



**CITY OF LAGUNA HILLS
CITY COUNCIL/PLANNING AGENCY
REGULAR MEETING AGENDA
NOVEMBER 12, 2013
Closed Session at 6:00 PM (*when scheduled*)
General Business Session at 7:00 PM**

Barbara D. Kogerman, Mayor

**Andrew Blount, Mayor Pro Tempore
Randal Bressette, Council Member**

**Melody Carruth, Council Member
Dore J. Gilbert, M.D., Council Member**

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

Any person wishing to address the City Council/Planning Agency on any matter, whether or not it appears on this Agenda, is asked to complete a pink "Request to Speak" form available on the table at the back of the Chamber. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council/Planning Agency. Completion of the form is voluntary. All persons may attend the meeting regardless of whether this form is completed.

Members of the public wishing to address the City Council can do so during the Public Comments portion of the Agenda with a time limitation of three minutes per person, an overall time limit of ten minutes for any one subject, and a total time limit of thirty minutes for Public Comments. If you are commenting on an Agenda item, your comments will be heard at the time that item is scheduled on the Agenda. If you are addressing the City Council on an item not listed on the Agenda, the City Council is prohibited by law from discussing or taking any action on that item.

CLOSED SESSION - CONVENING AT 6:00 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.

ROLL CALL

ANNOUNCEMENT OF CLOSED SESSION ITEMS

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

RECOMMENDATION: Pursuant to Government Code Section 54957(b)(1)
Public Employee Title: City Manager - Annual Performance Evaluation

PUBLIC COMMENT ON CLOSED SESSION ITEMS

ADJOURN TO CITY COUNCIL CONFERENCE ROOM

CONVENE INTO CLOSED SESSION

RECONVENE TO CITY COUNCIL CHAMBER

RECESS

GENERAL BUSINESS - RECONVENING 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: COUNCIL MEMBER GILBERT

ROLL CALL OF CITY COUNCIL MEMBERS

CLOSED SESSION REPORT

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 KERSTYN GONZALES.

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 OCTOBER 22, 2013

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE MINUTES OF THE OCTOBER 22, 2013, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED NOVEMBER 12, 2013

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE WARRANT REGISTER IN THE AMOUNT OF \$296,913.74.

3.4 FIRST QUARTER FINANCIAL AND TREASURER'S REPORT FOR FISCAL YEAR 2013/14

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AND FILE THE FIRST QUARTER FINANCIAL AND TREASURER'S REPORT FOR FISCAL YEAR 2013/14

3.5 PROGRESS PAYMENT NO. 1 FOR EL TORO ROAD PAVEMENT REHABILITATION PROJECT, CIP NO. 179, AND RIDGE ROUTE DRIVE PAVEMENT REHABILITATION PROJECT, CIP NO. 172

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE PROGRESS PAYMENT NO. 1, IN THE NET AMOUNT OF \$10,691.92, TO ALL AMERICAN ASPHALT, FOR EL TORO ROAD PAVEMENT REHABILITATION PROJECT, CIP NO. 179, AND RIDGE ROUTE DRIVE PAVEMENT REHABILITATION PROJECT, CIP NO. 172.

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 FOR OCTOBER 22, 2013

RECOMMENDATION: THAT THE PLANNING AGENCY APPROVE THE MINUTES OF THE OCTOBER 22, 2013, REGULAR MEETING.

4.4 ADMINISTRATIVE REPORTS

4.5 PLANNING AGENCY PUBLIC HEARINGS

- 4.5.1 CONDITIONAL USE PERMIT (CUP), CHANGED PLAN (CP), PARKING USE PERMIT (PUP), AND SITE DEVELOPMENT PERMIT (SDP) NO. 01-12-2174, A REQUEST TO ALLOW FOR THE EXPANSION OF AN EXISTING 147-ROOM HOTEL (AND ITS ACCESSORY USES INCLUDING RESTAURANT AND BANQUET FACILITIES) ALLOWING FOR A NEW POOL AND POOL DECK, SPA, FITNESS CENTER, AND OUTDOOR COURTYARD WITH OUTSIDE DECK AND ALLOW FOR MODIFIED PARKING STANDARDS AT THE HILLS HOTEL, 25205 LA PAZ ROAD, IN THE (FC) FREEWAY COMMERCIAL ZONING DISTRICT

RECOMMENDATION: THAT THE PLANNING AGENCY: (1) CONDUCT A PUBLIC HEARING FOR CONDITIONAL USE PERMIT, CHANGED PLAN, PARKING USE PERMIT, AND SITE DEVELOPMENT PERMIT NO. 01-12-2174; AND (2) ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT, CHANGED PLAN, PARKING USE PERMIT, AND SITE DEVELOPMENT PERMIT NO. 01-12-2174, A REQUEST TO ALLOW FOR THE EXPANSION OF AN EXISTING 147-ROOM HOTEL (AND ITS ACCESSORY USES INCLUDING RESTAURANT AND BANQUET FACILITIES) ALLOWING FOR A NEW POOL AND POOL DECK, SPA, FITNESS CENTER AND OUTDOOR COURTYARD WITH OUTSIDE DECK, AND ALLOW FOR MODIFIED PARKING STANDARDS AT THE HILLS HOTEL, 25205 LA PAZ ROAD, IN THE (FC) FREEWAY COMMERCIAL ZONING DISTRICT."

PLANNING AGENCY ADJOURNMENT

5. CITY COUNCIL PUBLIC HEARINGS

- 5.1 ORDINANCES ADOPTING BY REFERENCE AND AMENDING THE 2013 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE, CONSISTING OF THE CALIFORNIA BUILDING CODE, MECHANICAL CODE, ELECTRICAL CODE, PLUMBING CODE, RESIDENTIAL CODE, AND GREEN BUILDING STANDARDS CODE; ADOPTING BY REFERENCE AND AMENDING THE 2013 EDITION OF THE CALIFORNIA FIRE CODE; AND ADOPTING BY REFERENCE THE 2012 EDITION OF THE INTERNATIONAL SWIMMING POOL AND SPA CODE

RECOMMENDATION: THAT THE CITY COUNCIL: (1) CONDUCT A PUBLIC HEARING; (2) INTRODUCE FOR FIRST READING, READ BY TITLE ONLY, AND WAIVE FURTHER READING OF THE ORDINANCES ENTITLED: "AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AMENDING TITLE 10 OF THE LAGUNA HILLS MUNICIPAL CODE BY AMENDING CHAPTERS 10-28, 10-32, 10-36, 10-40, 10-48 AND 10-52 ADOPTING BY REFERENCE THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE CALIFORNIA BUILDING CODE (AS AMENDED), 2013 EDITION, BASED ON THE 2012 INTERNATIONAL BUILDING CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL; THE CALIFORNIA MECHANICAL CODE, 2013 EDITION, BASED ON THE 2012 UNIFORM MECHANICAL CODE AS PUBLISHED BY THE INTERNATIONAL ASSOCIATION OF PLUMBING AND MECHANICAL OFFICIALS; THE CALIFORNIA ELECTRICAL CODE, 2013 EDITION, BASED ON THE 2011 NATIONAL ELECTRICAL CODE AS PUBLISHED BY THE NATIONAL FIRE PROTECTION ASSOCIATION; THE CALIFORNIA PLUMBING CODE, 2013 EDITION, BASED ON THE 2012 UNIFORM PLUMBING CODE AS PUBLISHED BY THE INTERNATIONAL ASSOCIATION OF PLUMBING AND MECHANICAL OFFICIALS; THE CALIFORNIA RESIDENTIAL CODE (AS AMENDED), 2013 EDITION, BASED ON THE 2012 INTERNATIONAL RESIDENTIAL CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL; AND THE CALIFORNIA GREEN BUILDING STANDARDS CODE (AS AMENDED), 2013 EDITION; AND AMENDING TITLE 10, CHAPTER 10-44 OF THE LAGUNA HILLS MUNICIPAL CODE BY ADOPTING BY REFERENCE THE INTERNATIONAL SWIMMING POOL AND SPA CODE (AS AMENDED), 2012 EDITION, AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL," AND "AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AMENDING TITLE 5 OF THE LAGUNA HILLS MUNICIPAL CODE BY AMENDING CHAPTER 5-16 ADOPTING BY REFERENCE THE 2013 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9) INCLUDING APPENDICES B, BB, C, AND CC, BASED ON THE 2012 INTERNATIONAL FIRE CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL, FOR THE PURPOSE OF PRESCRIBING REGULATIONS

GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE OR EXPLOSION;" (3) DIRECT THAT THE ORDINANCES BE PLACED ON THE DECEMBER 10, 2013, MEETING AGENDA FOR A PUBLIC HEARING AND SECOND READING; AND (4) DIRECT STAFF TO PREPARE AND PUBLISH THE APPROPRIATE HEARING NOTICES.

6. ADMINISTRATIVE REPORTS

6.1 City Manager

6.2 Assistant City Manager

6.2.1 AWARD OF CONSULTING SERVICES AGREEMENT TO
MATRIX CONSULTING GROUP FOR POLICE SERVICES
STUDY

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE CONSULTING SERVICES AGREEMENT WITH MATRIX CONSULTING GROUP TO CONDUCT A POLICE SERVICES EVALUATION AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONSULTING SERVICES AGREEMENT WITH MATRIX CONSULTING GROUP.

7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS AND MAYOR

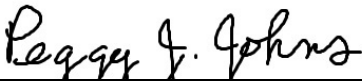
8. CITY COUNCIL MEMBER COMMENTS

ADJOURNMENT

The next Regular Meeting of the City Council will be November 26, 2013, in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, PEGGY J. JOHNS, 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 La Paz Center by November 8, 2013, at 5:00 PM.



PEGGY J. JOHNS, CITY CLERK

NOVEMBER 8, 2013

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, CALIFORNIA
CITY COUNCIL REGULAR MEETING
MINUTES
OCTOBER 22, 2013**

GENERAL BUSINESS - CONVENING AT 7:00 PM

CALL TO ORDER

Mayor Kogerman called the Regular Meeting of the City Council of the City of Laguna Hills, California, to order at 7:00 PM in the Laguna Hills City Council Chamber, 24305 El Toro Road, Laguna Hills, California.

PLEDGE OF ALLEGIANCE: Council Member Carruth

ROLL CALL OF CITY COUNCIL MEMBERS

Present: Mayor Kogerman, Mayor Pro Tempore Blount, Council Member Bressette, Council Member Carruth, and Council Member Gilbert

CLOSED SESSION REPORT

There was no Closed Session scheduled.

1. PRESENTATIONS AND PROCLAMATIONS

1.1 LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON

THE CITY COUNCIL RECEIVED AN ORAL REPORT FROM LAGUNA HILLS HIGH SCHOOL STUDENT LIAISON KERSTYN GONZALES.

2. PUBLIC COMMENTS

LANDSCAPING

Sam Castillo, Laguna Hills, referenced an article in the Saddleback Valley Newspaper regarding the lack of City funding for landscape maintenance. Mr. Castillo recommended removing the Eucalyptus trees along Alicia Parkway to help lower maintenance costs. Public Service Director Rosenfield indicated that over time all of the sick and diseased trees would eventually be removed.

3. CONSENT CALENDAR

**MOTION TO APPROVE THE CONSENT CALENDAR, BY M/COUNCIL MEMBER GILBERT, S/COUNCIL MEMBER BRESSETTE.
APPROVED BY A VOTE OF 5-0.**

3.1 WAIVE READING IN FULL OF ALL ORDINANCES AND RESOLUTIONS ON THE AGENDA

THE CITY COUNCIL WAIVED READING IN FULL OF ALL ORDINANCES AND RESOLUTIONS ON THE AGENDA AND DECLARED 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 8, 2013

THE CITY COUNCIL APPROVED THE MINUTES OF THE OCTOBER 8, 2013, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED OCTOBER 22, 2013

THE CITY COUNCIL APPROVED THE WARRANT REGISTER IN THE AMOUNT OF \$936,746.43.

3.4 PROJECT APPLICATIONS FOR THE ENVIRONMENTAL CLEANUP PROGRAM, LA PAZ ROAD WIDENING AND THE TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR MEASURE M2 FUNDING.

THE CITY COUNCIL: (1) APPROVED THE SUBMISSION OF PROJECT APPLICATIONS FOR MEASURE M2; (2) ADOPTED RESOLUTION NO. 2013-10-22-1, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AUTHORIZING AN APPLICATION FOR FUNDS FOR THE ENVIRONMENTAL CLEANUP, TIER 2 GRANT PROGRAM UNDER ORANGE COUNTY LOCAL TRANSPORTATION ORDINANCE NO. 3 FOR THE CABOT ROAD BIO SWALE PROJECT; AND (3) ADOPTED RESOLUTION NO. 2013-10-22-2, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING THE SUBMITTAL OF TRAFFIC SIGNAL SYNCHRONIZATION PROJECTS TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE COMPETITIVE MEASURE M2 REGIONAL TRANSPORTATION SIGNAL SYNCHRONIZATION PROGRAM.

4. PLANNING AGENCY

Mayor Kogerman recessed the City Council meeting and acting in the capacity of Chair, called the regular meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:11 PM.

4.1 ROLL CALL OF PLANNING AGENCY MEMBERS

Present: Chair Kogerman, Vice Chair Blount, Agency Member Bressette, Agency Member Carruth, and Agency Member Gilbert.

4.2 PUBLIC COMMENTS

There were no Public Comments.

4.3 MINUTES

4.3.1 REGULAR MINUTES, OCTOBER 8, 2013

MOTION TO APPROVE THE MINUTES OF THE OCTOBER 8, 2013, REGULAR MEETING, BY M/AGENCY MEMBER BRESSETTE, S/AGENCY MEMBER GILBERT.

APPROVED BY A VOTE OF 5-0.

4.4 ADMINISTRATIVE REPORTS

There were no Administrative Reports.

4.5 PLANNING AGENCY PUBLIC HEARINGS

4.5.1 CHANGED PLAN NO. 3-13-2537, A REQUEST BY AT&T WIRELESS TO MODIFY AND EXPAND AN EXISTING COMMUNICATIONS FACILITY ON AN EDISON TRANSMISSION TOWER LOCATED AT 26680 ALICIA PARKWAY

Chair Kogerman opened the Public Hearing.

Haley Peck, AT&T Representative, spoke in support of Changed Plan No. 3-13-2537, to modify and expand an existing communications facility located at 26680 Alicia Parkway.

Chair Kogerman closed the Public Hearing.

THE PLANNING AGENCY: (1) CONDUCTED A PUBLIC HEARING; AND (2) ADOPTED RESOLUTION NO. PA2013-10-22-1, A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CHANGED PLAN NO. 3-13-2537, A REQUEST BY AT&T WIRELESS TO MODIFY AND EXPAND AN EXISTING COMMUNICATIONS FACILITY ON AN EDISON TRANSMISSION TOWER LOCATED AT 26680 ALICIA PARKWAY, BY M/AGENCY MEMBER GILBERT, S/AGENCY MEMBER BRESSETTE.

APPROVED BY A VOTE OF 5-0.

- 4.5.2 CONDITIONAL USE PERMIT, PARKING USE PERMIT, AND SITE DEVELOPMENT PERMIT NO. 05-13-2582, A REQUEST BY TERRI DICKERHOFF ON BEHALF OF COREPOWER YOGA TO OPERATE A 3,629 SQUARE FOOT YOGA STUDIO AND ALLOW FOR MODIFIED PARKING STANDARDS AT 23052 LAKE FOREST DRIVE, SUITE C-1, IN THE (MXU) MIXED USE ZONING DISTRICT

Chair Kogerman opened the Public Hearing.

Terry Dickerhoff, Applicant, spoke in support of Conditional Use Permit, Parking Use Permit, and Site Development Permit, to operate a 3,629 square foot Yoga Studio and to allow for modified parking standards at 23052 Lake Forest Drive, Suite C-1. Ms. Dickerhoff indicated that she agreed to the Conditions of Approval.

Chair Kogerman closed the Public Hearing.

THE PLANNING AGENCY: (1) CONDUCTED A PUBLIC HEARING; AND (2) ADOPTED RESOLUTION NO. PA2013-10-22-2, A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT, PARKING USE PERMIT, AND SITE DEVELOPMENT PERMIT NO. 05-13-2582, A REQUEST BY TERRI DICKERHOFF ON BEHALF OF COREPOWER YOGA TO OPERATE A 3,629 SQUARE FOOT YOGA STUDIO AND ALLOW FOR MODIFIED PARKING STANDARDS AT 23052 LAKE FOREST DRIVE, SUITE C-1, IN THE (MXU) MIXED USE ZONING DISTRICT, BY M/AGENCY MEMBER GILBERT, S/AGENCY MEMBER CARRUTH.

APPROVED BY A VOTE OF 5-0.

- 4.5.3 CONDITIONAL USE PERMIT NO. 03-13-2539, A REQUEST BY AARON ROSEN ON BEHALF OF DOCTOR'S AMBULANCE TO OPERATE A 1,000 SQUARE FOOT AMBULANCE SUBSTATION AT 25260 LA PAZ ROAD, SUITE 4A, IN THE (CC) COMMUNITY COMMERCIAL ZONING DISTRICT.

Chair Kogerman opened the Public Hearing.

Aaron Rosen, Applicant, spoke in support of Conditional Use Permit No. 03-13-2539, to operate a 1,000 square foot ambulance substation at 25260 La Paz Road, Suite 4A.

Chair Kogerman closed the Public Hearing.

THE PLANNING AGENCY: (1) CONDUCTED A PUBLIC HEARING; AND (2) ADOPTED RESOLUTION NO. PA2013-10-22-3, A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. 03-13-2539, A REQUEST BY AARON ROSEN ON BEHALF OF DOCTOR'S AMBULANCE TO OPERATE A

1,000 SQUARE FOOT AMBULANCE SUBSTATION AT 25260 LA PAZ ROAD, SUITE 4A, IN THE (CC) COMMUNITY COMMERCIAL ZONING DISTRICT, BY M/AGENCY MEMBER GILBERT, S/AGENCY MEMBER BRESSETTE. APPROVED BY A VOTE OF 4-1 (AGENCY MEMBER CARRUTH VOTING NO).

PLANNING AGENCY ADJOURNMENT

Mayor Kogerman reconvened the City Council Meeting at 8:08 PM. All Council Members were present.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council Public Hearings.

6. ADMINISTRATIVE REPORTS

6.1 City Manager

6.1.1 SECOND AMENDMENT TO THE AMENDED ORANGE COUNTY FIRE AUTHORITY JOINT POWERS AUTHORITY AGREEMENT RELATING TO EQUITY ISSUES

THE CITY COUNCIL: (1) APPROVED AND DIRECTED THE CITY MANAGER TO EXECUTE THE SUBMITTED SECOND AMENDMENT TO THE AMENDED ORANGE COUNTY FIRE AUTHORITY JOINT POWERS AUTHORITY AGREEMENT; AND (2) AUTHORIZED STAFF TO JOIN IN SUPPORTING THE ORANGE COUNTY FIRE AUTHORITY'S VALIDATION ACTION, WHEN FILED, SEEKING TO OBTAIN A JUDICIAL DECLARATION OF THE VALIDITY OF THE SECOND AMENDMENT TO THE AMENDED JOINT POWERS AUTHORITY AGREEMENT, BY M/COUNCIL MEMBER BRESSETTE, S/MAYOR PRO TEMPORE BLOUNT. APPROVED BY A VOTE OF 5-0.

6.2 City Clerk

6.2.1 2013 VETERANS DAY OBSERVANCE

THE CITY COUNCIL ADOPTED A PROCLAMATION IN OBSERVANCE OF VETERANS DAY 2013, BY M/COUNCIL MEMBER GILBERT, S/COUNCIL MEMBER BRESSETTE. APPROVED BY A VOTE OF 5-0.

7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS AND MAYOR

7.1 COUNCIL MEMBER CARRUTH

7.1.1 CITY COUNCIL CONSIDERATION OF RIDGE ROUTE DRIVE RIGHT-OF-WAY UTILIZATION AS PUBLIC TRAIL ACCESS TO LAGUNA COAST WILDERNESS PARK

Bob Greenough, Laguna Hills, spoke on Ridge Route Drive right-of-way utilization as public trail access to Laguna Coast Wilderness Park.

THE CITY COUNCIL DIRECTED STAFF TO: (1) OUTLINE THE PROCEDURE FOR FACILITATING PUBLIC ACCESS FROM RIDGE ROUTE DRIVE INTO THE LAGUNA COAST WILDERNESS PARK; (2) COMMENCE COMMUNICATION WITH OC PARKS COUNTY OF ORANGE, CITY OF IRVINE, THE IRVINE COMPANY, LAGUNA CANYON FOUNDATION, LAGUNA WOODS AND THE LAGUNA TERRACE HOMEOWNER ASSOCIATION; AND (3) DETERMINE WHAT COSTS TO THE CITY OF LAGUNA HILLS MIGHT BE ASSOCIATED WITH THE CONSTRUCTION AND MAINTENANCE OF A TRAILHEAD AT RIDGE ROUTE DRIVE AND/OR COMMUNITY GARDEN OPTION, BY/COUNCIL MEMBER CARRUTH, S/MAYOR PRO TEMPORE BLOUNT. APPROVED BY A VOTE OF 5-0.

8. CITY COUNCIL MEMBER COMMENTS

MAYOR KOGERMAN

Mayor Kogerman reported that she attended the Kids Konnected Gala, Saturday, October 19, 2013.

Mayor Kogerman reported that the Mayor's Walk on Saturday was for the March Against Drugs. Mayor Kogerman indicated that this Saturday's walk would meet at the Baja Fresh at 9:00 AM.

Mayor Kogerman reported that she had applied for the LAFCO position that had recently become available.

Mayor Kogerman reported on Vector Control issues.

COUNCIL MEMBER CARRUTH

Council Member Carruth reported that she attended the Lewis Moulton Family Reunion held Saturday, October 12, 2013.

COUNCIL MEMBER BRESSETTE

Council Member Bressette indicated he was pleased with the Veteran's Day Proclamation issued by the City and wanted it to be displayed at the Community Center as well as City Hall. Council Member Bressette also requested an area be established at the Community Center to hang City proclamations and certificates. Council Member Bressette also requested that a copy of the Proclamation be forwarded to the California Secretary of Veterans Affairs, the Chairman of the California Veterans Board, and all of the California Veterans Homes.

ADJOURNMENT

There being no further business before the City Council at this session, Mayor Kogerman declared the meeting adjourned at 9:11 PM.

PEGGY J. JOHNS, CITY CLERK

ATTEST:

BARBARA D. KOGERMAN, MAYOR

APPROVED AT MEETING OF _____.



City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: NOVEMBER 12, 2013
TO: MAYOR AND COUNCIL MEMBERS
FROM: DONALD J. WHITE, ASSISTANT CITY MANAGER
ISSUE: APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED
NOVEMBER 12, 2013.

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE WARRANT REGISTER IN THE AMOUNT OF \$296,913.74.

SUMMARY:

In accordance with Government Code Section 37202, the attached Warrant Register reflects the disbursements of the City of Laguna Hills for the period reported thereon. The Assistant City Manager certifies and attests to its accuracy and the availability of funds for the payment thereof. These warrants are hereby submitted to the City Council for approval of payment.

Prepared by:

JANICE MATEO REYES
Finance Manager

Certified:


DONALD J. WHITE
Assistant City Manager

10-25-13
DATE

FISCAL IMPACT:

The warrant register total is \$296,913.74.

ATTACHMENTS:

1. Warrant Register

CITY OF LAGUNA HILLS
WARRANT REGISTER
November 12, 2013

11/12/2013 ITEM NO. 3.3

VENDOR		DESCRIPTION	CHECK NO.	AMOUNT
PREPAID WARRANTS:				
CHANTARANGSU, DAVID		Travel Reimbursement, Community Development, Oct '13	8806209	\$ 471.34
COX COMMUNICATION		Communication Expense, Traffic Control, Oct '13	8806249	179.00
EVERBANK COMMERCIAL FINANCE		Lease - Copier, City Hall, Oct '13	8806255	268.91
FINEST HOME REMODELING		Refund, Permit Fee, CR# 46853	8806214	881.11
GRAYDEN, MICHELLE		Refund, SAP Fees, CR# 46896	8806257	350.00
HOME DEPOT		Program Supplies, Community Services, Sep '13	8806259	79.93
IRVINE RANCH WATER DISTRICT		Water Usage, Parks, Sep '13	8806263	174.75
MARVISTA CONSTRUCTION		Refund C&D Deposit, CR# 46523	8806220	811.30
MOBILE MINI, INC.		Storage Rental Fee, Community Services, Sep '13	8806221	83.16
MOBILE MINI, INC.		Storage Rental Fee, Community Services, Oct '13	8806266	83.16
MOOREFIELD CONSTRUCTION INC.		Refund, Building Fees, CR# 46832	8806267	2.00
OFFICE TEAM		Staffing Services, Community Development, Oct '13	8806269-272	3,660.80
OROS CONSULTING SERVICES, LLC		Professional Services, Computer Consulting Services, Oct '13	8806274	4,696.25
RALPHS GROCERY COMPANY		Program Supplies, Community Services, Aug - Sep '13	8806226	57.26
RALPHS GROCERY COMPANY		Office Supplies, Community Services, Sep '13	8806277	44.12
REFUND, COMMUNITY SVCS PROGRAM	P. Horton, V# 2002955.002		8806278	35.00
REFUND, COMMUNITY SVCS PROGRAM	L. Woodall, V# 2002956.002		8806279	126.00
REFUND, FACILITY RENTAL DEPOSIT	L. Estrada, V# 2002943.002		8806227	350.00
REFUND, FACILITY RENTAL DEPOSIT	J. Feaver, V# 2002921.002		8806280	15.00
REFUND, FACILITY RENTAL DEPOSIT	J. Alvizo, V# 2002920.002		8806281	500.00
REFUND, FACILITY RENTAL DEPOSIT	Orange County Shabeshesher, V# 2002950.002		8806282	500.00
REFUND, FACILITY RENTAL DEPOSIT	A. Dizon, V# 2002949.002		8806283	500.00
REFUND, FACILITY RENTAL DEPOSIT	J. Frederick, V# 2002960.002		8806284	1,000.00
REFUND, FACILITY RENTAL DEPOSIT	Action Property Management, V# 2002959.002		8806285	80.00
REYES, JANICE MATEO	Petty Cash Replenishment, Departmental Operating Expenditures, Sep - Oct '13		8806228	558.89

CITY OF LAGUNA HILLS
WARRANT REGISTER
November 12, 2013

VENDOR	DESCRIPTION	CHECK	
		NO.	AMOUNT
ROSENFIELD, KEN	Travel Reimbursement, Public Works, Oct '13	8806286	352.50
SAN DIEGO GAS & ELECTRIC	Electric Usage, Street Lights and Traffic Control, Sep '13	8806231	269.05
SAN DIEGO GAS & ELECTRIC	Electric Usage, Community Center, Traffic Control and Street Lights, Sep '13	8806288	23,978.62
SOCAL OFFICE TECHNOLOGIES-LEAS	Lease - Copier, Community Services, Oct '13	8806233	798.14
SOUTHERN CALIFORNIA EDISON	Electric Usage, Street Lights and Traffic Control, Sep '13	8806234	463.41
SOUTHERN CALIFORNIA EDISON	Electric Usage, Traffic Control, Sep '13	8806289	494.43
SPRINT	Communication Expense, Community Services, Sep '13	8806235	147.26
SWAN POOLS	Refund, Pool Bond, CR# 46450	8806237	500.00
TOTALFUNDS BY HASLER	Postage, Meter Replenishment, Sep '13	8806291	1,000.00
VERIZON WIRELESS	Communication Expense, Sep '13	8806238	715.90
WHITE NELSON DIEHL EVANS LLP	Training Expense, Administrative Services, Dec '13	8806293	225.00
Total Prepaid Warrants:		\$	44,452.29
REGULAR WARRANTS:			
A. C. LANDSCAPE, INC.	Water Management Services, Irrigation Repairs, Oct '13	8806199	\$ 4,910.85
ALL AMERICAN ASPHALT	Progress Payment # 1, Ridge Route Pavement Rehabilitation CIP # 172	8806241	10,691.92
ALL CITY MANAGEMENT, INC.	Crossing Guard Services, 09/15/13 - 09/28/13	8806200	3,504.00
ALL CITY MANAGEMENT, INC.	Crossing Guard Services, 09/29/13 - 10/12/13	8806242	3,504.00
ART TO GROW ON CHILDREN'S	Contract Instructor Fee, Art Classes Fall Session, Community Services	8806201	1,071.00
ATHALYE CONSULTING ENGINEERING	Professional Services, La Paz Widening @ I-5 CIP # 159	8806202	360.00
BSN SPORTS	Program Supplies, Community Services, Sep '13	8806203	145.34
BUILD A FORT VOLUNTEEN	R. Harris, Community Services	8806204	75.00
BUILD A FORT VOLUNTEEN	B. Lee, Community Services	8806243	75.00
BUREAU VERITAS NORTH AMERICA	Professional Services, On-Call Inspections, Jul - Aug '13	8806205	21,850.00
BUREAU VERITAS NORTH AMERICA	Professional Services, On-Call Inspections, Sep '13	8806244	6,412.50
C&D ELECTRIC, INC.	Lighting Inspections, Parks, Oct '13	8806206	250.00

CITY OF LAGUNA HILLS
WARRANT REGISTER
November 12, 2013

11/12/2013 ITEM NO. 3.3

VENDOR	DESCRIPTION	CHECK NO.	AMOUNT
C2 REPROGRAPHICS	Printing Expense, Traffic Signal Improvement Coordination CIP # 168	8806245	49.51
CALIF PARK & REC SOCIETY, INC.	Membership Dues, Community Services	8806246	145.00
CALIFORNIA OFFICE SYSTEMS	Usage - Copier, City Hall, Sep '13	8806207	204.61
CALIFORNIA YELLOW CAB	Dial-a-Taxi Senior Transportation Program, Sep '13	8806208	1,438.00
CDW GOVERNMENT, INC.	Computer Software, Oct '13	8806247	1,833.00
CHARLES ABBOTT ASSOCIATES, INC.	Professional Services, Plan Checking and Building & Safety Services, Sep '13	8806210	10,290.78
COMMUNITY BANK	Retention Deposit, All American Asphalt, Progress Payment # 1, Ridge Route Pavement Rehabilitation CIP # 172	8806248	562.73
COMPLETE OFFICE OF CALIFORNIA	Office, Program and Operating Supplies, Community Center, Oct '13	8806211	703.95
DATA TICKET, INC.	Parking Citation Processing Fee, Sep '13	8806250	615.32
DUNBAR ARMORED, INC.	Courier Fee, Armored Transport, Oct '13	8806212	119.50
ECLIPSE MESSENGER SERVICE, INC.	Delivery Service, Oct '13	8806251	25.25
ECONOLITE CONTROL PRODUCTS, INC	Signal Control Devices, Traffic Signal Improvement Coordination CIP # 168	8806252	21,161.69
ECONOMICS, INC.	Professional Services, Recycling Program, Sep '13	8806253	9,808.34
EISENBERG, DALE	Contract Instructor Fee, Aikido Fall Session, Community Services	8806213	213.51
ELKINS, CHRISTINA	Contract Instructor Fee, Dancing Fall Session, Community Services	8806254	377.30
GOVPARTNER	Hosting Fees, Request Partner, Oct '13	8806256	500.00
GREEN MART, INC.	Operating Supplies, Parks, Oct '13	8806215	1,296.00
HINDERLITER, DE LLAMAS & ASSOC	Professional Services, Sales Tax Audit 3rd Qtr '13 and Recovery Fee 1st Qtr '13	8806258	2,283.63
IGI'S LANDSCAPE SERVICES	Weed Abatement Services, 2013	8806260	1,118.47
IRON MOUNTAIN OFFSITE	Off Site Data Storage, Sep '13	8806261	220.89
IRV SEAVER MOTORCYCLES	Motorcycle Maintenance, Police Services, Sep '13	8806262	1,420.05
JAMEY CLARK, INC.	Safety Inspections, Parks, Sep '13	8806216	603.75
JCTEES.COM CORPORATION	Program Supplies, Community Services, Oct '13	8806264	397.01
LUCY, STEVEN	Program Expense, Community Services, Oct '13	8806218	650.00
MARTIN-RUSK, DINA	Contract Instructor Fee, Zumba Fall Session, Community Services	8806219	521.50

CITY OF LAGUNA HILLS
WARRANT REGISTER
November 12, 2013

VENDOR	DESCRIPTION	CHECK	
		NO.	AMOUNT
MEDLOCK, GEORGE	Contract Instructor Fee, Drumming Fall Session, Community Services	8806265	34.30
MYERS, JOHN	Contract Instructor Fee, Tennis Classes Fall Session, Community Services	8806222	624.00
NEXTECH SYSTEMS, INC.	Traffic Management Equipment	8806223	14,864.52
NIEVES LANDSCAPE, INC.	Other Assorted Landscape Services, Sep - Oct '13	8806224	785.70
OFFICE SOLUTIONS	Office and Operating Supplies, Oct '13	8806225	238.01
OFFICE SOLUTIONS	Office and Operating Supplies, Oct '13	8806268	200.18
ORANGE COUNTY REGISTER	Subscription, Community Center, 10/17/13 - 12/12/13	8806273	101.95
ORANGE COUNTY TREASURER	Public Safety 800 MHZ Cost Allocation 1st Qtr 13/14, Communication Charge 2nd Qtr 13/14	8806217	3,619.73
ORANGE COUNTY TREASURER	Road Maintenance, Sep '13	8806229	54,705.33
ORANGE COUNTY TREASURER	Parking Fee Surcharge, Sep '13	8806276	1,060.00
PACK, DWAYNE	Event Promotional Services, 1/2 Marathon and 5K Event, Community Services, May '14	8806275	1,000.00
RPW SERVICES, INC.	Rodent Control, Parks, Aug - Sep '13	8806230	3,120.00
SADDLEBACK FAMILY & URGENT CARE	Pre-employment Physicals, Sep '13	8806287	90.00
SHARPS COMPLIANCE, INC.	Hazardous Waste Containers, Recycling Program, Sep '13	8806232	670.85
STV INCORPORATED	Professional Services, Paseo de Valencia Widening CIP # 145	8806236	5,904.86
TAB PRODUCTS COMPANY	Office Supplies, City Clerk, Oct '13	8806290	1,334.67
TRAUMA INTERVENTION PROGRAMS	Community Program, TIP, Oct - Dec '13	8806292	910.32
WEST COAST ARBORISTS, INC.	Tree Trimming, Sep '13	8806239	22,918.00
WOODRUFF, SPRADLIN & SMART	Professional Services, Legal, Sep '13	8806294	28,745.80
XEROX CORPORATION	Usage - Copier, City Hall, Sep '13	8806240	1,286.30
XEROX CORPORATION	Lease - Copier, City Hall, Oct '13	8806295	486.63
YALE CHASE MATERIALS HANDLING	Maintenance, Utility Cart, Community Center, Oct '13	8806296	350.90
Total Regular Warrants:			252,461.45
**WARRANT REGISTER TOTAL **			\$ 296,913.74



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: NOVEMBER 12, 2013

TO: MAYOR AND COUNCIL MEMBERS

FROM: DONALD J. WHITE
ASSISTANT CITY MANAGER

ISSUE: FIRST QUARTER FINANCIAL AND TREASURER'S REPORT FOR FISCAL YEAR 2013/14

RECOMMENDATION: THAT THE CITY COUNCIL RECEIVE AND FILE THE FIRST QUARTER FINANCIAL AND TREASURER'S REPORT FOR FISCAL YEAR 2013/14

SUMMARY:

Staff is submitting to the City Council the Quarterly Financial Highlights for the First Quarter of Fiscal Year 2013/14. The financial statements show the planned use of reserves for the first quarter. This is largely due to the number of revenues and expenditures that are unevenly received or expended over the course of the year. The City's total portfolio of \$8,386,689 as of September 30, 2013, is invested in authorized securities.

BACKGROUND:

Attached to this report is a pamphlet entitled "City of Laguna Hills Quarterly Financial Highlights, First Quarter, Fiscal Year 2013/14." The information presented in the pamphlet provides the City Council and City management with the results of the City's financial operations for the quarter ended September 30, 2013, and its fund balance as of the same period. The pamphlet also contains a condensed Treasurer's Investment Report, as of September 30, 2013.

The Laguna Hills Civic Center section in the pamphlet includes an abridged balance sheet and income statement summary for the Laguna Hills Center leasing operation. Essex Realty, the management company for the property, reported a net loss of \$13,200 for the three months of leasing activity from July 1 to September 30, 2013. After adding back contra rent revenue associated with the City's occupied spaces, the effective net income is \$162,758. The balance sheet shows equity of \$17,047,158 as of September 30, 2013.

ATTACHMENTS:

- City of Laguna Hills Quarterly Financial Highlights
1st Quarter Fiscal Year 2013/14

CITY OF LAGUNA HILLS

Quarterly Financial Highlights



1st Quarter, Fiscal Year 2013-14

September 30, 2013

Honorable Mayor and City Council Members:

The following unaudited financial information summarizes the City's overall financial position for the current fiscal year through September 30, 2013.

A Summary of Funding Sources and Uses for the first quarter ended September 30, 2013 is presented in the following table:

FY 2013/14 First Quarter Highlights

	YTD ACTUAL (million)	BUDGET (million)	YTD % OF BUDGET
Funding Sources	\$ 1.29	\$ 22.66	6%
Funding Uses	4.76	23.73	20%
Shortfall of Sources over Uses	(\$ 3.47)	(\$ 1.07)	

REPORT VARIANCES

In compliance with Government Accounting Standards Board Statement No. 22, revenues from taxpayer-assessed taxes, such as property and sales tax, received in the first two months of this fiscal year were accrued in the prior fiscal year. As such, the first quarter revenues are typically lower than the other three quarters. There are also certain expenditures, such as annual insurance premiums, that are paid in full during the first quarter (see Comparative Statement of Operations on page 3). Therefore, when comparing the budget with actual data, one cannot expect that a quarter, or 25%, of the fiscal year's revenues and expenditures would have been received or expended during the first quarter of the fiscal year. Thus, the YTD as a percentage of budget shown in this report does not necessarily indicate material deviations or budget variances.

FUND BALANCE

Included in this pamphlet, on page 5, is a report on the City's Fund Balance as of September 30, 2013. City-managed short-term idle funds, as well as bond funds, are invested in approved securities. An abridged balance sheet, which itemizes the City's assets and liabilities, is included on page 4.

Continued on page 2

LAGUNA HILLS CIVIC CENTER

The abridged Balance Sheet and Income statement for the Laguna Hills Civic Center leasing operation is shown below:

Abridged Balance Sheet As of September 30, 2013

ASSETS	
Total Current Assets	\$ 165,941
Total Fixed Assets	16,943,629
TOTAL ASSETS	\$ 17,109,570
LIABILITY & EQUITY	
Total Current Liabilities	\$ 62,412
Total Equity	17,047,158
TOTAL LIABILITIES & EQUITY	\$ 17,109,570

Income Statement Summary For the 3 Months Ended September 30, 2013

TOTAL INCOME	\$ 105,440
TOTAL EXPENSES	\$ 118,640
NET INCOME/(LOSS)	\$ (13,200)

Funding Sources

The City's total funding sources comprise of general fund revenues, special fund revenues, and other financing sources. At the end of the first quarter, total funding sources were approximately \$1.29 million, or 6% of budget.

General Fund Revenues

General Fund Revenues are utilized primarily to finance the City's general governmental activities. At quarter end, general fund revenues totaled \$1,076,358, or 6% of budget. Receipts of Property Tax, which are concurrent with the County's tax collection schedule, came in at 206,758, or 2% of budget. Intergovernmental Revenues, which includes sales tax revenue, were \$388,651, or 7% of budget. The recording of these revenue sources comply with GASB 23 which addresses the timing of recognition of non-exchange transactions, e.g. taxes and fines. Franchise fees from utility companies and transient occupancy tax comprise Franchise Tax revenues, which came in at 2% of budget. These receipts lag at least a quarter and no accrual was made at quarter end. Revenues from Licenses & Permits, \$182,918, and Charges for Services, \$214,931, are dependent upon development activities and came in at 26% and 23% of budget respectively. Fines and Forfeitures, which includes parking and vehicle fines, ended the quarter at 11% of budget, at \$34,750.

Special Revenues and Grants

Many of the Special Revenue funding sources are tied in with the City's Capital Improvement Plan. The receipts of funding sources for certain capital projects typically lag behind the spending on the projects, as the claims are applied for during construction or after project-completion. At the end of the first quarter, special revenues receipts totaled \$206,279, or 6% of budget.

Other Funding Sources

In accordance with GAAP, not all increases in governmental fund financial resources can be classified as revenue. Certain increases instead are reported as other financing sources, such as sales of general capital assets, proceeds of general long-term debt, and financial inflows from other funds.

Funding Uses

The City's total funding uses consist of the City's Operating Expenditures, outlay for Capital Improvement projects, debt charges and expenditures for grant related programs. At the end of the first quarter, total funding uses were approximately \$4.7 million, which was 20% of the annual budget.

Operating Expenditures

At the end of the first quarter, operating expenditures totaled roughly \$4 million, which represents 23% of the total operating budget. The spending levels for all the functional areas were at or below 25%, with the exception of Administrative Services, as payments for certain expenditures, such as annual insurance premiums, are paid in full at the beginning of the fiscal year.

Capital Improvement Plan

All budgeted capital improvement projects automatically re-appropriate each fiscal year until the project is completed. The amended budget of ap-

proximately \$4.2 million includes \$395,114 in budget carry-overs of from the re-appropriation of capital improvement projects, namely the La Paz Widening at I-5 project (CIP #159) and Paseo de Valencia Widening project (CIP #145). At the end of the first quarter, total capital expenditures were \$180,101, or 4% of budget.

The following table lists the City's capital projects by major expenditure categories as of the end of this reporting period.

Capital Improvement Program	
For the 3 Months Ended, September 30, 2013	
Streets, Signals & Lighting	\$ 66,419
Flood Control & Water Quality	74,620
Parks	19,286
Trails & Open Space	19,776
Total	\$ 180,101

CITY OF LAGUNA HILLS
COMPARATIVE STATEMENT OF OPERATION - GOVERNMENTAL FUNDS
FOR THE 3 MONTHS ENDED, SEPTEMBER 30, 2013

	FY 2013/14			FY 2012/13		
	Y-T-D ACTUAL	AMENDED BUDGET	YTD % of BUDGET	Y-T-D ACTUAL	AMENDED BUDGET	YTD % of BUDGET
FUNDING SOURCES						
General Fund Revenues						
Property Taxes	\$ 206,758	\$ 8,719,005	2%	\$ 182,511	\$ 8,680,357	2%
Intergovernmental Revenues	388,651	5,559,000	7%	265,497	5,738,434	5%
Franchise Taxes	48,350	2,557,080	2%	48,567	2,422,641	2%
Licenses and Permits	182,918	710,000	26%	141,084	910,000	16%
Charges for Current Services	214,931	944,888	23%	206,098	1,125,413	18%
Fines & Forfeitures	34,750	325,000	11%	42,269	500,000	8%
Total General Fund Revenues	<u>1,076,358</u>	<u>18,814,973</u>	6%	<u>886,026</u>	<u>19,376,845</u>	5%
Special Revenue Funds						
Gas Tax Fund	99,259	987,179	10%	88,232	932,707	9%
Measure M2 Fair Share	81,908	533,235	15%	75,437	497,908	15%
Measure M - Competitive	-	338,741	0%	-	245,709	0%
AB 2766 Fund	-	40,000	0%	-	40,000	0%
CDBG	-	80,000	0%	-	215,000	0%
ARRA	-	-	-	-	71,400	0%
Quimby Act Fees	-	977,000	0%	-	-	-
Housing Set-aside	-	-	-	-	22,850	0%
AB 939 Surcharge Grant	-	3,133	0%	-	-	-
Beverage Recycling Fund	-	44,710	0%	-	8,826	0%
CR&R Recycling Fees	20,000	20,000	100%	20,000	20,000	100%
C&D Forfeited Deposits	-	68,450	0%	-	50,000	0%
Senior Mobility Program	5,112	31,500	16%	4,609	34,226	13%
Grants and Contributions	-	418,000	0%	-	1,630,967	0%
Law Enforcement Grants	-	100,000	0%	-	-	-
Total Special Revenue Funding	<u>206,279</u>	<u>3,641,948</u>	6%	<u>188,278</u>	<u>3,769,593</u>	5%
Other Funding Sources						
Sale of capital assets	-	-	-	2,952,352	-	-
Interest Income	5,898	50,000	12%	7,526	170,000	4%
Distribution from Enterprise Fund	-	150,000	0%	-	150,000	0%
Total Other Funding Sources	<u>5,898</u>	<u>200,000</u>	3%	<u>2,959,878</u>	<u>320,000</u>	925%
TOTAL FUNDING SOURCES	<u>\$ 1,288,535</u>	<u>\$ 22,656,921</u>	6%	<u>\$ 4,034,182</u>	<u>\$ 23,466,438</u>	17%
FUNDING USES						
Operating Expenditures						
City Council/Manager	\$ 229,716	1,144,980	20%	\$ 245,515	\$ 1,078,024	23%
City Clerk	80,247	363,605	22%	82,029	386,623	21%
Administrative Services	397,914	1,388,782	29%	375,580	1,358,338	28%
Information Technology	72,145	326,829	22%	66,735	356,174	19%
Community Development	267,123	1,114,828	24%	226,821	1,366,580	17%
Public Services	839,886	4,213,571	20%	719,171	4,171,057	17%
Community Services	453,622	1,789,971	25%	437,079	1,856,480	24%
Public Safety	1,673,420	6,984,979	24%	1,667,315	6,891,205	24%
Total Operating Expenditures	<u>4,014,073</u>	<u>17,327,545</u>	23%	<u>3,820,245</u>	<u>17,464,481</u>	22%
Capital Improvement Program	<u>180,101</u>	<u>4,207,115</u>	4%	<u>2,496,192</u>	<u>5,187,609</u>	48%
Other Funding Uses						
Debt Charges	299,794	1,804,587	17%	311,594	1,803,187	17%
Use of Reserves	6,556	142,454	5%	7,916	50,000	16%
Distribution to Enterprise Fund	201,237	-	-	-	101,237	-
Special Revenue Fund Expenditures						
Tax Increment Fund	-	-	-	-	20,000	0%
Housing Set Aside Fund	-	-	-	-	22,850	0%
CDBG Fund Expenditures	48,668	80,000	61%	-	215,000	0%
Senior Mobility Program	2,131	31,500	7%	440	34,226	1%
Beverage Recycling	-	44,710	0%	592	19,500	3%
CR&R Recycling Fund	5,699	20,000	28%	5,449	20,000	27%
Forfeited C&D Deposits	-	68,450	0%	-	54,731	0%
AB 939 Surcharge Grant	1,256	3,133	40%	1,201	2,669	45%
Law Enforcement Fund Expenditures	-	-	-	2,312	-	-
Total Other Funding Uses	<u>565,340</u>	<u>2,194,834</u>	26%	<u>329,504</u>	<u>2,343,400</u>	14%
TOTAL FUNDING USES	<u>\$ 4,759,513</u>	<u>\$ 23,729,494</u>	20%	<u>\$ 6,645,941</u>	<u>\$ 24,995,490</u>	27%
NET CHANGE IN FUND BALANCE	<u>\$ (3,470,978)</u>	<u>\$ (1,072,573)</u>		<u>\$ (2,611,759)</u>	<u>\$ (1,529,052)</u>	

CITY OF LAGUNA HILLS
ABRIDGED BALANCE SHEET - GOVERNMENTAL FUNDS
SEPTEMBER 30, 2013

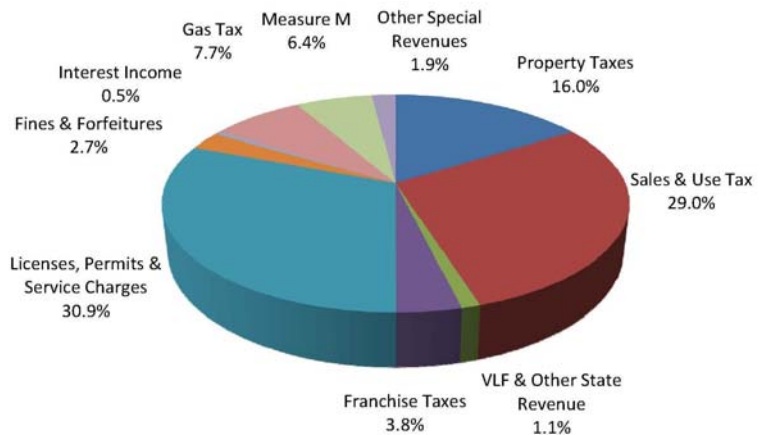
ASSETS

Cash and investments	\$ 8,373,022
Receivables:	
Accounts	164,070
Interest	6,590
Due from other governments	940,899
Prepaid items	<u>77,300</u>
Total assets	\$ <u>9,561,881</u>

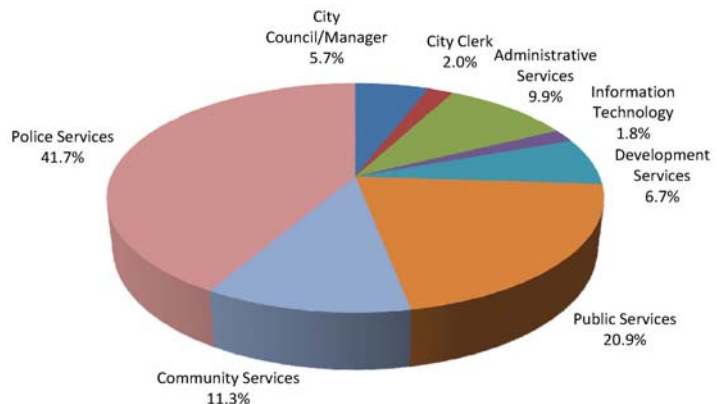
LIABILITIES AND FUND BALANCES

Liabilities:	
Accounts payable	\$ 1,575,613
Payroll and benefits	71,370
Refundable deposits to contractors	291,561
Deferred revenue	142,808
Trust accounts	<u>13,579</u>
Total liabilities	2,094,931
Fund balances:	<u>7,466,950</u>
Total liabilities and fund balances	\$ <u>9,561,881</u>

REVENUES
1st Quarter FY 13/14



OPERATING EXPENDITURES
1st Quarter FY 13/14



CITY OF LAGUNA HILLS
GOVERNMENTAL FUNDS

STATEMENT OF WORKING FUNDS
AS OF SEPTEMBER 30, 2013

Fund Balance

General Fund	\$ 8,369,339
Measure M Fairshare & Competitive	88,640
CARITS	644,208
Senior Mobility Program	48,773
Beverage Recycling	44,796
CR&R Recycling	26
C&D Forfeited Deposits	36,453
AB 939 Surcharge Grant	2,891
Public Art Fund	(245,214)
Law Enforcement Special Revenue Funds	6,549
Grants & Contributions	126,391
Debt Service	<u>1,815,076</u>
Total Beginning Fund Balance, as of July 1, 2013	<u>10,937,928</u>

Excess (Deficiency) of Funding Sources over Funding Uses	<u>(3,470,978)</u>
--	--------------------

Total Fund Balance, as of September 30, 2013	\$ <u>7,466,950</u>
---	----------------------------

Disposition of Working Funds

Total Cash and Demand Deposits	\$ 1,071,779
Total Investments	<u>7,301,243</u>
Total Cash and Investments (for details see Treasurer's Report)	8,373,022
Receivables Net of Liabilities	<u>(906,072)</u>

Total Fund Balance, as of September 30, 2013	\$ <u>7,466,950</u>
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The Quarter End Financial Management Report for the 1st Quarter of Fiscal Year 2013-14 is hereby submitted. The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. To the best of our knowledge and belief, the above information is reported in a manner that presents fairly the financial position and results of operation of the governmental funds of the City of Laguna Hills as of September 30, 2013.

