

# **AGENDA**

**Regular Meeting of the Bradbury City Council  
To be held on Tuesday, February 18, 2020  
Closed Session Immediately Following  
at the Bradbury Civic Center  
600 Winston Avenue, Bradbury, CA 91008**

## **OPEN SESSION 7:00 PM**

Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "For Information" or "For Discussion" may also be subject of an "action" taken by the Board or a Committee at the same meeting.

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mayor Hale, Mayor Pro-Tem Lewis, Councilmembers Bruny, Lathrop and Barakat

**APPROVAL OF THE AGENDA:** Majority vote of City Council to proceed with City Business

**DISCLOSURE OF ITEMS REQUIRED BY GOVERNMENT CODE SECTION 1090 & 81000 ET. SEQ.**

### **PUBLIC COMMENT**

*Anyone wishing to address the City Council on any matter that is not on the agenda for a public hearing may do so at this time. Please state your name and address clearly for the record and limit your remarks to five minutes.*

*Please note that while the City Council values your comments, the City Council cannot respond nor take action until such time as the matter may appear on a forthcoming agenda.*

*Routine requests for action should be referred to City staff during normal business hours, 8:30 am - 5:00 pm, Monday through Friday, at (626) 358-3218.*

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The City of Bradbury will gladly accommodate disabled persons wishing to communicate at a City public meeting. If you require special assistance to participate in this meeting, please call the City Manager's Office at (626) 358-3218 at least 48 hours prior to the scheduled meeting.

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### **ACTION ITEMS\***

#### **1. CONSENT CALENDAR**

***All items on the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion unless a Council Member request otherwise, in which case the item will be removed and considered by separate action. All Resolutions and Ordinances for Second Reading on the Consent Calendar, the motion will be deemed to be "to waive the reading and adopt."***

- A. Minutes – Adjourned Regular Meeting of January 14, 2020
- B. Resolution No. 20-02: Demands and Warrants for February 2020
- C. Monthly Investment Report for the month of January 2020
- D. Ordinance No. 369: An Ordinance of the City Council of the City of Bradbury Amending the Bradbury Municipal Code Adding Ground Covering Requirements to Property Maintenance Standards
- E. Amendments to the 2019-2020 Budget

**2. Public Hearing for Ordinance No. 370: An Ordinance of the City Council of the City of Bradbury Amending the Development Code Regulations Regarding the R-7,500 Single Family Residential Zoning District in the City of Bradbury and By Adding New Definitions**

Ordinance No. 370 introduces regulations on second story developments in the R-7,500 zone. After holding multiple community meetings, the Planning Commission is recommending that the City Council adopt an ordinance to address two stories and the concerns related to two-story developments.

**3. Public Hearing for 1533 Royal Oaks Drive North: One-Year Extension Request to City Council Resolution No. 20-03**

Tentative Parcel Map No. 73673 was conditionally approved on July 19, 2016. The proposed subdivision has undergone past extensions for the subdivision and the applicant is requesting a third extension of one year.

**4. Mount Olive Lane Sewer Reimbursement Project - Update**

This item provides an update to the Mount Olive Lane Sewer Reimbursement Project. Initial estimates of the project was anticipated at \$595,177. Due to changes in the project, the anticipated cost is now \$1,027,114.

**5. Ordinance No. 371: An Ordinance of the City Council of the City of Bradbury Amending the Bradbury Municipal Code Regarding Parking Prohibitions on Designated Streets**

Ordinance No. 371 amends the City's municipal code by regulating overnight parking on the streets of Lemon Avenue, Braewood Drive, Gardi Street (West), and Fairlee Avenue.

**6. Discussion on Community Support Funds**

The City Council has budgeted \$4,000 for a charitable donation. In past years, this donation was set aside to support three (3) organizations that assisted with providing housing and shelter for the homeless.

**7. Discussion on Annual Appreciation Event**

In the past, the City Council has held an Annual Appreciation Event for staff and volunteers. Staff recommends that the City Council provide direction on how to move forward with the event, including a time, date, and location.

**8. Discussion on General Law Enforcement Services**

As a request by Mayor Hale, this item is a general discussion on recent occurrences of crime within the City and current law enforcement services

**9. Matters from the City Manager**

**10. Matters from the City Attorney**

**11. Matters from the City Council**

Brief reports of individual Councilmembers activities relating to City business occurring since the last meeting.

**Mayor Hale**

**Mayor Pro-Tem Lewis**

*California JPIA*

*Director of Bradbury Disaster Committee*

*Area "D" Office of Disaster Management*

**Councilmember Bruny**

*Duarte Community Education Council (CEC)*

**Councilmember Lathrop**

*League of California Cities*

*Duarte Education Foundation*

**Councilmember Barakat**

*LA County Sanitation Districts*

*LA County City Selection Committee*

*San Gabriel Valley Council of Governments (SGVCOG)*

*San Gabriel Valley Mosquito & Vector Control District*

*Foothill Transit*

**12. Items for Future Agendas**

**CLOSED SESSION**

**CALL TO ORDER/ROLL CALL**

**PUBLIC COMMENT – REGARDING CLOSED SESSIONS ONLY**

**RECESS TO CLOSED SESSIONS REGARDING:**

- A. Pending Litigation** Pending Litigation pursuant to Government Code Section 54956.9 (d)(3) (Based on existing facts and circumstances, the legislative body of the local agency is meeting only to decide whether a closed session is authorized pursuant to paragraph (d) (2). (1 potential case).
- B. Pending Litigation** Pending Litigation pursuant to Government Code Section 54956.9 (d)(2) (A point has been reached where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency. (1 potential case).

## ADJOURNMENT

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Ave., Bradbury, CA 91008 on Tuesday, March 17, 2020 at 7:00 p.m.

\* *ACTION ITEMS* Regardless of a staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject or continue such item. Further information on each item may be procured from City Hall.

*"I, Claudia Saldana, City Clerk, hereby certify that I caused this agenda to be posted at the Bradbury City Hall entrance gate on Friday, February 14, 2020, at 5:00 p.m."*

  
CITY CLERK - CITY OF BRADBURY



**MINUTES OF AN ADJOURNED REGULAR MEETING  
OF THE CITY COUNCIL OF THE CITY OF BRADBURY  
HELD ON TUESDAY, JANUARY 14, 2020**

**MEETING CALLED TO ORDER:**

The Adjourned Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Hale at 7:00 p.m. followed by the Pledge of Allegiance.

**ROLL CALL:**

PRESENT: Mayor Hale, Mayor Pro-Tem Lewis, Councilmembers Bruny, Lathrop and Barakat

ABSENT: None

STAFF: City Manager Kearney, City Attorney Reisman, City Clerk Saldana and Management Analyst Santos Leon

**APPROVAL OF AGENDA:**

Mayor Pro-Tem Lewis made a motion to approve the agenda to proceed with City business. Councilmember Barakat seconded the motion which carried.

**DISCLOSURE OF ITEMS REQUIRED BY  
GOV. CODE SECTION 1090 & 81000  
ET SEQ.:**

In compliance with the California Political Reform Act, each City Councilmember has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision-making process concerning agenda items.

City Attorney Reisman stated that he was not aware of any.

**PUBLIC COMMENT:**

Daniel Lee, Partnership Specialist with the U.S. Census Bureau gave a brief overview of the 2020 Census. The Power Point Information is available at City Hall.

**CONSENT CALENDAR:**

All items on the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion unless a Councilmember requests otherwise, in which case the item will be removed and considered by separate action. All Resolutions and Ordinances for Second Reading on the Consent Calendar are deemed to "waive further reading and adopt."

- A. Minutes – Regular Meeting of December 17, 2019
- B. Resolution No. 20-01: Demands & Warrants for January 2020
- C. Monthly Investment Report for the month of December 2019
- D. Sanitation District – Tax Sharing Resolution

**MOTION TO APPROVE  
CONSENT CALENDAR:**

Councilmember Barakat made a motion to approve the Consent Calendar as presented. Mayor Pro-Tem Lewis seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Hale, Mayor Pro-Tem Lewis, Councilmembers Bruny, Lathrop and Barakat

NOES: None

ABSENT: None

Motion passed 5:0

**AWARD OF CAL RECYCLE  
GRANT PROPOSALS:**

Management Analyst Santos Leon stated that in order to expend \$11,356 of surplus CalRecycle restricted funds, the City released a Request for Grant Proposals to solicit proposed projects from neighboring cities, educational institutions, and nonprofit organizations during the month of December 2019. The City received three proposals from the cities of Azusa, Duarte and Monrovia.

**RECOMMENDATION:**

It is recommended that the City Council allocate funding for the projects proposed by the Azusa, Duarte and Monrovia.

**AZUSA PROPOSAL:**

The City of Azusa is seeking \$2,500 to support their ongoing Discovery Club. The program is comprised of two components. The first involves to-go experiment kits designed for youth in grades 3 to 5. Each kit promotes one subject area using literature and templates for a science-related activity. The second component involves lab activities with real world applications for hands-on learning. If awarded, the program will be made available to Bradbury youth interested in participating.

**DUARTE PROPOSAL:**

The City of Duarte is seeking \$2,500 to fund its annual Earth Day celebration. In previous years, Bradbury and Duarte have collaborated to raise awareness on the importance of keeping a clean and safe environment. Similar to past events, volunteers at Earth Day will be tasked in cleaning up litter from staff determined areas in both cities. Volunteers will also be tasked with installing plant material and trees in both cities.

**MONROVIA PROPSAL:**

The City of Monrovia is seeking \$2,500 to support a new recycling pilot program. The program consists of the leasing of eleven (11) Bigbelly solar compactors for a five-year term. The Bigbelly units will be placed in several high-traffic areas throughout Old Town Monrovia to decrease trash overflow.

**FINANCIAL ANALYSIS:**

Bradbury receives \$5,000 annually in CalRecycle restricted funds, which the City struggles to spend. Currently, the City has a total of \$11,356 of unused CalRecycle Funds. Monies received by CalRecycle cannot be used for General Fund purposes.

**RECOMMENDATION:**

It is recommended that the City Council allocate funding for the projects proposed by the cities of Azusa, Duarte and Monrovia.

**DISCUSSION:**

Councilmember Barakat stated that he does not like the Duarte proposal because Duarte is not matching any funds.

Mayor Hale directed staff to contact the City of Monrovia and ask if they would put a Bradbury plaque on the Bigbelly bin(s) if funding is approved by the Council.

**MOTION TO AWARD CAL-RECYCLE  
GRANT PROPOSALS:**

Councilmember Barakat made a motion to award \$2,500 to the City of Azusa, \$2,500 to the City of Monrovia and \$1,300 to the City of Duarte. Mayor Hale seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Hale, Mayor Pro-Tem Lewis,  
Councilmembers Bruny, Lathrop and Barakat  
NOES: None  
ABSENT: None

Motion passed 5:0

**ORDINANCE NO. 369 – REGULATIONS  
FOR GROUND COVER:**

City Manager Kearney stated that at the December meeting, the City Council directed staff to draft an ordinance on regulations for ground cover.

**RECOMMENDATION:**

It is recommended that the City Council introduce for first reading, by title only, Ordinance No. 369:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, AMENDING THE BRADBURY MUNICIPAL CODE ADDING GROUND COVERING REQUIREMENTS TO PROPERTY MAINTENANCE STANDARDS

**DISCUSSION:**

City Attorney Reisman stated that the only change to the draft ordinance was the addition of (21) Lack of Ground Covering.

Councilmember Lathrop suggested a change to Section 9.109.035 – Groundcover Definitions.

- (1) Designated Areas as used in this chapter shall mean and refer to areas visible from public or private street that are (b) larger than 225 *square feet* to 15 x 15 feet.

City Attorney Reisman suggested “no linear dimension less than six (6) feet.”

**MOTION:**

Mayor Hale made a motion to introduce for first reading, by title only, Ordinance No. 369, as amended. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Hale, Mayor Pro-Tem Lewis,  
Councilmembers Bruny, Lathrop and Barakat  
NOES: None  
ABSENT: None

Motion passed 5:0

**DISCUSSION ON CITY COUNCIL-  
PLANNING COMMISSION RETREAT:**

City Manager Kearney stated that at the December meeting the City Council directed staff to reschedule the joint City Council-Planning Commission retreat, to be held at City Hall either before a City Council or Planning Commission meeting. The retreat would be held at 5 pm and dinner would be provided. Staff provided the City Council with several dates between February and June 2020.

**RECOMMENDATION:**

It is recommended that the City Council select a date for the joint City Council-Planning Commission retreat.

**DISCUSSION:** The City Council felt that 5:00 pm might be too early for some participants and proposed 6:00 pm for the retreat with the regular meeting starting at 7:30 pm. Mayor Hale proposed to eliminate City Council meeting dates for the retreat.

**CITY-COUNCIL-PLANNING COMMISSION RETREAT SET FOR MAY 27TH:** The City Council proposed Wednesday, May 27th at 6:00 pm for the joint City Council-Planning Commission Retreat.

**MATTERS FROM THE CITY MANAGER:** City Manager Kearney informed the Council of a Roundtable Discussion with Assemblywoman Blanca Rubio on Friday, March 20, 2020 from 9:30 to 11 am. Councilmember Lathrop agreed to attend.

**MATTERS FROM THE CITY ATTORNEY:** Nothing to report

**MATTERS FROM THE CITY COUNCIL:**

**MAYOR HALE:** Nothing to report

**MAYOR PRO-TEM LEWIS:** Nothing to report

**COUNCILMEMBER BRUNY:** Nothing to report

**COUNCILMEMBER LATHROP:** Councilmember Lathrop stated that the next Duarte Education Foundation Dinner will be held on August 29, 2020.

**COUNCILMEMBER BARAKAT:** Nothing to report

**ITEMS FOR FUTURE AGENDAS:** None

**ADJOURNMENT:** At 7:35 p.m. Mayor Hale adjourned the meeting to Tuesday, February 18, 2020 at 7:00 p.m.

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**MAYOR – CITY OF BRADBURY**

ATTEST:

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**CITY CLERK – CITY OF BRADBURY**

**RESOLUTION NO. 20-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF BRADBURY, CALIFORNIA,  
APPROVING DEMANDS AND WARRANTS NO. 15821 THROUGH NO. 15842  
(PRE-RELEASED CHECKS)  
AND DEMANDS AND WARRANTS NO. 15843 THROUGH NO. 15866  
(REGULAR CHECKS)**

The City Council of the City of Bradbury does hereby resolve as follows:

**Section 1.** That the demands as set forth hereinafter are approved and warrants authorized to be drawn for payment from said demands in the amount of \$8,918.84 (pre-released Checks) and \$69,393.13 at February 18, 2020 from the General Checking Account.

**PRE-RELEASED CHECKS (due before City Council Meeting):**

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
15821	VOID	VOID	\$0.00
15822	U.S. Bank (12/31/19)	Custody Charges for Dec 2019 Safekeeping Fees Acct. #101-14-7010	\$33.00
15823	Molly Maid (1/15/20)	<u>City Hall Cleaning Service:</u> 11-Dec-2019 23-Dec-2019 08-Jan-2020 Acct. #101-16-6460	 \$105.00 \$105.00 <u>\$105.00</u> \$315.00
15824	City of Monrovia (2/8/20)	Transportation Services for Jan 2020 Acct. #203-40-7625 (Prop A)	\$704.07
15825	California American Water (2/5/20)	<u>Water Service for:</u> 600 Winston Ave Acct. #101-16-6400 1775 Woodlyn Lane 301 Mt Olive Dr Irrigation 2410 Mt Olive Ln Irrigation 2256 Gardi Street Acct. #200-48-6400	 \$35.75  \$286.01 \$79.85 \$60.65 <u>\$10.98</u> \$473.24
15826	Azusa City Library (1/14/20)	CalRecycle Grant Acct. #209-35-7300	\$2,500.00
15827	City of Duarte (1/14/20)	CalRecycle Grant Acct. #209-35-7300	\$1,300.00
15828	Azusa City Monrovia (1/14/20)	CalRecycle Grant Acct. #209-35-7300	\$2,500.00
15829	VOID	VOID	\$0.00

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
15830	Data Ticket (1/27/20)	Daily Citation Processing (Dec 19) Acct. #101-23-6120	\$1.30
15831	Dept. of Conservation (12/31/19)	Fee Report: Strong Motion Instrumentation and Seismic Hazard Mapping Fee July-Dec 2019 Acct. #101-20-7220	\$14.34
15832	California Building Standards Commission (12/31/19)	SB1473 Fee Report Form Building Standards Administration Special Revolving Fund Ju-Dec 2019 Acct. #101-20-7220	\$4.50
15833	Delta Dental (2/1/20)	<u>Dental Insurance:</u> City Manager (family) Acct. #101-12-5100 City Clerk Acct. #101-13-5100 Management Analyst Acct. #101-16-5100	\$131.43  \$42.88 <u>\$42.88</u> \$217.19
15834	Vision Service Plan (2/1/20)	<u>Vision Insurance:</u> City Manager (family) Acct. #101-12-5100 City Clerk Acct. #101-13-5100 Management Analyst Acct. #101-16-5100	\$61.07  \$23.66 <u>\$23.66</u> \$108.39
15835	The Standard (2/1/20)	<u>Basic Life and AD&amp;D:</u> City Manager Acct. #101-12-5100 City Clerk Acct. #101-13-5100 Management Analyst Acct. #101-16-5100	\$9.25  \$9.25 <u>\$9.25</u> \$27.75
15836	Time Warner Cable (2/9/20)	Spectrum Business Internet Acct. #101-16-6230	\$149.98
15837	Southern California Edison (2/13/20)	Street Lights for Mt. Olive/Gardi Acct. #200-48-6400	\$32.38
15838	Southern California Edison (2/13/20)	City Hall Utilities Acct. #101-16-6400	\$170.29
15839	The Gas Company (2/13/20)	City Hall Utilities Acct. #101-16-6400	\$34.03

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
15840	Staples Credit Plan (2/15/20)	Technology Expense (black toner) Acct. #113-20-4500	\$180.66
15841	Frontier Communications (2/18/20)	Telephone Service (fire alarm line) Acct. #101-23-7420	\$119.72
15842	U.S. Bank (1/31/20)	Custody Charges for Jan 2020 Safekeeping Fees Acct. #101-14-7010	\$33.00
<b>Total Pre-Released Checks</b>			<b>\$8,918.84</b>

**REGULAR CHECKS:**

15843	California American Water (2/7/20)	Meter: 1775 Woodlyn Lane Acct. #200-48-6400	\$77.83
14844	Claudia Saldana (2/12/20)	Mileage Reimbursement Acct. #101-13-6050	\$29.33
14845	DUDEK (1/30/20)	Chadwick Ranch Estates Fire Protection Plan Acct. #103-00-2039	\$6,682.72
15846	Jones & Mayer (1/31/20)	<u>City Attorney:</u> January Retainer Acct. #101-15-7020 Code Enforcement (243 Barranca) Acct. #101-23-7450 Chadwick Ranch Acct. #103-00-2039 Zoning/General Plan Hours Acct. #101-20-7245	 \$2,650.00  \$130.00  \$2,437.50  <u>\$1,800.00</u> \$7,017.50
15847	Kevin Kearney (Feb 2020)	Monthly Cell Phone Allowance Acct. #101-12-6440	\$75.00
15848	Kevin Kearney (2/12/20)	Mileage Reimbursement Acct. #101-12-6050	\$161.98
15849	Kevin Kearney (2/12/20)	<u>Reimbursement:</u> CalPERS Glendale Parking Expedia Car Rental Petro Gasoline Arco Gasoline Acct. #101-12-6025	 \$13.00 \$38.35 \$32.23 <u>\$11.61</u> \$95.19

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
15850	League of Calif. Cities (1/1/20)	Membership Dues for Calendar Year 2020 Acct. #101-30-6030	\$820.00
15851	Michael Baker International (1/31/19)	Chadwick Ranch Estates Project Acct. #103-00-2039	\$5,192.50
15852	Molly Maid (2/9/20)	<u>City Hall Cleaning Service:</u> 22-Jan-2020 \$105.00 05-Feb-2020 <u>\$190.00</u> Acct. #101-16-6460	\$295.00
15853	City of Monrovia (2/6/20)	Transportation Services for Feb 2020 Acct. #203-40-7625 (Prop A)	\$704.07
15854	Municode (1/7/20)	Electronic Update Pages Acct. #101-13-6225	\$651.90
15855	Petty Cash (Feb 2020)	Parking (City Clerk Summit) \$12.00 Acct. #101-12-6020 Amazon.com (adapter) \$9.84 Acct. #113-20-4500 Monrovia Post Office \$8.40 Acct. #101-23-7450 Home Depot (pad lock) <u>\$13.12</u> Acct. #101-16-6470	\$43.36
15856	Pasadena Humane Society (1/31/20)	Animal Control Services for Jan 2020 Acct. #101-25-7000	\$1,635.58
15857	Post Alarm Systems (2/5/20)	City Hall Monitoring for March 2020 Fire & Intrusion Systems Acct. #101-23-7420	\$122.34
15858	Priority Landscape Services, LLC Invoice #6766 (2/1/20)	<u>Feb 2020 Landscape Services:</u> Bradbury Civic Center \$175.00 Acct. #101-21-7020 Royal Oaks Drive North \$345.00 Acct. #101-21-7015 Lemon Trail \$115.00 Acct. #101-21-7045 Mt. Olive Drive Entryway and Trail \$465.00 Acct. #101-21-7035 Repair Broken Mainline <u>\$350.00</u> Acct. #101-21-7015	\$1,450.00
	Invoice #6973 (2/5/20)		



