL" DIMENSIONS:

- A. REQUIRED CLEAR OPENING WIDTH TO ENSURE COORDINATION WITH STANDARD SIGNAGE/ BUILDING ELEMENTS DIMENSIONS.

NOTE: NO EXTERIOR SIGNS ARE WITHIN THE SCOPE OF WORK COVERED BY THE BUILDING PERMIT APPLICATION. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING THE INSTALLATION OF ALL EXTERIOR SIGNS AND INSTALLATION OF REQUIRED BLOCKING AND ELECTRICAL CONNECTIONS FOR FINAL APPROVED SIGNS.

GENERAL NOTES

F

NOT USED

E

- (A) BASE THICKNESS - 1" EXTERIOR PLASTER
- (B) EXTERIOR PLASTER TO BE FURRED OUT 2" FROM FACE OF WALL.
- (C) BASE THICKNESS - 1" THICK EXTERIOR PLASTER WITH HIGH IMPACT MESH (ONLY WHERE NOTED TYPICALLY UP TO 5'-0" A.F.F.).
- (D) BASE THICKNESS - 2" THICK EXT. PLAST. WITH HIGH IMPACT MESH (ONLY WHERE NOTED). SEE DETAIL 2/A6.2.

PLAST. THICKNESS N.T.S.

B

NOTE: SIGNAGE UNDER SEPARATE PERMIT

QTY	ITEM DESCRIPTION	ELEC
1	SLAT WALL	
2	3'-6" x 4'-0" LARGE SWINGING BELL, PURPLE LOGO - FACE LIT	X
3	16" LARGE CHANNEL LETTERS WHITE	X
1	DRIVE-THRU CANOPY - 4'-0"D x 9'-0"W x 6"H	X

SIGN SCHEDULE N.T.S.

C

SYMBOL	AREA	MANUFACTURER	COLOR	ALTERNATE MFR.	ALTERNATE COLOR	CONTACT INFORMATION
1	CANOPY RAFTER/ BEAM PAINT	SHERWIN WILLIAMS	SW3022 "WOODSCAPES BLACK ALDER"			SHERWIN WILLIAMS: BRAD HARRINGTON, 216-228-54988 (PHONE), BRAD.E.HARRINGTON@SHERWIN.COM (EMAIL)
2	CANOPY COLUMN PAINT	SHERWIN WILLIAMS	SW 7062 ROCK BOTTOM			
3	PARAPET CAP (TOWER)	DUROLAST (25)	MEDIUM BRONZE (FACTORY FINISH)	SHERWIN WILLIAMS	SW 7069 "IRON ORE"	DURO-LAST: LEE COBB, 800-434-3876 (PHONE)
4	PARAPET CAP (FRONT)	DUROLAST	SHERWIN WILLIAMS SW6832 "IMPULSE PURPLE" EGG SHELL (P-4)			
5	PARAPET CAP COLOR	DUROLAST (25)	GALVALUME PLUS (FACTORY FINISH)			
6	PARAPET CAP (COOLER)	DUROLAST (25)	GALVALUME PLUS (FACTORY FINISH)			
7	STOREFRONT WINDOWS	OLD CASTLE	CLEAR ANODIZED			OLD-CASTLE: MARK LEHMAN, 972-551-6100 (PHONE), MLEHMAN@OBE.COM (EMAIL)
8	PIPE BOLLARDS	STREET SMART	YELLOW - 1/4" THICK PLASTIC COVER (US.POSTMAN.COM) OR EQUAL			
9	PARAPET BACK ROOFING	DUROLAST	THE COLOR SHALL BE FACTORY COLORED "TAN." EQUAL ALTERNATE ALLOWED.			DURO-LAST: LEE COBB, 800-434-3876 (PHONE)
10	AWNING, PATIO ROOF, COOLER WALL	BERRIDGE	S-DECK PREWEATHERED GALVALUME			
11	VALANCE COLOR	SIGN VENDOR	SW 7034 "STATUS BRONZE" (EQUAL)			
12	MAIN BUILDING COLOR	SHERWIN WILLIAMS	SW 7067 "CITYSCAPE"	STO LOTUSAN	NA17-0014	SHERWIN WILLIAMS: BRAD HARRINGTON, 216-341-5558 X115 (PHONE), BRAD.E.HARRINGTON@SHERWIN.COM
13	ACCENT COLOR	SHERWIN WILLIAMS	SW 6098 "PACER WHITE"	STO LOTUSAN	NA17-0008	EIFS CONTACT: STO CORP.: CHUCK DUFFIN, 940-894-2092 (PHONE), 940-894-2095 (FAX), CDUFFIN@STOCORP.COM
14	WALL COLOR BEHIND SCREEN WALL	SHERWIN WILLIAMS	SW 6831 "CLEMATIS"	STO LOTUSAN	NA14-0004	
15	NOT USED					
16	METAL PANELS	WESTERN STATES METAL ROOFING	18" A606-4 RUSTWALL PANELS			WESTERN METAL DECK: JESSICA TRIER, 602-422-2696 (PHONE), jessica@metalddeck.com (EMAIL)
17	SLAT WALL	GTC	ALUMAWOOD BARN WOOD, MUSTONE HIGH IMPACT EMBOSSED WOOD GRAIN TEXTURE			

EXTERIOR FINISH SCHEDULE

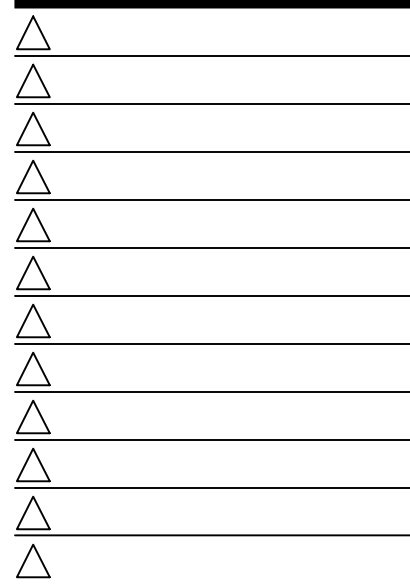
H

- (1) BUILDING SIGN, BY VENDOR. SEE STRUCTURAL BLOCKING ELEVATIONS, SHEET S5.0 FOR MORE INFORMATION. SEE ELECTRICAL PLANS FOR POWER REQUIREMENTS.
- (2) DRIVE THRU WINDOW. SEE SHEET A1.0 AND A1.1.
- (3) DASHED LINE INDICATES ROOF BEYOND.
- (4) STOREFRONT, TYPICAL.
- (5) WALL PACK LIGHT FIXTURE.
- (6) SWITCH GEAR CLOSET DOORS & FRAME, PAINT TO MATCH WALL.
- (7) NOT USED.
- (8) LIGHT SCONCE. ALIGN CENTER OF FIXTURES WITH BOTTOM OF VALANCE AT 9'-0" A.F.F.
- (9) ASSUME D/T LANE SURFACE IS 6" BELOW THE FINISH FLOOR. REFER TO GRADING & SITE PLAN.
- (10) NOT USED
- (11) TOWER WITH METAL PANEL FINISH.
- (12) PARAPET COPING. IF DURO-LAST EDGE TRIM IS USED. USE THE DURO-LAST PRE-FINISHED EDGE TRIM. SEE DETAIL 2/A6.0.
- (13) CO2 FILLER VALVE & COVER. SEE DETAIL 5/A6.2 SIM.
- (14) DRIVE-THRU CANOPY BY OTHERS.
- (15) GAS SERVICE.
- (16) ROOF & OVERFLOW DRAIN DISCHARGE, SEE DETAIL G/A3.0. VERIFY PER CIVIL DWGS. IF ROOF DRAIN ROOF DRAIN IS THROUGH WALL OR CONNECTED TO STORM DRAIN SYSTEM.

- (17) 1/2" ALUMINUM STUCCO JOINT, EQUALLY SPACED AT COOLER & SWITCH GEAR CLOSET EXTERIOR WALLS. SEE A & B/A4.1.
- (18) CONCRETE CURB.
- (19) RTU BEYOND. PAINT TO MATCH MAIN BUILDING COLOR.
- (20) BREAK METAL COVER OVER WOOD STUDS TO MATCH STOREFRONT. SEE 3/A6.1
- (21) NOT USED.
- (22) BOLLARD BEYOND TRELIS TOWER, FACING BUILDING
- (23) BOLLARD
- (24) DUROLAST SINGLE MEMBRANE ROOFING OR EQUAL.
- (25) IF THE DURO LAST PARAPET CAP TRIM IS USED, IT SHALL NOT BE PAINTED.
- (26) TRELIS TOWER AT DRIVE THRU WINDOW, FINISH ALL SIDES PER C/A4.1
- (27) STEEL TRELIS TO TRELIS TOWER AT DRIVE THRU WINDOW, SEE C/A5.0
- (28) NOT USED.
- (29) STOREFRONT DOOR. REFER TO DOOR SCHEDULE.
- (30) HOSE BIBB LOCATION. REFER TO PLUMBING AND DETAIL 8/A6.2
- (31) NOT USED.
- (32) NOT USED.
- (33) NOT USED.
- (34) CEMENT PLASTER (TYP). SEE 4/A6.2.

KEY NOTES

D



CONTRACT DATE: 03.25.19
BUILDING TYPE: EXPLORER LITE LG
PLAN VERSION: MARCH 2018
BRAND DESIGNER: --
SITE NUMBER: 312747
STORE NUMBER: 037163

TACO BELL

SEC ALICIA PKWY & PASEO DE ALICIA
LAGUNA HILLS, CA



EXPLORER LITE
LARGE50

EXTERIOR ELEVATIONS

A4.0



**ARMÉT DAVIS NEWLOVE &
ASSOCIATES, AIA ARCHITECT**

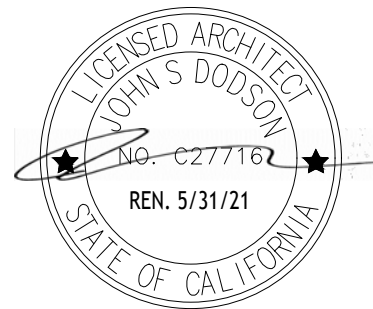
1330 OLYMPIC BLVD.
SANTA MONICA, CALIFORNIA 90404
PH 310 452-5533 FAX 310 450-4742

APPLICANT:

STEVE EVANS/ COTTI FOODS
29889 SANTA MARGARITA PRKWY.
RANCHO SANTA MARGARITA, CA 92686
949-835-1503

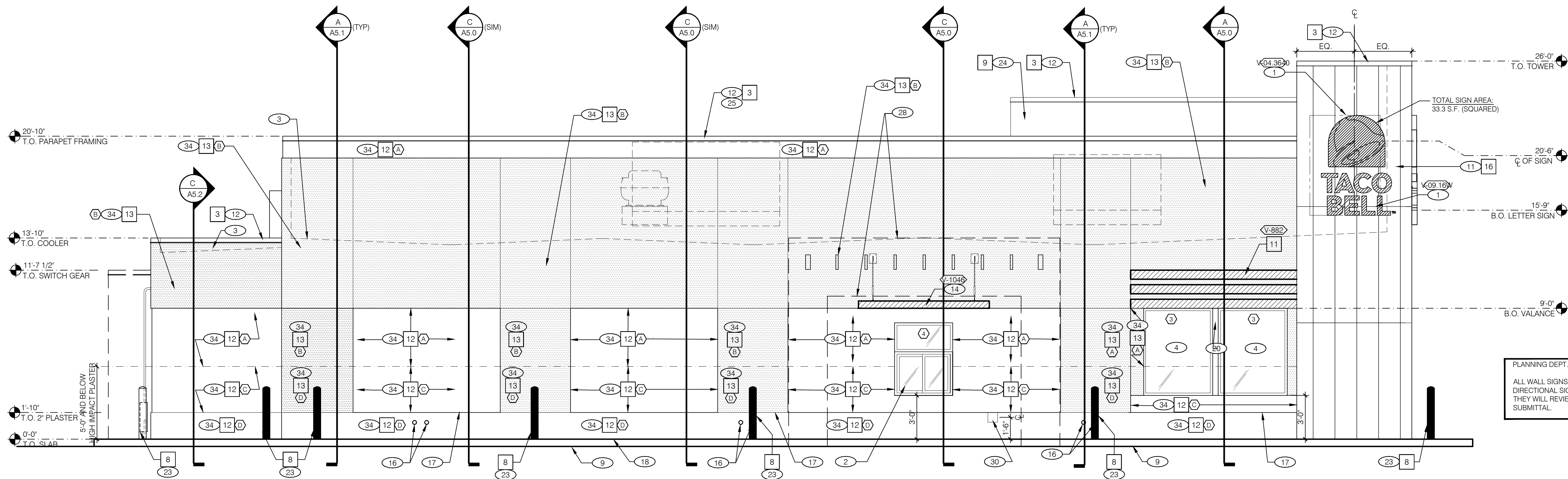
PROPERTY OWNER:

MATHEW PHILIPS / EMJ LTD
222 POPPY AVE.
CORONA DEL MAR, CA 92625
949-858-9191

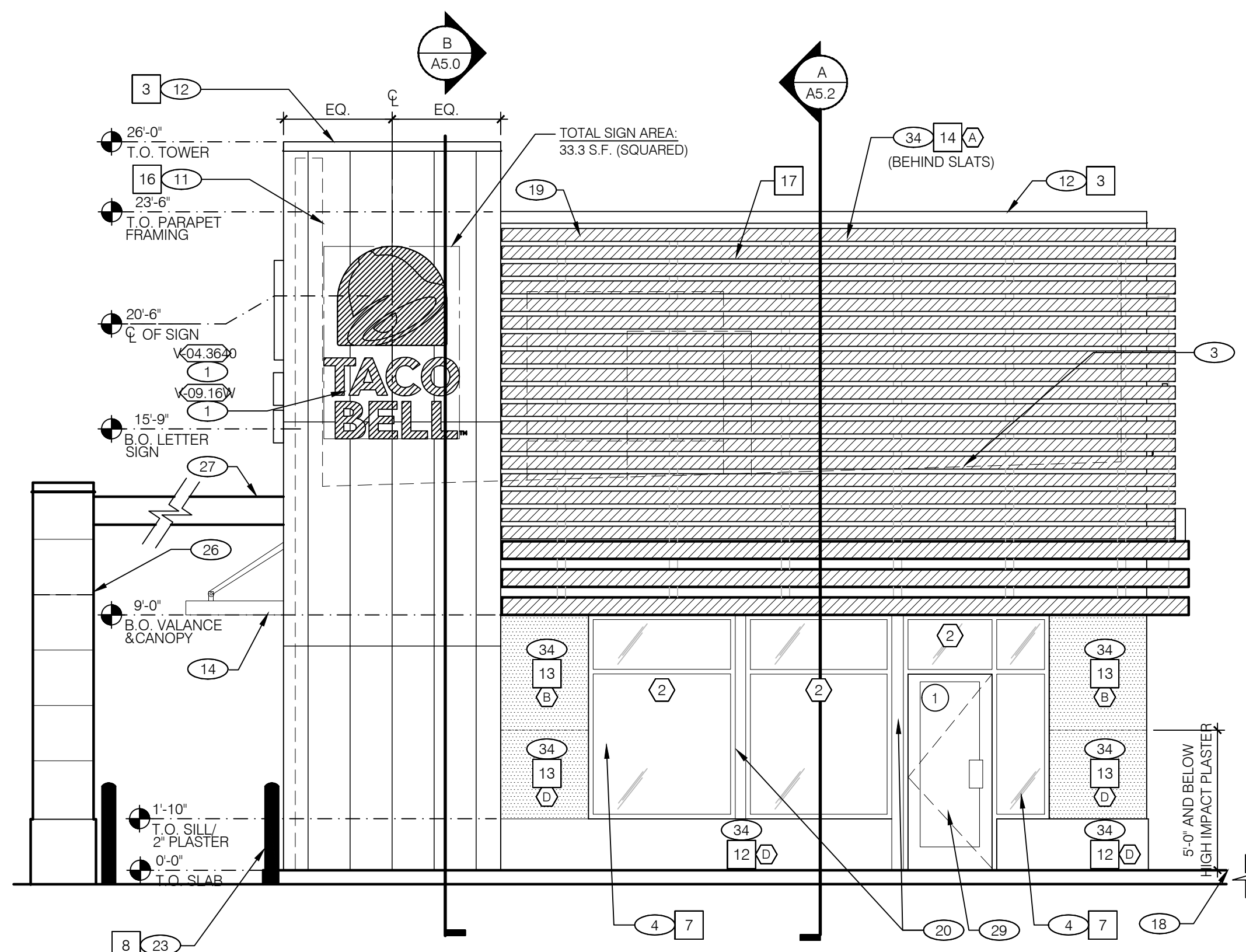


PLANNING DEPT. NOTES

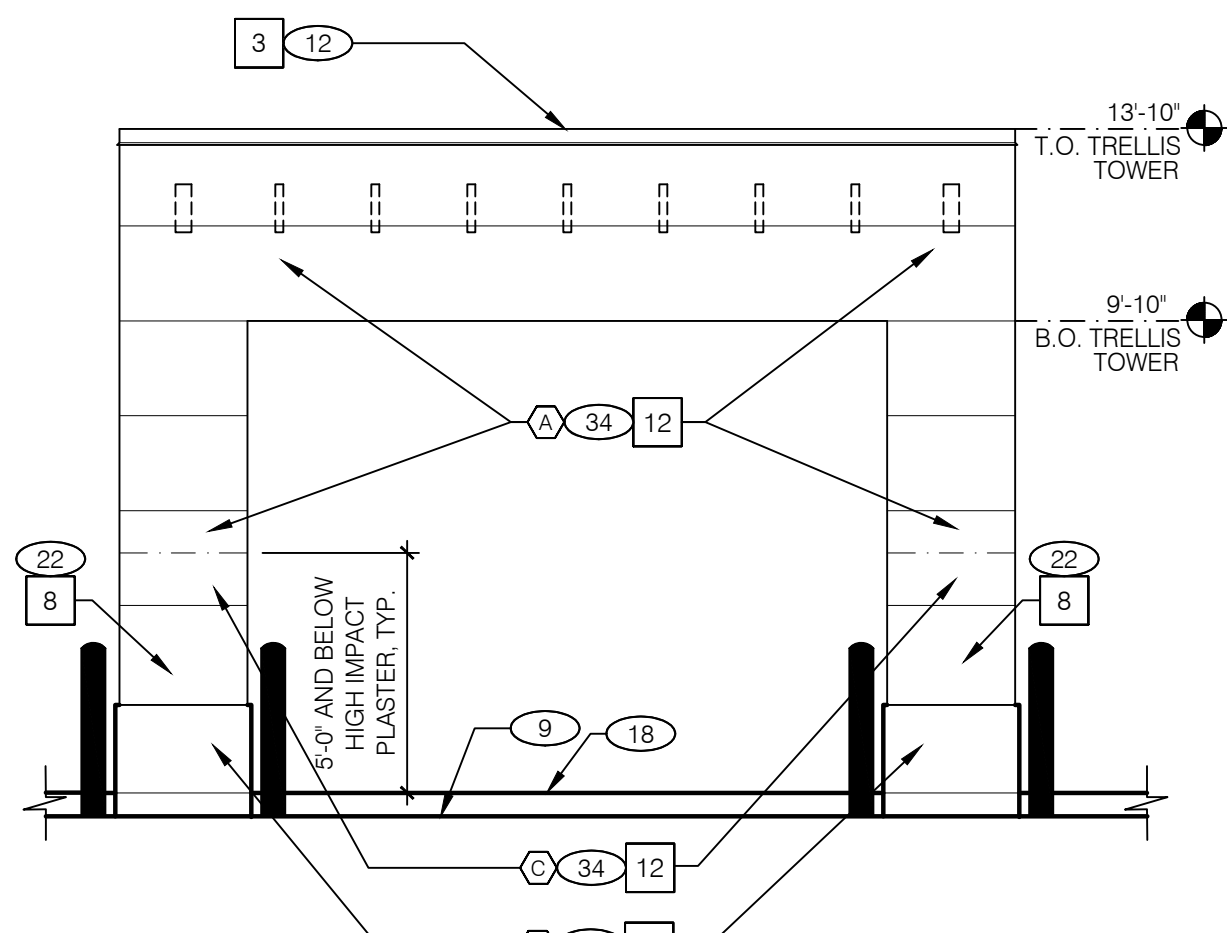
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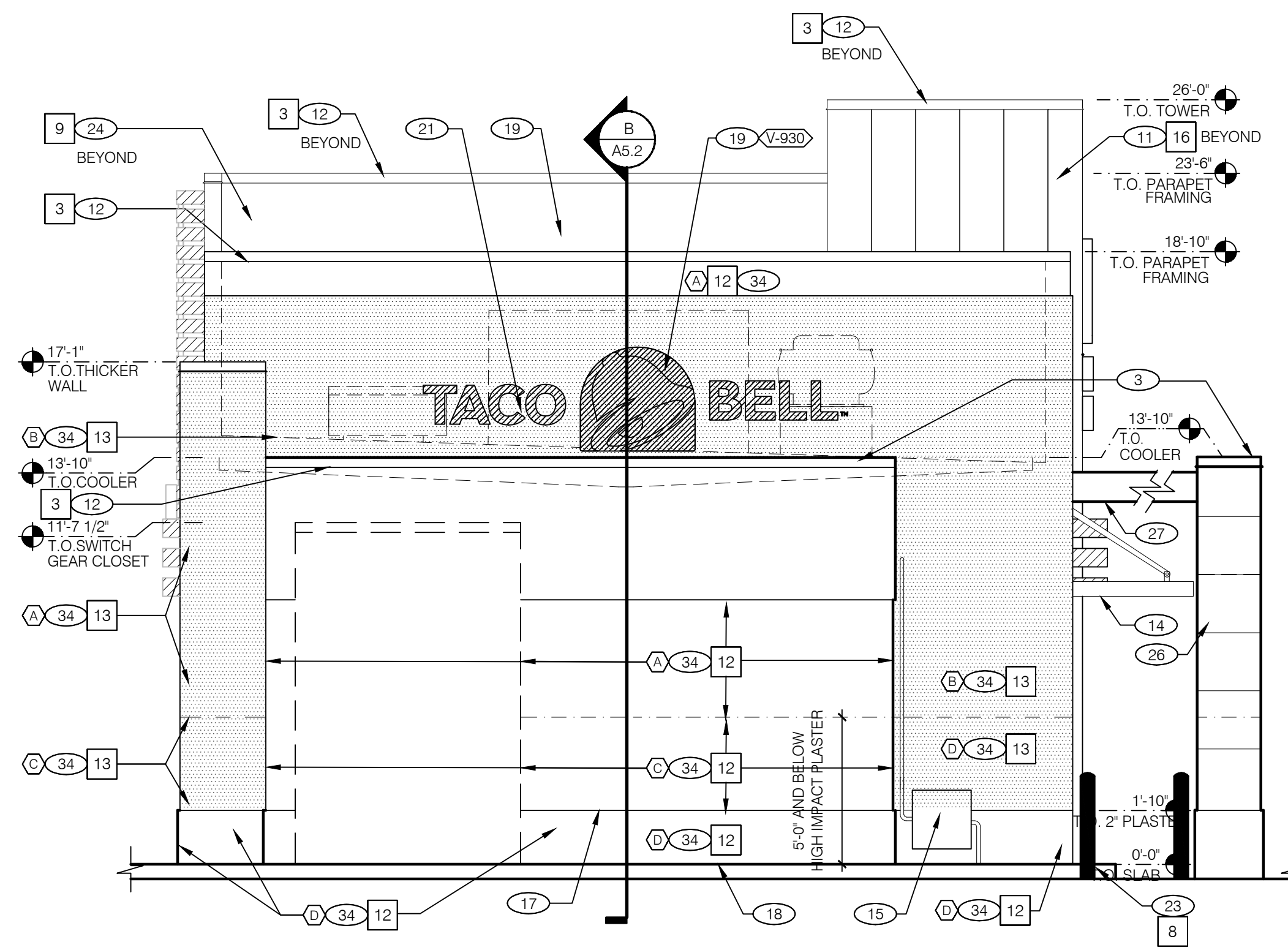
LEFT SIDE ELEVATION 1/4" = 1'-0" **A**



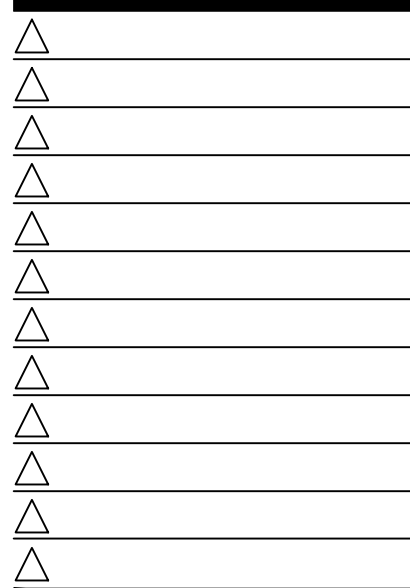
FRONT ELEVATION 1/4" = 1'-0" **D**



FRONT ELEVATION- TRELLIS TOWER 1/4" = 1'-0" **C**



REAR ELEVATION 1/4" = 1'-0" **B**



CONTRACT DATE: 03.25.19
BUILDING TYPE: EXPLORER LITE LG
PLAN VERSION: MARCH 2018
BRAND DESIGNER: --
SITE NUMBER: 312747
STORE NUMBER: 037163

TACO BELL

SEC ALICIA PKWY & PASEO DE ALICIA
LAGUNA HILLS, CA



EXPLORER LITE
LARGES0

**EXTERIOR
ELEVATIONS**

A4.1

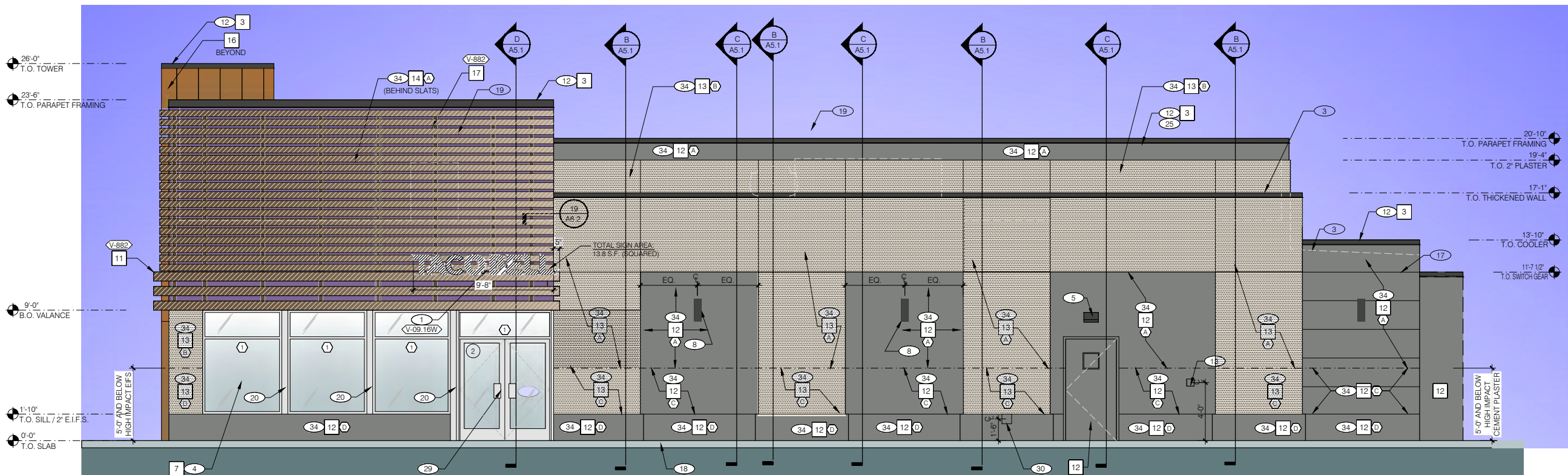
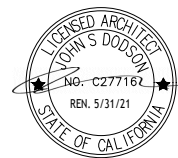


ARMÉT DAVIS NEWLO
ASSOCIATES, AIA ARCH

1330 OLYMPIC BLVD.
SANTA MONICA, CALIFORNIA 90
PH 310 452-5533 FAX 310 450-41

APPLICANT:
STEVE EVANS/ COTTI FOODS
29889 SANTA MARGARITA PRKV
RANCHO SANTA MARGARITA, C.
949-835-1503

PROPERTY OWNER:
MATHEW PHILIPS / EMJ LTD
222 POPPY AVE.
CORONA DEL MAR, CA 92625
949-858-9191



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RIGHT SIDE ELEVATION 1/4"=1'-0"

A

- Ⓐ BASE THICKNESS - 1" EXTERIOR PLASTER
Ⓑ EXTERIOR PLASTER TO BE FURRED OUT 2" FROM FACE OF WALL.
Ⓒ BASE THICKNESS - 1" THICK EXTERIOR PLASTER WITH HIGH IMPACT MESH
(ONLY WHERE NOTED TYPICALLY UP TO 5'-0" A.F.F.).
Ⓓ BASE THICKNESS - 2" THICK EXT. PLAST. WITH HIGH IMPACT MESH (ONLY WHERE NOTED).
SEE DETAIL 2/A6.2.