Respectfully submitted,

original signed

Donald J. White
Assistant City Manager

November 6, 2013

Date

TREASURER'S INVESTMENT REPORT (CONDENSED)
FOR THE FIRST QUARTER ENDED SEPTEMBER 30, 2013

Cash and Investments by Type	Beginning Book Value	Deposits	Withdrawals	Ending Book Value	1st Qtr Interest Income
Cash on Hand	\$ 1,750	\$ -	\$ -	\$ 1,750	\$ -
Demand Deposits	840,644	4,754,052	4,839,744	754,952	-
Certificates of Deposits	750,000	-	250,000	500,000	285
Multiple Maturity Certificates of Deposits	70,502	-	-	70,502	869
State Treasurer's Investment Fund	6,221,438	3,613	1,300,000	4,925,051	3,575
Funds Under Trust Indenture	1,813,975	310,870	319,155	1,805,689	1,169
Demand Deposits with Fiscal Agent	13,162	721,953	583,622	151,493	-
Deposits in Escrow	177,250	-	-	177,250	-
TOTAL	\$ 9,888,722	\$ 5,790,488	\$ 7,292,521	\$ 8,386,689	\$ 5,898

CURRENT PORTFOLIO SUMMARY

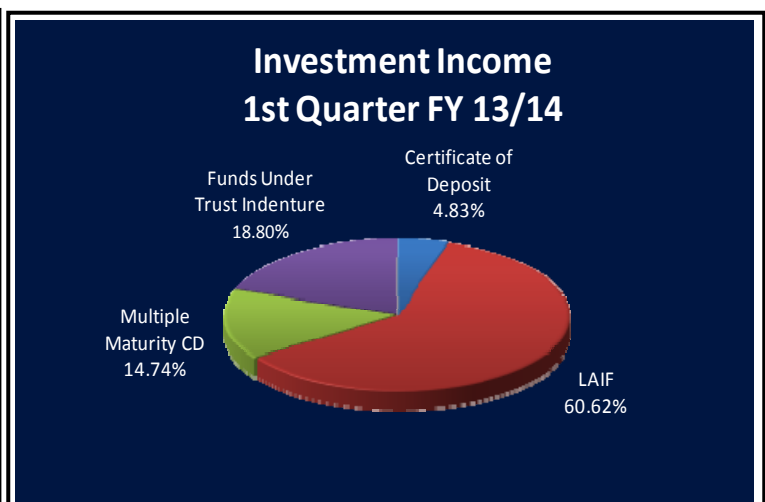
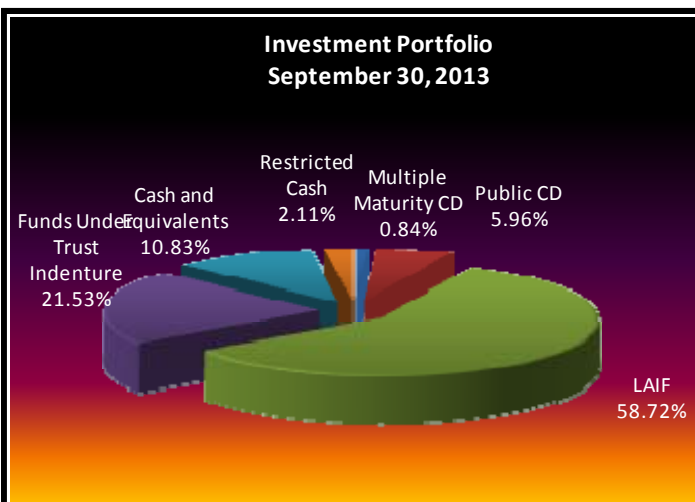
Short-term excess cash is currently invested primarily in the Local Agency Investment Fund (LAIF) administered by the State Treasurer. Held under trust indenture by The Bank of New York Mellon Trust Company, N.A, is a Reserve Fund established to secure the timely payment of principal and interest represented by the 2010 Refinancing Project bond issues. The City's investment policy approved by Council resolution is the prevailing guideline in managing investments.

CASH AND INVESTMENTS

The following is the summary of the cash and investments of the City-managed funds for the 1st quarter ended September 30, 2013, compared with the same period of the previous fiscal year:

	September 30, 2013	September 30, 2012
Cash on hand	\$ 1,750	\$ 1,750
Pooled Deposits:		
Demand Deposits	906,446	1,286,903
Certificates of Deposits	570,502	820,957
Total Pooled Deposits	1,476,948	2,107,859
Pooled Investments:		
Local Agency Investment Fund	4,925,051	5,834,918
Restricted Cash and Investments:		
Local Agency Investment Fund	1,805,101	1,809,627
Demand Deposits	177,838	-
Total Cash and Investments	\$ 8,386,689	\$ 9,754,155

We believe the City's portfolio provides sufficient cash flow liquidity to meet the next six months of the City's projected operating expenditures.





City of Laguna Hills City Council Meeting Agenda Staff Report

DATE: NOVEMBER 12, 2013

TO: MAYOR AND COUNCIL MEMBERS

FROM: KENNETH H. ROSENFELD
DIRECTOR OF PUBLIC SERVICES/CITY ENGINEER

ISSUE: PROGRESS PAYMENT NO. 1 FOR EL TORO ROAD PAVEMENT REHABILITATION PROJECT, CIP NO. 179, AND RIDGE ROUTE DRIVE PAVEMENT REHABILITATION PROJECT, CIP NO. 172

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE PROGRESS PAYMENT NO. 1, IN THE NET AMOUNT OF \$10,691.92, TO ALL AMERICAN ASPHALT, FOR EL TORO ROAD PAVEMENT REHABILITATION PROJECT, CIP NO. 179, AND RIDGE ROUTE DRIVE PAVEMENT REHABILITATION PROJECT, CIP NO. 172.

SUMMARY:

Work on the El Toro Road Pavement Rehabilitation Project, CIP No. 179, and Ridge Route Drive Pavement Rehabilitation Project, CIP No. 172, began on November 6, 2013, and is being performed by All American Asphalt. The work is currently focused upon Ridge Route Drive. No work is scheduled for El Toro Road until early 2014. Work performed in November includes mobilization, review of utility clearances, and the beginning of clearing and grubbing. The contractor has submitted the first progress payment request for approval.

BACKGROUND:

Ridge Route Drive

1	Clearing & Grubbing	.50	LS	\$22,509.30	\$11,254.65
	Total To Date			\$11,254.65	
	Less Prior Billing			\$ -0-	
	Total This Period			\$11,254.65	\$11,254.65
	Less 5% Retention				<u>\$ (562.73)</u>
					\$10,691.92

Progress Payment No. 1 - CIP No. 179/172

Page 2

November 12, 2013

FISCAL IMPACT:

The progress payment is within the Capital Improvement Program Budget for the El Toro Road Pavement Rehabilitation Project, CIP No. 179, and Ridge Route Drive Pavement Rehabilitation Project, CIP No. 172.

3.1 WAIVE READING IN FULL OF ALL ORDINANCES AND RESOLUTIONS ON THE AGENDA

THE CITY COUNCIL WAIVED READING IN FULL OF ALL ORDINANCES AND RESOLUTIONS ON THE AGENDA AND DECLARED 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 8, 2013

THE CITY COUNCIL APPROVED THE MINUTES OF THE OCTOBER 8, 2013, REGULAR MEETING.

3.3 APPROVAL OF WARRANT REGISTER FOR PERIOD ENDED OCTOBER 22, 2013

THE CITY COUNCIL APPROVED THE WARRANT REGISTER IN THE AMOUNT OF \$936,746.43.

3.4 PROJECT APPLICATIONS FOR THE ENVIRONMENTAL CLEANUP PROGRAM, LA PAZ ROAD WIDENING AND THE TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR MEASURE M2 FUNDING.

THE CITY COUNCIL: (1) APPROVED THE SUBMISSION OF PROJECT APPLICATIONS FOR MEASURE M2; (2) ADOPTED RESOLUTION NO. 2013-10-22-1, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AUTHORIZING AN APPLICATION FOR FUNDS FOR THE ENVIRONMENTAL CLEANUP, TIER 2 GRANT PROGRAM UNDER ORANGE COUNTY LOCAL TRANSPORTATION ORDINANCE NO. 3 FOR THE CABOT ROAD BIO SWALE PROJECT; AND (3) ADOPTED RESOLUTION NO. 2013-10-22-2, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING THE SUBMITTAL OF TRAFFIC SIGNAL SYNCHRONIZATION PROJECTS TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE COMPETITIVE MEASURE M2 REGIONAL TRANSPORTATION SIGNAL SYNCHRONIZATION PROGRAM.

4. PLANNING AGENCY

Mayor Kogerman recessed the City Council meeting and acting in the capacity of Chair, called the regular meeting of the Planning Agency of the City of Laguna Hills, California, to order at 7:11 PM.

4.1 ROLL CALL OF PLANNING AGENCY MEMBERS

Present: Chair Kogerman, Vice Chair Blount, Agency Member Bressette, Agency Member Carruth, and Agency Member Gilbert.

4.2 PUBLIC COMMENTS

There were no Public Comments.

4.3 MINUTES

4.3.1 REGULAR MINUTES, OCTOBER 8, 2013

MOTION TO APPROVE THE MINUTES OF THE OCTOBER 8, 2013, REGULAR MEETING, BY M/AGENCY MEMBER BRESSETTE, S/AGENCY MEMBER GILBERT.

APPROVED BY A VOTE OF 5-0.

4.4 ADMINISTRATIVE REPORTS

There were no Administrative Reports.

4.5 PLANNING AGENCY PUBLIC HEARINGS

4.5.1 CHANGED PLAN NO. 3-13-2537, A REQUEST BY AT&T WIRELESS TO MODIFY AND EXPAND AN EXISTING COMMUNICATIONS FACILITY ON AN EDISON TRANSMISSION TOWER LOCATED AT 26680 ALICIA PARKWAY

Chair Kogerman opened the Public Hearing.

Haley Peck, AT&T Representative, spoke in support of Changed Plan No. 3-13-2537, to modify and expand an existing communications facility located at 26680 Alicia Parkway.

Chair Kogerman closed the Public Hearing.

THE PLANNING AGENCY: (1) CONDUCTED A PUBLIC HEARING; AND (2) ADOPTED RESOLUTION NO. PA2013-10-22-1, A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CHANGED PLAN NO. 3-13-2537, A REQUEST BY AT&T WIRELESS TO MODIFY AND EXPAND AN EXISTING COMMUNICATIONS FACILITY ON AN EDISON TRANSMISSION TOWER LOCATED AT 26680 ALICIA PARKWAY, BY M/AGENCY MEMBER GILBERT, S/AGENCY MEMBER BRESSETTE.

APPROVED BY A VOTE OF 5-0.

4.5.2 CONDITIONAL USE PERMIT, PARKING USE PERMIT, AND SITE DEVELOPMENT PERMIT NO. 05-13-2582, A REQUEST BY TERRI DICKERHOFF ON BEHALF OF COREPOWER YOGA TO OPERATE A 3,629 SQUARE FOOT YOGA STUDIO AND ALLOW FOR MODIFIED PARKING STANDARDS AT 23052 LAKE FOREST DRIVE, SUITE C-1, IN THE (MXU) MIXED USE ZONING DISTRICT

Chair Kogerman opened the Public Hearing.

Terry Dickerhoff, Applicant, spoke in support of Conditional Use Permit, Parking Use Permit, and Site Development Permit, to operate a 3,629 square foot Yoga Studio and to allow for modified parking standards at 23052 Lake Forest Drive, Suite C-1. Ms. Dickerhoff indicated that she agreed to the Conditions of Approval.

Chair Kogerman closed the Public Hearing.

THE PLANNING AGENCY: (1) CONDUCTED A PUBLIC HEARING; AND (2) ADOPTED RESOLUTION NO. PA2013-10-22-2, A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT, PARKING USE PERMIT, AND SITE DEVELOPMENT PERMIT NO. 05-13-2582, A REQUEST BY TERRI DICKERHOFF ON BEHALF OF COREPOWER YOGA TO OPERATE A 3,629 SQUARE FOOT YOGA STUDIO AND ALLOW FOR MODIFIED PARKING STANDARDS AT 23052 LAKE FOREST DRIVE, SUITE C-1, IN THE (MXU) MIXED USE ZONING DISTRICT, BY M/AGENCY MEMBER GILBERT, S/AGENCY MEMBER CARRUTH.

APPROVED BY A VOTE OF 5-0.

4.5.3 CONDITIONAL USE PERMIT NO. 03-13-2539, A REQUEST BY AARON ROSEN ON BEHALF OF DOCTOR'S AMBULANCE TO OPERATE A 1,000 SQUARE FOOT AMBULANCE SUBSTATION AT 25260 LA PAZ ROAD, SUITE 4A, IN THE (CC) COMMUNITY COMMERCIAL ZONING DISTRICT.

Chair Kogerman opened the Public Hearing.

Aaron Rosen, Applicant, spoke in support of Conditional Use Permit No. 03-13-2539, to operate a 1,000 square foot ambulance substation at 25260 La Paz Road, Suite 4A.

Chair Kogerman closed the Public Hearing.

THE PLANNING AGENCY: (1) CONDUCTED A PUBLIC HEARING; AND (2) ADOPTED RESOLUTION NO. PA2013-10-22-3, A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. 03-13-2539, A REQUEST BY AARON ROSEN ON BEHALF OF DOCTOR'S AMBULANCE TO OPERATE A

**1,000 SQUARE FOOT AMBULANCE SUBSTATION AT 25260 LA PAZ ROAD, SUITE 4A, IN THE (CC) COMMUNITY COMMERCIAL ZONING DISTRICT, BY M/AGENCY MEMBER GILBERT, S/AGENCY MEMBER BRESSETTE.
APPROVED BY A VOTE OF 4-1 (AGENCY MEMBER CARRUTH VOTING NO).**

PLANNING AGENCY ADJOURNMENT

Mayor Kogerman reconvened the City Council Meeting at 8:08 PM. All Council Members were present.

5. CITY COUNCIL PUBLIC HEARINGS

There were no City Council Public Hearings.

6. ADMINISTRATIVE REPORTS

6.1 City Manager

**6.1.1 SECOND AMENDMENT TO THE AMENDED ORANGE COUNTY
FIRE AUTHORITY JOINT POWERS AUTHORITY AGREEMENT
RELATING TO EQUITY ISSUES**

**THE CITY COUNCIL: (1) APPROVED AND DIRECTED THE CITY MANAGER TO EXECUTE THE SUBMITTED SECOND AMENDMENT TO THE AMENDED ORANGE COUNTY FIRE AUTHORITY JOINT POWERS AUTHORITY AGREEMENT; AND (2) AUTHORIZED STAFF TO JOIN IN SUPPORTING THE ORANGE COUNTY FIRE AUTHORITY'S VALIDATION ACTION, WHEN FILED, SEEKING TO OBTAIN A JUDICIAL DECLARATION OF THE VALIDITY OF THE SECOND AMENDMENT TO THE AMENDED JOINT POWERS AUTHORITY AGREEMENT, BY M/COUNCIL MEMBER BRESSETTE, S/MAYOR PRO TEMPORE BLOUNT.
APPROVED BY A VOTE OF 5-0.**

6.2 City Clerk

6.2.1 2013 VETERANS DAY OBSERVANCE

**THE CITY COUNCIL ADOPTED A PROCLAMATION IN OBSERVANCE OF VETERANS DAY 2013, BY M/COUNCIL MEMBER GILBERT, S/COUNCIL MEMBER BRESSETTE.
APPROVED BY A VOTE OF 5-0.**

7. MATTERS AGENDIZED AND PRESENTED BY CITY COUNCIL MEMBERS AND MAYOR

7.1 COUNCIL MEMBER CARRUTH

**7.1.1 CITY COUNCIL CONSIDERATION OF RIDGE ROUTE DRIVE
RIGHT-OF-WAY UTILIZATION AS PUBLIC TRAIL ACCESS TO
LAGUNA COAST WILDERNESS PARK**



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: NOVEMBER 12, 2013

TO: CHAIR AND AGENCY MEMBERS

**FROM: DAVID CHANTARANGSU, AICP
DIRECTOR OF COMMUNITY DEVELOPMENT**

ISSUE: CONDITIONAL USE PERMIT (CUP)/CHANGED PLAN (CP), PARKING USE PERMIT (PUP), AND SITE DEVELOPMENT PERMIT (SDP) NO. 01-12-2174, A REQUEST TO ALLOW FOR THE EXPANSION OF AN EXISTING 147-ROOM HOTEL (AND ITS ACCESSORY USES INCLUDING RESTAURANT AND BANQUET FACILITIES), ALLOWING FOR A NEW POOL AND POOL DECK, SPA, FITNESS CENTER, AND OUTDOOR COURTYARD WITH OUTSIDE DECK AND ALLOW FOR MODIFIED PARKING STANDARDS AT THE HILLS HOTEL, 25205 LA PAZ ROAD, IN THE (FC) FREEWAY COMMERCIAL ZONING DISTRICT

RECOMMENDATION: THAT THE PLANNING AGENCY: (1) CONDUCT A PUBLIC HEARING FOR CONDITIONAL USE PERMIT/CHANGED PLAN, PARKING USE PERMIT, AND SITE DEVELOPMENT PERMIT NO. 01-12-2174; AND (2) ADOPT A RESOLUTION ENTITLED: "A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT, CHANGED PLAN, PARKING USE PERMIT, AND SITE DEVELOPMENT PERMIT NO. 01-12-2174, A REQUEST TO ALLOW FOR THE EXPANSION OF AN EXISTING 147-ROOM HOTEL (AND ITS ACCESSORY USES INCLUDING RESTAURANT AND BANQUET FACILITIES) ALLOWING FOR A NEW POOL AND POOL DECK, SPA, FITNESS CENTER AND OUTDOOR COURTYARD WITH OUTSIDE DECK, AND ALLOW FOR MODIFIED PARKING STANDARDS AT THE HILLS HOTEL, 25205 LA PAZ ROAD, IN THE (FC) FREEWAY COMMERCIAL ZONING DISTRICT."

SUMMARY:

Conditional Use Permit/Changed Plan, Parking Use Permit, and Site Development Permit No. 01-12-2174 is a request by architect Ken Agharokh and Associates on behalf of the property owner/applicant, Lee's Laguna Hill Resort, LLC, and its Managing Partner Michael Mofid, which owns and operates The Hills Hotel, located at 25205 La Paz Road (collectively referred to as the "Applicant") for the following:

- Conditional Use Permit: To allow the expansion of an existing 147-room hotel (and its accessory uses including restaurant and banquet facilities) allowing for a new pool and pool deck, spa, fitness center and outdoor courtyard with outside deck.
- Parking Use Permit: Allow for modified parking standards based upon the Urban Land Institute's shared parking methodology.
- Site Development Permit: Permit the following site improvements: (1) removal of an existing +/- 1,300 square foot outdoor swimming pool and deck located in the central atrium area; (2) construction of a new 612 square foot pool and spa and deck in a portion of the parking lot at the north end of the hotel; (3) renovation and construction of an +/- 8,500 square foot outdoor courtyard for use primarily as a sitting area, outdoor lounge, and garden area, including the construction of an outside deck. According to the Applicant, the intended use of the new +/- 8,500 square foot outdoor courtyard is for the hotel guests' garden pleasure with an occasional wedding ceremony or quiet cocktail reception in the area with no loud music or dancing and there will not be dance floor use for this location; and (4) construction of a new fitness center near the new pool and spa.

Staff has reviewed this project against the requirements, goals, and strategies of the Laguna Hills General Plan and Development Code, and has evaluated the potential for environmental impacts in accordance with the California Environmental Quality Act (CEQA). Following this review, staff has determined that the proposed project, subject to the recommended conditions of approval, will not result in any significant adverse impacts to the public health, safety, and general welfare.

BACKGROUND:

The Hills Hotel is located northwest of the Cabot Road and La Paz Road intersection and is adjacent to the I-5 Freeway. Surrounding land uses include the I-5 Freeway to the north and east; commercial retail and professional offices to the south; and single-family residences to the west. The hotel was originally developed under the County of Orange around 1967 as the Hilton Inn and later changed ownership and branding to the Holiday Inn, and more recently, The Hills Hotel. The hotel currently operates with 147 guest rooms with accessory restaurant (3,915 square feet), and banquet hall (8,457 square feet) uses. The hotel property abuts a single-family residential development to the west. Eighteen single-family homes are located immediately adjacent to the hotel on La



Suen Road, separated by property line walls at the top of the slope, and a down-slope with a twenty foot change in elevation. The closest home is located approximately 110 feet from the hotel building. The City occasionally receives complaints about the hotel concerning property maintenance issues, with the most recent notable complaint occurring in 2010 when LED lights were installed along the roofline of the hotel.

PROJECT DESCRIPTION AND ANALYSIS:

The Applicant is proposing to remove the hotel's existing 1,300 square foot outdoor swimming pool, deck, and associated equipment located in the central atrium area and to convert this space into a new outdoor courtyard. These proposed improvements will take place within the existing "footprint" of the outdoor swimming pool, deck, and central atrium area. According to the Applicant's (clarifying) Letter of Justification, dated April 8, 2013, the renovated outdoor swimming pool area is primarily intended to be used "...for hotel guests' garden pleasure. Occasionally, we may have a wedding ceremony or quiet cocktail reception in the area with no loud music or dancing. There will not be [sic] dance floor use for this location. We intend to continue to use the location in the same fashion as we have in the last four years. We have not, to date, had any issues with hotel guests or nearby residents." Additional landscaping will be added to the proposed outdoor courtyard to create the feel of an outdoor garden and also to provide some screening from the parking lot and adjacent residences. The Applicant believes that the new outdoor courtyard will be a better use of the central atrium space due to the low utilization rate of the existing, outdated swimming pool. In order to continue offering a swimming pool amenity to hotel guests, a smaller pool and spa will be constructed on the north side of the hotel using a portion of the parking lot, resulting in a loss of thirteen parking spaces.

The new swimming pool will be approximately 612 square feet in size and will be completely enclosed by a wrought iron fence in accordance with 2010 California Building Code standards. New landscaping will be installed around the perimeter of the new swimming pool and deck area and outdoor furniture will be provided similar to the sitting area furniture proposed for the new outdoor courtyard. On the west end of the pool area, a new 800 square foot fitness center will be constructed to replace the hotel's current fitness center, which currently consists of an unused guest room outfitted with exercise equipment. The new fitness center will be built using split face concrete block to match the main hotel building and will have canvas awnings as accents over the center's windows similar to the hotel's administration building. The new improvements encompass approximately 6,500 square feet.

Conditional Use Permit Required:

This hotel use was originally established under the jurisdiction of the County of Orange prior to the City's incorporation. Consequently the hotel has operated in the City as an existing legal non-conforming, nonresidential property because a Conditional Use Permit is required to operate a hotel use in the Freeway Commercial zoning district according to the City's Development Code ("Code"). As the hotel has changed ownership over the

years, minor alterations and exterior repair, maintenance, and aesthetic improvements have been made (e.g., paint, lighting, landscaping, signs, and other similar features) in accordance with the Code, but the hotel itself has not enlarged or expanded in size.

Now that the hotel is proposing to expand the “footprint” of the hotel use as a result of the construction of the new pool area, fitness center, and outdoor courtyard, a Conditional Use Permit with a Changed Plan is required to allow for the expansion of the existing hotel which also encompasses its accessory uses such as the restaurant and banquet facilities. The Changed Plan refers to the zoning process the City uses to modify a previously approved zoning approval – in this instance, County approvals granted for the hotel development.

Specifically, this Conditional Use Permit/Changed Plan will allow for the expansion of the existing 147-room hotel and its accessory uses consisting of 3,915 square feet of restaurant space, and 8,457 square feet of meeting/banquet room space, to permit a new 800 square foot fitness center, a 5,700 square foot pool and spa area, and an 8,500 square foot outdoor courtyard. These totals have been provided by the Applicant and will represent the hotel’s operations upon completion of the proposed improvements.

Parking:

As a hotel use, the City’s Development Code (“Code”) requires one parking stall per guest room, plus additional parking as required for other accessory uses. Accessory uses at the hotel include a restaurant, meeting rooms, and banquet facilities. The proposed improvements necessitate the removal of 13 parking spaces, reducing the total supply to 306. A breakdown of the hotel’s Code-required parking is as follows:

Land Use	Rooms or GFA	Code Ratio	Required Parking
Hotel	147	1:1	147
Restaurant	3,915 SF	1:100	39
Meeting/Banquet	8,457 SF	1:35	242
		<i>Total:</i>	428
		<i>Parking Supply:</i>	306
		<i>Parking Deficit:</i>	122

The Code conservatively estimates the theoretical parking demand by applying individual parking ratios to each land use at the hotel as a “standalone” use. Strict application of the Code’s requirements shows that the hotel is deficient by 122 parking spaces. Given the deficit of parking under the City’s required parking ratios as described above, the Applicant commissioned a parking study from Linscott, Law & Greenspan (“LLG”) to evaluate the theoretical and actual parking demand of the hotel. The study uses a shared parking methodology based on the Urban Land Institute’s *Shared Parking 2nd Edition* and the Institute of Transportation Engineers’ *Parking Generation*. The methodology is based on the premise that different land uses that share a site and have differing peak demand

hours will generate less overall parking demand compared to their “standalone” parking demand. For example, where the Code’s parking standards assume that restaurant patrons at the hotel are separate from hotel guests, the LLG study assumes that a percentage of restaurant patrons are also hotel guests and should not be counted twice when calculating parking demand. ULI’s *Shared Parking* recommends a range of 10% to 30% when considering the number of restaurant patrons who are not hotel guests. To be conservative, the LLG study assumes that 50% of restaurant patrons are not hotel guests. Likewise, the study conservatively assumes that 70% of meeting room and banquet hall attendees are not staying at the Hills Hotel (*Shared Parking* recommends a factor of 60%).

Using this methodology, the LLG study found that the weekday peak parking demand for the hotel is expected to occur between 12:00 p.m. and 1:00 p.m. with a total theoretical parking demand of 224 spaces. This constitutes a parking *surplus* of 82 parking spaces when compared to the parking supply. In order to compare the *theoretical* demand with the *actual* parking demand at the hotel, LLG conducted an hourly parking count on Thursday, March 29, 2012, and found that throughout the day, the hotel had a minimum of 231 parking spaces available, constituting an actual surplus almost three times greater than predicted.

Applying the same methodology to a weekend day, the study estimates that the peak parking demand is expected to occur at 9:00 p.m. with a total theoretical parking demand of 284 spaces, leaving a surplus of 22 parking spaces. Once again, LLG conducted an hourly parking count on Saturday, March 31, 2012, and found the actual peak parking demand to be 182 spaces, leaving a surplus of 123 spaces.

While the LLG study indicates there is sufficient parking available to accommodate the hotel’s typical daily operations and most events, staff believes larger hotel events have the potential to cause a parking issue. **Condition of Approval No. 33** has been added, requiring the Applicant to develop a parking management plan for situations where the hotel is hosting a large event (greater than 175 persons) or in any situation where parking demand exceeds 75% of the property’s on-site parking. Under these conditions, the parking management plan (incorporating valet service, pre-arranged temporary parking overflow areas, and any other acceptable measures) can be implemented to facilitate parking at the hotel and mitigate any problems that might occur.

Compatibility with Surrounding Land Uses:

The hotel property is located in close proximity to an adjacent residential neighborhood, so outdoor activities at the hotel have the potential to negatively impact nearby residences. Of particular concern are potential impacts relating to noise, light, and glare.

The Applicant has indicated that the proposed 8,500 square foot outdoor courtyard would occasionally be used for "wedding ceremonies" or "quiet cocktail receptions" (with no loud music or dancing and no dance floor use for this area) in addition to day-to-day use as a passive outdoor garden, lounge, and sitting area for hotel guests. All outdoor activities are

subject to the City's noise ordinance, which establishes noise decibel limits during the day (55 decibels) and at night (50 decibels) pursuant to Section 5-24.050(A) of the LHMC. Although the hotel is a commercial use, the location of an existing residential development contiguous to the hotel property requires that the residential noise standards, as identified above, be used to determine the appropriate noise level pursuant to Section 5-24.050(B) of the LHMC.

Background music played through low-watt outdoor patio or landscape speakers typically generates a noise level of approximately 60 decibels, which will diminish to acceptable levels over the distance between the proposed outdoor courtyard and neighboring residences. In the absence of any live bands or other loud amplified music (as the Applicant has represented), staff expects noise impacts to be immaterial given the Applicant's description of the limited use of the new outdoor courtyard. For example, based on the Applicant's description of how the outdoor courtyard is intended to operate there is no expectation that live bands, parties, or other outdoor entertainment functions will occur in the space. As described above the Applicant intends that the area occasionally be used for "wedding ceremonies" or "quiet cocktail receptions" (with no loud music or dancing and no dance floor use for this area) in addition to day-to-day use as a passive outdoor garden, lounge, and sitting area for hotel guests. These operating parameters for the outdoor courtyard are contained in **Condition of Approval No. 31**. Should the City receive noise complaints from residents in the future, **Condition of Approval No. 37** requires the applicant to prepare a noise study to address noise impacts and implement reasonable noise mitigation measures. **Condition of Approval No. 38** also allows the Planning Agency (at its option) to review the use to amend, or modify conditions to address any impacts associated with the approval.

In regards to lighting, no new permanent light fixtures are proposed for the outdoor courtyard, so no new impacts are anticipated from that area. Two light fixtures will be added to the east elevation of the new fitness center and three light fixtures will be added to the north elevation of the hotel to light the new pool area. These light fixtures are directed downward and are wholly contained within the pool area, so no impacts are expected to occur. Two light fixtures will be added to the west elevation of the new fitness center to light the parking lot and a pedestrian walkway leading to the main entrance of the hotel. These lights will also be directed downward. All permanent and temporary lighting fixtures at the hotel are subject to the City's lighting standards, which require exterior lighting to be shielded or recessed in order to contain glare and reflections within the boundaries of the parcel. **Condition of Approval No. 22** has been added to address this issue.

PUBLIC COMMENT:

A total of 60 public hearing notices were mailed to surrounding property owners within a 300' radius of the subject site. To date, no comments have been received.

CEQA FINDINGS:

Staff has reviewed the proposed project for compliance with the California Environmental Quality Act (CEQA). Upon completion of this review, it has been determined that this project is categorically exempt from CEQA, pursuant to Guideline Section 15301 (Class 1, Existing Facilities) and Guideline Section 15303 (Class 3, New Construction or Conversion of Small Structures). A Class 1 categorical exemption consists of the licensing, permitting, leasing, or minor alteration to an existing structure involving negligible expansion of an existing use. The hotel already provides a pool and fitness equipment for its guests and the proposed project involves negligible expansion of those uses. A Class 3 categorical exemption includes construction of new small structures that are less than 10,000 square feet in size. The proposed fitness center is well under 10,000 square feet, covering an area of 800 square feet. In addition, the proposed 8,500 square foot outdoor courtyard is not a new area, but rather a new use of the central atrium area that will be established by removing an existing swimming pool, and adding additional landscaping and patio furniture. Even as a new 8,500 square foot use, the project is still below the 10,000 square foot threshold for using the Class 3 Categorical Exemption. The deck modifications to the existing swimming pool area to construct the outdoor courtyard and deck, as well as construct the new pool and spa, are also minor alterations to the property where one type of impervious surface is being replaced with another type of impervious surface (asphalt to concrete) with no significant change in grade elevation or property drainage pattern. Use of the outdoor courtyard for any events has been conditioned to comply with the City's Noise Ordinance. As conditioned, the hotel will operate below noise thresholds that could trigger environmental review. Therefore the project is exempt from the requirements of CEQA.

CONCLUSION:

With the recommended conditions of approval, staff believes that this project will provide an aesthetic enhancement to the hotel, allow the hotel to provide guests with valuable amenities that comply with ADA requirements, and not negatively impact the surrounding neighborhood. Staff has reviewed the Development Code requirements in addition to the General Plan's goals and strategies, and has determined that this Conditional Use Permit/Changed Plan, Parking Use Permit, and Site Development Permit is in compliance with these regulations. Therefore, approval of CUP/CP/PUP/SDP No. 01-12-2174, as conditioned, is recommended.

ATTACHMENTS:

1. Resolution of Approval
2. Letters of Justification (January 19th, 2012 & April 8, 2013)
3. Parking study provided by LLG
4. Plans

CUP/CP/PUP/SDP-01-12-2174

Attachment #1

Resolution of Approval



RESOLUTION NO. PA2013-

A RESOLUTION OF THE PLANNING AGENCY OF THE CITY OF LAGUNA HILLS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT, CHANGED PLAN, PARKING USE PERMIT, AND SITE DEVELOPMENT PERMIT NO. 01-12-2174, A REQUEST TO ALLOW FOR THE EXPANSION OF AN EXISTING 147-ROOM HOTEL (AND ITS ACCESSORY USES INCLUDING RESTAURANT AND BANQUET FACILITIES) ALLOWING FOR A NEW POOL AND POOL DECK, SPA, FITNESS CENTER AND OUTDOOR COURTYARD WITH OUTSIDE DECK, AND ALLOW FOR MODIFIED PARKING STANDARDS AT THE HILLS HOTEL, 25205 LA PAZ ROAD, IN THE (FC) FREEWAY COMMERCIAL ZONING DISTRICT

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

WHEREAS, an application for Conditional Use Permit, Change Plan, Parking Use Permit, and Site Development Permit No. 01-12-2174 (the "Project") has been received from architect Ken Agharokh of Ken Agharokh and Associates on behalf of the property owner, Lee's Laguna Hill Resort, LLC, and its Managing Partner Michael Mofid, which owns and operates The Hills Hotel located at 25205 La Paz Road (the "Property") in the (FC) Freeway Commercial zoning district, collectively referred to as the "Applicant".

WHEREAS, the Project consists of (a) entitlement and expansion of an existing legal non-conforming nonresidential property originally established under the jurisdiction of the County of Orange prior to the City's incorporation; (b) removal of the existing 1,300 square foot outdoor swimming pool and deck located in the central atrium area; (c) renovation and construction of a new 8,500 square foot outdoor courtyard for use primarily as a sitting area, outdoor lounge, and garden area, including the construction of an outside deck; (d) construction of a new 612 square foot pool and spa and deck in a portion of the parking lot at the north end of the hotel; and (e) construction of a new 800 square foot fitness center; and

WHEREAS, the use of the new outdoor courtyard as described by the Applicant in its (clarifying) Letter of Justification, dated April 8, 2013, to the City of Laguna Hills Planning Department contemplates the use of the outdoor courtyard for primarily "hotel guests' garden pleasure", and an occasional "wedding ceremony or quiet cocktail reception in the area with no loud music or dancing" and that "[t]here will not be [sic] dance floor use for this location."

WHEREAS, the Project is hereby found to be exempt from the requirements of the California Environmental Quality Act based upon CEQA Guidelines Sections 15301 and 15303 (Class 1 and Class 3) which exempts projects consisting of minor alterations to an existing structure involving negligible expansion of an existing use and construction of new small structures less than 10,000 square feet in size.

WHEREAS, the Planning Agency has considered evidence presented by the Community Development Department, the Applicant, and other interested parties with respect to the subject application at a noticed public hearing held on November 12, 2013 .

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.

SECTION 2. That the required findings by the City for approval of Conditional Use Permit/Change Plan/Parking Use Permit/Site Development Permit No. 01-12-2174 have been met and made as follows:

Conditional Use Permit/Change Plan:

1. That the proposed use is consistent with the General Plan:

The General Plan land use designation for the Property is Freeway Commercial, which provides for the development and maintenance of medium intensity commercial uses that serve the needs of the motoring public, including restaurants, discount warehouse outlets, service stations, and hotels and motels. The subject property has been operating with a hotel use since its original approval under the jurisdiction of the County of Orange prior to the City's incorporation and is consistent with the types of land uses identified by the General Plan as appropriate for the Freeway Commercial zone. In terms of the Applicant's request for modified parking standards based upon the Urban Land Institute's shared parking methodology, the General Plan Mobility Element contains a policy (M-6.1) aimed at reducing the amount of land devoted to parking through integration of multiple uses and use of creative parking solutions that still provide adequate parking for all uses. Therefore, use of the shared parking methodology to justify modified parking standards for the hotel and its accessory uses is consistent with the General Plan.

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

The Project site is located adjacent to the I-5 Freeway and is bordered to the west by a single-family residential development. The Project site has been the location of a hotel use for over 40 years and has not been materially

detrimental to adjacent uses, buildings, or structures. Conditions of approval have been added to ensure that activities at the hotel do not adversely affect adjacent properties. The Applicant has indicated that the proposed 8,500 square foot outdoor courtyard would occasionally be used for "wedding ceremonies" or "quiet cocktail receptions" (with no loud music or dancing and no dance floor use for this area) in addition to day-to-day use as a passive outdoor garden, lounge, and sitting area for hotel guests. All outdoor activities are subject to the City's noise ordinance, which establishes noise decibel limits during the day (55 decibels) and at night (50 decibels) pursuant to Section 5-24.050(A) of the LHMC. Condition of Approval No. 31 limits the use of the hotel's outdoor courtyard to the parameters described by the Applicant in its materials submitted to the City for consideration with this Project. In the absence of any live bands or other loud amplified music (as the Applicant has represented), staff expects noise impacts to be immaterial given the Applicant's description of the limited use of the new outdoor courtyard. For example, based on the Applicant's description of how the outdoor courtyard is intended to operate there is no expectation that live bands, parties, or other outdoor entertainment functions will occur in the space. In addition, Condition of Approval No. 32 limits the use of the outdoor courtyard to between the hours of 7:00 a.m. and 10:00 p.m., which will ensure that after-hours noise impacts will not occur. Should the City receive noise complaints from residents in the future, Condition of Approval No. 37 requires the applicant to prepare a noise study to address noise impacts and implement reasonable noise mitigation measures. Condition No. 38 also allows the Planning Agency (at its option) to review the use to amend, or modify conditions to address any impacts associated with the approval. In terms of the Applicant's request for modified parking standards, the Applicant has shown that the hotel parking supply can accommodate the hotel's parking demand upon completion of the proposed improvements without impacting the parking supply of adjacent properties. A condition of approval has been added requiring development and implementation of a parking management plan in situations where the hotel's parking supply is nearing capacity. This condition will further ensure that the hotel's activities do not become detrimental to adjacent properties.

3. That the proposed site is adequate in size and shape to accommodate the use and integrate it with the existing planned uses in the vicinity:

The proposed site is adequate in size and shape to accommodate a hotel use as a hotel has operated at the site for over 40 years. In terms of the Applicant's request for modified parking standards, the Applicant has provided a parking study demonstrating that the remaining parking supply upon completion of the proposed improvements will be sufficient to accommodate the parking demand of the hotel and its accessory uses.

4. That all required development standards prescribed by the City's Development Code can be achieved:

The hotel was originally approved under the jurisdiction of the County of Orange prior to the City's incorporation and is considered to be existing legal non-conforming. The subject property meets the City's required development standards in areas such as minimum lot size, maximum lot coverage, and building setbacks, but is deficient by 109 parking spaces. The proposed improvements will require removal of 13 parking spaces, increasing the deficiency to 122 parking spaces. Section 9-44.070 of the Code allows for modified parking standards to be approved through a joint use parking plan and conditional use permit/parking use permit. The Applicant has provided a parking study demonstrating that the available parking supply will be sufficient to handle the hotel's parking demand after all improvements have been completed. Also, a condition of approval has been added requiring the hotel to develop a parking management plan for implementation should an event occur where the hotel's parking demand exceed its supply.

5. That 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:

Due to the hotel's close proximity to an abutting single-family residential development, a number of conditions of approval have been added that are necessary to ensure that the hotel use does not adversely affect adjacent uses. For example, Condition of Approval No. 15 establishes time limits on deliveries, pick-ups and routine exterior maintenance activities, Condition 22 requires exterior lights to be shielded or recessed to eliminate glare and light reflection onto adjoining properties and requires light to be directed downward and away from adjacent residential properties, Condition 25 requires all entertainment activities related to the hotel's banquet operations to operate indoors, Condition

27 requires banquet facility doors to remain closed during events to minimize potential adverse noise impacts on adjacent properties, Condition 31 states "Use of the outdoor courtyard shall be limited primarily to hotel guests' garden pleasure and, occasionally, a wedding ceremony or quiet cocktail reception in the area with no loud, amplified music and no dancing, and there shall not be a dance floor use at this location." Based on the Applicant's description of how the outdoor courtyard is intended to operate there is no expectation that live bands, parties, or other outdoor entertainment functions will occur in the space. In addition, Condition of Approval No. 32 limits the use of the outdoor courtyard to between the hours of 7:00 a.m. and 10:00 p.m., which will ensure that after-hours noise impacts will not occur. Should the City receive noise complaints from residents in the future, Condition of Approval No. 37 requires the applicant to prepare a noise study to address noise impacts and implement reasonable noise mitigation measures. Condition No. 38 also allows the Planning Agency (at its option) to review the use to amend, or modify conditions to address any impacts associated with the approval. In terms of the Applicant's request for modified parking standards, Condition 33 has been added requiring the Applicant to develop a parking management plan that can be implemented during large banquet events (over 175 persons) or when the parking demand exceeds 75% of the hotel's parking supply. This condition is necessary to ensure that the hotel can meet its parking demand in an efficient manner while not impacting adjacent properties.

Parking Use Permit:

1. That the proposed joint parking use permit is consistent with the intent and purpose of the City's Development Code:

The intent and purpose of the Development Code as it relates to parking is to ensure that adequate parking is provided to serve the proposed uses. While the Project site currently operates at a Code-required parking deficiency and the proposed Project will increase that deficiency, the Applicant has demonstrated through completion of a parking study that adequate parking exists for the hotel and its accessory uses (restaurant, office, banquet space, etc.). Therefore, this Project meets the Development Code's intent of ensuring that adequate parking is provided.

2. That the joint use parking permit provides a reasonable and enforceable means for all uses to share parking facilities:

All land uses sharing parking at the subject property are part of the existing hotel use, which will be responsible for ensuring that adequate parking is provided for its guests.

3. That the requirement for parking established by the joint parking use permit shall assure that parking demands for the participating uses are continually met:

The parking study commissioned by the Applicant demonstrates that the available parking supply is sufficient to accommodate the hotel use and all accessory uses even at expected peak periods. A condition of approval has been added to ensure that parking demands are continually met by requiring the Applicant to prepare a parking management plan that can be implemented should a parking shortage occur.

Site Development Permit:

1. That the site design complies with standards of the City's Development Code:

All required development standards in the Development Code for the Freeway Commercial zone have been met besides parking. The hotel was originally developed and approved under the jurisdiction of the County of Orange prior to the City's incorporation and is deficient by 109 parking spaces. The proposed Project will require removal of 13 parking spaces, increasing the deficiency to 122 parking spaces. The Applicant has provided a parking study demonstrating that the available parking supply will be sufficient to handle the hotel's parking demand after all improvements have been completed. Also, a condition of approval has been added requiring the hotel to develop a parking management plan for implementation should an event occur where the hotel's parking demand exceed its supply. This parking management plan will include measures such as valet parking, the temporary use of pre-arranged parking overflow areas, or other measures to ensure the availability of parking.

2. That the site is suitable for the proposed development:

The Project site is located adjacent to the I-5 Freeway and is bordered to the west by a single-family residential development. The area of the site to be improved is relatively flat, has no unique features, and is located within

an area that can be easily maintained. The site maintains access from La Paz Road, a major arterial, and has all services and utilities available which presently serve the site and which will also serve the proposed improvements. The Applicant has provided a parking study to indicate that sufficient parking is available to serve the site along with existing and proposed uses. The property has adequate on-site circulation to allow the movement of vehicles and people. The applicant will be required to upgrade handicap access to ensure compliance with the California Building Code's accessibility requirements.

3. That the project is consistent with the General Plan and applicable design guidelines:

The General Plan land use designation for the Property is Freeway Commercial, which provides for the development and maintenance of medium intensity commercial uses that serve the needs of the motoring public, including restaurants, discount warehouse outlets, service stations, and hotels and motels. The proposed Project will enhance an existing hotel use by renovating the hotel's existing outdoor swimming pool located in the central atrium area, and by adding amenities such as a new pool, spa, and fitness center. These improvements are consistent with General Plan Land Use Element policy LU-7.4, which encourages private property owners to revitalize, upgrade, and beautify aging and underperforming commercial and business areas. Conditions of approval have been added to ensure compatibility of the new hotel amenities with the surrounding area, addressing issues such as noise, and light and glare. Goal N-3 in the General Plan Noise Element aims to reduce the impact of non-transportation-related noise on residential areas and other sensitive land uses. With the attached conditions of approval, the proposed Project is consistent with the General Plan's vision for the Freeway Commercial zone and applicable goals and policies.