<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
15859	RKA Consulting Group (1/15/20) (1/16/20)	Mt Olive Lane Sewer Project Acct. #206-50-7601	\$4,497.50
		City Engineering Services Acct. #101-19-7230	\$367.50
		Development Projects Acct. #101-19-7230	\$4,494.00
		NPDES Coordination Acct. #102-42-7630	\$140.00
	(1/21/20)	119 Furlong Slope Abatement Acct. #101-19-7230	\$1,008.00
	(1/30/20)	Mt Olive Lane Sewer Project Acct. #206-50-7601	<u>\$397.50</u>
			\$10,904.50
15860	Southern Calif. Edison (2/4/20)	Street Lights (Dec 2019 & Jan 2020) Acct. #200-48-6410	\$1,465.38
15861	LA County Sheriff's Dept. (1/10/20)	Dec 2019 Law Enforcement Services Acct. #101-23-7410	\$9,876.78
15862	TeamLogic IT (2/1/20)	Computer Services Acct. #101-16-6230	\$590.00
15863	UltraSystems Environmental (12/31/19)	Preparation of an EIR Chadwick Estates Ranch Project Acct. #103-00-2039	\$9,043.50
15864	U.S. Bank Corporate Payment Systems (1/22/20)	<u>Kevin Kearney Visa Card:</u> ICMA/CCMF Annual Dinner Acct. 101-12-6020	\$75.00
		Beenverified.com Acct. #101-23-7450	\$52.44
		United (Airfare) Acct. #101-12-6025	\$240.80
		Amazon.com (portable charger)	\$104.00
		Amazon.com (portable charger) Acct. #113-20-4500	\$78.82
		Bose (portable home speaker) Acct. #113-20-4500	<u>\$766.39</u> <b>\$1,317.45</b>
15864	U.S. Bank Corporate Payment Systems (1/22/20)	<u>Scarlett Santos Leon Visa Card:</u> Broadvoice Acct. #101-12-6440	<u>\$173.14</u> <b>\$173.14</b>

15864	U.S. Bank Corporate Payment Systems (1/22/20)	<u>Claudia Saldana Visa Card:</u> USPS (stamps) Acct. 101-12-6120 Rite Aid (City Hall supplies) Acct. #101-16-6450 Big Lots (City Hall supplies) Acct. #101-16-6450 USPS (stamps) Acct. 101-20-6120 USPS (certified mail) Acct. 101-23-7450 Dollar Tree (City Hall supplies) Acct. #101-16-6450	\$55.00   \$6.56  \$10.84  \$55.00   \$8.10  <u>\$2.10</u> <b><u>\$137.60</u></b>	   
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#### **FEBRUARY 2020 PAYROLL:**

ACH	Kevin Kearney (Feb 2020)	Salary: City Manager	\$10,000.00	
		Acct. #101-12-5010		
		Withholdings	<u>(2,221.99)</u>	\$7,778.01
ACH	Claudia Saldana (Feb 2020)	Acct. #101-00-2011		
		Salary: City Clerk	\$5,118.67	
		Acct. #101-13-5010		
ACH	Scarlett Santos Leon (Feb 2020)	Withholdings	<u>(1,276.49)</u>	\$3,842.18
		Acct. #101-00-2011		
		Salary: Management Analyst	\$4,025.67	
		Acct. #101-16-5010		
		Withholdings	(861.32)	
		Acct. #101-00-2011		
		PERS Employee Share	<u>(271.73)</u>	\$2,892.62
		Acct. #101-16-5010		

ACH	Lisa Bailey (Feb 2020)	Finance Director (Jan 2020) 29.33 x \$82.94/hour Acct. #101-14-5010	\$2,432.92	
		Withholdings Acct. #101-00-2011	(398.26)	\$2,034.66

**Total February 2020 Payroll** **\$16,547.47**

**ELECTRONIC FUND TRANSFER (EFT) PAYMENTS for February 2020:**

EFT	Aetna (Feb 2020)	<u>Health Insurance for Feb 2020:</u> City Manager Acct. #101-12-5100	\$1,510.63	
		City Clerk Acct. #101-13-5100	\$894.03	
		Management Analyst Acct. #101-16-5100	<u>\$401.60</u>	\$2,806.26
EFT	EDD (Feb 2020)	State Tax Withholdings SDI Acct. #101-00-2011	\$771.52 \$215.78	
		UI & ETT for City Clerk Acct. #101-13-5100	\$175.00	
		UI & ETT for Management Analyst Acct. #101-16-5100	<u>\$175.00</u>	\$1,337.30
EFT	Dept. of Treasury Internal Revenue Service (Feb 2020)	Federal Tax Withholdings Social Security Medicare (Employee's portion of Social Security and Medicare is matched by the City) Acct. #101-00-2011	\$2,120.10 \$2,675.58 <u>\$625.74</u>	\$5,421.42
EFT	California PERS (Feb 2019)	City Manager Acct. #101-12-5100	\$1,498.77	
		City Clerk Acct. #101-13-5100	\$762.61	
		Management Analyst Acct. #101-16-5100	<u>\$552.92</u>	\$2,814.30
EFT	California PERS (Feb 2020)	Unfunded Accrued Liability UAL Payment (Classic) UAL Payment (Pepra) Acct. #101-16-6240	\$309.78 <u>\$41.81</u>	\$351.59

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**MAYOR – CITY OF BRADBURY**

ATTEST:

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**CITY CLERK – CITY OF BRADBURY**

"I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 20-02, was duly adopted by the City Council of the City of Bradbury, California, at an adjourned regular meeting held on the 18th day of February 2020 by the following roll call vote:"

AYES:

NOES:

ABSENT:

---

**CITY CLERK – CITY OF BRADBURY**

**BILL TO:**  
Acct: 6011 1000 5337 241  
CITY OF BRADBURY

**SHIP TO:**  
CLAUDIA SALDANA  
BRADBURY CIVIC CENTER  
600 WINSTON ST  
BRADBURY CA 91008

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$180.66	12/19/19	02/15/20	2410487691
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
HP 651A BLACK TONER CARTR	990208	1.0000 EA	\$189.99	\$189.99
COUPONDISCOUNT	558100	1.0000 ST	-\$25.00	-\$25.00
<b>Purchased by: CLAUDIA SALDANA</b>				<b>SUBTOTAL</b>
<b>Order #: 9806733222</b>				<b>TAX</b>
				<b>TOTAL</b>
				\$164.99
				\$15.67
				\$180.66

*see Check # 15840*

724105





P.O. BOX 6343  
FARGO ND 58125-6343



000000555 01 SP 0.560 106481130226050 P

CITY OF BRADBURY  
ATTN CLAUDIA SALDANA  
600 WINSTON AVE.  
BRADBURY CA 91008-1123

ACCOUNT NUMBER 4246 0445 5575 6224  
STATEMENT DATE 01-22-2020  
AMOUNT DUE \$2,662.47  
NEW BALANCE \$2,662.47  
PAYMENT DUE ON RECEIPT

AMOUNT ENCLOSED  
\$ 1,628.19

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYST  
P.O. BOX 790428  
ST. LOUIS, MO 63179-0428

4246044555756224 000266247 000266247

See Check # 15864

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
CITY OF BRADBURY 4246 0445 5575 6224	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New = Balance	
Company Total	\$2,248.11	\$1,628.19	\$0.00	\$0.00	\$0.00	\$0.00	\$1,213.83	\$2,662.47	

CORPORATE ACCOUNT ACTIVITY				
CITY OF BRADBURY 4246-0445-5575-6224			TOTAL CORPORATE ACTIVITY \$1,213.83 CR	
Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-26	12-23	7479826936000000000840	PAYMENT - THANK YOU 00000 C	1,213.83 P

NEW ACTIVITY				
CLAUDIA A SALDANA 4246-0400-8040-6665		CREDITS \$0.00	PURCHASES \$137.60	CASH ADV \$0.00
		TOTAL ACTIVITY \$137.60		
Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-06	01-03	24137460004001252676099	USPS PO 0522740820 DUARTE CA	55.00
01-06	01-03	24692160003100487160897	RITE AID STORE - 5528 DUARTE CA	6.56
01-08	01-07	24137460007300529876897	BIG LOTS STORES - #4170 DUARTE CA	10.84
01-09	01-08	24137460009001164886856	USPS PO 0522740820 DUARTE CA	55.00
01-16	01-15	24137460016001183570037	USPS PO 0522740820 DUARTE CA	8.10

<b>CUSTOMER SERVICE CALL</b>  800-344-5696	<b>ACCOUNT NUMBER</b>  4246-0445-5575-6224		<b>ACCOUNT SUMMARY</b>	
	<b>STATEMENT DATE</b>  01/22/20		<b>DISPUTED AMOUNT</b>  .00	
			PREVIOUS BALANCE 2,248.11	
			PURCHASES & OTHER CHARGES 1,628.11	
<b>SEND BILLING INQUIRIES TO:</b>  U.S. Bank National Association  C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	<b>AMOUNT DUE</b>  2,662.47		CASH ADVANCES .00	
			CASH ADVANCE FEES .00	
			LATE PAYMENT CHARGES .00	
			CREDITS .00	
			PAYMENTS 1,213.83	
			<b>ACCOUNT BALANCE 2,662.47</b>	

JAN 20 2020



Company Name: CITY OF BRADBURY
Corporate Account Number: 4246 0445 5575 6224
Statement Date: 01-22-2020

NEW ACTIVITY					
Post Date	Tran Date	Reference Number	Transaction Description		Amount
01-16	01-15	24445000016000681997776	DOLLAR TREE DUARTE CA		2.10
<b>KEVIN KEARNEY</b>			<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>
4246-0446-0277-2711			\$0.00	\$1,317.45	\$0.00
					<b>TOTAL ACTIVITY</b>
					\$1,317.45
Post Date	Tran Date	Reference Number	Transaction Description		Amount
01-07	01-06	24492150006715500732594	EB CAL-ICMA CITY MANA 801-413-7200 CA		75.00
01-08	01-07	24492150007715546088505	BV BEENVERIFIED.COM 212-738-0028 NY		52.44
01-08	01-06	24692160007100820685077	UNITED 0162489000282 800-932-2732 TX KEARNEY/KEVINRYAN 02-05-20		240.80
01-10	01-09	24692160009100953318676	ONT UA G SFO UA L ONT		104.00
01-14	01-13	24692160013100540307905	AMZN MKTP US*YB4BI8VA3 AMZN.COM/BILL WA		78.82
01-17	01-16	24431060016844013789488	AMZN MKTP US*2I7360TC3 AMZN.COM/BILL WA 4010 BOSE CORP WEB STORE 800-999-2673 MA		766.39
<b>SCARLETT L SANTOS LEON</b>			<b>CREDITS</b>	<b>PURCHASES</b>	<b>CASH ADV</b>
4246-0446-2235-1074			\$0.00	\$173.14	\$0.00
					<b>TOTAL ACTIVITY</b>
					\$173.14
Post Date	Tran Date	Reference Number	Transaction Description		Amount
01-16	01-15	24453510015017043699765	BROADVOICE 888-325-5875 CA		173.14

Department: 00000 Total:	\$1,628.19
Division: 00000 Total:	\$1,628.19

# City of Bradbury Monthly Investment Report for the month of January 2020

## CASH ON DEPOSIT BY ACCOUNT

### Bank Accounts:

Wells Fargo Bank - General Checking

Amount	Maturity	Interest Rate
\$ 854,514.77	n/a	0%

### Investments:

Local Agency Investment Fund (LAIF)

\$ 3,410,219.69	n/a	1.97%
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American Express Centurion CD

\$ 247,000.00	12/7/2020	2.10%
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Citibank NA CD

\$ 246,000.00	6/7/2021	3.00%
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Discover Bank CD

\$ 246,000.00	9/7/2021	3.00%
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Ally Bank CD

\$ 247,000.00	9/26/2022	1.95%
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**Total**

\$ 5,250,734.46
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## CASH & INVESTMENTS ON DEPOSIT BY FUND

### Funds

General Fund (101)

\$3,332,799.09
----------------

Utility Users Tax Fund (102)

\$755,513.26
--------------

Deposits Fund (103)

\$76,068.37
-------------

Long Term Planning Fee Fund (112)

\$19,684.59
-------------

Technology Fee Fund (113)

\$49,417.21
-------------

Gas Tax Fund (200)

\$11,240.65
-------------

SB 1 Gas Tax Fund (201)

\$13,428.37
-------------

Prop A Fund (203)

\$25,170.14
-------------

Prop C Fund (204)

\$11,942.68
-------------

TDA Fund (205)

\$413.00
----------

Sewer Fund (206)

\$565,492.28
--------------

STPL Fund (208)

\$1,015.28
------------

Recycling Grant Fund (209)

\$5,056.00
------------

Measure R Fund (210)

\$44,360.71
-------------

Measure M Fund (212)

\$24,526.62
-------------

COPS Fund (215)

\$295,606.68
--------------

County Park Grant Fund (217)

\$8,137.21
------------

CWPP Grant Fund (219)

\$10,862.32
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**Total**

\$ 5,250,734.46
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I hereby certify that there are sufficient funds available to meet the City's obligations for the next three (3) months.

This report is prepared in accordance with the guidelines established in the Statement of Investment Policy adopted November 21, 2017

Submitted By:



Reviewed By:

Kevin Kearney  
City Manager

Laurie Silver  
City Treasurer



# Revenues

Acct. Number	Account Description	2017-18 Actual	2018-19 YTD 6/30/19	2019-20 Budget	2019-20 YTD @ 01/31/20	
<b>General Fund:</b>						
101-00-4010	Property Tax-Current Secured	438,658	471,209	495,000	234,207	47%
101-00-4030	Property Tax-Current Unsecured	3,941	18,096	18,500	16,407	89%
101-00-4050	Property Tax Prior Year	-			(62)	#DIV/0!
101-00-4060	Public Safety Augmentation F	10,323	11,680	12,000	5,601	47%
101-00-4070	Delinquent Taxes	6,624	6,401	7,500	4,679	62%
101-00-4100	Sales & Use Tax	4,114	1,962	1,500	669	45%
101-00-4110	Franchise Fee-Cable TV	18,708	22,476	23,000	12,826	56%
101-00-4120	Franchise Fee-SC Edison	17,722	18,739	19,000	-	0%
101-00-4130	Franchise Fee-SC Refuse	33,402	37,159	37,000	18,878	51%
101-00-4140	Franchise Fee-SC Gas Co.	2,574	2,539	2,600	-	0%
101-00-4150	Franchise Fee-Cal Am Water	31,388	37,557	38,000	-	0%
101-00-4160	AB939 Refuse Admin. Fee	17,952	18,652	18,000	-	0%
101-00-4190	Real Property Transfer Tax	31,081	22,709	14,000	11,274	81%
101-00-4200	Motor Vehicle In-Lieu	130,646	137,540	140,000	70,243	50%
101-00-4210	Dist & Bail Forfeiture	2,867	1,116	1,500	1,315	88%
101-00-4220	Fines-City	21,906	21,732	2,000	258	13%
101-00-4350	Business License	44,063	40,611	40,700	21,896	54%
101-00-4360	Movie & TV Permits	3,030	-	-	30,900	#DIV/0!
101-00-4370	Bedroom License Fee	10,301	14,420	15,000		0%
101-00-4410	Variances & CUPs	1,635	1,635	1,600	1,635	102%
101-00-4420	Lot Line Adjustment/Zone Changes	3,805	-	-		#DIV/0!
101-00-4440	Subdivisions/Lot Splits	4,844	4,844	5,000		0%
101-00-4460	Planning Dept. Review	50,073	25,382	25,000	64,683	259%
101-00-4470	Building Construction Permit	179,175	236,173	250,000	45,188	18%
101-00-4480	Building Plan Check Fees	260,790	159,454	250,000	69,100	28%
101-00-4485	Landscape Plan Check Permit	10,627	7,433	5,500	2,793	51%
101-00-4490	Green Code Compliance	26,871	29,086	27,000	4,002	15%
101-00-4500	Civic Center Rental Fee	1,050	-	1,050	900	86%
101-00-4530	Environmental & Other Fees	8,612	371	1,000	1,112	111%
101-00-4540	City Engineering Plan Check	140,793	127,680	135,000	46,453	34%
101-00-4600	Interest Income	20,081	70,777	77,712	44,473	57%
101-00-4700	Sales of Maps & Publications	317	352	400		0%
101-00-4800	Other Revenue	-	148	200		0%
101-00-4850	Cal-Am Loan Repayment	-	-	4,820		0%
101-00-4900	Reimbursements	65	5,783	3,000	551	18%
101-00-4920	Sale of Prop. A Funds	56,000		-		#DIV/0!
101-23-4950	Vacant Property Registry Fee	50	100	100	100	100%
101-24-4610	Donations		500	-	500	#DIV/0!
<b>Total General Fund Revenues</b>		<b>1,594,088</b>	<b>1,554,316</b>	<b>1,672,682</b>	<b>710,581</b>	<b>42%</b>

## Utility Users Tax Fund:

102-00-4600	Interest	7,099	16,097	18,810	
102-00-4810	Water	47,920			
102-00-4820	Trash	22,991			
102-00-4830	Electric	108,595	36		
102-00-4840	Natural Gas	14,930			
102-00-4850	UUT - Cable	21,642			
102-00-4855	Telecom-Minors	12,990			
102-00-4856	Telecom-AT&T	434			
102-00-4857	Telecom-Verizon	5,235			
102-00-4858	Telecom-Sprint Nextel	991			

## Revenues

Acct. Number	Account Description	2017-18 Actual	2018-19 YTD 6/30/19	2019-20 Budget	2019-20 YTD @ 01/31/20	
102-00-4900	Reimbursements	364				
		243,191	16,133	18,810	-	
<b>Long Term Planning Fee Fund:</b>						
112-00-4490	Long-Term Planning Fee	10,647	7,027	8,000	2,724	34%
112-00-4600	LTP Fee Interest Income	143	411	400		0%
		10,790	7,438	8,400	2,724	32%
<b>Technology Fee Fund:</b>						
113-00-4520	Technology Fee	14,646	18,864	18,500	4,182	23%
113-00-4600	Technology Fee Interest Income	498	894	1,000		0%
		15,144	19,758	19,500	4,182	21%
<b>Gas Tax Fund:</b>						
200-00-4000	Transfers In					
200-00-4200	TCRA Funds	1,258	1,206	-	1,211	#DIV/0!
200-00-4600	Gas Tax Interest	1,045	2,313	-		#DIV/0!
200-48-4260	Gas Tax	34,031	26,111	25,000	16,345	65%
		36,334	29,630	25,000	17,556	70%
<b>SB1 Gas Tax Fund:</b>						
201-00-4000	Transfers In		6,623	-		#DIV/0!
201-48-4260	Gas Tax		19,604	15,000	8,493	57%
201-00-4600	Gas Tax Interest		331	-		#DIV/0!
			26,558	15,000	8,493	57%
<b>Prop. A Fund:</b>						
203-40-4260	Prop. A Transit Funds	20,948	22,224	23,000	12,710	55%
203-40-4600	Prop. A Transit Interest	95	291	308		0%
		21,043	22,515	23,308	12,710	55%
<b>Prop. C Fund:</b>						
204-48-4260	Prop. C Funds	17,532	18,434	19,000	10,543	55%
204-48-4600	Prop. C Interest	524	1,447	-		#DIV/0!
		18,056	19,881	19,000	10,543	55%
<b>Transportation Development Act Fund:</b>						
205-48-4260	TDA Funds	7,362	22,637	5,000		0%
205-48-4600	TDA Interest	(2)	-			#DIV/0!
		7,360	22,637	5,000	-	0%
<b>Sewer Fund:</b>						
206-00-4000	Transfers In	1,100,000		600,000		0%
206-50-4600	Sewer Fund Interest	9,700	13,901	885		0%
206-50-4605	Lemon Ave. Assessment					#DIV/0!
206-50-4606	Winston Ave. Assessment					#DIV/0!
206-50-4730	Mount Olive Drive Assessment	43,140				#DIV/0!
		1,152,840	13,901	600,885	-	0%
<b>STPL Fund:</b>						
208-00-4260	STPL Funds	-				
208-00-4600	STPL Interest	316	703	-		#DIV/0!
		316	703	-	-	#DIV/0!