PLAST. THICKNESS N.T.S.

B

NOTE: SIGNAGE UNDER SEPARATE PERMIT

QTY	ITEM DESCRIPTION	ELEC
1	SLAT WALL	
2	3'-6" x 4'-0" LARGE SWINGING BELL, PURPLE LOGO - FACE LIT	X
3	16" LARGE CHANNEL LETTERS WHITE	X
1	DRIVE-THRU CANOPY - 4'-0"D x 9'-0"W x 6'H	X

SIGN SCHEDULE N.T.S.

C

- Ⓐ BUILDING SIGN, BY VENDOR. SEE STRUCTURAL BLOCKING ELEVATIONS, SHEET
S5.0 FOR MORE INFORMATION. SEE ELECTRICAL PLANS FOR POWER
REQUIREMENTS.
Ⓑ DRIVE THRU WINDOW. SEE SHEET A1.0 AND A1.1.
Ⓒ DASHED LINE INDICATES ROOF BEYOND.
Ⓓ STOREFRONT, TYPICAL.
Ⓔ WALL PACK LIGHT FIXTURE.
Ⓕ SWITCH GEAR CLOSET DOORS & FRAME, PAINT TO MATCH WALL.
Ⓖ NOT USED.
Ⓗ LIGHT SCONCE. ALIGN CENTER OF FIXTURES WITH BOTTOM OF VALANCE AT
9'-0" A.F.F.
Ⓘ ASSUME D/T LANE SURFACE IS 6' BELOW THE FINISH FLOOR.
REFER TO GRADING & SITE PLAN.
Ⓚ NOT USED
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Ⓨ CO2 FILLER VALVE & COVER. SEE DETAIL 5/A6.2 SIM.
Ⓦ DRIVE-THRU CANOPY BY OTHERS.
Ⓩ GAS SERVICE.
Ⓛ ROOF & OVERFLOW DRAIN DISCHARGE, SEE DETAIL G/A3.0. VERIFY PER CIVIL
DWGS. IF ROOF DRAIN ROOF DRAIN IS THROUGH WALL OR CONNECTED TO
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CLOSET EXTERIOR WALLS. SEE A & B/A4.1.
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Ⓒ RTU BEYOND. PAINT TO MATCH MAIN BUILDING COLOR.
Ⓓ BREAK METAL COVER OVER WOOD STUDS TO MATCH STOREFRONT. SEE 3/A6.1
Ⓔ NOT USED.
Ⓕ BOLLARD BEYOND TRELIS TOWER, FACING BUILDING
Ⓖ BOLLARD
Ⓗ DUROLAST SINGLE MEMBRANE ROOFING OR EQUAL.
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Ⓙ TRELIS TOWER AT DRIVE THRU WINDOW, FINISH ALL SIDES PER C/A4.1
Ⓚ STEEL TRELIS TO TRELIS TOWER AT DRIVE THRU WINDOW, SEE C/A5.0
Ⓛ NOT USED.
Ⓜ STOREFRONT DOOR. REFER TO DOOR SCHEDULE.
Ⓨ HOSE BIBB LOCATION. REFER TO PLUMBING AND DETAIL 8/A6.2
Ⓦ NOT USED.
Ⓩ NOT USED.
Ⓛ NOT USED.
Ⓦ CEMENT PLASTER (TYP). SEE 4/A6.2.

KEY NOTES

D

GENERAL NOTES

F

MISCELLANEOUS
A. SEE SHT A1.1 "WINDOW TYPES" FOR WINDOW ELEVATIONS.

SEALERS (REFER TO SPECS):

- A. SEALANT AT ALL WALL AND ROOF PENETRATIONS.
B. SEALANT AT ALL WINDOW AND DOOR FRAMES AT HEAD AND JAMB. DO NOT SEAL SILL @
WINDOWS.
C. APPLY NEOPRENE GASKET (CONT.) BETWEEN BUILDING & CANOPY.

"CRITICAL" DIMENSIONS:

- A. REQUIRED CLEAR OPENING WIDTH TO ENSURE COORDINATION WITH STANDARD
SIGNAGE/ BUILDING ELEMENTS DIMENSIONS.

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SLAT WALL COLOR TRANSITION N.T.S.

I PLAST. THICKNESS COLOR TRANSITION N.T.S.

G

SYMBOL	AREA	MANUFACTURER	COLOR	ALTERNATE MFR.	ALTERNATE COLOR	CONTACT INFORMATION
1	CANOPY RAFTER/ BEAM PAINT	SHERWIN WILLIAMS	SW3022 "WOODSCAPES BLACK ALDER"			SHERWIN WILLIAMS: BRAD HARRINGTON, 216-228-54988 (PHONE), BRAD.E.HARRINGTON@SHERWIN.COM (EMAIL)
2	CANOPY COLUMN PAINT	SHERWIN WILLIAMS	SW 7062 ROCK BOTTOM			
3	PARAPET CAP (TOWER)	DUROLAST	MEDIUM BRONZE (FACTORY FINISH)	SHERWIN WILLIAMS	SW 7069 "IRON ORE"	DURO-LAST: LEE COBB, 800-434-3876 (PHONE)
4	PARAPET CAP (FRONT)	DUROLAST	SHERWIN WILLIAMS SW6832 "IMPULSE PURPLE" EGG SHELL (P-4)			
5	PARAPET CAP COLOR	DUROLAST	GALVALUME PLUS (FACTORY FINISH)			
6	PARAPET CAP (COOLER)	DUROLAST	GALVALUME PLUS (FACTORY FINISH)			
7	STOREFRONT WINDOWS	OLD CASTLE	CLEAR ANODIZED			OLD-CASTLE: MARK LEHMAN, 972-551-6100 (PHONE), MLEHMAN@OBE.COM (EMAIL)
8	PIPE BOLLARDS	STREET SMART	YELLOW - 1/4" THICK PLASTIC COVER (US.POSTMAN.COM) OR EQUAL			
9	PARAPET BACK ROOFING	DUROLAST	THE COLOR SHALL BE FACTORY COLORED "TAN" EQUAL ALTERNATE ALLOWED.			DURO-LAST: LEE COBB, 800-434-3876 (PHONE)
10	AWNING, PATIO ROOF, COOLER WALL	BERRIDGE	S-DECK PREWEATHERED GALVALUME			
11	VALANCE COLOR	SIGN VENDOR	SW 7034 "STATUS BRONZE" (EQUAL)			
12	MAIN BUILDING COLOR	SHERWIN WILLIAMS	SW 7067 "CITYSCAPE"	STO LOTUSAN	NA17-0014	SHERWIN WILLIAMS: BRAD HARRINGTON, 216-341-5558 X115 (PHONE), BRAD.E.HARRINGTON@SHERWIN.COM
13	ACCENT COLOR	SHERWIN WILLIAMS	SW 6098 "PACER WHITE"	STO LOTUSAN	NA17-0008	EIFS CONTACT: STO CORP.: CHUCK DUFFIN, 940-894-2092 (PHONE), 940-894-2095 (FAX), CDUFFIN@STOCORP.COM
14	WALL COLOR BEHIND SCREEN WALL	SHERWIN WILLIAMS	SW 6831 "CLEMATIS"	STO LOTUSAN	NA14-0004	
15	NOT USED					
16	METAL PANELS	WESTERN STATES METAL ROOFING	18" A606-4 RUSTWALL PANELS			WESTERN METAL DECK: JESSICA TRIER, 602-422-2696 (PHONE), jessica@metaldck.com (EMAIL)
17	SLAT WALL	GTC	ALUMAWOOD BARN WOOD, MUSTONE HIGH IMPACT EMBOSSED WOOD GRAIN TEXTURE			

EXTERIOR FINISH SCHEDULE

H

CONTRACT DATE: 03.
BUILDING TYPE: EXPLORER LT
PLAN VERSION: MARCH
BRAND DESIGNER:
SITE NUMBER: 31
STORE NUMBER: 00

TACO BELL

SEC ALICIA PKWY & PASEO DE J
LAGUNA HILLS, CA



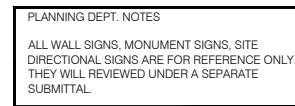
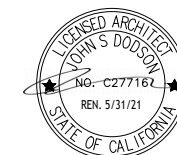
EXPLORER L
LARGE50

EXTERIOR
ELEVATION

A4.0

1330 OLYMPIC BLVD.
SANTA MONICA, CALIFORNIA 90401
PH 310 452-5533 FAX 310 450-4

PROPERTY OWNER:
MATHEW PHILIPS / EMJ LTD
222 POPPY AVE.
CORONA DEL MAR, CA 92625
949-858-9191



1



CONTRACT DATE: 03/01/2018
BUILDING TYPE: EXPLORER LITE
PLAN VERSION: MARCH 2018
BRAND DESIGNER:
SITE NUMBER: 3
STORE NUMBER: 03

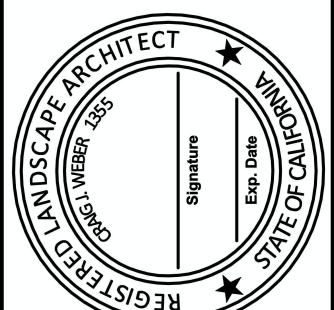


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REVISIONS	BY
11/2020 REV.1	

CNA
CRAIG WEBER & ASSOCIATES

PLANS PREPARED FOR:
EMJ LTD.
222 POPPY AVENUE
LAKEMARK, CA
(949) 752-5679
PREPARED BY:
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950 SANTIAGO WAY, LONG BEACH, CA 90804
PH/FAX 562.484.0411



PROJECT:
LAGUNA HILLS RETAIL CENTER
24888 ALICIA PARKWAY
LAGUNA HILL, CA 92653

Date:	SEPT 2020
Scale:	1" = 20'
Drawn:	KGW
Job:	1543
Sheet:	

L1

Attachment: Attachment c - Project Plan Set (2263 : Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell))

LANDSCAPE PROJECT DATA

PARKING LOT AREA	50,802 SQ. FT.
COMMON LANDSCAPE AREA	18,752 SQ. FT.
PHASE 1 LANDSCAPE AREA (5,004 SQ. FT.)	
PHASE 2 LANDSCAPE AREA (13,748 SQ. FT.)	
PERIMETER LANDSCAPE AREA	9,732 SQ. FT.
TOTAL PROJECT LANDSCAPE AREA	28,484 SQ. FT.
R-O-W BENTLEY AVENUE LANDSCAPE AREA	865 SQ. FT.
TOTAL SITE LANDSCAPE AREA	29,349 SQ. FT.

TOTAL PROJECT LANDSCAPE AREA	28,484 SQ. FT.
TOTAL PROJECT SITE AREA	107,006 SQ. FT.
LANDSCAPE AREA PROVIDED	27%
LANDSCAPE AREA REQUIRED	15%

PERIMETER LANDSCAPE AREA	9,732 SQ. FT.
TOTAL PROJECT LANDSCAPE AREA	28,484 SQ. FT.
PERIMETER PERCENT L.A. PROVIDED	34%
PERIMETER PERCENT L.A. REQUIRED	< 60%

COMMON LANDSCAPE AREA	18,752 SQ. FT.
TOTAL PROJECT LANDSCAPE AREA	28,484 SQ. FT.
COMMON PERCENTAGE L.A. PROVIDED	66%
COMMON PERCENTAGE L.A. REQUIRED	>40%

COMMON LANDSCAPE AREA	18,752 SQ. FT.
PARKING LOT AREA	50,802 SQ. FT.
COMMON PERCENTAGE L.A. PROVIDED	37%
COMMON PERCENTAGE L.A. REQUIRED	MIN. 10%

WATER EFFICIENT LANDSCAPE CALCULATIONS

PER 2015 REVISED MODEL WATER EFFICIENT LANDSCAPE ORDINANCE

REFERENCE EVAPOTRANSPIRATION (ET₀) 48.0

PLANT DESCRIP.	PLANT FACTOR (PF)	IRRIGATION METHOD	IRRIG. EFF. (IE)	ETAF (PF / IE)	LAND. AREA	ETAF X AREA	ETWU
LOW WATER	0.2	DRIP	0.81	0.25	14,361	3590	106,838 GAL. / YR.
MODERATE WATER	0.5	DRIP	0.81	0.62	1,240	769	22,885 GAL. / YR.
				TOTAL	15,601 S.F.	4359	129,723 GAL. / YR.
						ETWU TOTAL	208,928 GAL. / YR.

MAXIMUM APPLIED WATER ALLOWANCE (MAWA)

$$MAWA = (ET_0) (0.62) [(ETAF \times LA) + ((1-ETAF) \times SLA)]$$

$$MAWA = (48.0) (0.62) [(0.45 \times 15,601) + (0.55 \times 0)]$$

$$MAWA = 208,928 \text{ GAL. / YR.}$$

ETAF CALCULATIONS

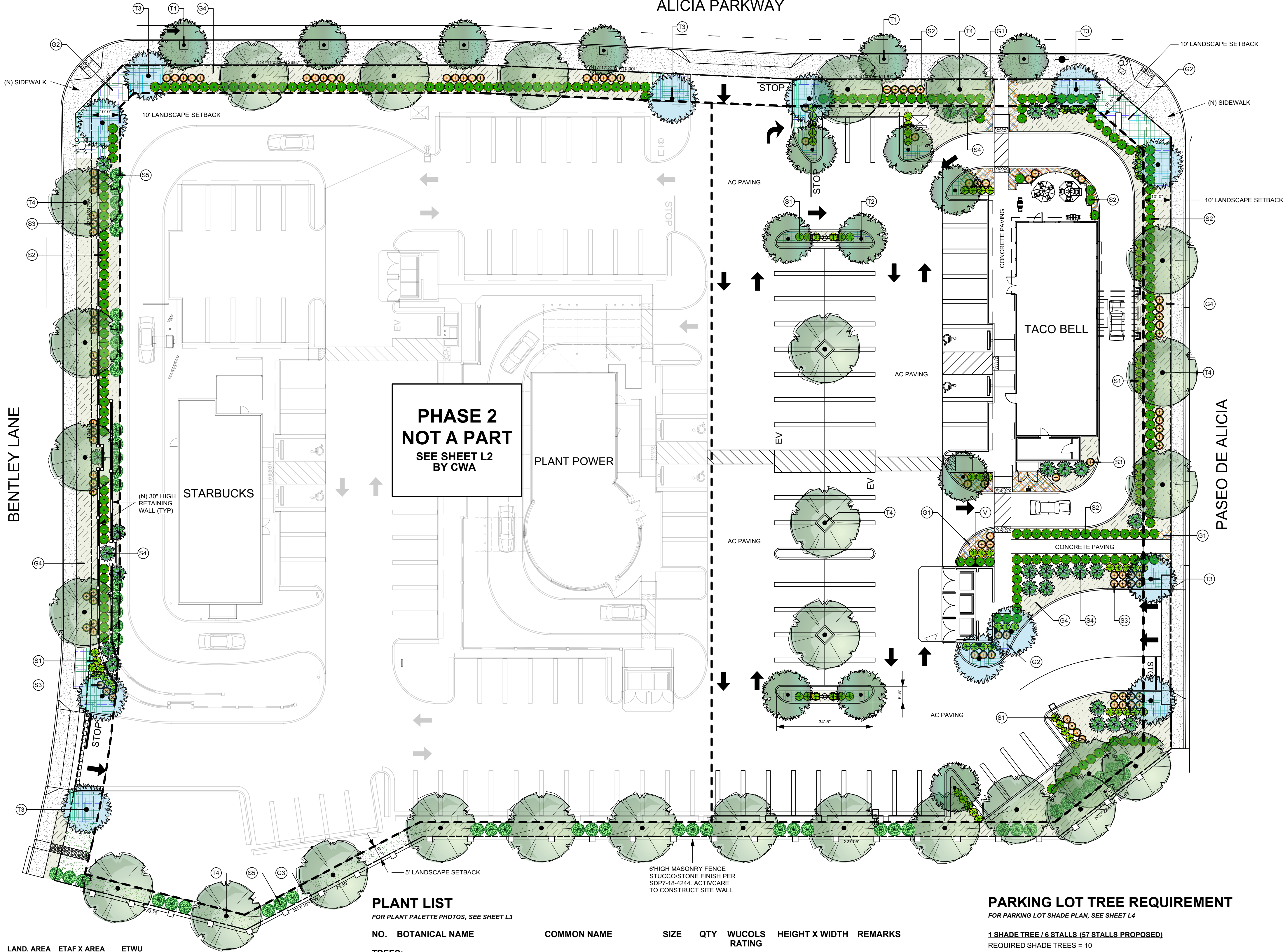
(AVERAGE ETAF FOR REGULAR LANDSCAPE AREAS MUST BE .45 OR BELOW FOR NON-RESIDENTIAL AREAS)

$$TOTAL \ ETAF \times \ AREA = 4359$$

$$TOTAL \ AREA = 15,601 \ S.F.$$

$$AVERAGE \ ETAF = 0.28$$

BENTLEY LANE



PLANT LIST

FOR PLANT PALETTE PHOTOS, SEE SHEET L3

NO.	BOTANICAL NAME	COMMON NAME	SIZE	QTY	WUCOLS RATING	HEIGHT X WIDTH	REMARKS
TREES:							
T1	LAGERSTROEMIA 'MUSKOGEE'	GRAPE MYRTLE	24" BOX	6	MODERATE	25-30' X 25-30'	ST. TREE, STD. TRUNK
T2	LAGERSTROEMIA 'MUSKOGEE'	GRAPE MYRTLE	15 GAL	9	MODERATE	25-30' X 25-30'	STD. TRUNK
T3	MAGNOLIA 'LITTLE GEM'	DWARF MAGNOLIA	24" BOX	12	MODERATE	15-20' X 10-15	MULTI TRUNK
T4	PLATANUS X HISPANICA	LONDON PLANE TREE	24" BOX	28	MODERATE	70-80' X 50-70'	STD. TRUNK
SHRUBS:							
S1	ANIGONANTHOS 'HARMONY YELLOW'	KANGAROO PAW	5 GAL	87	MODERATE	2-3' X 2-3'	
S2	RAPHIOLEPIS 'PINK LADY'	INDIA HAWTHORN	5 GAL	220	LOW	3-4' X 3-4'	
S3	SALVIA LEUCANTHA	MEXICAN BUSH SAGE	1 GAL	104	LOW	3' X 3'	
S4	SENNA ARTEMISIOIDES	FEATHERY CASSIA	5 GAL	26	LOW	4-5' X 3-5'	
S5	WESTRINGIA FRUTICOSA	COAST ROSEMARY	5 GAL	56	LOW	3-5' X 3-5'	
GROUNDCOVERS:							
G1	BULBINE FRUTESCENS	STALKED BULBINE	4" POT	18" o.c.	LOW	12" X 1-2'	
G2	CISTUS X PULVERULENTA 'SUNSET'	CISTUS	1 GAL	24" o.c.	LOW	12-18" X 3-5'	
G3	MUHLBERGIA RIGENS	DEER GRASS	1 GAL	48" o.c.	LOW	3-4' X 3-4'	
G4	MYOPORUM PARVIFOLIUM	PROSTRATE MYOPORUM	1 GAL	36" o.c.	LOW	1' X 2-4'	
VINE:							
V	FICUS REPENS	CREEPING FIG	1 GAL	3	MODERATE		

PARKING LOT TREE REQUIREMENT

FOR PARKING LOT SHADE PLAN, SEE SHEET L4

1 SHADE TREE / 6 STALLS (67 STALLS PROPOSED)

REQUIRED SHADE TREES = 10

PROVIDED SHADE TREES = 19

PHASE 1 CONCEPTUAL LANDSCAPE PLAN



PLANS PREPARED FOR:
EMJ LTD.
222 POPPY AVENUE
LA JOLLA, CA 92037
(849) 756-5679

PREPARED BY:
CRAIG WEBER & ASSOCIATES
950 SANTIAGO WAY, LONG BEACH, CA 90804
PH/FAX 562.484.0411

LAGUNA HILLS RETAIL CENTER
24888 ALICIA PARKWAY
LAGUNA HILL, CA 92653

REGISTERED LANDSCAPE ARCHITECT
CRAIG WEBER, INC.
Signature: _____
Exp. Date: _____
STATE OF CALIFORNIA

PROJECT:
LAGUNA HILLS RETAIL CENTER
24888 ALICIA PARKWAY
LAGUNA HILL, CA 92653

Date: SEPT 2020

Scale: 1" = 20'

Drawn: KGW

Job: 1543

Sheet:

L3

Attachment: Attachment c - Project Plan Set (2263 : Conditional Use Permit/Site Development Permit No. 0015-2020 (Traco Bell))

TREES



PLATANUS X HISPANICA



MORINGA OLEIFERA



MAGNOLIA 'LITTLE GEM'



LAGERSTROEMIA 'MUSKOGEE'



CASSIA LEPTOPHYLLA



BUTIA CAPITATA

SHRUBS



WESTRINGIA FRUTICOSA



SENNA ARTEMISIOIDES



SALVIA LEUCANTHA



RHAPIS EXCELSA



RAPHIOLEPIS 'PINK LADY'



PITTOSPORUM 'SILVER SHEEN'



OTATEA ACUMINATA



FICUS 'NATIDA'

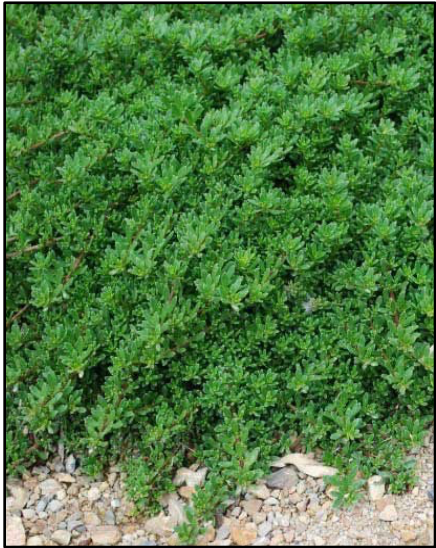


ANIGOZANTHOS 'HARMONY YELLOW'



AGAVE ATTENUATA

GROUNDCOVER



MYOPORUM PARVIFOLIUM



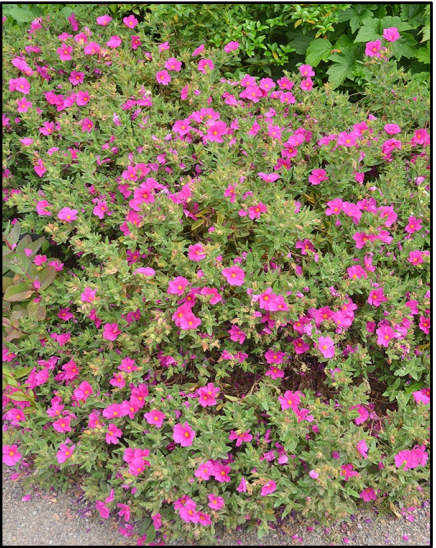
MUHLENGERGIA RIGENS



LOMANDRA LONGIFOLIA



LANTANA 'BANDANA LEMON ZEST'



CISTUS 'SUNSET'



CEANOTHUS 'CARAMEL CREEPER'



BULBINE FRUTESCENS

VINES



LONICERA 'HALLIANA'