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

The Applicant's site design is based upon features of the existing hotel in order to ensure compatibility. For example, split-faced concrete block will be used for the fitness center, which matches the split-faced concrete block used in the rest of the hotel exterior. The new outdoor courtyard will replace the existing pool and use of the outdoor courtyard utilizing

the existing site features that presently serve the pool and surround deck area such as existing points of ingress and egress for pedestrian access. Maintaining the proposed outdoor courtyard in the same location as the existing pool and pool deck ensure the new outdoor courtyard is properly integrated into the existing site design of the hotel which is located on the western most portion of the site away from adjoining residential uses. The new pool and fitness center will be located on the north side of the hotel in the parking lot and situated so that the pool area will be screened from residences by the fitness center building. All work will be constructed according to the most recently adopted version of the California Building Code. Therefore, the site design and structural components are appropriate for the site and function of the proposed uses.

NOW, THEREFORE, based upon the above findings, the Planning Agency of the City of Laguna Hills does hereby approve Conditional Use Permit/Parking Use Permit/Site Development Permit No. 01-12-2174, subject to the following Conditions of Approval:

Standard Conditions

1. The following Conditions of Approval shall be binding on and enforceable against, and, whenever used herein, the term "Applicant" shall mean and refer to, each of the following: the project applicant Ken Agharokh of Ken Agharokh and Associates on behalf of the property owner, Lee's Laguna Hill Resort, LLC, and its Managing Partner Michael Mofid, which owns and operates The Hills Hotel located at 25205 La Paz Road, the owner(s), and tenants(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 these Conditions of Approval, it shall collectively refer to the Conditional Use Permit, Parking Use Permit, and Site Development Permit approved by the City of Laguna Hills Planning Agency pursuant to Conditional Use Permit, Parking Use Permit, and Site Development Permit No. 01-12-2174.
3. 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 finding as to compliance of the Project with any other applicable ordinance, regulation, or requirement.
4. Failure to abide by and faithfully comply with any and all Conditions of Approval by the Applicant shall constitute grounds for the modification or revocation of this Permit.

5. 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, 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.
6. Pursuant to Government Code Section 66020, the Applicant is informed that the 90-day period in which the Applicant may protest the fees, dedications, reservation or other exaction imposed on this Permit has begun.
7. This Permit shall not become effective unless and until the Applicant provides written acknowledgment to the Community Development Director that it has received a copy of, and accepted these Conditions of Approval. The signed acknowledgment and approval must be provided to the City within 14 days of final approval of this Permit.
8. The Applicant is responsible for paying all charges related to the processing of this Permit within 30 days of the issuance of the final invoice or prior to the issuance of building permits for this Project, whichever occurs first. Failure to pay all charges shall result in delays in the issuance of required permits or the revocation of the approval of this Permit.

9. This Permit is valid for a period of two years from the date of final determination. If the Project approved by this Permit is not established within such a period of time, this approval shall be terminated and shall be null and void.

Planning

10. Prior to the issuance of any permits, the Applicant shall provide a revised plan that makes the following revisions:

Note 1 (Description of Proposed Work) referenced on the cover page shall remove references to creating an "entertainment" deck or a new "dance floor".

Sheet C-1.1 shall be revised to remove references to sheet A-1.5.
11. Prior to issuance of a building permit, the Applicant shall apply for and obtain a Certificate of Use and Occupancy that has been reviewed and approved by the Community Development Director that identifies the extent of uses described by Condition 13.
12. This Permit shall expire and be of no further force or effect if the use is discontinued or abandoned for a cumulative period of 90 days within a one-year period, unless the time period applicable to cessation of uses in the City is changed by Ordinance, in which case the period set forth in the Ordinance shall apply.
13. This permit authorizes the operation of a 147 room hotel, as defined by Section 9-04.080 of the Laguna Hills Municipal Code ("LHMC"), with approved accessory uses consisting of 3,915 square feet of restaurant space, 8,457 square feet of meeting/banquet room space, an 800 square foot fitness center, an 5,700 square foot swimming pool area, and an 8,500 square foot outdoor courtyard. As determined by the Community Development Director, any significant physical change, modification, intensification, or expansion of the use shall require an amendment of this Permit.
14. Outdoor storage of any goods, materials, merchandise, trash, junk, garbage, rubbish, refuse, scrap, building materials, or as otherwise described in the LHMC is prohibited. Building materials for use on the same premises may be stored on the property during the time that a valid building permit is in effect pursuant to the requirements of the LHMC.
15. Deliveries, pick-ups, and routine exterior maintenance activities are limited to the hours between 7:00 a.m.- 8:00 p.m. Monday through Friday, and 8:00 a.m. - 8:00 p.m. on weekends.
16. Loading and unloading activities shall take place at a designated area on the southeast side of the hotel.

17. All permanent signs proposed for the hotel shall comply with the approved master sign program on-file for the Property.
18. All temporary signs shall comply with all requirements of the City's sign ordinance, as specified in Section 9-42.200 of the LHMC.
19. Use of the hotel parking lot shall be limited to the parking of vehicles for hotel employees and registered guests and their invitees only, or for receiving deliveries.
20. The property's parking supply shall be available for use by patrons of the hotel and its facilities at all times. Within 24 hours of the reduction of any on-site parking, the Applicant shall notify the Community Development Director in writing of any circumstance where available parking is diminished for more than five (5) consecutive days. In the event that the parking supply becomes diminished to the extent that it impacts the ability of the hotel to accommodate its parking needs, the Applicant shall suspend its operation of the banquet facility temporarily, until the property's parking supply is functioning with all available on-site parking as approved by this Permit. The Community Development Director shall verify that the Property's parking supply is functioning before the Applicant continues the operation of the banquet facilities.
21. 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 Community Development Director related to such impacts based on the findings of such study.
22. All exterior light fixtures for the swimming pool, fitness center, and outdoor courtyard, both permanent and temporary, shall be shielded or recessed so that glare and reflections are fully contained within the boundaries of the Property and shall be directed downward and away from adjacent residential properties pursuant to §9-40.170 of the LHMC. The Applicant shall submit an exterior lighting plan to the Community Development Director for review and approval prior to the issuance of any permits for construction of the outdoor courtyard, swimming pool, or fitness facility improvements. All light fixtures shall be installed as per plan.
23. The Applicant shall comply with all smoking regulations set forth in Chapter 5-28 of the LHMC. Staff shall conduct a compliance review

of the Property with the Applicant prior to the issuance of any building permits and issue a written description of the Property's compliance to the Applicant within 10 days of performing the compliance review. The written description shall note any deficiencies which the Applicant shall correct within 30 days of the issuance of staff's findings.

24. The Applicant shall submit a final landscape plan for review and approval by the Community Development Director prior to issuance of grading or building permits.
25. All entertainment activities related to the hotel's banquet facilities shall operate indoors.
26. The banquet facilities shall be limited to a maximum occupancy determined by the 2010 California Building Code. The maximum occupancy shall be clearly posted in the hotel's banquet facilities. As determined by the Community Development Director, any substantial change, modification, or expansion in the number of occupants shall require an amendment of this Permit.
27. Banquet facility doors shall remain closed during events in the facility to minimize any potential adverse noise impacts on adjacent properties.
28. An onsite manager shall be present at all times during each banquet event, including site preparation and cleanup times.
29. Before this Permit becomes effective, the Applicant shall provide a contact telephone number for the onsite manager or another representative of the Applicant, who must be available by telephone during all events, to the City's Community Development Director. The contact number shall be updated within one business day of any change. The onsite manager or other representative must be immediately available during all events to respond to any complaints received by the City during an event.
30. Service of alcoholic drinks at banquet events shall stop at least one half hour prior to the end of any event that ends past 10:00 p.m.
31. Use of the outdoor courtyard shall be limited primarily to hotel guests' garden pleasure and, occasionally, a wedding ceremony or quiet cocktail reception in the area with no loud, amplified music and no dancing, and there shall not be a dance floor use at this location.
32. The use of the outdoor courtyard shall be limited to the hours between 7:00 a.m. and 10:00 p.m. daily.
33. Prior to issuance of a building permit, the Applicant shall submit to the Community Development Director for review and approval a

parking management plan that outlines procedures to be implemented under the following conditions:

- a. Use of the banquet facility for any event where 175 people or more are anticipated; or
- b. At any time where parking demand exceeds 75 percent of the property's on-site parking.

The parking management plan shall include measures such as valet parking, the temporary use of pre-arranged parking overflow areas, or other measures, to meet the property's parking demand in an efficient manner.

34. All exterior noise shall comply with the regulations set forth in Chapter 5-24 of the LHMC regarding noise control.
35. The swimming pool, spa, and fitness center shall close no later than 10:00 p.m. daily.
36. All fitness center doors shall be self-closing. Fitness facility doors shall remain closed at all times.
37. If at any time in the future the Community Development Director determines, in his or her sole discretion, that a noise study is necessary to address noise issues, complaints, or problems relative to mitigating any adverse noise impacts to adjacent residential uses, the Applicant shall, at its sole cost and expense, be responsible for the cost of a noise study prepared by a licensed acoustical engineer selected by the City. The Applicant shall, at its sole cost and expense, be responsible for implementation of any reasonable noise mitigation measures deemed appropriate by the Community Development Director related to such impacts based on the findings of such study.
38. The Planning Agency may review this Permit one year from the date of approval, and may impose additional conditions or may amend or modify conditions to address any impacts associated with the approval.

Public Services

39. The Applicant shall ensure all construction-related Best Management Practices are implemented during construction.

Building and Safety

40. The Applicant shall be responsible for ensuring applicable building permits are obtained as required by section 105 of the 2010 California Building Code (see also work exempt from permits) prior to commencement of any work for which a permit is required.
41. All documents submitted for the purpose of obtaining a building permit shall be accurately labeled and reflect all work, as required

by section 107 of the 2010 California Building Code (construction documents).

42. The Applicant shall secure approval from the Planning Department prior to issuance of a building permit.
43. At time of permit issuance, the Applicant shall submit construction and demolition waste recycling program paperwork, if applicable, as required by City of Laguna Hills Ordinance No. 2003-09 and to comply with mandates of the California Integrated Waste Management Board (CIWMB).
44. The Applicant shall comply with all general construction water quality ordinances as required by the City of Laguna Hills Ordinance No. 2003-12.
45. The Applicant shall secure approvals from the Orange County Health Department in regards to public pools at the time of document submittal for the purpose of permit issuance.
46. The Applicant shall comply with California disabled accessibility requirements as required by chapter 11 of the California Building Code at the time of document submittal for the purpose of obtaining a building permit.
47. All construction shall comply with the 2010 California Building Code, Plumbing Code, Mechanical Code, and Electrical codes in regards to mixed occupancies.
48. Tenant improvement plans submitted after December 31, 2013, shall comply with the requirements of the 2013 California Building Code.

Orange County Fire Authority

49. The Applicant shall submit the following plans to Orange County Fire Authority for review and approval prior to issuance of a building permit: 1) Fire Master Plan (service code PR145); and 2) Architectural (service codes PR200-PR285).
50. The Applicant shall submit the following plans to Orange County Fire Authority for review and approval prior to concealing interior construction: 1) Fire Sprinkler System (service codes PR430-455). The existing fire sprinkler system in the hotel shall be extended into the proposed fitness center. For additional information or clarification, please contact Lynne Pivaroff at (714) 573-6133 or lynnepivaroff@ocfa.org.

(The remainder of this page intentionally left blank)

PASSED, APPROVED, AND ADOPTED this 12th day of November, 2013.

BARBARA D. KOGERMAN, CHAIR

ATTEST:

PEGGY J. JOHNS, CITY CLERK

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

I, Peggy J. Johns, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. PA2013-XXX by the Planning Agency of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 12th day of November, 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

PEGGY J. JOHNS, CITY CLERK

CUP/CP/PUP/SDP-01-12-2174
Attachment #2

Letters of Justification
(January 19, 2012 & April 8, 2013)



January 19, 2012

Mr. David Chantar Angsu
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

Director of Planning Department

Dear David:

The Hills Hotel is in need of major renovations to the swimming pool and surrounding area. We also are required to comply with ADA requirements for swimming pools by March 2012.

Due to the cost and expense of upgrading the existing outdated pool we have chosen to relocate and build a new swimming pool and Jacuzzi at The Hills Hotel. We plan to create a new garden and fountain area to replace the existing pool.

We believe it will be worth the expense of relocating the pool while complying with the ADA in the new location. We expect a significant cost savings for gas, electricity and water usage with the more efficient and updated materials and equipments.

Your cooperation would be appreciated in helping us provide an improved facility for the city of Laguna Hills by approving the application for this project.

We have retained Mr. Ken Agharokh; a qualified architect who lives and works here in Laguna Hills to handle this project. Please feel free to contact him at 949-916-6220 if you have any questions regarding this project.

Best regards,

Michael Mofid
Managing Partner



RECEIVED
APR 10 2013
CITY OF LAGUNA HILLS

April 8, 2013

Chris Dominguez
Planning Division
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 992653

cc: Ken Agharokh

Re: Site Development Permit No. 1-12-2174 for The Hills Hotel

Dear Mr. Dominguez,

As we discussed, I would like to assure you that our intentions for using the existing pool area for the most part is for the hotel guests' garden pleasure. Occasionally, we may have a wedding ceremony or quiet cocktail reception in the area with no loud music or dancing. There will not be dance floor use for this location. We intend to continue to use the location in the same fashion as we have in the last four years. We have not, to date, had any issues with hotel guests or nearby residents.

I hope this letter satisfies your concerns in this regard.

Please feel free to contact me if you have any further questions or concerns.

Sincerely,

Michael Mofid
Managing Partner

The seal of the City of Laguna Hills is a circular emblem. It features a central illustration of a horse and rider in a field, with a sun rising over hills in the background. The words "CITY OF LAGUNA HILLS" are inscribed around the top inner edge of the seal, and "1991" is at the bottom. The seal is rendered in a light, faded gray.

CUP/CP/PUP/SDP-01-12-2174
Attachment #3

Parking Study Provided By LLG

August 20, 2012

Mr. Ken Agharokh, AIA
Ken Agharokh and Associates
25471 Wagon Wheel Circle
Laguna Hills, CA 92653

LLG Reference: 2.12.3280.1

Subject: **Revised**
Parking Study for The Hills Hotel
Laguna Hills, California

Dear Mr. Agharokh:

Linscott, Law & Greenspan, Engineers (LLG) is pleased to present the findings from this parking study prepared for the proposed swimming pool and fitness center facility expansion of The Hills Hotel in the City of Laguna Hills. This submittal updates our prior study (dated May 21, 2012) to address City comments per their letter dated July 23, 2012.

The proposed expansion will not result in any increase in the number of guest rooms and square footage for meeting room/banquet/restaurant space. Upon completion of the project, the existing parking supply of 319 spaces would be reduced to 306 spaces (i.e., removal of 13 spaces).

The study focused on the following:

- Calculates the Code-based parking requirements for The Hills Hotel based on the application of City Code parking ratios
- Counts existing parking demand based on actual field study conducted on Thursday (3/29/12) and Saturday (3/31/12)
- Estimates parking demand through the application of the Shared Parking concept
- Compares actual parking demand against the estimated shared parking demand to identify parking contingencies inherent in the application of the Shared Parking concept
- Analyzes parking needs associated with meetings, banquets, and special events held at the hotel

Engineers & Planners

Traffic
Transportation
Parking

**Linscott, Law &
Greenspan, Engineers**

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Jack M. Greenspan, PE (Ret.)
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Paul W. Wilkinson, PE
John P. Keating, PE
David S. Shender, PE
John A. Boorman, PE
Clare M. Look-Jaeger, PE
Richard E. Barretto, PE
Keil D. Maberry, PE

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Briefly, we conclude that the future parking supply of 306 spaces would be adequate in serving the shared parking needs of the various components of The Hills Hotel under weekday and weekend conditions.

CITY CODE PARKING REQUIREMENTS

Parking ratios from the City Code relevant to the project site are as follows:

- Hotel: 1 space/guest room
- Restaurants (less than 4,000 SF GFA): 1 space/100 SF GFA
- Public Assembly: 1 space/35 SF GFA

The City Code parking ratios above were applied to the various components of the hotel to calculate the City Code parking requirements, as follows:

<u>Description</u>	<u>Guest Rooms or GFA</u>	<u>Ratio</u>	<u>Requirement</u>
Hotel	147 rooms	1 sp/guest room	147 spaces
Restaurant	3,915 SF	1 sp/100 SF	39 spaces
Meeting/Banquet	8,457 SF	1 sp/35 SF	<u>242 spaces</u>
Total City Code Requirement:			428 spaces
Less Future Parking Supply:			<u>- 306 spaces</u>
Code-based Parking Deficiency:			122 spaces

The application of City Code parking ratios to the development tabulation yields a total Code-based requirement of 428 spaces. Compared against the future supply of 306 spaces, the City Code requirement of 428 spaces results in a difference of 122 spaces. This Code-based deficiency is not realistic because the City Code parking calculation is conservative, and overstates actual parking needs for the hotel, as discussed in the following sections of this study.

SHARED PARKING ANALYSIS

The Shared Parking methodology was primarily applied to estimate the parking needs of The Hills Hotel. This goes beyond simply calculating the City Code requirement, and looks at the operational demand picture within the actual physical setting. The objective of this Shared Parking analysis is to estimate the peak parking requirements for the various project components of the hotel based upon their combined parking demand patterns.

Parking experience indicates that combining different land uses, whose parking demands peak at different times (of the day, week, and year), generally result in a parking demand that is significantly lower than “stand-alone” or “free-standing” facilities. In other words, a mixed-use development results in an overall parking need that is less than the sum of the individual peak parking requirements for each land use

(parking ratios/factors specific to each land use, or city parking code rates are typically applied to these “stand-alone” developments).

The analytical procedures in a Shared Parking analysis are well documented in the Urban Land Institute’s (ULI’s) *Shared Parking* (First and Second Editions) publication. The publication defines Shared Parking as “parking space that can be used to serve two or more individual land uses without conflict or encroachment.” Therefore, Shared Parking calculations recognize that when different uses share a common parking footprint, the total number of spaces needed to support the collective whole is determined by adding the different parking profiles (by time of day or day of week) of each use comprising the mixed-use development. This is done rather than applying individual peak ratios to each land use component.

There is an important common element between the traditional “code” and the Shared Parking calculation methodologies. The peak parking ratio, or “highpoint” for each land use’s parking profile, typically equals the “code” parking ratio for that use.

Tables 1 and **2** present the Shared Parking summaries for weekday and weekend conditions, respectively. The total size of each land use category, the City Code ratios applied to each column, hourly parking profiles per ULI, and the resultant hourly parking demand appear in the individual columns of **Tables 1** and **2**.

Parking Ratios

Tables 1 and **2** apply the City Code parking ratios for all components of the hotel (i.e., guest room, restaurant/lounge, and meeting room/banquet space).

For the restaurant/lounge category, it was presumed that 50% of the patrons would be guests of the hotel (and therefore counted under the “business hotel” column), and that the remaining 50% would be non-guests that would generate additive parking demand (as shown under the “restaurant/lounge” column).

For the meeting room/banquet space category, it was presumed that 30% of the patrons would be guests of the hotel (again, already accounted for under the “business hotel” column), and that the remaining 70% would be non-guests whose parking needs would be additive to the overall calculation (as reported under the “meeting rooms/banquet” column).

This study approach is based on ULI’s *Shared Parking* and ITE’s *Parking Generation* publications, which recommend the application of similar guest-versus-non-guest percentages related to meeting and conference/banquet-type facilities within a hotel. Specifically, ULI recommends a range of 10% to 30% non-guest ratio for restaurants (we assumed a more conservative factor of 50%), and 60% non-guest ratio for meeting/banquet rooms (again, our study presumes a more conservative factor of

70%). Although the ITE publication does not identify non-guest percentages, it provides a qualitative assessment that indicated hotels with supporting facilities (i.e., restaurants, meeting/banquet rooms) were in fact used as basis for ITE-recommended hotel ratios, the ancillary facilities were more active on weekends compared to weekdays, and that it is important to obtain empirical data for the subject site to better understand a site's unique "non-guest" versus "hotel guest" parking needs (the latter was conducted as part of this study through the detailed evaluation of special event attendance, discussed in the next section).

Shared Parking Demand

Weekday Conditions

As indicated in *Table 1*, presuming 100% (full) occupancy of the 147 guest rooms and 50%/70% non-guest use of the restaurant/banquet space, the calculated maximum or peak demand on a weekday for The Hills Hotel is expected to occur at 12:00 noon/1:00 PM, and could total 224 spaces. Based on the application of the shared parking methodology, this 224-space weekday peak demand corresponds to a surplus of 82 spaces when compared against the future 306-space supply. Parking surpluses would be greater during all other hours of a weekday.

The columns shaded in blue on *Table 1* present the results of actual field study conducted onsite on Thursday, March 29, 2012. Based on the parking counts, the actual peak demand was observed to be 75 spaces at 8:00 AM. Actual surplus was 231 spaces, based on a comparison of the 75-space demand against the proposed 306-space supply. The calculated demand of 224 spaces is 149 greater than, and is three times, the actual demand of 75 spaces, underscoring how conservative the shared parking methodology is, and its inherent parking contingency.

The items on the bottom of *Table 1* provide additional information related to weekday parking conditions. Dividing the calculated peak demand of 224 spaces by the number of rooms reported to be occupied during the survey date of March 29, 2012 yields a "blended ratio" of 3.39 spaces per occupied room, representing the parking needs for hotel guests, restaurant patrons, meeting/banquet attendees, and employees. ITE's *Parking Generation* manual indicates an 85th percentile parking ratio of 0.75 to 1.08 spaces per occupied room for hotels on weekdays, considerably lower than the calculated blended ratio of 3.39 spaces per occupied room. The ITE hotel parking ratios are more in line with the actual blended ratio of 1.14 spaces, derived by dividing the 75-space actual demand by the 66 occupied guest rooms.

Weekend Conditions

Presuming 100% (full) occupancy of the 147 guest rooms and 50%/70% non-guest use of the restaurant/banquet space, *Table 2* indicates that the calculated maximum or peak demand on a weekend for The Hills Hotel could total 284 spaces at 9:00 PM. Based on the application of the shared parking methodology, this 284-space weekend

peak demand corresponds to a surplus of 22 spaces when compared against the proposed 306-space supply. Parking surpluses would be greater during all other hours of a weekend.

Table 2's columns shaded in blue present the results of actual field study conducted onsite on Saturday, March 31, 2012. Based on the parking counts, the actual peak demand was observed to be 183 spaces at 7:00/8:00 PM. Actual surplus was 123 spaces, based on a comparison of the 183-space demand against the future 306-space supply. The calculated demand of 284 spaces is 101 spaces (or 55%) greater than the actual demand of 183 spaces, showing how conservative the shared parking methodology is, and that there are inherent parking contingencies in its application.

The items on the bottom of *Table 2* provide noteworthy aspects of weekend parking conditions. Dividing the calculated peak demand of 284 spaces by the number of rooms reported to be occupied during the Saturday survey on March 31, 2012 yields a "blended ratio" of 2.76 spaces per occupied room, representing the parking needs for hotel guests, restaurant patrons, meeting/banquet attendees, and employees. ITE's *Parking Generation* manual indicates an 85th percentile parking ratio of 0.72 to 1.54 spaces per occupied room for hotels on Saturdays, considerably lower than the calculated blended ratio of 2.76 spaces per occupied room. The ITE hotel parking ratios are more similar to the actual blended ratio of 1.78 spaces, derived by dividing the 183-space actual demand by the 103 guest rooms occupied on the Saturday survey date.

There were two banquets held on that Saturday, with 234 persons attending. The number of occupants at the events was determined by the hotel's event planners through close coordination with the celebrants (up to the event date itself) to identify an accurate count for banquet meal preparation and seating capacity. By dividing the 234-person attendance by the Saturday peak demand observed of 183 spaces (or vehicles), an Average Vehicle Occupancy (AVO) of 1.28 persons per vehicle was derived. This AVO was used in the more detailed event analyses presented in the following section.

Special Event Parking Needs

Based on event details provided by The Hills Hotel for a six-month period (September 1, 2011 through February 29, 2012), **Tables 3** and **4** were developed to evaluate the parking needs of weekday and weekend events held at the hotel, respectively.

Weekday Special Events

Table 3 provides a breakdown of the weekday event details, including the date, hourly parking demand (in persons) for each event, the peak number of persons, and estimated number of vehicles based on the application of an industry-based AVO of

1.2 for weekday events (fairly consistent with the empirically derived AVO of 1.28 persons per vehicle for Saturday events). The number of vehicles reported on *Table 3* corresponds to the parking demand generated solely by special events (i.e., excludes the parking demand for hotel guests not attending the event).

As *Table 3* indicates, the 85th percentile (a solid “design” basis) number of peak attendees was 72 persons. Dividing the 72 persons by the AVO of 1.2 yields 60 vehicles or spaces. Adding the 12:00 noon/1:00 PM calculated peak (from *Table 1*) of 94 spaces for hotel guests (at 100% or full occupancy of the 147 guest rooms) and 20 spaces for the restaurant (at 50% non-guest) to the 85th percentile value of 60 spaces for special events (from *Table 3*) results in a total parking demand of 174 spaces under weekday conditions. This total demand constitutes a surplus of 132 spaces when compared against the proposed supply of 306 spaces.

To present a worst-case scenario, and a sound basis for estimating when a Parking Management Plan should be implemented on site under weekday conditions, sensitivity analyses were performed.

Working backwards from the prior calculation, the 306-space supply would be exhausted and fully occupied under the following demand conditions on a weekday:

- 100% occupancy of the 147 guest rooms (94 spaces)
- Restaurant/lounge area used by 50% non-guest (20 spaces)
- Weekday special event with an attendance of 230 persons at around the 12:00/1:00 PM peak (192 spaces)

The above conditions can be adjusted to allow for a 10% parking contingency (limiting the allowable demand to 90% of the 306-space supply, or 275 spaces). The resulting conditions under this more conservative scenario on a weekday are as follows:

- 100% occupancy of the 147 guest rooms (94 spaces)
- Restaurant/lounge area used by 50% non-guest (20 spaces)
- Weekday special event with an attendance of 193 persons at around the 12:00/1:00 PM peak (161 spaces)

Weekend (Saturday) Special Events

Table 4 provides a summary of Saturday event details, including the date, hourly parking demand (in persons) for each event, the peak number of persons, and estimated number of vehicles based on the application of the empirically derived AVO of 1.28 persons per vehicle for Saturday events. It should again be noted that, the number of vehicles reported on *Table 4* corresponds to the parking demand generated solely by special events, and excludes the parking demand for hotel guests not attending the event.

As *Table 4* indicates, the 85th percentile (a solid “design” basis) number of peak attendees was 134 persons. Dividing the 171 persons by the AVO of 1.28 yields 134 vehicles or spaces. Adding the 9:00 PM calculated peak (from *Table 2*) of 102 spaces for hotel guests (at 100% or full occupancy of the 147 guest rooms) and 13 spaces for the restaurant (at 50% non-guest) to the 85th percentile value of 134 spaces for special events (from *Table 4*) results in a total parking demand of 249 spaces under Saturday conditions. This total demand constitutes a surplus of 57 spaces when compared against the future supply of 306 spaces.

To present a worst-case scenario, and a sound basis for estimating when a Parking Management Plan should be implemented on site under weekend conditions, sensitivity analyses were performed.

Working backwards from the prior calculation, the 306-space supply would be exhausted and fully occupied under the following demand conditions on a weekend:

- 100% occupancy of the 147 guest rooms (102 spaces)
- Restaurant/lounge area used by 50% non-guest (13 spaces)
- Weekend special event with an attendance of 245 persons at around the 9:00 PM peak (191 spaces)

The above conditions can be adjusted to allow for a 10% parking contingency (limiting the allowable demand to 90% of the 306-space supply, or 275 spaces). The resulting conditions under this more conservative scenario on a weekend are as follows:

- 100% occupancy of the 147 guest rooms (102 spaces)
- Restaurant/lounge area used by 50% non-guest (13 spaces)
- Weekend special event with an attendance of 205 persons at around the 9:00 PM peak (160 spaces)

• • • • •

We appreciate the opportunity to work on this project. If you have any questions regarding this letter, please do not hesitate to call me at (714) 641-1587.

Sincerely,

Linscott, Law & Greenspan, Engineers



Trissa (de Jesus) Allen, P.E.
Senior Transportation Engineer

TABLE 1
WEEKDAY SHARED PARKING DEMAND ANALYSIS

Land Use	Business Hotel	Restaurant /Lounge	Meeting Rms /Banquet	Total Spaces = 336 Shared Parking Demand	Comparison w/ Parking Supply 306 Spaces Surplus (Deficiency)	<i>Actual Parking Demand per LLG Counts (Thurs, 3/29/12)</i>	<i>Actual Parking Surplus Counted</i>
Size	147 Rms	3.915 KSF	8.457 KSF				
Pkg Rate[2]	1 /Rm	10 /KSF	28.57 /KSF				
Gross Spaces	147 Spc.	20 Spc. (50% non-guest)	169 Spc. (70% non-guest)				
Time of Day	Number of Spaces	Number of Spaces	Number of Spaces				
6:00 AM	113	0	0	113	193	--	--
7:00 AM	115	2	0	117	189	65	241
8:00 AM	120	6	51	177	129	75	231
9:00 AM	109	2	101	212	94	62	244
10:00 AM	100	2	101	203	103	61	245
11:00 AM	100	1	101	202	104	64	242
12:00 PM	94	20	110	224	82	68	238
1:00 PM	94	20	110	224	82	66	240
2:00 PM	100	7	110	217	89	--	--
3:00 PM	100	2	110	212	94	--	--
4:00 PM	103	2	110	215	91	47	259
5:00 PM	103	6	110	219	87	45	261
6:00 PM	101	11	85	197	109	50	256
7:00 PM	95	12	42	149	157	52	254
8:00 PM	100	14	0	114	192	64	242
9:00 PM	106	13	0	119	187	--	--
10:00 PM	118	12	0	130	176	--	--
11:00 PM	121	8	0	129	177	--	--
12:00 AM	119	6	0	125	181	--	--

Peak Demand (spaces):	224	-----	75
No. of Rooms Occupied on 3/29/12:	66	-----	66
"Blended" Parking Ratio Derived (spaces per occupied room):	3.39	-----	1.14
No. of Event Attendees on 3/29/12:	--	-----	0
Average Vehicle Occupancy/AVO (persons per vehicle):	--	-----	na

TABLE 2
WEEKEND SHARED PARKING DEMAND ANALYSIS

Land Use	Business Hotel	Restaurant /Lounge	Meeting Rms /Banquet	Total Spaces = Shared Parking Demand	Comparison w/ Parking Supply 306 Spaces Surplus (Deficiency)	Actual Parking Demand per LLG Counts (Sat, 3/31/12)	Actual Parking Surplus Counted
Size Pkg Rate[2]	147 Rms 1 /Rm	3.915 KSF 10 /KSF	8.457 KSF 28.57 /KSF				
Gross Spaces	147 Spc.	20 Spc. (50% non-guest)	169 Spc. (70% non-guest)				
Time of Day	Number of Spaces	Number of Spaces	Number of Spaces				
6:00 AM	102	0	0	102	204	--	--
7:00 AM	102	2	0	104	202	--	--
8:00 AM	104	6	51	161	145	--	--
9:00 AM	93	2	101	196	110	--	--
10:00 AM	85	2	101	188	118	--	--
11:00 AM	85	1	101	187	119	--	--
12:00 PM	80	20	110	210	96	--	--
1:00 PM	80	20	110	210	96	--	--
2:00 PM	85	7	110	202	104	--	--
3:00 PM	85	2	110	197	109	--	--
4:00 PM	88	2	110	200	106	88	218
5:00 PM	90	6	169	265	41	172	134
6:00 PM	92	11	169	272	34	177	129
7:00 PM	92	12	169	273	33	183	123
8:00 PM	97	14	169	280	26	183	123
9:00 PM	102	13	169	284	22	180	126
10:00 PM	110	12	144	266	40	166	140
11:00 PM	115	8	144	267	39	148	158
12:00 AM	112	6	110	228	78	127	179

Peak Demand (spaces):	284	-----	183
No. of Rooms Occupied on 3/31/12:	103	-----	103
"Blended" Parking Ratio Derived (spaces per occupied room):	2.76	-----	1.78
No. of Event Attendees on 3/31/12:	--	-----	234
Average Vehicle Occupancy/AVO (persons per vehicle):	--	-----	1.28

TABLE 3
WEEKDAY EVENT ATTENDANCE

Event	Date	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM (PEAK)	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 AM	Rank	Peak No. of Persons	AVO (persons/veh)	No. of Vehicles
1	12/1/11	55	155	155	215	215	215	215	170	170	170	170	170	10	0	0	0	0	0				
2	12/6/11	200	200	200	200	200	200	200	200	200	200	200	0	0	0	0	0	0	0				
3	1/31/12	0	0	200	200	200	200	200	0	0	0	0	0	0	0	0	0	0	0				
4	12/8/11	70	70	70	130	170	184	184	144	144	144	144	130	70	0	0	0	0	0	95th percentile	184	1.2	153
5	9/22/11	122	122	122	182	182	182	182	182	182	182	122	0	0	0	0	0	0	0				
6	1/9/12	135	155	155	155	155	155	155	155	155	155	155	135	0	0	0	0	0	0				
7	12/13/11	0	0	0	120	148	148	151	151	137	134	120	120	0	0	0	0	0	0				
8	10/24/11	0	60	60	120	120	120	120	120	120	120	120	60	0	0	0	0	0	0				
9	10/27/11	30	30	30	90	90	90	90	60	60	60	60	89	29	29	29	29	0	0				
10	11/3/11	0	12	12	72	72	72	72	72	72	72	72	60	0	0	0	0	0	0	85th percentile	72	1.2	60
11	1/10/12	0	71	71	71	71	71	71	71	71	71	20	20	0	0	0	0	0	0				
12	1/18/12	20	20	70	70	70	70	70	70	70	70	74	54	54	50	50	50	0	0				
13	11/30/11	10	10	10	70	70	70	70	70	70	70	70	70	10	0	0	0	0	0				
14	12/15/11	0	0	0	60	60	65	65	65	65	60	60	60	0	0	0	0	0	0				
15	11/2/11	0	0	4	64	64	64	64	64	64	64	64	60	0	0	0	0	0	0				
16	10/25/11	0	0	0	60	60	60	60	60	60	60	60	100	40	40	40	0	0	0				
17	9/20/11	0	0	0	60	60	60	63	63	63	60	60	60	0	0	0	0	0	0				
18	9/19/11	0	0	0	60	60	60	60	60	60	60	60	60	0	0	0	0	0	0				
19	10/26/11	0	0	0	60	60	60	60	60	60	60	60	60	0	0	0	0	0	0				
20	10/31/11	0	0	0	60	60	60	60	60	60	60	60	60	0	0	0	0	0	0				
21	11/1/11	0	0	0	60	60	60	60	60	60	60	60	60	0	0	0	0	0	0				
22	11/28/11	0	0	0	60	60	60	60	60	60	60	60	60	0	0	0	0	0	0				
23	11/29/11	0	0	0	60	60	60	60	60	60	60	60	60	0	0	0	0	0	0				
24	12/5/11	0	0	0	60	60	60	60	60	60	60	60	60	0	0	0	0	0	0				
25	12/7/11	0	0	0	60	60	60	60	60	60	60	60	60	0	0	0	0	0	0				
26	12/12/11	0	0	0	60	60	60	60	60	60	60	60	60	0	0	0	0	0	0				
27	11/17/11	50	50	50	50	50	50	50	50	50	50	50	170	170	120	120	0	0	0				
28	9/13/11	50	50	50	50	50	50	50	50	50	50	50	50	50	0	0	0	0	0				
29	10/11/11	50	50	50	50	50	50	50	50	50	50	50	50	50	0	0	0	0	0				
30	2/28/12	0	0	30	30	30	30	30	30	30	30	30	40	40	40	40	30	0	0				
31	2/7/12	5	5	5	30	30	30	30	30	30	30	34	34	34	30	30	30	5	5				
32	1/19/12	0	0	0	25	25	25	25	25	25	25	27	27	27	27	25	25	0	0	Average	25	1.2	21
33	10/17/11	0	24	24	24	24	24	28	28	28	24	24	0	0	0	0	0	0	0				
34	10/18/11	0	24	24	24	24	24	24	24	24	24	24	0	0	0	0	0	0	0				
35	1/26/12	0	0	0	0	0	20	20	20	20	0	60	60	60	60	60	0	0	0				
36	1/12/12	0	20	20	20	20	20	20	20	20	20	55	35	35	35	0	0	0	0				
37	1/11/12	0	20	20	20	20	20	20	20	20	20	20	20	0	0	0	0	0	0				
38	1/16/12	0	18	18	18	18	18	18	18	18	18	0	0	0	0	0	0	0	0				
39	1/17/12	0	18	18	18	18	18	18	18	18	18	0	0	0	0	0	0	0	0				
40	1/25/12	0	0	0	0	7	11	11	11	7	0	0	0	0	0	0	0	0	0				
41	9/7/11	0	0	0	10	10	10	0	0	0	0	50	50	50	50	50	50	0	0				
42	12/26/11	0	0	10	10	10	10	0	0	0	0	0	0	0	0	0	0	0	0				
43	11/8/11	0	0	7	7	7	7	7	7	7	7	7	0	0	0	0	0	0	0				
44	2/16/12	0	0	0	0	0	7	7	7	7	7	7	0	0	0	0	0	0	0				
45	2/2/12	5	5	5	5	5	5	5	5	5	5	9	9	9	5	5	5	5	5				
46	2/1/12	5	5	5	5	5	5	5	5	5	5	8	8	8	5	5	5	5	5				
47	2/6/12	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5				
48	1/2/12	0	0	0	0	0	4	4	4	0	0	0	0	0	0	0	0	0	0				
49	12/21/11	0	0	0	0	0	3	3	0	0	0	0	0	0	0	0	0	0	0				
50	10/5/11	0	0	0	0	2	2	2	0	0	4	4	4	4	0	0	0	0	0				
51	12/14/11	0	0	0	0	2	2	2	0	0	0	0	0	0	0	0	0	0	0				
52	1/5/12	0	0	0	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0				
53	11/10/11	0	0	0	0	0	0	0	0	0	0	0	0	90	90	0	0	0	0				
54	10/20/11	0	0	0	0	0	0	0	0	0	0	50	50	50	50	50	50	0	0				
55	11/16/11	0	0	0	0	0	0	0	0	0	0	0	0	30	30	30	0	0	0				
56	9/28/11	0	0	0	0	0	0	0	0	0	0	20	20	0	0	0	0	0	0				
57	11/23/11	0	0	0	0	0	0	0	0	0	0	6	6	6	0	0	0	0	0				
58	9/27/11	0	0	0	0	0	0	0	0	0	0	4	4	4	0	0	0	0	0				
59	10/19/11	0	0	0	0	0	0	4	4	4	0	0	0	0	0	0	0	0	0				
60	2/8/12	0	0	0	0	0	0	0	0	0	0	4	4	4	0	0	0	0	0				
61	2/15/12	0	0	0	0	0	0	0	0	0	0	4	4	4	4	0	0	0	0				
62	9/1/11	0	0	0	0	0	0	0	0	0	0	3	3	3	0	0	0	0	0				
63	2/23/12	0	0	0	0	0	0	0	0	3	3	3	3	3	3	0	0	0	0				
64	12/28/11	0	0	0	0	0	0	2	2	2	0	0	0	0	0	0	0	0	0				
65	2/29/12	0	0	0	0	0	0	0	0	0	0	2	2	2	0	0	0	0	0				

TABLE 4
WEEKEND EVENT ATTENDANCE

Event	Date	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM (PEAK)	7:00 PM	8:00 PM	9:00 PM	10:00 PM	11:00 PM	12:00 AM	Rank	Peak No. of Persons	AVO (persons/veh)	No. of Vehicles
1	1/20/12	0	40	40	40	40	40	40	40	270	270	270	284	284	284	284	280	230	230	95th percentile	220	1.28	172
2	11/5/11	0	0	0	60	60	60	60	60	60	60	160	248	188	188	188	188	100	100				
3	1/29/12	0	0	0	0	0	0	0	20	20	20	20	220	200	200	200	0	0	0				
4	10/29/11	0	20	20	80	80	80	228	228	228	228	228	208	148	148	148	0	0	0				
5	10/1/11	0	0	0	0	0	0	0	0	0	0	0	200	200	200	200	200	200	200				
6	10/21/11	0	0	0	0	0	0	0	0	0	0	0	186	186	171	171	171	171	171	85th percentile	171	1.28	134
7	11/4/11	0	0	0	60	60	60	60	60	60	60	186	186	126	126	126	126	126	126				
8	10/23/11	0	0	0	0	0	0	0	0	0	0	0	185	185	185	185	185	185	185				
9	2/4/12	5	5	15	15	15	171	171	171	171	171	171	171	161	161	161	161	161	161				
10	9/24/11	0	0	0	60	60	60	60	60	60	60	169	169	169	169	169	169	169	169	Average	85	1.28	66
11	2/19/12	0	0	0	0	0	0	0	0	0	0	0	156	156	156	156	156	156	156				
12	9/10/11	0	0	0	0	0	0	0	0	0	0	146	146	146	146	146	146	146	146				
13	11/26/11	0	0	0	0	0	0	0	0	0	0	0	145	145	145	145	145	145	145				
14	11/6/11	0	50	50	50	50	50	50	50	0	0	130	130	130	130	130	130	130	0				
15	12/18/11	0	0	0	0	0	0	0	20	20	20	129	129	109	109	109	109	0	0				
16	9/30/11	0	0	0	0	0	0	0	0	0	0	0	128	128	128	128	128	128	128				
17	11/11/11	0	0	0	0	0	0	0	0	0	128	128	128	98	98	98	98	98	98				
18	11/25/11	0	0	0	0	0	0	6	6	6	0	0	128	128	128	128	128	128	128				
19	11/12/11	0	0	0	13	13	13	13	13	0	0	0	121	121	121	121	121	121	121				
20	12/3/11	0	0	0	60	60	60	60	60	60	60	60	120	60	60	60	60	0	0				
21	2/25/12	0	0	0	0	0	0	120	120	120	120	120	120	0	0	0	0	0	0				
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23	10/8/11	0	174	174	174	174	174	174	174	284	284	284	110	110	110	110	110	0	0				
24	10/22/11	0	0	0	0	0	0	0	15	125	125	125	110	110	110	110	110	0	0				
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29	11/19/11	0	0	120	120	120	187	187	67	67	67	0	100	100	100	100	100	100	100				
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37	9/23/11	200	200	200	260	260	260	260	260	260	260	262	62	2	0	0	0	0	0				
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39	1/13/12	60	60	60	60	60	60	60	60	60	60	60	60	60	0	0	0	0	0				
40	10/2/11	0	0	0	0	0	0	0	0	55	55	55	55	55	55	0	0	0	0				
41	1/1/12	0	0	0	0	0	0	0	0	55	55	55	55	55	55	0	0	0	0				
42	2/24/12	0	0	0	0	0	0	0	0	0	0	0	55	55	55	55	55	0	0				
43	2/17/12	0	0	50	50	50	50	50	50	50	50	50	54	54	54	0	0	0	0				
44	2/10/12	50	50	50	50	50	50	50	50	50	50	50	50	50	0	0	0	0	0				
45	9/25/11	0	0	0	0	0	50	50	70	70	70	70	20	0	0	0	0	0	0				
46	10/30/11	0	0	0	0	0	0	0	20	20	20	20	20	0	0	0	0	0	0				
47	11/20/11	0	0	0	0	0	0	0	20	20	20	20	20	0	0	0	0	0	0				
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55	11/18/11	0	0	0	0	0	0	0	0	0	0	0	0	100	100	100	100	100	100				
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58	12/23/11	0	0	0	0	0	20	20	20	20	0	0	0	0	0	0	0	0	0				
59	1/6/12	0	0	0	0	0	0	0	0	0	0	0	0	108	108	108	108	108	108				
60	1/8/12	0	115	115	115	115	115	115	115	115	0	0	0	0	0	0	0	0	0				
61	1/14/12	0	0	0	0	0	160	160	160	160	160	0	0	0	0	0	0	0	0				
62	1/22/12	0	0	0	0	0	4	4	4	0	0	0	0	0	0	0	0	0	0				

CUP/CP/PUP/SDP-01-12-2174
Attachment #4



THE HILLS HOTEL

NEW SWIMMING POOL, SPA AND FITNESS CENTER

AT

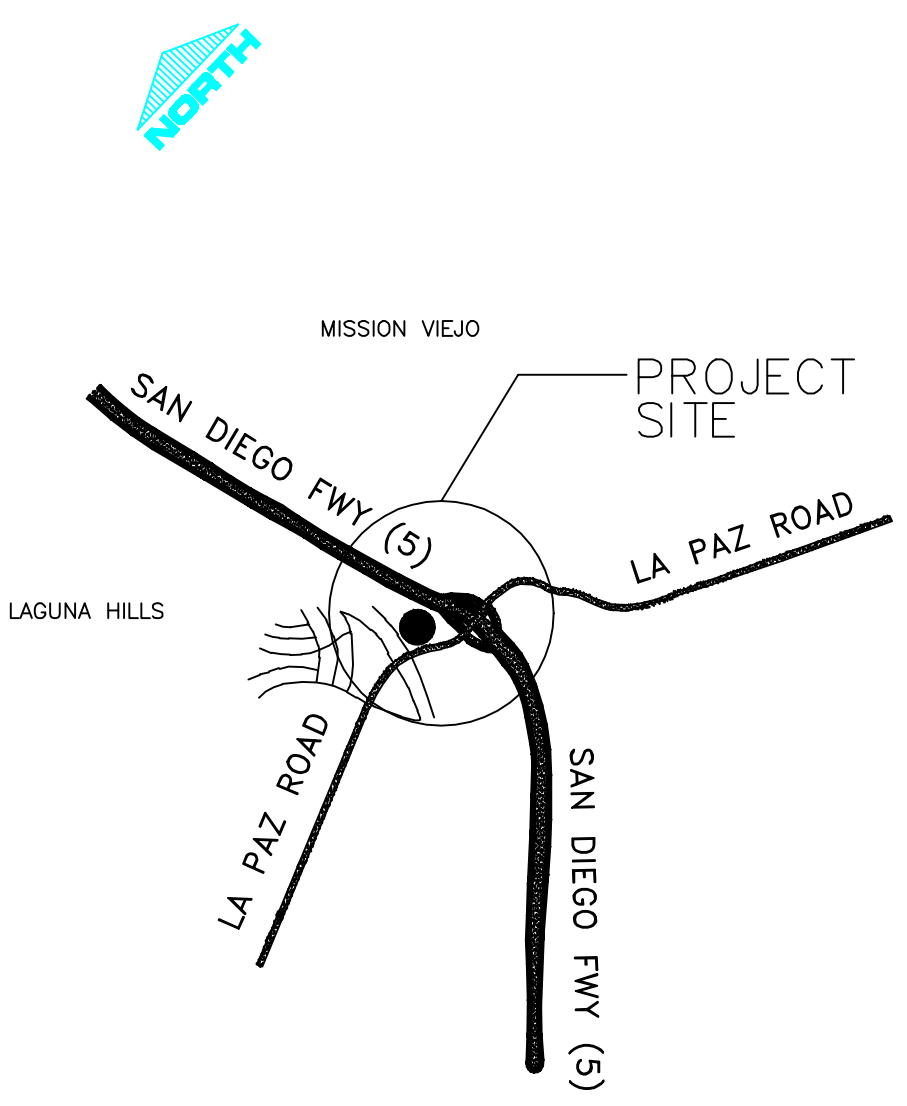
25205 LA PAZ ROAD

LAGUNA HILLS, CALIFORNIA 92653

TEL: (949) 586-5000 FAX: (949) 581-7410

SHEET INDEX

SHT. NO.	SHEET TITLE
C-0.0	COVER SHEET / PROJECT DATA / APPLICABLE CODES/INDEX OF DRAW'GS.
C-1.0	EXISTING SITE PLAN
C-1.1	PROPOSED SITE PLAN
C-1.2	PARTIAL ENLARGE PROPOSED SITE PLAN
A-1.0	FITNESS CENTER, NEW POOL REST ROOMS AND POOL EQUIPMENT ROOM FLOOR PLAN
A-1.1	FITNESS CENTER, AND POOL EQUIPMENT ROOM EXTERIOR ELEVATIONS
A-1.2	OUTSIDE DECK FLOOR PLAN & ELEVATION
L-2.0	PLANTING PLAN