## Revenues

Acct. Number	Account Description	2017-18 Actual	2018-19 YTD 6/30/19	2019-20 Budget	2019-20 YTD @ 01/31/20	
<b>Recycling Grant Fund:</b>						
209-00-4260	Recycling Grant Funds	5,000	10,000	5,000		0%
209-00-4600	Recycling Grant Interest	90	201			#DIV/0!
		5,090	10,201	5,000	-	0%
<b>Measure R Fund:</b>						
210-48-4260	Measure R Funds	13,014	13,830	15,000	7,901	53%
210-48-4600	Measure R Interest	692	1,767	-		#DIV/0!
		13,706	15,597	15,000	7,901	53%
<b>Measure M Fund</b>						
212-48-4260	Measure M Funds	11,795	15,596	16,500	13,363	81%
212-48-4600	Measure M Interest	69	284	-		#DIV/0!
		11,864	15,880	16,500	13,363	81%
<b>Measure W Fund</b>						
213-48-4260	Measure W Funds			60,000	-	
213-48-4600	Measure W Interest		-			#DIV/0!
		-	-	60,000	-	0%
<b>Citizen's Option for Public Safety (COPS) Fund:</b>						
215-23-4260	COPs Funds	143,168	148,747	100,000	152,114	152%
215-23-4600	COPs Interest	1,383	3,679	982		0%
		144,551	152,426	100,982	152,114	151%
<b>County Park Grant:</b>						
217-00-4210	County Park Grant					
217-00-4600	Grant Fund Interest Income	85	190	180		0%
		85	190	180	-	0%
<b>Fire Safe Grant:</b>						
219-00-4260	Community Wildfire Protection Plan			45,000		
219-00-4270	HOA Contribution					
219-00-4600	Fire Safe Grant Interest Income	101	226	215		0%
		101	226	45,215	-	0%
<b>Total Revenues</b>		<b>3,274,560</b>	<b>1,927,989</b>	<b>2,650,462</b>	<b>940,167</b>	<b>35%</b>

## Expenditures

Account Description	2017-18	Amended	2018-19	2018-19	2019-20	2019-20
	Actual	Budget	YTD 6/30/19	Budget	YTD @ 01/31/20	
General Fund:						
101-00-5000 Transfers Out	1,100,000			600,000	-	0%
City Council Division:						
101-11-6500 Community Support (homelessness)	3,000	3,000	3,000	4,000		0%
101-11-6100 Events and awards	7,662	4,700	6,490	6,000	6,451	108%
101-11-6110 City Newsletter	225	-	1,257	-	235	#DIV/0!
	10,887	7,700	10,747	10,000	6,686	67%
City Manager Division:						
101-12-5010 Salaries	102,500	106,395	106,395	109,268	70,000	64%
101-12-5100 Benefits	41,806	42,300	44,100	46,174	28,313	61%
101-12-6020 Meetings & Conferences	2,027	2,500	3,373	3,500	3,379	97%
101-12-6025 Expense Account	1,130	1,500	317	1,500	989	66%
101-12-6050 Mileage	1,023	1,200	1,104	1,200	748	62%
101-12-6440 Cell Phone	900	900	900	1,000	525	53%
	149,386	154,795	156,189	162,642	103,954	64%
City Clerk Division:						
101-13-5010 Salaries	60,741	59,809	59,809	61,424	30,712	50%
101-13-5100 Benefits	24,294	24,100	24,706	24,702	19,234	78%
101-13-6020 Meetings & Conferences		100	-	-		#DIV/0!
101-13-6040 Transportation & Lodging		100	-	-		#DIV/0!
101-13-6050 Mileage	142	150	47	50	85	170%
101-13-6210 Special Department Supplies		250	122	275		0%
101-13-6220 Election Supplies	473	500	-	500	314	63%
101-13-6225 Codification	2,317	1,500	7,064	7,000	576	8%
101-13-7000 Contract Election Services	-	12,000	-	15,000		0%
	87,967	98,509	91,748	108,951	50,921	47%
Finance Division:						
101-14-5010 Salaries	14,230	15,043	15,100	15,449	6,801	44%
101-14-5100 Benefits	1,299	1,250	1,116	1,371	750	55%
101-14-6210 Special Department Supplies	94	350	575	600		0%
101-14-6230 Contracted Computer Services	1,459	2,000	1,141	500	400	80%
101-14-7010 Contracted Banking Services	4,726	4,600	4,254	4,000	3,116	78%
101-14-7020 Contracted Audit Services	18,523	14,700	17,466	18,000		0%
101-14-7040 GASB Reports	350	350	700	725	700	97%
	40,681	38,293	40,352	40,645	11,767	29%
City Attorney Division:						
101-15-7020 City Attorney Retainer	29,400	29,400	29,400	31,800	15,900	50%
101-15-7070 City Attorney Special Service	2,702	6,000	1,331	5,000	415	8%
101-15-7075 Development Code Update				26,000		
101-15-7080 Seminars & Training	1,211	1,000	1,100	1,100		0%
	33,313	36,400	31,831	63,900	16,315	26%
General Government Division:						
101-16-5010 Salaries	37,219	47,038	47,038	48,308	26,497	55%
101-16-5100 Benefits	9,524	12,700	12,695	13,107	9,113	70%
101-16-6010 Seminars & Training	375	500		1,000		0%
101-16-6020 Meetings & Conferences	195	150	60	200	35	18%
101-16-6040 Transportation & Lodging	-	500	388	1,000		0%
101-16-6050 Mileage	215	500	261	300	52	17%
101-16-6120 Postage	267	500	856	300	578	193%
101-16-6200 Office Supplies	1,324	2,500	2,061	2,500	384	15%

## Expenditures

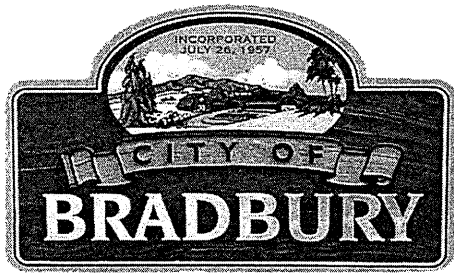
Account Description		2017-18 Actual	Amended 2018-19 Budget	2018-19 YTD 6/30/19	2019-20 Budget	2019-20 YTD @ 01/31/20	
101-16-6210	Special Departmental Supplies	1,622	1,622	397	500		0%
101-16-6230	Computer & Website Services	7,232	18,000	10,929	15,000	4,993	33%
101-16-6240	PERS UAL Payment	2,259	2,068	2,068	3,717	2,461	66%
101-16-6242	PERS SSA 218 Annual Fee					200	
101-16-6241	PERS Replacement Benefit Contribution			2,535	3,000	2,444	81%
101-16-6250	Copier & Duplications	2,216	2,216	6,740	5,000	903	18%
101-16-6300	Insurance	54,738	47,201	55,553	56,000	19,811	35%
101-16-6400	Utilities	2,953	5,000	4,114	4,500	1,269	28%
101-16-6440	Telephone	6,714	7,000	4,163	6,000	1,052	18%
101-16-6450	Building Operations	1,132	1,000	603	1,000	183	18%
101-16-6460	Building & Cleaning Service	2,795	2,500	2,825	3,000	2,350	78%
101-16-6470	Maintenance & Supplies	-	500	328	400		0%
		130,780	151,495	153,614	164,832	72,325	44%
<b>Engineering Division:</b>							
101-19-7230	Contracted Engineering Services	138,463	125,000	100,399	130,000	35,569	27%
101-19-7238	Annexation	59,350	-				#DIV/0!
		197,813	125,000	100,399	130,000	35,569	27%
<b>Planning, Zoning &amp; Development Division:</b>							
101-20-6020	Meetings & Conferences			38			#DIV/0!
101-20-6120	Postage	332	300	727	1,000	(11)	-1%
101-20-6210	Special Department Supplies	210	500	430	500		0%
101-20-6240	Environmental Filing Fees	-	500		500		0%
101-20-7210	City Planner Retainer	46,800	46,800	46,843	46,800	19,500	42%
101-20-7220	Contracted Building & Safety	232,115	290,000	199,684	250,000	58,910	24%
101-20-7240	City Planner Special Service	15,592	10,000	18,191	15,000	11,962	80%
101-20-7245	General Plan update	406	406	2,160	-	450	#DIV/0!
101-20-7075	Development Code Update				26,000	-	0%
		295,455	348,506	268,073	339,800	90,811	27%
<b>Parks &amp; Landscape Maintenance Division:</b>							
101-21-7015	Royal Oaks Trail Maintenance	7,305	10,000	13,724	10,000	3,520	35%
101-21-7020	City Hall Grounds Maintenance	2,670	19,830	10,780	7,000	4,313	62%
101-21-7025	Trail Maintenance	1,777	7,000	11,311	10,000	1,776	18%
101-21-7035	Mt.Olive Entrance & Trail	7,349	5,500	7,343	12,000	6,227	52%
101-21-7045	Lemon/RO Horse Trail	1,380	27,500	29,197	43,000	805	2%
101-21-7060	Street Tree Trimming	11,098	10,000	10,857	-	-	#DIV/0!
		31,579	79,830	83,212	82,000	16,641	20%
<b>Public Safety Division:</b>							
101-23-6210	Special Departmental Services		20,000	20,336	-	2	#DIV/0!
101-23-7410	Contract Services Sheriff	117,875	113,315	112,465	118,522	49,384	42%
101-23-7420	City Hall Security	2,582	2,600	3,282	3,500	1,678	48%
101-23-7450	Code Enforcement	4,499	5,600	11,241	6,000	14,857	248%
101-23-7757	AED Purchase		3,278	2,863	-		#DIV/0!
		124,956	144,793	150,187	128,022	65,921	51%
<b>Emergency Preparedness Division:</b>							
101-24-6010	Seminars & Training	-					
101-24-6020	Meetings & Conferences	55	50	133	100	67	67%
101-24-6030	Memberships & Dues	360	360	360	375		0%
101-24-6100	Events & Awards				500		0%
101-24-6470	Maintenance & Supplies	869	2,500	2,406	5,500		0%
101-24-6480	Civic Center Generator	-	-	1,191	-	857	#DIV/0!
101-55-7030	Hazard Mitigation Plan	16	15,000	5,063	-	8	#DIV/0!
101-24-7245	Hazard Mitigation Plan				5,000		0%

## Expenditures

Account Description		2017-18 Actual	Amended 2018-19 Budget	2018-19 YTD 6/30/19	2019-20 Budget	2019-20 YTD @ 01/31/20	
		1,300	17,910	9,153	11,475	932	8%
<b>Animal &amp; Pest Control Division:</b>							
101-25-7000	Animal Control Services	2,745	4,777	3,330	18,085	9,382	52%
101-25-7010	Pest Control Services	175	300	200	300		0%
		2,920	5,077	3,530	18,385	9,382	51%
<b>Intergovernmental Relations Division:</b>							
101-30-6030	Memberships & Dues	8,610	8,700	4,072	9,200	9,349	102%
<b>General Fund Totals</b>		2,215,647	1,217,008	1,103,107	1,869,852	490,573	26%
<b>Utility Users Tax Fund:</b>							
101-15-7075	NPDES Stormwater Compliance	36,081	100,000	32,802	26,000	8,415	32%
<b>Long Term Planning Fee Fund:</b>		1,350		8,645			#DIV/0!
<b>Technology Fee Fund:</b>							
113-20-4500	Permit Digitizing	8,631	16,677	17,495	10,000	3,537	35%
113-20-7730	Website	-	8,000	-	20,000		0%
113-20-8120	Capital Equipment-Server & Copier	7,470		1,188			#DIV/0!
		16,101	24,677	18,683	30,000	3,537	12%
<b>Gas Tax Fund:</b>							
200-48-5000	Transfers Out			6,623	-		
200-48-6400	Utilities-Select System	11,272	12,000	9,394	9,000	5,685	63%
200-48-6410	Street Lights	9,293	9,000	8,073	8,000	3,817	48%
200-48-7000	PW Contract Services	1,474	2,000	2,126	3,000	440	15%
200-48-7290	Street Sweeping	4,071	4,000	3,131	4,000	1,879	47%
200-48-7755	City Wide Slurry Seal		108,399	110,394			#DIV/0!
		26,110	135,399	139,741	24,000	11,821	49%
<b>SB1 Gas Tax Fund:</b>							
201-48-7745	Royal Oaks North Curb Extension				19,000		0%
201-48-7755	City Wide Slurry Seal		21,623	21,623	-		#DIV/0!
			21,623	21,623	19,000	-	0%
<b>Prop. A Fund:</b>							
203-00-7600	Sale of Prop. A Funds	80,000					
203-40-7625	Transit Services		9,000	7,745	9,000	4,928	55%
		80,000	9,000	7,745	9,000	4,928	55%
<b>Prop. C Fund:</b>							
204-20-6030	Memberships & Dues	642		833	900		0%
204-40-7325	Transit Services	8,449	-	-	-		#DIV/0!
204-48-7745	Royal Oaks North Curb Extension				19,000		0%
204-48-7755	City Wide Slurry Seal		73,867	73,867			#DIV/0!
		9,091	73,867	74,700	19,900	-	0%
<b>Transportation Development Act Fund:</b>							
205-48-7720	Lemon/RO Horse Trail Project	7,142	30,000	22,636			#DIV/0!
205-48-7735	Royal Oaks & Mt. Olive Trail Rehab.						
205-00-7760	Return of Funds	220					#DIV/0!
		7,362	30,000	22,636	-	-	#DIV/0!
<b>Sewer Fund:</b>							
206-50-7600	Mt. Olive Drive Sewer Project	-	9,760	9,760	-	2,619	#DIV/0!

## Expenditures

Account Description		2017-18 Actual	Amended 2018-19 Budget	2018-19 YTD 6/30/19	2019-20 Budget	2019-20 YTD @ 01/31/20	
206-50-7601	Mt. Olive Lane Sewer Project	13,695	537,807	6,271	65,000	16,430	25%
206-50-7605	Lemon Ave. Project	103,816	-	-	580,000		0%
206-50-7606	Winston Ave Project	25,813	492,582	587,816	-	5,152	#DIV/0!
		143,324	1,040,149	603,847	645,000	24,201	4%
<b>STPL Fund:</b>							
208-48-7745	Royal Oaks North Curb Extension		-				
208-48-6555	Citywide Slurry Seal		32,774	32,774			#DIV/0!
			32,774	32,774	-	-	#DIV/0!
<b>Recycling Grant Fund:</b>							
209-35-7300	Recycling Education	4,500		5,801	5,000	6,300	126%
<b>Measure R Fund:</b>							
210-48-7755	City Wide Slurry Seal		88,763	49,950	-		#DIV/0!
210-48-7745	Royal Oaks North Curb Extension				14,000		0%
210-00-7760	Return of Funds			3,990			#DIV/0!
		-	88,763	53,940	14,000	-	0%
<b>Measure M Fund</b>							
212-48-7755	Citywide Slurry Seal	-	4,514	4,514		1,610	#DIV/0!
212-48-7745	Royal Oaks North Curb Extension				27,000		0%
212-48-7756	Bridge Repair		18,900	12,066			#DIV/0!
		-	23,414	16,580	27,000	1,610	6%
<b>Measure W Fund</b>							
213-42-7630	NPDES Stormwater Compliance				60,000		
<b>Citizen's Option for Public Safety (COPS) Fund:</b>							
215-23-7410	Contract Services Sheriff	145,020	95,500	73,198	100,000	50,000	50%
215-23-7411	Contract CSO Services & Supplies				55,000		0%
		145,020	95,500	73,198	155,000	50,000	32%
		-					
<b>County Park Grant:</b>							
217-21-7650	Civic Center Park	-	-	-	-	1,000	-
<b>Fire Safe Grant 14-USFS-SFA-0053:</b>							
219-21-7761	Community Wildfire Protection Plan	-					
<b>Total Expenditures</b>							
		2,684,586	2,892,174	2,215,822	2,903,752	602,385	21%



*Richard T. Hale, Jr., Mayor (District 1)*  
*Monte Lewis, Mayor Pro Tem (District 2)*  
*Richard Barakat, Council Member (District 3)*  
*Bruce Lathrop, Council Member (District 4)*  
*Elizabeth Bruny, Council Member (District 5)*

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: February 18, 2020

SUBJECT: **ORDINANCE 369: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE ADDING GROUND COVERING REQUIREMENTS TO PROPERTY MAINTENANCE STANDARDS**

ATTACHMENTS: 1) Ordinance No. 369

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### **SUMMARY**

At the January 2020 meeting, the City Council reviewed Ordinance No. 369. The City Council added to the definition of designated areas to include an area with no linear dimensions less than six feet – Sec. 9.109.035(1)(c). The City Council then introduced the ordinance.

Staff recommends that the City Council adopt, waive reading in full, and authorize reading by title only of Ordinance No. 369, and read the title of Ordinance No. 364, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE ADDING GROUND COVERING REQUIREMENTS TO PROPERTY MAINTENANCE STANDARDS."

### **DISCUSSION**

At the October and November meetings, Staff presented initial draft language to assist with the facilitation of a discussion on ground cover regulations. During the December meeting, the City Council directed Staff to create an ordinance based on the draft language.

Overall, Ordinance No. 369 outlines where ground covering might be expected and



details exclusions. For example, the language defines ground covering as “properly maintained vegetative growth, decorative rock, artificial turf, or fire-resistant bark or wood mulch.” It also provides for exclusions, such as not requiring ground covering in an area that has equestrian training or stabling areas, as these areas typically have dirt.

Another exclusion is not requiring terrain with hillside slopes in excess of 25%. Typically, turf is not recommended for slopes over 15%-20% due to irrigation runoff and difficulty in owing/maintaining. These proposed guidelines would exclude hillside areas from needing the ground cover for visual appeal purposes. Typically, however, hillside slopes generally need ground cover planting for erosion control, which serves more as a safety issue. When safety issues arise due to the lack of hillside ground cover, a property owner would be in violation of B.M.C. 9.109.030(2) – Unsafe land – which deals with unsafe land that may cause erosion, subsidence or surface water draining problems that would be injurious to the public health, safety and welfare.

### **FINANCIAL ANALYSIS**

The adoption of Ordinance No. 369 poses no significant financial impact.

### **STAFF RECOMMENDATION**

Staff recommends that the City Council adopt, waive reading in full, and authorize reading by title only of Ordinance No. 369, and read the title of Ordinance No. 364, entitled, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE ADDING GROUND COVERING REQUIREMENTS TO PROPERTY MAINTENANCE STANDARDS.”

# **ATTACHMENT #1**

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## ORDINANCE NO. 369

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### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE ADDING GROUND COVERING REQUIREMENTS TO PROPERTY MAINTENANCE STANDARDS

**THE CITY COUNCIL OF THE CITY OF BRADBURY DOES ORDAIN AS  
FOLLOWS:**

Section 1. Section 9.109.030 of Title IX, Part 6, Chapter 109 of the Bradbury Municipal Code is hereby amended to read as follows:

**Sec. 9.109.030. - Property maintenance standards; public nuisance declared.**

It is hereby declared a public nuisance for any person owning, leasing, occupying or having charge or possession of any premises in the City to maintain such premises in such manner that any of the following conditions are found to exist thereon:

- (1) *Unsafe buildings.* Buildings or structures which are structurally unsafe or which are not provided with adequate egress or which constitute a fire hazard; or which are otherwise dangerous to human life; or which, in relation to existing use, constitute a hazard to safety or health or public welfare by reason of inadequate maintenance, dilapidation, obsolescence or abandonment. Buildings or structures maintained in violation of the City's building code;
- (2) *Unsafe land.* Land, the topography, geology or configuration of which, whether in natural state or as a result of grading operations, excavation or fill, causes erosion, subsidence, or surface water drainage problems of such magnitude as to be injurious to the public health, safety and welfare or to adjacent properties;
- (3) *Fire hazard.* Premises maintained so as to constitute a fire hazard by reason of woods, rank overgrowth or accumulation of debris;
- (4) *Abandoned buildings.* Buildings which are abandoned, boarded up, partially destroyed, or permitted to remain unreasonably in a state of partial construction;
- (5) *Unpainted buildings.* Unpainted buildings or buildings with peeling or deteriorating paint allowing the effects of sun or water to penetrate so as to cause or permit dry rot, decay, cracking, warping or termite infestation;
- (6) *Hazardous windows.* Broken windows constituting hazardous conditions and inviting trespassers and malicious mischief;
- (7) *Fences or walls.* Fences or exterior walls which are unsafe or in a state of disrepair.
- (8) *Overgrown vegetation.* Overgrown vegetation:
  - a. Likely to harbor rats, vermin or other nuisances; or
  - b. Causing detriment to neighboring properties or property values;

- (9) *Hazardous vegetation.* Dead, decayed, diseased or hazardous trees, weeds and other vegetation:
  - a. Dangerous to public safety and welfare; or
  - b. Detrimental to nearby property or property values;
- (10) *Yard storage.* Trailers, campers, boats, recreational vehicles, construction equipment or other mobile equipment stored or parked for more than five consecutive days, or more than ten days in any calendar year, in the yard areas abutting public or private streets;
- (11) *Motor vehicles.* Motor vehicles stored in required yard areas abutting public or private streets and causing or likely to cause depreciation of nearby property values which vehicles are:
  - a. Inoperable;
  - b. Abandoned;
  - c. Wrecked;
  - d. Dismantled; or
  - e. Operable, but stored for unreasonable periods of time without being driven.
- (12) *Unpaved parking.* Any vehicle or trailer parked on unpaved areas which are not designed as driveways;
- (13) *Attractive nuisance.* Attractive nuisances dangerous to children in the form of;
  - a. Abandoned and broken equipment;
  - b. Hazardous pools, ponds and excavations; and
  - c. Neglected machinery;
- (14) *Discarded furniture.* Broken or discarded furniture and household equipment in front yard areas or visible from the public right-of-way for unreasonable periods and causing damage or detriment to neighboring properties;
- (15) *Clotheslines.* Clotheslines in front yard areas;
- (16) *Garbage containers.* Garbage cans stored in front or side yards or visible from public or private streets, except when lawfully placed for collection at the times permitted therefor;
- (17) *Boxes and debris.* Packing boxes and other debris stored in yards and visible from public or private streets for unreasonable periods, and causing detriment to neighboring properties;
- (18) *Neglected premises.* Neglect of premises:
  - a. To spite neighbors;
  - b. To influence zone changes; or
  - c. To cause detrimental effect upon nearby property or property values;
- (19) *Public right-of-way.* Conditions not comporting with safe, clean, orderly, or sanitary maintenance on or adjacent to any public right-of-way, such as:
  - a. Any dirt, litter, debris, rubbish, weed or any other kind of waste or unsanitary material of any kind;
  - b. Any curb cut or driveway approach, or portion thereof, which is no longer needed or which no longer provides vehicular access to the adjacent premises;
  - c. Any curb, sidewalk, parkway, or driveway which is cracked, broken, or otherwise in need of repair, replacement, or maintenance.
- (20) *Lack of maintenance.* Maintenance of premises in such condition as to be detrimental to the public health, safety or general welfare or in such manner as to constitute a public nuisance as

- defined by Civil Code § 3480;
- (21) *Lack of ground covering.* Maintenance of Designated Areas lacking one or more of the following ground coverings: properly maintained vegetative growth, decorative rock, artificial turf, or fire-resistant bark or wood mulch;
  - (22) *Unsightly property.* Property maintained in such condition as to become so defective, unsightly or in such condition of deterioration or disrepair that the same causes depreciable diminution of the property values of surrounding properties or is materially detrimental to proximal properties and improvements;
  - (23) *Premises out of harmony.* Maintenance of premises so out of harmony or conformity with the maintenance standards of adjacent properties as to cause substantial diminution of the enjoyment, use, or property values of such adjacent properties;
  - (24) *Depreciated value effect.* Property maintained (in relation to others) so as to establish a prevalence of depreciated values, impaired investments, and social and economic maladjustments to such an extent that the capacity to pay taxes is reduced and tax receipts from such particular area are inadequate for the cost of public services rendered therein;
  - (25) *Oversized vehicles.* The parking of an oversized vehicle, for more than five consecutive days, or more than ten days in any calendar year, in the yard areas abutting public or private streets is prohibited; provided, however, that this provision shall not apply to the parking of a currently registered oversize vehicle in any area of the yard that the Planning Commission has determined to be appropriately located and designated for such activity. As used in this provision, the term "oversized vehicle" means a vehicle that exceeds either 20 feet in length, 80 inches in width, or 82 inches in height.