JASMINUM POLYANTHUM



HARDENBERGIA VIOLACEA

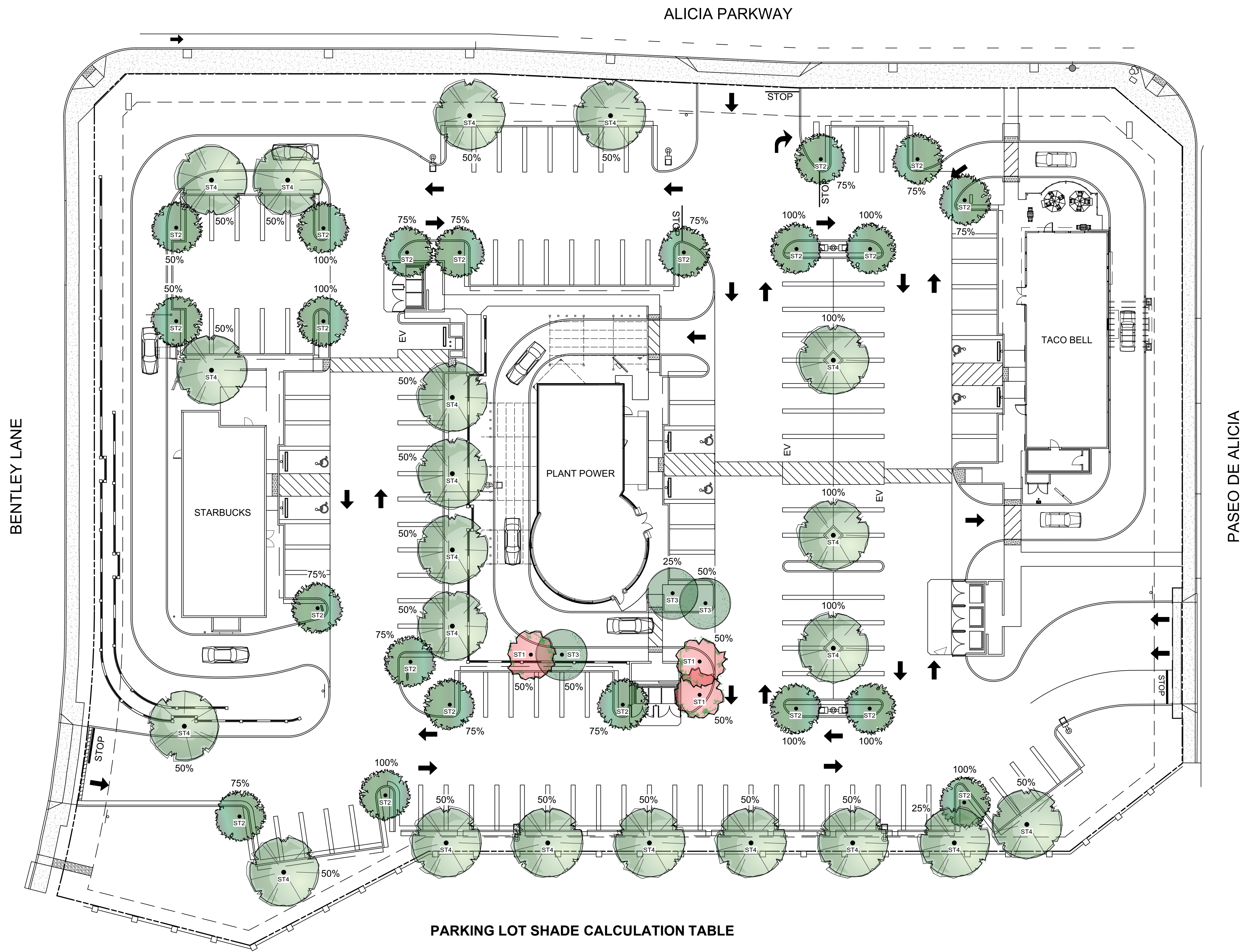


FICUS REPENS



DISTICTUS BUCCINATORIA

PLANT PALETTE



PARKING LOT SHADE CALCULATION TABLE

SYMBOL	BOTANICAL NAME	COMMON NAME	QTY @ FULL SHADE / SQ. FT.	QTY @ 3/4 SHADE / SQ. FT.	QTY @ 1/2 SHADE / SQ. FT.	QTY @ 1/4 SHADE / SQ. FT.	TOTAL
ST1	CASSIA LEPTOPHYLLA	GOLD MEDALLION TREE			3 @ 157		471 SQ. FT.
ST2	LAGERTROEMIA 'MUSKOGEE'	CRAPE MYRTLE	8 @ 314	11 @ 235	2 @ 157		5,411 SQ. FT.
ST3	MORINGA OLEIFERA	MORINGA		1 @ 235	1 @ 157	1 @ 79	471 SQ. FT.
ST4	PLATANUS X ACERIFOLIA	LONDON PLANE TREE	3 @ 1,257		17 @ 628	1 @ 314	14,781 SQ. FT.
TOTAL TREE SHADE							21,114 SQ. FT.
TOTAL PARKING SPACES PROVIDED							133 STALLS
TOTAL PARKING LOT AREA							50,802 SQ. FT.
40% MIN. PARKING AREA REQUIRED TO BE SHADED							20,321 SQ. FT.
TOTAL PARKING AREA SHADE PROVIDED							21,114 SQ. FT.
PERCENT PARKING AREA SHADE PROVIDED							41% > 40%

NOTES

- 1
- THE ABOVE PLAN INDICATES ONLY THE SHADE TREES COUNTED IN ABOVE CALCULATION TABLE. FOR ALL OTHER PROPOSED TREES ON SITE AND IN R-O-W, SEE SHEETS L1 AND L2 BY CWA.
- 2
- THE ABOVE SHADE DIAGRAM IS INTENDED TO REFLECT THE MANNER IN WHICH SHADE IS CREDITED UNDER VARIOUS CONDITIONS. IT IS NOT GRAPHICALLY INDICATING AN EXACT 40% MINIMUM COVERAGE.
- 3
- SHADE TREES MAY RECEIVE 25%, 50%, 75% OR 100% CREDIT AS SHOWN IN TABLE ABOVE.
- 4
- SHADE OVERLAP IS NOT COUNTED TWICE.

PARKING LOT SHADE PLAN

REVISIONS

BY

11/2020

REV.1

PROJECT:

LAGUNA HILLS RETAIL CENTER

24888 ALICIA PARKWAY

LAGUNA HILLS, CA 92653

PLANS PREPARED FOR:

EMJ LTD.

222 POPPY AVENUE

LA JOLLA, CA 92037

(849) 736-5679

PREPARED BY:

CRAIG WEBER & ASSOCIATES

950 SANTIAGO WAY, LONG BEACH, CA 90804

PH/FAX 562.484.0411

REGISTERED LANDSCAPE ARCHITECT

CRAIG WEBER, AIA

Signature

Exp. Date

STATE OF CALIFORNIA

Date:

SEPT 2020

Scale:

1" = 20'

Drawn:

KGW

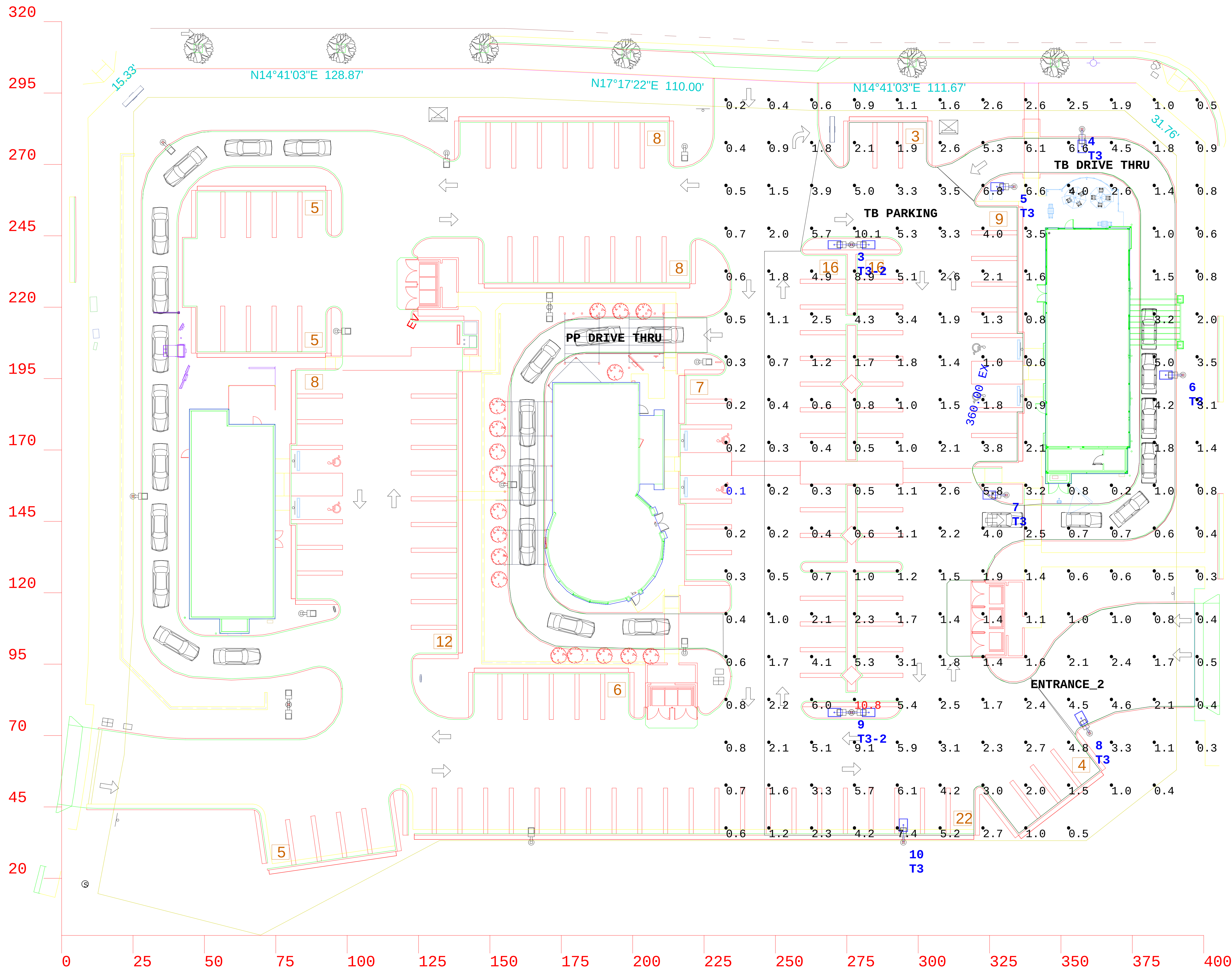
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L4

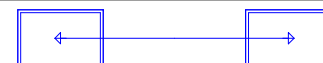
Attachment: Attachment c - Project Plan Set (2263 : Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell))



View_1:Plan Rotated 0 Tilted 0
Scale: 1 inch= 16 Ft.

Calculation Summary								
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min	Description
SITE	Illuminance	Fc	2.22	10.8	0.1	22.20	108.00	GRADE
ENTRANCE_2	Illuminance	Fc	2.40	4.6	0.8	3.00	5.75	GRADE
PP DRIVE THRU	Illuminance	Fc	0.00	0.0	0.0	N.A.	N.A.	GRADE
TB DRIVE THRU	Illuminance	Fc	2.98	6.8	0.6	4.97	11.33	GRADE
TB PARKING	Illuminance	Fc	2.75	10.8	0.2	13.75	54.00	GRADE

Luminaire Location Summary					
LumNo	Label	X	Y	Z	Orient
3	T3-2	276.656	241.869	20	0
4	T3	357.38	282.325	20	270
5	T3	333.621	262.185	20	180
6	T3	392.738	196.229	20	180
7	T3	330.878	154.204	20	180
8	T3	360.032	70.785	20	119.233
9	T3-2	276.657	78.085	20	0
10	T3	294.809	32.609	20	90

Luminaire Schedule						
Symbol	Qty	Label	Arrangement	Lum. Lumens	LLF	Description
	6	T3	SINGLE	12838	0.900	AR100UT3-40BK
	2	T3-2	BACK-BACK	12838	0.900	AR100UT3-40BK

DISCLAIMER: This calculation is based on the best information provided to MaxLite by the client. These findings should be verified by a certified electrical engineer as to their accuracy. Design changes such as wall, ceiling, floor heights and reflectance's of all interior surfaces including partition walls may adversely affect the overall light levels. MaxLite is not responsible as to the veracity of these calculations, and they should only be used as a design reference tool.

4.5.1.c



12 YORK AVE.
WEST CALDWELL, N.J.
07006

(800) 555-5629

WWW.MAXLITE.COM

CLIENT:

TACO BELL

OPTION - C2

Revisions

#	Date	Comments

Date: 8/26/2020

CALC BY: D. Gilmore

TACO BELL LAGUNA HILLS-C2.AGI

Attachment: Attachment c - Project Plan Set (2393 - Conditional Use Permit/Site Development Permit No. 0015-2020 (Taco Bell))

Page 1 of 2

Packet Pg. 118

REVISED TRAFFIC IMPACT ANALYSIS REPORT
24888 ALICIA PARKWAY COMMERCIAL PROJECT

Laguna Hills, California
September 25, 2020
(Revision of the August 28, 2020 Report)

Prepared for:

Cotti Foods

29889 Santa Margarita Parkway
Rancho Santa Margarita, CA 92688

&

EMJ Ltd.

414 Poinsettia Avenue
Corona Del Mar, CA 92625

LLG Ref. 2-19-4151-1



Prepared by
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Transportation Engineer II
&
Zawwar Saiyed, P.E.
Senior Transportation Engineer



Under the Supervision of:
Keil D. Maberry, P.E.
Principal

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Greenspan, Engineers**

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Packet Pg. 119

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APPENDIX

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- B. Existing Traffic Count Data**
- C. Pass-By Trip Distribution Pattern & Peak Hour Pass-By Traffic Volumes**
- D. Existing Traffic Conditions Intersection Level of Service Calculation Worksheets**
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EXECUTIVE SUMMARY

Project Description

- The Project site is located on the former Phillips Mazda automobile dealership which is an approximately 5.2-acre property located south of Alicia Parkway and west of Paseo De Alicia in the City of Laguna Hills, California. A Tentative Parcel Map was approved in March 2019 subdividing the 5.2-acre property into two parcels, a 2.47-acre parcel located to the north (abutting Alicia Parkway) which will contain all of the proposed Project components and a 2.73-acre parcel located to the south which is proposed to contain a 72-bed residential care facility for the elderly. To the east of the Project site are existing office buildings and a preschool. To the west across Bentley Lane is an existing public storage facility. Abutting the Project site along the southern border is the previously mentioned proposed 72-bed residential care facility parcel. To the north, across Alicia Parkway, are existing commercial centers. The dealership has been closed since 2015 and multiple vacated buildings, including sales offices, service garages and trellis/shade structures, were demolished in 2018.
- The proposed Project consists of the development of a 2,500 square-foot (SF) drive-through Taco Bell restaurant, a 2,175 SF drive-through Starbucks coffee shop, and a 2,503 SF drive-through Plant Power restaurant. The proposed Project also includes associated landscaping and parking areas. The proposed Project is expected to be constructed over the next year and completed by Year 2021. As such, Year 2021 has been utilized to assess the Project's potential traffic impacts at full occupancy of the Project within a near-term cumulative traffic setting.
- Vehicular access is proposed via one (1) full-access, unsignalized driveway located along Paseo de Alicia opposite to the existing Alicia Park Office driveway (i.e. Project Driveway No. 1), one (1) right-in/right-out only, unsignalized driveway located along Alicia Parkway (i.e. Project Driveway No. 2), and one (1) full-access, unsignalized driveway located along Bentley (i.e. Project Driveway No. 3).
- The Project is forecast to generate 3,107 daily trips (one half arriving and one half departing), with 200 trips (102 inbound, 98 outbound) produced in the AM peak hour and 152 trips (77 inbound, 75 outbound) produced in the PM peak hour.

Study Area

- The key intersections selected for evaluation in this report are listed below and provide local and regional access to the study area. It should be noted that both key study intersections are located within the City of Laguna Hills:

1. Hon Avenue/ Paseo De Alicia at Alicia Parkway
2. Bentley at Alicia Parkway

Cumulative Projects Traffic

- The six (6) cumulative projects are expected to generate 7,961 daily trips (one half arriving, one half departing) on a “typical” weekday, with 355 trips (183 inbound and 172 outbound) forecast during the AM peak hour and 640 trips (307 inbound and 333 outbound) forecast during the PM peak hour.

Traffic Impact Analysis

Existing Traffic Conditions

- For Existing traffic conditions, the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates at an acceptable level of service during the AM and PM peak hours while the intersection of Bentley at Alicia Parkway currently operates at adverse levels of service during the AM and PM peak hours.

Existing With Project Traffic Conditions

- For Existing With Project traffic conditions, comparing the delay values of the turning movements through the intersection of Bentley at Alicia Parkway indicate an increased delay due to the overall trips generated by the Project. However, although the intersection of Bentley at Alicia Parkway is forecast to operate at an unacceptable LOS F during the AM and PM peak hours with the addition of Project traffic, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). The intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates and is forecast to continue to operate at an acceptable LOS B during the AM and PM peak hours with the addition of Project generated traffic to existing traffic.

Furthermore, although the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service under Existing with Project traffic conditions, it should be noted that it is not uncommon for unsignalized minor roadways that have direct access to primary arterials, such as Alicia parkway, to operate at an unacceptable LOS due to the limited gaps in traffic and the high volume of traffic on the major street. Based on these considerations, the Project’s cumulative impact to the adverse level of service is not considered significant.

Year 2021 Without Project Traffic Conditions

- For Year 2021 Without Project traffic conditions, the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway is forecast to continue to operate at an acceptable level of service during the AM and PM peak hours, while the intersection of Bentley at Alicia Parkway is

forecast to continue to operate at adverse levels of service during the AM and PM peak hours.

Year 2021 With Project Traffic Conditions

- For Year 2021 With Project traffic conditions, comparing the delay values of the turning movements through the intersection of Bentley at Alicia Parkway indicate an increased delay due to the overall trips generated by the Project. However, although the intersection of Bentley at Alicia Parkway is forecast to operate at an unacceptable LOS F during the AM and PM peak hours with the addition of Project traffic, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). The intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates and is forecast to continue to operate at an acceptable LOS B during the AM and PM peak hours with the addition of Project generated traffic to Year 2021 cumulative traffic.

Furthermore, although the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service under Year 2021 with Project traffic conditions, it should be noted that it is not uncommon for unsignalized minor roadways that have direct access to primary arterials, such as Alicia parkway, to operate at an unacceptable LOS due to the limited gaps in traffic and the high volume of traffic on the major street. Based on these considerations, the Project's cumulative impact to the adverse level of service is not considered significant.

Project-Specific Improvements

- The Project proposes to widen Alicia Parkway to provide a 5-foot bicycle lane along the Project frontage.

Recommended Improvements

Existing With Project Traffic Conditions

- The proposed Project is not anticipated to have a direct significant impact at the two (2) key study intersections under the Existing With Project traffic conditions. Hence, no mitigation measures are needed nor recommended.

Year 2021 With Project Traffic Conditions

- The proposed Project is not anticipated to have a direct significant impact at the two (2) key study intersections under the Year 2021 With Project traffic conditions. Hence, no mitigation measures are needed nor recommended.

Exclusive Right-Turn Assessment

- Per City Staff concerns, this report assesses the potential for an exclusive eastbound right-turn lane from Alicia Parkway onto southbound Paseo De Alicia. Future Year 2021 operating conditions at the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway under the following geometries:
- Existing lane geometry
 - Conversion of existing eastbound through/right-turn to an exclusive eastbound right-turn lane (i.e. removal of one existing eastbound through lane)
 - Widen Alicia Parkway to provide for an exclusive eastbound right-turn lane

The conversion of the shared eastbound through/right-turn lane to an exclusive eastbound right-turn lane, the ICU and LOS values would degrade during both the AM and PM peak hours. Additionally, with the widening of Alicia Parkway to add an exclusive eastbound right-turn lane, the ICU value would slightly improve during the AM peak hour and remain unchanged during the PM peak hour. The intersection operates at acceptable levels of service without either the conversion or widening, thus it is not recommended to convert the shared eastbound through/right-turn lane to an exclusive eastbound right-turn lane or widen to provide an exclusive eastbound right-turn lane.

Site Access, Internal Circulation & Parking Evaluation

- Project driveways No. 1 and No. 3 are forecast to operate at acceptable levels of service during the AM and PM peak hours for Year 2021 With Project traffic conditions. Project Driveway No. 2 is forecast to operate at adverse levels of service during the AM and PM peak hours for Year 2021 With Project traffic conditions. However, it is not uncommon for unsignalized driveways, such as that of Project Driveway No. 2, to experience a longer delay due to the heavy volumes on the major streets, like Alicia Parkway. Additionally, there is extra lane width within the curb lane along Alicia Parkway as to facilitate right turn ingress into the site and Project Driveway No. 2 is anticipated to operate at acceptable levels of service during the other hours of the day. Furthermore, there is adequate storage provided on-site for the northbound right-turn movement at Project Driveway No. 2 and the layout of the site is such that each business has the ingress and egress of the drive-through lanes adequately separated from each other as not to create congested internal traffic flow in any particular location. Lastly, appropriate wayfinding signs should be installed at the drive-through lane exits to direct vehicles towards the Paseo De Alicia driveway to help alleviate congestion exiting directly onto Alicia Parkway. Specifically, “Right-Turn Only” signage at the Plant Power drive-through exit and directional signage emphasizing usage of Paseo de Alicia at the Starbucks, Plant Power, and Taco Bell drive-through exits. As such, motorists entering and exiting the Project site will be able to do so comfortably, safely and without undue congestion.

- The on-site circulation layout of the proposed Project on an overall basis is adequate. Curb return radii have been confirmed and are generally adequate for small service/delivery (FedEx, UPS) trucks and trash trucks. In addition, access to the drive-through lane is adequate without any impact to the parking lot circulation.
- Application of the City parking code ratios to the development totals results in a code-parking requirement of **129 spaces**. With a proposed parking supply of 134 spaces, a theoretical parking surplus of 5 spaces is forecast. It should be noted that although a surplus of 5 parking spaces is currently calculated, it is the intent of the Owner/Applicant to remove the 5 excess parking spaces in favor of landscaping during the permitting process.

Queuing Analysis

- The results of the Taco Bell queuing analysis indicate that the distance between the proposed entry of the drive-through lane and the pick-up window of the proposed Project is of sufficient length and can accommodate the peak stacking requirements of the proposed restaurant. The drive-thru lane provides enough storage to accommodate up to seven (7) vehicles. Therefore, the drive-through lane storage capacity is adequate to accommodate the projected queues for the 85th percentile (i.e. 6 vehicles) needs for the site. The 95th percentile (i.e. 8 vehicles) needs for the site can easily be accommodated on-site within the drive aisles. It should be noted that the maximum queue of 10 vehicles, which only occurred one time and only at one site throughout the survey days, can also be accommodated on-site within the drive aisles.
- The results of the Starbucks queuing analysis indicate that the distance between the proposed entry of the drive-through lane and the pick-up window of the proposed Project is of sufficient length and can accommodate the peak stacking requirements of the proposed restaurant. The drive-thru lane provides enough storage to accommodate up to twelve (12) vehicles. Therefore, the drive-through lane storage capacity is adequate to accommodate the projected queues for the 85th percentile (i.e. 10 vehicles) and 95th percentile (i.e. 11 vehicles) needs for the site. It should be noted that the maximum queue of 17 vehicles, which only occurred one time and only at one site throughout the survey days, can also be accommodated on-site within the drive aisles. Additionally, similar drive-through queuing studies for other nearby Starbucks locations suggest a potential 95th percentile queue of up to 18 vehicles, which can also be accommodated on-site within the drive aisles.

REVISED TRAFFIC IMPACT ANALYSIS REPORT

24888 ALICIA PARKWAY COMMERCIAL PROJECT

Laguna Hills, California
September 25, 2020
(Revision of the August 28, 2020 Report)

1.0 INTRODUCTION

This traffic impact analysis evaluates the potential traffic impacts of the 24888 Alicia Parkway Commercial Project (hereinafter referred to as Project) in the city of Laguna Hills, California. The Project site is located on the former Phillips Mazda automobile dealership which is an approximately 5.2-acre property located south of Alicia Parkway and west of Paseo De Alicia. A Tentative Parcel Map was approved in March 2019 subdividing the 5.2-acre property into two parcels, a 2.47-acre parcel located to the north (abutting Alicia Parkway) which will contain all of the proposed Project components and a 2.73-acre parcel located to the south which is proposed to contain a 72-bed residential care facility for the elderly. The proposed Project is expected to be constructed over the next year and completed by Year 2021. As such, Year 2021 has been utilized to assess the Project's potential traffic impacts at full occupancy of the Project within a near-term cumulative traffic setting.

This report documents the findings and recommendations of a traffic impact analysis conducted by Linscott, Law & Greenspan, Engineers (LLG) to determine the potential traffic impacts that the Project may have on the local and/or regional transportation network in the vicinity of the Project site. The traffic impact analysis evaluates the operating conditions at two (2) existing key study intersections, within the Project vicinity, estimates the trip generation potential of the Project and forecasts future (near-term) operating conditions without and with the Project. The Scope of Work, which is included in **Appendix A**, for this traffic impact analysis was developed in collaboration with the City of Laguna Hills Engineering Department.

The Project site has been visited and an inventory of adjacent area roadways and intersections was performed. Existing AM and PM peak hours traffic information has been collected at key study intersections on a "typical" weekday for use in the preparation of intersection level of service calculations. This traffic report analyzes existing and future (near-term) weekday AM and PM peak hour traffic conditions for Existing and Year 2021 traffic conditions without and with the proposed Project. Peak hour traffic forecasts for the Year 2021 traffic conditions have been projected by increasing existing traffic volumes by an annual growth rate of two percent (2%) per year and adding the traffic from six (6) cumulative projects.

1.1 Study Area

Two (2) existing key study intersections were designated for evaluation utilizing the current *Congestion Management Program (CMP) for Orange County* analysis criteria, the *City of Laguna*

Hills Traffic Study Guidelines, prepared by RK Engineering, Inc., dated August 31, 2010 and consultation with City of Laguna Hills staff. The key intersections selected for evaluation in this report are listed below and provide local and regional access to the study area. It should be noted that both key study intersections are located within the City of Laguna Hills:

1. Hon Avenue/ Paseo De Alicia at Alicia Parkway
2. Bentley at Alicia Parkway

Figure 1-1 presents a Vicinity Map, which illustrates the general location of the Project and depicts the study locations and surrounding street system.