GENERAL NOTES	APPLICABLE CODES	BUILDING & SITE DATA	PROJECT INFO.	VICINITY MAP		
1. PATH OF TRAVEL AS INDICATED (—————) IS A BARRIER FREE ACCESS WITHOUT ANY ABRUPT VERTICAL CHANGES EXCEEDING 1/2" W/ 5% MAX. SLOPE, EXCEPT THAT LEVEL CHANGES DO NOT EXCEED 1/4" VERTICAL. MAXIMUM CROSS-SLOPE 2% TYPICAL. MINIMUM THE ARCHITECT SHALL VERIFY THAT ALL BARRIERS ON THE INDICATED PATH OF TRAVEL HAVE BEEN REMOVED. 2. AT LEAST ONE ACCESSIBLE ROUTE WITHIN THE BOUNDARY OF THE SITE SHALL BE PROVIDED FROM PUBLIC WAY, ACCESSIBLE PARKING, AND ACCESSIBLE RESTROOMS, TO THE ACCESSIBLE BUILDING ENTRANCE. THEY SERVE AND ALL PORTIONS OF THE ACCESSIBLE OR ADAPTABLE BUILDING PER SECTION 111B.1.2 AND SECTIONS 1133B.7.1-1133B.7.6. 3. ALL WORK SHALL CONFORM TO TITLE 24, CALIFORNIA CODE OF REGULATIONS (CCR) 4. CHANGES TO THE APPROVED DRAWINGS & SPECIFICATIONS SHALL BE MADE BY AN ADDENDA OR A CHANGE ORDER. 5. CONTRACTOR IS RESPONSIBLE TO VERIFY ALL SITE CONDITIONS, DIMENSIONS & EXAMINE THE CONSTRUCTION DOCUMENTS. ALSO SHALL VERIFY TYPE, LOCATION, SIZE AND DEPTHS OF EXISTING UNDERGROUND FACILITIES INCLUDING BUT NOT LIMITED TO WATER, SEWER MAINS, STORM DRAINS, NATURAL GAS AND ELECTRICAL. ABSENCE OF THESE FACILITIES FROM THIS PLAN SHALL NOT RELIEVES THE CONTRACTOR OF RESPONSIBILITY FOR THEIR PROTECTION OR DISSOLUTION DURING CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE ARCHITECT / ENGINEER OF ANY DISCREPANCIES WITH THIS PLAN BEFORE CONDUCTING ANY WORK IN WRITING OF ANY MISSING INFORMATION OR DISCREPANCIES BETWEEN THE SITE CONDITIONS AND THE DRAWINGS OTHERWISE THE CONTRACTOR SHALL SOLELY BEAR ALL ASSOCIATED COST ARISING FROM ABOVE MENTIONED ITEMS.	<u>DESIGN & CONSTRUCTION DOCUMENTS CODE :</u> 2010 CALIFORNIA ADMINISTRATIVE CODE (CAC) (CAC) (PART 1, TITLE 24, CCR) 2010 CALIFORNIA BUILDING CODE (CBC) (PART 3, TITLE 24, CCR) (2009 EDITION INTERNATIONAL BUILDING CODE WITH 2010 CALIFORNIA AMENDMENTS) 2010 CALIFORNIA ELECTRICAL CODE (PART 3, TITLE 24 , CCR) (2008 EDITION NATIONAL ELECTRICAL CODE WITH 2010 CALIFORNIA AMENDMENTS) 2010 CALIFORNIA MECHANICAL CODE (CMC) (PART 4, TITLE 24, CCR) (2009 EDITION IAPMO UNIFORM MECHANICAL CODE WITH 2010 CALIFORNIA AMENDMENTS) 2010 CALIFORNIA PLUMBING CODE (CPC) (PART 5, TITLE 24, CCR) (2009 EDITION IAPMO UNIFORM PLUMBING CODE WITH 2010 CALIFORNIA AMENDMENTS) 2010 CALIFORNIA ENERGY CODE (PART 6, TITLE 24 , CCR) (2008 EDITION CALIFORNIA ENERGY COMMISSION BUILDING ENERGY EFFICIENCY STANDARD) 2007 CALIFORNIA FIRE CODE (CFC) (PART 9, TITLE 24, CCR) (2009 EDITION OF INTERNATIONAL FIRE CODE WITH 2010 CALIFORNIA AMENDMENTS) 2010 CALIFORNIA GREEN CODE (PART 11, TITLE 24 , CCR) 2010 CALIFORNIA REFERENCED STANDARDS CODE (PART 12, TITLE 24 , CCR) NFPA 13 -2010 NFPA 72 -2010 REFERENCE CODE SECTIONS FOR APPLICABLE STANDARDS 2010 CBC, CHAPTER 35 2010 CBC, CHAPTER 45	<u>SITE LEGAL DESCRIPTION :</u> APN NO. : 620-181-08 LOT # 6 P BK. 51 PG. 38 PAR. 2 <u>SITE AREA :</u> LOT ACRES : 5.80 LOT AREA : 252,684 SQ. FT. <u>EXISTING BUILDING AREA :</u> BUILDING SQ. FT. : 102,241 SQ. FT. <u>EXISTING BUILDING STORIES :</u> ONE, TWO, THREE AND FOUR STORIES <u>EXISTING OCCUPANCY GROUP:</u> R / B <u>EXISTING CONSTRUCTION TYPE :</u> II <u>PROPOSED BUILDING AREA :</u> PROPOSED FITNESS CENTER BUILDING = 880 SQ. FT. PROPOSED POOL EQUIPMENT ROOM = 172 SQ. FT. TOTAL PROPOSED BUILDING AREA = 1,052 SQ. FT. <u>PROPOSED BUILDING STORY :</u> FITNESS CENTER BUILDING ONE STORY W/ 16'-0" HEIGHT POOL EQUIPMENT ROOM ONE STORY W/ 11'-0" HEIGHT <u>PROPOSED OCCUPANCY GROUP:</u> B <u>PROPOSED CONSTRUCTION TYPE :</u> II	<u>OWNER / APPLICANT :</u> LEES LAGUNA HILL RESORT 25205 LA PAZ ROAD LAGUNA HILLS, CA 92653 PHONE: (949) 586-5000 <u>ARCHITECT :</u> KEN AGHAROKH AND ASSOCIATES 25471 WAGON WHEEL CIRCLE LAGUNA HILLS, CA 92653 PHONE: (949) 916-6220 FAX : (949) 916-2729 <u>STRUCTURAL :</u> EXL STRUCTURAL ENGINEERS, INC. 4091 RIVERSIDE DRIVE, # 114 CHINO, CA 91710 PHONE: (909) 613-0234 FAX : (909) 613-0238 <u>MECHANICAL :</u> LSA MECHANICAL CONSULTING ENGINEERS 83 WINDSWEEP WAY MISSION VIEJO, CA 92692 PHONE: (949) 830-4748 FAX : (949) 916-2729 <u>ELECTRICAL :</u> CBI NOOR, INC. 1618 OHMS WAY COSTA MESA, CA 92627 PHONE: (949) 631-8777 FAX : (949) 631-7026 <u>LANDSCAPE :</u> STUDIO FIVE 410 GODDARD IRVINE, CA 92618 PHONE: (949) 450-0056 FAX : (949) 450-0051		DESCRIPTION OF PROPOSED WORK 1) REMOVAL OF OUTDATED EXISTING SWIMMING POOL AND CREATING NEW ENTERTAINMENT DECK DANCE FLOOR AND SITTING AREAS TO BETTER ENTERTAIN OUR GUSTS. 2) CONSTRUCTION OF A NEW SWIMMING POOL & SPA WHICH WOULD COMPLY WITH NEW ADA REQUIREMENTS FOR THE POOL & SPA WITH NEW LANDSCAPING AND SITTING AREA FOR OUR GUSTS ENJOYMENT. 3) CONSTRUCTION OF A NEW 20'-0" X 44'-0" SINGLE STORY 16'-0" HEIGHT FITNESS CENTER WITH UP TO DATE FITNESS EQUIPMENTS FOR OUR GUSTS USAGE	PROJECT NO. A-101-2013 DATE: APRIL / 15 / 2013 SHEET C-0.0

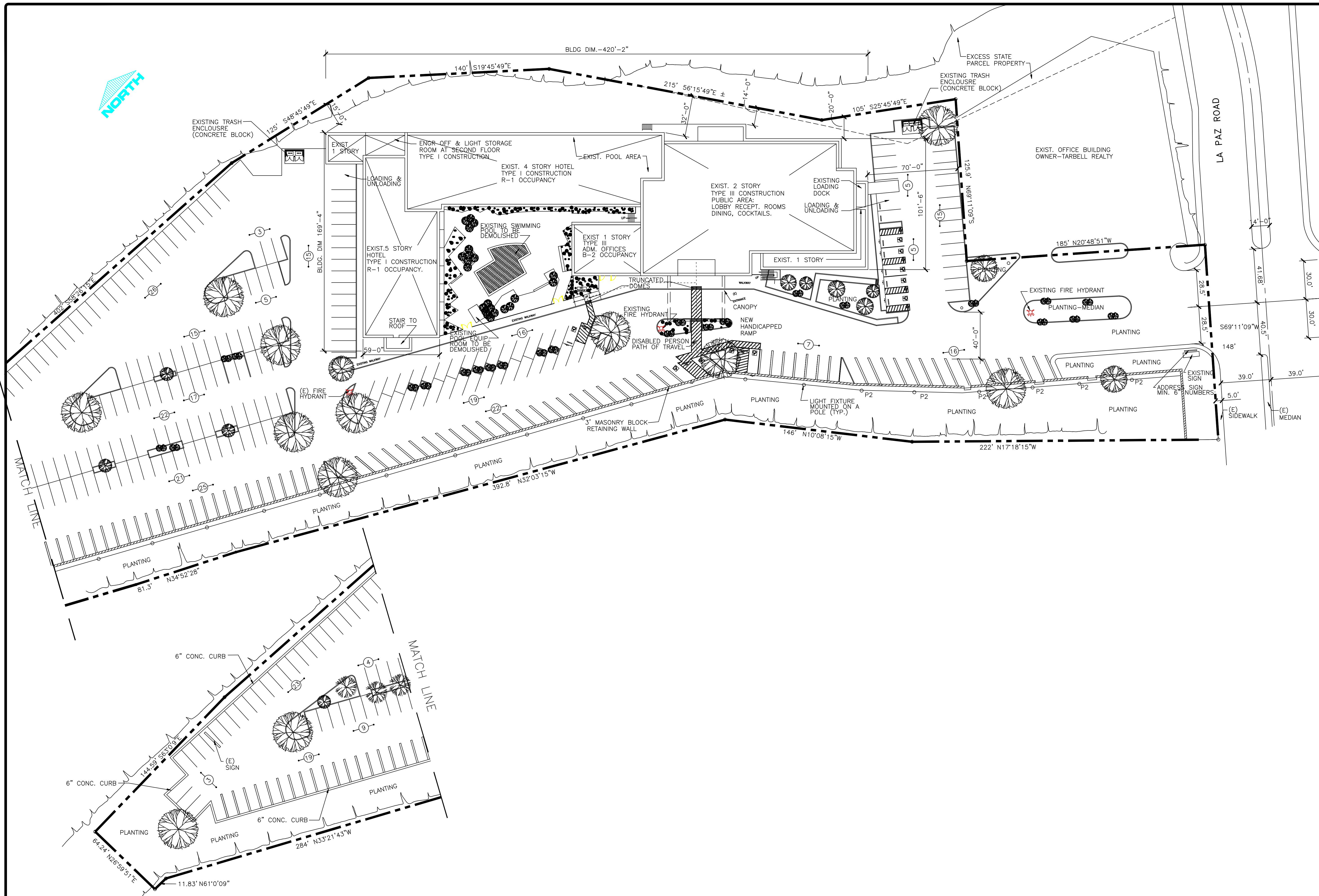
CONSULTANT:



KEN AGHAROKH & ASSOCIATES

25471 WAGON WHEEL CIRCLE LAGUNA HILLS, CALIFORNIA 92653
PHONE: (949) 916-6220 FAX: (949) 916-2728
EMAIL ADDRESS: KAANDA@AOL.COM





EXISTING SITE PLAN

SCALE: 1/32" = 1'-0"

THE HILLS HOTEL
SWIMMING POOL & FITNESS CENTER FACILITY
EXPANSION
25205 LA PAZ ROAD
LAGUNA HILLS, CALIFORNIA 92653

EXISTING SITE PLAN

DATE 04 / 15 / 2013
SCALE 1"=32'-0"
DRAWN BY K.A.
CHECKED BY K. A.

PROJECT NO.
A-101-2013

SHEET NO.
C-1.0

ARCHITECTS / PLANNERS

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E-MAIL: KAGHAROKH@AIA.ORG

PHONE: (949) 916-6220
E-MAIL: KAANDA@AOL.COM

NO.	DATE	BY	REVISION
REVISIONS			

NO.	DATE	BT	DESCRIPTION
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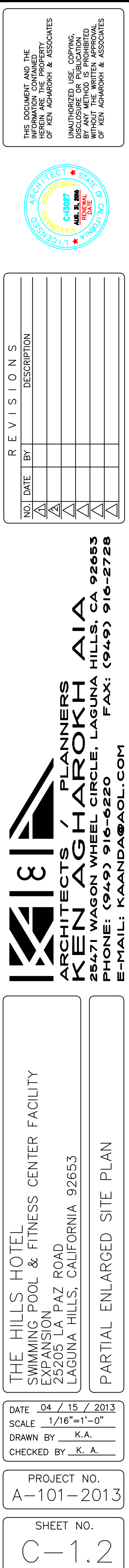
17"

22"

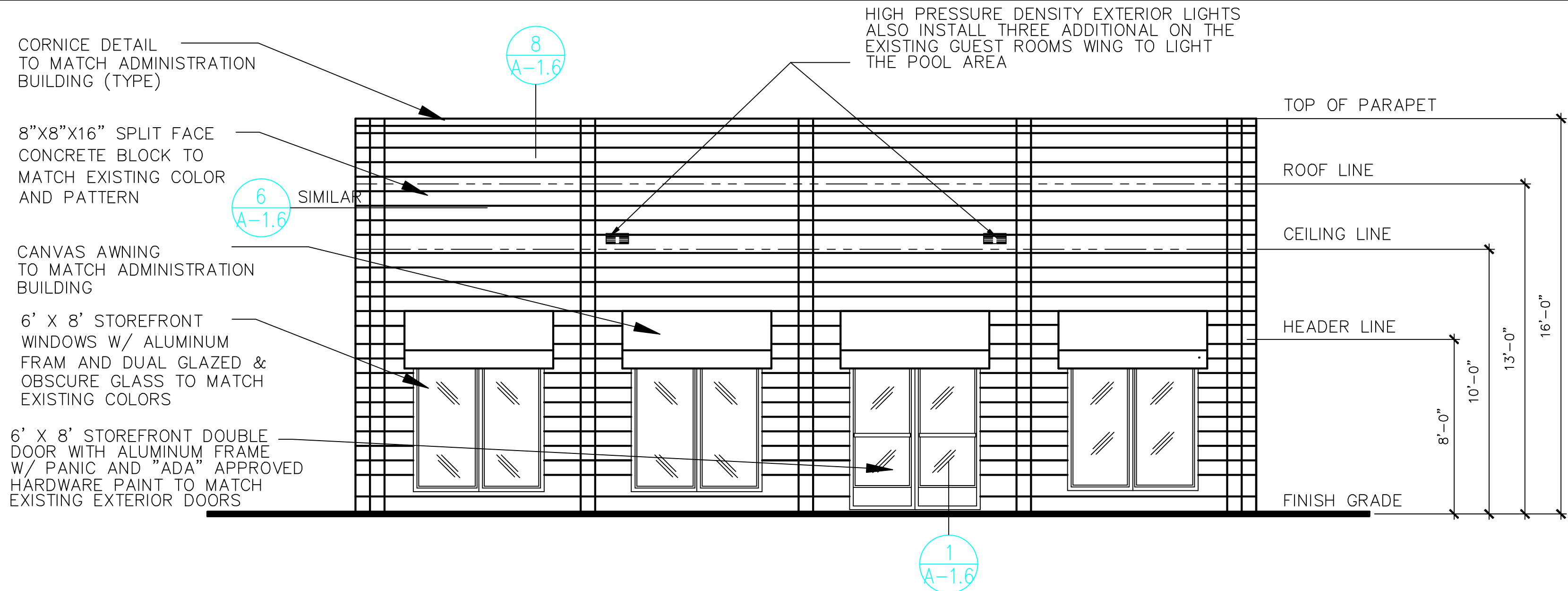
6'-8"

AT ALL OFF STREET ENTRANCES A SIGN 17"x22" MIN. WITH LETTERING 1" HIGH STATING :
 " UNAUTHORIZED VEHICLES PARKED IN DESIGNATED ACCESSIBLE SPACES NOT DISPLAYING DISTINGUISHING PLACARDS OR SPECIAL LICENSE PLATES ISSUED FOR PERSONS WITH DISABILITIES WILL BE TOWED AWAY AT OWNERS EXPENSE. TOWED VEHICLES MAY BE RECLAIMED AT (ADDRESS) OR TELEPHONING (NUMBER)

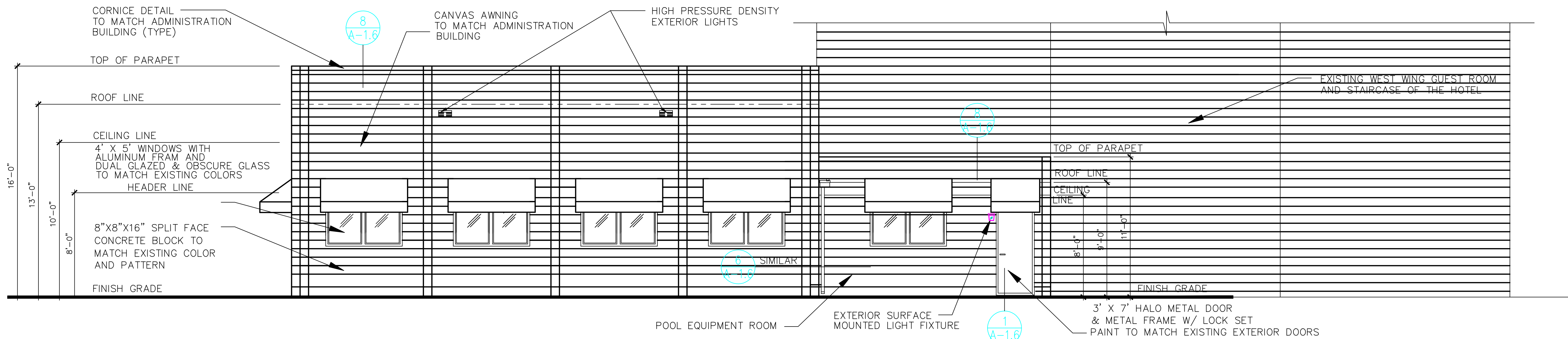
SHEET NO.
C-1.1



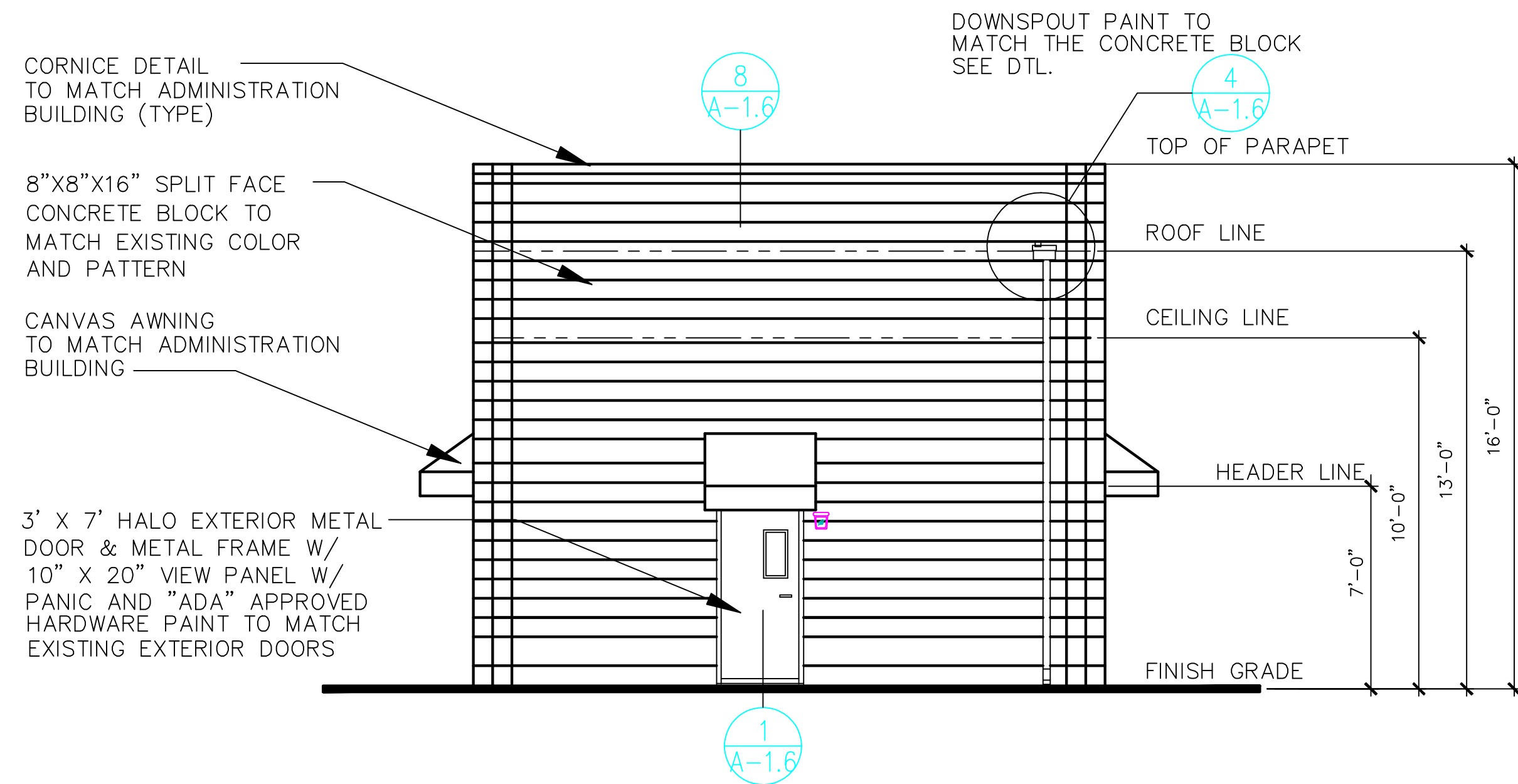
SCALE: 1/16" = 1'-0"



(1) FRONT ELEVATION



(2) BACK ELEVATION



(3) SIDE ELEVATIONS

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REVISIONS	
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K|A|A
ARCHITECTS / PLANNERS
KEN AGHAROKH AIA
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THE HILLS HOTEL
SWIMMING POOL & FITNESS CENTER FACILITY
EXPANSION
25205 LA PAZ ROAD
LAGUNA HILLS, CALIFORNIA 92653
FITNESS CENTER & POOL EQUIPMENT ROOM
EXTERIOR ELEVATIONS

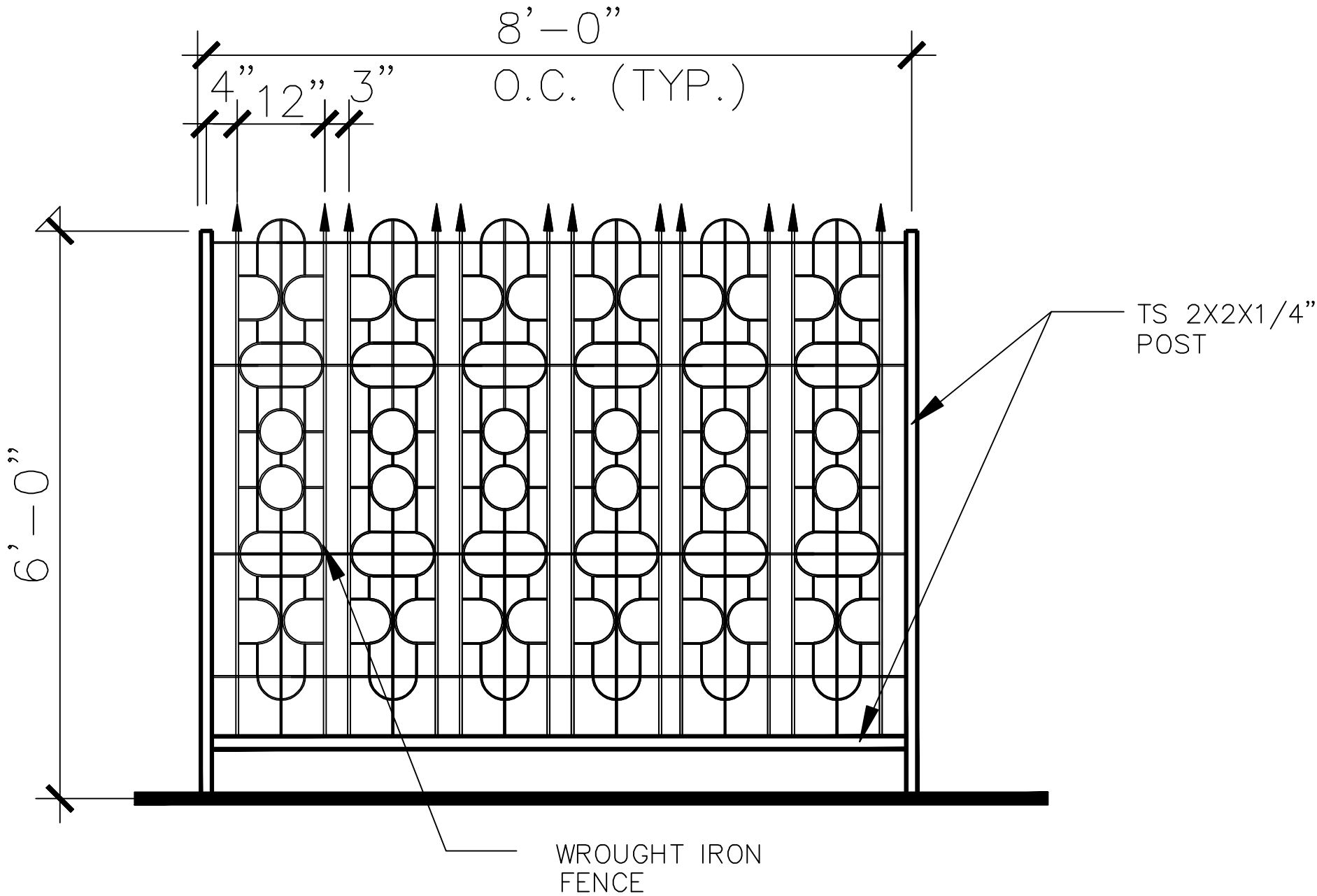
DATE 04 / 15 / 2013
SCALE 1/4" = 1'-0"
DRAWN BY K.A.
CHECKED BY K. A.

PROJECT NO.
A-101-2013

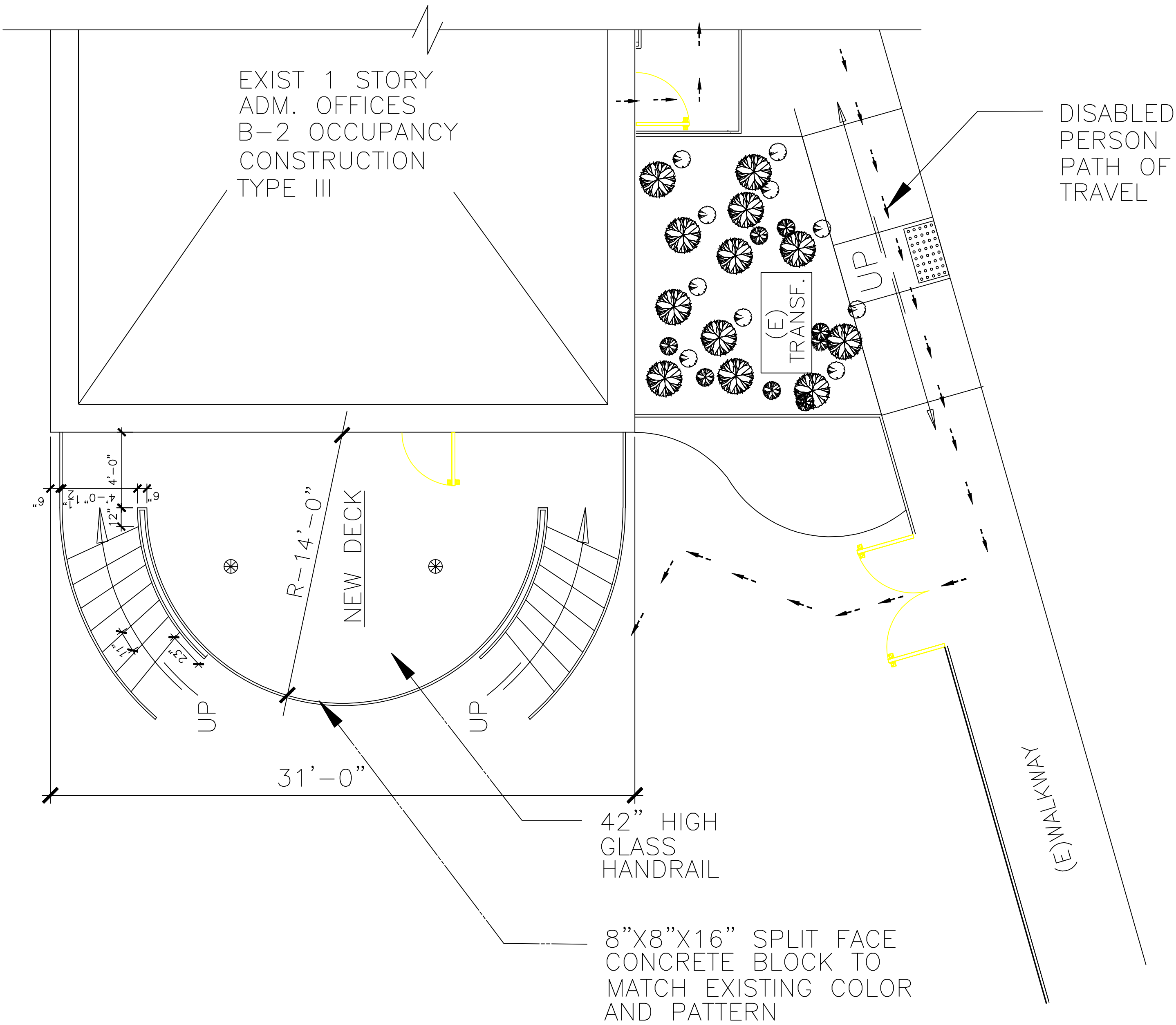
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A-1.3



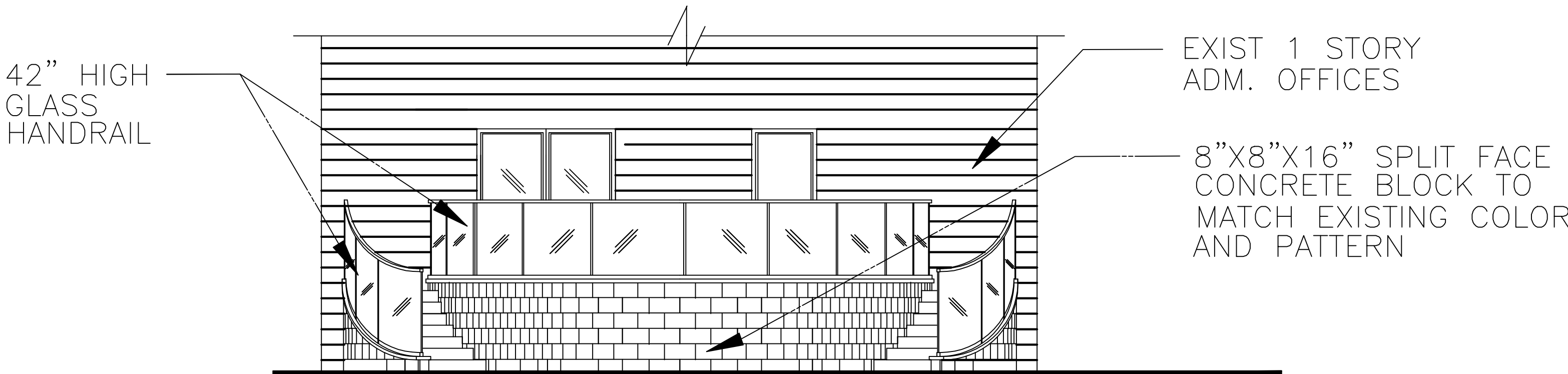
SITTING AREA FURNITURE



FENCE ELEVATION



OUTSIDE DECK FLOOR PLAN



OUTSIDE DECK ELEVATION

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REVISIONS		DESCRIPTION
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K|A|3|I ARCHITECTS / PLANNERS
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E-MAIL: KAANDAA@AOL.COM

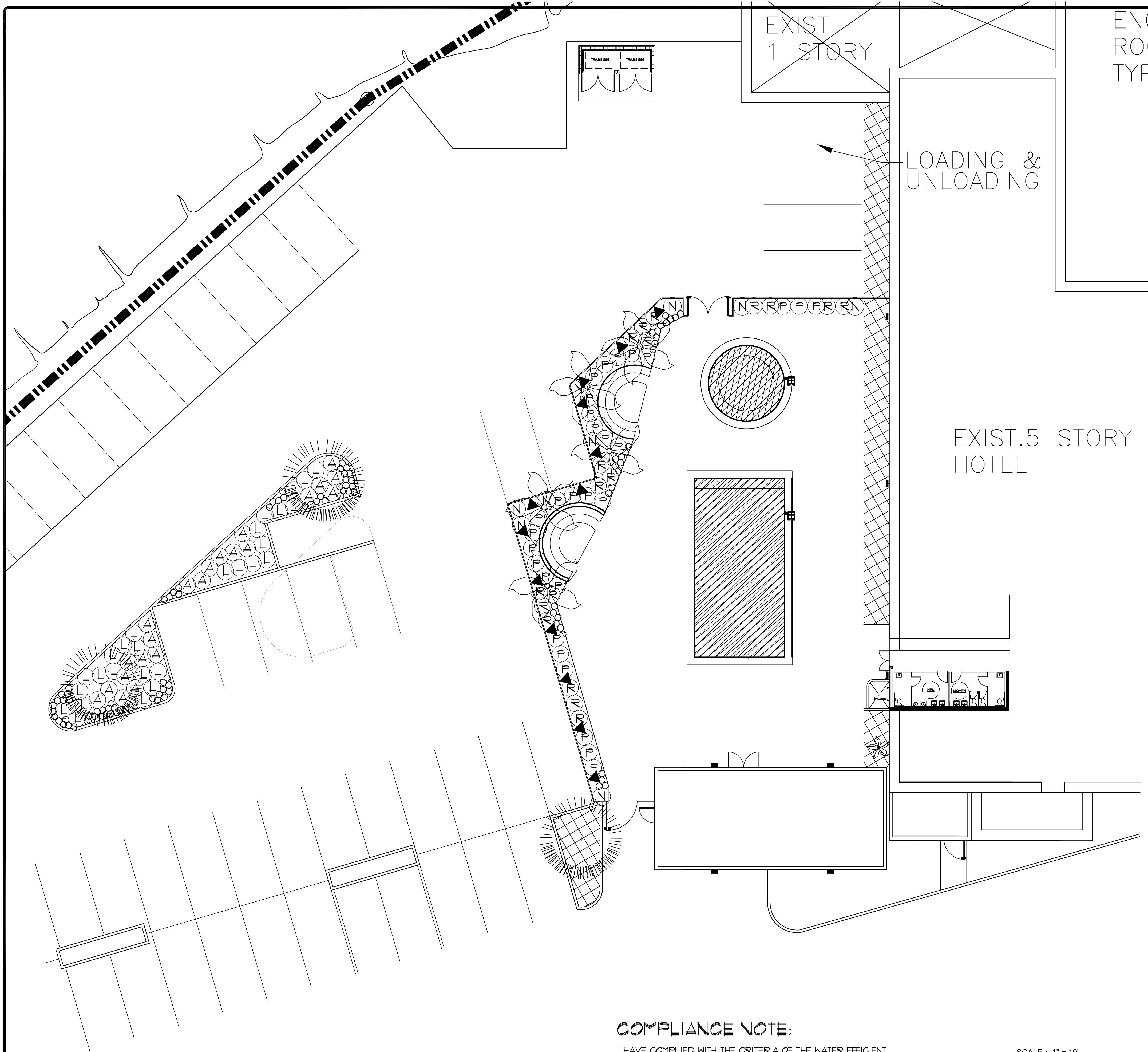
THE HILLS HOTEL
SWIMMING POOL & FITNESS CENTER FACILITY
EXPANSION
25205 LA PAZ ROAD
LAGUNA HILLS, CALIFORNIA 92653

DATE 04 / 15 / 2013
SCALE AS SHOWN
DRAWN BY K.A.
CHECKED BY K.A.

PROJECT NO.
A-101-2013

SHEET NO.
A-1.2

OUTSIDE DECK FLOOR PLAN & ELEVATION



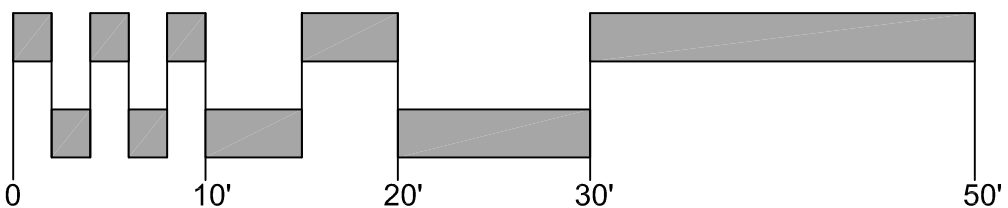
COMPLIANCE NOTE:

I HAVE COMPLIED WITH THE CRITERIA OF THE WATER EFFICIENT LANDSCAPE REGULATIONS AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN.

INSTALL ALL PLANT MATERIALS IN COMPLIANCE WITH THE CITY OF LAGUNA HILLS STANDARD UNIFORM BUILDING CODE.



SCALE: 1" = 10'



PLANTING PLAN

ENC
RO
TYF

PLANT LEGEND

SYMBOL	ABBREV	BOTANICAL / COMMON NAME	QUANTITY	SIZE	REMARKS	WATER USE FACTOR
	PN CAN	EXISTING TREES PINUS CANARIENSIS / CANARY ISLAND PINE	3	EXISTING	PROTECT IN PLACE	--
	PHO ROE	NEW TREES (TREE PER MUCOLS REGION 3) PHOENIX ROEBELNI / PYGMY DATE PALM (STANDARD - MINIMUM B.T.H. 3' IN HEIGHT)	1	15 GALLON	SEE DETAIL 'M', SHEET L-3.0	PLANT FACTOR 0.3
	SYA ROM	SYAGRUS ROMANOFFIANUM / QUEEN PALM	5	15' B.T.H.		
	ABE EG	SHRUBS (SHRUB PER MUCOLS REGION 3) ABELIA EDWARD GOUCHER / PINK ABELIA	22	5 GALLON	SEE DETAIL 'N', SHEET L-3.0	PLANT FACTOR 0.3
	HEM HYB	HEMEROCALLIS HYBRIDS / HYBRID EVERGREEN YELLOW DAY LILY	1000	5 GALLON		
	LIG TEX	LIGUSTRUM JAAPONICUM 'TEXANUM' / MAX-LEAF PRIVET	21	5 GALLON		
	NAN DOM	NANDINA DOMESTICA / HEAVENLY BAMBOO	9	5 GALLON		
	PHO HYB	PHORNIUM HYBRID 'SUNOWNER' / NEW ZEALAND FLAX	29	5 GALLON		
	RHA IND	RHAPHIOLEPIS INDICA 'PINK LADY' / PINK INDIAN HANTHORN	18	5 GALLON		
	DIB RIV	VINES DISTICTIS 'RIVERS' / ROYAL TRUMPET VINE REMOVE FROM STAKE & SECURE TO COLUMN (VINE PER MUCOLS REGION 3)	13	5 GALLON	0', SHIT. L-3	PLANT FACTOR 0.3
	PLANTING	GROUND COVER EXISTING TO REMAIN (TYPICAL - PROTECT IN PLACE)	--	--	--	--
	MULCH	3" THICK LAYER OF SHREDDED CEDAR MULCH (TYPICAL THROUGHOUT SHRUB PLANTING AREAS)	--	--	--	--

NOTE: PLANT COUNT IS FOR CONTRACTOR CONVENIENCE ONLY AND MUST BE VERIFIED WHILE PREPARING INSTALLATION PROPOSAL. ANY DISCREPANCIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE LANDSCAPE ARCHITECT.

PLANTING NOTES

THE LANDSCAPE CONTRACTOR SHALL INSTALL ALL PLANT MATERIAL IN ACCORDANCE WITH THE PLANS AND DETAILS.

PRIOR TO SOIL PREPARATION, CONTRACTOR SHALL HIRE A LICENSED SOIL LABORATORY TO ANALYZE THE SITE SOIL IN PLANTING AREAS TO DETERMINE THE AGRICULTURAL SUITABILITY AND FERTILITY. THE LAB SHALL SUBMIT A WRITTEN REPORT OF THEIR FINDINGS WITH ANY RECOMMENDATIONS FOR THE AMENDING OF THE SOIL TO THE OWNER AND THE LANDSCAPE ARCHITECT TO BE IMPLEMENTED BY THE CONTRACTOR IN ADDITION TO THE ORIGINAL SOIL PREP MIX.

SOIL PREPARATION AMENDMENTS (PER 1000 SQUARE FEET):
4 CUBIC YARDS OF NITROGEN STABILIZED & MINERALIZED ORGANIC AMENDMENTS (REDWOOD, FIR OR CEDAR SHAVINGS)
50 POUNDS AGRICULTURAL GYPSUM
150 POUNDS GRO-POWER PLUS

THE REQUIRED SITE SPECIFIC SOILS REPORT AND ITS RECOMMENDATIONS WILL DICTATE THE FINAL SOIL PREPARATION REQUIREMENTS.

CULTIVATE (ROTOTIL) PLANTING AREAS TO A DEPTH OF SIX (6) INCHES WITH THE REQUIRED SOIL PREPARATION AMENDMENTS, MIX THOROUGHLY AND ALLOW TO SETTLE. REPEAT THIS PROCEDURE UNTIL SOIL IS STABLE ENOUGH TO HOLD A UNIFORM AND SMOOTH CONSISTENCY TO ALLOW FOR DRAINAGE AND AIR PENETRATION. DO NOT ROTOTIL SLOPED AREAS THAT ARE OVER A 3:1 GRADIENT.

FOR WEED CONTROL, CONTINUE TO IRRIGATE THOROUGHLY FOR A PERIOD OF TWO TO THREE WEEKS OR UNTIL THE WEED SEEDS HAVE GERMINATED. WHEN THERE IS SUFFICIENT WEED SEED GERMINATION, THE CONTRACTOR SHALL APPLY A POST EMERGENT WEED KILLER, ACCORDING TO THE DIRECTIONS OF A LICENSED PEST CONTROL APPLICATOR. THE CONTRACTOR SHALL THEN WAIT AN ADDITIONAL ONE WEEK TO ALLOW THE WEED KILLER TO DISSIPATE PRIOR TO PLANTING.

BACKFILL MIX FOR TREE AND SHRUB PLANTING (PER CUBIC YARD):
2/3 CUBIC YARD ON SITE SOIL
1/3 CUBIC YARD ORGANIC AMENDMENT (NITROLIZED SHAVINGS)
1 POUND IRON SULFATE (20% IRON, 10% SULFUR)
2 POUNDS 6-20-20 COMMERCIAL FERTILIZER
10 POUNDS GRO-POWER PLUS

PROVIDE GRO-POWER PLANTING TABLETS (1 & 21 GRAMS) IN EACH PLANTING PIT AS FOLLOWS:
(1) ONE TABLET (1 GRAMS) FOR EACH 4" POT & GROUND COVER
(1) ONE TABLET (21 GRAMS) FOR EACH 1 GALLON CONTAINER
(3) THREE TABLETS (63 GRAMS) FOR EACH 5 GALLON CONTAINER
(5) FIVE TABLETS (105 GRAMS) FOR EACH 15 GALLON CONTAINER
(4) FOUR TABLETS (84 GRAMS) FOR EACH 1/2" OF CALIFER MEASURED 14" ABOVE SOIL LEVEL FOR LARGER SIZES

REMOVE STAKES AND TRELLIS FROM VINES AND ESPALIERS AND SECURE TO WALLS, FENCES AND POSTS AS PER DETAIL.

GROUND COVERS SHALL EXTEND BENEATH ALL TREES AND SHRUBS IN PLANTER AREAS WITH GROUND COVERS INDICATED.

NOTE: WHENEVER NEW TREES ARE LOCATED WITHIN SIX (6) FT. OF ANY CONCRETE WALK, CURB, WALL OR BUILDING, THEY MUST BE PLACED WITHIN A LINEAR ROOT BARRIER. THE PREFERRED BARRIER IS MIN. 025 THICK BLACK POLYETHYLENE MATERIAL PLACED ALONG THE SIDE OF THE WALL, CURB, BUILDING ETC., TWENTY-FOUR (24) INCHES DEEP AND A LENGTH OF TEN FEET CENTERED ON THE TREE.

Studio Five
LANDSCAPE ARCHITECTURE / PLANNING

KENNETH A. ANDREW A.S.L.A.
AZ #24328 CA #1460 CO #512 NY #220

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LICENSED LANDSCAPE ARCHITECT
KENNETH A. ANDREW
NO. 1460
NOVEMBER 30, 2013
3/08/13
STATE OF CALIFORNIA

REVISIONS

NO.	DATE	BY	DESCRIPTION
1		AA	
2		AA	
3		AA	
4		AA	
5		AA	
6		AA	
7		AA	
8		AA	
9		AA	
10		AA	

THE HILLS HOTEL
SWIMMING POOL & FITNESS CENTER FACILITY
EXPANSION
25205 LA PAZ ROAD
LAGUNA HILLS, CALIFORNIA 92653

PLANTING PLAN

DATE: 3/08/2013
SCALE: 1" = 10'
DRAWN BY: JGS
CHECKED BY: KAA

PROJECT NO. A-101-2012
SHEET NO. L-2.0



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: NOVEMBER 12, 2013

TO: MAYOR AND COUNCIL MEMBERS

**FROM: DAVID CHANTARANGSU, AICP
DIRECTOR OF COMMUNITY DEVELOPMENT**

ISSUE: ORDINANCES ADOPTING BY REFERENCE AND AMENDING THE 2013 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE, CONSISTING OF THE CALIFORNIA BUILDING CODE, MECHANICAL CODE, ELECTRICAL CODE, PLUMBING CODE, RESIDENTIAL CODE, AND GREEN BUILDING STANDARDS CODE; ADOPTING BY REFERENCE AND AMENDING THE 2013 EDITION OF THE CALIFORNIA FIRE CODE; AND ADOPTING BY REFERENCE THE 2012 EDITION OF THE INTERNATIONAL SWIMMING POOL AND SPA CODE.

RECOMMENDATION: THAT THE CITY COUNCIL: (1) CONDUCT A PUBLIC HEARING; (2) INTRODUCE FOR FIRST READING, READ BY TITLE ONLY, AND WAIVE FURTHER READING OF THE ORDINANCES ENTITLED: "AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AMENDING TITLE 10 OF THE LAGUNA HILLS MUNICIPAL CODE BY AMENDING CHAPTERS 10-28, 10-32, 10-36, 10-40, 10-48 AND 10-52 ADOPTING BY REFERENCE THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE CALIFORNIA BUILDING CODE (AS AMENDED), 2013 EDITION, BASED ON THE 2012 INTERNATIONAL BUILDING CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL; THE CALIFORNIA MECHANICAL CODE, 2013 EDITION, BASED ON THE 2012 UNIFORM MECHANICAL CODE AS PUBLISHED BY THE INTERNATIONAL ASSOCIATION OF PLUMBING AND MECHANICAL OFFICIALS; THE CALIFORNIA ELECTRICAL CODE, 2013 EDITION, BASED ON THE 2011 NATIONAL ELECTRICAL CODE AS PUBLISHED BY THE NATIONAL FIRE PROTECTION ASSOCIATION; THE CALIFORNIA PLUMBING CODE, 2013 EDITION, BASED ON THE 2012 UNIFORM PLUMBING CODE AS PUBLISHED BY THE INTERNATIONAL ASSOCIATION OF PLUMBING AND MECHANICAL OFFICIALS; THE CALIFORNIA RESIDENTIAL CODE (AS AMENDED), 2013 EDITION, BASED ON THE 2012 INTERNATIONAL RESIDENTIAL CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL; AND THE CALIFORNIA GREEN BUILDING STANDARDS CODE (AS AMENDED), 2013 EDITION; AND AMENDING TITLE 10, CHAPTER 10-44 OF THE

LAGUNA HILLS MUNICIPAL CODE BY ADOPTING BY REFERENCE THE INTERNATIONAL SWIMMING POOL AND SPA CODE (AS AMENDED), 2012 EDITION, AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL," AND "AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AMENDING TITLE 5 OF THE LAGUNA HILLS MUNICIPAL CODE BY AMENDING CHAPTER 5-16 ADOPTING BY REFERENCE THE 2013 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9) INCLUDING APPENDICES B, BB, C, AND CC, BASED ON THE 2012 INTERNATIONAL FIRE CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL, FOR THE PURPOSE OF PRESCRIBING REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE OR EXPLOSION;" (3) DIRECT THAT THE ORDINANCES BE PLACED ON THE DECEMBER 10, 2013 MEETING AGENDA FOR A PUBLIC HEARING AND SECOND READING; AND (4) DIRECT STAFF TO PREPARE AND PUBLISH THE APPROPRIATE HEARING NOTICES.