Section 2. Section 9.109.035 is hereby added to Title XI, Chapter 1, Article IV of the Bradbury Municipal Code, to read as follows:

**Sec. 9.109.035- Groundcover Definitions**

- (1) Designated Areas as used in this chapter shall mean and refer to areas visible from a public or private street that are:
  - a. within ten feet of a building or residence, or
  - b. are larger than 225 square feet; and
  - c. with no linear dimension less than six feet.
- (2) The ground covering requirement in section 9.109.030 (21) does not apply to the following areas:
  - a. Driveways, walkways, ADA access paths of travel, and architectural accessories;
  - b. Areas shaded by native oak or pine trees or naturally covered by mulch from such trees;
  - c. Equestrian training and stabling areas regularly used for that purpose;
  - d. Terrain with hillside slopes in excess of 25%;
  - e. Orchards;
  - f. Gardens in between regular plantings.
- (3) The City shall develop and maintain a list of ground coverage suggestions and a collection of model ground coverage plans to assist residents and landowners in meeting the requirement of this ordinance.

Section 3. If any provision of this Ordinance is held to be unconstitutional, it is the intent of the City Council that such portion of this Ordinance be severable from the remainder and that

the remainder be given full force and effect.

Section 4. The City Clerk shall certify to the adoption of this Ordinance.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Richard T. Hale, Jr.  
Mayor

ATTEST:

\_\_\_\_\_  
Claudia Saldana  
City Clerk

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES    ) ss.  
CITY OF BRADBURY            )

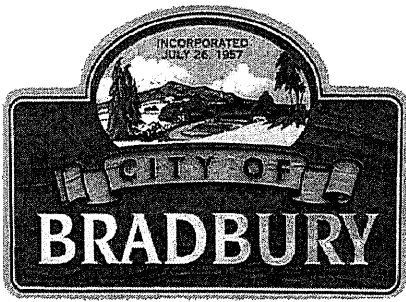
I, Claudia Saldana, City Clerk of the City of Bradbury, do hereby certify that the foregoing ordinance, being Ordinance No. \_\_\_\_\_, was duly passed by the City Council of the City of Bradbury, signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2020, that it was duly posted and that the same was passed and adopted by the following vote, to wit:

**AYES:**

**NAYS:**

**ABSENT:**

\_\_\_\_\_  
Claudia Saldana  
City Clerk  
City of Bradbury



*Richard Hale, Mayor (District 1)*  
*Monte Lewis, Mayor Pro-Tem (District 2)*  
*Richard Barakat, Councilmember (District 3)*  
*Bruce Lathrop, Councilmember (District 4)*  
*Elizabeth Bruny, Councilmember (District 5)*

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: February 18, 2020

SUBJECT: Amendments to the 2019-2020 Budget

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### SUMMARY

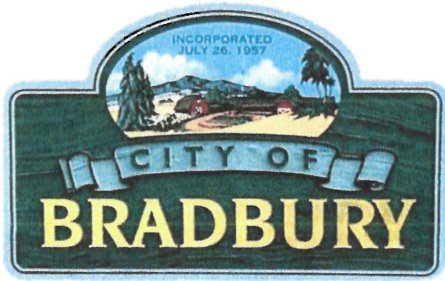
Occasionally the City Council will authorize changes in funding of ongoing projects. Generally Accepted Accounting Standards require that formal amendments be made to the City's Budget to memorialize these changes. Staff recommends that the Council approve the following additional appropriations to the 2019-2020 Budget:

Account		Amt.	Purpose
205-48-7735	Transportation Development Act (TDA)	5,000	Royal Oaks & Mt. Olive Trail Rehab.
206-50-7600	Sewer Fund	2,619	Mt. Olive Drive Sewer Project
206-50-7606	Sewer Fund	5,125	Winston Ave. Sewer Project
217-21-7650	County Park Grant	1,000	Civic Center Park
219-21-7761	Fire Grant	72,000	Community Wildfire Protection Plan
101-16-6450	Building Operations - General Fund	3,000	Replace Office Chairs
101-13-7000	Contract Election Services	(3,000)	Replace Office Chairs

With recent elections cancelled, \$3,000 of funds from Contract Election Services are being reallocated to the Building Operations account in the General Fund. The purpose of reallocating these funds is to purchase new office chairs, which have not been replaced since the new City Hall building was established in 2010.

### ANALYSIS

Funds are available from all of the proposed sources and expenditures have or will be made in accordance with prior Council discussion.



*Richard T. Hale, Jr., Mayor (District 1)*  
*D. Montgomery Lewis, Mayor Pro-Tem (District 2)*  
*Richard Barakat, Council Member (District 3)*  
*Elizabeth Bruny, Council Member (District 5)*  
*Bruce Lathrop, Council Member (District 4)*

## **City of Bradbury City Council Agenda Report**

**TO:** Honorable Mayor and Council Members

**FROM:** Kevin Kearney, City Manager  
By: Jim Kasama, City Planner

**DATE:** February 18, 2020

**SUBJECT:** ORDINANCE NO. 370

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY  
AMENDING THE DEVELOPMENT CODE REGULATIONS REGARDING  
THE R-7,500 SINGLE FAMILY RESIDENTIAL ZONING DISTRICT IN THE  
CITY OF BRADBURY AND BY ADDING NEW DEFINITIONS**

**AGENDA ITEM NO. 2**

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### **SUMMARY**

In January 2018, a homeowner applied for a two-story addition at 2331 Freeborn Street. The proposal brought up considerable controversy, including that many of the homeowners in the R-7,500 zone were under the impression that two story houses are not allowed. In fact, the R-7,500 zoning regulations do not prohibit two stories. The regulations do not specifically address two stories or a second floor but will readily accommodate a two-story development. The Planning Commission continued the hearing on the two-story proposal, but the applicant withdrew the proposal.

The Planning Commission held community meetings to see if there is a consensus among the homeowners as to whether two stories should or should not be allowed in the R-7,500 zone. After several meetings, it was clear that there is not a consensus, and that there are strong concerns about two-story development. The Planning Commission concluded the discussions at their December 11, 2019, regular meeting and directed staff to prepare an ordinance that addresses two stories and the concerns related to two-story developments.



The attached Ordinance No. 370 provides regulations that address the concerns associated with second floors. The Planning Commission considered the draft ordinance at their regular meeting on January 22, 2020 and adopted the attached Resolution No. PC 20-288 to recommend that the City Council approve and adopt Ordinance No. 370.

It is recommended that the City Council introduce Ordinance No. 370 and schedule the second reading and adoption of the Ordinance for the next regular City Council meeting on March 17, 2020.

## **BACKGROUND**

At the January 24, 2018 meeting, the Planning Commission considered a proposal for the addition of a second story at 2331 Freeborn Street. During the public hearing it was mentioned that two-story houses might be prohibited in the R-7,500 zone – a map of this area is attached. There is no documentation that this area is limited to one-story houses. The Planning Commission continued the public hearing, but the applicant withdrew the proposal, and therefore no decision was rendered on the proposal. The testimony at the public hearing was split between those opposed to second stories and those in favor of two-story houses. The Planning Commission expressed concern that the R-7,500 zoning regulations do not clearly address two stories and directed staff to schedule community meetings to see if there is consensus among the R-7,500 area homeowners as to how to regulate second stories.

There is only the one R-7,500 zone in the City of Bradbury, and it is comprised of 38 lots. The current R-7,500 zoning regulations do not expressly address second floors but allow for a height of up to 28 feet, which can accommodate two stories. The existing regulations would apply to a two-story structure as well as a one-story structure. If a proposal includes a second floor, it is subject to a public hearing review for Ridgeline and View Preservation, Architectural Design, and Neighborhood Compatibility. The following is a summary of the current R-7,500 zoning regulations:

- Each lot shall have a minimum area of not less than 7,500 square feet with a minimum average width of not less than 60 feet, and a minimum street frontage width of 45 feet.
- Yards/setbacks shall be as follows: Front – 20 feet / Sides – 10 feet / Rear – 10 feet.
- The main dwelling shall have a minimum size of 1,500 square feet, excluding porches, garages, or other accessory areas.
- The height shall be as approved by the Planning Commission pursuant to the Ridgeline and View Preservation regulations up to a maximum of 28 feet. Not more than 20 percent of the roof of any main building may have a slope of less than 3½:12.

There is one, two-story house in the R-7,500 zone at 2350 Gardi Street. The two-story portion of this residence was added in 1986 and was approved by Planning Commission Resolution No. 86-106 for a variance from the front setback and Resolution No. 86-107 for a deviation from the height limit.

## **Community Discussions**

The Planning Commission held a community meeting at the August 22, 2018 meeting. To facilitate the discussion, a letter was sent on August 8, 2018 to the owners and residents of the properties in the R-7,500 zone. The letter asked for the community to provide input on second stories. Eight replies were received; seven favored restricting second floors, and one was in favor of the status quo. The primary concern expressed at the meeting was that a two-story development would impact privacy by allowing a neighbor to see into the back yards of the adjacent properties. Other concerns expressed were that a two-story house would have a bulky or massive appearance and that a second floor could block sunlight and air circulation to adjacent properties. Following the discussion, the Planning Commission stated that a response from only eight of the 38 properties in the R-7,500 zone was not adequate, and asked staff to solicit additional input and schedule a second community meeting.

On September 14, 2018, a second letter was sent to the owners and residents. The letter asked, "What are your views on second story developments in the R-7,500 Zone?" And, requested that the recipient check a box as to either, "I support second story developments" or "I am opposed to second story developments." The continuation of the discussion was scheduled for the September 26, 2018 meeting, but due to the lack of a quorum, had to be postponed to the October 24, 2018 meeting.

At the October 24, 2018 meeting, there were 21 responses to the September 14, 2018 letter. The responses and the testimony at the meeting showed that the community is almost evenly split as to whether second floors should be allowed or restricted – see the attached map. The 'Ns' and 'Ys' on the lots indicate the owners' positions in response to the September 14, 2018 letter. Because of this split, the Planning Commission did not feel that there should be any drastic changes to the regulations. The community discussion was suspended, and staff was directed to develop potential regulations for second stories.

## **Proposed Second Story Regulations**

At the August 28, 2019 meeting, staff informed the Planning Commission that the City Council had asked staff to initiate an updating of the Development Code. The Planning Commission directed staff to reinstate the community discussion regarding second stories in the R-7,500 zone and send a letter to the residents to request input. A letter was sent on September 26, 2019 with the attached draft R-7,500 regulations that include annotations for the following proposed regulations for second stories:

- A second floor or a two-story design would have an additional five-foot front setback to encourage articulation between the first and second floors, which can mitigate the bulky appearance of a two-story structure.
- A second floor or a two-story design would have additional ten-foot side setbacks to reduce impacts to privacy and building mass, and provides more distance between buildings for light and air circulation.

- A second floor or a two-story design would have an additional 20-foot rear setback to reduce impacts to privacy.
- Only the main dwelling could have two stories and a two-story design would be limited to a floor-area-ratio of 50 percent and could cover a maximum of 35 percent of the lot. These limit the mass of a two-story dwelling and prohibits any other structure from having two stories.
- A two-story design must have hipped roofs of a 4:12 slope or lower to limit the mass and bulky appearance of a two-story structure.

For the October 23, 2019 Planning Commission meeting, three responses were received, and one homeowner at the meeting stated that while the proposed regulations address the concerns about privacy and mass, the regulations might not allow for adequate second floors because the lots in the R-7,500 zone are relatively narrow. The Planning Commission continued the discussion to the December 11, 2019 meeting and asked staff to reexamine the proposed regulations.

Mayor Richard T. Hale, Jr. was at the October 23 Planning Commission meeting, and provided the attached diagrams (Plan View & Section) for the R-7,500 zone based on the proposed regulations. The diagrams were presented to the Planning Commission at their December 11, 2019 meeting. Mayor Hale examined the dimensions of the 38 lots that comprise the R-7,500 zone and arrived at an average lot size of 71 feet wide by 106 feet deep, which has a lot area of 7,526 square feet.

The attached plan view shows such a lot in green with the allowable single-story area as yellow, which has an area of 3,876 square feet. The allowable second-story area based on the proposed regulations is shown as an earth-tone color and has an area of 1,581 square feet.

The current regulations would allow for a second floor with the same setbacks as the first floor, which in the case of the lot depicted by the attached plan view, would allow for a two-story structure with a floor area of 7,752 square feet.

The proposed regulations provide a maximum 50% floor-area-ratio and maximum 35% lot coverage area for a two-story house. Based on the proposed regulations and the depicted average lot, the total floor area of a two-story house would not be allowed to exceed 3,763 square feet with a maximum footprint area of 2,634 square feet. A two-story house could have approximately the same total floor area as a one-story house but would cover less of the lot.

The attached section drawing displays a two-story house with a nine-foot first floor ceiling height and an eight-foot second floor ceiling height with a roof at a pitch of 4:12, which results in a height of 25'-3" which is 2'-9" less than the maximum 28-foot building height limit. This shows that the proposed regulations would allow for high ceilings, even at the narrowest lots in the R-7,500 zone which have widths of 69 feet. The widths of the houses on those lots would need to be only two feet less, but depending on the design, could have higher ceilings.

The diagrams show that the proposed regulations will allow for adequate first and second floor areas on the narrowest of R-7,500 lots. Also attached are four photos of two-story houses that were built based on regulations similar to the proposed regulations. The photos show that the second floors are set inward from the first floors, and that the houses have shallow, hipped roofs.

The Planning Commission concluded the community discussion at their December 11, 2019 meeting, and directed staff to prepare an ordinance that addresses two stories and the related concerns. The City Attorney prepared the attached Ordinance No. 370 based on the proposed regulations. The Planning Commission considered the draft ordinance at their regular meeting on January 22, 2020 and adopted Resolution No. PC 20-288 to recommend that the City Council approve and adopt Ordinance No. 370.

It is recommended that the City Council introduce Ordinance No. 370 and schedule the second reading and adoption of the Ordinance for the next regular meeting on March 17, 2020.

### **ENVIRONMENTAL DOCUMENT**

It is recommended that Ordinance No. 370 is exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines:

*A project is exempt from CEQA if:*

*The activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.*

Second floors and two-story developments are currently allowed in the R-7,500 zone. The adoption of regulations that will reduce the potential size and scale of second floors and two-story developments will not have an effect on the environment and the Ordinance is thereby exempt under the California Environmental Quality Act.

### **NOTICING**

Notice of the public hearing for Ordinance No. 370 was mailed to the owners of the properties in the R-7,500 zone and to the owners of properties within 500 feet of the R-7,500 zone no later than Friday, February 7, 2020.

### **FINDINGS**

Ordinance No. 370 is consistent with the City's General Plan. The proposed regulations for the R-7,500 zone further the goals, policies, and programs of the Land Use Element of the General Plan.

## **CITY COUNCIL ACTIONS**

The City Council is to open a public hearing and solicit testimony on Ordinance No. 370. At that time, the City Council will have the following choice of actions:

**Option 1.** Close the public hearing and determine that the findings can be made to approve Ordinance No. 370 with an exemption under the California Environmental Quality Act (CEQA) and approve a motion to introduce Ordinance No. 370 and schedule the second reading and adoption for the next regular meeting on March 17, 2020.

**Option 2.** If the City Council determines that Ordinance No. 370 should not be approved as drafted, the Council should state the specific changes that need to be made, and approve a motion to close the public hearing and refer Ordinance No. 370 back to staff to incorporate the changes. In accordance with the Bradbury Municipal Code, the revised ordinance will be referred to the Planning Commission for their review and recommendation.

**Option 3.** If the City Council determines that Ordinance No. 370 is unnecessary, the Council should state why the proposed regulations are not needed and approve a motion to close the public hearing and not approve the Ordinance.

## **RECOMMENDATION**

Option 1 is recommended; that the City Council approve a motion to close the public hearing, determine that Ordinance No. 370 is exempt under the California Environmental Quality Act (CEQA) and introduce Ordinance No. 370 and schedule the second reading and adoption for the next regular meeting on March 17, 2020.

## **ATTACHMENTS**

Planning Commission Resolution No. PC 20-288  
Map of the R-7,500 Zone  
Draft Two-Story Regulations for the R-7,500 Zone  
Plan View and Section Diagrams  
Photos of Two-Story Houses  
Ordinance No. 370

## **PLANNING COMMISSION RESOLUTION NO. PC 20-288**

### **A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BRADBURY, CALIFORNIA, SETTING FORTH THE FINDINGS OF FACT AND A DECISION TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF AN ORDINANCE TO AMEND THE DEVELOPMENT CODE REGULATIONS REGARDING THE R-7,500 SINGLE FAMILY RESIDENTIAL ZONING DISTRICT IN THE CITY OF BRADBURY AND BY ADDING NEW DEFINITIONS**

WHEREAS, the Planning Commission held community meetings to discuss the questions of whether two-story developments should be allowed in the R-7,500 zone, and if so, how such developments should be regulated; and

WHEREAS, the Planning Commission solicited the community's input with letters and at public community meetings for the R-7,500 zone community to discuss the questions of whether two-story developments should be allowed in the R-7,500 zone and how such developments should be regulated; and

WHEREAS, the Municipal Code of the City of Bradbury provides that the Planning Commission shall make recommendations to the City Council regarding amendments to the Development Code.

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

SECTION A. The Planning Commission declares that a public hearing was held at the regular meeting of January 22, 2020, in accordance with the provisions of the Bradbury Municipal Code relative to this matter.

SECTION B. The Planning Commission finds and declares that the information in the agenda report and the testimony given at the public hearing are incorporated in this Resolution and comprises the bases on which the findings have been made.

SECTION C. The Planning Commission finds and declares that there is consistency between the General Plan and the Development Code Amendments proposed by the draft ordinance.

SECTION D. The Planning Commission finds and declares that the proposed Development Code Amendments are exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to the general rule set forth in Section 15061(b)(3) of the CEQA Guidelines that CEQA only applies to projects which have the potential for causing a significant effect on the environment.

SECTION E. The Planning Commission hereby recommends to the City Council that the City Council proceed with approval and adoption of the ordinance to amend the


Development Code to add regulations for two-story development in the R-7,500 zone and by adding new definitions.

SECTION F. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 22nd day of January, 2020.

  
\_\_\_\_\_  
Chairperson

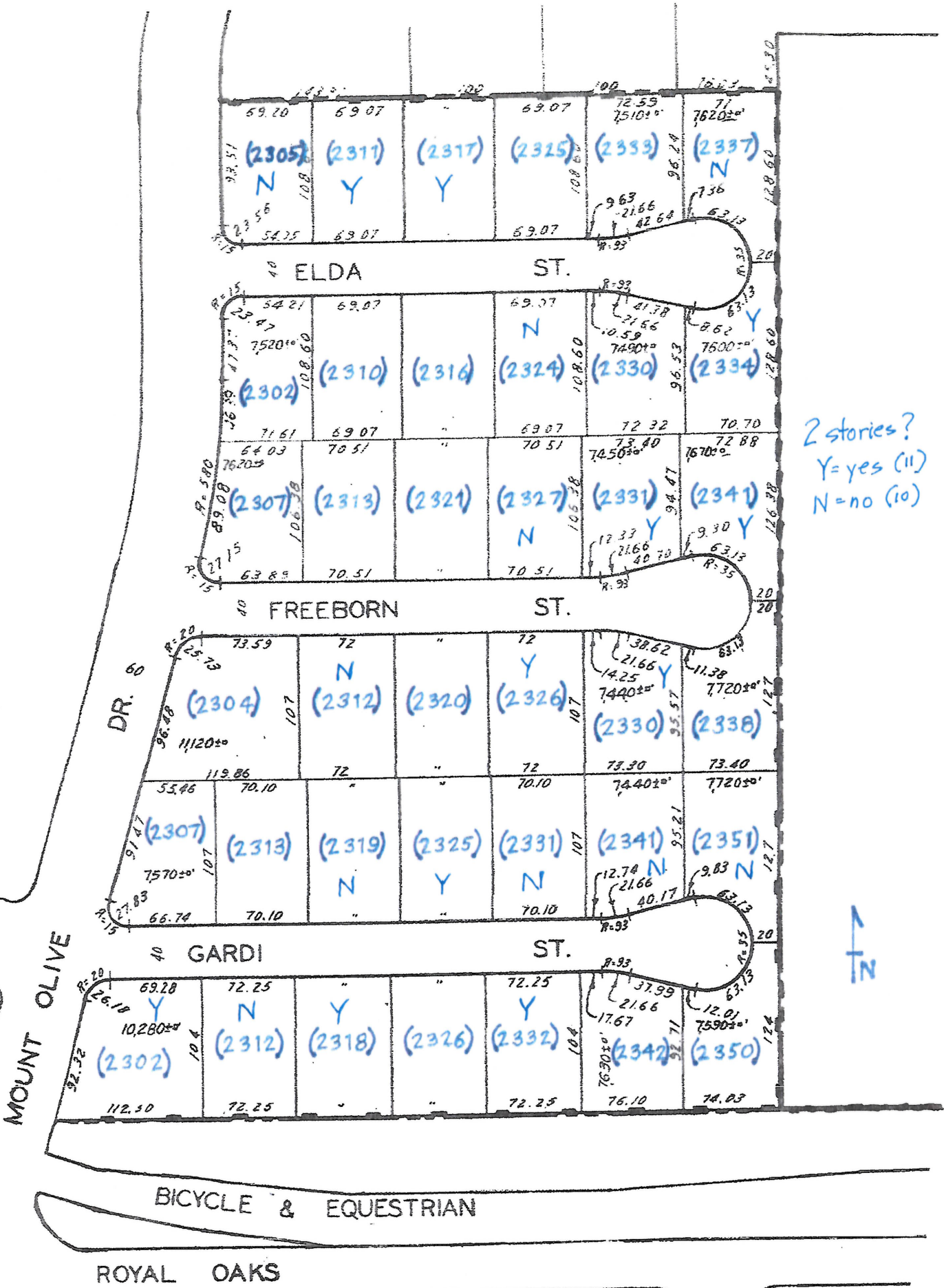
ATTEST:

  
\_\_\_\_\_  
City Clerk

I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution No. PC 20-288 was duly adopted by the Planning Commission of the City of Bradbury, California, at a regular meeting held on the 22nd day of January, 2020, by the following vote:

AYES: *Chairman Novodor, Vice-Chair Hernandez, Commissioners Hunt, Jones and Kuba*  
NOES: *None*  
ABSTAIN: *None*  
ABSENT: *None*







# BRADBURY DEVELOPMENT CODE UPDATE - *DRAFT*

## CHAPTER 61. – R-7,500 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT

### Sec. 9.61.010. – Purpose of chapter.

In order to provide for the development of single-family residential areas and to maintain the integrity of existing single-family residential areas within the City, the regulations of this chapter shall be applicable to all properties classified in Zone R-7,500.