1.2 Traffic Impact Analysis Components

The *Intersection Capacity Utilization (ICU)* method of analysis for signalized intersections and *Highway Capacity Manual 6th Edition (HCM 6)* method of analysis for unsignalized intersections, as well as corresponding Level of Service (LOS) calculations at the key study locations, were used to evaluate the potential traffic-related impacts associated with area growth, cumulative projects and the Project. When necessary, this report recommends intersection improvements that may be required to accommodate future traffic volumes and restore/maintain an acceptable Level of Service and/or addresses the impact of the Project.

Included in this Traffic Impact Analysis are:

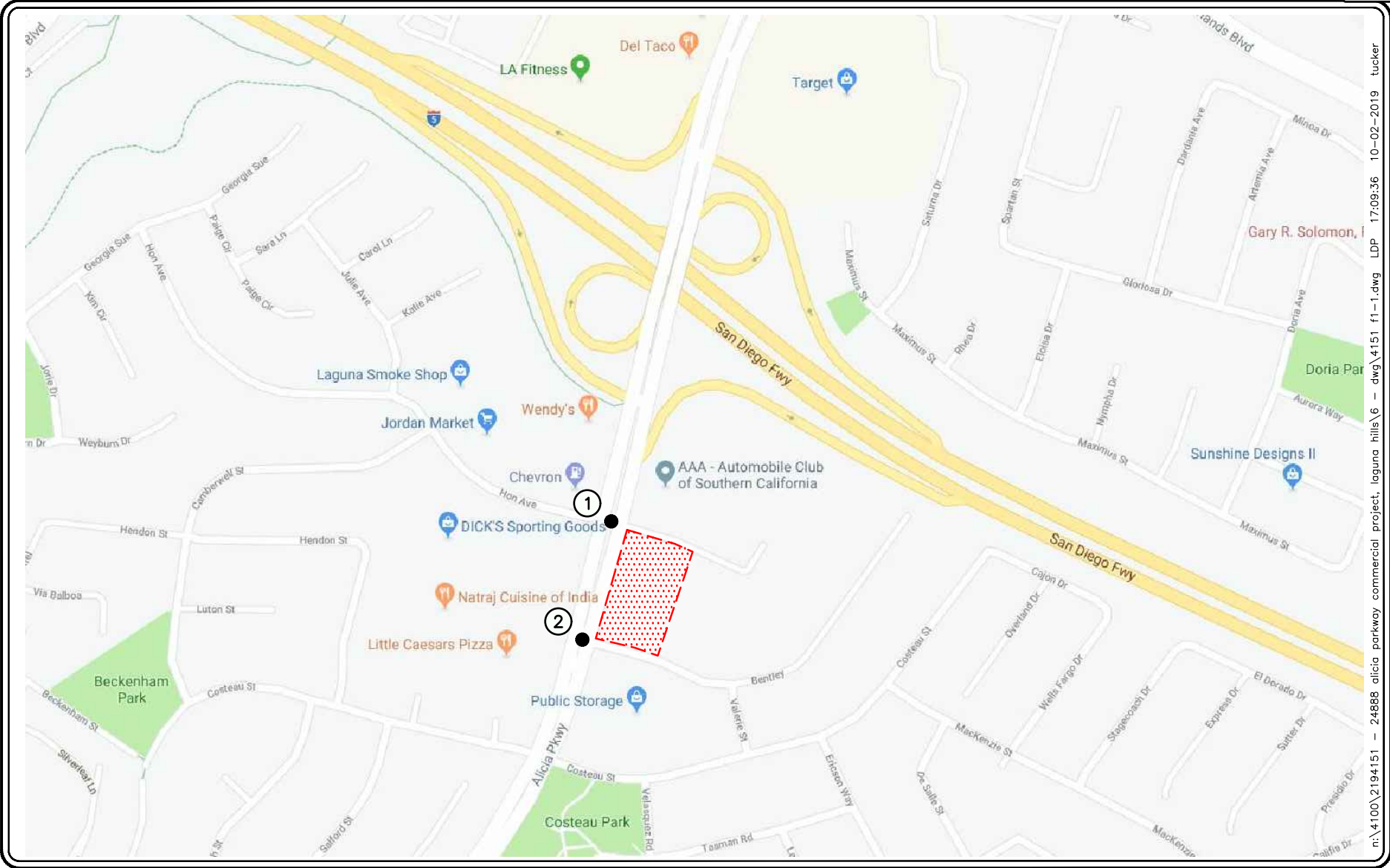
- Existing traffic counts,
- Estimated Project trip generation/distribution/assignment,
- Estimated cumulative projects trip generation/distribution/assignment,
- AM and PM peak hour LOS analyses for Existing Conditions,
- AM and PM peak hour LOS analyses for Existing Conditions with Project traffic,
- AM and PM peak hour LOS analyses for Near-Term (Year 2021) Conditions without and with Project traffic,
- Drive-Through Queuing Analyses,
- Parking Analysis,
- Evaluation of an Exclusive Eastbound Right-Turn Lane Along Alicia Parkway onto Paseo De Alicia,
- Recommended Improvements and
- Site Access and Internal Circulation Evaluation.

1.3 Traffic Impact Analysis Scenarios

The following scenarios are those for which ICU/Delay and corresponding LOS calculations have been performed at the key intersections for existing and near-term traffic conditions:

1. Existing Traffic Conditions,
2. Existing With Project Traffic Conditions,

3. Scenario (2) with Mitigation Measures, if necessary,
4. Year 2021 Without Project Traffic Conditions,
5. Year 2021 With Project Traffic Conditions,
6. Scenario (9) with Mitigation Measures, if necessary.



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NO SCALE

SOURCE: GOOGLE

KEY



= STUDY INTERSECTION



= PROJECT SITE

FIGURE 1-1

VICINITY MAP

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

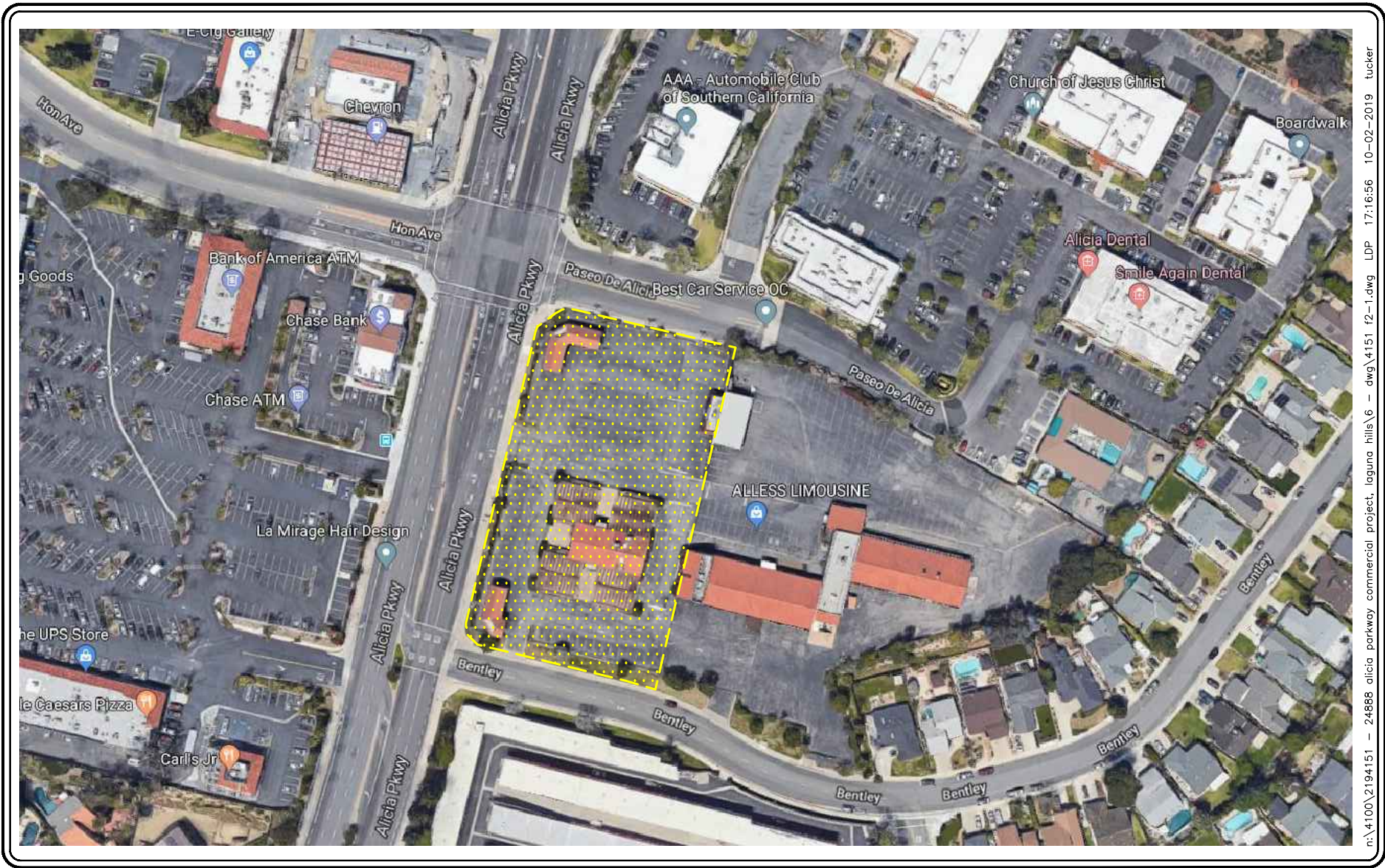
2.0 PROJECT DESCRIPTION AND LOCATION

The Project site is located on the former Phillips Mazda automobile dealership which is an approximately 5.2-acre property located south of Alicia Parkway and west of Paseo De Alicia in the City of Laguna Hills, California. A Tentative Parcel Map was approved in March 2019 subdividing the 5.2-acre property into two parcels, a 2.47-acre parcel located to the north (abutting Alicia Parkway) which will contain all of the proposed Project components and a 2.73-acre parcel located to the south which is proposed to contain a 72-bed residential care facility for the elderly. To the east of the Project site are existing office buildings and a preschool. To the west across Bentley Lane is an existing public storage facility. Abutting the Project site along the southern border is the previously mentioned proposed 72-bed residential care facility parcel. To the north, across Alicia Parkway, are existing commercial centers. The dealership has been closed since 2015 and multiple vacated buildings, including sales offices, service garages and trellis/shade structures, were demolished in 2018. **Figure 2-1** presents the existing aerial photograph of the Project site.

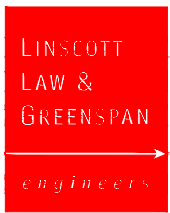
The proposed Project consists of the development of a 2,500 square-foot (SF) drive-through Taco Bell restaurant, a 2,175 SF drive-through Starbucks coffee shop, and a 2,503 SF drive-through Plant Power restaurant. The proposed Project also includes associated landscaping and parking areas. The proposed Project is expected to be constructed over the next year and completed by Year 2021. As such, Year 2021 has been utilized to assess the Project's potential traffic impacts at full occupancy of the Project within a near-term cumulative traffic setting. **Figure 2-2** presents the proposed site plan prepared by *EBI Consulting*.

2.1 Site Access

As shown in *Figure 2-2*, vehicular access is proposed via one (1) full-access, unsignalized driveway located along Paseo de Alicia opposite to the existing Alicia Park Office driveway (i.e. Project Driveway No. 1), one (1) right-in/right-out only, unsignalized driveway located along Alicia Parkway (i.e. Project Driveway No. 2), and one (1) full-access, unsignalized driveway located along Bentley (i.e. Project Driveway No. 3).



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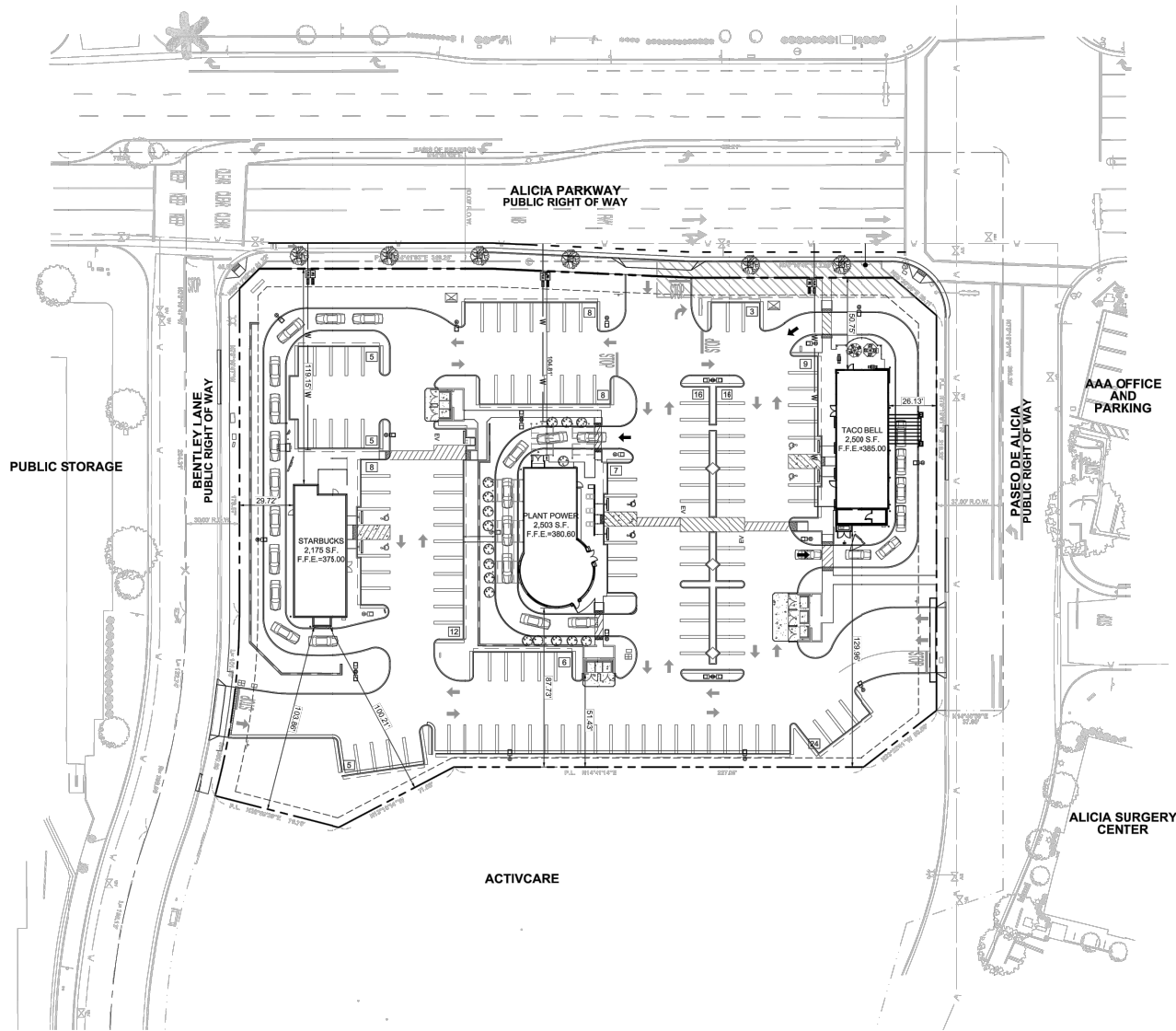
SOURCE: GOOGLE

KEY
 = PROJECT SITE

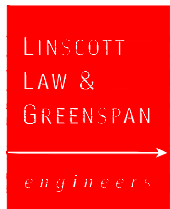
FIGURE 2-1

EXISTING SITE AERIAL

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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SOURCE: EBI ENGINEERING

FIGURE 2-2

PROPOSED PROJECT SITE PLAN

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

3.0 ANALYSIS CONDITIONS AND METHODOLOGY

3.1 Existing Street Network

Regional access to the Project site is provided via the I-5 Freeway. The primary principal local network of streets serving the proposed Project site is Alicia Parkway, Paseo De Alicia and Bentley. The following discussion provides a brief synopsis of these key area streets. The descriptions are based on an inventory of existing roadway conditions.

Alicia Parkway is an east-west, six-lane divided roadway bordering the Project site to the north. Alicia Parkway has a posted speed limit of 40 miles per hour (mph) east of Costeau Street and 45 mph west of Costeau Street. Parking is not permitted on either side of the roadway within the vicinity of the Project. The intersection of Alicia Parkway at Hon Avenue/Paseo De Alicia is controlled by a traffic signal. The intersection of Alicia Parkway at Bentley is stop-controlled.

Hon Avenue/Paseo De Alicia is a north-south, two-lane undivided roadway bordering the Project site to the east. Parking is not permitted on either side of the roadway within the vicinity of the Project. Hon Avenue has a posted speed limit of 25 mph.

Bentley is a north-south, two-lane undivided roadway bordering the Project site to the west. Bentley has a posted speed limit of 25 mph. Parking is generally permitted on both sides of the roadway within the vicinity of the Project.

Figure 3-1 presents an inventory of the existing roadway conditions for the arterials and intersections evaluated in this report. This figure identifies the number of travel lanes for key arterials, as well as intersection configurations and controls for the key area study intersections.

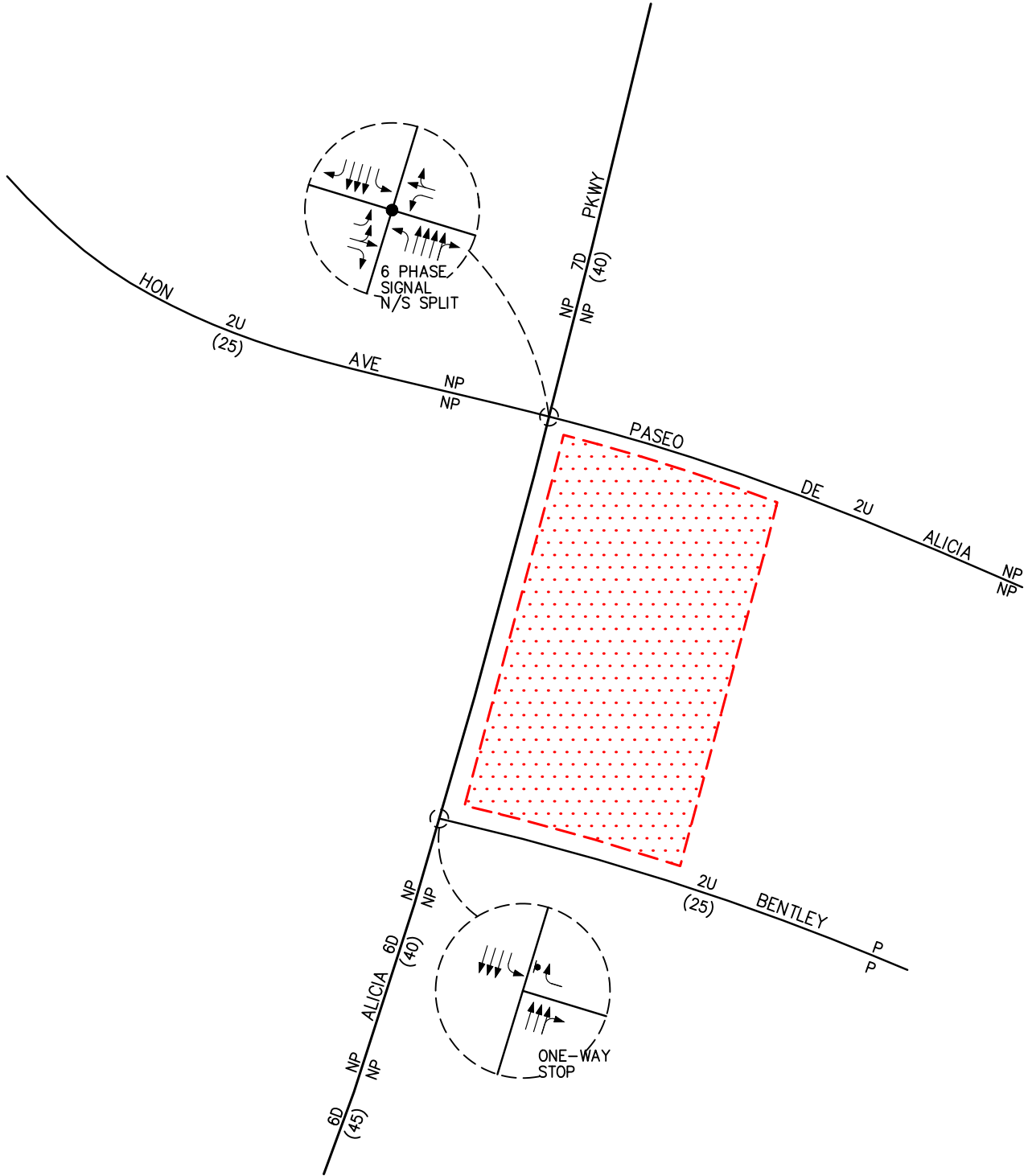
3.2 Existing Traffic Volumes

Two (2) key study intersections have been identified as the locations at which to evaluate existing and future traffic operating conditions. Some portion of potential Project-related traffic will pass through each of these intersections and their analysis will reveal the expected relative impacts of the Project. The data collection for the two (2) key study intersections were conducted by *National Data and Surveying, Inc.* in September 2019 while schools were in session. **Appendix B** contains the detailed peak hour traffic count sheets for the key intersections evaluated in this report.

Figures 3-2 and **3-3** illustrate the existing AM and PM peak hour traffic volumes at the key study intersections evaluated in this report, respectively.

3.3 Existing Intersection Conditions

AM and PM peak hour operating conditions for the key study intersections were evaluated using the *Intersection Capacity Utilization* (ICU) methodology for signalized intersections and the methodology outlined in the *Highway Capacity Manual 6* (HCM 6) for unsignalized intersections.



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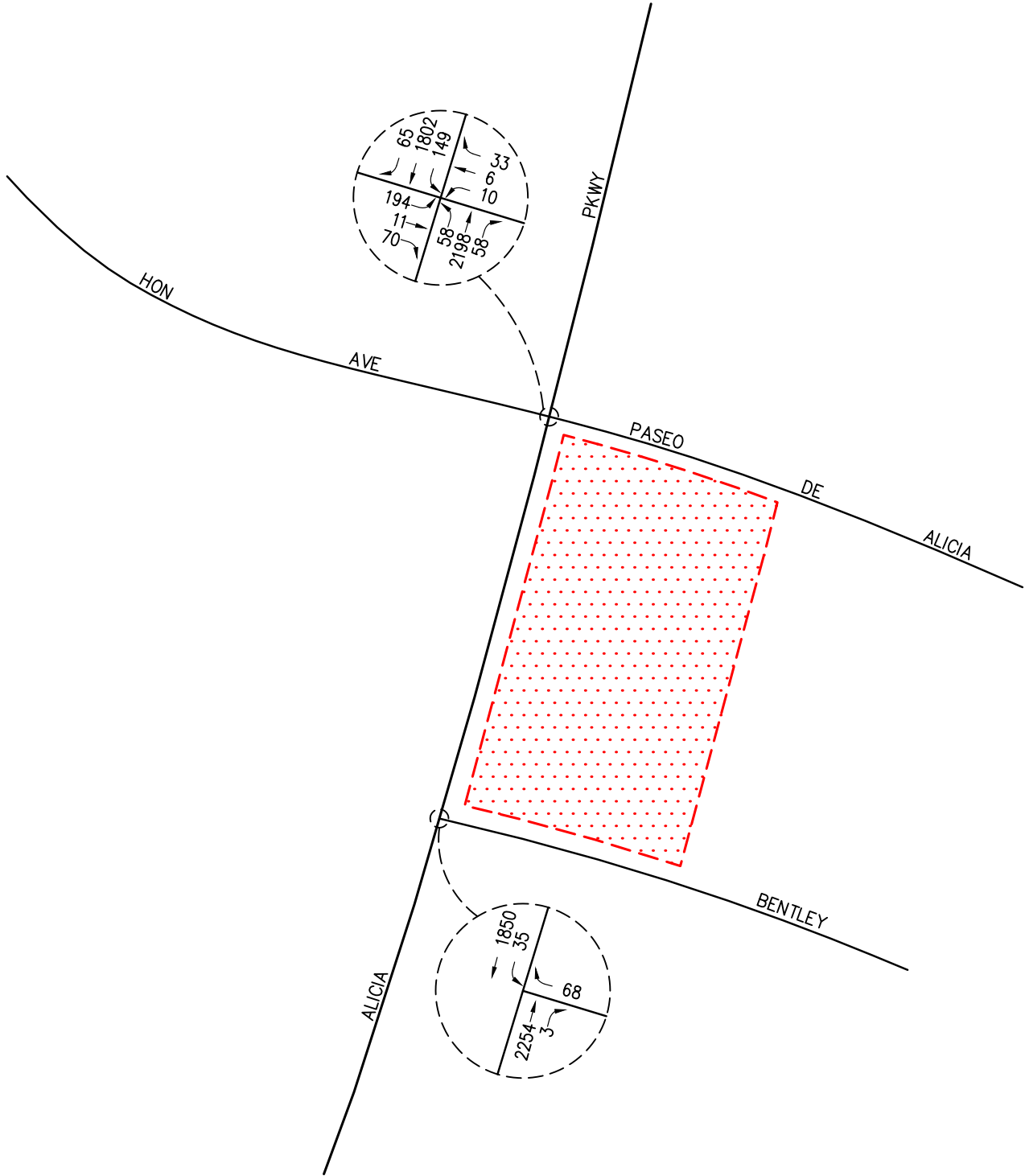
NO SCALE

- KEY**
- ← = APPROACH LANE ASSIGNMENT
 - = TRAFFIC SIGNAL, ▼ = STOP SIGN
 - P = PARKING, NP = NO PARKING
 - U = UNDIVIDED, D = DIVIDED
 - 2 = NUMBER OF TRAVEL LANES
 - (XX) = POSTED SPEED LIMIT (MPH)
 - [Red Dotted Box] = PROJECT SITE