SUMMARY:

Every three years the State of California updates its building codes for the purpose of promoting safe building construction, energy efficiency, and sustainability. For 2013 the code update encompasses the following codes:

- California Fire Code
- California Building Code
- California Mechanical Code
- California Electrical Code
- California Plumbing Code
- California Residential Code
- California Green Building Code

Collectively these codes are generally known as the "Building Standards Code" and are contained in the California Code of Regulations, Title 24. In addition, the City can adopt other codes which serve specific purposes in the construction of new improvements in the City. For this code adoption cycle, staff is recommending the City Council also adopt the International Swimming Pool and Spa Code (ISPSC) due to the added design measures for safety and energy that are not part of the standard codes.

The proposed codes represent the minimum requirements for new construction and the City has the ability to adopt more restrictive measures based on unique physical circumstances that a community may be subject to including climate, topography, and geology. Based on these conditions, the Orange County Fire Authority (OCFA) has recommended several modifications to the California Building Code, California Residential Code, and California Fire Code for the City Council's consideration.

For the current update cycle, there are hundreds of technical changes that have been made to the various building codes. They address a broad range of topics including life safety, fire safety, energy efficiency, and construction techniques. The referenced codes are available in the Community Development Department for review as needed.

BACKGROUND:

The City is required by state law to adopt the 2013 Building Standards Code which can be found in Title 24 of the California Code of Regulations. In addition staff is recommending the City Council adopt the International Swimming Pool and Spa Code (ISPSC) which works in harmony with the Building Standards Code to enhance swimming pool and spa safety. The ISPSC was developed with input from a wide range of industry experts, including the Association of Pool & Spa Professionals (APSP). Safety aspects of the ISPSC include barrier, decking, lighting, circulation system, pump, accessibility, diving, sanitizing equipment, filter, and suction fitting provisions. The ISPSC is the first swimming pool and spa code to address aquatic recreation facilities, and the first to include an energy standard for residential portable electric spas and for residential in-ground swimming pools and spas. Given the enhanced safety and design features, and cross-collaboration with other codes the City uses, staff is recommending that the City Council also adopt the ISPSC.

OCFA AMENDMENTS

In conjunction with the adoption of the Building Standards Code, OCFA also recommends the City Council adopt additional changes to enhance the design of building construction. The modifications recommended by OCFA are included in the proposed ordinances. Almost all amendments are technical in nature with the exception of an amended definition for “Hazardous Fire Area” under the Residential Code amendment. The existing definition would be revised to give the City’s Fire Official the authority to require a “Fuel Modification Plan” for new construction due to the presence of combustible vegetation. The plan essentially establishes landscaping restrictions around new development, such as a single-family residence, for the purpose of keeping combustible vegetation away from the structure. Only one vacant lot exists where the requirement would be applicable. However, the Fuel Modification Requirements could also be imposed if activity equivalent to new development was taking place.

The City Council is authorized to adopt the additional, more restrictive, codes proposed by OCFA in accordance with the authority granted to the City Council in the California Health and Safety Code provided the changes are deemed necessary based on climatic, geological, or topographical conditions. The proposed ordinances identify which criteria are being used to support the adoption of the more restrictive measures.

ADOPTION PROCESS

Due to the manner in which state law mandates the adoption of the Building Standards Code, the public hearing process is slightly different than if the City was adopting an ordinance. While the City’s process for adopting an ordinance typically consists of

conducting the public hearing, the first reading of the ordinance, and then conducting a second reading two weeks from the first reading of the proposed ordinance, the Building Standards Code adoption process is somewhat reversed where the public hearing is conducted at the second reading. However, because notice of a public hearing was advertised for the November 12, 2013 City Council meeting, staff recommends that a public hearing be conducted with the first reading in addition to conducting a public hearing with the second reading of the proposed ordinances at the December 10, 2013 City Council Meeting.

FISCAL IMPACT:

None

CEQA FINDINGS:

The conduct of the first reading of the ordinances is not a project under CEQA. A CEQA determination will be made by the City Council at the December 10, 2013 meeting.

ATTACHMENTS:

- Attachment 1 – Building Standards Code Ordinance
- Attachment 2 – California Fire Code Ordinance



Attachment #1

BUILDING STANDARDS CODE ORDINANCE

ORDINANCE NO. 2013-

AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AMENDING TITLE 10 OF THE LAGUNA HILLS MUNICIPAL CODE BY AMENDING CHAPTERS 10-28, 10-32, 10-36, 10-40, 10-48 AND 10-52 ADOPTING BY REFERENCE THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE CALIFORNIA BUILDING CODE (AS AMENDED), 2013 EDITION, BASED ON THE 2012 INTERNATIONAL BUILDING CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL; THE CALIFORNIA MECHANICAL CODE, 2013 EDITION, BASED ON THE 2012 UNIFORM MECHANICAL CODE AS PUBLISHED BY THE INTERNATIONAL ASSOCIATION OF PLUMBING AND MECHANICAL OFFICIALS; THE CALIFORNIA ELECTRICAL CODE, 2013 EDITION, BASED ON THE 2011 NATIONAL ELECTRICAL CODE AS PUBLISHED BY THE NATIONAL FIRE PROTECTION ASSOCIATION; THE CALIFORNIA PLUMBING CODE, 2013 EDITION, BASED ON THE 2012 UNIFORM PLUMBING CODE AS PUBLISHED BY THE INTERNATIONAL ASSOCIATION OF PLUMBING AND MECHANICAL OFFICIALS; THE CALIFORNIA RESIDENTIAL CODE (AS AMENDED), 2013 EDITION, BASED ON THE 2012 INTERNATIONAL RESIDENTIAL CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL; AND THE CALIFORNIA GREEN BUILDING STANDARDS CODE (AS AMENDED), 2013 EDITION; AND AMENDING TITLE 10, CHAPTER 10-44 OF THE LAGUNA HILLS MUNICIPAL CODE BY ADOPTING BY REFERENCE THE INTERNATIONAL SWIMMING POOL AND SPA CODE (AS AMENDED), 2012 EDITION, AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL

WHEREAS, pursuant to California Government Code Section 50022.1 *et seq.*, the City of Laguna Hills ("City") may adopt by reference the California Building Standards Code, 2013 Edition, as provided in Title 24 of the California Code of Regulations; and

WHEREAS, the California Building Standards Commission ("Commission") recently adopted new amendments to the California Building Standards Code; and

WHEREAS, California Health & Safety Code Section 17958.5 *et seq.*, and 18941.5 authorizes cities to modify the California Building Standards Code by adopting

more restrictive standards and modifications if such standards and modifications are accompanied by express findings that they are reasonably necessary because of local climatic, geological or topographical conditions; and

WHEREAS, based upon the recommendations of the Building Official, the City Council finds the proposed amendments to the 2013 California Building Standards Code (“amendments”) set forth in this ordinance, which are more restrictive than the standards adopted by the California Building Standards Commission, would decrease the potential incidence of property damage, injury, and death due to fires and earthquakes, and are reasonable and necessary to mitigate local climatic, geological or topographical conditions; and

WHEREAS, on November 12, 2013, the City introduced this Ordinance for first reading at a regular meeting of the City Council, and set a public hearing and second reading of the Ordinance for December 10, 2013; and

WHEREAS, the City held a public hearing on December 10, 2013, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the 2013 California Building Standards Code as amended herein, as well as, the adoption of the 2012 International Swimming Pool and Spa Code; and

WHEREAS, pursuant to California Government Code Section 6066, the City published notice of the aforementioned public hearing; and

WHEREAS, any and all other legal prerequisites relating to the adoption of this Ordinance have occurred;

THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. Findings. The City Council hereby finds that the amendments to the 2013 California Building Code and 2013 California Residential Code are reasonably necessary because of local climatic, geological or topographic conditions, and adopts the findings provided below to support the modifications to the 2013 California Building Code and 2013 California Residential Code.

1. Climatic Conditions

A. The jurisdiction of Laguna Hills is located in a semi-arid Mediterranean type climate. It annually experiences extended periods of high temperatures with little or no precipitation. Hot, dry (Santa Ana) winds, which may reach speeds of 70 M.P.H. or greater, are also common to the area. These climatic conditions cause extreme drying of vegetation and common building materials. Frequent periods of drought and

low humidity add to the fire danger. This predisposes the area to large destructive fires (conflagration). In addition to directly damaging or destroying buildings, these fires are also prone to disrupt utility services throughout the County. Obstacles generated by a strong wind, such as fallen trees, street lights and utility poles, and the requirement to climb 75 feet vertically up flights of stairs will greatly impact the response time to reach an incident scene. Additionally, there is a significant increase in the amount of wind force at 60 feet above the ground. Use of aerial type fire fighting apparatus above this height would place rescue personnel at increased risk of injury.

B. The climate alternates between extended periods of drought and brief flooding conditions. Flood conditions may affect the Orange County Fire Authority's ability to respond to a fire or emergency condition. Floods also disrupt utility services to buildings and facilities within the County.

C. Water demand in this densely populated area far exceeds the quantity supplied by natural precipitation; and although the population continues to grow, the already-taxed water supply does not. California is projected to increase in population by nearly 10 million over the next quarter of a century with 50 percent of that growth centered in Southern California. Due to storage capacities and consumption, and a limited amount of rainfall future water allocation is not fully dependable. This necessitates the need for additional and on-site fire protection features. It would also leave tall buildings vulnerable to uncontrolled fires due to a lack of available water and an inability to pump sufficient quantities of available water to floors in a fire.

D. These dry climatic conditions and winds contribute to the rapid spread of even small fires originating in high-density housing or vegetation. These fires spread very quickly and create a need for increased levels of fire protection. The added protection of fire sprinkler systems and other fire protection features will supplement normal fire department response by providing immediate protection for the building occupants and by containing and controlling the fire spread to the area of origin. Fire sprinkler systems will also reduce the use of water for firefighting by as much as 50 to 75 percent.

2. Topographical conditions

A. Natural; slopes of 15 percent or greater generally occur throughout the foothills of Orange County. The elevation change cause by the hills creates the geological foundation on which communities with Orange County is built and will continue to build. With much of the populated flatlands already built upon, future growth will occur steeper slopes and greater constraints in terrain.

B. Traffic and circulation congestion is an artificially created, obstructive topographical condition, which is common throughout Orange County.

C. These topographical conditions combine to create a situation, which places fire department response time to fire occurrences at risk, and makes it necessary to provide automatic on-site fire-extinguishing systems and other protection measures to protect occupants and property.

3. Geological Conditions

The Orange County region is a densely populated area that has buildings constructed over and near a vast and complex network of faults that are believed to be capable of producing future earthquakes similar or greater in size than the 1994 Northridge and the 1971 Sylmar earthquakes. Earthquake faults run along the northeast and southwest boundaries of Orange County. The Newport-Inglewood Fault, located within Orange County was the source of the destructive 1933 Long Beach earthquake (6.3 magnitude) which took 120 lives and damaged buildings in an area from Laguna Beach to Marina Del Rey to Whittier. In December 1989, another earthquake occurred in the jurisdiction of Irvine at an unknown fault line. Regional planning for reoccurrence of earthquakes is recommended by the state of California, Department of Conservation.

A. Previous earthquakes have been accompanied by disruption of traffic flow and fires. A severe seismic event has the potential to negatively impact any rescue or fire suppression activities because it is likely to create obstacles similar to those indicated under the high wind section above. With the probability of strong aftershocks there exists a need to provide increased protection for anyone on upper floors of buildings. The October 17, 1989, Santa Cruz earthquake resulted in one major fire in the Marina District (San Francisco). When combined with the 34 other fires locally and over 500 responses, the department was taxed to its fullest capabilities. The Marina fire was difficult to contain because mains supplying water to the district burst during the earthquake. This situation creates the need for both additional fire protection and automatic on-site fire protection for building occupants. State Department of Conservation noted in their 1988 report (Planning Scenario on a Major Earthquake on the Newport-Inglewood Fault Zone, page 59), "unfortunately, barely meeting the minimum earthquake standards of building codes places a building on the verge of being legally unsafe."

B. Road circulation features located throughout the County also make amendments reasonably necessary. Located through the County are major roadways, highways and flood control channels that create barriers and slow response times. Hills, slopes, street and storm drain design accompanies with occasional heavy rainfall, causes roadway flooding and landslides and at times may make an emergency access route impassable. There are areas in Orange County that naturally have extended emergency response times that exceed the 5 minute goal.

C. Soils throughout the County possess corrosive properties that reduce the expected usable life of water services when metallic pipes in contact with soils are utilized.

D. Portions of the County contain active or former oil production fields. These areas contain a variety of naturally occurring gasses, liquids and vapors. These compounds present toxicity or flammability hazards to building occupants. Evaluation of these hazards and the risks they pose to development is necessary implement appropriate mitigation.

Due to the topographical conditions of sprawling development separated by waterways and narrow and congested streets and the expected infrastructure damage inherent in seismic zone described above, it is prudent to rely on automatic fire sprinkler systems to mitigate extended fire department response time and keep fires manageable with reduced fire flow (water) requirements for a given structures. Additional fire protection is also justified to match the current resources of firefighting equipment and personnel within the Orange County Fire Authority.

Additional amendments have been made to the California codes and other supplementary codes. Such amendments are hereby found to be either administrative or procedural in nature or concern themselves with subjects not covered in such codes. The changes made include provisions making each of said codes compatible with other codes enforced by the City.

The findings above are applicable to those amendments proposed to the 2013 Building Standards Code related to the amendments pertaining to the 2013 California Building Code as follows:

CODE SECTION	TITLE (Clarification)	FINDINGS I,II,III
202	General definitions (High-rise, EHLF)	Admin
403.1	High-rise buildings Applicability	II & III-A

412.7.6 thru 412.7.6.13	Emergency Helicopter Landing Facility	II & III-A
710A.3.2	Detached accessory structures	I & II
710A.4	Accessory structure material	I & II
903.2	Where required (Sprinklers)	II & III-B
903.2.8	Group R (Sprinklers)	II-B & III-B
903.3.5.3	Hydraulically calculated systems	I & II
903.4	Sprinkler system supervision and alarms (of valves)	III-A
905.4	Location of Class I standpipe hose connections	III-A
907.2.13	High-rise buildings (Alarm Systems)	I, II-C & III-A
907.3.1	Duct smoke detectors	II & III-A
907.5.2.2	Emergency voice/alarm communication system	II & III-A
907.6.3.2	High-rise buildings	II & III-A
907.6.5	Monitoring	Admin
Chapter 35	Referenced Standards	
	2013 NFPA 13 (Sprinkler Systems)	Admin, II & III
	2013 NFPA 13-R (Multi-Family Sprinkler Systems)	II & III
	2013 NFPA 13-D (Single Family Sprinkler Systems)	II & III
	2013 NFPA 14 (Standpipe Systems)	II & III
	2013 NFPA 24 (Underground Water Supply Systems)	II & III

and;

The findings above are applicable to those amendments proposed to the 2013 Residential Code as follows:

CODE SECTION	TITLE (Clarification)	FINDINGS I,II,III
R202	Hazardous Fire Area	Admin
R301.9	Development on or near land containing or emitting toxic, combustible or flammable liquids, gases or vapors	III
R301.10	Fuel modification requirements for new construction	I & II
R309.6	Fire sprinkler attached garages, carports with habitable space above	III
R313.1	Townhouse automatic fire sprinkler systems	III
R313.2	One- and two-family dwellings automatic fire sprinkler system	III
R313.3.6.2.2	Calculation procedures	III
R319.1	Address numbers	II
R327.1.6	Fuel modification requirements for new construction	I & II
R1001.13	Chimney spark arrestors	I & II

Chapter 44	Referenced Standards	
	2013 NFPA 13 (Sprinkler Systems)	Admin, II & III
	2013 NFPA 13-R (Multi-Family Sprinkler Systems)	II & III
	2013 NFPA 13-D (Single Family Sprinkler Systems)	II & III

and;

The findings above are applicable to those amendments proposed to the 2013 Green Building Standards Code as follows:

CODE SECTION	TITLE (Clarification)	FINDINGS I,II,III
202	Definitions	Admin
4.304.1	Irrigation controllers	I-C

SECTION 2. Title 10, Chapter 10.28 of the Laguna Hills Municipal Code is hereby amended and restated in its entirety to read as follows:

Chapter 10-28 California Building Code

10-28-010 Adoption of the California Building Code.

The California Building Code, 2013 Edition, based on the 2012 Edition of the International Building Code as published by the International Code Council, together with the amendments provided in this chapter, is hereby adopted and incorporated by reference, as if set forth at length herein, as the Building Code of the City of Laguna Hills, regulating the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area and maintenance of all buildings and/or structures in the City. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection.

10-28.030 Amendments to the California Building Code.

Section 202 Definitions is hereby amended by adding “Approach-Departure Path,” “Emergency Helicopter Landing Facility (EHLF),” “Safety Area,” and “Takeoff and Landing Area” and revising the definition of “High-Rise Structure” as follows:

APPROACH-DEPARTURE PATH. The flight path of the helicopter as it approaches or departs from the landing pad.

EMERGENCY HELICOPTER LANDING FACILITY (EHLF). A landing area on the roof of a building that is not intended to function as a heliport or helistop but is capable of accommodating fire or medical helicopters engaged in emergency operations.

High-Rise Structure. Every building of any type of construction or occupancy having floors used for human occupancy located more than 55 above the lowest floor level having building access (see Section 403), except buildings used as hospitals as defined in the Health and Safety Code Section 1250.

SAFETY AREA. A defined area surrounding the landing pad which is free of obstructions.

TAKEOFF AND LANDING AREA. The combination of the landing pad centered within the surrounding safety area.

Section 403 HIGH-RISE BUILDINGS AND GROUP I-2 OCCUPANCIES HAVING OCCUPIED FLOORS LOCATED MORE THAN 75 FEET ABOVE THE LOWEST LEVEL OF FIRE DEPARTMENT VEHICLE ACCESS is hereby revised as follows:

Section 403 HIGH-RISE BUILDINGS AND GROUP I-2 OCCUPANCIES HAVING OCCUPIED FLOORS LOCATED MORE THAN 55 FEET ABOVE THE LOWEST LEVEL OF FIRE DEPARTMENT VEHICLE ACCESS

Section 403.1 Applicability is hereby revised as follows:

403.1 Applicability. New high-rise buildings and Group I-2 having occupied floors located more than 55 feet above the lowest level of fire department vehicle access and new Group I-2 occupancies having occupied floors located more than 55 feet above the lowest level of fire department vehicle access shall comply with Sections 403.2 through 403.6.

Section 412.7 Heliports and helistops is hereby amended by adding Sections 412.7.6 through 412.7.6.13 as follows:

412.7.6. Emergency Helicopter Landing Facility. Emergency Helicopter Landing Facility (EHLF) shall be constructed as specified in Section 412.7.6.1 through 412.7.6.13.

412.7.6.1 General. Every building of any type of construction or occupancy having floors used for human occupancy located more than 75 ft above the lowest level of the fire department vehicle access shall have a rooftop emergency helicopter landing facility (EHLF) in a location approved by the fire code official for use by fire, police, and emergency medical helicopters only.

412.7.6.2 Rooftop Landing Pad. The landing pad shall be 50 ft. x 50 ft. or a 50 ft. diameter circle that is pitched or sloped to provide drainage away from access points and passenger holding areas at a slope of 0.5 percent to 2 percent. The landing pad surface shall be constructed of approved non-combustible, nonporous materials. It shall be capable of supporting a helicopter with a maximum gross weight of 15,000 lbs. For structural design requirements, see California Building Code.

412.7.6.3 Approach-Departure Path. The emergency helicopter landing facility shall have two approach-departure paths separated in plan from each other by at least 90 degrees. No objects shall penetrate above the approach-departure paths. The approach-departure path begins at the edge of the landing pad, with the same width or diameter as the landing pad and is a rising slope extending outward and upward at a ratio of eight feet horizontal distance for every one foot of vertical height.

412.7.6.4 Safety Area. The safety area is a horizontal plane level with the landing pad surface and shall extend 25 ft in all directions from the edge of the landing pad. No objects shall penetrate above the plane of the safety area.

412.7.6.5 Safety Net. If the rooftop landing pad is elevated more than 30 in. (2'-6") above the adjoining surfaces, a 6 ft in wide horizontal safety net capable of supporting 25 lbs/psf shall be provided around the perimeter of the landing pad. The inner edge of the safety net attached to the landing pad shall be slightly dropped (greater than 5 in. but less than 18 in.) below the pad elevation. The safety net shall slope upward but the outer safety net edge shall not be above the elevation of the landing pad.

412.7.6.6 Take-off and Landing Area. The takeoff and landing area shall be free of obstructions and 100 ft x 100 ft. or 100 ft. diameter.

412.7.6.7 Wind Indicating Device. An approved wind indicating device shall be provided but shall not extend into the safety area or the approach-departure

paths.

412.7.6.8 Special Markings. The emergency helicopter landing facility shall be marked as indicated in Figure 412.7.6.8.

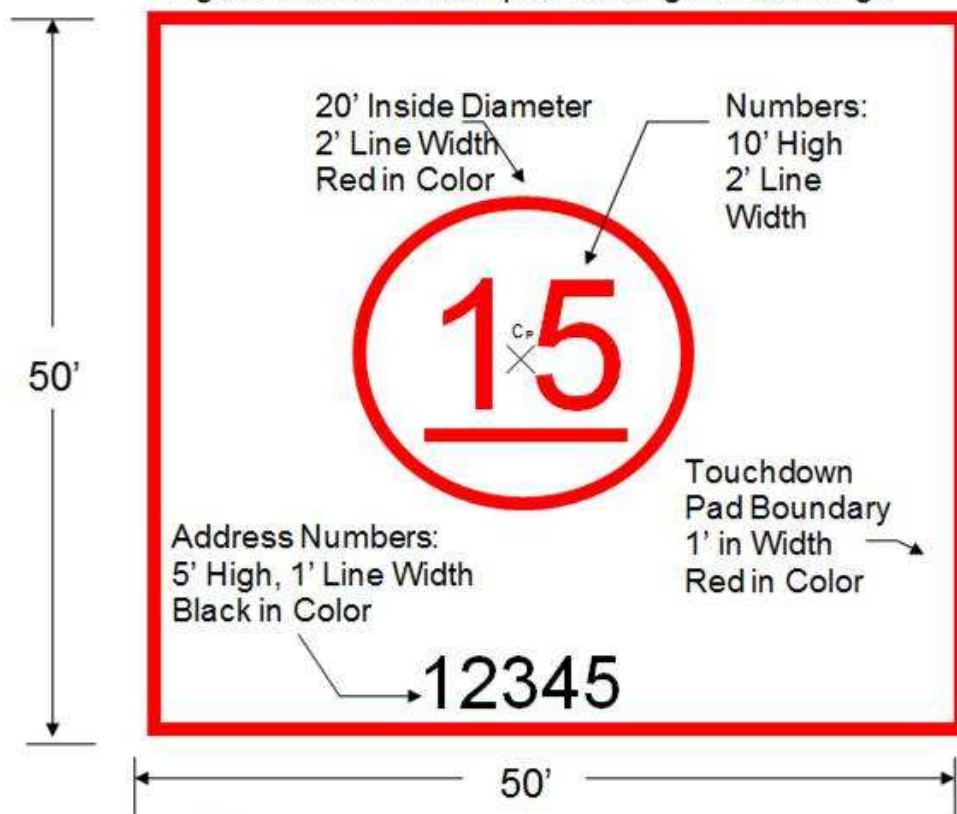
412.7.6.9 EHLF Exits. Two stairway exits shall be provided from the landing platform area to the roof surface. For landing areas less than 2,501 square feet in area, the second exit may be a fire escape or ladder leading to the roof surface below. The stairway from the landing facility platform to the floor below shall comply with Section 1009.7.2 for riser height and tread depth. Handrails shall be provided, but shall not extend above the platform surface.

412.7.6.10 Standpipe systems. The standpipe system shall be extended to the roof level on which the EHLF is located. All portions of the EHLF area shall be within 150 feet of a 2.5-inch outlet on a Class I or III standpipe.

412.7.6.11 Fire extinguishers. A minimum of one portable fire extinguisher having a minimum 80-B:C rating shall be provided and located near the stairways or ramp to the landing pad. The fire extinguisher cabinets shall not penetrate the approach-departure paths, or the safety area. Installation, inspection, and maintenance of extinguishers shall be in accordance with California Fire Code Section 906.

412.7.6.13 EHLF. Fueling, maintenance, repairs, or storage of helicopters shall not be permitted.

Figure 412.7.6.8 Helicopter Landing Pad Markings



1. The preferred background is white or tan.
2. The circled, red numbers indicate the allowable weight that the facility is capable of supporting in thousands of pounds.
3. The numbers shall be oriented towards the preferred flight (typically facing the prevailing wind).

Section 710A.3.2 is hereby revised as follows:

710A.3.2 Detached accessory structures within 50 feet of an applicable building shall comply with the requirements of this section.

Section 710A.4 Requirements is hereby revised as follows:

710A.4 Requirements. Accessory structures shall be constructed of non-combustible or ignition-resistant materials.

Section 903.2 Where required is hereby revised as follows:

903.2 Where required. Approved automatic sprinkler systems in buildings and structures shall be provided when one of the following conditions exists:

1. **New buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.12, an automatic fire-extinguishing system shall also be installed in all occupancies when the total building area exceeds 5,000 square feet (465 m²) as defined in the CBC, regardless of fire areas or allowable area, or more than two stories in height.
2. **Existing buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and when one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5000 square feet (465 m²) as defined in Section 202; or
 - b. When an addition exceeds 2000 square feet (186 m²) and the resulting building area exceeds 5000 square feet (465 m²) as defined in Section 202.
 - c. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Group R-3 occupancies. Group R-3 occupancies shall comply with Section 903.2.8.

Section 903.2.8 Group R is hereby revised as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 902.1 shall be provided throughout all buildings with a Group R fire area as follows:

1. **New buildings:** An automatic sprinkler system shall be installed throughout all new buildings.
2. **Existing R-3 buildings:** An automatic sprinkler system shall be installed throughout when one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area as defined in Section 202, and greater than 1000 square feet (93 m²) within a two year period; or
 - b. An addition when the existing building is already provided with automatic sprinklers; or
 - c. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the

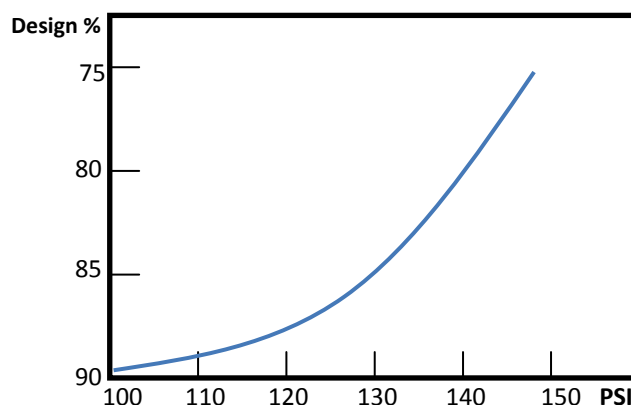
Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

Section 903.3.5.3 Hydraulically calculated systems is hereby added as follows:

903.3.5.3 Hydraulically calculated systems. The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

Exception: When static pressure exceeds 100 psi, and required by the Fire Code Official, the fire sprinkler system shall not exceed water supply capacity specified by Table 903.3.5.3

TABLE 903.3.5.3
Hydraulically Calculated Systems



Section 903.4 Sprinkler system supervision and alarms is hereby revised by deleting item 3 and 5 and renumbering the Exceptions as follows:

1. Automatic sprinkler systems protecting one- and two-family dwellings.
2. Limited area systems serving fewer than 20 sprinklers.
3. Jockey pump control valves that are sealed or locked in the open position.
4. Valves controlling the fuel supply to fire pump engines that are sealed or locked in the open position.
5. Trim valves to pressure switches in dry, preaction and deluge sprinkler systems that are sealed or locked in the open position.

Section 905.4 Location of Class I standpipe hose connections is hereby amended by adding item 7 as follows:

7. The centerline of the 2.5 inch (63.5 mm) outlet shall be no less than 18 inches (457.2 mm) and no more than 24 inches above the finished floor.

Section 907.2.13 High-rise buildings is hereby revised as follows:

907.2.13 High-rise buildings and Group I-2 occupancies having floors located more than 55 feet above the lowest level fire department vehicle access. High-rise buildings and Group I-2 occupancies having occupied floors located more than 55 feet above the lowest level of fire department vehicle access shall be provided with an automatic smoke detection in accordance with Section 907.2.13.1, a fire department communication system in accordance with Section 907.2.13.2 and an emergency voice/alarm communication system in accordance with Section 907.5.2.2.

Exceptions:

1. Airport traffic control towers in accordance with Section 907.2.22 and Section 412 of the California Building Code.
2. Open parking garages in accordance with Section 406.5 of the California Building Code.
3. Buildings with an occupancy in Group A-5 in accordance with Section 303.1 of the California Building Code.
4. Low-hazard special occupancies in accordance with Section 503.1.1 of the California Building Code.
5. In Group I-2 and R-2.1 occupancies, the alarm shall sound at a constantly attended location and general occupant notification shall be broadcast by the emergency voice/alarm communication system

Section 907.3.1 Duct smoke detectors is hereby amended as follows:

907.3.1 Duct smoke detectors. Smoke detectors installed in ducts shall be listed for the air velocity, temperature and humidity present in the duct. Duct smoke detectors shall be connected to the building's fire alarm control unit when a fire alarm system is installed. Activation of a duct smoke detector shall initiate a visible and audible supervisory signal at a constantly attended location and shall perform the intended fire safety function in accordance with this code and the California Mechanical Code. Duct smoke detectors shall not be used as a substitute for required open area detection.

Exception: In occupancies not required to be equipped with a fire alarm system, actuation of a smoke detector shall activate a visible and an audible signal in an approved location. Smoke detector trouble conditions shall activate a visible or audible signal in an approved location and shall be identified as air duct detector trouble.

Section 907.5.2.2 Emergency voice/alarm communication system is hereby revised as follows.

907.5.2.2 Emergency voice/alarm communication system. Emergency voice/alarm communication system required by this code shall be designed and installed in accordance with NFPA 72. The operation of any automatic fire detector, sprinkler water flow device or manual fire alarm box shall automatically sound an alert tone followed by voice instructions giving approved information and directions for a general or staged evacuation in accordance with the building's fire safety and evacuation plans required by Section 404. In high-rise buildings and Group I-2 occupancies having occupied floors located more than 55 feet above the lowest level of fire department vehicle access, the system shall operate on a minimum of the alarming floor, the floor above and the floor below. Speakers shall be provided throughout the building by paging zones. At a minimum, paging zones shall be provided as follows:

1. Elevator groups.
2. Exit stairways.
3. Each floor.
4. Areas of refuge as defined in Section 1002.1.
5. Dwelling Units in apartment houses.
6. Hotel guest rooms or suites.

Exception: In Group I-2 and R-2.1 occupancies, the alarm shall sound in a constantly attended area and a general occupant notification shall be broadcast over the overhead page.

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Section 907.6.3.2 High-rise buildings is hereby revised as follows.

907.6.3.2 High-rise buildings. High-rise buildings and Group I-2 occupancies having occupied floors located more than 55 feet above the lowest level of fire

department vehicle access, a separate zone by floor shall be provided for all of the following types of alarm-initiating devices where provided:

1. Smoke detectors.
2. Sprinkler water-flow devices.
3. Manual fire alarm boxes
4. Other approved types of automatic detection devices or suppression systems.

Section 907.6.5 Monitoring is hereby revised as follows

907.6.5 Monitoring. Fire alarm systems required by this chapter or by the California Building Code shall be monitored by an approved supervising station in accordance with NFPA 72, this section, and per Orange County Fire Authority Guideline "New and Existing Fire Alarm & Signaling Systems.

Chapter 44 Referenced Standards is hereby revised as follows:

NFPA 13, 2013 Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 6.8.3 is hereby revised as follows:

6.8.3 Fire department connections (FDC) shall be of an approved type. The FDC shall contain a minimum of two 2 ½" inlets. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red. When the fire sprinkler density design requires 500 gpm (including inside hose stream demand) or greater, or a standpipe system is included, four 2 ½" inlets shall be provided.

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Section 8.3.3.1 is hereby revised as follows:

8.3.3.1. When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies),

fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

1. Quick-response type as defined in 3.6.4.7
2. Residential sprinklers in accordance with the requirements of 8.4.5
3. Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
4. Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 8.17.1.1.1 is hereby added as follows:

8.17.1.1.1 Residential Water Flow Alarms. A local water-flow alarm shall be provided on all sprinkler systems and shall be connected to the building fire alarm or water-flow monitoring system, where provided. Group R occupancies not requiring a fire alarm system by the California Fire Code shall be provided with a minimum of one approved interior alarm device in each unit. Interior alarm devices shall be required to provide 55 dBA or 15 dBA above ambient, whichever is greater, throughout all living spaces within each unit. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. When not connected to a fire alarm or water-flow monitoring system, audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

Section 11.1.1.2 is hereby added as follows:

11.1.1.2 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve "G". Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new occupancy.

Section 11.2.3.1.1.1 is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the Fire Code Official:

1. Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;
2. Use a maximum of 40 psi, if available;
3. Utilize the Orange County Fire Authority water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

Section 23.2.1.1 is hereby revised as follows:

23.2.1.1 Where a water flow test is used for the purposes of system design, the test shall be conducted no more than 6 months prior to working plan submittal unless otherwise approved by the authority having jurisdiction.

NFPA 13R, 2013 Edition, Installation of Sprinkler System in Residential Occupancies up to and Including Four Stories in Height is hereby amended as follows:

Section 6.16.1 is hereby revised as follows:

6.16.1 A local water-flow alarms shall be provided on all sprinkler systems and shall be connected to the building fire alarm or water-flow monitoring system where provided. Group R occupancies containing less than the number of stories, dwelling units or occupant load specified in the California Fire Code as requiring a fire alarm system shall be provided with a minimum of one approved interior alarm device in each unit. Interior alarm devices shall be required to provide 55 dBA or 15 dBA above ambient, whichever is greater, throughout all living spaces within each dwelling unit. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. When not connected to a fire alarm or water-flow monitoring system, audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

There shall also be a minimum of one exterior alarm indicating device, listed for outside service and audible from the access roadway that serves that building.

NFPA 13D, 2013 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 4.1.3 is hereby added as follows:

4.1.3 Stock of Spare Sprinklers. A supply of at least two sprinklers for each type shall be maintained on the premises so that any sprinklers that have operated or been damaged in any way can be promptly replaced.

Section 4.1.3.2 is hereby added as follows:

4.1.3.2 The sprinklers shall correspond to the types and temperature ratings of the sprinklers in the property.

Section 4.1.3.3 is hereby added as follows:

4.1.3.3 The sprinklers shall be kept in a cabinet located where the temperature to which they are subjected will at no time exceed 100 °F (38°C).

Section 4.1.3.4 is hereby added as follows:

4.1.3.4 A special sprinkler wrench shall be provided and kept in the cabinet to be used in the removal and installation of sprinklers. One sprinkler wrench shall be provided for each type of sprinkler installed.

Section 7.1.2 is hereby revised as follows:

7.1.2 The system piping shall not have a separate control valve unless supervised by a central station, proprietary, or remote station alarm service.

Section 7.6 is hereby deleted in its entirety and replaced as follows:

7.6 Alarms. Exterior alarm indicating device shall be listed for outside service and audible from the street from which the house is addressed. Exterior audible devices shall be placed on the front or side of the structure and the

location is subject to final approval by the fire code official. Additional interior alarm devices shall be required to provide 55 dBA or 15 dBA above ambient, whichever is greater, throughout all living spaces. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. Audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

Exceptions:

1. When an approved water flow monitoring system is installed, interior audible devices may be powered through the fire alarm control panel.
2. When smoke detectors specified under CBC Section 907.2.11 are used to sound an alarm upon water flow switch activation.

NFPA 14, 2013 Edition, Installation of Standpipe and Hose Systems is hereby amended as follows:

Section 7.3.1.1 is hereby is deleted in its entirety and replaced as follows:

7.3.1.1 Class I and III Standpipe hose connections shall be unobstructed and shall be located not less than 18 inches or more than 24 inches above the finished floor. Class II Standpipe hose connections shall be unobstructed and shall be located not less than 3 feet or more than 5 feet above the finished floor.

NFPA 24, 2013 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances is hereby amended as follows:

Section 6.2.1.1 is hereby added as follows:

6.2.1.1 The closest upstream indicating valve to the riser shall be painted OSHA red.

Section 6.2.11 (5) is hereby deleted without replacement and (6) and (7) renumbered:

(5) Control Valves installed in a fire-rated room accessible from the exterior.

- (6) Control valves in a fire-rated stair enclosure accessible from the exterior as permitted by the authority having jurisdiction.

Section 6.3.3 is hereby added as follows:

6.3.3 All post indicator valves controlling fire suppression water supplies shall be painted OSHA red.

Section 10.1.6.3 is hereby added as follows:

10.1.6.3 All ferrous pipe shall be coated and wrapped. Joints shall be coated and wrapped after assembly. All fittings shall be protected with a loose 8-mil polyethylene tube. The ends of the tube shall extend past the joint by a minimum of 12 inches and be sealed with 2 inch wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings.

Section 10.3.6.2 is hereby revised as follows:

10.3.6.2 All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material, prior to poly-tube, and after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

Section 10.3.6.3 is hereby added as follows:

10.3.6.3 All bolts used in pipe-joint assembly shall be 316 stainless steel.

Section 10.6.3.1 is hereby deleted and replaced as follows:

10.6.3.1 Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.6.2.

Section 10.6.4 is hereby revised as follows:

10.6.4 Pipe joints shall not be located under foundation footings. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints.

SECTION 3. Chapter 10-32 of the Laguna Hills Municipal Code is hereby amended and restated in its entirety to read as follows:

Chapter 10-32 CALIFORNIA MECHANICAL CODE

10-32.010 Adoption of the California Mechanical Code.

The California Mechanical Code, 2013 Edition, based on the 2012 Uniform Mechanical Code as published by the International Association of Plumbing and Mechanical Officials, is hereby adopted and incorporated by reference, as if set forth at length herein, as the Mechanical Code of the City of Laguna Hills, regulating and controlling the design, construction, installation, quality of materials, location, operation and maintenance of heating, ventilating, cooling, refrigeration systems, incinerators and other miscellaneous heat producing appliances. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection.

SECTION 4. Chapter 10-36 of the Laguna Hills Municipal Code is hereby amended and restated in its entirety to read as follows:

Chapter 10-36 CALIFORNIA ELECTRICAL CODE

10-36.010 Adoption of the California Electrical Code.

The California Electrical Code, 2013 Edition, based on the 2011 National Electrical Code as published by the National Fire Protection Association, is hereby adopted and incorporated by reference, as if set forth at length herein, as the Electrical Code of the City of Laguna Hills, regulating all installation, arrangement, alteration, repair, use and other operation of electrical wiring, connections, fixtures and other electrical appliances on premises within the City. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection.

SECTION 5. Chapter 10-40 of the Laguna Hills Municipal Code is hereby amended and restated in its entirety to read as follows:

Chapter 10-40 CALIFORNIA PLUMBING CODE

10-40.010 Adoption of the California Plumbing Code.

The California Plumbing Code, 2013 Edition, based on the 2012 Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials, is hereby adopted and incorporated by reference, as if set forth at length herein, as the Plumbing Code of the City of Laguna Hills, regulating erection, installation, alteration, repair, relocation, replacement, maintenance or use of plumbing systems within the City. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection.

SECTION 6. Chapter 10-48 of the Laguna Hills Municipal Code is hereby amended and restated in its entirety to read as follows:

Chapter 10-48 CALIFORNIA RESIDENTIAL CODE

10-48.010 Adoption of the California Residential Code.

The California Residential Code, 2013 Edition, based on the 2012 International Residential Code as published by the International Code Council together with the amendments provided in this chapter, is hereby adopted and incorporated by reference, as if set forth at length herein, as the Residential Code of the City of Laguna Hills regulating the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area and maintenance of all residential buildings and/or structures in the City. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection.

10-48.020 Amendments to the Residential Code.

Section R202 Definitions is hereby revised by adding “Hazardous Fire Area” as follows:

HAZARDOUS FIRE AREA. Includes all areas identified within California Fire Code Section 4906.2 and other areas as determined by the Fire Code Official as presenting a fire hazard due to the presence of combustible vegetation, or the proximity of the property to an area that contains combustible vegetation.

Section R301.9 Development on or Near Land Containing or Emitting Toxic, Combustible or Flammable Liquids, Gases or Vapors is hereby added as follows:

R301.9 Development On Or Near Land Containing Or Emitting Toxic, Combustible or Flammable Liquids, Gases or Vapors. The fire code official

may require the submittal for approval of geological studies, evaluations, reports, remedial recommendations and/or similar documentation from a state-licensed and department-approved individual or firm, on any parcel of land to be developed which has, or is adjacent to, or within 1,000 feet (304.8 m) of a parcel of land that has an active, inactive, or abandoned oil or gas well operation, petroleum or chemical refining facility, petroleum or chemical storage, or may contain or give off toxic, combustible or flammable liquids, gases or vapors.

Section R301.10 Fuel Modification Requirements for New Construction is hereby added as follows:

R301.10 Fuel Modification Requirements for New Construction. All new buildings to be built or installed in areas with or adjacent to land having hazardous combustible vegetation shall comply with the requirements in the edition of OCFA Vegetation Management Guidelines currently in use at the time.

Section R309.6 Fire sprinkler attached garages, and carports with habitable space above is hereby amended by modifying the Exception as follows:

Exception: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing carports and/or garages that do not have an automatic fire sprinkler system installed unless a sprinkler system is required in accordance with California Fire Code Section 903.2.8.

Section R313.1 Townhouse automatic fire sprinkler systems is hereby amended by modifying the Exception as follows:

Exception: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing townhouses that do not have an automatic fire sprinkler system installed unless a sprinkler system is required in accordance with California Fire Code Section 903.2.8.

Section R313.2 One- and two-family dwellings automatic fire sprinkler systems is hereby amended by modifying the Exception as follows:

Exception: An automatic residential fire sprinkler system shall not be required for additions or alterations to existing buildings that are not already provided with an automatic sprinkler system unless a sprinkler system is required in accordance with California Fire Code Section 903.2.8.

Section R313.3.6.2.2 Calculation procedure is hereby revised as follows:

R313.3.6.2.2 Calculation procedure. Determination of the required size for water distribution piping shall be in accordance with the following procedure and California Fire Code Section 903.3.5.3.

Section R319.1 Address numbers is hereby revised as follows:

R319.1 Address numbers. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Where required by the fire code official, address numbers shall be provided in additional approved locations to facilitate emergency response. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of 0.5 inch (12.7 mm). Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address numbers shall be maintained.

Section R327.1.6 Fuel Modification Requirements for New Construction is hereby added as follows:

R327.1.6 Fuel Modification Requirements for New Construction. All new buildings to be built or installed in hazardous fire areas shall comply with the following:

1. Preliminary fuel modification plans shall be submitted to and approved by the fire code official concurrent with the submittal for approval of any tentative map
2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.
3. The fuel modification plan shall include provisions for the maintenance of the fuel modification for perpetuity.
4. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of the Orange County Fire Authority Vegetation Management Guidelines.
5. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.

6. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.

Section R1001.13 Chimney spark arresters is hereby added as follows:

R1001.13 Chimney spark arresters. All chimneys attached to any appliance or fireplace that burns solid fuel shall be equipped with an approved spark arrester. Chimneys serving outdoor appliances or fireplaces shall be equipped with a spark arrester. The spark arrester shall meet the requirements of Section 2113.9.2 of the California Building Code.

Chapter 44 Referenced Standards is revised as follows:

NFPA 13, 2013 Edition, Installation of Sprinkler Systems is hereby amended as follows:

Section 6.8.3 is hereby revised as follows:

6.8.3 Fire department connections (FDC) shall be of an approved type. The FDC shall contain a minimum of two 2 ½" inlets. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red. When the fire sprinkler density design requires 500 gpm (including inside hose stream demand) or greater, or a standpipe system is included, four 2 ½" inlets shall be provided.

Section 8.3.3.1 is hereby revised as follows:

8.3.3.1 When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

1. Quick-response type as defined in 3.6.4.7
2. Residential sprinklers in accordance with the requirements of 8.4.5

3. Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
4. Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 8.17.1.1.1 is hereby added as follows:

8.17.1.1.1 Residential Water Flow Alarms. A local water-flow alarm shall be provided on all sprinkler systems and shall be connected to the building fire alarm or water-flow monitoring system, where provided. Group R occupancies not requiring a fire alarm system by the California Fire Code shall be provided with a minimum of one approved interior alarm device in each unit. Sound levels in all sleeping areas shall be minimum of 15 DBA above the average ambient sound or a minimum of 75 DBA with all intervening doors closed, whichever is greater. Alarms shall be audible within all other living areas within each dwelling unit. When not connected to a fire alarm or water-flow monitoring system, audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

Section 11.1.1.2 is hereby added as follows:

11.1.1.2 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve "G". Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new occupancy.

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Section 11.2.3.1.1.1 is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the Fire Code Official:

1. Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;
2. Use a maximum of 40 psi, if available;
3. Utilize the Orange County Fire Authority water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

Section 23.2.1.1 is hereby revised as follows:

23.2.1.1 Where a water flow test is used for the purposes of system design, the test shall be conducted no more than 6 months prior to working plan submittal unless otherwise approved by the authority having jurisdiction.

NFPA 13R, 2013 Edition, Installation of Sprinkler System in Residential Occupancies up to and Including Four Stories in Height is hereby amended as follows:

Section 6.16.1 is hereby revised as follows:

6.16.1 A local water-flow alarms shall be provided on all sprinkler systems and shall be connected to the building fire alarm or water-flow monitoring system where provided. Group R occupancies containing less than the number of stories, dwelling units or occupant load specified in Section 907.2.8 of the 2010 California Fire Code as requiring a fire alarm system shall be provided with a minimum of one approved interior alarm device in each unit. Sound levels in all sleeping areas shall be a minimum of 15 dBA above the average ambient sound or a minimum of 75 dBA with all intervening doors closed, whichever is greater. Alarms shall be audible within all other living areas within each dwelling unit. When not connected to a fire alarm or water-flow monitoring system, audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

There shall also be a minimum of one exterior alarm indicating device, listed for outside service and audible from the access roadway that serves that building.

NFPA 13D 2013 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 4.1.3 is hereby added as follows:

4.1.3 Stock of Spare Sprinklers

Section 4.1.3.1 is hereby added as follows:

4.1.3.1. A supply of at least two sprinklers for each type shall be maintained on the premises so that any sprinklers that have operated or been damaged in any way can be promptly replaced.

Section 4.1.5.2 is hereby added as follows:

4.1.3.2 The sprinklers shall correspond to the types and temperature ratings of the sprinklers in the property.

Section 4.1.3.3 is hereby added as follows:

4.1.3.3 The sprinklers shall be kept in a cabinet located where the temperature to which they are subjected will at no time exceed 100 °F (38°C).

Section 4.1.3.4 is hereby added as follows:

4.1.3.4 A special sprinkler wrench shall be provided and kept in the cabinet to be used in the removal and installation of sprinklers. One sprinkler wrench shall be provided for each type of sprinkler installed.