### Sec. 9.61.020. – Permitted uses.

No person shall use, nor shall any property owner permit the use of any lot classified in any R-7,500 zone for any use, other than the following:

#### (1) *Principal uses.*

- a. One single-family dwelling.
- b. Open spaces.
- c. Small residential care facility (six or fewer residents).
- d. Supportive and transitional housing.

#### (2) *Accessory uses.*

- a. Accessory buildings or structures.
- b. Accessory living quarters as allowed by Chapter 85 of this title.
- c. Accessory dwelling units as allowed by Chapter 85 of this title.
- d. Nursery stock, orchards, vineyards, the raising of field crops, tree, berry and bush crops, or vegetable or flower gardening; provided that no roadside stands or sales offices shall be permitted, nor shall there be permitted any retail sale from the premises or advertising signs of any nature.
- e. The keeping of animals as specified in Chapter 124 of this title.
- f. The storage of building materials during the construction of any building or part thereof, and for a period of 30 days after construction is completed. The temporary use of portable prefabricated metal storage containers is permitted until construction is completed.
- g. Not to exceed one home occupation.
- h. Private garages and carports.

## BRADBURY DEVELOPMENT CODE UPDATE - **DRAFT**

- i. Open spaces.
  - j. Manufactured housing units to include mobile homes that comply with the State Housing Code and the City's design guidelines are permitted when installed on a permanent foundation.
- (3) Conditional uses.
- a. Land reclamation.

### **Sec. 9.61.030. – Uses expressly prohibited.**

- (a) No use shall be permitted on any R-7,500 zoned lot except as expressly authorized herein.
- (b) Permanent use of portable prefabricated metal storage containers.
- (c) Short term rentals.

### **Sec. 9.61.040. – Development standards.**

All premises in the R-7,500 zone shall comply with the following standards of development:

- (1) *Required lot area.* Each lot in the R-7,500 zone shall have a minimum lot area of not less than 7,500 square feet.
- (2) *Lot width.* Each lot or parcel of land in the R-7500 zone shall have a minimum average width of not less than 60 feet with a minimum street frontage width of 45 feet.
- (3) *Yards.*
  - a. *Front yards.* Each lot in the R-7,500 zone shall maintain a front yard area of not less than 20 feet in depth. **Second stories shall maintain a front yard setback of not less than 25 feet in depth.** *(This encourages articulation between the first and second floors, which mitigates the bulky appearance of a two-story structure.)*
  - b. *Side yards.* Each lot in the R-7,500 zone shall maintain side yards of not less than ten feet in depth. **Second stories shall maintain side yard setbacks of not less than twenty feet in depth.** *(This will reduce impacts to privacy, reduce building mass, and provide open space between buildings for light and air circulation.)*
  - c. *Rear yards.* Each lot in the R-7,500 zone shall maintain a rear yard of not less than ten feet in depth. **Second stories shall maintain a rear yard setback of not less than 30 feet in depth.** *(This will reduce impacts to privacy.)*
  - d. *Private streets.* Notwithstanding any other provision of this chapter, no building shall be

## BRADBURY DEVELOPMENT CODE UPDATE - **DRAFT**

located closer than 50 feet to any private street or vehicular easement serving more than two parcels of property.

- (4) ~~Minimum-d~~**Dwelling size.** Each dwelling in the R-7,500 zone, exclusive of guest houses, pool houses, servants' quarters, or other permitted accessory dwellings, shall have a minimum size of 1,500 square feet. Such square footage shall be exclusive of porches and garages, or other accessory buildings attached to the dwelling.

**Two story dwellings shall not exceed a gross floor area ratio of 50% and a lot coverage area of 35% of the net lot area.** *(This will limit the size of a two-story dwelling to the same floor area that could be had with a one-story dwelling that maximized the lot area, i.e., a one story built to the limit of all one-story setbacks. Floor Area Ratio and Lot Coverage will need to be defined.)*

- (5) **Height limits.** No building, structure or improvement in the R-7,500 zone shall exceed the lesser of:

- a. The height approved by the Planning Commission pursuant to the ridgeline and view preservation regulations, Chapter 43 of this title, if applicable; or
- b. **One story and 28 feet, except that the principal single-family dwelling may have two stories.** *(This limits two-story structures to only the principal dwelling.)* ~~To the extent that an owner of property seeks to construct a building to a greater height than the limit provided in the zone in which the property is located, relief may be granted through variance proceedings.~~ *(This clause is not necessary and could be construed as an encouragement to exceed the height limit.)*

All measurements of height shall be made from the finished grade to the highest ridge beam and shall not include the chimneys. Chimneys shall not exceed the minimum height required by this Code or have a width larger than the minimum required for proper draft, plus a facing for the exterior of the flue.

- (6) **Off-street parking.** The owner and/or person in possession of each lot or parcel of land in the R-7,500 zone shall have and maintain off-street parking facilities as required by Chapter 103 of this title.
- (7) **Roof pitch.** Not more than 20 percent of the roof of any main building may have a pitch of less than 3½:12. **Dwellings with two stories shall have hipped roofs all around with roof pitches of 4:12 or lower.** *(This will reduce the mass of a two-story structure.)*

### **Sec. 9.61.050. – Placement of buildings or structures.**



## BRADBURY DEVELOPMENT CODE UPDATE - **DRAFT**

Placement of buildings on each R-7,500 lot shall conform to the following: No building or structure shall occupy any portion of a required yard or open space area, except as otherwise provided in this chapter.

### **Sec. 9.61.060. – Existing uses; exemption.**

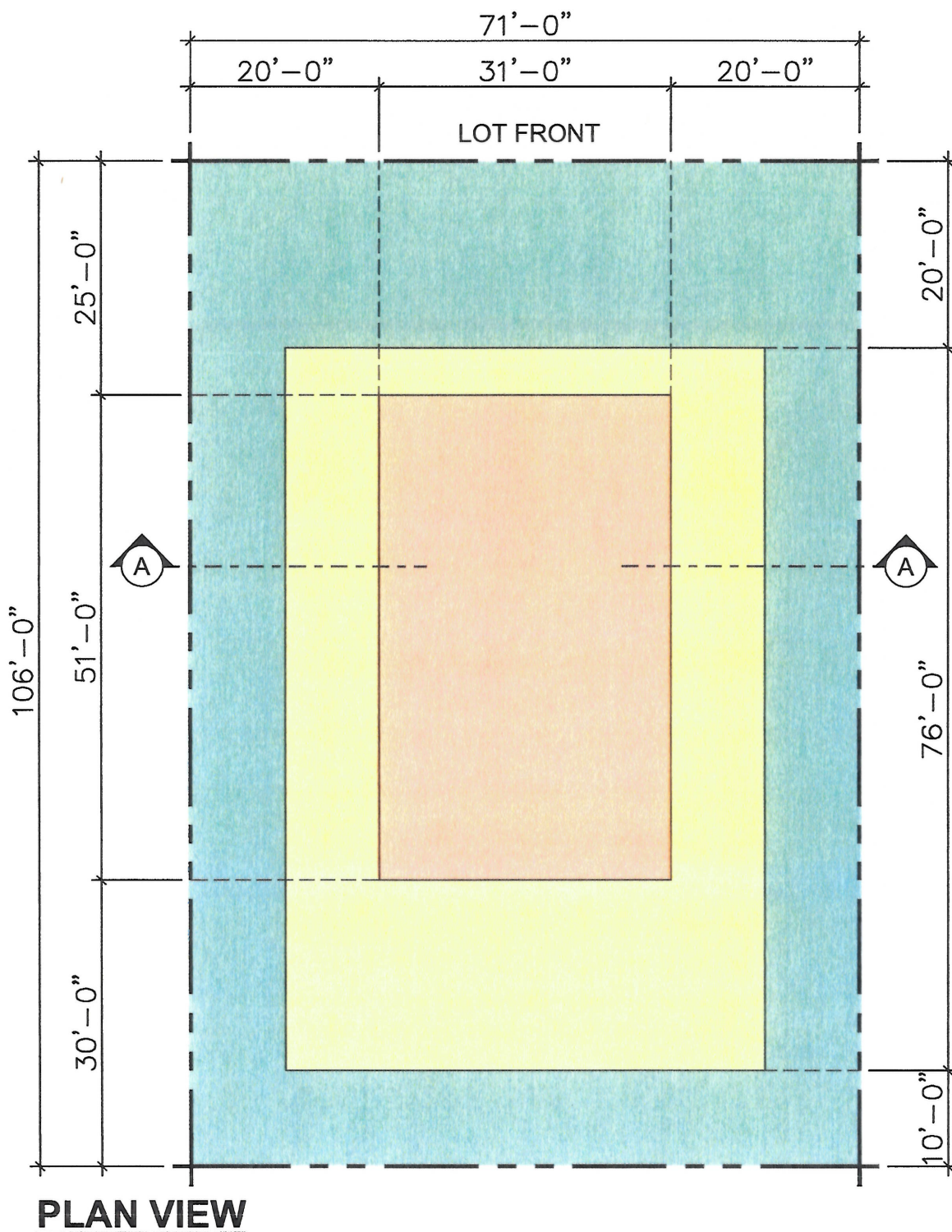
Notwithstanding any provision of this title to the contrary, any building and/or structure located on any R-7,500 zoned lot:

- (1) Which was in existence under a valid building permit or for which building permits have been issued as of the date of adoption of the ordinance from which this title is derived;
- (2) Which conformed to the development code regulations of the City in effect as of said date; and
- (3) Which would otherwise be rendered nonconforming solely by reason of the application thereto of this chapter, shall not be deemed to have acquired a nonconforming status, within the meaning given in Section 9.25.020, provided that:
  - a. Any new use, building or structure proposed to be located on such lot shall comply with all of the regulations contained in this title as to such proposed new use, building or structure; and
  - b. The exemption granted hereunder shall not apply to any building or structure which is damaged or destroyed, by any cause, to the extent that the cost of reconstruction or rehabilitation thereof would exceed an amount equal to the assessed value of such building or structure, as estimated by the Building Official, for building permit purposes.

### **Sec. 9.61.070. – Additions to a nonconforming building or structure.**

Additions may be made to a nonconforming building or structure which is not in violation of any provisions of this title and is nonconforming only because it does not meet the following standards of development as provided herein:

- (1) Yards, provided such addition or expansion is developed pursuant to the setback standards that were in existence at the time of the construction of the existing building or structure and providing that such addition or expansion does not expand the degree of nonconformity.
- (2) Access and paving width of access drives, provided such addition or expansion shall be developed pursuant to the vehicle parking standards of this title. Where the amount of parking provided prior to such addition is sufficient to comply with said provisions after such expansion, it shall be deemed to comply with this subsection.



## 7500 ZONE PLANNING

City of Bradbury

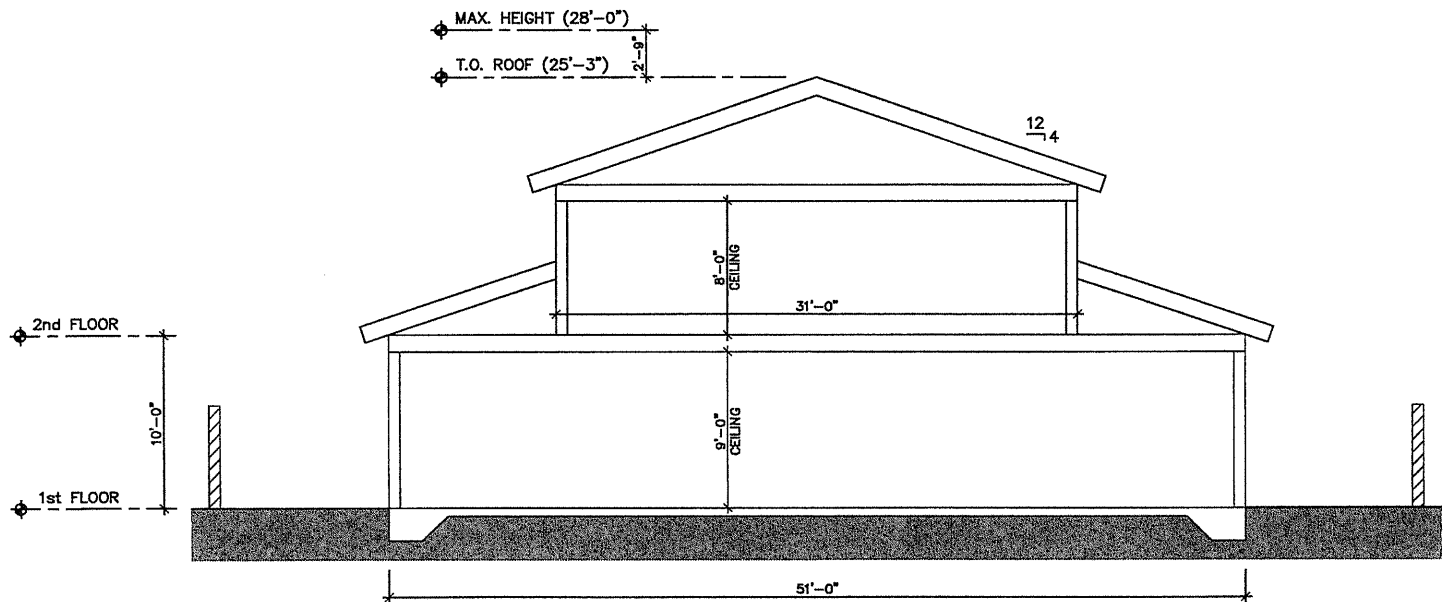
Re.: Commission Study Held on 12.11.19

Scale: N.T.S.

Sheet Size: 8.5" x 11"

### LEGEND

- AVERAGE LOT SIZE: 71'-0" x 106'-0"
- SINGLE-STORY BUILDING LIMITS
- TWO-STORY BUILDING LIMITS



## SECTION

## 7500 ZONE PLANNING

City of Bradbury

Re.: Commission Study Held on 12.11.19

Scale: N.T.S.

Sheet Size: 8.5" x 11"









4 of 70



Street View





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## ORDINANCE NO. 370

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### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE DEVELOPMENT CODE REGULATIONS REGARDING THE R-7,500 SINGLE FAMILY RESIDENTIAL ZONING DISTRICT IN THE CITY OF BRADBURY AND BY ADDING NEW DEFINITIONS

**THE CITY COUNCIL OF THE CITY OF BRADBURY DOES ORDAIN AS FOLLOWS:**

Section 1. Sec. 9.25.020. – Definitions of specialized terms and phrases of the Bradbury Development Code is hereby amended to add definitions of the phrases “Floor Area,” “Floor Area Ratio” and “Lot Coverage” to the Code, leaving the remainder of the definitions in said section unchanged.

Sec. 9.25.020. – Purpose – Definitions of specialized terms and phrases.

As used in this development code, the following terms and phrases shall have the meaning ascribed to them in this section, unless the context in which they are used clearly requires otherwise.

\*\*\*

*Floor Area* means the total gross dimensions (in square feet) of all the floors below the roof and within the outer surface of the walls of a building or structure.

*Floor Area Ratio (“FAR”)* means the numerical value obtained by dividing the above-ground floor area of any building(s) located on a lot by the net area of the lot.

\*\*\*

*Lot Coverage* means that portion of a lot covered by a building, buildings or structures exclusive of the normal roof overhang.

\*\*\*

Section 2. CHAPTER 61. – R-7,500 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT of the Bradbury Development Code is hereby amended in its entirety, to read as follows:

CHAPTER 61. – R-7,500 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT

Sec. 9.61.010. – Purpose of chapter.

In order to provide for the development of single-family residential areas and to maintain the integrity of existing single-family residential areas within the City, the regulations of this chapter shall be applicable to all properties classified in Zone R-7,500.

Sec. 9.61.020. – Permitted uses.

No person shall use, nor shall any property owner permit the use of any lot classified in any R-7,500 zone for any use, other than the following:

(1) *Principal uses.*

- a. One single-family dwelling.
- b. Open spaces.
- c. Small residential care facility (six or fewer residents).
- d. Supportive and transitional housing.

(2) *Accessory uses.*

- a. Accessory buildings or structures.
- b. Accessory living quarters as allowed by Chapter 85 of this title.
- c. Accessory dwelling units as allowed by Chapter 85 of this title.
- d. Nursery stock, orchards, vineyards, the raising of field crops, tree, berry and bush crops, or vegetable or flower gardening; provided that no roadside stands or sales offices shall be permitted, nor shall there be permitted any retail sale from the premises or advertising signs of any nature.
- e. The keeping of animals as specified in Chapter 124 of this title.
- f. The storage of building materials during the construction of any building or part thereof, and for a period of 30 days after construction is completed. The temporary use of portable prefabricated metal storage containers is permitted until construction is completed.
- g. Not to exceed one home occupation.
- h. Private garages and carports.
- i. Open spaces.
- j. Manufactured housing units to include mobile homes that comply with the State Housing Code and the City's design guidelines are permitted when installed on a permanent foundation.

(3) *Conditional uses.*

- a. Land reclamation.

Sec. 9.61.030. – Uses expressly prohibited.

- (1) No use shall be permitted on any R-7,500 zoned lot except as expressly authorized herein.
- (2) Permanent use of portable prefabricated metal storage containers.
- (3) Short term rentals.

Sec. 9.61.040. – Development standards.

All premises in the R-7,500 zone shall comply with the following standards of development:

- (1) *Required lot area.* Each lot in the R-7,500 zone shall have a minimum lot area of not less than 7,500 square feet.
- (2) *Lot width.* Each lot or parcel of land in the R-7500 zone shall have a minimum average width of not less than 60 feet with a minimum street frontage width of 45 feet.
- (3) *Yards.*
  - a. *Front yards.* Each lot in the R-7,500 zone shall maintain a front yard area of not less than 20 feet in depth. Second stories shall maintain a front yard setback of not less than 25 feet in depth.
  - b. *Side yards.* Each lot in the R-7,500 zone shall maintain side yards of not less than ten feet in depth. Second stories shall maintain side yard setbacks of not less than twenty feet in depth.
  - c. *Rear yards.* Each lot in the R-7,500 zone shall maintain a rear yard of not less than ten feet in depth. Second stories shall maintain a rear yard setback of not less than 30 feet in depth.
  - d. *Private streets.* Notwithstanding any other provision of this chapter, no building shall be located closer than 50 feet to any private street or vehicular easement serving more than two parcels of property.
- (4) *Dwelling size.* Each dwelling in the R-7,500 zone, exclusive of guest houses, pool houses, servants' quarters, or other permitted accessory dwellings, shall have a minimum size of 1,500 square feet. Such square footage shall be exclusive of porches and garages, or other accessory buildings attached to the dwelling. Two story dwellings shall not exceed a gross floor area ratio of 50% and a lot coverage area of 35% of the net lot area.
- (5) *Height limits.* No building, structure or improvement in the R-7,500 zone shall exceed the lesser of:



- a. The height approved by the Planning Commission pursuant to the ridgeline and view preservation regulations, Chapter 43 of this title, if applicable; or
- b. One story and 28 feet, except that the principal single-family dwelling may have two stories.

All measurements of height shall be made from the finished grade to the highest ridge beam and shall not include the chimneys. Chimneys shall not exceed the minimum height required by this Code or have a width larger than the minimum required for proper draft, plus a facing for the exterior of the flue.

- (6) *Off-street parking.* The owner and/or person in possession of each lot or parcel of land in the R-7,500 zone shall have and maintain off-street parking facilities as required by Chapter 103 of this title.
- (7) *Roof pitch.* Not more than 20 percent of the roof of any main building may have a pitch of less than 3½:12. Dwellings with two stories shall have hipped roofs all around with roof pitches of 4:12 or lower.