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

FIGURE 3-1

**EXISTING ROADWAY CONDITIONS
AND INTERSECTION CONTROLS**



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engineers

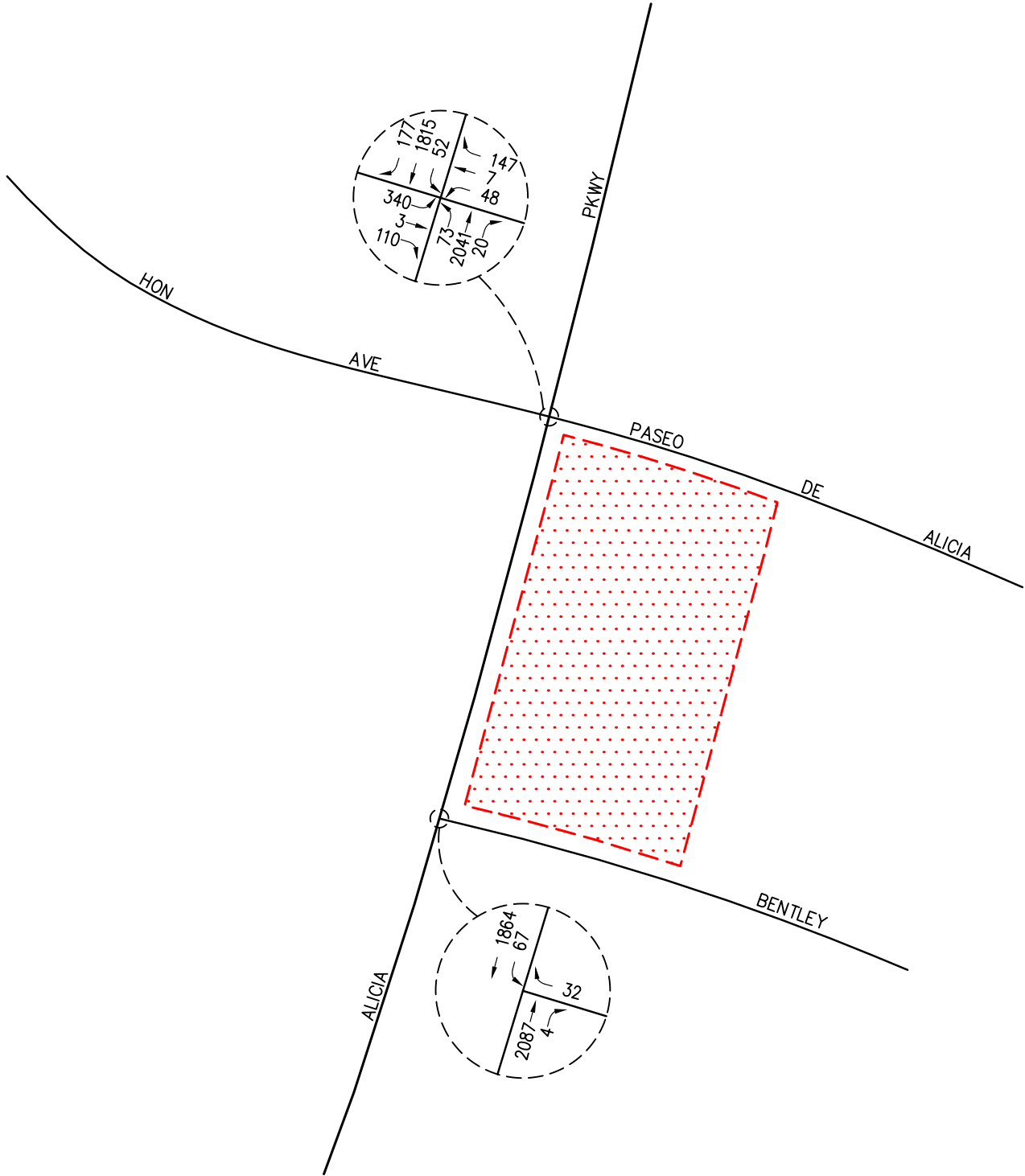


NO SCALE

KEY
[Red dotted rectangle] = PROJECT SITE

FIGURE 3-2

EXISTING AM PEAK HOUR TRAFFIC VOLUMES
24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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LAW &
GREENSPAN
engineers



NO SCALE

KEY
 = PROJECT SITE

FIGURE 3-3

EXISTING PM PEAK HOUR TRAFFIC VOLUMES
24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

3.3.1 Intersection Capacity Utilization (ICU) Method of Analysis

In conformance with City Laguna Hills and Orange County CMP requirements, existing AM and PM peak hour operating conditions for the key signalized study intersections were evaluated using the Intersection Capacity Utilization (ICU) method. The ICU technique is intended for signalized intersection analysis and estimates the volume to capacity (V/C) relationship for an intersection based on the individual V/C ratios for key conflicting traffic movements. The ICU numerical value represents the percent signal (green) time and thus capacity, required by existing and/or future traffic. It should be noted that the ICU methodology assumes uniform traffic distribution per intersection approach lane and optimal signal timing.

Per City of Laguna Hills requirements, the ICU calculations use a lane capacity of 1,700 vph for all through and turn lanes. A clearance adjustment factor of 0.05 was added to each Level of Service calculation.

The ICU value translates to a Level of Service (LOS) estimate, which is a relative measure of the intersection performance. The ICU value is the sum of the critical volume to capacity ratios at an intersection; it is not intended to be indicative of the LOS of each of the individual turning movements. The six qualitative categories of Level of Service have been defined along with the corresponding ICU value range and are shown in **Table 3-1**.

3.3.2 Highway Capacity Manual (HCM) Method of Analysis (Unsignalized Intersections)

The HCM unsignalized methodology for stop-controlled intersections was utilized for the analysis of the unsignalized intersections. LOS criteria for unsignalized intersections differ from LOS criteria for signalized intersections as signalized intersections are designed for heavier traffic and therefore a greater delay. Unsignalized intersections are also associated with more uncertainty for users, as delays are less predictable, which can reduce users' delay tolerance.

3.3.2.1 Two-Way Stop-Controlled Intersections

Two-way stop-controlled intersections are comprised of a major street, which is uncontrolled and a minor street, which is controlled by stop signs. Level of service for a two-way stop-controlled intersection is determined by the computed or measured control delay. The control delay by movement, by approach and for the intersection as a whole is estimated by the computed capacity for each movement. LOS is determined for each minor-street movement (or shared movement) as well as major-street left turns. The worst side street approach delay is reported. LOS is not defined for the intersection as a whole or for major-street approaches, as it is assumed that major-street through vehicles experience zero delay. The HCM control delay value ranges for two-way stop-controlled intersections are shown in **Table 3-2**.

3.3.2.2 All-Way Stop-Controlled Intersections

All-way stop-controlled intersections require every vehicle to stop at the intersection before proceeding. Because each driver must stop, the decision to proceed into the intersection is a function of traffic conditions on the other approaches. The time between subsequent vehicle departures depends on the degree of conflict that results between the vehicles and vehicles on the other

approaches. This methodology determines the control delay for each lane on the approach, computes a weighted average for the whole approach and computes a weighted average for the intersection as a whole. Level of service (LOS) at the approach and intersection levels is based solely on control delay. The HCM control delay value ranges for all-way stop-controlled intersections are shown in *Table 3-2*.

3.4 Level of Service Standards and Impact Criteria Thresholds

3.4.1 City of Laguna Hills criteria

According to the *City of Laguna Hills Traffic Study Guidelines*, prepared by RK Engineering, Inc., dated August 31, 2010, LOS “D” is the minimum acceptable condition that should be maintained during the peak commute hours. Hence, any intersection operating at LOS “E” or “F” is considered deficient/unsatisfactory.

For purposes of analyzing CEQA impacts, the City of Laguna Hills utilizes the following thresholds of significance:

- An unacceptable peak hour Level of Service (LOS) (i.e. LOS E or F) at any of the key intersections or roadway segments is projected. The City of Laguna Hills considers LOS D (ICU = 0.801 - 0.900) to be the minimum desirable LOS for all intersections; and
- The addition of Project traffic causes an increase by 1% of capacity (0.010 or greater in the ICU value) for signalized or unsignalized intersections, causing or worsening LOS E or F (ICU > 0.900).

TABLE 3-1
LEVEL OF SERVICE CRITERIA FOR SIGNALIZED INTERSECTIONS (ICU METHODOLOGY)

Level of Service (LOS)	Intersection Capacity Utilization Value (V/C)	Level of Service Description
A	≤ 0.600	EXCELLENT. No vehicle waits longer than one red light and no approach phase is fully used.
B	0.601 – 0.700	VERY GOOD. An occasional approach phase is fully utilized; many drivers begin to feel somewhat restricted within groups of vehicles.
C	0.701 – 0.800	GOOD. Occasionally drivers may have to wait through more than one red light; backups may develop behind turning vehicles.
D	0.801 – 0.900	FAIR. Delays may be substantial during portions of the rush hours, but enough lower volume periods occur to permit clearing of developing lines, preventing excessive backups.
E	0.901 – 1.000	POOR. Represents the most vehicles intersection approaches can accommodate; may be long lines of waiting vehicles through several signal cycles.
F	> 1.000	FAILURE. Backups from nearby locations or on cross streets may restrict or prevent movement of vehicles out of the intersection approaches. Potentially very long delays with continuously increasing queue lengths.

TABLE 3-2

LEVEL OF SERVICE CRITERIA FOR UNSIGNALIZED INTERSECTIONS (HCM 6 METHODOLOGY)^{1,2}

Level of Service (LOS)	Highway Capacity Manual (HCM) Delay Per Vehicle (seconds/vehicle)	Level of Service Description
A	≤ 10.0	Little or no delay
B	> 10.0 and ≤ 15.0	Short traffic delays
C	> 15.0 and ≤ 25.0	Average traffic delays
D	> 25.0 and ≤ 35.0	Long traffic delays
E	> 35.0 and ≤ 50.0	Very long traffic delays
F	> 50.0	Severe congestion

¹ Source: *Highway Capacity Manual 6*, Chapter 20: Two-Way Stop-Controlled Intersections. The LOS criteria apply to each lane on a given approach and to each approach on the minor street. LOS is not calculated for major-street approaches or for the intersection as a whole.

² Source: *Highway Capacity Manual 6*, Chapter 21: All-Way Stop-Controlled Intersections. For approaches and intersection-wide assessment, LOS is defined solely by control delay.

4.0 TRAFFIC FORECASTING METHODOLOGY

In order to estimate the traffic impact characteristics of the Project, a multi-step process has been utilized. The first step is traffic generation, which estimates the total arriving and departing traffic on a peak hour and daily basis. The traffic generation potential is forecast by applying the appropriate vehicle trip generation equations and/or rates to the Project development tabulation.

The second step of the forecasting process is traffic distribution, which identifies the origins and destinations of inbound and outbound Project traffic. These origins and destinations are typically based on demographics and existing/expected future travel patterns in the study area.

The third step is traffic assignment, which involves the allocation of Project traffic to study area streets and intersections. Traffic assignment is typically based on minimization of travel time, which may or may not involve the shortest route, depending on prevailing operating conditions and travel speeds.

Traffic distribution patterns are indicated by general percentage orientation, while traffic assignment allocates specific volume forecasts to individual roadway segments and intersection turning movements throughout the study area.

With the forecasting process complete and Project traffic assignments developed, the impact of the Project is isolated by comparing operational (LOS) conditions at selected key intersections using expected future traffic volumes with and without forecast Project traffic. If necessary, the need for site-specific and/or cumulative local area improvements can then be evaluated.

5.0 PROJECT TRAFFIC CHARACTERISTICS

5.1 Project Trip Generation Forecast

Trip generation is expressed in vehicle trip ends, defined as one-way vehicular movements, either entering or exiting the generating land use. Generation equations and/or rates used in the traffic forecasting procedure are found in the Tenth Edition of *Trip Generation*, published by the Institute of Transportation Engineers (ITE) [Washington D.C., 2017].

The top portion of **Table 5-1** summarizes the trip generation rates used in forecasting the vehicular trips generated by the proposed Project and the lower portion presents the forecast daily and peak hour Project traffic volumes for a "typical" weekday. The trip generation potential for the proposed Project was forecast using ITE Land Use Code 934: Fast-Food Restaurant with Drive-Through Window rates and ITE Land Use Code 937: Coffee/Donut Shop with Drive-Through Window rates.

A review of the lower portion of *Table 5-1* indicates that the proposed Project is forecast to generate 3,105 daily trips (one half arriving and one half departing), with 200 trips (102 inbound, 98 outbound) produced in the AM peak hour and 152 trips (77 inbound, 75 outbound) produced in the PM peak hour.

Please note that the aforementioned overall Project trip generation includes adjustments for pass-by per the *Trip Generation Handbook, 3rd Edition*, published by ITE (2014), to account for trips that are already in the everyday traffic stream on the adjoining streets (i.e. Alicia Parkway) and will stop as they pass by the Project site as a matter of convenience on their path to another destination. Per the *Trip Generation Handbook*, a pass-by reduction factor of 49% and 50% is recommended for the AM and PM peak hours, respectively for fast-food restaurants with drive-through. The daily pass-by percentage was estimated to be 25%. Additionally, per the *Trip Generation Handbook*, pass-by rates for ITE Land Use Code 937 are not provided. However, the *Trip Generation Handbook* provides a pass-by rate of 89% for ITE Land Use 938: Coffee/Donut Shop with Drive-Thru Window and No Indoor Seating. To provide a conservative assessment for the coffee/donut shop with drive-through window land use, a rate of 25% was assumed for the Daily and PM peak period and a pass-by rate of 50% was assumed for the AM peak period. **Appendix C** contains the pass-by trip distribution pattern and as well as the AM and PM peak hour pass-by traffic volumes.

5.2 Project Trip Distribution and Assignment

Figure 5-1 illustrates the general directional traffic distribution pattern for the proposed Project. Project traffic volumes both entering and exiting the Project site have been distributed and assigned to the adjacent street system based on the following considerations:

- directional flows on the freeways in the immediate vicinity of the Project site (i.e. I-5 Freeway)
- the site's proximity to major traffic carriers (i.e. Alicia Parkway),
- expected localized traffic flow patterns based on adjacent street channelization and presence of traffic signals,

- the traffic-carrying capacity and travel speed available on roadways serving the Project site,
- input from City of Laguna Hills staff.

The anticipated AM and PM peak hour traffic volumes associated with the proposed Project are presented in **Figures 5-2** and **5-3**, respectively. The traffic volume assignments presented in *Figures 5-2* and *5-3* reflect the traffic distribution characteristics shown in *Figure 5-1* and the traffic generation forecast presented in *Table 5-1*.

TABLE 5-1
PROJECT TRIP GENERATION FORECAST³

ITE Land Use Code / Project Description	Daily 2-Way	AM Peak Hour			PM Peak Hour		
		Enter	Exit	Total	Enter	Exit	Total
<u>Project Trip Generation Rates:</u>							
▪ 934: Fast-Food Restaurant with Drive-Through Window (TE/TSF)	470.95	20.50	19.69	40.19	16.99	15.68	32.67
▪ 937: Coffee/Donut Shop with Drive-Through Window (TE/TSF)	820.38	45.38	43.61	88.99	21.69	21.69	43.38
<u>Project Trip Generation Forecast:</u>							
▪ Taco Bell Restaurant with Drive-Thru (2,500 SF)	1,177	51	49	100	43	39	82
Pass-By (Daily: 25%, AM: 49%, PM: 50%) ⁴	<u>-294</u>	<u>-25</u>	<u>-24</u>	<u>-49</u>	<u>-22</u>	<u>-19</u>	<u>-41</u>
Taco Bell Restaurant Subtotal	883	26	25	51	21	20	41
▪ Starbucks with Drive-Thru (2,175 SF)	1,784	99	95	194	47	47	94
Pass-By (Daily: 25%, AM: 50%, PM: 25%) ⁵	<u>-446</u>	<u>-50</u>	<u>-47</u>	<u>-97</u>	<u>-12</u>	<u>-12</u>	<u>-24</u>
Starbucks Subtotal	1,338	49	48	97	35	35	70
▪ Plant Power Restaurant with Drive-Thru (2,503 SF)	1,179	52	49	101	43	39	82
Pass-By (Daily: 25%, AM: 49%, PM: 50%) ⁴	<u>-295</u>	<u>-25</u>	<u>-24</u>	<u>-49</u>	<u>-22</u>	<u>-19</u>	<u>-41</u>
Plant Power Restaurant Subtotal	884	27	25	52	21	20	41
Total Proposed Project Trip Generation Forecast	3,105	102	98	200	77	75	152

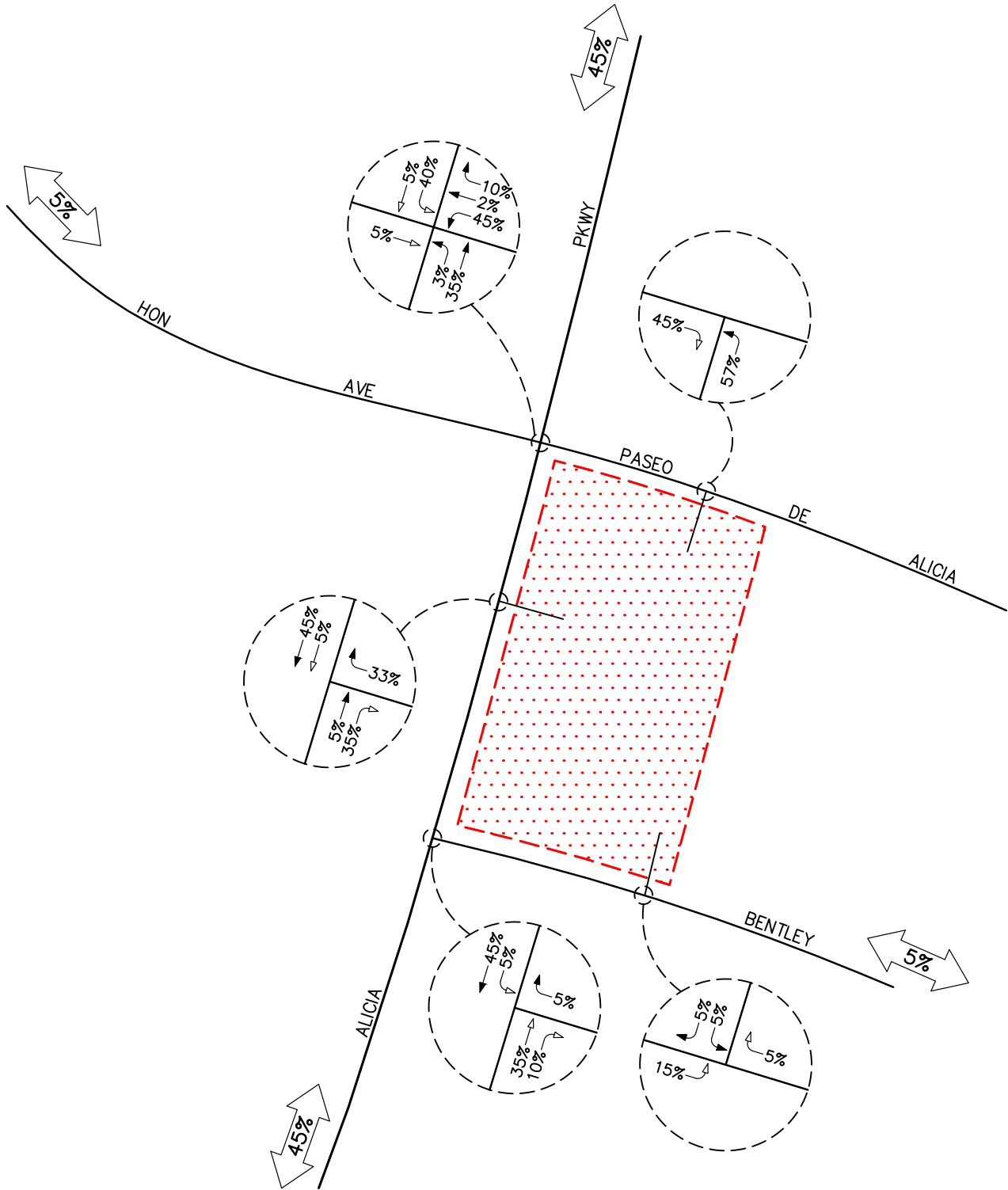
Notes:

- TE/TSF = Trip end per Thousand Square-Feet
- SF = Square-Feet

³ Source: *Trip Generation, 10th Edition, Institute of Transportation Engineers (ITE), Washington, D.C. (2017).*

⁴ Consistent with the *Trip Generation Handbook, 3rd Edition, Institute of Transportation Engineers, (ITE) [Washington, D.C. (2014)].* Pass-by reductions for ITE Land Use 934: Fast-Food Restaurant with Drive-Through Window consist of the following: 25% daily (estimated), 49% AM and 50% PM.

⁵ Pass-by rates for ITE Land Use 937 are not provided in the ITE *Trip Generation Handbook*. However, it should be noted that the pass-by rate for ITE Land Use 938: Coffee/Donut Shop with Drive-Thru Window and No Indoor Seating is 89%. To provide a conservative assessment, a rate of 25% was assumed for the Daily and PM peak period. A pass-by rate of 50% was assumed for the AM peak period.



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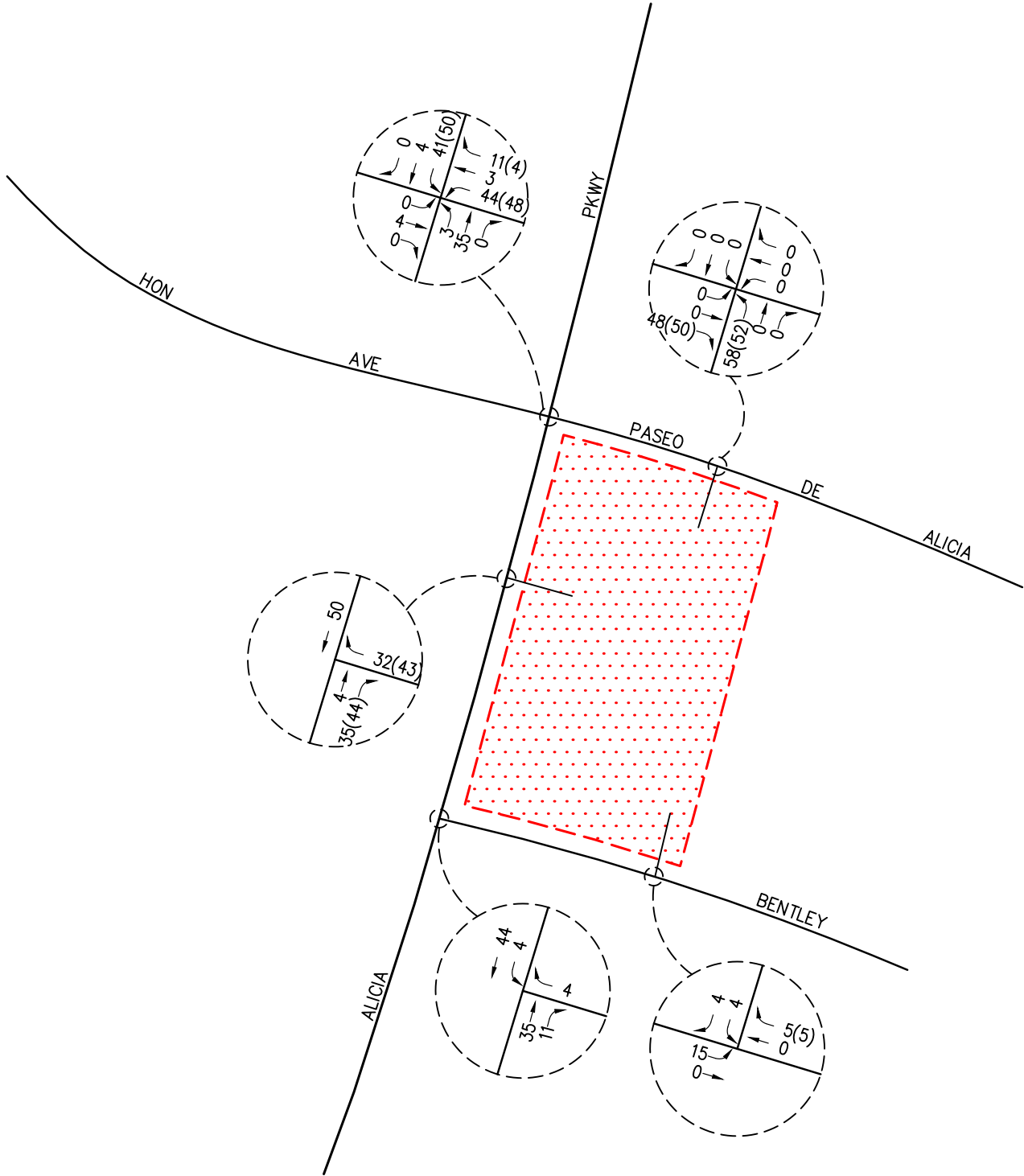
KEY

- = INBOUND PERCENTAGE
- = OUTBOUND PERCENTAGE
- = PROJECT SITE

FIGURE 5-1

PROJECT TRIP DISTRIBUTION PATTERN

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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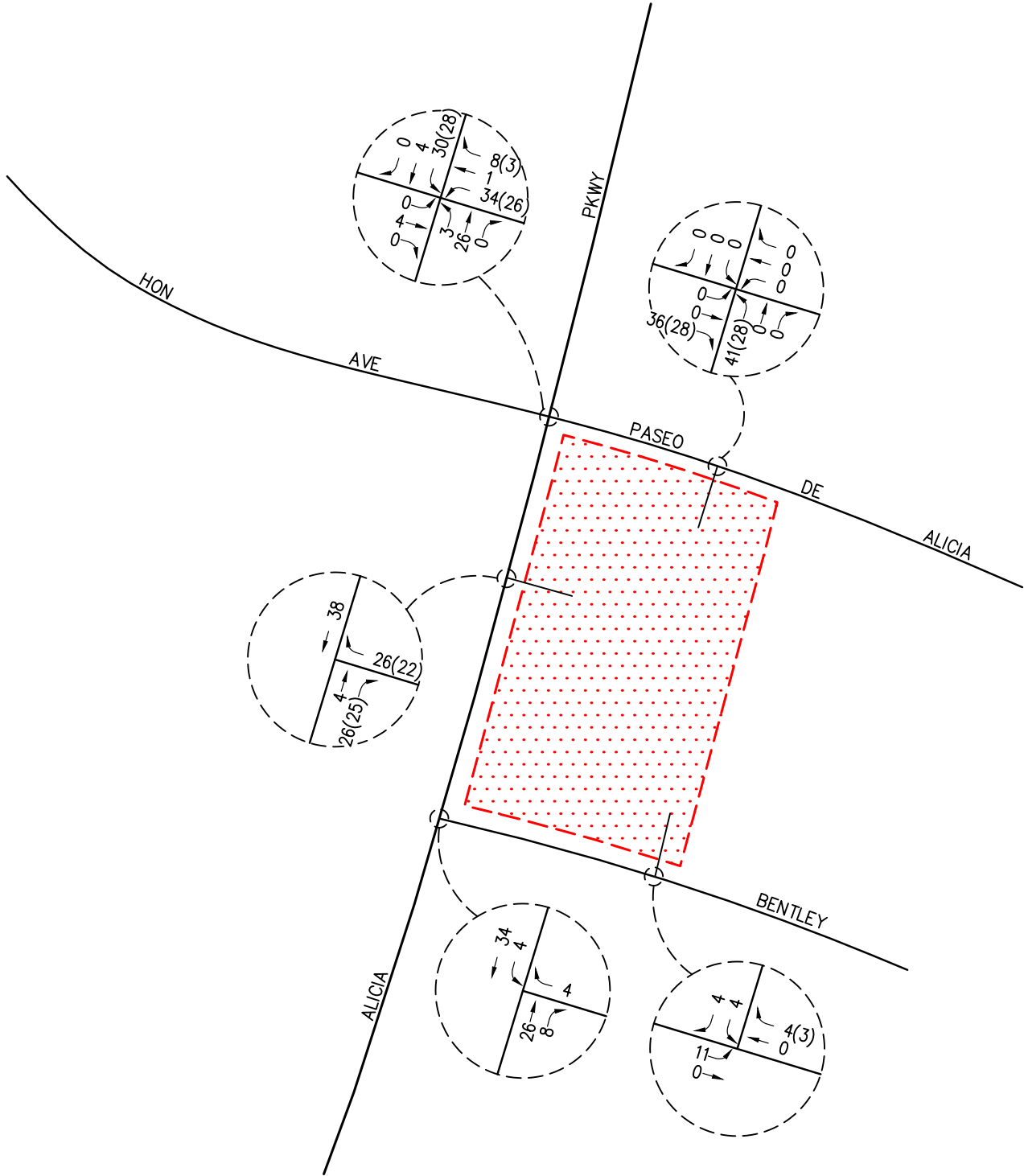
XX(XX) = PROJECT TRIPS (PASS-BY TRIPS)

= PROJECT SITE

FIGURE 5-2

PROJECT AM PEAK HOUR
TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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KEY

XX(XX) = PROJECT TRIPS (PASS-BY TRIPS)

= PROJECT SITE

FIGURE 5-3

PROJECT PM PEAK HOUR
TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

6.0 FUTURE TRAFFIC CONDITIONS

6.1 Year 2021 Cumulative Growth

6.1.1 Ambient Growth Traffic

Near-term horizon year traffic growth estimates have been calculated using an ambient growth factor. The ambient growth factor is intended to include unknown and future cumulative projects in the study area, as well as account for regular growth in traffic volumes due to the development of projects outside the study area. The application of the two percent (2%) annual growth rate from existing Year 2019 to baseline Year 2021 traffic volumes results in a four percent (4%) growth in existing volumes at the key study intersections.