Section 7.1.2 is hereby revised as follows:

7.1.2 The system piping shall not have a separate control valve unless supervised by a central station, or remote station alarm service

Section 7.6 is hereby deleted in its entirety and replaced as follows:

7.6 Alarms. Exterior alarm indicating device shall be listed for outside service and audible from the street from which the house is addressed. Exterior

audible devices shall be placed on the front or side of the structure and the location is subject to final approval by the fire code official. Additional interior alarm devices shall be required to provide 55 dBA or 15 dBA above ambient, whichever is greater. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. Audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

Exceptions:

1. When an approved water flow monitoring system is installed, interior audible devices may be powered through the fire alarm control panel.
2. When smoke detectors specified under CBC Section 907.2.11 are used to sound an alarm upon water flow switch activation.

Section AO103.3 Vehicular gates or other barriers across required fire apparatus access roads is hereby added as follows:

AO103.3 Vehicular gates or other barriers across required fire apparatus access roads. The installation of gates or other barriers across a required fire apparatus access road shall comply with the requirements set forth in the 2013 California Fire Code Section 503.6.

SECTION 7. Title 10, Chapter 10-52 of the Laguna Hills Municipal Code is hereby amended and restated in its entirety to read as follows:

Chapter 10-52 California Green Building Standards Code

10-52.010 Adoption of California Green Building Standards Code.

The California Green Building Standards Code, 2013 Edition, together with amendments provided in this chapter, is hereby adopted and incorporated by reference, as if set forth at length herein, as the green building standards code of the City of Laguna Hills regulating the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area and maintenance of all buildings and/or structures in the City. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection.

10-52.020 Amendments to the Green Building Standards Code.

Section 202 Definitions is revised by adding "Sustainability" as follows:

SUSTAINABILITY. Consideration of present development and construction impacts on the community, the economy, and the environment without compromising the needs of the future.

Section 4.304.1 Irrigation controllers is hereby deleted in its entirety and replaced as follows:

4.304.1 Irrigation controllers. Automatic irrigation system controllers for landscaping provided and installed at the time of final inspection and shall comply with the following:

1. Controllers shall be weather- or soil moisture-based irrigation controllers that automatically adjust irrigation in response to changes in plants' needs as weather conditions change.
2. Weather-based controllers without integral rain sensors or communication systems that account for local rainfall shall have a separate wired or wireless rain sensor which connects or communicates with the controller(s). Soil moisture-based controllers are not required to have rain sensor input.

SECTION 8. Title 10, Chapter 10-44 of the Laguna Hills Municipal Code is hereby amended and restated in its entirety to read as follows:

Chapter 10-44 Swimming Pool and Spa Code

10-44.010 Adoption of the International Swimming Pool and Spa Code.

The International Swimming Pool and Spa Code, 2012 Edition, published by the International Code Council, together with the amendments provided in this chapter, is hereby adopted and incorporated by reference, as if set forth at length herein, as the Swimming Pool and Spa Code of the City of Laguna Hills. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection.

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10-44.020 Amendments to the Swimming Pool and Spa Code.

Section 301 is amended by adding a Subsections 301.3, 301.4, 301.5 and 301.6 as follows:

301.3 Waste water from any filter, scum filter, scum gutter, overflow, pool emptying line, or similar apparatus or appurtenance shall discharge into an approved type receptor and subsequently into a public sewer. The flood level rim of such receptor shall be at least six (6) inches (152 mm) above the flood level of the adjacent ground. Each such receptor when permitted to be connected to any part of a drainage system shall be provided with an approved trap with a minimum pipe size of three (3) inches (76 mm).

301.4 portions of Article 2.5, of the Swimming Pool Safety Act, Health and Safety Code are hereby adopted and repeated herein for convenience.

115920. Short title.

115921. Definitions.

115922. Construction permit; safety features required.

115923. Enclosure; required characteristics.

115924. Agreements to build; notice of provisions.

115925. Exempt facilities.

115926. Application to facilities regulated by Department of Social Services.

115927. Modification and interpretation of article.

Article 2.5

THE SWIMMING POOL SAFETY ACT

115920. This act shall be known and may be cited as the Swimming Pool Safety Act.

115921. As used in this article the following terms have the following meanings:

(a) "Swimming pool" or "pool" means any structure intended for swimming or recreational bathing that contains water over 18 inches deep. "Swimming pool" includes in-ground and aboveground structures and includes, but is not limited to, hot tubs, spas, portable spas, and nonportable wading pools.

(b) "Public swimming pool" means a swimming pool operated for the use of the general public with or without charge, or for the use of the members

and guests of a private club. Public swimming pool does not include a swimming pool located on the grounds of a private single-family home.

(c) "Enclosure" means a fence, wall, or other barrier that isolates a swimming pool from access to the home.

(d) "Approved safety pool cover" means a manually or power-operated safety pool cover that meets all of the performance standards of the American Society for Testing and Materials (ASTM), in compliance with standard F1346-91.

(e) "Exit alarms" means devices that make audible, continuous alarm sounds when any door or window, that permits access from the residence to the pool area that is without any intervening enclosure, is opened or is left ajar. Exit alarms may be battery operated or may be connected to the electrical wiring of the building.

(f) "ANSI/APSP performance standard" means a standard that is accredited by the American National Standards Institute (ANSI) and published by the Association of Pool and Spa Professionals (APSP).

(g) "Suction outlet" means a fitting or fixture typically located at the bottom or on the sides of a swimming pool that conducts water to a recirculating pump.

115922.

(a) Commencing January 1, 2007, except as provided in Section 115925, whenever a building permit is issued for construction of a new swimming pool or spa, or any building permit is issued for remodeling of an existing pool or spa, at a private, single-family home, it shall be equipped with at least one of the following seven drowning prevention safety features:

(1) The pool shall be isolated from access to a home by an enclosure that meets the requirements of Section 115923.

(2) The pool shall incorporate removable mesh pool fencing that meets American Society for Testing and Materials (ASTM) Specifications F 2286 standards in conjunction with a gate that is self-closing and self-latching and can accommodate a key lockable device.

(3) The pool shall be equipped with an approved safety pool cover that meets all requirements of the ASTM Specifications F 1346.

(4) The residence shall be equipped with exit alarms on those doors providing direct access to the pool.

(5) All doors providing direct access from the home to the swimming pool shall be equipped with a self-closing, self-latching device with a release mechanism placed no lower than 54 inches above the floor.

(6) Swimming pool alarms that, when placed in pools, will sound upon detection of accidental or unauthorized entrance into the water. These pool alarms shall meet and be independently certified to the ASTM Standard F 2208 "Standards Specification for Pool Alarms" which includes surface motion, pressure, sonar, laser, and infrared type alarms. For purposes of this article, "swimming pool alarms" shall not include swimming protection alarm devices designed for individual use, such as an alarm attached to a child that sounds when the child exceeds a certain distance or becomes submerged in water.

(7) Other means of protection, if the degree of protection afforded is equal to or greater than that afforded by any of the devices set forth above, and have been independently verified by an approved testing laboratory as meeting standards for those devices established by the ASTM or the American Society of Mechanical Engineers (ASME).

(b) Prior to the issuance of any final approval for the completion of permitted construction or remodeling work, the local building code official shall inspect the drowning safety prevention devices required by this act and if no violations are found, shall give final approval.

115923. An enclosure shall have all of the following characteristics:

(a) Any access gates through the enclosure open away from the swimming pool, and are self-closing with a self-latching device placed no lower than 60 inches above the ground.

(b) A minimum height of 60 inches.

(c) A maximum vertical clearance from the ground to the bottom of the enclosure of two inches.

(d) Gaps or voids, if any, do not allow passage of a sphere equal to or greater than four inches in diameter.

(e) An outside surface free of protrusions, cavities, or other physical characteristics that would serve as handholds or footholds that could enable a child below the age of five years to climb over.

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115924.

(a) Any person entering into an agreement to build a swimming pool or spa, or to engage in permitted work on a pool or spa covered by this article, shall give the consumer notice of the requirements of this article.

(b) Pursuant to existing law, the Department of Health Services shall have available on the department's Web site, commencing January 1, 2007, approved pool safety information available for consumers to download. Pool contractors are encouraged to share this information with consumers regarding the potential dangers a pool or spa poses to toddlers. Additionally, pool contractors may provide the consumer with swimming pool safety materials produced from organizations such as the United States Consumer Product Safety Commission, Drowning Prevention Foundation, California Coalition for Children's Safety & Health, Safe Kids Worldwide, Association of Pool and Spa Professionals, or the American Academy of Pediatrics.

115925. The requirements of this article shall not apply to any of the following:

(a) Public swimming pools.

(b) Hot tubs or spas with locking safety covers that comply with the American Society for Testing Materials-Emergency Performance Specification (ASTM-ES 13-89).

(c) Any pool within the jurisdiction of any political subdivision that adopts an ordinance for swimming pool safety that includes requirements that are at least as stringent as this article.

(d) An apartment complex, or any residential setting other than a single-family home.

115926. This article does not apply to any facility regulated by the State Department of Social Services even if the facility is also used as the private residence of the operator. Pool safety in those facilities shall be regulated pursuant to regulations adopted therefore by the State Department of Social Services.

115927. Notwithstanding any other provision of law, this article shall not be subject to further modification or interpretation by any regulatory agency of the state, this authority being reserved exclusively to local jurisdictions, as provided for in subdivision (e) of Section 115922 and subdivision (c) of Section 115924.

115928. Whenever a building permit is issued for the construction of a new swimming pool or spa, the pool or spa shall meet all of the following requirements:

(a)

(1) The suction outlets of the pool or spa for which the permit is issued shall be equipped to provide circulation throughout the pool or spa as prescribed in paragraphs (2) and (3).

(2) The swimming pool or spa shall either have at least two circulation suction outlets per pump that shall be hydraulically balanced and symmetrically plumbed through one or more "T" fittings, and that are separated by a distance of at least three feet in any dimension between the suction outlets, or be designed to use alternatives to suction outlets, including, but not limited to, skimmers or perimeter overflow systems to conduct water to the recirculation pump.

(3) The circulation system shall have the capacity to provide a complete turnover of pool water, as specified in Section 3124B of Chapter 31B of the California Building Standards Code (Title 24 of the California Code of Regulations).

(b) Suction outlets shall be covered with antientrapment grates as specified in the ANSI/APSP-16 performance standard or successor standard designated by the federal Consumer Product Safety Commission, that cannot be removed except with the use of tools. Slots or openings in the grates or similar protective devices shall be of a shape, area, and arrangement that would prevent physical entrapment and would not pose any suction hazard to bathers.

(c) Any backup safety system that an owner of a new swimming pool or spa may choose to install in addition to the requirements set forth in subdivisions (a) and (b) shall meet the standards as published in the document, "Guidelines for Entrapment Hazards: Making Pools and Spas Safer," Publication Number 363, March 2005, United States Consumer Product Safety Commission.

115928.5. Whenever a building permit is issued for the remodel or modification of an existing swimming pool, toddler pool, or spa, the permit shall require that the suction outlet or suction outlets of the existing swimming pool, toddler pool, or spa be upgraded so as to be equipped with antientrapment grates, as specified in the ANSI/APSP-16 performance standard or a successor standard designated by the federal Consumer Product Safety Commission.

301.5 Water Clarity. All swimming pool and spa water shall be maintained in a clear condition, which is free of algae, insects, debris, and in a sanitary condition. The floor of the pool shall be clearly visible.

301.6 Retroactivity. Subsection 301.4 shall not be enforced on a retroactive basis. Existing barriers required at the time of pool construction shall apply and be maintained.

Section 10-44.030 Interpretation

In the event of a conflict between the provisions of the Swimming Pool Safety Act, the International Swimming Pool and Spa Code, 2012 Edition, the 2013 California Building Code, or the 2013 California Residential Code, the Building Official shall implement the most restrictive measures cited.

SECTION 9. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to California Code of Regulations Title 14, Chapter 3, Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15371), because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 10. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more section, subsection, subdivision, sentence, clause, phrase, or portion thereof be declared invalid or unconstitutional.

SECTION 11. The City Clerk shall certify as to the adoption of this Ordinance and cause a summary thereof to be published within (15) days of the adoption and shall post a Certified copy of this Ordinance, including the vote for and against the same, in the Office of the City Clerk, in accordance with Government Code Section 36933.

PASSED, APPROVED, AND ADOPTED this 10TH DAY OF DECEMBER, 2013.

BARBARA D. KOGERMAN, MAYOR

ATTEST:

PEGGY J. JOHNS, CITY CLERK

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

Ordinance No.

I, Peggy J. Johns, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing Ordinance No. 2013- was duly introduced and placed upon its first reading at a Regular Meeting of the City Council on the 12th day of November, 2013, and that thereafter, said Ordinance was duly adopted and passed at a Regular Meeting of the City Council held on the 10th day of December, 2013, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

PEGGY J. JOHNS, CITY CLERK

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

AFFIDAVIT OF POSTING
AND PUBLICATION

PEGGY J. JOHNS, being first duly sworn, deposes and says:

That she is the duly appointed and qualified City Clerk of the City of Laguna Hills;

That in compliance with State Laws of the State of California, ORDINANCE NO.
2013-_____, being:

AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA AMENDING TITLE 10 OF THE LAGUNA HILLS MUNICIPAL CODE BY AMENDING CHAPTERS 10-28, 10-32, 10-36, 10-40, 10-48 AND 10-52 ADOPTING BY REFERENCE THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE CALIFORNIA BUILDING CODE (AS AMENDED), 2013 EDITION, BASED ON THE 2012 INTERNATIONAL BUILDING CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL; THE CALIFORNIA MECHANICAL CODE, 2013 EDITION, BASED ON THE 2012 UNIFORM MECHANICAL CODE AS PUBLISHED BY THE INTERNATIONAL ASSOCIATION OF PLUMBING AND MECHANICAL OFFICIALS; THE CALIFORNIA ELECTRICAL CODE, 2013 EDITION, BASED ON THE 2011 NATIONAL ELECTRICAL CODE AS PUBLISHED BY THE NATIONAL FIRE PROTECTION ASSOCIATION; THE CALIFORNIA PLUMBING CODE, 2013 EDITION, BASED ON THE 2012 UNIFORM PLUMBING CODE AS PUBLISHED BY THE INTERNATIONAL ASSOCIATION OF PLUMBING AND MECHANICAL OFFICIALS; THE CALIFORNIA RESIDENTIAL CODE (AS AMENDED), 2013 EDITION, BASED ON THE 2012 INTERNATIONAL RESIDENTIAL CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL; AND THE CALIFORNIA GREEN BUILDING STANDARDS CODE (AS AMENDED), 2013 EDITION; AND AMENDING TITLE 10, CHAPTER 10-44 OF THE LAGUNA HILLS MUNICIPAL CODE BY ADOPTING BY REFERENCE THE INTERNATIONAL SWIMMING POOL AND SPA CODE (AS AMENDED), 2012 EDITION, AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL

on the 15th day of November, 2013, was published in summary in The Register and on the 20th day of December 2013, was published in summary in the Saddleback Valley News; and was, in compliance with City Resolution No. 2004-05-25-2, on the 13th day of November, 2013, and on the 11th day of December, 2013, caused to be posted in summary in three places in the City of Laguna Hills, to wit:

Laguna Hills City Hall
Laguna Hills Community Center
Courtyard at La Paz Center

PEGGY J. JOHNS, CITY CLERK
Laguna Hills, California

The seal of the City of Laguna Hills is a circular emblem. It features a central illustration of a person on horseback in a field, with a large, stylized bird (possibly a phoenix or eagle) rising behind them. The text "CITY OF LAGUNA HILLS" is arched across the top, and "1991" is at the bottom.

Attachment #2

CALIFORNIA FIRE CODE ORDINANCE

ORDINANCE NO. 2013-

AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA, AMENDING TITLE 5 OF THE LAGUNA HILLS MUNICIPAL CODE BY AMENDING CHAPTER 5-16 ADOPTING BY REFERENCE THE 2013 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9) INCLUDING APPENDICES B, BB, C, AND CC, BASED ON THE 2012 INTERNATIONAL FIRE CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL, FOR THE PURPOSE OF PRESCRIBING REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE OR EXPLOSION

WHEREAS, pursuant to California Government Code Section 50022.1 *et seq.*, the City of Laguna Hills ("City") may adopt by reference the California Fire Code, 2013 Edition, as provided in Title 24, Part 9, of the California Code of Regulations; and

WHEREAS, the California Building Standards Commission ("Commission") recently adopted new amendments to the California Fire Code; and

WHEREAS, California Health & Safety Code Section 17958.5 *et seq.*, and 18941.5 authorizes cities to modify the California Fire Code by adopting more restrictive standards and modifications if such standards and modifications are accompanied by express findings that they are reasonably necessary because of local climatic, geological or topographical conditions; and

WHEREAS, based upon the recommendations of the Fire Official and the Building Official, the City Council finds the proposed amendments to the 2013 California Fire Code ("amendments") set forth in this Ordinance, which are more restrictive than the standards adopted by the California Building Standards Commission, would decrease the potential incidence of property damage, injury, and death due to fires, and are reasonable and necessary to mitigate local climatic, geological or topographical conditions; and

WHEREAS, on November 12, 2013, the City introduced this Ordinance for first reading at a regular meeting of the City Council, and set a public hearing and second reading of the Ordinance for December 10, 2013; and

WHEREAS, the City held a public hearing on December 10, 2013, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the 2013 California Fire Code as amended herein; and

WHEREAS, pursuant to California Government Code Section 6066, the City published notice of the aforementioned public hearing; and

WHEREAS, any and all other legal prerequisites relating to the adoption of this Ordinance have occurred;

THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. Findings. The City Council hereby finds that the proposed amendments to the 2013 California Fire Code are reasonably necessary because of local climatic, geological or topographical conditions, and adopts the findings provided below to support the modifications to the 2013 California Fire Code.

I. Climatic Conditions

- A. The jurisdiction of Laguna Hills is located in a semi-arid Mediterranean type climate. It annually experiences extended periods of high temperatures with little or no precipitation. Hot, dry (Santa Ana) winds, which may reach speeds of 70 M.P.H. or greater, are also common to the area. These climatic conditions cause extreme drying of vegetation and common building materials. Frequent periods of drought and low humidity add to the fire danger. This predisposes the area to large destructive fires (conflagration). In addition to directly damaging or destroying buildings, these fires are also prone to disrupt utility services throughout the County. Obstacles generated by a strong wind, such as fallen trees, street lights and utility poles, and the requirement to climb 75 feet vertically up flights of stairs will greatly impact the response time to reach an incident scene. Additionally, there is a significant increase in the amount of wind force at 60 feet above the ground. Use of aerial type fire fighting apparatus above this height would place rescue personnel at increased risk of injury.
- B. The climate alternates between extended periods of drought and brief flooding conditions. Flood conditions may affect the Orange County fire Authority's ability to respond to a fire or emergency condition. Floods also disrupt utility services to buildings and facilities within the County.
- C. Water demand in this densely populated area far exceeds the quantity supplied by natural precipitation; and although the population continues to grow, the already-taxed water supply does not. California is projected to increase in population by nearly 10 million over the next quarter of a century with 50 percent of that growth centered in Southern California. Due to storage capacities and consumption, and a limited amount of rainfall future water allocation is not fully dependable. This necessitates the need for additional and on-site fire protection features. It would also leave tall buildings vulnerable to uncontrolled fires due to a lack of available water and an inability to pump sufficient quantities of available water to floors in a fire.

- D. These dry climatic conditions and winds contribute to the rapid spread of even small fires originating in high-density housing or vegetation. These fires spread very quickly and create a need for increased levels of fire protection. The added protection of fire sprinkler systems and other fire protection features will supplement normal fire department response by providing immediate protection for the building occupants and by containing and controlling the fire spread to the area of origin. Fire sprinkler systems will also reduce the use of water for firefighting by as much as 50 to 75 percent.

II. Topographical conditions

- A. Natural; slopes of 15 percent or greater generally occur throughout the foothills of Orange County. The elevation change cause by the hills creates the geological foundation on which communities with Orange County is built and will continue to build. With much of the populated flatlands already built upon, with future growth, steeper slopes will occur and greater constraints in terrain.
- B. Traffic and circulation congestion is an artificially created, obstructive topographical condition, which is common throughout Orange County.
- C. These topographical conditions combine to create a situation, which places fire department response time to fire occurrences at risk, and makes it necessary to provide automatic on-site fire-extinguishing systems and other protection measures to protect occupants and property.

III. Geological Conditions

The Orange County region is a densely populated area that has buildings constructed over and near a vast and complex network of faults that are believed to be capable of producing future earthquakes similar or greater in size that the 1994 Northridge and the 1971 Sylmar earthquakes. Earthquake faults run along the northeast and southwest boundaries of Orange County. The Newport-Inglewood Fault, located within Orange County was the source of the destructive 1933 Long Beach earthquake (6.3 magnitude) which took 120 lives and damaged buildings in an area from Laguna Beach to Marina Del Rey to Whittier. In December 1989, another earthquake occurred in the jurisdiction of Irvine at an unknown fault line. Regional planning for reoccurrence of earthquakes is recommended by the state of California, Department of Conservation.

- A. Previous earthquakes have been accompanied by disruption of traffic flow and fires. A severe seismic event has the potential to negatively impact any rescue or fire suppression activities because it is likely to create

obstacles similar to those indicated under the high wind section above. With the probability of strong aftershocks there exists a need to provide increased protection for anyone on upper floors of buildings. The October 17, 1989, Santa Cruz earthquake resulted in one major fire in the Marina District (San Francisco). When combined with the 34 other fires locally and over 500 responses, the department was taxed to its fullest capabilities. The Marina fire was difficult to contain because mains supplying water to the district burst during the earthquake. This situation creates the need for both additional fire protection and automatic on-site fire protection for building occupants. State Department of Conservation noted in their 1988 report (Planning Scenario on a Major Earthquake on the Newport-Inglewood Fault Zone, page 59), "unfortunately, barely meeting the minimum earthquake standards of building codes places a building on the verge of being legally unsafe."

- B. Road circulation features located throughout the County also make amendments reasonably necessary. Located through the County are major roadways, highways and flood control channels that create barriers and slow response times. Hills, slopes, street and storm drain design accompanies with occasional heavy rainfall, causes roadway flooding and landslides and at times may make an emergency access route impassable. There are areas in Orange County that naturally have extended emergency response times that exceed the 5 minute goal.
- C. Soils throughout the County possess corrosive properties that reduce the expected usable life of water services when metallic pipes in contact with soils are utilized.
- D. Portions of the County contain active or former oil production fields. These areas contain a variety of naturally occurring gasses, liquids and vapors. These compounds present toxicity or flammability hazards to building occupants. Evaluation of these hazards and the risks they pose to development is necessary implement appropriate mitigation.

Due to the topographical conditions of sprawling development separated by waterways and narrow and congested streets and the expected infrastructure damage inherent in seismic zone described above, it is prudent to rely on automatic fire sprinkler systems to mitigate extended fire department response time and keep fires manageable with reduced fire flow (water) requirements for a given structures. Additional fire protection is also justified to match the current resources of firefighting equipment and personnel within the Orange County Fire Authority.

Additional amendments have been made to the Code and other supplementary codes. Such amendments are hereby found to be either administrative or procedural in nature or concern themselves with subjects not covered in such codes. The changes made

include provisions making each of said codes compatible with other codes enforced by the City.

The findings above are applicable to amendments to the 2013 California Fire Code as follows:

CODE SECTION	TITLE (Clarification)	FINDINGS I,II,III
109.4	Violation penalties	Admin
109.4.2	Infraction	Admin
109.4.3	Misdemeanor	Admin
202	General definitions (Flow-Line, Hazardous Fire Area, EHLF)	Admin
305.5	Chimney spark arrestors	I & II
305.6	Outdoor fires	I & II
305.6.1	Where prohibited	I & II
305.6.1.1	Fuel Modification Area	I & II
305.6.1.2	Supervision	I & II
305.6.2	Hazardous conditions	I & II
305.6.3	Disposal of rubbish	I & II
307.6	Outdoor Fireplaces, Fire Pits, Fire Rings, and Outdoor Fireplaces	I & II
307.6.1	Gas-fueled devices	I & II
307.6.2	Devices using wood or fuels other than natural gas or LPG	I & II
307.6.2.1	Where prohibited	I & II
319	Development on or near land containing or emitting toxic, combustible or flammable liquids, gases or vapors	III

320	Fuel modification requirements for new construction	N/A
321	Clearance of brush or vegetation growth from roadways	N/A
322	Unusual circumstances	N/A
323	Use of equipment	N/A
323.1	Spark arrestors	N/A
324	Restricted entry (In hazardous area)	N/A
325	Trespassing on posted property	N/A
326	Sky Lanterns or similar devices	I & II
503.2.1 Clarity to VHFSZ	Dimensions (Fire Lanes)	N/A
505.1	Address identification	N/A
510.1	Emergency responder radio coverage in new buildings	Admin
510.2	Emergency responder radio coverage in existing buildings	Admin
510.3	Permit Required	Admin
510.4	Technical requirements	Admin
510.5	Installation requirements	Admin
510.6	Maintenance	Admin
608.1	Scope (Battery Systems)	Admin
608.10	Indoor charging of electric carts/cars	III-A

903.2	Where required (Sprinklers)	II & III-B
903.2.8	Group R (Sprinklers)	II-B & III-B
903.3.5.3	Hydraulically calculated systems	I & II
903.4	Sprinkler system supervision and alarms (of valves)	III-A
905.4	Location of Class I standpipe hose connections	III-A
907.2.13	High-rise buildings (Alarm Systems)	Admin
907.3.1	Duct smoke detectors	III-A
907.5.2.2	Emergency voice/alarm communication system	II & III-A
2008.1. thru 2008.1.11	Emergency Helicopter Landing Facility	II & III-A
2801.2	Permit (Miscellaneous combustible storage)	Admin
2808.2	Storage site	N/A
2808.3	Size of piles	N/A
2808.7	Pile fire protection	N/A
2808.9	Material-handling equipment	N/A
2808.11	Temperature control	N/A
2808.11.2	New material temperature control	N/A
4906.3	Vegetation	N/A
4908	Fuel modification requirements for new construction	N/A
4909	Explosions and blasting	N/A
5001.5.2	Hazardous materials inventory statement (HMIS)	Admin
5003.1.1(1)	Maximum allowable quantity per control area	I & III
5003.1.1.1	Extremely hazardous substances	III

5003.5	Hazard identification signs	Admin
5503.4.1	Identification signs (Cryogenic Fluid)	Admin
5610	Firing (Fireworks)	Admin
5611	Seizure of fireworks	Admin
5612	Displays (Fireworks)	
5613	Retail fireworks	
5704.2.3.2	Label or placard (Flammable/Combustible liquid)	Admin
6004.2.2.7	Treatment systems (Highly toxic & toxic material)	II & III
Chapter 50	Reference Standards	
	2010 NFPA 13 (Sprinkler Systems)	Admin, II & III
	2010 NFPA 13-R (Multi-Family Sprinkler Systems)	II & III
	2010 NFPA 13-D (Single Family Sprinkler Systems)	II & III
	2007 NFPA 14 (Standpipe Systems)	II & III
	2010 NFPA 24 (Underground Water Supply Systems)	II & III
	2010 NFPA 72 (Fire Alarm Systems)	Admin & II

SECTION 2. Chapter 5-16 of the Laguna Hills Municipal Code is hereby amended by repealing Section 5-16.010 in its entirety, and replacing it with a new Section 5-16.010 to read as follows:

5-16.010 Adoption of the California Fire Code and International Fire Code.

The California Fire Code, 2013 Edition, including Appendices B, BB, C, and CC, based on the 2012 Edition of the International Fire Code as published by the International Code Council, together with the amendments provided in this chapter, is hereby adopted and incorporated by reference, as if set forth at length herein, as the Fire Code of the City of Laguna Hills for the purpose of prescribing regulations governing conditions hazardous to life and property from fire and explosions. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection.

SECTION 3. Chapter 5-16 of the Laguna Hills Municipal Code is hereby amended by repealing Section 5-16.030 in its entirety, and replacing it with a new Section 5-16.030 to read as follows:

Chapter 1 Scope and Administration is adopted in entirety with the following amendments:

Section 109.4 Violation penalties is hereby revised as follows:

109.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of either a misdemeanor, infraction or both as prescribed in Section 109.4.2 and 109.4.3. Penalties shall be as prescribed in local ordinance. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 109.4.2 Infraction is hereby added as follows:

109.4.2 Infraction. Except as provided in Section 109.4.3, persons operating or maintaining any occupancy, premises or vehicle subject to this code that shall permit any fire or life safety hazard to exist on premises under their control shall be guilty of an infraction.

Section 109.4.3 Misdemeanor is hereby added as follows:

109.4.3 Misdemeanor. Persons who fail to take immediate action to abate a fire or life safety hazard when ordered or notified to do so by the chief or a duly authorized representative, or who violate the following sections of this code, shall be guilty of a misdemeanor:

104.11.2	Obstructing operations
104.11.3	Systems and Devices
107.5	Overcrowding
109.3.2	Compliance with Orders and Notices
111.4	Failure to comply
305.4	Deliberate or negligent burning
308.1.2	Throwing or placing sources of ignition
310.7	Burning Objects
3104.7	Open or exposed flames

Chapter 2 Definitions is adopted in its entirety with the following amendments:

Section 202 General Definitions is hereby revised by adding “Approach-Departure Path,” “Emergency Helicopter Landing Facility (EHLF),” “Flow-line,” “Hazardous Fire Area,” “Safety Area,” and “Takeoff and Landing Area” and revising “High-Rise Building” as follows:

APPROACH-DEPARTURE PATH. The flight path of the helicopter as it approaches or departs from the landing pad.

EMERGENCY HELICOPTER LANDING FACILITY (EHLF). A landing area on the roof of a high rise building that is not intended to function as a heliport or helistop but is capable of accommodating fire, police, or medical helicopters engaged in emergency operations.

FLOW-LINE. The lowest continuous elevation on a curb defined by the path traced by a particle in a moving body of water at the bottom of the rolled curb.

HAZARDOUS FIRE AREA. Includes all areas identified within Section 4906.2 and other areas as determined by the Fire Code Official as presenting a fire hazard due to the presence of combustible vegetation, or the proximity of the property to an area that contains combustible vegetation.

HIGH-RISE BUILDING. In other than Group I-2 occupancies, “high-rise buildings” as used in this Code:

Existing high-rise structure. A high-rise structure, the construction of which is commenced or completed prior to July 1, 1974.

High-rise structure. Every building of any type of construction or occupancy having floors used for human occupancy located more than 55 feet above the lowest floor level having building access, except buildings used as hospitals as defined in Health and Safety Code Section 1250.

New high-rise building. A high-rise structure, the construction of which is commenced on or after July 1, 1974. For the purpose of this section, construction shall be deemed to have commenced when plans and specifications are more than 50 percent complete and have been presented to the local jurisdiction prior to July 1, 1974. Unless all provisions of this section have been met, the construction of such buildings shall commence on or before January 1, 1976.

New high-rise structure. means a high-rise structure, the construction of which commenced on or after July 1, 1974.

SAFETY AREA. A defined area surrounding the landing pad that is free of obstructions.

SKY LANTERN. An airborne lantern typically made of paper, Mylar, or other lightweight material with a wood, plastic, or metal frame containing a candle, fuel cell, or other heat source that provides buoyancy.

TAKEOFF AND LANDING AREA. The combination of the landing pad centered within the surrounding safety area.

Chapter 3 General Requirements is adopted in its entirety with the following amendments:

Section 304.1.2 Vegetation is hereby revised as follows:

304.1.2 Vegetation. Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirement in urban-wildland interface areas shall be in accordance with Chapter 49 and OCFA vegetation management guidelines.

Section 305.5 Chimney spark arresters is hereby added as follows:

305.5 Chimney spark arresters. All chimneys attached to any appliance or fireplace that burns solid fuel shall be equipped with an approved spark arrester. Chimneys serving outdoor appliances or fireplaces shall be equipped with a spark arrester. The spark arrester shall meet the requirements of Section 2113.9.2 of the California Building Code.

Section 305.6 Outdoor fires is hereby added as follows:

305.6 Outdoor fires. Outdoor fires shall be in accordance with Sections 305, 307, and 308 and with other applicable sections of this code.

305.6.1 Where prohibited. Outdoor fires shall not be built, ignited or maintained in fuel modification areas, Wildfire Risk Areas (WRA) and adopted Fire Hazard Severity Zones (FHSZ) or Special Fire Protection Areas (SFPA) or other locations where conditions could cause the spread of fire to the WRA, SFPA or FHSZ, except by permit from the fire code official.

Exceptions: A permit is not required for the following:

1. Fires in approved outdoor or portable fireplaces, fire pits, fire rings and similar devices at Group R occupancies that are installed and used in accordance with this code.
2. Outdoor fires at inhabited premises or official organized campsites or parks when located in a permanent or portable barbeque or grill, incinerator, or outdoor fireplace located at least 30 feet from combustible vegetation.
3. Installations or uses approved by the fire code official.

305.6.1.1 Fuel Modification Areas. Outdoor fires using wood or other solid fuel shall not be built, ignited or maintained in a fuel modification area.

305.6.1.2 Supervision. Where a permit is issued or when allowed under the exceptions to Section 305.6.1, such fires shall be supervised by a person 18 years of age or older.

305.6.2 Hazardous conditions. Outdoor fires are not allowed when predicted sustained winds exceed 8 MPH during periods when relative humidity is less than 25%, or a red flag condition has been declared or public announcement is made, when an official sign was caused to be posted by the fire code official, or when such fires present a hazard as determined by the fire code official.

305.6.3 Disposal of rubbish. Rubbish, trash or combustible waste material shall be burned only within an approved incinerator and in accordance with Section 307.2.1.

Section 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES is hereby amended as follows:

SECTION 307 OPEN BURNING, RECREATIONAL FIRES, FIRE PITs, FIRE RINGS, AND OUTDOOR FIREPLACES

307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies. Outdoor fireplaces, fire pits, fire rings, or similar exterior devices used at Group R shall comply with this section.

Exception: Barbeques, grills, and other portable devices intended for cooking.

307.6.1 Gas-fueled devices. Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas

flame and not wood or other solid fuel. At R-3 occupancies, combustible construction shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. At other R occupancies, the minimum distance shall be ten feet. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester in accordance with Section 305.5.

307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas. Fireplaces burning wood or other solid fuel shall be constructed in accordance with the California Building Code and Section 305.5. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks. The burning of wood or other solid fuel in a device is not allowed within 15 feet of combustible structures, unless within a permanent or portable fireplace. Conditions which could cause a fire to spread within 25 feet of a structure or to vegetation shall be eliminated prior to ignition. Fires in devices burning wood or solid fuel shall be managed per Section 307.5.

307.6.2.1 Where prohibited. The burning of wood and other solid fuels shall not be conducted within a fuel modification zone. Wood and other solid fuel burning fires in devices other than permanent fireplaces are not allowed within Wildfire Risk Areas (WRA) and adopted Fire Hazard Severity Zones (FHSZ) and Special Fire Protection Areas (SFPA) or in locations where conditions could cause the spread of fire to the WRA or FHSZ, unless determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.

Section 319 Development on or Near Land Containing or Emitting Toxic, Combustible or Flammable Liquids, Gases or Vapors is hereby added as follows:

319 Development On Or Near Land Containing Or Emitting Toxic, Combustible or Flammable Liquids, Gases or Vapors. The fire code official may require the submittal for approval of geological studies, evaluations, reports, remedial recommendations and/or similar documentation from a state-licensed and department-approved individual or firm, on any parcel of land to be developed which has, or is adjacent to, or within 1,000 feet (304.8 m) of a parcel of land that has an active, inactive, or abandoned oil or gas well operation, petroleum or chemical refining facility, petroleum or chemical storage, or may contain or give off toxic, combustible or flammable liquids, gases or vapors.

Section 320 Fuel Modification Requirements for New Construction is hereby added as follows:

320 Fuel Modification Requirements for New Construction. All new buildings to be built or installed in areas with or adjacent to land having hazardous combustible vegetation shall comply with the requirements in the edition of OCFA Vegetation Management Guidelines currently in use at the time of plan submittal.

Section 321 Clearance of brush or vegetation growth from roadways is hereby added as follows:

321 Clearance of brush or vegetation growth from roadways. The fire code official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of highways and private streets which are improved, designed or ordinarily used for vehicular traffic, to be cleared of flammable vegetation and other combustible growth. Measurement shall be from the flow-line or the end of the improved edge of the roadway surfaces.

Exception: Single specimens of trees, ornamental shrubbery or cultivated ground cover such as green grass, ivy, succulents or similar plants used as ground covers, provided that they do not form a means of readily transmitting fire.

Section 322 Unusual Circumstances is hereby added as follows:

322 Unusual circumstances. The fire code official may suspend enforcement of the vegetation management requirements and require reasonable alternative measures designed to advance the purpose of this code if determined that in any specific case that any of the following conditions exist:

1. Difficult terrain.
2. Danger of erosion.
3. Presence of plants included in any state and federal resources agencies, California Native Plant Society and county-approved list of wildlife, plants, rare, endangered and/or threatened species.
4. Stands or groves of trees or heritage trees.
5. Other unusual circumstances that make strict compliance with the clearance of vegetation provisions undesirable or impractical.

Section 323 Use of Equipment is hereby added as follows:

323 Use of equipment. Except as otherwise provided in this section, no person shall use, operate, or cause to be operated in, upon or adjoining any hazardous

fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrester as defined in Section 323.1 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.

Exceptions:

1. Engines used to provide motor power for trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section if the exhaust system is equipped with a muffler as defined in the Vehicle Code of the State of California.
2. Turbocharged engines are not subject to this section if all exhausted gases pass through the rotating turbine wheel, there is no exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition

Section 323.1 Spark Arresters is hereby added as follows:

323.1 Spark arresters. Spark arresters shall comply with the following:

1. A spark arrester is a device constructed of nonflammable material specifically for the purpose of removing and retaining carbon and other flammable particles over 0.0232 of an inch (0.58 mm) in size from the exhaust flow of an internal combustion engine that uses hydrocarbon fuels or which is qualified and rated by the United States Forest Service.
2. Spark arresters affixed to the exhaust system of engines or vehicles subject to Section 322 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.

Section 324 Restricted Entry is hereby added as follows:

324 Restricted entry. The fire code official shall determine and publicly announce when hazardous fire areas shall be closed to entry and when such areas shall again be opened to entry. Entry on and occupation of hazardous fire areas, except public roadways, inhabited areas or established trails and camp sites which have not been closed during such time when the hazardous fire area is closed to entry, is prohibited.

Exceptions:

1. Residents and owners of private property within hazardous fire areas and their invitees and guests going to or being upon their lands.
2. Entry, in the course of duty, by peace or police officers, and other duly authorized public officers, members of a fire department and members of the United States Forest Service.

Section 325 Trespassing on posted property is hereby added as follows:

325 Trespassing on posted property. When the fire code official determines that a specific area within a hazardous fire area presents an exceptional and continuing fire danger because of the density of natural growth, difficulty of terrain, proximity to structures or accessibility to the public, such areas shall be closed until changed conditions warrant termination of closure. Such areas shall be posted as hereinafter provided.

1. Signs. Approved signs prohibiting entry by unauthorized persons and referring to applicable fire code chapters shall be placed on every closed area.
2. Trespassing. Entering and remaining within areas closed and posted is prohibited.

Exception: Owners and occupiers of private or public property within closed and posted areas, their guests or invitees, and local, state and federal public officers and their authorized agents acting in the course of duty.

Section 326 Sky Lanterns or similar devices is hereby added as follows:

326 Sky Lanterns or similar devices. The ignition and/or launching of a Sky Lantern or similar device is prohibited.

Exception: Upon approval of the fire code official, sky lanterns may be used as necessary for religious or cultural ceremonies providing that adequate safeguards have been taken as approved by the fire code official. Sky Lanterns must be tethered in a safe manner to prevent them from leaving the area and must be constantly attended until extinguished.

Chapter 4 Emergency Planning and Preparedness. The following sections are hereby adopted:

1. 401
2. 401.3.4
3. 401.9
4. 402
5. 403
6. 404.6 – 404.7.6
7. 407
8. 408.3.1 – 408.3.2
9. 408.12 – 408.12.3

Chapter 5 Fire Service Features is adopted in its entirety with the following amendments:

Section 503.2.1 Dimensions is revised as follows:

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm). Street widths are to be measured from top face of curb to top face of curb, on streets with curb and gutter, and from flow-line to flow-line on streets with rolled curbs.

Section 503.2.1.1 Hazardous Fire Area is added as follows:

503.2.1.1 Hazardous Fire Areas. In Hazardous Fire Areas the minimum fire apparatus road width shall be 28 feet (8530 mm). The width shall be maintained to an approved point outside of the Hazardous Fire Area.

Exception: When the road serves no more than three dwelling units and the road does not exceed 150 feet in length, the road width may be 24 feet (7300 mm). This length may be increased to 400 feet where serving no more than three dwelling units and all structures accessed from the roadway are protected by automatic fire sprinklers.

Section 505.1 Address Identification is revised as follows:

505.1 Address identification. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Where required by the fire code official, address numbers shall be provided in additional approved locations to facilitate emergency response. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of 0.5 inch (12.7 mm) for R-3 occupancies, for all other occupancies the numbers shall be a minimum of 6 inches high with a minimum stroke width of 1 inch. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address numbers shall be maintained.

Section 510.1 Emergency responder radio coverage is revised as follows:

510.1 Emergency responder radio coverage in new buildings. All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. This section shall not require improvement of the existing public safety communication

systems. The Emergency responder radio coverage system shall comply with one of the following:

1. An emergency radio system installed in accordance with the local authority having jurisdiction's ordinance.
2. An emergency radio coverage system installed in accordance with Orange County Fire Authority's Emergency Responder Digital Radio Guideline.

Exceptions:

1. Where it is determined by the fire code official that the radio coverage system is not needed.
2. In facilities where emergency responder radio coverage is required and such systems, components or equipment could have a negative impact on normal operations of the facility, the fire code official shall have the authority to accept an automatically activated emergency responder radio coverage system.

Sections 510.2; 510.3; 510.4; 510.5; 510.6 are hereby deleted without replacement;

Chapter 6 Building Services and Systems is adopted in its entirety with the following amendments

Section 608.1 Scope is hereby amended as follows:

608.1 Scope. Stationary storage battery systems having an electrolyte capacity of more than 50 gallons (189 L) for flooded lead acid, nickel cadmium (Ni-Cd) and valve-regulated lead acid (VRLA), or 1,000 pounds (454 kg) for lithium-ion and lithium metal polymer, used for facility standby power, emergency power or uninterruptible power supplies shall comply with this section and Table 608.1. Indoor charging systems for electric carts/cars with more than 50 gallons (189 L) aggregate quantity shall comply with Section 608.10.

Section 608.10 Indoor charging of electric carts/cars is hereby added as follows:

608.10 Indoor charging of electric carts/cars. Indoor charging of electric carts/cars where the combined volume of all battery electrolyte exceeds 50 gallons shall comply with following:

1. Spill control and neutralization shall be provided and comply with Section 608.5.

2. Room ventilation shall be provided and comply with Section 608.6.1
3. Signage shall be provided and comply with Section 608.7.1
4. Smoke detection shall be provided and comply with Section 907.2

Chapter 7 Fire-Resistance-Rated Construction is adopted in its entirety without amendments.

Chapter 8 Interior Finish, Decorative Materials and Furnishings is adopted in its entirety without amendments.

Chapter 9 Fire Protection Systems is adopted in its entirety with the following amendments:

Section 903.2 Where required is hereby revised as follows:

903.2 Where required. Approved automatic sprinkler systems in buildings and structures shall be provided when one of the following conditions exists:

1. **New buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.19, an automatic fire-extinguishing system shall also be installed in all occupancies when the total building area exceeds 5,000 square feet (465 m²) as defined in Section 202, regardless of fire areas or allowable area, or is more than two stories in height.
2. **Existing buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5000 square feet (465 m²) as defined in Section 202; or
 - b. When an addition exceeds 2000 square feet (186 m²) and the resulting building area exceeds 5000 square feet (465 m²) as defined in Section 202; or
 - c. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Group R-3 occupancies shall comply with Section 903.2.8.

Section 903.2.8 Group R is hereby revised as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area as follows:

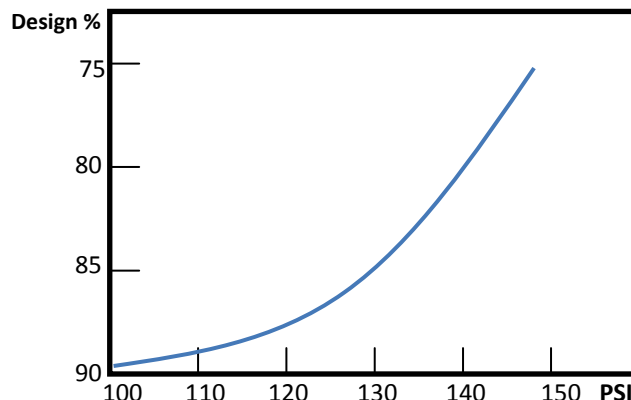
1. **New buildings:** An automatic sprinkler system shall be installed throughout all new buildings.
2. **Existing buildings:** An automatic sprinkler system shall be installed throughout when one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area as defined in Section 202, and greater than 1000 square feet (93 m²) within a two year period; or
 - b. An addition when the existing building is already provided with automatic sprinklers; or
 - c. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

Section 903.3.5.3 Hydraulically calculated systems is hereby added as follows:

903.3.5.3 Hydraulically calculated systems. The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

Exception: When static pressure exceeds 100 psi, and required by the Fire Code Official, the fire sprinkler system shall not exceed water supply capacity specified by Table 903.3.5.3

TABLE 903.3.5.3
Hydraulically Calculated Systems



Section 903.4 Sprinkler system supervision and alarms is hereby revised by deleting item 3 and 5, and renumbering the Exceptions as follows:

1. Automatic sprinkler systems protecting one- and two-family dwellings.
2. Limited area systems serving fewer than 20 sprinklers.
3. Jockey pump control valves that are sealed or locked in the open position.
4. Valves controlling the fuel supply to fire pump engines that are sealed or locked in the open position.
5. Trim valves to pressure switches in dry, preaction and deluge sprinkler systems that are sealed or locked in the open position.

Section 905.4 Location of Class I standpipe hose connections is hereby amended by adding item 7 as follows:

7. The centerline of the 2.5 inch (63.5 mm) outlet shall be no less than 18 inches (457.2 mm) and no more than 24 inches above the finished floor.

Section 907.2.13 High-rise buildings is hereby revised as follows:

907.2.13 High-rise buildings and Group I-2 occupancies having occupied floors located more than 55 feet above the lowest level of fire department vehicle access. High-rise buildings and Group I-2 occupancies having occupied floors located more than 55 feet above the lowest level of fire department vehicle access shall be provided with an automatic smoke detection system in

accordance with Section 907.2.13.1, a fire department communication system in accordance with Section 907.2.13.2 and an emergency voice/alarm communication system in accordance with Section 907.6.2.2.

Exceptions:

1. Airport traffic control towers in accordance with Section 907.2.22 and Section 412 of the California Building Code.
2. Open parking garages in accordance with Section 406.5 of the California Building Code.
3. Buildings with an occupancy in Group A-5 in accordance with Section 303.1 of the California Building Code.
4. Low-hazard special occupancies in accordance with Section 503.1.1 of the California Building Code.
5. In Group I-2 and R-2.1 occupancies, the alarm shall sound at a constantly attended location and occupant notification shall be broadcast by the emergency voice/alarm communication system

Section 907.3.1 Duct smoke detectors is hereby amended as follows:

907.3.1 Duct smoke detectors. Smoke detectors installed in ducts shall be listed for the air velocity, temperature and humidity present in the duct. Duct smoke detectors shall be connected to the building's fire alarm control unit when a fire alarm system is installed. Activation of a duct smoke detector shall initiate a visible and audible supervisory signal at a constantly attended location and shall perform the intended fire safety function in accordance with this code and the California Mechanical Code. Duct smoke detectors shall not be used as a substitute for required open area detection.

Exception: In occupancies not required to be equipped with a fire alarm system, actuation of a smoke detector shall activate a visible and an audible signal in an approved location. Smoke detector trouble conditions shall activate a visible or audible signal in an approved location and shall be identified as air duct detector trouble.

Section 907.5.2.2 Emergency voice/alarm communication systems is revised as follows.