Sec. 9.61.050. – Placement of buildings or structures.

Placement of buildings on each R-7,500 lot shall conform to the following: No building or structure shall occupy any portion of a required yard or open space area, except as otherwise provided in this chapter.

Sec. 9.61.060. – Existing uses; exemption.

Notwithstanding any provision of this title to the contrary, any building and/or structure located on any R-7,500 zoned lot:

- (1) Which was in existence under a valid building permit or for which building permits have been issued as of the date of adoption of the ordinance from which this title is derived;
- (2) Which conformed to the development code regulations of the City in effect as of said date; and
- (3) Which would otherwise be rendered nonconforming solely by reason of the application thereto of this chapter, shall not be deemed to have acquired a nonconforming status, within the meaning given in Section 9.25.020, provided that:
  - a. Any new use, building or structure proposed to be located on such lot shall comply with all of the regulations contained in this title as to such proposed new use, building or structure; and
  - b. The exemption granted hereunder shall not apply to any building or structure which is damaged or destroyed, by any cause, to the extent that the cost of reconstruction or rehabilitation thereof would exceed an amount equal to the assessed value of such

building or structure, as estimated by the Building Official, for building permit purposes.

Sec. 9.61.070. – Additions to a nonconforming building or structure.

Additions may be made to a nonconforming building or structure which is not in violation of any provisions of this title and is nonconforming only because it does not meet the following standards of development as provided herein:

- (1) Yards, provided such addition or expansion is developed pursuant to the setback standards that were in existence at the time of the construction of the existing building or structure and providing that such addition or expansion does not expand the degree of nonconformity.
- (2) Access and paving width of access drives, provided such addition or expansion shall be developed pursuant to the vehicle parking standards of this title. Where the amount of parking provided prior to such addition is sufficient to comply with said provisions after such expansion, it shall be deemed to comply with this subsection.

Section 3. This Ordinance shall not be deemed to regulate any activities, the regulation of which is preempted by California or federal law.

Section 4. This ordinance is not subject to CEQA under the general rule set forth in Section 15061(b)(3) of the CEQA Guidelines that CEQA only applies to projects which have the potential for causing a significant effect on the environment.

Section 5. If any provision of this Ordinance is held to be unconstitutional, it is the intent of the City Council that such portion of this Ordinance be severable from the remainder and that the remainder be given full force and effect.

Section 6. The City Clerk shall certify to the adoption of this Ordinance.

PASSED, APPROVED and ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2020.

---

Richard T. Hale, Jr.  
Mayor

ATTEST:

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Claudia Saldana  
City Clerk

STATE OF CALIFORNIA           )  
COUNTY OF LOS ANGELES    ) §  
CITY OF BRADBURY            )

I, CLAUDIA SALDANA, City Clerk of the City of Bradbury, do hereby certify that the foregoing ordinance, being Ordinance No. 370, was passed by the City Council of the City of Bradbury, signed by the Mayor of said City, and attested to by the City Clerk, all at a regular meeting of the City Council held on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, and that the same was passed and adopted by the following vote, to wit:

**AYES:**

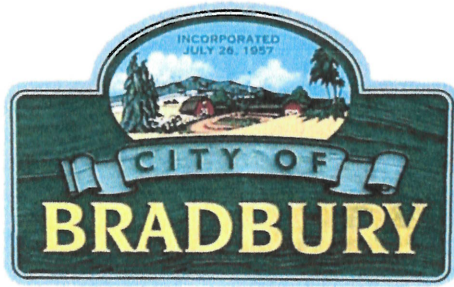
**NAYES:**

**ABSENT:**

---

Claudia Saldana  
City Clerk  
City of Bradbury





*Richard T. Hale, Jr., Mayor (District 1)*  
*D. Montgomery Lewis, Mayor Pro-Tem (District 2)*  
*Richard G. Barakat, Council Member (District 3)*  
*Elizabeth Bruny, Council Member (District 5)*  
*Bruce Lathrop, Council Member (District 4)*

## **City of Bradbury City Council Agenda Report**

**TO:** Honorable Mayor and Council Members

**FROM:** Kevin Kearney, City Manager  
By: Jim Kasama, City Planner

**DATE:** February 18, 2020

**SUBJECT: TENTATIVE PARCEL MAP NO. 73673  
1533 ROYAL OAKS DRIVE NORTH  
ONE-YEAR EXTENSION REQUEST  
CITY COUNCIL RESOLUTION NO. 20-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
BRADBURY, CALIFORNIA, SETTING FORTH ITS FINDINGS OF  
FACT AND DECISION TO GRANT A THIRD EXTENSION FOR ONE  
YEAR FOR THE CONDITIONAL APPROVAL OF TENTATIVE  
PARCEL MAP NO. 73673 FOR A THREE-LOT SUBDIVISION AT  
1533 ROYAL OAKS DRIVE NORTH**

**AGENDA ITEM NO. 3**

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### **INTRODUCTION**

Tentative Parcel Map No. 73673 (attached) was conditionally approved on July 19, 2016, with the adoption of Resolution No. 16-20 (attached). The Assessor's map of the subject property is attached. The Tentative Parcel Map is to subdivide the 3.8-acre parcel at 1533 Royal Oaks Drive North into three (3) parcels of 1.162 acres, 1.139 acres, and 1.370 acres, each for the future development of new residences. The proposed subdivision conforms to the City's General Plan and Development Code, including the zoning and subdivision regulations without any variances or exceptions. An analysis of the proposed subdivision is presented in the attached agenda report from the July 19, 2016, regular City Council meeting.

In accordance with the City's Subdivision Regulations and the State Subdivision Map Act, the approval of a tentative map is effective for two years, by which time the map is to be recorded with the County Recorder, unless the approval is extended. Tentative maps may be granted multiple extensions, but each extension shall be for no more than one year and the sum of such extensions shall not exceed three years. The attached Resolution No. 18-22 was adopted to grant a one-year extension of Tentative Parcel Map No. 73673 at the August 21, 2018, regular City Council meeting. The attached Resolution No. 19-22 was adopted to grant a second extension of six months at the August 20, 2019, regular meeting. The owner is requesting a third extension of one year.

### **EXTENSION REQUEST**

The owner is requesting a third extension of one year due to the extensive time it has been taking to acquire clearances from the various utility companies to begin the improvements to the public rights-of-way adjacent to the subject property, which as conditions of approval are required to be completed prior to approval of the final map.

Following the approval of a tentative map, a proposed subdivision is subject to review by the City Engineer and the County, and any other agencies that may have interests in the property, such as easements or other rights of access or use. These reviews can take up to several months. Following these reviews, the owner prepares plans for the improvements required by the City, the County, and the other agencies. Preparation of these plans, and the reviews by the respective agencies can take an additional several months. There are also reviews by the financial entities and title companies that may be involved in the project. For Tentative Parcel Map No. 73673, most of these reviews were completed toward the end of 2018, and the final map was submitted to the City Engineer shortly thereafter.

A final map is subject to review by the City to verify that all conditions of approval have been satisfied, which includes completion of the required public improvements. Following the satisfaction of the provisions and conditions, the map is presented to the City Council for final approval. The owner has been proceeding in good faith and has been exercising due diligence in seeking the necessary approvals and permits to begin construction of the public improvements. The conditions of approval are presented in the attached Resolution No. 16-20. The plans for the public improvements have been approved, and the City Engineer has issued a permit. However, before construction can begin, the utility easements need to be realigned and the utility poles at the site need to be relocated. This aspect of the project has not yet been approved by Southern California Edison.

Completion of the subdivision, which conforms to the City's General Plan and Zoning will present opportunities for the development of the property. It is on this basis that it is recommended that the City Council adopt the attached Resolution No. 20-03 to grant a third extension for one year of the conditional approval of Tentative Parcel Map No. 73673, subject to the provisions and conditions of approval of Resolution Nos. 20-03, 19-22, 18-22, and 16-20.

## **ENVIRONMENTAL DOCUMENT**

The proposed subdivision was determined to be Categorically Exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15315 (Minor Land Divisions) of the CEQA Guidelines:

*Class 15 consists of the division of property in urbanized areas zoned for residential, commercial, or industrial use into four or fewer parcels when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous 2 years, and the parcel does not have an average slope greater than 20 percent.*

The subject property and the proposed subdivision are in conformance with the City's General Plan and Zoning, and the property and subdivision qualify for the above Categorical Exemption.

## **NOTICING**

Notice of the public hearing for this extension request was mailed to the property owners within 500 feet of the subject property no later than Friday, February 7, 2020.

## **FINDINGS**

The proposed subdivision complies with the standards and requirements of the Bradbury Development Code, including the Subdivision Regulations, and the State Subdivision Map Act. The details and analyses of the subdivision are provided in the attached agenda report from the July 19, 2016, regular City Council meeting, which includes the requisite findings for the approval of the subdivision.

The owner has requested this third extension in a timely manner and has been proceeding in good faith with due diligence in seeking to comply with the applicable conditions of approval required for the approval and recording of the final map.

## **CITY COUNCIL ACTIONS**

The City Council is to open a public hearing and solicit testimony on the extension request for the proposed project. At that time, the City Council will have the following choice of actions:

**Option 1.** Close the public hearing and determine that the findings can be made to grant a third extension for one year of the conditional approval of Tentative Parcel Map No. 73673 and that the project is Categorically Exempt under the California Environmental Quality Act (CEQA) and approve a motion to adopt the attached Resolution No. 20-03 as presented or as modified by the City Council.

**Option 2.** Close the public hearing and determine that the findings cannot be made to grant a third extension of the conditional approval of Tentative Parcel Map No. 73673 and/or a Categorical Exemption, and approve a motion to deny the extension request, and direct staff to prepare the appropriate resolution for adoption at the next regular meeting. This action will render the approval of the tentative parcel map null and of no effect.

**Option 3.** If the City Council determines that the extension request as presented cannot be granted, but with additional information could satisfy the requisite findings for the granting of a third extension and a Categorical Exemption under the California Environmental Quality Act (CEQA) then the City Council may approve a motion to continue the public hearing as open to the regular meeting of Tuesday, March 17, 2020, and direct the applicant to provide the necessary information to the City by Monday, March 9, 2020.

### **RECOMMENDATION**

It is recommended that the City Council select Option 1 to close the public hearing and determine that the findings can be made to grant a third extension for one year of the conditional approval of Tentative Parcel Map No. 73673 and that the project is Categorically Exempt under the California Environmental Quality Act (CEQA) and approve a motion to adopt Resolution No. 20-03 as presented.

### **ATTACHMENTS**

Tentative Parcel Map No. 73673  
City Council Resolution No. 16-20  
Assessor's Map  
July 19, 2016 City Council Agenda Report  
City Council Resolution No. 18-22  
City Council Resolution No. 19-22  
City Council Resolution No. 20-03



## RESOLUTION NO. 16-20

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY BRADBURY, CALIFORNIA SETTING FORTH ITS FINDINGS OF FACT AND RECOMMENDATIONS FOR TENTATIVE PARCEL MAP NO. TPM 73673

**WHEREAS**, an application was filed by **XLD Group, N.A. Real Estate Development, Inc.** on behalf of the property owner, **San Francisco Bayshore Wealth**, requesting approval of plans to subdivide a 3.8 acre parcel of land into three (3) lots for the future construction of new residences. The address of the subject property is **1533 Royal Oaks Drive North**. The subject property is zoned A-1 (*1-acre minimum lot size*).

**WHEREAS** the Municipal Code of the City of Bradbury provides that the Planning Commission shall make recommendations to the City Council regarding subdivision requests and the Planning Commission conducted a public hearing on June 29, 2016, and adopted Resolution No. PC 16-255 recommending approval of the Tentative Parcel Map.

**WHEREAS**, the Municipal Code of the City of Bradbury provides that the City Council shall announce its findings and decisions in zoning matters in writing.

### **NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF BRADBURY DOES HEREBY RESOLVE, FIND, AND DETERMINE AS FOLLOWS:**

**SECTION A.** The City Council finds that a public hearing has been conducted on **July 19, 2016**, in accordance with the provisions of the Municipal Code relative to this matter.

**SECTION B.** The City Council declares that the information in the Staff Report and the testimony given at the public hearing are incorporated in this resolution and comprise the basis upon which the findings have been made.

**SECTION C.** The City Council finds that the proposed project is a minor division of land and that it is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to the provisions of Section 15315, Class 15 – minor land divisions.

**SECTION D.** The City Council hereby finds:

1. The proposed parcel map as submitted and conditioned herein is consistent with the adopted general plan and zoning code.
2. The design and improvement of the proposed subdivision is consistent with the adopted general plan and zoning code.
3. The site is physically suitable for the proposed type of development.
4. The site is physically suitable for the proposed density.

5. The design of the subdivision and proposed improvements are not likely to cause substantial environmental damage and will not cause substantial environmental damage and will not substantially and avoidably injure fish or wildlife or their habitat.
6. The design of the subdivision and type of improvements are not likely to cause serious public health problems.

The design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large for access through or the use of property within the proposed subdivision.

**SECTION E.** The City Council hereby approves the proposed project subject to the criteria and information shown on the submitted plans and the following conditions of approval:

Planning Conditions:

1. The approval of a tentative parcel map does not constitute a right to alter any site conditions such as demolition of existing site features, tree or landscape removal, installation of walls or fences, or construction of any new structures or facilities. Any such activities shall require permits as prescribed by the Bradbury Municipal Code.
2. Future development on individually created parcels of this map shall require conformance to the A-1 standards of the development code.
3. The site shall be maintained according to Chapter 9.06.060,070,080,090 of the Bradbury Municipal Code.
4. Tree maintenance and protection is required at all times and shall be undertaken pursuant to existing and future reports prepared by a certified arborist. Trees must be appropriately watered as directed by an arborist or landscape architect to keep them maintained in a healthy condition before, during and after development activities occur on the site.

Engineering Conditions:

5. A Parcel Map prepared by or under the direction of a Registered Civil Engineer or Licensed Land Surveyor must be processed through the City Engineer prior to being filed with the Los Angeles County Recorder.
6. A preliminary title report and guarantee is required and such document shall show all fee interest holders; all interest holders whose interest could ripen into a fee; all trust deeds, together with the name of the trustee; and all easement holders. The account for this title report should remain open until the Parcel Map is filed with the Los Angeles County Recorder.
7. The applicant/developer shall submit a preliminary subdivision guarantee if grants, dedications, or offers of dedication are to be made by certificate on the Parcel Map. A final subdivision guarantee will be required at the time of filing of the Parcel Map with the Los Angeles County Recorder.



8. The applicant shall execute a Subdivision Agreement and submit security in an amount acceptable to the City Engineer to guarantee construction of the public improvements. All security must be accessible to the City at any time and in a form acceptable to the City Engineer.
9. The applicant shall provide a Monumentation Bond in an amount specified in writing by a Registered Engineer or Licensed Land Surveyor of Record.
10. The applicant's engineer or surveyor shall set durable monuments to the satisfaction of the City Engineer in conformance with Section 66495 of the Subdivision Map Act.
11. All easements existing at the time of the Tract Map approval must be accounted for on the approved Tentative Map. This includes the location, owner, purpose, and recording reference for all existing easements. If an easement is blanket in nature or indeterminate in nature, a statement to that effect must be shown on the Tentative Map in lieu of its location.
12. All easements existing at the time of the Parcel Map approval must be accounted for on the approved tentative map. This includes the location, owner, purpose, and recording reference for all existing easements. If an easement is blanket or indeterminate in nature, a statement to that effect must be shown on the tentative map in lieu of its location.
13. The applicant shall submit Precise Grading Plans for the project showing building footprints, pad elevations, finished grades, drainage routes, retaining walls, erosion control measures, and other pertinent information in accordance with Appendix J of the California Building Code, latest edition for review and approval of the City Engineer.
14. The applicant shall submit a Soils and Geologic Report to the satisfaction of the City Engineer.
15. Prior to the recording of the Parcel Map, the applicant shall submit a temporary erosion control plan to the satisfaction of the City Engineer and shall be installed and operable at all times.
16. Prior to recording the Parcel Map, sewer and water improvements shall be installed for the proposed development to the satisfaction of the City Engineer and California American Water District.
17. Prior to issuance of any permits, the applicant shall verify that the proposed development is annexed into the Los Angeles County Sanitation District.
18. Prior to issuance of any permits, the applicant shall verify that any required sewer connection fees have been paid to the City of Bradbury and the County of Los Angeles Department of Public Works, Sewer Maintenance District.
19. Prior to issuance of any permits, all utilities shall be placed underground, including facilities and wires for the supply and distribution of electrical energy, telephone, cable television, etc., to the satisfaction of the City Planner and City Engineer.
20. The applicant shall obtain a public works permit for all work in or adjacent to the public right-of-way (ROW). All work within the public ROW shall be in accordance with applicable standards of the City of Bradbury, i.e. Standard Specifications for Public Works Construction (Green Book), and the Work Area Traffic Control Handbook (WATCH), and further that construction equipment



- ingress and egress be controlled by a plan approved by the City Engineer.
21. The applicant shall be responsible for any repairs within the limits of the development, including streets and paving, curbs and gutters, sidewalks, and street lights, as determined by the City Engineer.
  22. Building foundation inspections shall not be performed until a rough grading certification, survey stakes in place, and a final soils report have been filed with the City and approved. All drainage facilities must be operable.
  23. Prior to the recording of the Parcel Map, the applicant must obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity, Construction General Permit Order 2009-0009-DWQ (as amended by 2010-0014-DWQ). The Construction General Permit requires the development and implementation of a Storm Water Pollution Prevention Plan (SWPPP). The applicant must submit a Notice of Intent and Waste Discharger's Identification (WDID) number as evidence of having applied with the Construction General Permit before the City will issue a grading permit. The applicant is ultimately responsible to comply with the requirements of Order No. 2009-0009-DWQ (as amended by 2010-0014-DWQ), however, the City shall have the authority to enter the project site, review the project SWPPP, and require modifications and subsequent implementations to the SWPPP in order to prevent polluted runoff from leaving the project site onto public or private property.
  24. Per the Low Impact Development (LID) requirements of the State Water Resources Control Board (SWRCB) Order No. R4-2012-0175, the applicant must submit a site-specific drainage concept and storm water quality plan to mitigate post-construction storm water. The applicant is required to comply with the LID principles and requirements, including but not limited to the objectives and specifications of integration of LID strategies for Development and Redevelopment projects.

A fully executed "Maintenance Covenant for SUSMP Requirements" shall be recorded with the L.A. County Registrar/Recorder and submitted to the City Engineer prior to the Certificate of Occupancy. Covenant documents shall be required to include an exhibit that details the installed treatment control devices as well as any site design or source control Best Management Practices (BMPs) for post construction. The information to be provided on this exhibit shall include, but not be limited to:

- a. 8 1/2" x 11" exhibits with record property owner information.
- b. Types of BMPs (i.e., site design, source control and/or treatment control) to ensure modifications to the site are not conducted without the property owner being aware of the ramifications to BMP implementation.
- c. Clear depiction of location of BMPs, especially those located below ground.
- d. A matrix depicting the types of BMPs, frequency of inspection, type of maintenance required, and if proprietary BMPs, the company information to perform the necessary maintenance.
- e. Calculations to support the sizing of the BMPs employed on the project shall be included in the report. These calculations shall correlate directly

with the minimum treatment requirements of the current MS4 permit. In the case of implementing infiltration BMPs, a percolation test of the affected soil shall be performed and submitted for review by the City Engineer.

- f. The applicant shall provide drainage improvements to carry runoff of storm water in the area proposed to be developed, and for contributing drainage from adjoining properties to the satisfaction of the City Engineer. The proposed drainage improvements shall be based on a detailed hydrology study conforming to the current Los Angeles County Methodology. The proposed storm drain improvements shall be privately maintained by each property owner.
25. The applicant shall dedicate an additional 4 feet of street right-of-way for a total of 10 feet of dedicated public right-of-way along the north side of Royal Oaks Drive within the extent of the development.
26. The applicant shall dedicate an additional 10 feet of public street right-of-way along the west side of Winston Avenue within the extent of the development.
27. The applicant shall provide street improvements to widen the west side of Winston Avenue to provide a minimum half-width of 20 feet including but not limited to AC pavement, decomposed granite pathway, curb and gutter, ADA ramps, street light relocation, signing & striping, drainage improvements, drive approaches, and cross-gutters to the satisfaction of the City Engineer. Said street improvements shall comply with Fire Department standards.
28. Execute a Subdivision Agreement and submit security in an amount acceptable to the City Engineer to guarantee construction of the public improvements. All security must be accessible to the City at all times.
29. Monumentation of Parcel Map boundaries, street centerline and lot boundaries is required if the map is based on a field survey.

Fire Department Conditions:

TENTATIVE MAP – HOLDS:

30. The required fire flow for new construction shall be in Compliance with County of Los Angeles Fire Code, Section B105. To determine the fire flow requirements for future construction provide a maximum square footage which shall be used to determine the required fire flow per Table B105.1 upon determination of the required fire flow a letter from the Water Purveyor shall be provided to the Land Development Unit acknowledging the availability to provide the required fire flow.

FINAL MAP CONDITIONS:

31. The Final Map shall be submitted to our office for review and approval prior recordation.
32. Provide verification from the Water Purveyor that financial arrangements have been established per the Tentative Parcel Map.
33. Submit a minimum of three (3) copies of the fire hydrant improvement plans to

- the Fire Department's Land Development Unit for review and approval.
34. This property is located within the area described by the Fire Department as the Very High Fire Hazard Severity Zone. A "Preliminary Fuel Modification Plan" shall be submitted and approved prior to public hearing. For details, please contact the Department's Fuel Modification Unit which is located at Fire Station 32, 605 North Angeleno Avenue in the City of Azusa CA 91702-2904. They may be reached at (626) 969-5205.