6.1.2 Cumulative Projects Traffic

The City of Laguna Hills identified six (6) cumulative projects within the Project study area. Cumulative projects, as defined by Section 15355 of the CEQA Guidelines, are “closely related past, present and reasonably foreseeable probable future projects.” The Traffic Impact Analysis assumes that these cumulative projects will be developed and operational when the proposed Project is operational. This is the most conservative, worst-case approach, since the exact timing of each cumulative project is uncertain. In addition, impacts for these cumulative projects would likely be, or have been, subject to mitigation measures, which could reduce potential impacts. Under this analysis, however, those mitigation measures are not considered. The locations of these cumulative projects are presented in **Figure 6-1**.

Table 6-1 presents the jurisdiction, location, description, and development totals of the cumulative projects. **Table 6-2** presents the resultant trip generation for the cumulative projects. As shown in **Table 6-2**, the cumulative projects are expected to generate 7,961 daily trips (one half arriving, one half departing) on a “typical” weekday, with 355 trips (183 inbound and 172 outbound) forecast during the AM peak hour and 640 trips (307 inbound and 333 outbound) forecast during the PM peak hour.

The anticipated AM and PM peak hour cumulative projects traffic volumes at the key study intersections are presented in **Figures 6-2** and **6-3**, respectively.

It should again be emphasized that because this traffic impact analysis utilizes both an ambient growth factor along with a list of cumulative projects approach to analyze cumulative impacts, this traffic impact analysis is highly conservative and would tend to overstate cumulative traffic impacts.

6.2 Existing With Project Traffic Volumes

The estimates of Project-generated traffic volumes were added to Existing traffic conditions to develop traffic projections for Existing With Project traffic conditions. **Figures 6-4** and **6-5** present the anticipated AM and PM peak hour Existing With Project traffic volumes, respectively, at the two (2) key study intersections.

6.3 Year 2021 Without Project Traffic Volumes

Figures 6-6 and **6-7** present Year 2021 Without Project AM and PM peak hour traffic volumes at the key study intersections, respectively. It should be noted that the Year 2021 Without Project traffic volumes include ambient traffic growth as well as the traffic from the six (6) cumulative projects.

6.4 Year 2021 With Project Traffic Volumes

The estimates of Project generated traffic volumes were added to the Year 2021 Without Project traffic conditions to develop traffic projections for Year 2021 With Project traffic conditions. **Figures 6-8** and **6-9** present the anticipated AM and PM peak hour Year 2021 With Project traffic volumes, respectively, at the two (2) key study intersections.

**TABLE 6-1
LOCATION AND DESCRIPTION OF CUMULATIVE PROJECTS⁶**

No.	Cumulative Project	Location/Address	Description
<u>City of Laguna Hills</u>			
1.	Oakbrook Village	Avenida de la Carlota, north of Los Alisos Boulevard	289 DU Multi-Family 139,000 SF Retail
2.	ActivCare	24888 Alicia Parkway	72 Bed Elderly Care Housing
3.	MNWD Facility Expansion	26161 Gordon Road	64,000 SF MNWD Facility Expansion
<u>City of Lake Forest</u>			
4.	Kingdom Hall of Jehovah Witness	23061 & 23071 El Toro Road	Two 3,312 SF (6,624 SF) Religion Institution
5.	U-Haul Self-Storage Facility	Orange Avenue and Jeronimo Road	120,172 SF Storage Building 5,350 SF General Warehouse Building
<u>City of Aliso Viejo</u>			
6.	Polaris Office Building	6 Polaris	42,400 SF Office

⁶ Source: City of Laguna Hills, Lake Forest, and Aliso Viejo Planning Departments.

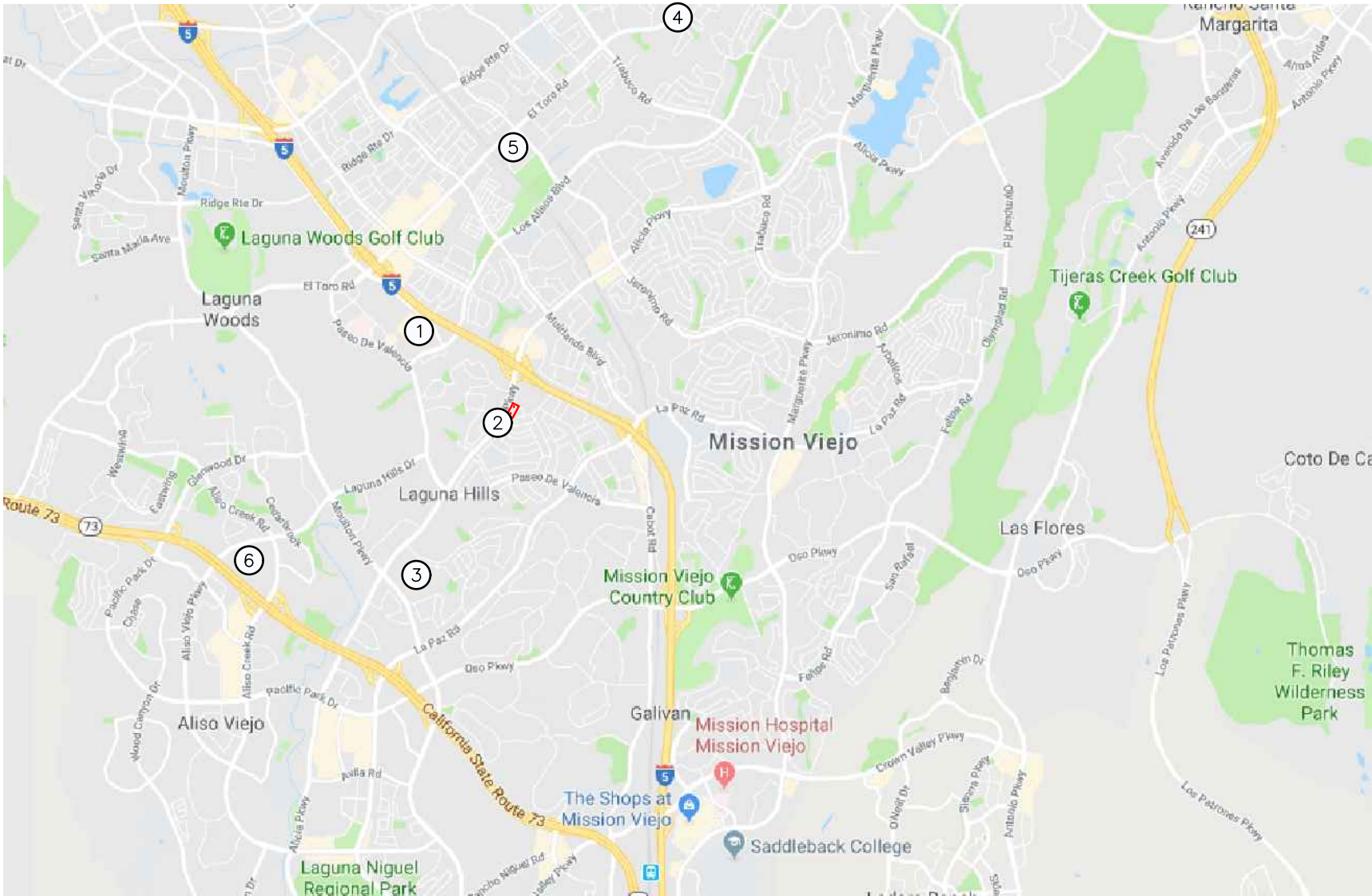
TABLE 6-2
CUMULATIVE PROJECTS TRIP GENERATION FORECAST⁷

Cumulative Project Description	Daily 2-Way	AM Peak Hour			PM Peak Hour		
		In	Out	Total	In	Out	Total
1. Oakbrook Village	6,837	104	147	251	270	242	512
2. ActivCare ⁸	187	9	5	14	7	12	19
3. MNWD Facility Expansion ⁹	288	19	7	26	12	24	36
4. Kingdom Hall of Jehovah Witness	46	1	1	2	1	2	3
5. U-Haul Self-Storage Facility	190	8	5	13	9	12	21
6. Polaris Office Building	413	42	7	49	8	41	49
Cumulative Projects Trip Generation Forecast	7,961	183	172	355	307	333	640

⁷ Unless otherwise noted, Source: *Trip Generation*, 10th Edition, Institute of Transportation Engineers (ITE), Washington, D.C. (2017).

⁸ Source: *ActivCare Laguna Hills Trip Generation Evaluation (Urban Crossroads, Inc.)*, dated January 4, 2019.

⁹ Source: *Traffic Impact Study Moulton Niguel Water District Site Consolidation*, dated May 2017, prepared by LSA.



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SOURCE: GOOGLE

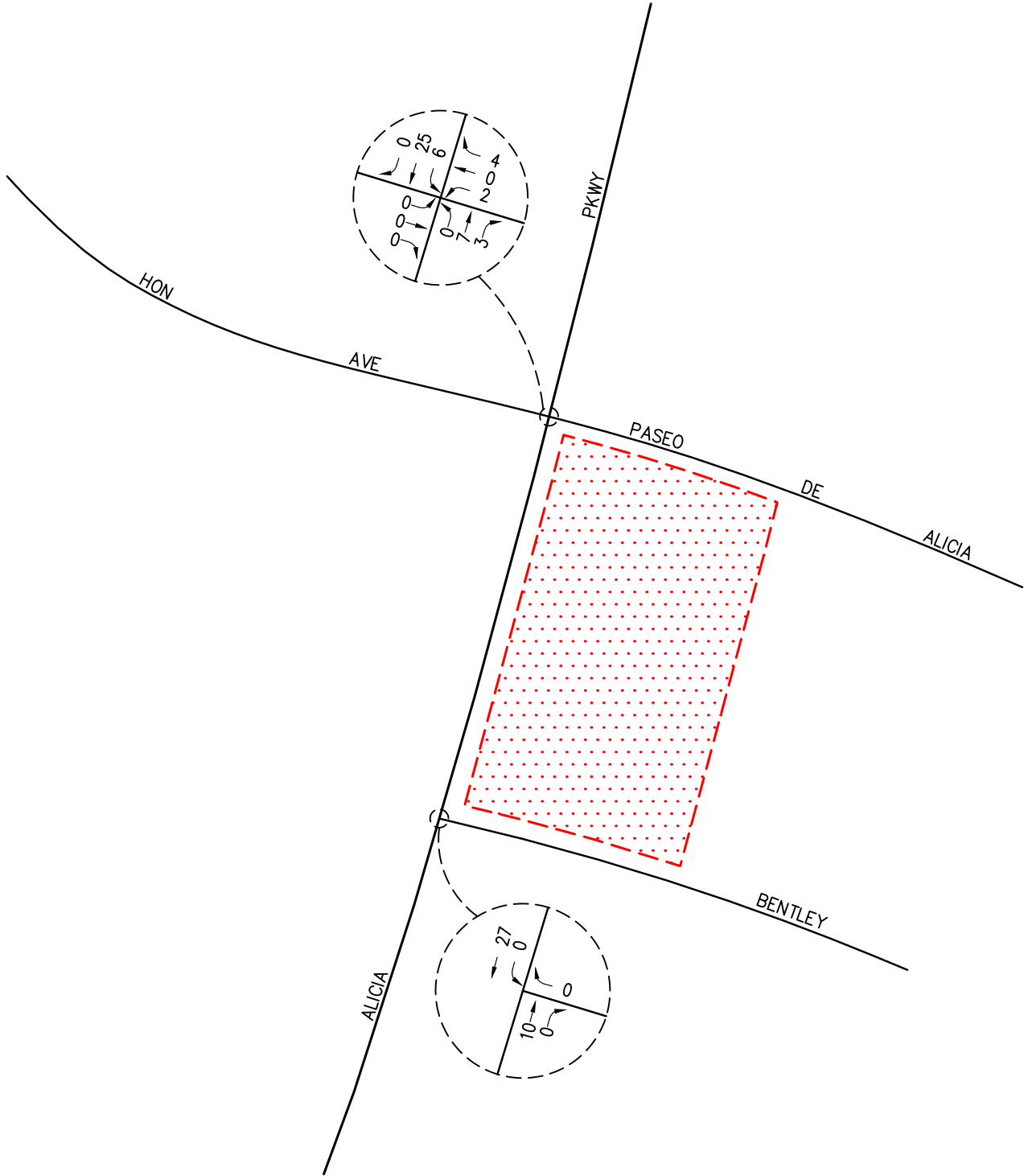
KEY

-  = CUMULATIVE PROJECT LOCATION
-  = PROJECT SITE

FIGURE 6-1

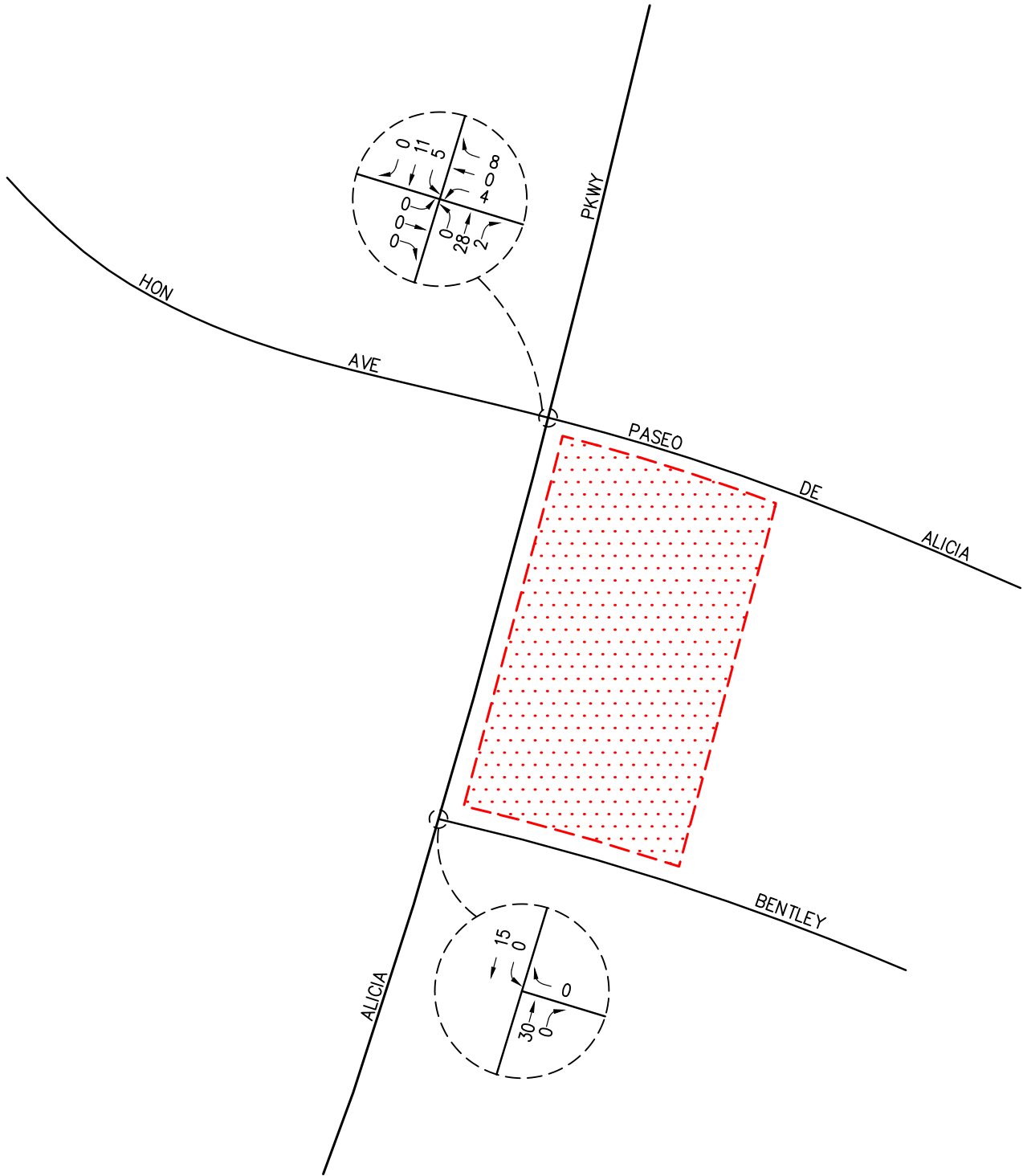
LOCATION OF CUMULATIVE PROJECTS

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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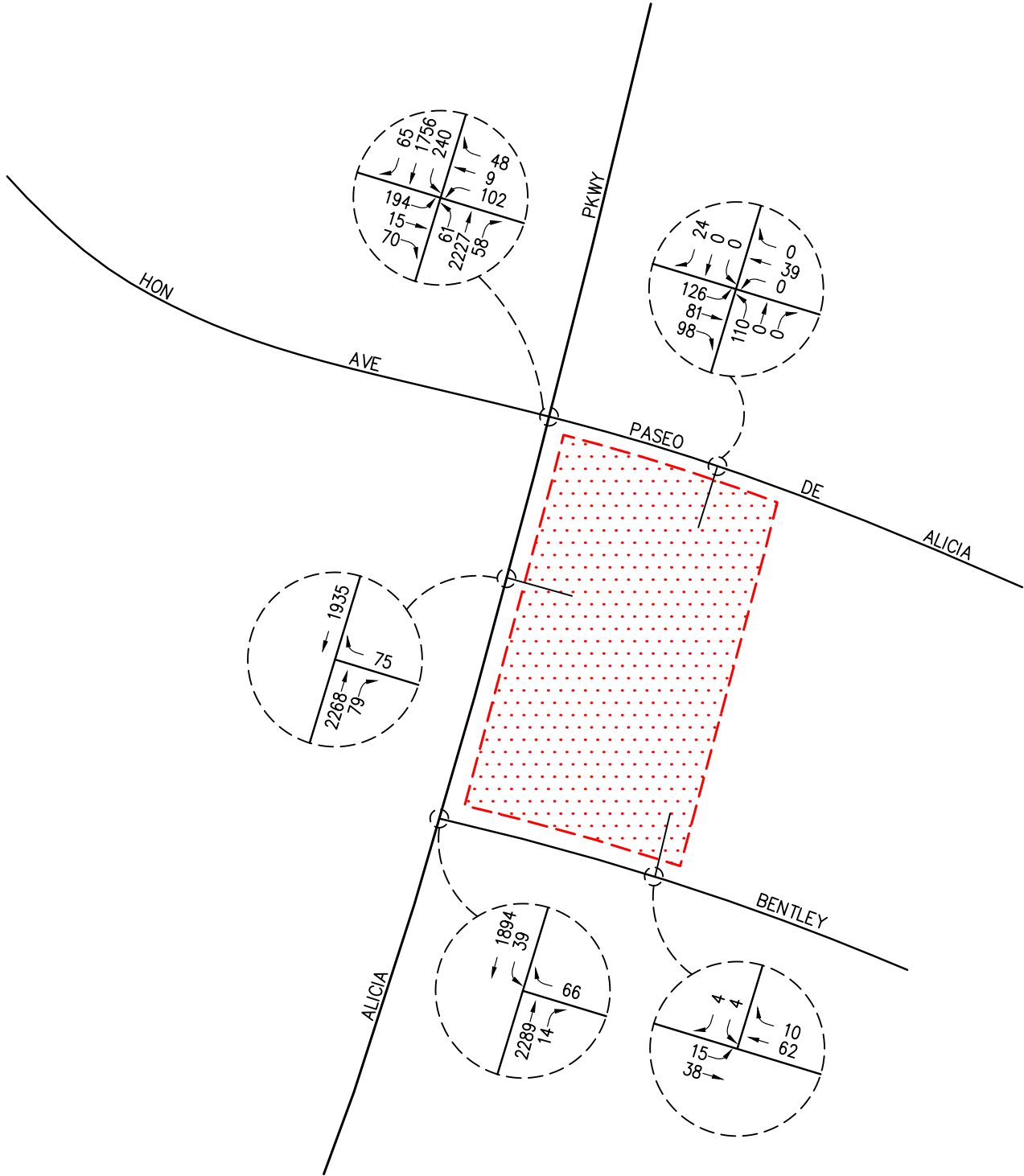


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KEY
[Red dotted rectangle] = PROJECT SITE

FIGURE 6-3

PM PEAK HOUR
CUMULATIVE PROJECTS TRAFFIC VOLUMES
24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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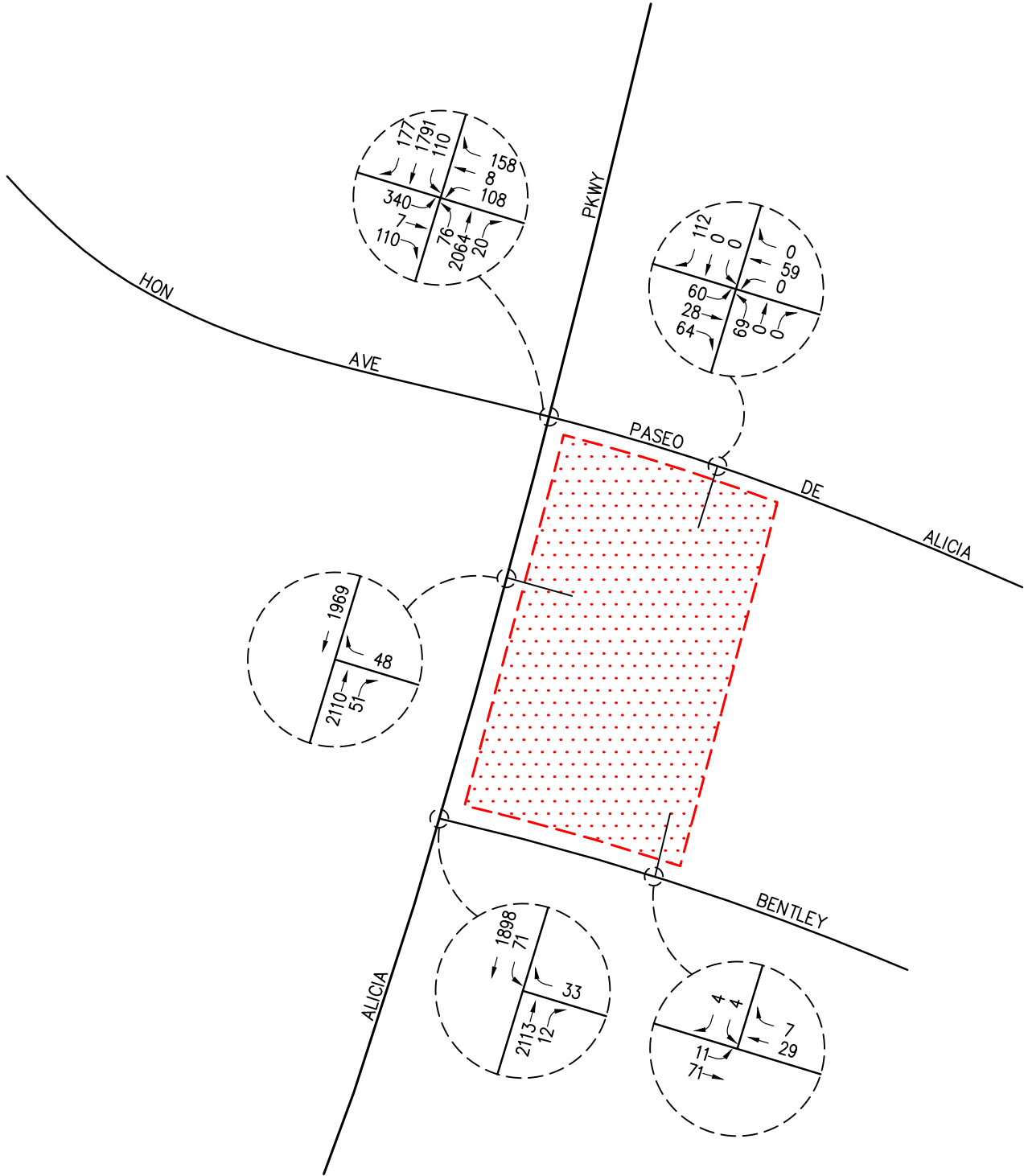
NO SCALE