907.5.2.2 Emergency voice/alarm communication systems. Emergency voice/alarm communication systems required by this code shall be designed and installed in accordance with NFPA 72. The operation of any automatic fire

detector, sprinkler waterflow device or manual fire alarm box shall automatically sound an alert tone followed by voice instructions giving approved information and directions for a general or staged evacuation in accordance with the building's fire safety and evacuation plans required by Section 404. In high-rise buildings and Group I-2 occupancies having occupied floors located more than 55 feet above the lowest level of fire department vehicle access, the system shall operate on a minimum of the alarming floor, the floor above and the floor below. Speakers shall be provided throughout the building by paging zones. At a minimum, paging zones shall be provided as follows:

1. Elevator groups.
2. Exit stairways.
3. Each floor.
4. Areas of refuge as defined in Chapter 2.
5. Dwelling units in apartment houses.
6. Hotel guest rooms or suites.

Exception: In Group I-2 and R-2.1 occupancies, the alarm shall sound in a constantly attended area and a general occupant notification shall be broadcast over the overhead page.

Section 907.6.3.2 High-rise buildings is revised as follows.

907.6.3.2 High-rise buildings. High-rise buildings and Group I-2 occupancies having occupied floors located more than 55 feet above the lowest level of fire department vehicle access, a separate zone by floor shall be provided for all of the following types of alarm-initiating devices where provided:

1. Smoke detectors.
2. Sprinkler water-flow devices.
3. Manual fire alarm boxes
4. Other approved types of automatic detection devices or suppression systems.

Section 907.6.5 Monitoring is revised as follows:

907.6.5 Monitoring. Fire alarm systems required by this chapter or by the California Building Code shall be monitored by an approved supervising station in accordance with NFPA 72, this section, and per Orange County Fire Authority Guideline "New and Existing Fire Alarm & Signaling Systems."

Chapter 10 Means of Egress is adopted in its entirety without amendments

Chapter 11 Construction Requirements for Existing Buildings. The following sections are hereby adopted:

1. 1103.7
2. 1103.7.3
3. 1103.7.3.1
4. 1103.7.8 – 1103.7.8.2
5. 1103.7.9 – 1103.7.9.10
6. 1103.8 – 1103.8.5.3
7. 1106

Chapter 20 Aviation Facilities is adopted in its entirety with the following amendments:

Section 2008 Emergency Helicopter Landing Facility (EHLF) and its subsections are hereby added as follows:**2008 Emergency Helicopter Landing Facility (EHLF)**

2008.1 General. Every building of any type of construction or occupancy having floors used for human occupancy located more than 75 ft above the lowest level of fire department vehicle access shall have a rooftop emergency helicopter landing facility (EHLF) in a location approved by the fire code official for use by fire, police, and emergency medical helicopters only.

2008.1.1 Rooftop Landing Pad. The landing pad shall be 50 ft. x 50 ft. or a 50 ft. diameter circle that is pitched or sloped to provide drainage away from access points and passenger holding areas at a slope of 0.5 percent to 2 percent. The landing pad surface shall be constructed of approved non-combustible, nonporous materials. It shall be capable of supporting a helicopter with a maximum gross weight of 15,000 lbs. For structural design requirements, see California Building Code.

2008.1.2 Approach-Departure Path. The emergency helicopter landing facility shall have two approach-departure paths separated from each other by at least 90 degrees. No objects shall penetrate above the approach-departure paths. The approach-departure path begins at the edge of the landing pad, with the same width or diameter as the landing pad and rises outward and upward at a ratio of eight feet horizontal distance for every one foot of vertical height.

2008.1.3 Safety Area. The safety area is a horizontal plane level with the landing pad surface and shall extend 25 ft in all directions from the edge of the landing pad. No objects shall penetrate above the plane of the safety area.

2008.1.4 Safety Net. If the rooftop landing pad is elevated more than 30 in. (2'-6") above the adjoining surfaces, a 6 ft in wide horizontal safety net capable of supporting 25 lbs/sf shall be provided around the perimeter of

the landing pad. The inner edge of the safety net attached to the landing pad shall be slightly dropped (greater than 5 in. but less than 18 in.) below the pad elevation. The safety net shall slope upward but the outer safety net edge shall not be above the elevation of the landing pad.

2008.1.5 Take-off and Landing Area. The takeoff and landing area shall be free of obstructions and 100 ft x 100 ft. or 100 ft. diameter.

2008.1.6 Wind Indicating Device. An approved wind indicating device shall be provided but shall not extend into the safety area or the approach-departure paths.

2008.1.7 Special Markings. The emergency helicopter landing facility shall be marked as indicated in Figure 2008.1.7.

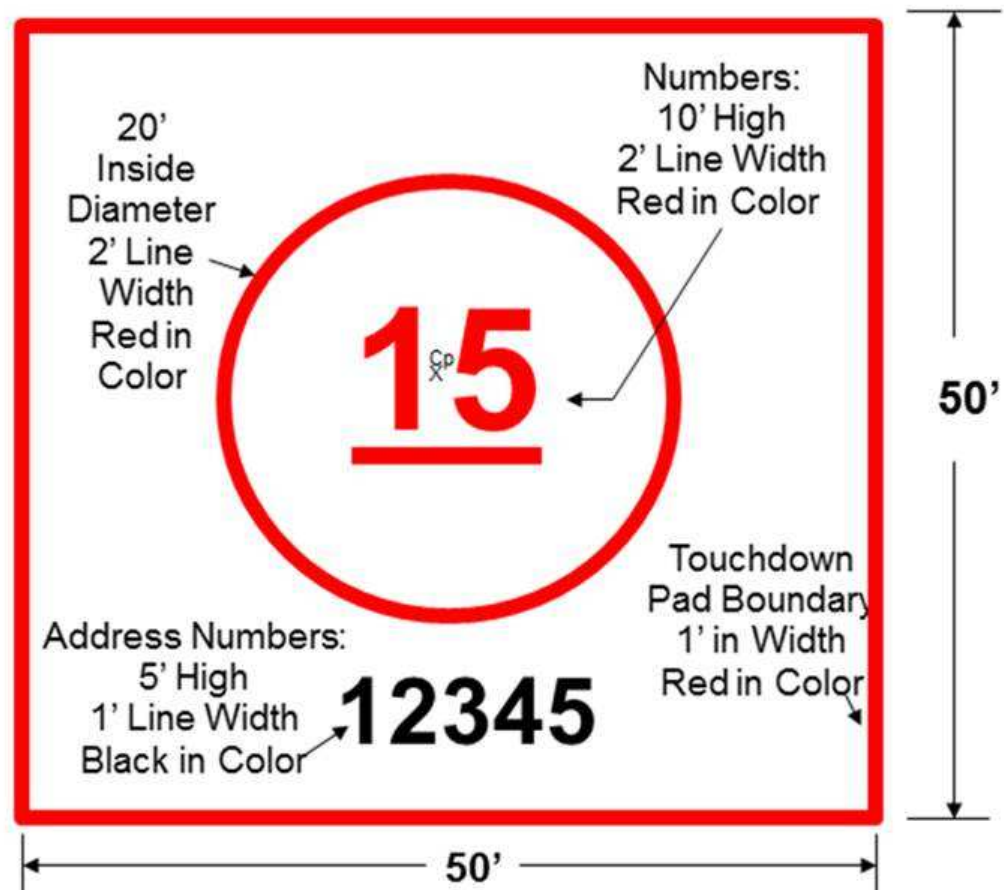
2008.1.8 EHLF Exits. Two stairway exits shall be provided from the landing platform area to the roof surface. For landing areas less than 2,501 square feet in area, the second exit may be a fire escape or ladder leading to the roof surface below. The stairway from the landing facility platform to the floor below shall comply with Section 1009.7.2 for riser height and tread depth. Handrails shall be provided, but shall not extend above the platform surface.

2008.1.9 Standpipe systems. The standpipe system shall be extended to the roof level on which the EHLF is located. All portions of the EHLF area shall be within 150 feet of a 2.5-inch outlet on a Class I or III standpipe.

2008.1.10 Fire extinguishers. A minimum of one portable fire extinguisher having a minimum 80-B:C rating shall be provided and located near the stairway or ramp to the landing pad. The fire extinguisher cabinets shall not penetrate the approach-departure paths, or the safety area. Installation, inspection, and maintenance of extinguishers shall be in accordance with the CFC, Section 906.

2008.1.11 EHLF. Fueling, maintenance, repairs, or storage of helicopters is prohibited.

Figure 2008.1.7 Helicopter Landing Pad Markings



1. The preferred background is white or tan.
2. The circled center number indicates the allowable weight that the facility is capable of supporting in thousands of pounds.
3. The numbers shall be orientated towards the preferred flight (typically facing the prevailing wind)

Chapter 21 Dry Cleaning is adopted in its entirety without amendments.

Chapter 22 Combustible Dust-Producing Operations is adopted in its entirety without amendments.

Chapter 23 Motor Fuel-Dispensing Facilities and Repair Garages is adopted in its entirety without amendments.

Chapter 24 Flammable Finishes is adopted in its entirety without amendments.

Chapter 25 Fruit and Crop Ripening is adopted in its entirety without amendments.

Chapter 26 Fumigation and Thermal Insecticidal Fogging is adopted in its entirety without amendments.

Chapter 27 Semiconductor Fabrication Facilities is adopted in its entirety without amendments.

Chapter 28 Lumber Yards and Woodworking Facilities is adopted in its entirety with the following amendments:

Section 2801.2 Permit is hereby revised by adding the following statement to the last sentence:

2801.2 Permit. Permits shall be required as set forth in Section 105.6. For Miscellaneous Combustible Storage Permit, see Section 105.6.29.

Section 2808.2 Storage site is hereby revised as follows:

2808.2 Storage site. Storage sites shall be level and on solid ground or other all-weather surface. Sites shall be thoroughly cleaned and approval from the fire code official obtained before transferring products to the site.

Section 2808.3 Size of piles is hereby revised as follows:

2808.3 Size of piles. Piles shall not exceed 15 feet (4572 mm) in height, 50 feet (15 240 mm) in width and 100 feet (30 480 mm) in length.

Section 2808.7 Pile fire protection is hereby revised by adding the following statement to the last sentence:

2808.7 Pile fire protection. Automatic sprinkler protection shall be provided in conveyor tunnels and combustible enclosures that pass under a pile. Combustible conveyor systems and enclosed conveyor systems shall be equipped with an approved automatic sprinkler system. Oscillating sprinklers with a sufficient projectile reach are required to maintain a 40% to 60% moisture content and wet down burning/smoldering areas.

Section 2808.9 Material-handling equipment is hereby revised by adding the following sentence at the beginning of the section:

2808.9 Material-handling equipment. All material handling equipment operated by an internal combustion engine shall be provided and maintained with an

approved spark arrester. Approved material-handling equipment shall be available for moving wood chips, hogged material, wood fines and raw product during fire-fighting operations.

Section 2808.11 Temperature control is hereby added as follows:

2808.11 Temperature control. The temperature shall be monitored and maintained as specified in Sections 2808.11.1 and 2808.11.2.

Section 2808.11.1 Pile temperature control is hereby added as follows:

2808.11.1 Pile temperature control. Piles shall be rotated when the internal temperature readings are in excess of 165 degrees Fahrenheit.

Section 2808.11.2 New material temperature control is hereby added as follows:

2808.11.2 New material temperature control. New loads delivered to the facility shall be inspected and tested at the facility entry prior to taking delivery. Material with temperature exceeding 165 degrees Fahrenheit shall not be accepted on the site. New loads shall be monitored to verify that the temperature remains stable.

Chapter 29 Manufacture of Organic Coatings is adopted in its entirety without amendments.

Chapter 30 Industrial Ovens is adopted in its entirety without amendments.

Chapter 31 Tents and Other Membrane Structures is adopted in its entirety without amendments.

Chapter 32 High-Piled Combustible Storage is adopted in its entirety without amendments.

Chapter 33 Fire Safety During Construction and Demolition is adopted in its entirety without amendments.

Chapter 34 Tire Rebuilding and Tire Storage is adopted in its entirety without amendments.

Chapter 35 Welding and Other Hot Work is adopted in its entirety without amendments.

Chapter 36 Marinas is adopted in its entirety without amendments.

Chapter 48 Motion Picture and Television Production Studio Sound Stages, Approved Production Facilities and Production Locations is adopted in its entirety without amendments.

Chapter 49 Requirements for Wildland-Urban Interface Fire Areas is adopted in its entirety with the following amendments:

Section 4906.3 Vegetation is hereby revised by adding Section “(5)” as follows:

(5) OCFA Vegetation Management Guidelines.

Section 4908 Fuel Modification Requirements for New Construction is hereby added as follows:

4908 Fuel Modification Requirements for New Construction. All new buildings to be built or installed in hazardous fire areas shall comply with the following:

1. Preliminary fuel modification plans shall be submitted to and approved by the fire code official concurrent with the submittal for approval of any tentative map.
2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.
 - 2.1 The fuel modification plan shall include provisions for the maintenance of the fuel modification for perpetuity.
3. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of the Orange County Fire Authority Vegetation Management Guidelines.
4. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.
5. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.

Chapter 50 Hazardous Materials – General Provisions is adopted in its entirety with the following amendments.

Section 5001.5.2 Hazardous Materials Inventory Statement (HMIS) is hereby amended by modifying the starting paragraph as follows:

5001.5.2 Hazardous Materials Inventory Statement (HMIS). Where required by the fire code official, an application for a permit shall include Orange County Fire Authority's Chemical Classification Packet, which shall be completed and approved prior to approval of plans, and/or the storage, use or handling of chemicals on the premises. The Chemical Classification Packet shall include the following information:

1. Product Name
2. Component
3. Chemical Abstract Service (CAS) number
4. Location where stored or used.
5. Container size
6. Hazard classification
7. Amount in storage
8. Amount in use-closed systems
9. Amount in use-open systems.

Table 5003.1.1(1) Maximum Allowable Quantity per Control Area of Hazardous Materials Posing a Physical Hazard is hereby amended by deleting Footnote K without replacement.

Section 5003.1.1.1 Extremely Hazardous Substances is hereby added as follows:

5003.1.1.1 Extremely Hazardous Substances. No person shall use or store any amount of extremely hazardous substances (EHS) in excess of the disclosable amounts (see Health and Safety Code Section 25500 et al) in a residential zoned or any residentially developed property.

Section 5003.5 Hazard identification signs is hereby amended by modifying the NFPA standard as follows:

5003.5 Hazard identification signs. Unless otherwise exempted by the fire code official, visible hazard identification signs as specified in the Orange County Fire Authority Signage Guidelines for the specific material contained shall be placed on stationary containers and above-ground tanks and at entrances to locations where hazardous materials are stored, dispensed, used or handled in quantities requiring a permit and at specific entrances and locations designated by the fire code official.

Chapter 51 Aerosols is adopted in its entirety without amendments.

Chapter 52 Combustible Fibers is adopted in its entirety without amendments.

Chapter 53 Compressed Gases is adopted in its entirety without amendments.

Chapter 54 Corrosive materials is adopted in its entirety without amendments.

Chapter 55 Cryogenic Fluids is adopted in its entirety with the following amendment:

Section 5503.4.1 Identification signs is hereby revised as follows:

5503.4.1 Identification signs. Visible hazard identification signs in accordance with the Orange County Fire Authority Signage Guidelines shall be provided at entrances to buildings or areas in which cryogenic fluids are stored, handled or used.

Chapter 56 Explosives and Fireworks California Fire Code Chapter 56 is adopted in its entirety with the following amendments:

Section 5601.2 Retail Fireworks is hereby added as follows:

5601.2 Retail Fireworks. The storage, use, sale, possession, and handling of fireworks 1.4G (commonly referred to as Safe & Sane) and fireworks 1.3G is prohibited.

Exception: Fireworks 1.4G and fireworks 1.3G may be part of an electrically fired public display when permitted and conducted by a licensed pyrotechnic operator.

Section 5601.3 Seizure of Fireworks is hereby added as follows:

5601.3 Seizure of Fireworks. The fire code official shall have the authority to seize, take, remove all fireworks stored, sold, offered for sale, used or handled in violation of the provisions of Title 19 CCR, Chapter 6. Any seizure or removal pursuant to this section shall be in compliance with all applicable statutory, constitutional, and decisional law.

Section 5602 Explosives and blasting is hereby added as follows:

5602 Explosives and blasting. Explosives shall not be possessed, kept, stored, sold, offered for sale, given away, used, discharged, transported or disposed of

within wildland-urban interface areas, or hazardous fire areas except by permit from the fire code official.

Section 5608.1 General is hereby revised as follows:

5608.1 General. Outdoor fireworks displays, use of pyrotechnics before a proximate audience and pyrotechnic special effects in theatrical and group entertainment productions shall comply with California Code of Regulations, Title 19, Division 1, Chapter 6 Fireworks, the Orange County Fire Authority Guidelines for Public Fireworks Displays, and with the conditions of the permit as approved by the fire code official.

Section 5608.2 Firing is hereby added as follows:

5608.2 Firing. All fireworks displays shall be electrically fired.

Chapter 57 Flammable and Combustible Liquids is adopted in its entirety with the following amendment:

Section 5704.2.3.2 Label or placard is hereby amended by modifying the NFPA standard as follows:

5704.2.3.2 Label or placard. Tanks more than 100 gallons (379 L) in capacity, which are permanently installed or mounted and used for the storage of Class I, II or III liquids, shall bear a label and placard identifying the material therein. Placards shall be in accordance with the Orange County Fire Authority Signage Guidelines.

Chapter 58 Flammable Gases and Flammable Cryogenic Fluids is adopted in its entirety without amendments.

Chapter 59 Flammable Solids is adopted in its entirety without amendments.

Chapter 60 Highly Toxic and Toxic Materials is adopted in its entirety with the following amendments:

Section 6004.2.2.7 Treatment system is hereby amended by modifying the Exceptions as follows:

Exceptions:

1. Toxic gases – storage/use. Treatment systems are not required for toxic gases supplied by cylinders or portable tanks not exceeding 1,700 pounds (772 kg) water capacity when the following are provided:
 - 1.1 A listed or approved gas detection system with a sensing interval not exceeding 5 minutes.
 - 1.2. For storage, valve outlets are equipped with gas-tight outlet plugs or caps.
 - 1.3 For use, a listed and approved automatic-closing fail-safe valve located immediately adjacent to cylinder valves. The fail-safe valve shall close when gas is detected at the permissible exposure limit (PEL) by a gas detection system monitoring the exhaust system at the point of discharge from the gas cabinet, exhausted enclosure, ventilated enclosure or gas room. The gas detection system shall comply with Section 6004.2.2.10.

Chapter 61 Liquefied Petroleum Gases is adopted in its entirety without amendments.

Chapter 62 Organic Peroxides is adopted in its entirety without amendments.

Chapter 63 Oxidizers, Oxidizing Gases, and Oxiding Cryogenic Fluids is adopted in its entirety without amendments.

Chapter 64 Pyrophoric Materials is adopted in its entirety without amendments.

Chapter 65 Pyroxylin (Cellulose Nitrate) Plastics is adopted in its entirety without amendments.

Chapter 66 Unstable (Reactive) Materials is adopted in its entirety without amendments.

Chapter 67 Water-Reactive Solids and Liquids is adopted in its entirety without amendments.

Chapter 80 Referenced Standards is adopted in its entirety with the following amendments:

NFPA 13, 2013 Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 6.8.3 is hereby revised as follows:

6.8.3 Fire department connections (FDC) shall be of an approved type. The FDC shall contain a minimum of two 2 ½" inlets. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red. When the fire sprinkler density design requires 500 gpm (including inside hose stream demand) or greater, or a standpipe system is included, four 2 ½" inlets shall be provided.

Section 8.3.3.1 is hereby revised as follows:

8.3.3.1. When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

1. Quick-response type as defined in 3.6.4.7
2. Residential sprinklers in accordance with the requirements of 8.4.5
3. Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
4. Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 8.17.1.1.1 is hereby added as follows:

8.17.1.1.1 Residential Waterflow Alarms. A local water-flow alarm shall be provided on all sprinkler systems and shall be connected to the building fire alarm or water-flow monitoring system, where provided. Group R occupancies not requiring a fire alarm system by the California Fire Code shall be provided with a minimum of one approved interior alarm device in each unit. Interior alarm devices shall be required to provide 55 dBA or 15 dBA above ambient, whichever is greater, throughout all living spaces within each unit. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. When not connected to a fire alarm or water-flow monitoring system, audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

Section 11.1.1.2 is hereby added as follows:

11.1.1.2 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve "G". Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new occupancy.

Section 11.2.3.1.1.1 is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the Fire Code Official:

1. Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;
2. Use a maximum of 40 psi, if available;
3. Utilize the Orange County Fire Authority water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

Section 23.2.1.1 is hereby revised as follows:

23.2.1.1 Where a waterflow test is used for the purposes of system design, the test shall be conducted no more than 6 months prior to working plan submittal unless otherwise approved by the authority having jurisdiction.

NFPA 13R, 2013 Edition, Installation of Sprinkler System in Residential Occupancies up to and Including Four Stories in Height is hereby amended as follows:

Section 6.16.1 is hereby revised as follows:

6.16.1 A local water-flow alarms shall be provided on all sprinkler systems and shall be connected to the building fire alarm or water-flow monitoring system where provided. Group R occupancies containing less than the number of stories, dwelling units or occupant load specified in the California Fire Code as requiring a fire alarm system shall be provided with a minimum of one approved interior alarm device in each unit. Interior alarm devices shall be required to

provide 55 dBA or 15 dBA above ambient, whichever is greater, throughout all living spaces within each dwelling unit. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. When not connected to a fire alarm or water-flow monitoring system, audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

There shall also be a minimum of one exterior alarm indicating device, listed for outside service and audible from the access roadway that serves that building.

NFPA 13D, 2013 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 4.1.3 is hereby added as follows:

4.1.3 Stock of Spare Sprinklers

Section 4.1.3.1 is hereby added as follows:

4.1.3.1. A supply of at least two sprinklers for each type shall be maintained on the premises so that any sprinklers that have operated or been damaged in any way can be promptly replaced.

Section 4.1.3.2 is hereby added as follows:

4.1.3.2 The sprinklers shall correspond to the types and temperature ratings of the sprinklers in the property.

Section 4.1.3.3 is hereby added as follows:

4.1.3.3 The sprinklers shall be kept in a cabinet located where the temperature to which they are subjected will at no time exceed 100 °F (38°C).

Section 4.1.3.4 is hereby added as follows:

4.1.3.4 A special sprinkler wrench shall be provided and kept in the cabinet to be used in the removal and installation of sprinklers. One sprinkler wrench shall be provided for each type of sprinkler installed.

Section 7.1.2 is hereby revised as follows:

7.1.2 The system piping shall not have a separate control valve unless supervised by a central station, proprietary, or remote station alarm service.

Section 7.6 is hereby deleted in its entirety and replaced as follows:

7.6 Alarms. Exterior alarm indicating device shall be listed for outside service and audible from the street from which the house is addressed. Exterior audible devices shall be placed on the front or side of the structure and the location is subject to final approval by the fire code official. Additional interior alarm devices shall be required to provide 55 dBA or 15 dBA above ambient, whichever is greater, throughout all living spaces. Sound levels in all sleeping areas with all intervening doors closed shall be a minimum of 15 dBA above the average ambient sound level but not less than 75 dBA, whichever is greater. Audible devices shall be powered from an uninterruptible circuit (except for over-current protection) serving normally operated appliances in the residence.

Exceptions:

1. When an approved water flow monitoring system is installed, interior audible devices may be powered through the fire alarm control panel.
2. When smoke detectors specified under CBC Section 907.2.11 are used to sound an alarm upon waterflow switch activation.

NFPA 14, 2013 Edition, Installation of Standpipe and Hose Systems is hereby amended as follows:

Section 7.3.1.1 is hereby is deleted in its entirety and replaced as follows:

7.3.1.1 Class I and III Standpipe hose connections shall be unobstructed and shall be located not less than 18 inches or more than 24 inches above the finished floor. Class II Standpipe hose connections shall be unobstructed and shall be located not less than 3 feet or more than 5 feet above the finished floor.

NFPA 24, 2013 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances is hereby amended as follows:

Section 6.2.1.1 is hereby added as follows:

6.2.1.1 The closest upstream indicating valve to the riser shall be painted OSHA red.

Section 6.2.11 (5) is hereby deleted without replacement and (6) and (7) renumbered:

- (5) Control Valves installed in a fire-rated room accessible from the exterior.
- (6) Control valves in a fire-rated stair enclosure accessible from the exterior as permitted by the authority having jurisdiction.

Section 6.3.3 is hereby added as follows:

Section 6.3.3 All post indicator valves controlling fire suppression water supplies shall be painted OSHA red.

Section 10.1.6.3 is hereby added as follows:

10.1.6.3 All ferrous pipe shall be coated and wrapped. Joints shall be coated and wrapped after assembly. All fittings shall be protected with a loose 8-mil polyethylene tube. The ends of the tube shall extend past the joint by a minimum of 12 inches and be sealed with 2 inch wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings

Section 10.3.6.2 is hereby revised as follows:

10.3.6.2 All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material, prior to poly-tube, and after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

Section 10.3.6.3 is hereby added as follows:

10.3.6.3 All bolts used in pipe-joint assembly shall be 316 stainless steel.

Section 10.6.3.1 is hereby deleted and replaced as follows:

10.6.3.1 Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.6.2.

Section 10.6.4 is hereby revised as follows:

10.6.4 Pipe joints shall not be located under foundation footings. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints.

SECTION 4. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to California Code of Regulations Title 14, Chapter 3, Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15371), because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 5. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more section, subsection, subdivision, sentence, clause, phrase, or portion thereof be declared invalid or unconstitutional.

SECTION 6. The City Clerk shall certify as to the adoption of this Ordinance and cause a summary thereof to be published within (15) days of the adoption and shall post a Certified copy of this Ordinance, including the vote for and against the same, in the Office of the City Clerk, in accordance with Government Code Section 36933.

PASSED, APPROVED, AND ADOPTED this 10TH DAY OF DECEMBER 2013.

BARBARA D. KOGERMAN, MAYOR

ATTEST:

PEGGY J. JOHNS, CITY CLERK

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

I, Peggy J. Johns, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing Ordinance No. 2013- was duly introduced and
placed upon its first reading at a Regular Meeting of the City Council on the 12th day of
November, 2013, and that thereafter, said Ordinance was duly adopted and passed at a
Regular Meeting of the City Council held on the 10th day of December, 2013, by the
following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

PEGGY J. JOHNS, CITY CLERK

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

AFFIDAVIT OF POSTING
AND PUBLICATION

PEGGY J. JOHNS, being first duly sworn, deposes and says:

That she is the duly appointed and qualified City Clerk of the City of Laguna Hills; That in compliance with State Laws of the State of California, ORDINANCE NO. 2013-, being:

AN ORDINANCE OF THE CITY OF LAGUNA HILLS, CALIFORNIA AMENDING TITLE 5 OF THE LAGUNA HILLS MUNICIPAL CODE BY AMENDING CHAPTER 5-16 ADOPTING BY REFERENCE THE 2013 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9) INCLUDING APPENDICES B, BB, C, AND CC, BASED ON THE 2012 INTERNATIONAL FIRE CODE AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL, FOR THE PURPOSE OF PRESCRIBING REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE OR EXPLOSION

on the 15th day of November, 2013, was published in summary in The Register and on the 20th day of December 2013, was published in summary in the Saddleback Valley News; and was, in compliance with City Resolution No. 2004-05-25-2, on the 13th day of November, 2013 and on the 11th day of December, 2013, caused to be posted in summary in three places in the City of Laguna Hills, to wit:

Laguna Hills City Hall
Laguna Hills Community Center
Courtyard at La Paz Center

PEGGY J. JOHNS, CITY CLERK
Laguna Hills, California



City of Laguna Hills

City Council Meeting Agenda

Staff Report

DATE: NOVEMBER 12, 2013

TO: MAYOR AND COUNCIL MEMBERS

**FROM: DONALD J. WHITE
ASSISTANT CITY MANAGER**

**ISSUE: AWARD OF CONSULTING SERVICES AGREEMENT TO MATRIX
CONSULTING GROUP FOR POLICE SERVICES STUDY**

**RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE CONSULTING
SERVICES AGREEMENT WITH MATRIX CONSULTING GROUP TO CONDUCT A
POLICE SERVICES EVALUATION AND AUTHORIZE THE CITY MANAGER TO
EXECUTE THE CONSULTING SERVICES AGREEMENT WITH MATRIX CONSULTING
GROUP.**

SUMMARY:

The City of Laguna Hills has successfully contracted for police services with the Orange County Sheriff's Department since Incorporation. However, as was pointed out in the May 7, 2013 Budget Study Session staff report, the Sheriff's contract has outpaced inflation since 2005-06 and expected increases in retirement rates will likely expose the City to further increases in the future. This concern gave rise to the City Council approving a Major Plan in the budget to study staffing levels in the City's Law Enforcement contract with the County of Orange. At the August 27, 2013, City Council meeting, the City Council authorized staff to issue a Consultant Services Request for Proposals for a Police Services Study and appoint an Ad Hoc Advisory Committee composed solely of two members of the City Council to evaluate proposals and to make a final recommendation to the City Council regarding consultant selection. On October 21, 2013, the Ad Hoc Committee, assisted by the City Manager, Assistant City Manager and Chief of Police Services, interviewed three consulting firms. The Ad Hoc Committee, composed of Mayor Kogerman and Mayor Pro Tem Blount, are recommending that the City engage the services of Matrix Consulting Group to conduct the police services evaluation.

BACKGROUND:

Following the authorization to issue Requests for Proposals (RFP) for a Police Services Study, staff sent an RFP to fourteen consulting firms. Out of these fourteen, the City received three proposals from the following firms:

- Management Partners
- Ralph Andersen & Associates
- Matrix Consulting Group

On October 21, 2013, the Ad Hoc Committee, assisted by the City Manager, Assistant City Manager and Chief of Police Services, interviewed all three firms. The Ad Hoc Committee, with the concurrence of City staff, is recommending that the City retain the services of Matrix Consulting Group to conduct a police services evaluation. This recommendation is based in part on Matrix's extensive experience (over 250 police related studies) and the subject matter expertise of their principal consultant. Overall, the committee felt that Matrix's experience and project personnel would be the most likely to produce innovative recommendations for the City. A consulting services agreement has been prepared and is attached to this report.

FISCAL IMPACT:

The total cost of the study is \$43,000. The budget allocates \$25,000. However, as stated in the August 27, 2013 report, staff expected that the scope of the project would cause the study to cost more than the budgeted amount. The budget also allocated \$25,000 for consultant assistance to help the City accomplish another of its major plans, to research and identify strategies to lower water rates for Laguna Hills residences and businesses. Staff has made progress on this major plan and is of the opinion that the City will not require any outside help. Therefore, staff is recommending that \$18,000 of the amount allocated for researching water rates be used to pay for the police services study.

ATTACHMENTS:

- Consulting Service Agreement with Matrix Consulting Group

CONSULTING SERVICES AGREEMENT
Matrix Consulting Group, LTD
(Laguna Hills Police Services Study)

THIS AGREEMENT FOR CONSULTING SERVICES (the "Agreement") is made, entered into, and effective this 12th day of November 2013, by and between the CITY OF LAGUNA HILLS, a municipal corporation organized and existing under the laws of the State of California ("City"), and MATRIX CONSULTING GROUP, LTD., a California corporation ("Consultant").

RECITALS

A. City requires the services of a qualified professional management consulting firm that specializes in the analysis of law enforcement systems and operations to conduct a police services study on behalf of the City for the purpose of analyzing and evaluating law enforcement staffing and services and law enforcement service alternatives in order to improve service cost effectiveness while retaining high levels of service (hereinafter referred to as the "Project").

B. Consultant has submitted to City a written proposal, dated September 26, 2013, to provide professional management consulting services to City for the purpose of conducting a police services study for the Project pursuant to the terms of this Agreement.

C. Based on its experience, education, training, and reputation, Consultant is qualified to provide the necessary services to City for the Project and desires to provide such services.

D. City desires to retain the professional services of Consultant for the Project.

NOW, THEREFORE, in consideration of the promises and mutual agreements contained herein, City agrees to retain and does hereby retain Consultant and Consultant agrees to provide services to the City as follows:

AGREEMENT

1. CONSULTANT SERVICES

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Consultant shall provide professional management consulting services to City and shall conduct a police services study for the Project as described and as set forth in the Proposal and Scope of Services/Work, dated September 26, 2013, attached to this Agreement as Exhibit "A" and incorporated herein by reference (the "services" or "work"), which includes the agreed upon schedule of performance and the schedule of fees. Consultant represents and warrants that all services and work shall be performed in a competent, professional, and satisfactory manner in accordance with all standards prevalent in the industry. In the event of any inconsistency between the terms contained in the Proposal and Scope of Services/Work (Exhibit "A") and the terms set forth in the main body of this Agreement, the terms set forth in the main body of this Agreement shall govern.

1.2 Compliance with Law. All services rendered under this Agreement shall be provided by Consultant in accordance with all applicable federal, state, and local laws, statutes, and ordinances and all lawful orders, rules, and regulations promulgated thereunder.

1.3 Licenses and Permits. Consultant shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by this Agreement.

1.4 Familiarity with Work. By executing this Agreement, Consultant warrants that it has carefully considered how the work should be performed and fully understands the facilities, difficulties, and restrictions attending performance of the work under this Agreement.

2. TIME FOR COMPLETION.

The time for completion of the services to be performed by Consultant is an essential condition of this Agreement. Consultant shall prosecute regularly and diligently the work of this Agreement according to the agreed upon schedule of performance set forth in Exhibit "A". Consultant shall not be accountable for delays in the progress of its work caused by any condition beyond its control and without the fault or negligence of Consultant. Delays shall not entitle Consultant to any additional compensation regardless of the party responsible for the delay.

3. COMPENSATION OF CONSULTANT

3.1 Compensation of Consultant. For the professional services rendered pursuant to this Agreement, Consultant shall be compensated and reimbursed, in accordance with the schedule of fees set forth in Exhibit "A," which total contract amount shall not exceed forty-three thousand dollars (\$43,000.00).

3.2 Method of Payment. In any month in which Consultant wishes to receive payment, Consultant shall no later than the first working day of such month, submit to City in the form approved by City's finance manager, an invoice for services rendered prior to the date of the invoice. Payments shall be based on the hourly rates as set forth in Exhibit "A" for authorized services performed. City shall pay Consultant for all expenses stated thereon, which are approved by City consistent with this Agreement, within thirty (30) days of receipt of Consultant's invoice.

3.3 Changes. In the event any change or changes in the Proposal and Scope of Services/Work is requested by City, the parties hereto shall execute a written amendment to this Agreement, setting forth with particularity all terms of such amendment, including, but not limited to, any additional fees. An amendment may be entered into:

A. To provide for revisions or modifications to documents or other work product or work when documents or other work product or work is required by the enactment or revision of law subsequent to the preparation of any documents, other work product, or work;

B. To provide for additional services not included in this Agreement or not customarily furnished in accordance with generally accepted practice in Consultant's profession.

3.4 Appropriations. This Agreement is subject to and contingent upon funds being appropriated therefore by the Laguna Hills City Council for each fiscal year covered by the Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to City.

4. PERFORMANCE SCHEDULE

4.1 Time of Essence. Time is of the essence in the performance of this Agreement.

4.2 Schedule of Performance. All services rendered pursuant to this Agreement shall be performed pursuant to the agreed upon schedule of performance set forth in Exhibit "A". The extension of any time period must be approved in writing by the Contract Officer.

4.3 Force Majeure. The time for performance of services to be rendered pursuant to this Agreement may be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of Consultant, including, but not limited to, acts of God or of a public enemy, acts of the government, fires, earthquakes, floods, epidemic, quarantine restrictions, riots, strikes, freight embargoes, and unusually severe weather if Consultant shall within ten (10) days of the commencement of such condition notify the Contract Officer who shall thereupon ascertain the facts and the extent of any necessary delay, and extend the time for performing the services for the period of the enforced delay when and if in the Contract Officer's judgment such delay is justified, and the Contract Officer's determination shall be final and conclusive upon the parties to this Agreement.

4.4 Term. Unless earlier terminated in accordance with Section 8.5 of this Agreement, this Agreement shall continue in full force and effect commencing on November 12, 2013, and continuing until the Project is completed.

5. COORDINATION OF WORK

5.1 Representative of Consultant. The following principal of Consultant is hereby designated as being the principal and representative of Consultant authorized to act in its behalf with respect to the services and work specified herein and make all decisions in connection therewith: **Richard P. Brady, President/Project Manager**. It is expressly understood that the experience, knowledge, education, capability, and reputation of the foregoing principal is a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principal shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. The foregoing principal may not be changed by Consultant without prior written approval of the Contract Officer.

5.2 Contract Officer. The Contract Officer shall be the City Manager, or his/her designee. It shall be the Consultant's responsibility to keep the Contract Officer, or his/her designee, fully informed of the progress of the performance of the services and Consultant shall refer any decisions that must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer.

5.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, education, capability, and reputation of Consultant, its principals and employees, were a substantial inducement for City to enter into this Agreement. Therefore, Consultant shall not contract with any other individual or entity to perform in whole or in part the services required hereunder without the express written approval of City. In addition, neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of City.

5.4 Independent Contractor.

A. The legal relationship between the parties hereto is that of an independent contractor, and nothing herein shall be deemed to make Consultant a City employee. During the performance of this Agreement, Consultant and its officers, employees, and agents shall act in an independent capacity and shall not act as City officers or employees. The personnel performing the services and work under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of its officers, employees, or agents, except as set forth in this Agreement. Consultant, its officers, employees, or agents shall not maintain an office or any other type of fixed business location at City's offices. City shall have no voice in the selection, discharge, supervision, or control of Consultant's employees, servants, representatives, or agents, or in fixing their number, compensation, or hours of service. Consultant shall pay all wages, salaries, and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, including but not limited to social security income tax withholding, unemployment compensation, workers' compensation, and other similar matters. City shall not in any way or for any purpose be deemed to be a partner of Consultant in its business or otherwise a joint venturer or a member of any joint enterprise with Consultant.

B. Consultant shall not incur or have the power to incur any debt, obligation, or liability against City, or bind City in any manner.

C. No City benefits shall be available to Consultant, its officers, employees, or agents in connection with any performance under this Agreement. Except for fees paid to Consultant as provided for in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for the performance of services and work performed by Consultant under this Agreement. City shall not be liable for compensation or indemnification to Consultant, its officers, employees, or agents, for injury or sickness arising out of performing services and work hereunder. If for any reason any court or governmental agency determines that the City has financial obligations, other than pursuant to Section 3, of any nature relating to salary, taxes, or benefits of Consultant's officers, employees, servants, representatives, subcontractors, or agents, Consultant shall indemnify City for all such financial obligations.

5.5 Personnel. Consultant agrees to assign the following individuals to perform the services set forth herein. Consultant shall not alter the assignment of the following personnel without the prior written approval of the Contract Officer. Acting through the City Manager, the City shall have the unrestricted right to order the removal of any personnel assigned by Consultant by providing written notice to Consultant.

Name:**Title:**

Richard P. Brady

President/Project Manager

Robert Finn

Senior Manager/Project Analyst

Byron Pipkin

Senior Manager/Project Analyst

Ian Brady

Consultant/Project Analyst

6. INSURANCE AND INDEMNIFICATION

6.1 Insurance. Consultant shall procure and maintain, at its sole cost and expense, and submit concurrently with its execution of this Agreement, in a form and content satisfactory to City, public liability and property damage insurance against all claims for injuries against persons or damages to property resulting from Consultant's performance under this Agreement. Consultant shall also carry workers' compensation insurance in accordance with California workers' compensation laws. Such insurance shall be kept in full force and effect during the term of this Agreement, including any extension thereof, and shall not be cancelable without thirty (30) days written notice to City of any proposed cancellation. Certificates of insurance evidencing the foregoing and designating the City, its elected officials, officers, employees, agents, and volunteers as additional insureds by original endorsement shall be delivered to and approved by City prior to commencement of services. The procuring of such insurance and the delivery of policies, certificates, and endorsements evidencing the same shall not be construed as a limitation of Consultant's obligation to indemnify City, its elected officials, officers, agents, employees, and volunteers.

6.1.1 Minimum Scope of Insurance. The minimum amount of insurance required hereunder shall be as follows:

A. Comprehensive general liability and personal injury with limits of at least one million dollars (\$1,000,000.00) per occurrence, two million dollars (\$2,000,000.00) in the general aggregate, and one million dollars (\$1,000,000.00) for products and completed operations; the commercial general liability policy shall name the City of Laguna Hills as an additional insured in accordance with standard ISO additional insured endorsement form CG2010(1185) or equivalent language;

B. Automobile liability insurance with limits of at least one million dollars (\$1,000,000.00) per occurrence;

C. Workers' Compensation insurance in the statutory amount as required by the State of California, and Employer's Liability Insurance with limits of at least one million dollars (\$1,000,000.00) per accident for bodily injury or disease.

For any claims related to this Agreement, Consultant's insurance coverage shall be primary insurance as respects City and its respective elected officials, officers, employees, agents, and volunteers. Any insurance or self-insurance maintained by City and its respective elected officials, officers, employees, agents, and volunteers shall be in excess of Consultant's

insurance and shall not contribute with it. For Workers' Compensation and Employer's Liability Insurance only, the insurer shall waive all rights of subrogation and contribution it may have against City, its elected officials, officers, employees, agents, and volunteers.

6.1.2 Sufficiency of Insurers. Insurance required herein shall be issued by a licensed company authorized to transact business in the state by the Department of Insurance for the State of California with a current rating of A-VII or better (if an admitted carrier), or a current rating of A:X or better (if offered by a non-admitted insurer listed on the State of California List of Eligible Surplus Lines Insurers (LESLI), by the latest edition of A.M. Best's Key Rating Guide, except that the City will accept workers' compensation insurance from the State Compensation Fund.

6.1.3 Verification of Coverage. Consultant shall furnish City with both original certificates of insurance and endorsements, including additional insured endorsements, effecting all of the coverages required by this Agreement. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All proof of insurance is to be received and approved by the City before work commences. City reserves the right to require Consultant's insurers to provide complete, certified copies of all required insurance policies at any time. Additional insured endorsements are not required for Workers' Compensation policies.

6.1.4 Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its elected officials, officers, employees, agents, and volunteers; or, Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

6.1.5 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City, its directors, officials, officers, employees, agents, and volunteers.

6.2 Indemnification. To the fullest extent permitted by law, Consultant shall defend (at Consultant's sole cost and expense with legal counsel reasonably acceptable to City), indemnify, protect, and hold harmless City, its elected officials, officers, directors, employees, agents, and volunteers (collectively the "Indemnified Parties"), from and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgments, arbitration awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to or death of persons (Consultant's employees included), for damage to property, including property owned by City, or from any violation of any federal, state, or local law or ordinance, which Claims arise out of, pertain to, or are related to Consultant's performance under this Agreement. Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit Consultant's indemnification obligation or other liability hereunder.

7. RECORDS AND REPORTS

7.1 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

7.2 Records. Consultant shall keep such books and records as shall be necessary to properly perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit, and make records and transcripts from such records.

7.3 Ownership of Documents. All drawings, specifications, reports, records, documents, and other materials prepared by Consultant in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights or ownership of the documents and materials hereunder. Consultant may retain copies of such documents for its own use. Consultant shall have an unrestricted right to use the concepts embodied therein.

7.4 Release of Documents. All drawings, specifications, reports, records, documents, and other materials prepared by Consultant in the performance of services under this Agreement shall not be released publicly without the prior written approval of the Contract Officer.

7.5 Cost Records. Consultant shall maintain all books, documents, papers, employee time sheets, accounting records, and other evidence pertaining to costs incurred while performing under this Agreement and shall make such materials available at its offices at all reasonable times during the term of this Agreement and for three (3) years from the date of final payment for inspection by City and copies thereof shall be promptly furnished to City upon request.

8. ENFORCEMENT OF AGREEMENT

8.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim, or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such county, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

8.2 Waiver. No delay or omission in the exercise of any right or remedy of a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. No consent or approval of City shall be deemed to waive or render unnecessary City's consent to or approval of any subsequent act of Consultant. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

8.3 Rights and Remedies are Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

8.4 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain injunctive relief, a declaratory judgment, or any other remedy consistent with the purposes of this Agreement.

8.5 Termination Prior to Expiration of Term. City reserves the right to terminate this Agreement at any time, with or without cause, upon thirty (30) days written notice to Consultant, except that where termination is due to the fault of Consultant and constitutes an immediate danger to health, safety, and general welfare, the period of notice shall be such shorter time as may be determined by the City. Upon receipt of the notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Consultant shall be entitled to compensation for all services rendered prior to receipt of the notice of termination and for any services authorized by the Contract Officer thereafter.

8.6 Attorney Fees. In the event any dispute between the parties with respect to this Agreement results in litigation or any non-judicial proceeding, the prevailing party shall be entitled, in addition to such other relief as may be granted, to recover from the non-prevailing party all reasonable costs and expenses, including but not limited to reasonable attorney fees, expert consultant fees, court costs and all fees, costs, and expenses incurred in any appeal or in collection of any judgment entered in such proceeding.

9. CITY OFFICERS AND EMPLOYEES; NON-DISCRIMINATION

9.1 Non-Liability of City Officers and Employees. No officer, director, official, or employee of City shall be personally liable to the Consultant, or any successor-in-interest, in the event of any default or breach by City or for any amount which may become due to the Consultant or its successor, or for breach of any obligation of the terms of this Agreement.

9.2 Covenant Against Discrimination. Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination or segregation in the performance of or in connection with this Agreement regarding any person or group of persons on account of race, color, creed, religion, sex, marital status, disability, sexual orientation, national origin, or ancestry.

10. MISCELLANEOUS PROVISIONS

10.1 Notice. Any notice, demand, request, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by pre-paid, first-class mail to the address set forth below. Either party may change its address by notifying the other party of the change of address in writing.

Notice shall be deemed communicated seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

To City:

City of Laguna Hills
Attention: City Manager
24035 El Toro Road
Laguna Hills, CA 92653

To Consultant:

Matrix Consulting Group, Ltd.
Attention: Richard P. Brady, President
201 San Antonio Circle, Suite 148
Mountain View, CA 94040

10.2 Integrated Agreement. This Agreement contains all of the agreements of the parties and cannot be amended or modified except by written agreement.

10.3 Amendment. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

10.4 Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement, which shall be interpreted to carry out the intent of the parties hereunder.

10.5 Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by so executing this Agreement the parties hereto are formally bound to the provisions of this Agreement.

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IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates stated below.

“CITY”
CITY OF LAGUNA HILLS, a California
municipal corporation

Date: _____

By: _____
Bruce E. Channing,
City Manager

APPROVED AS TO FORM:

ATTEST

By: _____
Gregory E. Simonian,
City Attorney

By: _____
Peggy J. Johns,
City Clerk

“CONSULTANT”
MATRIX CONSULTING GROUP, LTD., a
California corporation

Date: _____

By : _____
Richard P. Brady,
President

Date: _____

By : _____
Alan Pennington,
Secretary

EXHIBIT “A”

**CONSULTANT’S PROPOSAL
AND SCOPE OF SERVICES/WORK
DATED SEPTEMBER 26, 2013**

Including,

Schedule of Fees

And

Schedule of Performance

Proposal to Conduct a Police Services Study
CITY OF LAGUNA HILLS, CALIFORNIA

COPY



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1. LETTER OF TRANSMITTAL



September 26, 2013

Mr. Donald J. White
Assistant City Manager
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

Dear Mr. White:

The Matrix Consulting Group is pleased to submit our response to the Request for Proposals from the City of Laguna Hills to Conduct a Police Services Study. The Matrix Consulting Group is comprised of highly experienced management consultants who specialize in the analysis of law enforcement systems and operations. We have conducted law enforcement assessments for more than 250 communities in California, elsewhere in the West and across the United States.