#### ACCESS REQUIREMENTS:

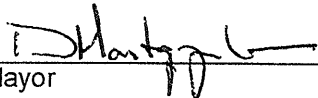
35. All on-site Fire Department vehicular access roads shall be labeled as "Private Driveway and Fire Lane" on the site plan along with the widths clearly depicted on the plan. Labeling is necessary to assure the access availability for Fire Department use. The designation allows for appropriate signage prohibiting parking.
36. Fire Department vehicular access roads must be installed and maintained in a serviceable manner prior to and during the time of construction. Fire Code 501.4.
37. Provide a minimum unobstructed width of 20 feet, exclusive of shoulders and an unobstructed vertical clearance "clear to sky" Fire Department vehicular access to within 150 feet of all portions of the exterior walls of the first story of the building, as measured by an approved route around the exterior of the building. Fire Code 503.1.1 & 503.2.1.
38. The dimensions of the approved Fire Apparatus Access Roads shall be maintained as originally approved by the fire code official. Fire Code 503.2.2.1.
39. Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved Fire Department turnaround. Fire Code 503.2.5.
40. Fire Department vehicular access roads shall be provided with a 32 foot centerline turning radius. Fire Code 503.2.4.
41. Fire Apparatus Access Roads shall be designed and maintained to support the imposed load of fire apparatus weighing 75,000 pounds, and shall be surfaced so as to provide all-weather driving capabilities. Fire apparatus access roads having a grade of 10 percent or greater shall have a paved or concrete surface. Fire Code 503.2.3.
42. The gradient of Fire Apparatus Access Roads shall not exceed 15 percent unless approved by the fire code official. Fire Code 503.2.7.
- a. On paved private access roads the maximum allowable grade shall not exceed 15% except where topography makes it impracticable to keep within such grade, then an absolute maximum grade of 20% will be allowed for up to 150 feet in distances. The break shall be 50 feet in length with a maximum grade of 5%. The average maximum allowed grade shall not be more than 17%. Change in grade shall not exceed 10% in 10 feet.
43. A minimum 5 foot wide approved firefighter access walkway leading from the fire department access road to all required openings in the building's exterior walls shall be provided for firefighting and rescue purposes. Fire Code 504.1


## WATER SYSTEM REQUIREMENTS:

44. All hydrants shall measure 6"x 4"x 2-1/2" brass or bronze, conforming to current AWWA standard C503 or approved equal.
45. All required PUBLIC fire hydrants shall be installed, tested and accepted prior to beginning construction. Fire Code 501.4.
46. The required fire for the public fire hydrants for single family residential homes less than a total square footage of 3600 feet is 1250 gpm at 20 psi residual pressure for 2 hours with one public fire hydrant flowing. Any single family residential home 3601 square feet or greater shall comply too Table B105.1 of the Fire Code in Appendix B.
  - a. The required fire flow will be determined once the type of construction and square of the existing house has been submitted to the Land Development Unit.

**SECTION F.** The City Clerk shall certify to the adoption of this resolution.

**PASSED APPROVED AND ADOPTED this 19th day of July 2016.**

  
\_\_\_\_\_  
Mayor

**ATTEST:**   
\_\_\_\_\_  
City Clerk

I, Claudia Saldana, City Clerk, hereby certify that the foregoing **Resolution No. 16-20** was duly adopted by the City Council of the City of Bradbury, California at a regular meeting held on the **19th day of July, 2016** by the following vote:

<b>AYES:</b>	Council Members: <i>Lewis, Lathrop, Hale, Pycz</i>
<b>NOES:</b>	Council Members: <i>None</i>
<b>ABSTAIN:</b>	Council Members: <i>Barakat</i>

SCALE 1" = 200'

7 2 |

PARCEL MAP 336-84-85 P.M.

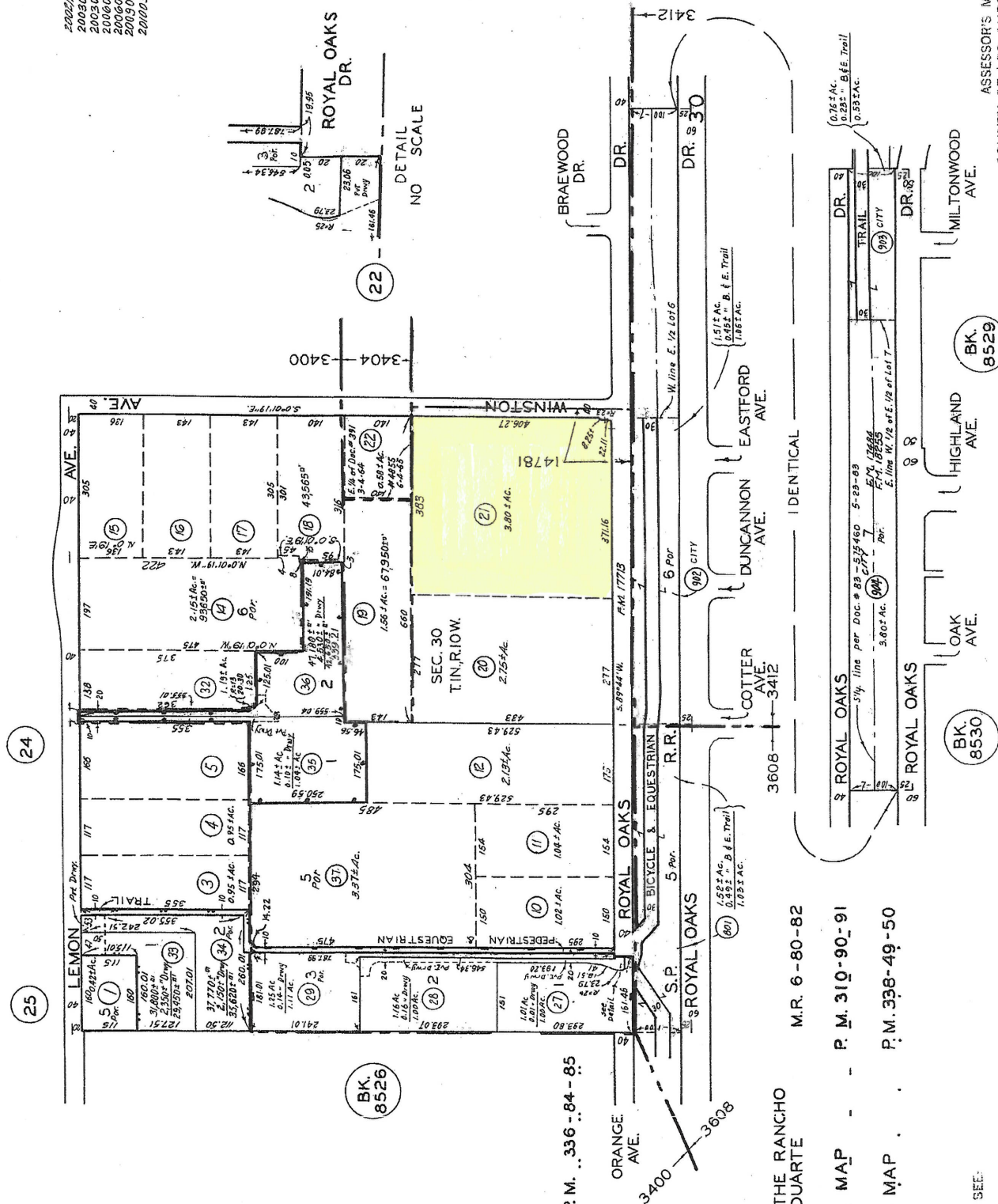
SUBDIVISION OF THE RANCHO  
AZUSA DE DUARTE

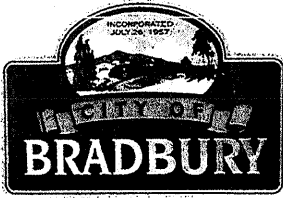
PARCEL MAP P. M. 310-90-91

PARCEL MAP P.M. 338-49-50

FOR PREV. ASSMT SEE:  
8686-15,18 & 19

ASSESSOR'S MAP





*D. Montgomery Lewis, Mayor (District 2)*  
*Bruce Lathrop, Mayor Pro Tem (District 4)*  
*Richard Hale, Council Member (District 1)*  
*Richard Barakat, Council Member (District 3)*  
*Richard Pycz, Council Member (District 5)*

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Michelle Keith, City Manager

INITIATED BY: Anne McIntosh, City Planner

DATE: July 19, 2016

SUBJECT: 1533 Royal Oaks Drive North  
Tentative Parcel Map TPM 73673

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### **EXECUTIVE SUMMARY**

This is a request for a Minor Land Division to subdivide a single, three-acre parcel into three one-acre (minimum) parcels. No improvements are proposed as part of this request. Possible graded pad areas are shown on the tentative map for zoning compliance purposes only.

The Planning Commission conducted a public hearing on June 29, 2016, and adopted Resolution No. 16-255 - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY BRADBURY, CALIFORNIA SETTING FORTH ITS FINDINGS OF FACT AND RECOMMENDATIONS FOR TENTATIVE PARCEL MAP NO. TPM 73673, and recommending approval of the map to the City Council.

APPLICANT: Joe Liu, XLD Group, N.A. Real Estate Development, Inc.  
PROPERTY OWNER: San Francisco Bayshore Wealth

### **ANALYSIS**

#### **GENERAL PLAN:**

The City's adopted General Plan designates the subject property as "Estate 1-acre". The subject property contains 3.80 gross acres of land area. The proposed project is consistent with the goals and objectives of the City's adopted general plan in terms of land use and density.

**ZONE:**

The subject property is zoned A-1 (*Agriculture/Residential 1-acre net minimum lot size*).

**ENVIRONMENTAL ASSESSMENT:**

The proposed subdivision of the subject property into three residential estate lots and the grading of the proposed building pad is considered minor in nature. Therefore, the proposed project is Categorically Exempt from the provisions of the California Environmental Quality Act pursuant to Section 15315, Class 15 of the State CEQA Guidelines - minor land divisions: the division of property in urbanized areas zoned for residential, commercial, or industrial use into four or fewer parcels when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous 2 years, and the parcel does not have an average slope greater than 20 percent.

**SURROUNDING LAND USES AND ZONING:**

The subject property is surrounded on the north and east by property zoned A-1 (Estate 5 acres). Property to the east is R-20,000 and developed with single-family residential dwellings. The property to the south is the Royal Oaks Trail and associated equestrian and pedestrian activity.

**ANALYSIS:**

**Existing location & site description:** The subject property is located on the northwest corner of Winston Avenue and Royal Oaks Drive North. The site is slightly sloped, mostly level and it is developed with one single-family dwelling unit, a detached barn and a couple of minor outbuildings. The project has a slope of less than 10%, therefore is not required to comply with hillside development standards.

*Existing house to be demolished.* The site is currently developed with a primary residence that has not been inhabited for several years. The house was constructed in or around 1920 and is estimated to be 4,768 sq. feet. The barn was also built at that time and there is another out building. The additional structures are approximately 1,176 sq. ft. in size. Due to the potential historic value of the site in its current setting, the City Manager asked the property owner to prepare a professional photo documentation of the site as a condition of demolishing the structures, consistent with the City's historic preservation policy. This has been completed and is available at City Hall and on the City's website.

*Existing Trees.* The City has been working with the property owner over the past year to ensure that the site would be cleared of dead trees and landscape materials, while implementing a tree preservation plan. In October 2015, Licensed Arborist JTL Consultants prepared the tree inventory and protection report, part of which guided a brush clearance and tree removal project that took

place soon thereafter. The firm's principal monitored the tree removals to ensure that the activities were undertaken according to plan. In February 2016, an updated Tree Preservation Report was provided to the City. This includes recommendations for future tree protection for demolition and new construction period activities in the future.

**Project Description:** The applicant is requesting to subdivide the subject property into three conforming lots. Each lot will have a minimum of one-net acre of land area. Street widening will occur on Winston Avenue (10 feet dedication) and Royal Oaks North (5 foot dedication). Potential driveway and pad locations have been identified on the plan only to illustrate that the future development on the site can be achieved without requiring any variances from A-1 development standards. These are subject to change and will be reviewed subsequently when an application for development is submitted.

#### **Summary of Existing and Proposed Parcel Data**

Assessor's Parcel Number	8527-023-021
Zoning Existing; Zoning Proposed	A-1; A-1
General Plan Designation	Agricultural Estate – 1 acre
Total Gross Site Area - Existing	3.80 Acres; 165,748 sq. ft
Dedication Area	0.13 Acres; 5,853 sq. ft.
<b>Total Net Area</b>	<b>3.67 Acres; 159,895 sq. ft.</b>
Proposed Parcel 1:	1.16 Acres; One primary residence *
Proposed Parcel 2:	1.14 Acres; One primary residence *
Proposed Parcel 3:	1.37 Acres; One primary residence *
	* not approved as part of this project
Slope	Average slope: 6.25%

**Access:** Each lot has frontage on an existing public street – one on Royal Oaks Drive, and two on Winston Avenue, and will be directly accessed from that street by a 20-foot wide private driveway.

**Lot Area (9.05.060.040)** The minimum net land area for each new lot must be 1-acre. The net area calculation excludes the property devoted to private streets and other dedications. The net area for Parcel 1 will be 1.16 acres. The net area for Parcel 2 will be 1.14 acres. The net area for Parcel 3 will be 1.37 acres.

**Lot Width/Frontage (9.07.060.240/ 9.07.060.290)** The minimum width of the new lots must be 100 feet. Parcel 1 will be 190 feet wide; Parcel 2 will be 185 feet wide; Parcel 3 will be 165 feet wide.

Parcel 1 is a reverse corner lot with dimensions 190' X 269', with the proposed orientation and access on Winston Avenue; Parcel 2 is an interior lot with the dimensions 185' X 269' with access from Royal Oaks Drive North. Parcel is an interior lot facing Winston with dimensions of 160' X 375'.



**Dedications (9.07.070.040)**

**Utilities.** The applicant will be required to dedicate to the public utility purveyors the easements necessary to provide each new lot with public utility services which include: drainage devices, sewer easements, gas, water, electrical, telephone and cable television service. The City Engineer is charged with the responsibility to insure that adequate easements are made available.

**Roadways.** The applicant shall dedicate an additional 4 feet of street right-of-way along the north side of Royal Oaks Drive and 10 feet of street right-of-way along the west side of Winston Avenue within the extent of the development. The applicant shall provide street improvements to widen the west side of Winston Avenue to provide a minimum half-width of 20 feet including but not limited to AC pavement, curb and gutter, ADA ramps, street light relocation, signing & striping, drainage improvements, drive approaches, and cross-gutters to the satisfaction of the City Engineer. Said street improvements shall comply with Fire Department standards.

**Drainage Facilities (9.07.070.100)** The applicant shall provide drainage improvements to carry runoff of storm water in the area proposed to be developed, and for contributing drainage from adjoining properties to the satisfaction of the City Engineer. The proposed drainage improvements shall be based on a detailed hydrology study conforming to the current Los Angeles County Methodology. The proposed storm drain improvements shall be privately maintained by each property owner.

**Improvements Generally Required (9.07.080.010)** Fire hydrants shall be required as specified by the Fire Department. All new electrical, telephone and cable television service shall be provided from underground sources.

**Streetlights (9.07.080.150)** Streetlights are not proposed for this project.

**Sidewalks (9.07.080.190)** Sidewalks are not proposed for this project, but a ten-foot clear area must be maintained measured from the curb towards the interior of each lot along both Winston Avenue and Royal Oaks Drive north pursuant to CHAPTER 9.05.085 – LEMON/WINSTON/ROYAL OAKS DRIVE NORTH OVERLAY ZONE.

**Grading:**

The grading shall be balanced on-site. No import or export of fill material shall be allowed without specific approval of the Planning Commission.

**Subdivision Design:** The design of the proposed lots is regulated by the City's zoning and subdivision regulations. In addition to the requirement that the parcels maintain certain size and dimension, it is also required that they be able to support a development project allowed in the zone without requiring zone

variances. The TPM contains possible driveway and development pad locations to show that future development can meet the zoning code requirements for the A-1 zone.

**Fire Department Requirements:** The Los Angeles County Fire Department has reviewed the Tentative Parcel Map and provided site specific conditions. These are contained in the draft resolution.

**Future Development Applications:** This application contains no entitlements for future site development. All site improvements will be required to be reviewed according to the requirements of the Bradbury Municipal Code.

**Final Map.** Chapter 9.07.120 of the Bradbury Municipal Code contains the requirements to produce and record the final map. No development of the site can take place until the final map is recorded.

**Subdivision Findings: Section 9.07.040.100** of the Bradbury Municipal Code provides that the City Council shall not approve a parcel map unless it makes all of the following findings:

1. That the proposed map is consistent with applicable general plan, specific plans and zoning code.
2. That the design or improvement of the proposed subdivision is consistent with applicable general and specific plans and zoning code.
3. That the site is physically suitable for the type of development.
4. That the site is physically suitable for the proposed density of development.
5. That the design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or will not substantially and avoidably injure fish or wildlife or their habitat.
6. That the design of the subdivision or type of improvements is not likely to cause serious public health problems.
7. That the design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

## **ALTERNATIVES**

The City Council has the following alternatives:

Option One: Open the public hearing, receive public testimony and adopt Resolution No. 16-20, supporting the Planning Commission's

recommendation and approving Tentative Parcel Map 73673 as conditioned.

Option Two: Open the hearing and, based on testimony remand the matter back to the Planning Commission or recommend additional conditions.

Option Three: Open the hearing, receive testimony and deny the application.

Option Four: Continue the matter to a future meeting date and request more information.

**RECOMMENDATION:**

Staff recommends Option One.

Attachments:

- A. Resolution No. CC 16-20
- B. Tentative Map 73673
- C. Assessor's map of the site
- D. Copy of public notice
- E. Tree report (available at City Hall for review)

## **CITY COUNCIL RESOLUTION NO. 18-22**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY BRADBURY, CALIFORNIA, SETTING FORTH ITS FINDINGS OF FACT AND DECISION TO GRANT A ONE-YEAR EXTENSION OF THE CONDITIONAL APPROVAL OF TENTATIVE PARCEL MAP NO. 73673 FOR A THREE-LOT SUBDIVISION AT 1533 ROYAL OAKS DRIVE NORTH**

WHEREAS, an application was filed by XLD Group, N. A. Real Estate Development, Inc., on behalf of the property owner, San Francisco Bayshore Wealth, requesting approval of Tentative Parcel Map No. 73673 to subdivide a 3.8-acre parcel of land into three lots for the future construction of new residences. The address of the subject property is 1533 Royal Oaks Drive North, and the property is zoned A-1, which has a minimum lot size requirement of one acre.

WHEREAS, the City Council of the City of Bradbury conducted a public hearing for Tentative Parcel Map No. 73673 on July 19, 2016, in accordance with the provisions of the Bradbury Municipal Code relative to the proposed subdivision, and did resolve, find, and determine the following: 1) That the proposed parcel map as submitted and conditioned per City Council Resolution No. 16-20 is consistent with the adopted general plan and zoning code; 2) that the design and improvement of the proposed subdivision is consistent with the adopted general plan and zoning code; 3) that the site is physically suitable for the proposed type of development; 4) that the site is physically suitable for the proposed density; 5) that the design of the subdivision and proposed improvements are not likely to cause substantial environmental damage and will not cause substantial environmental damage and will not substantially and avoidably injure fish or wildlife or their habitat; 6) that the design of the subdivision and type of improvements are not likely to cause serious public health problems; 7) that the design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large for access through or the use of property within the proposed subdivision; and 8) that the proposed project is a minor division of land that is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to the provisions of Section 15315 of the CEQA Guidelines.

WHEREAS, the City Council adopted Resolution No. 16-20 to approve the proposed project, subject to the criteria and information shown on the submitted plans and the conditions of approval enumerated in Resolution No. 16-20.

WHEREAS, the applicant has requested a one-year extension of the approval of the subject subdivision.

WHEREAS, the Development Code of the City of Bradbury and the State Subdivision Map Act provide for the granting of multiple extensions, such that each extension shall be for no more than one year, and that the sum of such extensions shall not exceed three years.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRADBURY, DOES HEREBY RESOLVE, FIND, AND DETERMINE AS FOLLOWS:

SECTION A. The City Council conducted a duly-noticed public hearing at the regular meeting on August 21, 2018, in accordance with the provisions of the Bradbury Municipal Code relative to this matter.

SECTION B. The City Council finds and declares that the information in the agenda reports, and the testimony given at the public hearing are incorporated in this Resolution and comprises the bases on which the findings have been made.

SECTION C. The City Council finds that despite the applicant's good faith efforts and due diligence to complete the final map for the proposed subdivision, the final map cannot be approved and recorded within the initial two-year effective period of the approval.

SECTION D. The City Council finds that the proposed project and subject property are in conformance with the City's General Plan and Zoning, and with the requisite findings, and thereby remains Categorically Exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15315 (Minor Land Divisions) of the CEQA Guidelines.

SECTION E. In accordance with Government Code Section 66474.9(b)(1), the applicant and/or property owner shall defend, indemnify, and hold harmless the City and its officers, agents and employees, from any claim, action, or proceeding to attack, set-aside, void or annul, the approval of this project and extension brought within the time period provided by Government Code Section 66499.37. In the event the City and/or its officers, agents and employees are made a party of any such action:

1. Applicant and/or property owner shall provide a defense to the City defendants or at the City's option reimburse the City its costs of defense, including reasonable attorney's fees, incurred in defense of such claims; and


2. Applicant and/or property owner shall promptly pay any final judgment rendered against the City defendants. The City shall promptly notify the applicant of any claim, action or proceeding, and shall cooperate fully in the defense thereof.