KEY
[Red dashed box] = PROJECT SITE

FIGURE 6-4

EXISTING WITH PROJECT AM PEAK HOUR TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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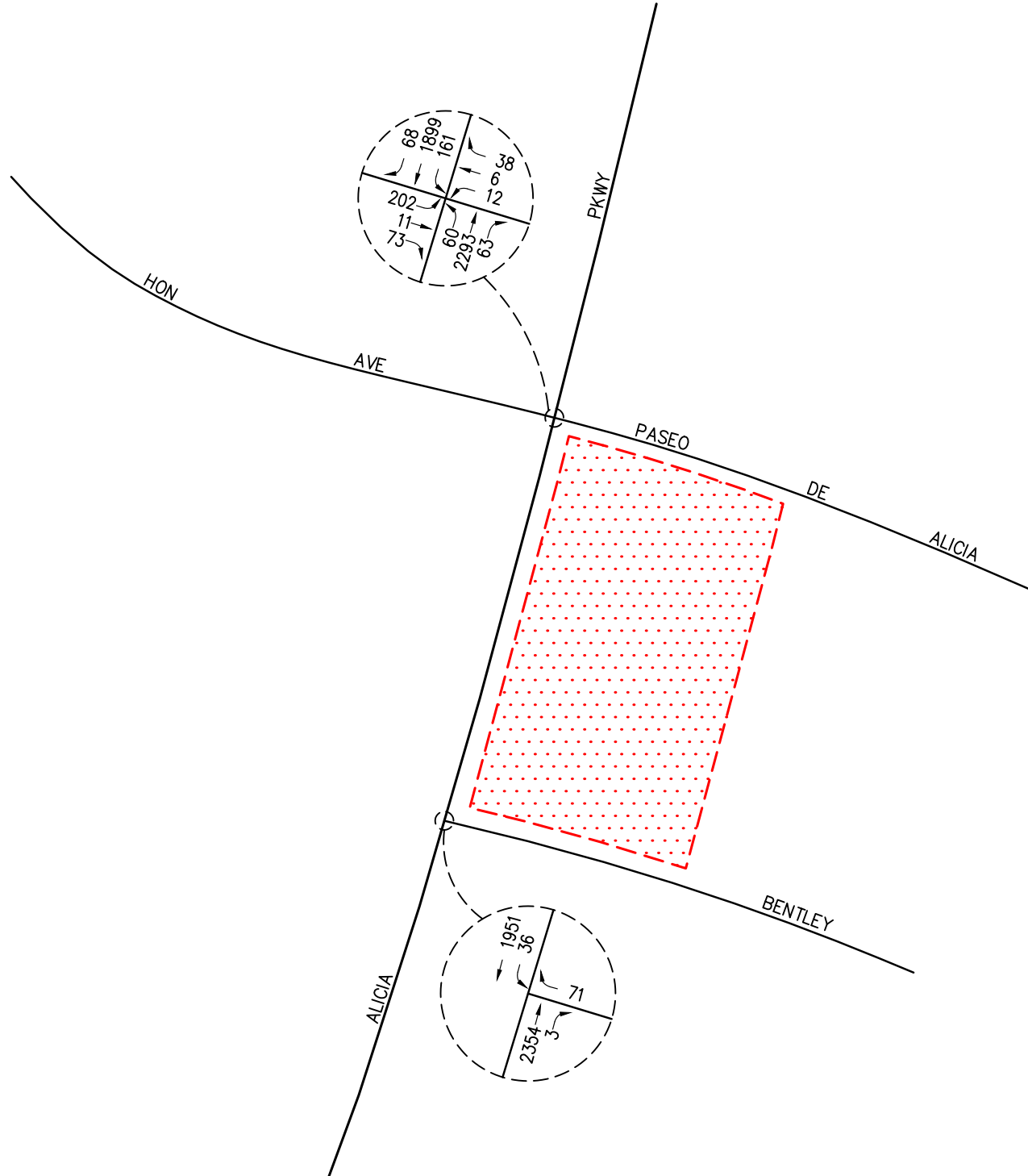
NO SCALE

KEY
[Red Dotted Box] = PROJECT SITE

FIGURE 6-5

EXISTING WITH PROJECT PM PEAK HOUR TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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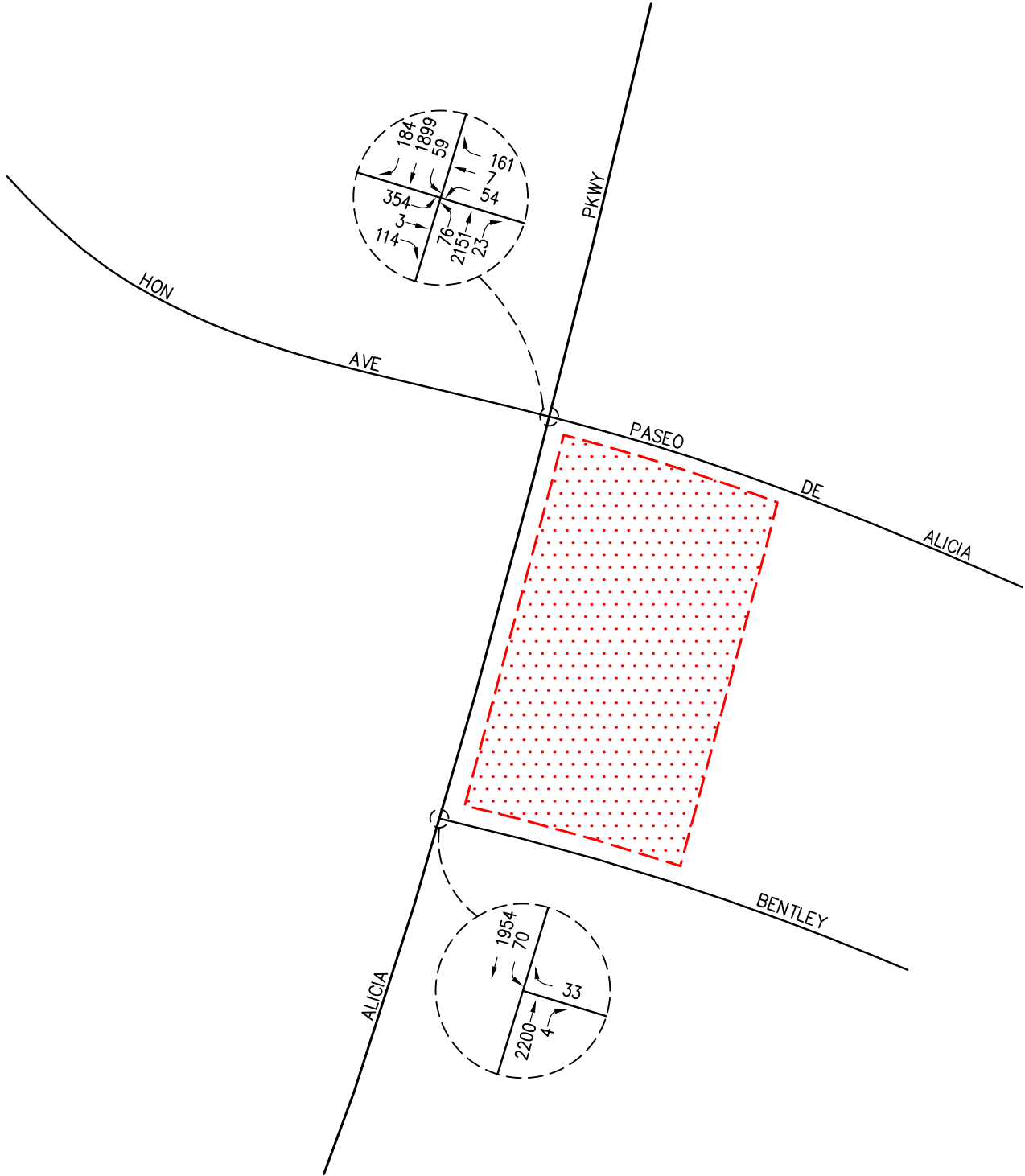
NO SCALE

KEY
[Red dotted rectangle] = PROJECT SITE

FIGURE 6-6

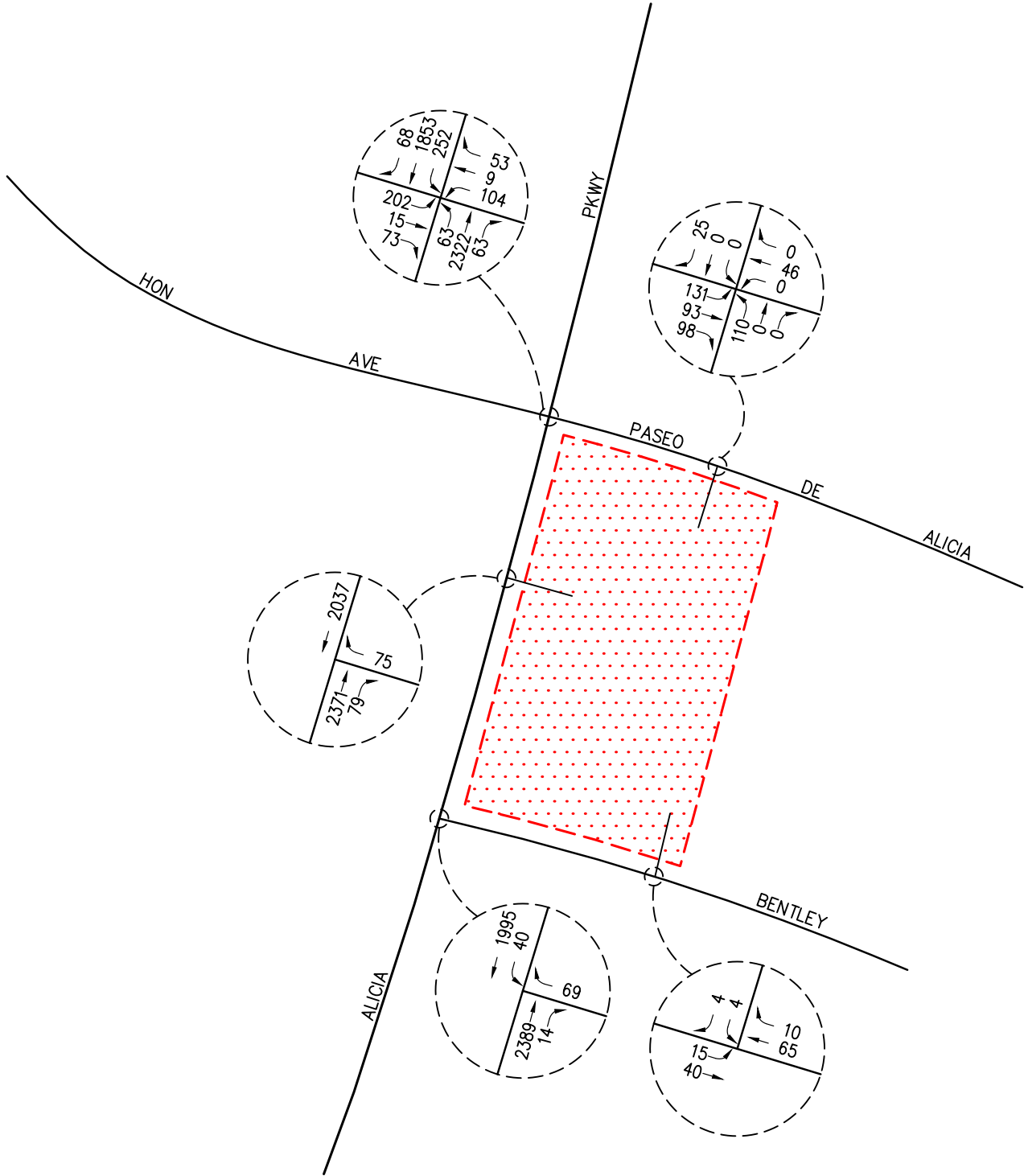
YEAR 2021 WITHOUT PROJECT
AM PEAK HOUR TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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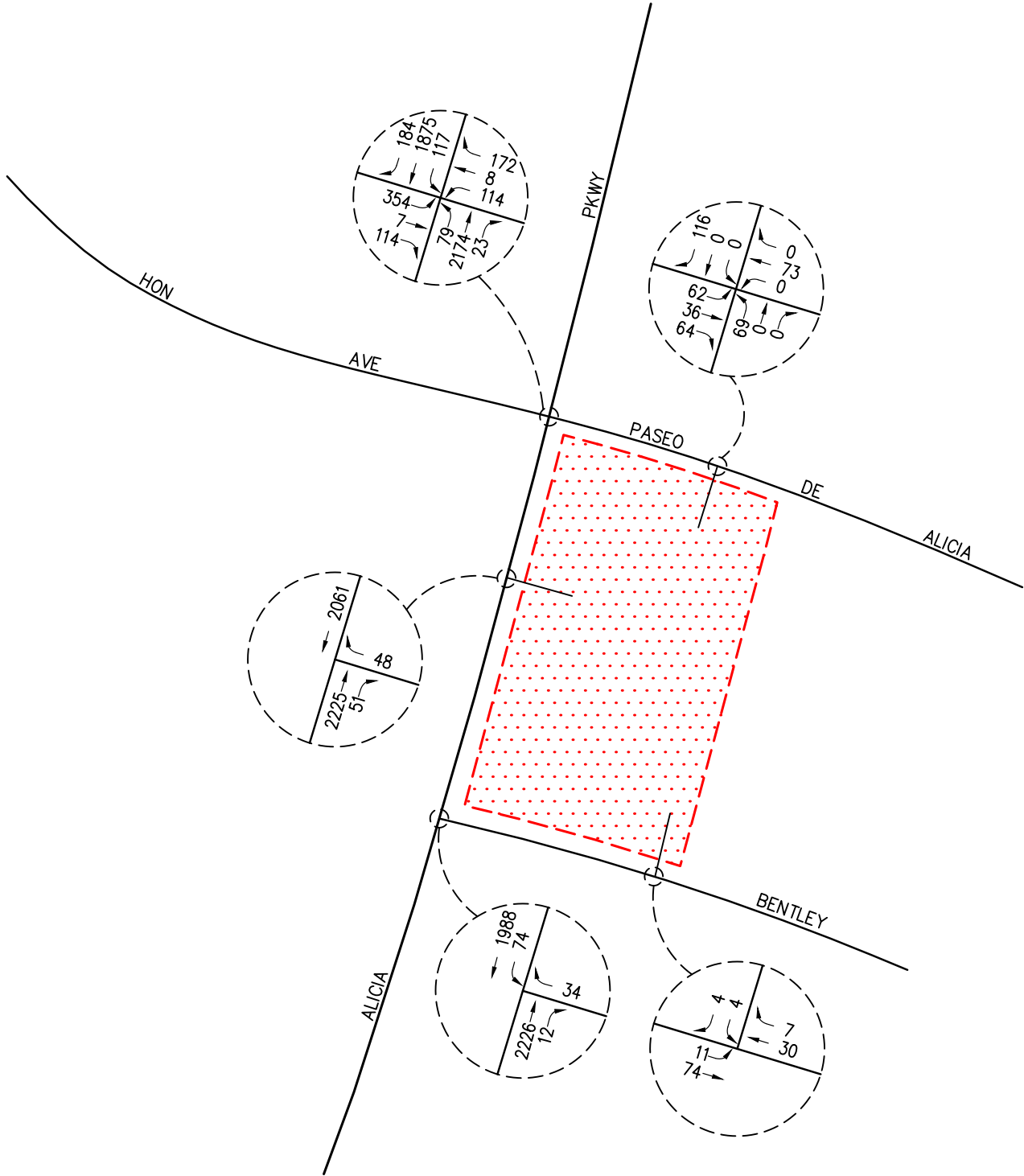
NO SCALE

KEY
[Red hatched box] = PROJECT SITE

FIGURE 6-8

YEAR 2021 WITH PROJECT
AM PEAK HOUR TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS



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KEY
[Red dotted rectangle] = PROJECT SITE

FIGURE 6-9

YEAR 2021 WITH PROJECT
PM PEAK HOUR TRAFFIC VOLUMES

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

7.0 EXISTING CONDITIONS TRAFFIC IMPACT ANALYSIS

The existing conditions traffic analysis establishes the basis for the future forecasts for the Project and is based on existing intersection counts collected in September 2019. The existing conditions analysis reflects these counts as well as existing lane configurations for all analyzed intersections.

7.1 Existing Conditions Intersection Capacity Analysis

The first column (1) of ICU/LOS and Delay/LOS values in **Table 7-1** presents a summary of Existing AM and PM traffic conditions. The second column (2) presents forecast Existing With Project traffic conditions. The third column (3) shows whether the traffic associated with the Project will have a significant impact based on the LOS standards and the significance impact criteria defined in this report. The fourth column (4) presents the resultant level of service with the inclusion of recommended improvements, if any, to achieve an acceptable level of service.

7.1.1 Existing Traffic Conditions

Review of column (1) of **Table 7-1** indicates that the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates at an acceptable level of service during the AM and PM peak hours while the intersection of Bentley at Alicia Parkway currently operates at adverse levels of service during the AM and PM peak hours.

Appendix D contains the ICU/LOS and Delay/LOS calculation worksheets for Existing traffic conditions.

7.1.2 Existing With Project Traffic Conditions

Comparing Column (2) to Column (1) of **Table 7-1**, the turning movements through the intersection of Bentley at Alicia Parkway indicate an increased delay due to the overall trips generated by the Project. However, although the intersection of Bentley at Alicia Parkway is forecast to operate at an unacceptable LOS F during the AM and PM peak hours with the addition of Project traffic, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). The intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates and is forecast to continue to operate at an acceptable LOS B during the AM and PM peak hours with the addition of Project generated traffic to existing traffic.

Furthermore, although the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service under Existing with Project traffic conditions, it should be noted that it is not uncommon for unsignalized minor roadways that have direct access to primary arterials, such as Alicia parkway, to operate at an unacceptable LOS due to the limited gaps in traffic and the high volume of traffic on the major street. Based on these considerations, the Project's cumulative impact to the adverse level of service is not considered significant.

Appendix D also presents the ICU/LOS and Delay/LOS calculation worksheets for Existing With Project traffic conditions.

TABLE 7-1
EXISTING WITH PROJECT PEAK HOUR INTERSECTION CAPACITY ANALYSIS SUMMARY¹⁰

	Minimum Acceptable LOS	Time Period	Movement	(1) Existing Traffic Conditions		(2) Existing With Project Traffic Conditions		(3) Direct Significant Impact		(4) Existing With Project With Mitigation	
				ICU/Delay	LOS	ICU/Delay	LOS	Increase	Yes/No	ICU/Delay	LOS
1. Hon Avenue/Paseo De Alicia at Alicia Parkway	D	AM	--	0.553	A	0.649	B	0.096	No	--	--
		PM	--	0.640	B	0.646	B	0.006	No	--	--
2. Bentley at Alicia Parkway	D	AM	NBR	50.8 s/v	F	53.0 s/v	F	2.2 s/v	No [a]	--	--
			WBL	94.7 s/v	F	113.1 s/v	F	18.4 s/v	No [a]	--	--
		PM	NBR	28.4 s/v	D	29.3 s/v	D	0.9 s/v	No	--	--
			WBL	85.1 s/v	F	99.8 s/v	F	14.7 s/v	No [a]	--	--
➤ ICU Methodology	D	AM	--	0.533	A	0.540	A	0.007	--	--	--
		PM	--	0.499	A	0.508	A	0.009	--	--	--

Notes:

- s/v = seconds per vehicle (delay)
- LOS = Level of Service, please refer to *Tables 3-1* and *3-2* for the LOS definitions
- ICU = Intersection Capacity Utilization methodology
- NBR = Northbound Right-Turn; WBL = Westbound Left-Turn
- [a] = Although this movement operates at an adverse LOS, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). As such, the adverse level of service is not considered significant.

¹⁰ Appendix D contains the ICU/LOS and Delay/LOS calculation worksheets for all study intersections.

8.0 YEAR 2021 CONDITIONS TRAFFIC IMPACT ANALYSIS

The relative impacts of the Project traffic volumes generated by proposed Project during the AM and PM peak hour conditions were evaluated based on analysis of future Year 2021 operating conditions at the key study intersections with and without the proposed Project. The previously discussed capacity analysis procedures were utilized to investigate the future ICU/Delay and service level characteristics at each study intersection. The significance of the potential impacts of the Project at each key intersection was then evaluated using the traffic impact criteria mentioned in this report.

8.1 Year 2021 Conditions Intersection Capacity Analysis

The first column (1) of ICU/LOS and Delay/LOS values in **Table 8-1** presents a summary of Existing AM and PM traffic conditions (which were also presented in **Table 7-1**). The second column (2) presents forecast Year 2021 Without Project traffic conditions. The third column (3) identifies forecast Year 2021 With Project traffic conditions. The fourth column (4) indicates whether the traffic associated with the Project will have a significant impact based on the significant impact criteria mentioned in this report. The fifth column (5) presents the resultant level of service with the inclusion of recommended improvements, if any, to achieve an acceptable level of service.

8.1.1 Year 2021 Without Project Traffic Conditions

Review of column (2) of **Table 8-1** indicates that the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway is forecast to continue to operate at an acceptable level of service during the AM and PM peak hours while the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service during the AM and PM peak hours.

Appendix E contains the ICU/LOS and Delay/LOS calculation worksheets for Year 2021 Without Project traffic conditions.

8.2 Year 2021 With Project Traffic Conditions

Comparing Column (3) to Column (2) of **Table 8-1**, the turning movements through the intersection of Bentley at Alicia Parkway indicate an increased delay due to the overall trips generated by the Project. However, although the intersection of Bentley at Alicia Parkway is forecast to operate at an unacceptable LOS F during the AM and PM peak hours with the addition of Project traffic, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). The intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway currently operates and is forecast to continue to operate at an acceptable LOS B during the AM and PM peak hours with the addition of Project generated traffic to Year 2021 cumulative traffic.

Furthermore, although the intersection of Bentley at Alicia Parkway is forecast to continue to operate at adverse levels of service under Year 2021 with Project traffic conditions, it should be noted that it is not uncommon for unsignalized minor roadways that have direct access to primary arterials, such as Alicia parkway, to operate at an unacceptable LOS due to the limited gaps in traffic and the high volume of traffic on the major street. Based on these considerations, the Project's cumulative impact to the adverse level of service is not considered significant.

Appendix E also presents the ICU/LOS and Delay/LOS calculation worksheets for Year 2021 With Project traffic conditions.

TABLE 8-1
YEAR 2021 WITH PROJECT PEAK HOUR INTERSECTION CAPACITY ANALYSIS SUMMARY¹¹

Key Intersection	Minimum Acceptable LOS	Time Period	Movement	(1) Existing Traffic Conditions		(2) Year 2021 Without Project Traffic Conditions		(3) Year 2021 With Project Traffic Conditions		(4) Direct Significant Impact		(5) Year 2021 With Project With Mitigation	
				ICU/Delay	LOS	ICU/Delay	LOS	ICU/Delay	LOS	Increase	Yes/No	ICU/Delay	LOS
1. Hon Avenue/Paseo De Alicia at Alicia Parkway	D	AM PM	-- --	0.553 0.640	A B	0.580 0.671	A B	0.674 0.676	B B	0.094 0.005	No No	-- --	-- --
2. Bentley at Alicia Parkway ➤ <i>ICU Methodology</i>	D	AM	NBR	50.8 s/v	F	61.1 s/v	F	63.2 s/v	F	2.1 s/v	No [a]	--	--
			WBL	94.7 s/v	F	119.6 s/v	F	145.4 s/v	F	25.8 s/v	No [a]	--	--
		PM	NBR	28.4 s/v	D	31.2 s/v	D	32.3 s/v	D	1.1 s/v	No	--	--
			WBL	85.1 s/v	F	119.4 s/v	F	140.5 s/v	F	21.1 s/v	No [a]	--	--
	D	AM PM	-- --	0.533 0.499	A A	0.554 0.523	A A	0.562 0.532	A A	0.008 0.009	-- --	-- --	-- --

Notes:

- s/v = seconds per vehicle (delay)
- LOS = Level of Service, please refer to *Tables 3-1* and *3-2* for the LOS definitions
- ICU = Intersection Capacity Utilization
- NBR = Northbound Right-Turn; WBL = Westbound Left-Turn
- [a] = Although this movement operates at an adverse LOS, the proposed Project is expected to add less than the allowable threshold to the ICU value (i.e. less than 0.010). As such, the adverse level of service is not considered significant.

¹¹ *Appendix E* contains the ICU/LOS and Delay/LOS calculation worksheets for all study intersections.

9.0 PLANNED AND RECOMMENDED IMPROVEMENTS

For those intersections where projected traffic volumes are expected to result in significant impacts, this report recommends improvements that change the intersection and/or roadway segments geometry to increase capacity. These capacity improvements involve roadway widening and/or re-striping to reconfigure (add lanes) roadways to specific approaches of a key intersection and/or roadway segments. The identified improvements are expected to:

- Address the impact of existing traffic, Project traffic and future non-project (ambient traffic growth and cumulative projects) traffic and
- Improve Levels of Service to an acceptable range and/or to pre-project conditions.

9.1 Project-Specific Improvements

The Project proposes to widen Alicia Parkway to provide a 5-foot bicycle lane along the Project frontage.

9.2 Recommended Improvements

9.2.1 Existing With Project Traffic Conditions

The results of the Existing With Project traffic conditions level of service analyses presented previously in *Table 7-1* indicate that the proposed Project is not anticipated to have a direct significant impact at the two (2) key study intersections. Hence, no mitigation measures are needed nor recommended.