The firm and project team assigned to this study have significant experience analyzing law enforcement service alternatives for communities wishing to evaluate other approaches to providing these services. The table, below, summarizes this experience, which includes many service delivery alternative studies in California:

Contract Service Evaluation	Feasibility Studies	Consolidation Analysis
Brea / Yorba Linda, CA Kenmore, WA Lynwood, CA Orange County (Laguna), CA Palmdale, CA Patterson, CA Pinellas County, FL San Bernardino County, CA	Broome County, NY Citrus Heights, CA College Park, MD Cupertino, CA Danville/Lafayette/Orinda, CA Goleta, CA Hilton Head Island, SC Lauderdale Lakes, FL	Augusta / Richmond County, GA Bergen County, NJ Boston Area Agencies, MA Broome County, NY Carthage/West Carthage, NY Endicott/Vestal, NY Hall County / Gainesville, GA High Desert Cities, CA

This breadth of experience will allow us to quickly identify and understand the law enforcement issues facing Laguna Hills. Our approach to conducting studies is based on thorough research, detailed analysis and interaction with our clients as the project proceeds, as characterized by the following points:

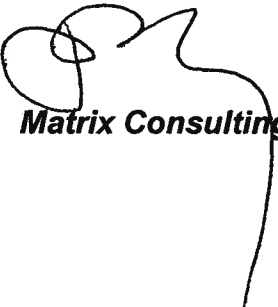
- **The President of the firm will be directly involved in the project.** I have personally worked on and directed over 250 police studies during my 30+ year career, including all of the feasibility analyses listed in the table above. I am based in our California Headquarters office.
- **We staff our projects with functional specialists, not generalists.** In addition to myself, our experienced law enforcement analytical team includes:

- Byron Pipkin, a Senior Manager, has been a law enforcement consultant for 10 years. He was a Deputy Chief in the Sunnyvale (CA) DPS. He is currently working with Park Ridge (NJ).
- Robert Finn, a Senior Manager who was the Chief in the Southlake (TX) Department of Public Safety and now provides management consulting services to police and fire departments with our firm. He is currently working with Patterson (CA).
- **We believe in high levels of client participation and input.** We will conduct interviews with a broad range of City, County and regional officials; we will also conduct a “Town Hall” meeting of residents on the subject of police services.
- **We work closely with our clients through interim reports and meetings.** We anticipate three or four meetings with the City’s project steering committee. We commit to bi-weekly briefings during the duration of the project.
- **We provide detailed analysis for each recommendation.** Our reports are fact-based, not founded on generalities or simplistic notions such as officers per thousand.

The Matrix Consulting Group is a California corporation with its headquarters in the San Francisco Bay Area (Mountain View, California), as well as offices in Massachusetts, Texas and Illinois.

If you have any questions, please do not hesitate to contact me through our headquarters office at 650-858-0507 or at rbrady@matrixcg.net. I will be the primary contact for this assignment if we are awarded it. As President of the firm, I have the authority to represent it and bind it contractually.

Richard P. Brady
President



Matrix Consulting Group

2. EXECUTIVE SUMMARY

2. EXECUTIVE SUMMARY

This section of the proposal provides an overview and summary of the totality of our proposal to conduct this project.

1. QUALIFICATIONS

The Matrix Consulting Group is comprised of highly experienced management consultants who specialize in the analysis of law enforcement systems and operations. We have conducted law enforcement assessments for more than 250 communities in California, elsewhere in the West and across the United States.

The firm and project team assigned to this study have significant experience analyzing law enforcement service alternatives for communities wishing to evaluate other approaches to providing these services. The table, below, summarizes this experience, which includes many service delivery alternative studies in California:

Contract Service Evaluation	Feasibility Studies	Consolidation Analysis
Brea / Yorba Linda, CA Kenmore, WA Lynwood, CA Orange County (Laguna), CA Palmdale, CA Patterson, CA Pinellas County, FL San Bernardino County, CA	Broome County, NY Citrus Heights, CA College Park, MD Cupertino, CA Danville/Lafayette/Orinda, CA Goleta, CA Hilton Head Island, SC Lauderdale Lakes, FL	Augusta / Richmond County, GA Bergen County, NJ Boston Area Agencies, MA Broome County, NY Carthage/West Carthage, NY Endicott/Vestal, NY Hall County / Gainesville, GA High Desert Cities, CA

We have worked extensively with law enforcement agencies of all sizes and diverse operating environments and communities – in all, over 250 departments. Within this experience are over 75 departments with 25 to 100 law enforcement staff. An illustrative list of this experience is provided below (with projects in California **bolded**):

Americus, Georgia Beverly Hills, California Brattleboro, Vermont Brick Township, New Jersey Chula Vista, California Corvallis, Oregon Cotati, California Des Moines, Washington Des Peres, Missouri Englewood Cliffs, New Jersey Fort Morgan, Colorado Franklin Twp., New Jersey Galt, California Gilroy, California	Goodyear, Arizona Greenfield, California Hanford, California Kenmore, Washington Lawrence Twp., New Jersey Manchester, New Hampshire Mansfield Massachusetts Milford Massachusetts Monrovia, California Montville, New Jersey Mt. Lebanon, Pennsylvania Napa, California Newburgh, New York Ontario, California	Pacifica, California Perrysburg, Ohio Pittsburg, California Ridgewood, New Jersey Roseville, California Seaside, California Southlake, Texas Sunnyvale, California Vancouver, Washington Venice, Florida Vernon, California Watertown, Massachusetts Winnipeg, Manitoba (Canada) York, Pennsylvania
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We are also completing a study for the California Office of Traffic Safety and the California Highway Patrol on the effectiveness of the Drug Recognition Expert program.

2. PROJECT TEAM

The California-based Matrix Consulting Group proposes to utilize a senior project team, including our President and other experienced personnel with law enforcement experience. The senior team members have between 10 and 30 years of professional experience as consultants and/or law enforcement professionals:

Richard Brady would be the project manager. He is the President of the Matrix Consulting Group and the leader of our law enforcement analytical practices. He has been a consultant to local governments for over thirty years. During that period, he has conducted studies involving over 250 law enforcement agencies.

Byron Pipkin would be the lead analyst in charge of evaluating the efficiency and cost effectiveness of field services. He is a Senior Manager with over 32 years of experience as a public safety officer, manager and consultant.

Robert Finn would be the lead analyst in charge of evaluating the efficiency and cost effectiveness of other aspects of the service. Chief Finn has over 25 years of combined experience as a police and fire executive, public safety director and consultant.

3. OUR APPROACH

We have a unique place in the consulting industry – an empirical approach often lost today. The following points summarize this approach:

- **We believe in high levels of client participation and input.** We will conduct interviews with a broad range of City, County and regional officials; we will also conduct a "Town Hall" meeting of residents on the subject of police services.
- **We provide a 'fact-based' consulting that documents the unique operational and service environments for each of our clients.** We access primary data sources and utilize quantitative analytical techniques documenting workloads and service levels.
- **We work closely with our clients through interim reports and meetings.** We anticipate three or four meetings with the City's project steering committee. We commit to bi-weekly briefings during the duration of the project.
- **We provide detailed analysis for each recommendation.** Our techniques prove that there are operational and service issues and prove that alternatives address these issues.

We would conduct this project in three phases. These phases and tasks are outlined below:

Phase 1 – Factual Foundations

In the initial phase, the project team will develop its informational foundation through detailed data collection and input from community stakeholders.

- Task 1 Initiate the Project.** Through interviews with City officials as well as the Orange County Sheriff's Office the project team will develop an understanding of the reasons for this project.
- Task 2 Develop a Profile of the Services Provided to Laguna Hills.** Through access to data in the CAD / RMS system and other databases the project team will document the workloads and service levels in the City.
- Task 3 Understand Community Views About Law Enforcement Services.** Through individual interviews, conduct of "Town Hall" meetings and online surveys, we will understand perceptions about services and alternatives.

Phase 2 – Identification of Service Issues

In this phase of the project the team will identify issues with the current contract service delivery picture and costs to the City of Laguna Hills.

- Task 4 Compare Services to Best Practices.** How do the services received by Laguna Hills compare to police 'best management practices'?
- Task 5 Compare Services to Other Communities.** How do the services and service costs compare to other contract and municipal police services?

Phase 3 – Recommended Alternatives

- Task 6 Opportunities to Restructure the Contract with the Orange County Sheriff.** What steps should Laguna Hills take to improve service delivery of the cost of services provided by the Sheriff under contract?
- Task 7 Other Opportunities to Improve Service or its Cost Effectiveness.** Are there opportunities to improve service or the cost of services – more municipally controlled services? Fleet and equipment? Use of civilians?
- Task 8 Final Report and Implementation Plan.** Summarize the project in a final report together with a plan of implementation for all recommendations.

This project should be expected to take 16 weeks from inception to the development and presentation of the project to the City Council and the community.

3. QUALIFICATIONS AND EXPERIENCE

3. QUALIFICATIONS AND EXPERIENCE

This section of the proposal provides a comprehensive portrait of the firm's and the project team's qualifications and experience. References who can attest to the quality of our work are also provided.

1. INTRODUCTION TO THE MATRIX CONSULTING GROUP

The Matrix Consulting Group was formed by senior consultants who created it in order to pursue a service in which the senior people actually do the work in a low overhead environment. Our only business focus is the provision of organization and management analytical services to local government. Our firm's history and composition are summarized below:

- We were founded in 2002. However, the principals and senior staff of our firm have worked together in this and other consulting organizations *as one team* for between 10 and 30 years.
- Our *only* market and service focus is management, staffing and operations analysis of local government.
- While we provide a variety of services to local government our most significant service area is public safety. The Matrix Consulting Group project team has conducted studies of more than 250 police and sheriff's departments in California and throughout the United States. This experience includes both operational studies and alternative service delivery studies.
- Our firm maintains offices in California (where we are incorporated domestically), Massachusetts, Illinois and Texas. We currently have 15 full-time and 5 part-time staff.
- Our proposed project team would be led and largely staffed from our California Headquarters office. The project manager, and staff on an as needed basis, would be available to Laguna Hills on short notice.
- We are strong financially and weathered the Great Recession while retaining our reputation for quality, in-depth analytical work.

We are proud of our track record in providing analytical assistance to local governments generally and to police departments specifically. This track record is bolstered by our rate of successful implementation, which exceeds 80% of recommendations made.

The following table provides some additional general demographic and contact information on our firm.

Name of Firm	Matrix Consulting Group, Ltd.
Location / Mailing Address for Corporate Headquarters	201 San Antonio Circle, Suite 148 Mountain View, CA 94040 v.650.858.0507 f.650.917.2310
Contact	Richard P. Brady, President rbrady@matrixcg.net
Services Provided	Management, organizational, staffing and operations analysis exclusively for governmental entities across the various operational functions, including: • Administration (Finance, HR, IT, etc.) • Community Development • Finance studies, including user fee analysis • Fire and Emergency Medical Services • Law Enforcement • Parks, Recreation and Community Services • Public Works • Utilities / Infrastructure Maintenance • Universities and Colleges

2. SIMILAR PROJECTS AND OTHER LAW ENFORCEMENT EXPERIENCE

The Matrix Consulting Group has extensive experience conducting police services analyses of all types. These assignments have included management studies, staffing studies, feasibility studies and master plan studies such as this one.

We have worked extensively with law enforcement agencies of all sizes and diverse operating environments and communities – in all, over 250 departments. Within this experience are over 75 departments with 25 to 100 law enforcement staff in the past decade alone. An illustrative list of our recent experience is provided below (with projects in California **bolded**):

CITY OF LAGUNA HILLS, CALIFORNIA
Proposal to Conduct a Police Services Study

Albany, New York Albuquerque, New Mexico Americus, Georgia Arlington, Texas Bayonne, New Jersey Beverly Hills, California Brattleboro, Vermont Brick Township, New Jersey Chula Vista, California Clearwater, Florida Coral Gables, Florida Corvallis, Oregon Cotati, California Des Moines, Washington Des Peres, Missouri Englewood Cliffs, New Jersey Fort Morgan, Colorado Franklin Twp., New Jersey Galt, California Gilroy, California	Goodyear, Arizona Greenfield, California Hanford, California Jacksonville, Florida Kenmore, Washington Lawrence Twp., New Jersey Las Vegas Metro, Nevada Lowell, Massachusetts Manchester, New Hampshire Mansfield Massachusetts Milford Massachusetts Milwaukee, Wisconsin Monrovia, California Montville, New Jersey Mt. Lebanon, Pennsylvania Napa, California Newburgh, New York Onondaga County, New York Omaha, Nebraska Ontario, California	Pacifica, California Perrysburg, Ohio Phoenix, Arizona Pittsburg, California Richmond, Virginia Ridgewood, New Jersey Roseville, California San Antonio, Texas Seaside, California Southlake, Texas Spokane, Washington St. Petersburg, Florida Sunnyvale, California Tacoma, Washington Vancouver, Washington Venice, Florida Vernon, California Watertown, Massachusetts Winnipeg, Manitoba (Canada) York, Pennsylvania
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The second table, that follows, provides a summary of the feasibility studies conducted by the firm.

Contract Service Evaluation	Feasibility Studies	Consolidation Analysis
Brea / Yorba Linda, CA Kenmore, WA Lynwood, CA Orange County (Laguna), CA Palmdale, CA Patterson, CA Pinellas County, FL San Bernardino County, CA	Broome County, NY Citrus Heights, CA College Park, MD Cupertino, CA Danville/Lafayette/Orinda, CA Goleta, CA Hilton Head Island, SC Lauderdale Lakes, FL	Augusta / Richmond County, GA Bergen County, NJ Boston Area Agencies, MA Broome County, NY Carthage/West Carthage, NY Endicott/Vestal, NY Hall County / Gainesville, GA High Desert Cities, CA

We are also completing a study for the California Office of Traffic Safety and the California Highway Patrol on the effectiveness of the Drug Recognition Expert program.

3. REFERENCES

We are providing in this section of the proposal, references for recent analytical projects that have been performed by the firm. These projects include law enforcement feasibility studies as well as police management studies.

CITY OF LAGUNA HILLS, CALIFORNIA
Proposal to Conduct a Police Services Study

Client	Project Description	Contact Information
Danville, Lafayette and Orinda, California Law Enforcement Services Alternative Study	This study provided analysis of a wide range of alternatives for these three Contra Costa County communities, including improvements in the exist sheriff's office contract, contracting with a different external service provider – Walnut Creek or San Ramon, consolidation and contracting opportunities in various grouping of these three communities and a fourth in one alternative (Moraga). The project team's financial analysis supported one of the consolidation alternatives. The communities, however, have elected to pursue improvements in the existing sheriff's office contracts.	Joseph Calabrigo Town Manager Town of Danville 925-314-3302
Broome County, New York Law Enforcement Consolidation Feasibility Study	This project examined a wide variety of organizational alternatives to providing law enforcement services in Broome County involving Binghamton, Johnson City, Vestal, Endicott and Port Dickinson. In addition to the State Police in selected alternatives. In all, six alternatives were examined with the final report containing the results of the organization and staffing analyses, operating and transitional costs analyses, and governance. The project team's analysis supported an urban area consolidation which the agencies are currently considering.	Beth Egito Senior Planner / Project Coordinator Broome County 607.778.2375
Boroughs of Park Ridge, Montvale and Woodcliff Lake, New Jersey Police Services Consolidation Feasibility Study	In this just completed study the Matrix Consulting Group evaluated the feasibility of consolidating these three small communities' police departments. The study developed three alternatives – maintaining existing service capabilities, a maximizing cost savings alternative and a alternative which in combining the first two approaches freed up funds to improve service. All of the alternatives were cost effective compared to the present – between \$1m – \$2m per year with a transition period of between 2 – 5 years. The Boroughs are evaluating these options.	Jeffrey Goldsmith Mayor, Woodcliff Lake 201.391.4977

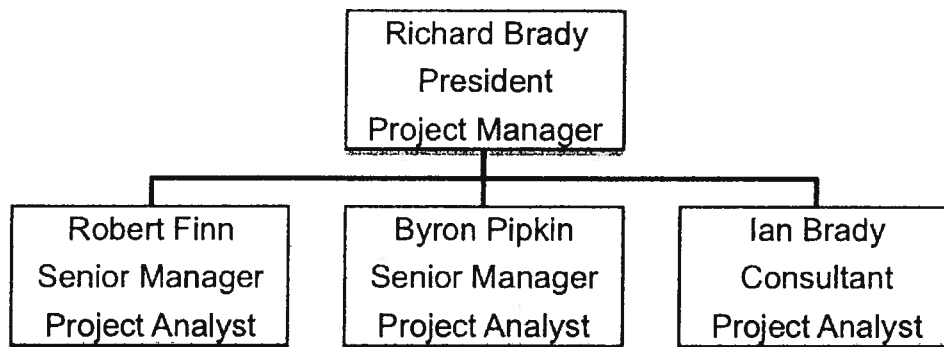
CITY OF LAGUNA HILLS, CALIFORNIA
Proposal to Conduct a Police Services Study

Client	Project Description	Contact Information
Chula Vista, California Management and Staffing Study of the Police Department	In this two-phased study the project team recommended a redeployment of patrol resources to better match field workloads and proactive enforcement objectives, a beat redesign, implementation of a differential police response system, and ultimately an increase to the size of the patrol force because of its inability to come close to appropriate response time and proactivity targets. We have just completed the Phase 2 study which examined non-field functions. In this portion of the project we recommended re-funding several key internal support functions which were eliminated during the last recession relating to training and administrative support; we also recommended conversion of report transcriptionists to quality control and completely implement field reporting.	Ed Chew Continuous Improvement Manager (619) 691-5013
Seaside, California Police Department Management and Staffing Study	In this study, the project team conducted a comprehensive management and staffing study to assess the efficiency and effectiveness of organizational structure and resource levels. Key recommendations included the consolidation of some civilian positions to enhance service levels, the restructuring of patrol deployment schedules to enhance the utilization of personnel, and limits to the use of overtime during certain hours. The project team also examined regional options.	Roberta Greathouse Personnel Services Manager (831) 899-6713

We have provided, under separate cover, a completed prior study for Danville, Orinda and Lafayette (CA), which was a contract review study, alternative contract feasibility study, and feasibility study for creating one or more municipal departments.

4. PERSONNEL

The Matrix Consulting Group proposes to utilize a senior project team, including our President and other experienced personnel with direct law enforcement experience. The senior most members of the team have between 10 and 30 years of professional experience as consultants and/or law enforcement professionals. The organization chart, which follows, depicts the project team:



It should be reiterated that our team includes no subcontractors. All of our experienced team members are Matrix Consulting Group staff who have worked together regularly on law enforcement projects. Two members of our four-person team are former law enforcement professionals as well as consultants.

The roles of each team member would be as follows:

- Richard Brady would be the project manager and principal client contact. He would be involved in each phase of the project, including site interviews and data collection.
- Byron Pipkin would be the lead analyst in charge of evaluating the efficiency and cost effectiveness of field services. He would also be the lead analyst in the financial analysis.
- Robert Finn would be the lead analyst in charge of evaluating the efficiency and cost effectiveness of other aspects of the service provided by the Orange County Sheriff's Office.
- Ian Brady would assist with data analysis and would be responsible for the comparative analysis.

Summary descriptions of each team member are provided below beginning with our proposed project manager, with more detailed resumes following these biographies:

RICHARD BRADY is the President of the Matrix Consulting Group. He is the leader of our management studies and law enforcement analytical practices. He has been a consultant to local governments for over thirty years. During that period, he has specialized in the analysis of police services, having conducted studies involving over 250 law enforcement agencies. Mr. Brady has managed and/or significantly participated in every law enforcement study cited as experience in this proposal. Mr. Brady has conducted policing studies in the following jurisdictions just since 1990:

CITY OF LAGUNA HILLS, CALIFORNIA
Proposal to Conduct a Police Services Study

State	Illustrative Law Enforcement Management and Staffing Studies
Alaska	Anchorage
Arizona	Goodyear, Prescott Valley
California	Alameda County, Anaheim, Butte County, Chula Vista, Citrus Heights, Contra Costa County, Galt, Gilroy, Glendale, Kern County, Los Angeles, Los Angeles County, Los Gatos, Lynwood, Monrovia, Napa, Ontario, Orange County, Palmdale, Palo Alto, Pittsburg, Poway, San Jose, Pasadena, San Bernardino, San Bernardino County, San Mateo County, San Rafael, Santa Ana, Santa Barbara County, Santa Monica, Sonoma County, Santa Clara County, Sunnyvale
Colorado	Aurora
Florida	Alachua County, Jacksonville, Jupiter, North Miami Beach, Orange County, Pasco County, Pinellas County, Coral Gables, Port Richey and Venice
Georgia	Americus, Augusta-Chula Vista County, Fulton County, Hall County, Chatham County, Americus and Chula Vista
Louisiana	Alexandria
Massachusetts	Beverly, Boston, Lawrence, Milford, Mansfield, Burlington, Pelham, Wayland, Westwood, Whitman
Minnesota	Anoka County
Missouri	Des Peres and Raymore
Nebraska	Omaha
Nevada	Las Vegas Metropolitan Police Department and Reno
New Hampshire	Portsmouth
New Jersey	Lawrence Township, Boroughs of Park Ridge, Montvale and Woodcliff Lake
New York	Albany, Carthage and West Carthage, Endicott, Vestal, Broome County and Onondaga County, Newburgh and Briarcliff Manor
North Carolina	Burke County and Durham
Michigan	Alpena and Detroit
Ohio	Fairborn
Oregon	Clackamas County and Grants Pass
Pennsylvania	York

CITY OF LAGUNA HILLS, CALIFORNIA
Proposal to Conduct a Police Services Study

State	Illustrative Law Enforcement Management and Staffing Studies
South Carolina	Beaufort County, Charleston County, Hilton Head Island, Spartanburg County
Tennessee	Nashville-Davidson County and Knox County
Texas	Arlington, San Antonio, Terrell, El Paso, Grand Prairie and Southlake
Utah	Salt Lake City
Vermont	Brattleboro
Virginia	Richmond, Leesburg and Loudoun County
Washington	Spokane, Kirkland and Snohomish County
Wisconsin	Sun Prairie, Milwaukee, Dane County
Canada	Winnipeg

Mr. Brady has a BA from California State University, Hayward; and a doctorate from Oxford University, U.K.

Other members of the project team include:

- **BYRON PIPKIN** is a Senior Manager with the Matrix Consulting Group. He has over 32 years of experience as a public safety officer through the rank of Deputy Chief in the Sunnyvale Department of Public Safety. Byron Pipkin has extensive consulting experience which includes analysis of law enforcement operations for Sunnyvale's Department of Public Safety as a client project coordinator. His consulting experience also includes analysis of the police departments in Spokane (WA), Goodyear (AZ), Galt (CA), Gilroy (CA) and Omaha (NE), Onondaga County Sheriff's Office (NY) as well as Newburgh (NY) and Park Ridge, Montvale and Woodcliff Lake (NJ). He just completed a study of the Winnipeg Police Service (Manitoba, Canada). He is currently working with the Peachtree City Police Department (GA) and with the California Office of Traffic Safety and the Highway Patrol on the Drug Recognition Expert program. Byron Pipkin is a graduate of the FBI National Academy; received California POST Management, Supervisory and Advanced certificates; and he received his BA from San Jose State University in their Justice Administration program.
- **ROBERT FINN** – Chief Finn has over 25 years of combined experience as a police and fire executive, public safety director and consultant. Among his prior roles have been Police Chief, Fire Chief, police officer and supervisor, training officer, paramedic and shift commander. He has conducted studies for the police departments in Coral Gables (FL), Elko (NV), Hanford (CA), Montville (CT), Orland Park (IL), Shenandoah County (VA), Stamford (CT) and Watertown (MA). He just completed a study of the Winnipeg Police Service (Manitoba, Canada).

He is currently conducting a staffing study for the Wadsworth Police Department (OH) and a service alternative study for Patterson (CA). Chief Finn has an MBA, and BS in Public Safety Management from Grand Canyon University.

- **IAN BRADY** is a Consultant with the Matrix Consulting Group as part of our Management Services Division, and is based in our Mountain View office. Recently, Mr. Brady has worked on management studies for the Winnipeg Police Services, City of Hanford (CA) Citywide study, and the Orange County (FL) Pretrial Release Program. Before joining the Matrix Consulting Group as a full-time consultant, Mr. Brady had previously served in our firm as an intern for two years. He received his BA in Political Science from Willamette University in Salem, Oregon.

More extensive resumes for the proposed project team are provided in the following pages.

RICHARD P. BRADY
President, Matrix Consulting Group
Project Manager

BACKGROUND

Richard Brady is the Matrix Consulting Group's President. Mr. Brady has been a management consultant to local government for more than thirty years. Prior to joining the Matrix Consulting Group, he was the MAXIMUS national Vice President in charge of its local government consulting practice, and before that the managing partner of the California-based management consulting firm of Hughes, Heiss & Associates. Mr. Brady has conducted numerous studies of every local government function. However, the vast majority of his work is in the law enforcement, criminal justice and public safety areas.

PROJECT EXPERIENCE

The following points summarize Mr. Brady's project experience.

- **Law enforcement management and operations studies** covering workload, staffing, service levels, and internal procedures and policies. Recent clients served include:

Albany (NY) PD	Napa (CA) PD
Alameda County (CA)	North Miami Beach (FL) PD
Alpena (MI) PSD	Nashville-Davidson County (TN) PD
Anaheim (CA) PD	National City (CA) PD
Anchorage (AK) PD	Oceanside (CA) PD
Anoka County (MN) SO.	Omaha (NE) PD
Arlington (TX) PD	Orange County (FL) SO
Beverly (MA) PD	Pasco County (FL) SO
Brattleboro (VT) PD	Pinellas County (FL) SO
Butte County (CA) SO	Reno (NV) PD
Burlington (MA) PD	San Bernardino (CA) SO
Charleston County (SC)	San Bernardino (CA) PD
Durham (NC) PD	San Clemente (CA) PD
El Paso (TX) PD	San Mateo (CA) SO
Escondido (CA) PD	San Joaquin (CA) SO
Florence County (SC) SO	San Rafael (CA) PD
Glendale (CA) PD	Shasta (CA) SO
Grand Prairie (TX) PD	Snohomish (WA) SO
Hercules (CA) PD	Sparks (NV) PD
Kirkland (WA) PD	Sumter County (SC) SO
Las Vegas Metro (NV) PD	Sunnyvale (CA) PSD
Leesburg (VA) PD	Sparks (NV) PD
Newark (CA) PD	Thurston (WA) SO
Milford (MA) PD	Venice (FL) PD
Mansfield (MA) PD	Whitman (MA) PD
Milwaukee (WI) PD	West Sacramento (CA) PD

- **Law Enforcement Program Studies:** Mr. Brady has performed a wide variety of studies of law enforcement programs and services. Selected studies have included the following:
 - Communications studies for Needham (MA), San Mateo County (CA), San Bernardino County (CA), and Coral Springs (FL).
 - Personnel policies and procedures studies for Escondido (CA), Danville (VA) and Fluvanna County (VA).
 - Support staffing needs for Beverly Hills and Santa Ana (CA).
 - Internal affairs operations for the Phoenix Police Department.
- **Regional Law Enforcement Feasibility Studies:** Mr. Brady has been involved or managed several law enforcement regionalization studies. These have included the following:
 - **Regionalization Opportunities in Training and Communications for the Boston Metropolitan Area.** The Regionalization Commission chose members of this project team to work with over 110 agencies on public safety regional issues.
 - **Regional Communications Feasibility for Police, Fire and EMS agencies in Central Maine.** This study for 80 agencies in Kennebec and Somerset Counties has led to the development of a regional center operated by the Maine State Police.
 - **Law Enforcement Consolidation Feasibility Study for Endicott and Vestal, New York:** these two police departments have begun to consolidate all support functions (communications, records, information systems, training) as well as shift supervision as a first step to consolidation.
 - **Regional Law Enforcement Feasibility Study for San Bernardino County, California Contract Cities:** Nine cities receive contracted law enforcement services from the San Bernardino County Sheriff's Office. Because the County changed its philosophy of contracting, costs increased dramatically.

EDUCATION

BA, California State University, Hayward
Ph.D., Oxford University, United Kingdom

BYRON K. PIPKIN
Senior Manager, Matrix Consulting Group
Project Analyst

BACKGROUND

Byron Pipkin brings a public safety manager's perspective to the project team. He has thirty-two years of experience in law enforcement and fire service, including fourteen years in management positions in the Sunnyvale Department of Public Safety (CA) – a fully integrated police and fire agency. During his career he managed every major law enforcement and administrative function, including patrol operations, investigations, narcotics/vice operations, internal affairs, records, recruiting and hiring, training, administration, school resource officers, traffic operations, crime prevention, emergency preparedness, the mobile field force, and the SWAT team. He is also currently an instructor for the California Peace Officer Standards and Training Executive Development Course, teaching a course on effective management of law enforcement organizations. Mr. Pipkin is a Senior Manager with the Matrix Consulting Group.

PROJECT EXPERIENCE

Mr. Pipkin has experience as a lead with the following public safety agencies.

- Arlington, TX
- Aurora, CO
- Beverly Hills, CA
- Cotati, CA
- Galt, CA
- Gilroy, CA
- Goodyear, AZ
- Grants Pass, OR
- Gresham, OR
- Newburgh, NY
- Omaha, NE
- Onondaga County, NY
- San Antonio, TX
- Spokane, WA
- University of Missouri, Kansas City, MO
- Vancouver, WA
- Winnipeg, Manitoba (Canada)

He just completed a study of Internal Affairs in the Phoenix (AZ) Police Department.

He just completed a police consolidation study for the Boroughs of Park Ridge, Montvale and Woodcliff Lake (NJ).

MANAGEMENT ASSIGNMENTS

Command of Sunnyvale DPS Special Operations Bureau, 2001-2005
Liaison with the FBI and the Joint Terrorism Task Force 2004-2005
Command of Police Field Operations Bureau, 2000-2001
Special Assistant to the Chief, 1999-2000
Fire Marshal, managed the Fire Prevention Bureau, 1997-1999
Command of Police Field Operations Bureau, 1994-1997
Community Services Bureau, Recruitment and Hiring, Training and Records, 1991-1994

EDUCATION

Graduate of the FBI National Academy, Quantico, Virginia
B.S. in Administration of Justice, California State University, San Jose

PROFESSIONAL CERTIFICATES

P.O.S.T. Management Certificate, 1993
P.O.S.T. Supervisory Certificate, 1986
California Community College Lifetime Teaching Credential, 1983
P.O.S.T. Advanced Certificate, 1980

ROBERT FINN
Senior Manager, Matrix Consulting Group
Project Analyst

BACKGROUND

Robert Finn is a Senior Manager with the Matrix Consulting Group and previously served as the Chief of the Southlake (TX) Department of Public Safety. Mr. Finn has a strong educational background coupled with a successful track record that includes strategic planning, budgeting, change management, community relations, and building collaborative partnerships allows this candidate to bring a unique vision geared toward guiding organizations through periods of accelerated growth and economic downturn.

EXPERIENCE IN PUBLIC SAFETY SERVICES

Mr. Finn has experience conducting Police and Fire Department management, staffing and operations studies, including recently for the following clients:

- Coral Gables, Florida
- Elko, Nevada
- Hanford, California
- Montville, Connecticut
- Orland Park, Illinois
- Perrysburg, Ohio
- Shenandoah County, Virginia
- Stamford, Connecticut
- Watertown, Massachusetts
- Winnipeg (Manitoba, Canada)

He also recently completed a study of Internal Affairs in the Phoenix (AZ) Police Department.

Mr. Finn has served at many levels in public safety, including as the following:

- Chief of Police (2008 to 2011)
- Chief of Fire Services (2004 to 2008)
- Lieutenant of Professional Standards (199 to 2004)
- Lieutenant of Training (1995 to 1999)
- Coordinator of Emergency Medical Services (1993 to 1995)

PUBLIC SAFETY ASSOCIATION AFFILIATIONS

Mr. Finn has served on various public safety related associations, including:

- Center for Public Safety Excellence as a Peer Assessor (2006 to Present)
- FBI National Academy Alumni Association, Quantico, Virginia (2002 to Present)

- CALEA Peer Assessor (2000 to 2005)
- Texas Association of Law Enforcement Planners as President (2000 to 2001)

EDUCATION AND TRAINING

He has a Master of Business Administration in Executive Leadership and a Bachelor of Science in Public Safety Administration from the Grand Canyon University, Phoenix (AZ), as well as training at the FBI National Academy and Basic Peace Officer and Firefighter Academy.

4. OUR UNDERSTANDING OF THE PROJECT REQUIREMENTS

4. OUR UNDERSTANDING OF THE PROJECT REQUIREMENTS

Law enforcement services are a critical service for any community. During the past recession, for example, most communities protected emergency services as much as possible from the cuts that were made elsewhere in municipal services in most communities around the country. However, as critical as law enforcement services are, they are not above scrutiny and accountability.

Among contract communities in Orange County and elsewhere in the State and country, counties decided to charge for more indirect or support services, retirement cost increases and other costs outside of the control of the contracted entities. This has resulted in increases in costs when contract agencies could least afford them. This is what occurred in Orange County for communities that contract for law enforcement services from the Sheriff.

- Cost increases over the past ten years have averaged almost 3%, far in excess of CPI inflation over the same period.
- At current levels, the Sheriff's contract is 40% of the General Fund budget, up from 36% 10 years ago. In dollar terms, the OCSO contract has grown from \$5.5 million in FY 2005-06 to \$7.1 million projected for FY 2014-15 (an increase of 29%).
- Cost increases have occurred in an environment in which there have been few appreciable operational changes (in fact, some decreases) or in crime.

These increases are not sustainable indefinitely, even for a City that has a diversified revenue base.

As a result of these factors the City has commissioned this consulting study to help it understand its options to improve service cost effectiveness while retaining the high levels of service that the City has had and expects. Options may include:

- Changes to low priority services.
- Changes to deployment.
- Changes to the kind of employees providing a service.
- The City taking responsibility for selected services.

As a result, a comprehensive assessment of service delivery and costs are envisioned for this effort, giving the City a thorough list of choices for its consideration.

5. METHODOLOGIES AND APPROACHES

5. METHODOLOGIES AND APPROACHES

The section, which follows, presents a detailed description of the analytical tasks we will complete to achieve the study objectives of this Police Services Study. This study would be conducted in three phases, encompassing fact finding, issues identification and recommendations / implementation. The task plan, which follows, describes how this study would be conducted.

Phase 1 – Factual Foundations

In the initial phase the project team will develop its informational foundation through detailed data collection and input from community stakeholders.

Task 1 Initiate the Project and Document Law Enforcement Trends and Issues Which Led to the Commissioning of This Study.

The purpose of this first task is to develop a thorough understanding of issues and expectations of all key parties to the study. Completion of this task will include:

- Interview the City Manager and, if desired, elected officials. During the course of these interviews, the project team will explore the following:
 - Attitudes toward current service levels and service responsiveness of the Orange County Sheriff's Office.
 - Views toward any unmet law enforcement related needs.
 - An understanding of cost of service trends and issues.
 - Identification and views toward any viable alternatives.
 - Identification of issues regarding regional service delivery issues, including neighboring communities.
- Interview key representatives of the Orange County Sheriff's Office (OCSO). These interviews would review and discuss such issues as the following:
 - How the OCSO currently serves the City and surrounding areas.
 - Methods by which the OCSO communicates with officials and citizens.
 - Trends and issues that have arisen over the past few years.

- Budget and resource allocation issues facing the OCSO that could further impact contract service operations.

Task Result: The result of this task would be a final project work plan reflecting the project team's improved understanding of the interest of the City in commissioning this project.

Task 2 Document Law Enforcement Services, Staffing, Workloads and Service Levels in the City of Laguna Hills.

To establish a basis for structuring and comprehensively evaluating the law enforcement organization alternatives, we will develop a portrait of staffing, workloads and service levels. We will gather and analyze detailed information about staffing, deployment, crime and service workloads, and service levels from the SCSO. In order to understand the system of law enforcement service delivery and the basis for organizational alternatives, we will document the following:

- Contract service requirements.
- Community-generated calls for service (CFS) workloads by time of day and day of week; similarly, document deputy-initiated workloads. Develop long term trend data on calls for service and deputy-initiated activities.
- Part I and Part II crime rates and arrests in the City (by type) over 10 years.
- Field deployment levels by the OCSO in the City and surrounding areas.
- Response times by priority or urgency of call.
- Document the types of deputy-initiated activities currently accomplished by field patrol personnel. Develop an understanding of the ways in which these activities are planned and staff help accountable.
- Other workloads of patrol (as well as other personnel) such as court appearances, public education, etc.
- Number of cases forwarded to investigative staff for follow-up as well as the results of these cases.
- Traffic enforcement workloads and traffic enforcement activities.
- Nature and scope of crime prevention programs currently provided.
- Document how the contract 'works' from the perspective of generating base and supplemental costs to the City.

Task Result: *In developing this database of information the project team would document workloads and service levels in the City, deployments of staff in Laguna Hills and in surrounding cities, as well as costs. A summary of the contract and how the contract compares to actual service delivery would also be developed. The project team would summarize this information in a narrative and statistical descriptive profile.*

Task 3 Understand Community Views About Law Enforcement Services.

It is critical for the project team to develop input regarding current law enforcement services as well as viable alternatives from the community. To provide a major avenue for input at the outset of the project, we plan to conduct two major study activities – a citizen online survey and citizen focus group meetings. The following subsection describes these efforts.

(1) Survey for the Public.

We would conduct an electronic survey that could be completed by any member of the public to provide additional feedback and input to the project team regarding law enforcement services. Information regarding the perceptions of the law enforcement services provided and the current satisfaction with these services will provide unique insight. Attitudes toward some of the following questions would be sought:

Document attitudes toward the types, levels and quality of law enforcement services provided.
Document attitudes toward responsiveness of OCSO personnel.
Document perceptions regarding key management issues.
Identify service gaps and new programmatic and service needs.

Questionnaires would be confidential and completed via an online survey instrument (SurveyMonkey). Once questionnaires are completed, we will analyze results and prepare an analytical summary that documents response patterns on a departmental basis.

(2) “Town Hall” Meeting.

Through the use of a “Town Hall Meeting” or “focus group meeting”, the Matrix Consulting Group usually asks customers a number of pointed questions about their law enforcement service expectations and how well the OCSO is meeting them. In this task, the Matrix Consulting Group will utilize this technique in a “Town Hall” format, in an open meeting in which the following would be accomplished:

- An introduction to the study, its processes and goals.
- Discussion of the strengths of law enforcement services.

- A review of issues of concern to attendees, such as those described above.
- Suggestions for the development of an ongoing process for community input.

The Town Hall participants would be led through a two hour discussion by the Matrix Consulting Group, to really understand why citizens feel the way they do about a particular issue of law enforcement services.

Once the Town Hall meeting is completed, the Matrix Consulting Group would complete an analysis of the results and prepare an interim report regarding issues.

Task Result: Summaries of the findings from the survey and the Town Hall meeting conducted – identifying major themes, comments received and suggestions for change.

Phase 2 – Identification of Service Issues

In this phase of the project the team would identify issues with the current contract service delivery picture and costs to the City of Laguna Hills.

Task 4 Compare Services to Best Practices in Law Enforcement Services.

The use of "best management practices" analysis is topical in the analysis of public and private sector agencies today. In this study, we propose to utilize this approach to shed light on operating and programmatic issues in the delivery of services to Laguna Hills. As a result, we propose to accomplish the following:

- The project team will develop a detailed list of "best management practices" for use in a "diagnostic assessment" of each law enforcement function. This diagnostic assessment will be developed to identify those areas in which the OCSO was meeting targeted service delivery objectives or standards of service efficiency or effectiveness in the delivery of service to Laguna Hills. Sample performance measures and targets shown below for investigations:

Performance Target	Does the OCSO Meet the Target?	Potential Improvements
Investigative staff ratios by various measures: • Number of case handling investigators compared to the number of Part I crimes (comparative average at least 400). • Number of cases per investigator is 15-20 for 'property crimes' and 8-12 for 'person crimes'. This translates into the following averages for cases 'assigned' per investigator – 50 for property crimes and 10 for most person crimes. Auto theft typically functions with case assignments in excess of 50 cases; fraud typically functions with cases assignments resembling person crimes because of their complexity.		

Performance Target	Does the OCSO Meet the Target?	Potential Improvements
Unit supervisors are utilizing a formal case management system that involves screening cases for solvability, assigning cases based on workloads, reviewing cases once assigned, and making decisions about proceeding based on case progress criteria.		
A case management automated system exists to support unit supervisors in making decisions and monitoring caseloads.		
The case management system provides the ability to coordinate cases and suspects across units.		
Systems exist to enhance cases by tracking leads, MO's and other crime characteristics.		
Investigators regularly brief field operations staff in crime trends, important cases, etc.		
Regional information flow and selected joint investigations are performed, as needed.		
Quality, performance and technical standards are developed and measured.		

- The team would use the data collection activities conducted in previous tasks to assess the degree to which services or service levels conform to the benchmark.
- Each service area diagnostic element would consist of the following:
 - A definition of the service level, efficiency or deployment target.
 - A description of the current performance.
 - Identification of areas which meet or exceeded the target(s).
 - Identification of areas which represent improvement opportunities.
 - A description of the next steps which the project team should take.

Task Result: An interim report would developed summarizing this best practices assessment. These results would lead to a critical point – it would identify areas where the OCSO meets these standards and where they do not.

Task 5 Compare Services to Other Communities.

The project team also would develop a list of benchmark communities against which to compare the OCSO's services to Laguna Hills. We would start with the list already developed and utilized by the City for comparative purposes containing both contract and non-contract cities. These include:

- Aliso Viejo
- Lake Forest
- Laguna Niguel
- Mission Viejo
- Rancho Santa Margarita
- San Juan Capistrano
- Brea

- Cypress
- Tustin

While no comparison would perfectly fit Laguna Hill's service environment, we would revisit the list utilizing the following factors:

Population and Demographics	Economic Characteristics	Environmental Characteristics	Sheriff's Office Characteristics
• Jurisdiction size • Location • Service Population	• Per capita income • Growth • Economic diversity	• Regional diversity • Open space • Coastal	• Size • Composition of force • Services provided

The project team would benchmark service, service level, workload, deployment, management and cost factors in this comparative survey.

Task Result: An interim report would be developed for this comparative survey.

Phase 3 – Recommended Alternatives

Task 6 Evaluate Opportunities to Restructure the Contract with the Orange County Sheriff.

The results of the previous tasks will be analyzed to identify issues and improvement opportunities associated with current operations and services provided by the Orange County Sheriff's Office to the City of Laguna Hills. The analysis would focus on such areas as the following:

- How do existing services and service levels compare to services elsewhere?
- How do existing service levels compare to generally accepted industry or prevailing approaches to productivity, response times, time available for proactive patrol, investigative caseloads, etc?
- Are there areas where service needs to be improved in the City? Such as:
 - Does the City receive adequate patrol and investigative resources?
 - Is community input effectively sought by the OCSO?
 - Are communications between the OCSO and the City adequate?
 - What opportunities exist for involvement in crime prevention programs?
 - Are the contract costs reasonable relative to the services provided?

- What are the costs versus the benefits of providing traffic enforcement services from motors versus sedans?
- Evaluation of the provision of midnight shift coverage and day and evening shift relief for the City of Laguna Woods and its impact on operations in Laguna Hills. Determine if the current methodology provides full cost recovery. To the extent it does not, the project team will recommend a new methodology.
- Quantitative and qualitative approaches to evaluating resource requirements in the City. For example, in patrol this would include an assessment of call for service workloads in the context of also needing proactive time to impact policing issues in the community.
- Is there a mechanism for addressing service needs in the current contract with the OCSO? What are the costs associated with these choices?
- What are the five (5) year projected costs of the contract with no changes versus any recommended changes?

Task Result: The focus of this task is the identification of alternatives within the existing service delivery system. Each recommendation would be analyzed for service and cost impacts.

Task 7 Evaluate Other Opportunities to Improve Service or Its Cost Effectiveness in Laguna Hills.

The next step for the project team will be to evaluate alternative staffing and organizational approaches for delivering law enforcement services to the City. These alternatives could include:

- Provision of selected law enforcement or support functions out of the contract.
- Privatizing selected services.
- Taking responsibility for equipment and vehicles.
- Alternative arrangements with neighboring communities.

Each alternative organizational approach would be analyzed in terms of:

- The number of staff required to handle each function at appropriate service levels and based on projected workloads.
- Alternative staff classifications that could be employed to handle work – for example the use of civilians to handle lower priority workloads.

- How each alternative would be structured organizationally.
- For inter-jurisdictional alternatives, how each would be governed.
- How each alternative would impact other municipal services (e.g., human resources, finance, risk management).
- The advantages and disadvantages of each alternative.
- The potential incremental steps that could be taken to transition from the current service delivery model.
- What are the five (5) year projected costs of the contract with the Orange County Sheriff's Office versus any recommended changes with other service providers?

Task Result: The result of this task would be a detailed assessment of how each alternative would be structured and cost.

Task 8 Develop a Final Report and Implementation Plan.

Once the work tasks noted above have been completed, our findings, conclusions, and recommendations will be documented in the form of a plan for the City of Laguna Hills. This plan will consist of:

- Executive summary of all key findings and recommendations, including the method of approach and assessments of current and projected staffing needs.
- Detailed analysis of operations, organization, and staffing needs.
- Detailed recommendations for addressing any identified issues and improving the efficiency and effectiveness of all components of operations. All recommendations can be expected to include estimated cost and / or savings.
- Detailed plans for implementing all recommended changes to include work steps necessary to implement; recommend responsibilities; and timing.
- Five (5) year projections of the base contract with the Sheriff's Office compared to five (5) year projections of recommended changes.

Once the draft report and implementation plan has been reviewed by the project review and any modifications completed, we would present the final report to the City.

Task Result: The result of this task would be a detailed line item assessment of the operating costs associated with each alternative. Once the project deliverables have been approved and finalized, we would be prepared to present the final report to the City in a public meeting.

6. PROJECT TIMELINE

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The table, below, graphically displays the tentative schedule to conduct the Police Services Study. The chart shows the sequencing of each proposed work task, the elapsed time it would take to complete each task and the suggested timing of project steering committee meetings. As can be seen from the chart, we are proposing that the study be completed in 12 weeks.

Project Task/Week	1	2	3	4	5	6	7	8	9	10	11	12	13
1. Initial Interviews		Δ											
2. Document Police Services					Δ								
3. Analysis of Existing Services													
4. Assumptions for Alternatives								Δ					
5. Alternative Police Services Analysis											Δ		
6. Alternative Police Services Costs													Δ

Key: Δ = Project Steering Committee Meeting

7. SUBCONTRACTORS

7. SUBCONTRACTORS

As stated earlier in this proposal, we are not proposing to use any subcontractors on this project. We believe that the expertise for a complex project needs to be resident within the firm. Extensive use of subcontractors leads to inconsistencies in client service, analytical quality and project management.

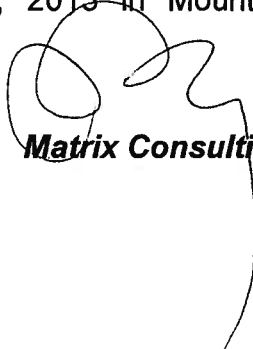
8. DECLARATIONS

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Under penalty of perjury, the Matrix Consulting Group makes the following required declarations for this proposal submission.

- Our firm does not discriminate in employment on any basis. We maintain policies which ensure equal opportunity and non-discrimination.
- The Matrix Consulting Group, its officers and staff have no conflict of interest, any business or financial interest which would represent a conflict for this study.
- This proposal is firm and binding for a period of not less than 60 days from the date of signature.
- As President of the Matrix Consulting Group I have the authority to negotiate on the firm's behalf and bind it contractually.

These declarations are made on September 26, 2013 in Mountain View, California, our headquarters office.



Matrix Consulting Group

Richard P. Brady
President

September 26, 2013

Mr. Donald J. White
Assistant City Manager
City of Laguna Hills
24035 El Toro Road
Laguna Hills, CA 92653

Dear Mr. White:

The Matrix Consulting Group proposes to conduct the Police Services Study project for a fixed price of **\$43,000**. The detailed calculations of our pricing structure are provided below.

Project Task	Brady	Pipkin	Finn	Consultant	Hours
1. Initials	8	0	0	0	8
2. Profile	8	24	24	8	64
3. Stakeholders	8	0	0	8	16
4. Best Practices	8	8	8	0	24
5. Comparative Survey	8	0	0	16	24
6. Contract Alternatives	8	32	16	16	72
7. Other Alternatives	8	8	8	0	24
8. Report	8	16	16	0	40
Total Hours	64	88	72	48	272
Hourly Rate	\$200	\$150	\$150	\$70	
Professional Fees	\$12,800	\$13,200	\$10,800	\$3,360	\$40,160
Expenses					\$2,840
Total Project Cost					\$43,000

We typically contract on a fixed price basis with monthly billings representing our progress on the project. We are, however, open to other approaches for payment.

If you have any questions, please do not hesitate to contact me through our headquarters office at 650-858-0507 or at rbrady@matrixcg.net. I will be the primary contact for this assignment if we are awarded it. As President of the firm, I have the authority to represent it and bind it contractually.

Richard P. Brady
President


Matrix Consulting Group