9.2.2 Year 2021 With Project Traffic Conditions

The results of the Year 2021 With Project traffic conditions level of service analyses presented previously in *Table 8-1* indicate that the proposed Project is not anticipated to have a direct significant impact at the two (2) key study intersections. Hence, no mitigation measures are needed nor recommended.

9.3 Exclusive Right-Turn Assessment

Per City Staff concerns, this report assesses the potential for an exclusive eastbound right-turn lane from Alicia Parkway onto southbound Paseo De Alicia. **Table 9-1** compares the results of future Year 2021 operating conditions at the intersection of Hon Avenue/Paseo De Alicia at Alicia Parkway under the following geometries:

- Existing lane geometry
- Conversion of existing eastbound through/right-turn to an exclusive eastbound right-turn lane (i.e. removal of one existing eastbound through lane)
- Widen Alicia Parkway to provide for an exclusive eastbound right-turn lane

As shown in column (2) of *Table 9-1*, with the conversion of the shared eastbound through/right-turn lane to an exclusive eastbound right-turn lane, the ICU and LOS values would degrade during both the AM and PM peak hours. As shown in column (3) of *Table 9-1*, with the widening of Alicia Parkway to add an exclusive eastbound right-turn lane, the ICU value would slightly improve during

LINSCOTT, LAW & GREENSPAN, *engineers*

TABLE 9-1
YEAR 2021 WITH PROJECT PEAK HOUR INTERSECTION CAPACITY ANALYSIS SUMMARY
EXCLUSIVE RIGHT-TURN ASSESSMENT

			(1) Year 2021 With Project Traffic Conditions <i>[Existing Geometry: EB Shared Through/ Right-Turn Lane]</i>		(2) Year 2021 With Project Traffic Conditions <i>[Convert EB Shared Through/Right-Turn Lane to Exclusive Right-Turn Lane]</i>		(3) Year 2021 With Project Traffic Conditions <i>[Widen to Add an EB Exclusive Right-Turn Lane]</i>	
			ICU	LOS	ICU	LOS	ICU	LOS
1.	Hon Avenue/Paseo De Alicia at Alicia Parkway	AM	0.674	B	0.779	C	0.665	B
		PM	0.676	B	0.757	C	0.676	B

Notes:

- LOS = Level of Service, please refer to *Tables 3-1* for the LOS definitions
- ICU = Intersection Capacity Utilization methodology

10.0 SITE ACCESS, INTERNAL CIRCULATION & PARKING EVALUATION

10.1 Level of Service Analysis For Project Access Locations

As shown in *Figure 2-2*, vehicular access is proposed via one (1) full-access, unsignalized driveway located along Paseo de Alicia opposite to the existing Alicia Park Office driveway (i.e. Project Driveway No. 1), one (1) right-in/right-out only, unsignalized driveway located along Alicia Parkway (i.e. Project Driveway No. 2), and one (1) full-access, unsignalized driveway located along Bentley (i.e. Project Driveway No. 3).

Table 10-1 summarizes the intersection operations at the Project driveways under Year 2021 cumulative traffic conditions at completion and full occupancy of the proposed Project. The operations analysis for the Project driveways is based on the HCM 6 methodology for unsignalized intersections. *Table 10-1* identifies forecast Year 2021 With Project traffic conditions.

Review of *Table 10-1* shows that Project driveways No. 1 and No. 3 are forecast to operate at acceptable levels of service during the AM and PM peak hours for Year 2021 With Project traffic conditions. Project Driveway No. 2 is forecast to operate at adverse levels of service during the AM and PM peak hours for Year 2021 With Project traffic conditions. However, it is not uncommon for unsignalized driveways, such as that of Project Driveway No. 2, to experience a longer delay due to the heavy volumes on the major streets, like Alicia Parkway. Additionally, there is extra lane width within the curb lane along Alicia Parkway as to facilitate right turn ingress into the site and Project Driveway No. 2 is anticipated to operate at acceptable levels of service during the other hours of the day. Furthermore, there is adequate storage provided on-site for the northbound right-turn movement at Project Driveway No. 2 and the layout of the site is such that each business has the ingress and egress of the drive-through lanes adequately separated from each other as not to create congested internal traffic flow in any particular location. Lastly, appropriate wayfinding signs should be installed at the drive-through lane exits to direct vehicles towards the Paseo De Alicia driveway to help alleviate congestion exiting directly onto Alicia Parkway. Specifically, “Right-Turn Only” signage at the Plant Power drive-through exit and directional signage emphasizing usage of Paseo de Alicia at the Starbucks, Plant Power, and Taco Bell drive-through exits.

As such, motorists entering and exiting the Project site will be able to do so comfortably, safely and without undue congestion.

Appendix G contains the Year 2021 With Project Delay/LOS calculation worksheets for the three (3) Project driveways.

Additionally, several alternative site access options were considered and evaluated as part of the Project, and they consist of the following:

- Partial access at Driveway No. 2 along Alicia Parkway (i.e. inbound only)
- No driveway access along Alicia Parkway
- Partial access at driveway along Bentley (i.e. no left-turn out)
- No driveway access along Bentley

However, by restricting or eliminating access at either the Alicia Parkway or Bentley driveways, it was determined there was no significant benefit to the service levels of the adjacent intersections and the other driveways were expected to operate at worse service levels as a result. Furthermore, As with almost all commercial/retail centers, the most efficient internal circulation pattern of the site includes ingress and egress driveways along all Project frontages, which is the case with this Project. As such, the proposed site access plan for the Project is considered superior and is therefore recommended.

TABLE 10-1
PROJECT DRIVEWAY PEAK HOUR LEVELS OF SERVICE SUMMARY¹²

Key Intersection	Intersection Control	Time Period	Year 2021 With Project Traffic Conditions	
			Delay (s/v)	LOS
A. Paseo De Alicia at Project Driveway No. 1/Alicia Office Park Driveway	Two-Way Stop	AM	16.0 s/v	C
		PM	13.1 s/v	B
B. Project Driveway No. 2 at Alicia Parkway	One-Way Stop	AM	66.0 s/v	F
		PM	39.9 s/v	E
C. Bentley at Project Driveway No. 3	One-Way Stop	AM	9.0 s/v	A
		PM	8.9 s/v	A

Notes:

- s/v = seconds per vehicle (delay)
- LOS = Level of Service
- **Bold Delay/LOS values** indicate adverse service levels based on the LOS standards as defined in this report

¹² Appendix G contains the Delay/LOS calculation worksheets for the Project driveways.

10.2 Internal Circulation

The on-site circulation layout of the proposed Project as illustrated in *Figure 2-2* on an overall basis is adequate. Curb return radii have been confirmed and are generally adequate for small service/delivery (FedEx, UPS) trucks and trash trucks. In addition, access to the drive-through lanes are adequate without any impact to the parking lot circulation.

10.3 City Code Parking Requirements

The code parking calculation for the proposed Project is based on the City's requirements as outlined in the *Laguna Hills Municipal Code; Chapter 9-44; Access and Parking*. The City specifies the following:

- *“The required parking shall be the total of all uses on the site. In calculating the square footage applicable, areas for restrooms, elevator shafts, utility shafts and open patios where no service or seating occurs shall be exempted. Waiting areas shall be calculated the same as seating or service areas. Building aisles or corridors shall not be exempt.”*
- *Per Table 9-44.A – Number of Parking Stalls Required:*
 - *Fast Food Restaurant: 10 stalls, or 1 stall/50 SF-GFA, whichever is greater.*
 - *Outdoor Dining Areas in Excess of 16 Seats: 1 Stall for 150 SF of entire outdoor dining area*

Table 10-2 presents the code parking requirements for the proposed Project. As shown, application of the above-referenced parking code ratios to the development totals results in a code-parking requirement of **129 spaces**. With a proposed parking supply of 134 spaces, a theoretical parking surplus of 5 spaces is forecast. It should be noted that although a surplus of 5 parking spaces is currently calculated, it is the intent of the Owner/Applicant to remove the 5 excess parking spaces in favor of landscaping during the permitting process.

TABLE 10-2
CITY CODE PARKING REQUIREMENTS¹³

Project Description	Size	City of Laguna Hills Code Parking Ratio	Spaces Required
▪ Taco Bell Restaurant	2,500 SF – 257 SF Restroom Space (2,243 SF)	1.0 Space per 50 Sq. Ft. of Gross Floor Area Or 10 Stalls (Whichever is Greater)	45
	8 Outdoor Seats	1 Space per 150 Sq. Ft. of Outdoor Dining Area (If Exceeding 16 Outdoor Seats)	0
▪ Starbucks	2,175 SF – 240 SF Restroom Space (1,935 SF)	1.0 Space per 50 Sq. Ft. of Gross Floor Area Or 10 Stalls (Whichever is Greater)	39
	16 Outdoor Seats	1 Space per 150 Sq. Ft. of Outdoor Dining Area (If Exceeding 16 Outdoor Seats)	0
▪ Plant Power Restaurant	2,503 SF – 255 SF Restroom Space (2,248 SF)	1.0 Space per 50 Sq. Ft. of Gross Floor Area Or 10 Stalls (Whichever is Greater)	45
	12 Outdoor Seats	1 Space per 150 Sq. Ft. of Outdoor Dining Area (If Exceeding 16 Outdoor Seats)	0
Total Spaces Required			129
Parking Supply			134
Parking Surplus/Deficiency (+/-)			+5

¹³ Source: *Laguna Hills Municipal Code; Chapter 9-44; Access and Parking.*

11.0 QUEUING ANALYSIS

A drive-through queuing evaluation has been completed for the Taco Bell and Starbucks components of the Project. It should be noted that a drive-through queuing evaluation has not been completed for the Plant Power restaurant since the drive-through demand is expected to be less than what Taco Bell will generate but still provides a similar drive-through facility storage to the Taco Bell restaurant. Additionally, there are no comparable Plant Power restaurants in the area that existing empirical data can be collected.

11.1.1 Taco Bell Drive-Through Lane Queuing Evaluation

Existing queuing observations were performed at the following three (3) Taco Bell sites between 7:00 AM to 9:00 AM, 11:00 AM to 2:00 PM and 4:00 PM to 10:00 PM on Thursday, September 5, 2019 and Saturday, September 7, 2019:

1. 27371 La Paz Road, Laguna Niguel, CA
2. 31491 Santa Margarita Pkwy, Rancho Santa Margarita, CA
3. 26521 Aliso Creek Road, Aliso Viejo, CA

It should be noted, per City of Laguna Hills direction, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively. The vehicular queues observed at the three sites were recorded at 1-minute intervals. The results of the queuing observations surveys are included in **Appendix H**.

Tables 11-1 and **11-2** summarize the Queue Frequency that was observed at the three existing Taco Bell locations for weekday and Saturday peak periods, respectively. Our evaluation of this data indicates that on average during the weekday peak periods, an average queue of 2 vehicles in the drive-through lane can be expected, with an 85th percentile queue of approximately 6 vehicles, a 95th percentile queue of approximately 8 vehicles and a max queue of approximately 10 vehicles. Similarly, our evaluation of this data also indicates that on average during the Saturday peak periods, an average queue of 1 vehicle in the drive-through lane can be expected, with an 85th percentile queue of approximately 3 vehicles, a 95th percentile queue of approximately 5 vehicles and a max queue of approximately 9 vehicles.

The 85th percentile queue represents the number of vehicles that can be expected in the drive-through lane during the peak period and indicates that 85 percent of the drive-through customers will wait in a line no longer than 6 vehicles; 15 percent of the customers will wait in a queue of 7 cars or more. It should be noted that the 85th percentile “criteria” is the design standard typically used in the traffic engineering profession.

The results of the queuing analysis indicate that the distance between the proposed entry of the drive-through lane and the pick-up window of the proposed Taco Bell is of sufficient length and can accommodate the peak stacking requirements of the proposed restaurant. Therefore, the drive-through lane storage capacity is adequate to accommodate the projected queues for the 85th percentile (i.e. 6 vehicles) needs for the site. The 95th percentile (i.e. 8 vehicles) needs for the site

can easily be accommodated on-site within the drive aisles. It should be noted that the maximum queue of 10 vehicles, which only occurred one time and only at one site throughout the survey days, can also be accommodated on-site within the drive aisles. **Figure 11-1** shows that the proposed Taco Bell drive-thru lane provides enough storage to accommodate up to seven (7) vehicles and illustrates the locations of the 85th, 95th, and maximum queues, respectively.

TABLE 11-1
TACO BELL WEEKDAY QUEUING ANALYSIS SUMMARY¹⁴

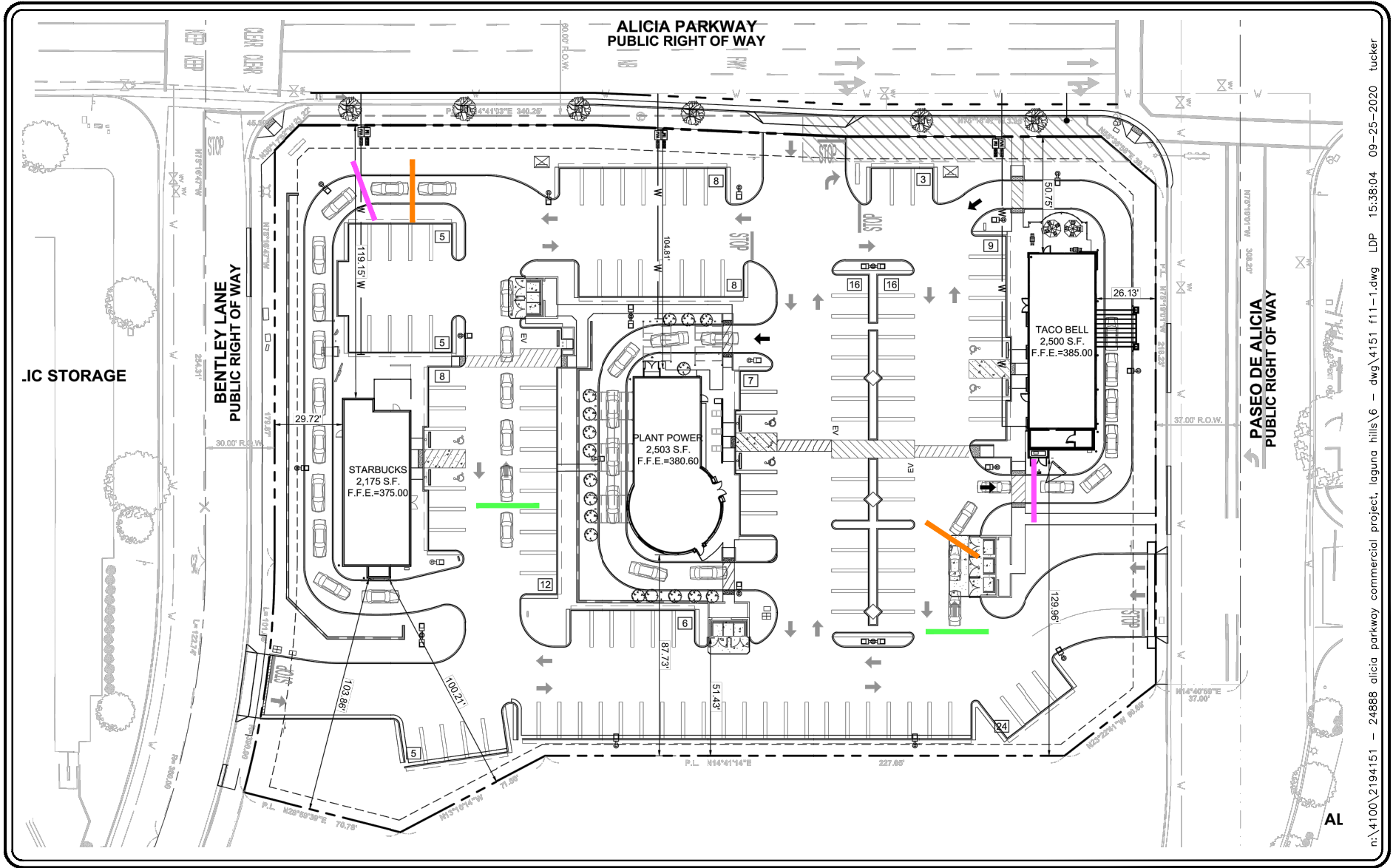
Queue Length (Vehicles)	Queue Frequency of Vehicles Observed				Cumulative	
	Site #1 27371 La Paz Rd	Site #2 31491 Santa Margarita Pkwy	Site #3 26521 Aliso Creek Rd	Total	Frequency	Percentage
0	21	10	10	41	41	11.4%
1	31	30	9	70	111	30.8%
2	37	26	14	77	188	52.2%
3	18	31	11	60	248	68.9%
4	5	17	15	37	285	79.2%
5	3	5	7	15	300	83.3%
6	3	0	18	21	321	89.2%
7	2	1	17	20	341	94.7%
8	0	0	12	12	353	98.1%
9	0	0	6	6	359	99.7%
10	0	0	1	1	360	100.0%
Total	120	120	120	360	--	--
Average	2.0	2.0	5.0	2.0	--	--
85th Percentile	3.0	4.0	8.0	6.0	--	--
95th Percentile	5.0	4.0	9.0	8.0	--	--
Max	7.0	7.0	10.0	10.0	--	--

¹⁴ Source: Queuing surveys conducted every minute, between the hours of 7:00AM to 9:00AM, 11:00AM to 2:00PM and 4:00PM to 10:00PM, by National Data & Surveying Services on Thursday, September 5, 2019. However, to provide for a conservative analysis, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively.

TABLE 11-2
TACO BELL WEEKEND QUEUING ANALYSIS SUMMARY¹⁵

Queue Length (Vehicles)	Queue Frequency of Vehicles Observed				Cumulative	
	Site #1 27371 La Paz Rd	Site #2 31491 Santa Margarita Pkwy	Site #3 26521 Aliso Creek Rd	Total	Frequency	Percentage
0	34	26	53	113	113	31.4%
1	26	20	31	77	190	52.8%
2	27	29	16	72	262	72.8%
3	12	30	8	50	312	86.7%
4	6	9	8	23	335	93.1%
5	4	6	3	13	348	96.7%
6	6	0	1	7	355	98.6%
7	1	0	0	1	356	98.9%
8	3	0	0	3	359	99.7%
9	1	0	0	1	360	100.0%
Total	120	120	120	360	--	--
Average	2.0	2.0	1.0	1.0	--	--
85th Percentile	4.0	3.0	3.0	3.0	--	--
95th Percentile	6.0	4.0	4.0	5.0	--	--
Max	9.0	5.0	6.0	9.0	--	--

¹⁵ Source: Queuing surveys conducted every minute, between the hours of 7:00AM to 9:00AM, 11:00AM to 2:00PM and 4:00PM to 10:00PM, by National Data & Surveying Services on Saturday, September 7, 2019. However, to provide for a conservative analysis, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively.



SOURCE: EBI ENGINEERING

KEY

- 85th PERCENTILE QUEUE
- 95th PERCENTILE QUEUE
- MAXIMUM QUEUE

FIGURE 11-1

PROPOSED DRIVE-THROUGH
LANE STACKING REQUIREMENTS

24888 ALICIA PARKWAY COMMERCIAL PROJECT, LAGUNA HILLS

LINSCOTT
LAW &
GREENSPAN



NO SCALE

engineers

11.1.2 Starbucks Drive-Through Lane Queuing Evaluation

Existing queuing observations were performed at the following three (3) Starbucks sites between 5:00 AM to 11:00 AM on a weekday (Wednesday, October 9, 2019, Thursday, October 3, 2019 and Wednesday, November 13, 2019 for sites #1, #2 and #3, respectively) and on a Saturday (Saturday, October 5, 2019 for sites #1 and #2 and Saturday, November 16, 2019 for site #3):

1. 620 Avenida Pico, San Clemente, CA
2. 23622 Rockfield Boulevard, Rancho Santa Margarita, CA
3. 7876 Valley View Street, Buena Park, CA

It should be noted, per City of Laguna Hills direction, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively. The vehicular queues observed at the three sites were recorded at 1-minute intervals. The results of the queuing observations surveys are also included in *Appendix H*.

Tables 11-3 and 11-4 summarize the Queue Frequency that was observed at the three existing Starbucks locations for weekday and Saturday peak periods, respectively. Our evaluation of this data indicates that on average during the weekday peak periods, an average queue of 8 vehicle in the drive-through lane can be expected, with an 85th percentile queue of approximately 10 vehicles, a 95th percentile queue of approximately 11 vehicles and a max queue of approximately 13 vehicles. Similarly, our evaluation of this data also indicates that on average during the Saturday peak periods, an average queue of 7 vehicles in the drive-through lane can be expected, with an 85th percentile queue of approximately 10 vehicles, a 95th percentile queue of approximately 11 vehicles and a max queue of approximately 17 vehicles.

The 85th percentile queue represents the number of vehicles that can be expected in the drive-through lane during the peak period and indicates that 85 percent of the drive-through customers will wait in a line no longer than 10 vehicles; 15 percent of the customers will wait in a queue of 11 cars or more. It should be noted that the 85th percentile “criteria” is the design standard typically used in the traffic engineering profession.

The results of the queuing analysis indicate that the distance between the proposed entry of the drive-through lane and the pick-up window of the proposed Starbucks is of sufficient length and can accommodate the peak stacking requirements of the proposed coffee shop. Therefore, the drive-through lane storage capacity is adequate to accommodate the projected queues for the 85th percentile (i.e. 10 vehicles) and 95th percentile (i.e. 11 vehicles) needs for the site. It should be noted that the maximum queue of 17 vehicles, which only occurred one time and only at one site throughout the survey days, can also be accommodated on-site within the drive aisles. *Figure 11-1* also shows that the proposed Starbucks drive-thru lane provides enough storage to accommodate up to twelve (12) vehicles and illustrates the locations of the 85th, 95th, and maximum queues, respectively. Additionally, similar drive-through queuing studies for other nearby Starbucks locations suggest a potential 95th percentile queue of up to 18 vehicles. As such, *Figure 11-1* also illustrates that this 18-vehicle queue can be accommodated on-site within the drive aisles. *Appendix H* also contains this additional Starbucks queuing data.

TABLE 11-3
STARBUCKS WEEKDAY QUEUING ANALYSIS SUMMARY¹⁶

Queue Length (Vehicles)	Queue Frequency of Vehicles Observed				Cumulative	
	Site #1 620 Avenida Pico	Site #2 23622 Rockfield Boulevard	Site #3 7876 Valley View Street	Total	Frequency	Percentage
0	0	1	0	1	1	0.3%
1	0	1	0	1	2	0.6%
2	0	5	0	5	7	1.9%
3	0	8	0	8	15	4.2%
4	3	2	9	14	29	8.1%
5	1	12	6	19	48	13.3%
6	9	10	14	33	81	22.5%
7	27	11	24	62	143	39.7%
8	29	26	25	80	223	61.9%
9	18	22	25	65	288	80.0%
10	18	10	12	40	328	91.1%
11	9	4	5	18	346	96.1%
12	5	2	0	7	353	98.1%
13	1	6	0	7	360	100.0%
Total	120	120	120	360	--	--
Average	8.0	7.0	8.0	8.0	--	--
85th Percentile	10.0	10.0	9.0	10.0	--	--
95th Percentile	11.0	12.0	10.0	11.0	--	--
Max	13.0	13.0	11.0	13.0	--	--

¹⁶ Source: Queuing surveys conducted every minute, between the hours of 5:00AM to 11:00AM on Wednesday, October 9, 2019, Thursday, October 3, 2019, and Wednesday, November 13, 2019 for sites #1, #2, and #3, respectively. However, to provide for a conservative analysis, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively.

TABLE 11-4
STARBUCKS WEEKEND QUEUING ANALYSIS SUMMARY¹⁷

Queue Length (Vehicles)	Queue Frequency of Vehicles Observed				Cumulative	
	Site #1 620 Avenida Pico	Site #2 23622 Rockfield Boulevard	Site #3 7876 Valley View Street	Total	Frequency	Percentage
0	0	0	0	0	0	0.0%
1	4	0	0	4	4	1.1%
2	7	2	1	10	14	3.9%
3	11	7	4	22	36	10.0%
4	14	10	8	32	68	18.9%
5	18	19	21	58	126	35.0%
6	9	18	22	49	175	48.6%
7	10	14	20	44	219	60.8%
8	7	17	24	48	267	74.2%
9	6	14	17	37	304	84.4%
10	11	14	3	28	332	92.2%
11	11	5	0	16	348	96.7%
12	4	0	0	4	352	97.8%
13	2	0	0	2	354	98.3%
14	0	0	0	0	354	98.3%
15	2	0	0	2	356	98.9%
16	3	0	0	3	359	99.7%
17	1	0	0	1	360	100.0%
Total	120	120	120	360	--	--
Average	7.0	7.0	7.0	7.0	--	--
85th Percentile	11.0	10.0	9.0	10.0	--	--
95th Percentile	13.0	10.0	9.0	11.0	--	--
Max	17.0	11.0	10.0	17.0	--	--

¹⁷ Source: Queuing surveys conducted every minute, between the hours of 5:00AM to 11:00AM on Saturday, October 5, 2019 for sites #1 and #2 and Saturday, November 16, 2019 for site #3. However, to provide for a conservative analysis, the drive-through queuing evaluation is based on a 2-hour peak period for each of the three sites, respectively.



City of Laguna Hills

City Council/Planning Agency

Staff Report

DATE: November 24, 2020
TO: Mayor and Council Members
FROM: Janine Heft
Mayor
ISSUE: Pickleball Courts

RECOMMENDATION: Mayor Heft recommends that the City Council reopen the pickleball courts in Laguna Hills.

SUMMARY:

During COVID, the City of Laguna Hills has kept the tennis courts open. There are a growing number of city residents that desire to be able to play pickleball, but the courts have been closed for months.

BACKGROUND:

While there are pickleball courts both at Mackenzie Park and the Community Center, they have both been closed for months because of the coronavirus. In contrast, the city has kept its tennis courts open and there are a group of Laguna Hills residents that would really like to have the opportunity to be able to play pickleball as well.

The nets are portable and while staff would normally need to be present to shut everything down, there has been a suggestion from the pickleball players that one of them would be willing to serve as an “ambassador” that would be responsible for putting the nets away and turning off the lights (after any night play).

ATTACHMENTS:

- Pickleball Court Photo



Attachment: Pickleball Court Photo (2269 : Pickleball Courts)