SECTION F. The City Council hereby grants a one-year extension of the conditional approval of Tentative Parcel Map No. 73673 based on the information depicted on the submitted plans and subject to the provisions and conditions of approval of this Resolution and Resolution No. 16-20, all of which shall be complied with to the satisfaction of the City Manager or designees.

SECTION G. The City Clerk shall certify to the adoption of this resolution.

- SIGNATURES ON NEXT PAGE -

PASSED, APPROVED, AND ADOPTED this 21st day of August, 2018.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution No. 18-22 was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 21st day of August, 2018, by the following vote:

AYES: Mayor Barakat, Councilmembers Lewis, Lathrop

NOES: None

ABSTAIN: None

ABSENT: Mayor Pro-Tem Hale, Councilmember Bruny

## **CITY COUNCIL RESOLUTION NO. 19-22**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY BRADBURY, CALIFORNIA, SETTING FORTH ITS FINDINGS OF FACT AND DECISION TO GRANT A SECOND EXTENSION FOR SIX MONTHS FOR THE CONDITIONAL APPROVAL OF TENTATIVE PARCEL MAP NO. 73673 FOR A THREE-LOT SUBDIVISION AT 1533 ROYAL OAKS DRIVE NORTH**

WHEREAS, an application was filed by XLD Group, N. A. Real Estate Development, Inc., on behalf of the property owner, San Francisco Bayshore Wealth, requesting approval of Tentative Parcel Map No. 73673 to subdivide a 3.8-acre parcel of land into three lots for the future construction of new residences. The address of the subject property is 1533 Royal Oaks Drive North, and the property is zoned A-1, which has a minimum lot size requirement of one acre.

WHEREAS, the City Council of the City of Bradbury conducted a public hearing for Tentative Parcel Map No. 73673 on July 19, 2016, in accordance with the provisions of the Bradbury Municipal Code relative to the proposed subdivision, and did resolve, find, and determine the following: 1) That the proposed parcel map as submitted and conditioned per City Council Resolution No. 16-20 is consistent with the adopted general plan and zoning code; 2) that the design and improvement of the proposed subdivision is consistent with the adopted general plan and zoning code; 3) that the site is physically suitable for the proposed type of development; 4) that the site is physically suitable for the proposed density; 5) that the design of the subdivision and proposed improvements are not likely to cause substantial environmental damage and will not cause substantial environmental damage and will not substantially and avoidably injure fish or wildlife or their habitat; 6) that the design of the subdivision and type of improvements are not likely to cause serious public health problems; 7) that the design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large for access through or the use of property within the proposed subdivision; and 8) that the proposed project is a minor division of land that is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to the provisions of Section 15315 of the CEQA Guidelines.

WHEREAS, the City Council adopted Resolution No. 16-20 to approve the proposed project, subject to the criteria and information shown on the submitted plans and the conditions of approval enumerated in Resolution No. 16-20.

WHEREAS, the applicant had requested a one-year extension of the approval of the subject subdivision, and the City Council adopted Resolution No. 18-22 to grant the one-year extension, finding that despite the applicant's good faith efforts and due diligence to complete the final map for the proposed subdivision, the final map could not be approved and recorded within the initial two-year effective period of the approval.

WHEREAS, the applicant has requested a second, one-year extension of the approval of the subject subdivision.

WHEREAS, the Development Code of the City of Bradbury and the State Subdivision Map Act provide for the granting of multiple extensions, such that each extension shall be for no more than one year, and that the sum of such extensions shall not exceed three years.

~~NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRADBURY,~~  
DOES HEREBY RESOLVE, FIND, AND DETERMINE AS FOLLOWS:

SECTION A. The City Council conducted a duly noticed public hearing at the regular meeting on August 20, 2019, in accordance with the provisions of the Bradbury Municipal Code relative to this matter.

SECTION B. The City Council finds and declares that the information in the agenda reports, and the testimony given at the public hearing are incorporated in this Resolution and comprises the bases on which the findings have been made.

SECTION C. The City Council finds that despite the applicant's good faith efforts and due diligence to complete the final map for the proposed subdivision, the final map cannot be approved and recorded within the one-year extension of the initial two-year effective period of the approval.

SECTION D. The City Council finds that the proposed project and subject property are in conformance with the City's General Plan and Zoning, and with the requisite findings, and thereby remains Categorically Exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15315 (Minor Land Divisions) of the CEQA Guidelines.

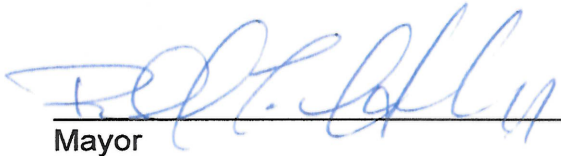
SECTION E. The applicant/developer shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any claim, action, or proceeding, damages, costs (including, without limitation, attorney's fees), injuries, or liability against the City or its agents, officers, or employees arising out of the City's approval of the proposed project. The City shall promptly notify the applicant/developer of any claim, action, or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the applicant/developer of any claim, action, or proceeding, or if the City fails to cooperate fully in the defense, the applicant/developer shall not thereafter be responsible to defend, indemnify, or hold harmless the City. Although the applicant/developer is the real party in interest in an action, the City may, at its sole discretion, participate in the defense of any action with the attorney of its own choosing, but such participation shall not relieve the applicant/developer of any obligation under this condition, including the payment of attorney's fees. Applicant/developer shall promptly pay any final judgment rendered against the City.



SECTION F. The City Council hereby grants a second extension for six months for the conditional approval of Tentative Parcel Map No. 73673 based on the information depicted on the submitted plans and subject to the provisions and conditions of approval of this Resolution, Resolution No. 18-22, and Resolution No. 16-20, all of which shall be complied with to the satisfaction of the City Manager or designees.

SECTION G. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED, AND ADOPTED this 20th day of August, 2019.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution No. 19-22 was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 20th day of August, 2019, by the following vote:

AYES: Mayor Hale, MPT Lewis, Councilmembers Bruny  
Lathrop and Barakat

NOES: None

ABSTAIN: None

ABSENT: None

## **CITY COUNCIL RESOLUTION NO. 20-03**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY BRADBURY, CALIFORNIA, SETTING FORTH ITS FINDINGS OF FACT AND DECISION TO GRANT A THIRD EXTENSION FOR ONE YEAR FOR THE CONDITIONAL APPROVAL OF TENTATIVE PARCEL MAP NO. 73673 FOR A THREE-LOT SUBDIVISION AT 1533 ROYAL OAKS DRIVE NORTH**

WHEREAS, an application was filed by XLD Group, N. A. Real Estate Development, Inc., on behalf of the property owner, San Francisco Bayshore Wealth, requesting approval of Tentative Parcel Map No. 73673 to subdivide a 3.8-acre parcel of land into three lots for the future construction of new residences. The address of the subject property is 1533 Royal Oaks Drive North, and the property is zoned A-1, which has a minimum lot size requirement of one acre.

WHEREAS, the City Council of the City of Bradbury conducted a public hearing for Tentative Parcel Map No. 73673 on July 19, 2016, in accordance with the provisions of the Bradbury Municipal Code relative to the proposed subdivision, and did resolve, find, and determine the following: 1) That the proposed parcel map as submitted and conditioned per City Council Resolution No. 16-20 is consistent with the adopted general plan and zoning code; 2) that the design and improvement of the proposed subdivision is consistent with the adopted general plan and zoning code; 3) that the site is physically suitable for the proposed type of development; 4) that the site is physically suitable for the proposed density; 5) that the design of the subdivision and proposed improvements are not likely to cause substantial environmental damage and will not cause substantial environmental damage and will not substantially and avoidably injure fish or wildlife or their habitat; 6) that the design of the subdivision and type of improvements are not likely to cause serious public health problems; 7) that the design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large for access through or the use of property within the proposed subdivision; and 8) that the proposed project is a minor division of land that is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to the provisions of Section 15315 of the CEQA Guidelines.

WHEREAS, the City Council adopted Resolution No. 16-20 to approve the proposed project, subject to the criteria and information shown on the submitted plans and the conditions of approval enumerated in Resolution No. 16-20.

WHEREAS, the applicant had requested a one-year extension of the approval of the subject subdivision, and the City Council adopted Resolution No. 18-22 to grant the one-year extension, finding that despite the applicant's good faith efforts and due diligence to complete the final map for the proposed subdivision, the final map could not be approved and recorded within the initial two-year effective period of the approval.

WHEREAS, the applicant had requested a second extension of the approval of the subject subdivision, and the City Council adopted Resolution No. 19-22 to grant a six-month extension, finding that despite the applicant's continued good faith efforts and due diligence to complete the final map for the proposed subdivision, the final map could not be approved and recorded within the one-year extension.

WHEREAS, the applicant has requested a third extension, this for one-year to complete the final map for the subject subdivision.

WHEREAS, the Development Code of the City of Bradbury and the State Subdivision Map Act provide for the granting of multiple extensions, such that each extension shall be for no more than one year, and that the sum of such extensions shall not exceed three years.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRADBURY, DOES HEREBY RESOLVE, FIND, AND DETERMINE AS FOLLOWS:

SECTION A. The City Council conducted a duly noticed public hearing at the regular meeting on February 18, 2020, in accordance with the provisions of the Bradbury Municipal Code relative to this matter.

SECTION B. The City Council finds and declares that the information in the agenda report, and the testimony given at the public hearing are incorporated in this Resolution and comprises the bases on which the findings have been made.

SECTION C. The City Council finds that despite the applicant's good faith efforts and due diligence to complete the final map for the proposed subdivision, the final map could not be approved and recorded within the six-month extension of the approval.

SECTION D. The City Council finds that the proposed project and subject property are in conformance with the City's General Plan and Zoning, and with the requisite findings, and thereby remains Categorically Exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15315 (Minor Land Divisions) of the CEQA Guidelines.

SECTION E. The applicant/developer shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any claim, action, or proceeding, damages, costs (including, without limitation, attorney's fees), injuries, or liability against the City or its agents, officers, or employees arising out of the City's approval of the proposed project. The City shall promptly notify the applicant/developer of any claim, action, or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the applicant/developer of any claim, action, or proceeding, or if the City fails to cooperate fully in the defense, the applicant/developer shall not thereafter be responsible to defend, indemnify, or hold harmless the City. Although the applicant/developer is the real party in interest in an action, the City may, at its sole discretion, participate in the defense of any action with the attorney of its own choosing,

but such participation shall not relieve the applicant/developer of any obligation under this condition, including the payment of attorney's fees. Applicant/developer shall promptly pay any final judgment rendered against the City.

SECTION F. The City Council hereby grants a third extension for a one-year period for the conditional approval of Tentative Parcel Map No. 73673 based on the information depicted on the submitted plans and subject to the provisions and conditions of approval of this Resolution, Resolution No. 19-22, Resolution No. 18-22, and Resolution No. 16-20, all of which shall be complied with to the satisfaction of the City Manager or designees.

SECTION G. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED, AND ADOPTED this 18th day of February, 2020.

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Mayor

ATTEST:

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City Clerk

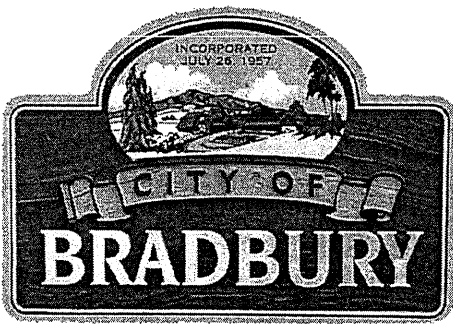
I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution No. 20-03 was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 18th day of February, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:



*Richard T. Hale, Jr., Mayor (District 1)*  
*D. Montgomery Lewis, Mayor Pro Tem (District 2)*  
*Richard Barakat, Council Member (District 3)*  
*Bruce Lathrop, Council Member (District 4)*  
*Elizabeth Bruny, Council Member (District 5)*

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager  
David Gilbertson, City Engineer  
John Leveillee, Deputy City Engineer

DATE: February 18, 2020

SUBJECT: **MOUNT OLIVE LANE SEWER REIMBURSEMENT PROJECT -  
UPDATE**

ATTACHMENT: 1) Project Cost Estimate  
2) Sewer Alignment Map  
3) General Fund History

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### SUMMARY

This item provides an update to the Mount Olive Lane Sewer Reimbursement Project. Initial estimates for the project was anticipated at \$595,177, which would have resulted in a reimbursement cost of \$54,016 per resident. Due to changes in the project, the current anticipated cost is now \$1,027,114, with a reimbursement cost of \$93,374 per resident. To date, the City has spent approximately \$75,000 in preparation, legal, and plans.

It is recommended that the City Council review the anticipated construction schedule and updated expected construction costs, and direct Staff on how to proceed with the project.

### ANALYSIS

On November 15, 2016 the City Council authorized the development of the construction plans and documents for extending the public sewer on Mount Olive Lane and creating a sewer reimbursement district for said sewer. The proposed project was to serve eleven (11) residences along Mount Olive Lane. Due to the topography in the area, the residences along the south side of Mount Olive Lane will have to be served by a sewer line located at the rear of their property. Since this sewer line will be maintained by the County's Maintenance Division, the new sewer line will have to be located within a sewer easement and also be accessible to the County's maintenance crews.

A review of the existing conditions at the rear of the properties on the south side of Mount Olive Lane revealed steep slopes and existing improvements (such as pools and small structures) which would preclude access by the County's maintenance personnel. The only available alignment for the new sewer line was through the grounds of the Royal Oaks Elementary School (now known as the Royal Oaks STEAM Academy). In order to secure an easement through the school's property, RKA staff met with representatives of the school district and with representatives from the County's Maintenance Division to establish an alignment acceptable to both parties. During this process, there was a change in the Duarte Unified School District's superintendent office, so significant delays occurred as a result. RKA staff continued to coordinate with both parties, and after dozens of meetings with various personnel from both parties, an alignment was selected which was agreeable to both the School District and the County. This easement was finally recorded in January, 2020.

The construction plans have been through the first plan check with the County and the second submittal will occur within the next week. Should the majority of the property owners desire to continue with the project pending notification of the updated project costs, it is anticipated that the project can be constructed in June/July of 2020. This schedule is meant to coincide with summer break for the school, thus reducing the impact to the school's operations.

### **FINANCIAL REVIEW**

When this item was originally brought before the City Council, the anticipated total cost for the project was \$594,177. Dividing the cost between the eleven (11) property owners resulted in a reimbursement cost of \$54,016 per residence. During the negotiations for the sewer easement, the County's Maintenance Division had several conditions upon which they would accept the maintenance of this line. Chief amongst these is the construction of an all-weather paved access road across school property from which they can access all manholes along the sewer line. Specialized pipe materials, sealed and "smart" manhole covers, and other unique construction processes are also being required by the County to ensure there is no possibility of sewer overflows on school property. These requirements have substantially increased the anticipated cost of the project.

The total updated project cost estimate is listed in the table below, along with a per-residence estimate:

<b>TABLE 1 - TOTAL ESTIMATED PROJECT COSTS</b>		
1.	LA COUNTY SEWER MAINTENANCE ANNEXATION FEES	\$9,000
2.	CONSTRUCTION COSTS	\$778,285

3.	10% CONTINGENCY	\$77,829
4.	CITY PROCESSING FEES (Engineer's Report, Meetings, Cost Estimates, City Manager, City Attorney, etc.)	\$30,000
5.	PLANS, SPECIFICATIONS & COST ESTIMATE (PS&E) PREPARATION (5.0%)	\$39,000
6.	CONSTRUCTION MANAGEMENT, INSPECTION, STAKING, TESTING (CM)	\$30,000
7.	LA COUNTY PLAN CHECK FEES	\$25,000
8.	SEWER AREA STUDY	\$18,000
9.	LEGAL DESCRIPTIONS AND TITLE REPORTS	\$20,000
<b>TOTAL</b>		<b>\$1,027,114</b>
<b>REIMBURSEMENT PER RESIDENCE (TOTAL COST DIVIDED BY 11 RESIDENCES)</b>		<b>\$93,374</b>

Given the changes to the project, the current anticipated cost has increased to \$1,027,114, which would result in a reimbursement cost of \$93,374 per residence. This rate is significantly higher than other sewer reimbursement costs throughout the City which typically range somewhere in the \$50 to \$60 thousand range. Given the cost differentials, an option available to the City Council would be to subsidize costs to offer lower connection rates to residents. Should this be of interest, Attachment #3 contains the City's projected revenues, expenditures, and fund balance to facilitate in the conversation.

Over the years, State requirements for septic tank replacement have changed and continue to change. In a quick review of the Mount Olive Lane properties, it is possible that a failed septic tank could lead to difficulties in replacing the tank given the properties' slope and need for additional undeveloped area for tank replacement. Since a septic tank replacement cannot be located in the same location, it may be possible that some of the properties on the street could encounter significant obstacles in replacing failed septic tanks in the future.

### **PROPERTY OWNER NOTIFICATION**

All eleven property owners will be contacted by certified mail and provided an updated project cost estimate along with their estimated reimbursement cost. The property owners will be asked to respond by completing the response letter in order to determine the exact number of property owners who are still in favor of the project.

It is important to remember that the property owner will still be responsible for the cost to abandon their existing septic system and for extending their on-site sewer lateral to the new sewer line.

# **ATTACHMENT #1**



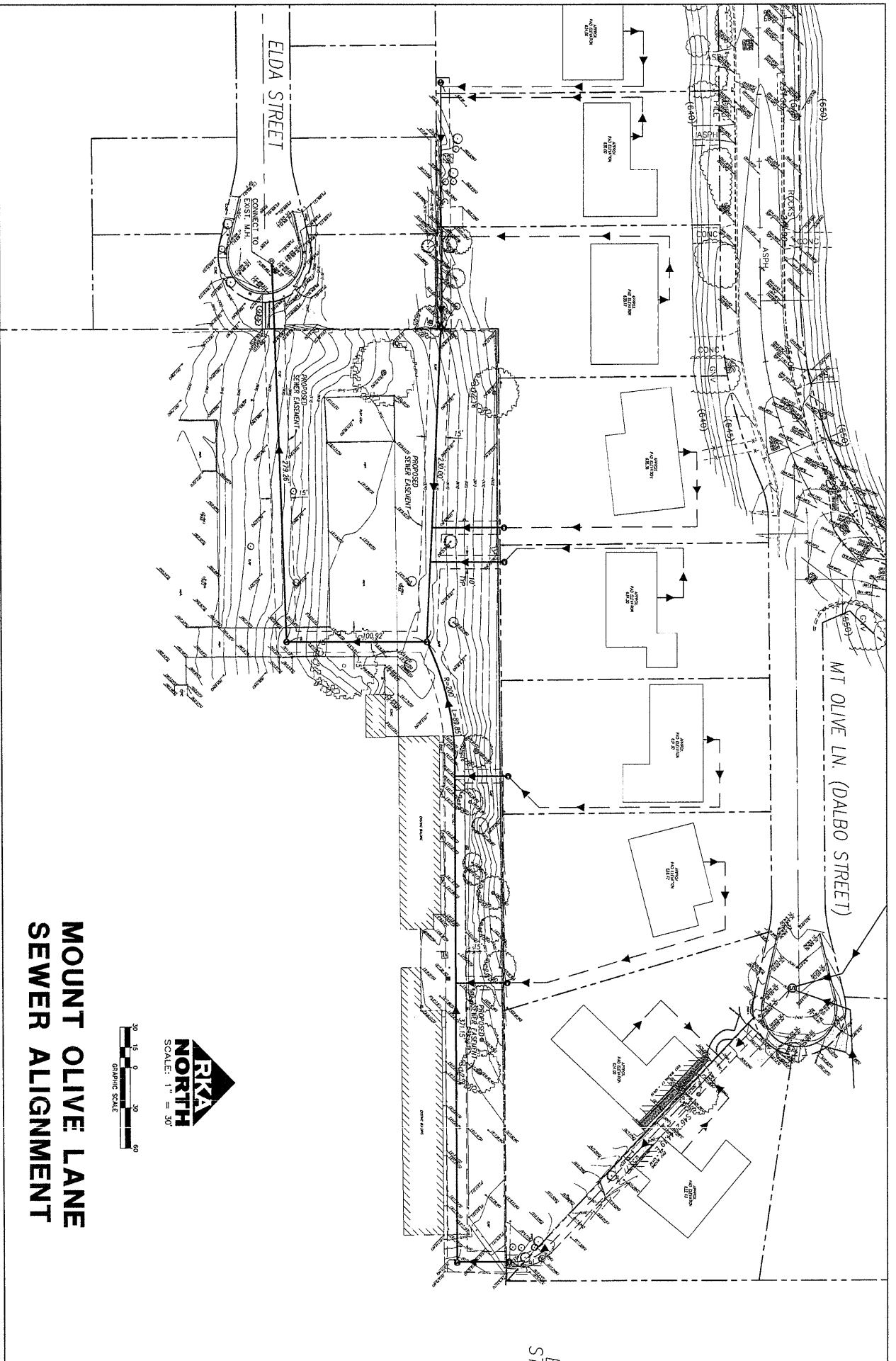
## COST ESTIMATE WORK SHEET

(909) 594-9702 · (626) 331-8323  
Fax: (909) 594-2658

DWG. NO. 393027	DATE 2/10/2020	SHEET 1 of 1
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PROJECT TITLE Mount Olive Lane Sewer Project					
LOCATION Mount Olive Drive and Royal Oaks School					
OWNER City of Bradbury					
ESTIMATED BY CAH & JL		CHECKED BY CAH & JL		APPROVED BY DG	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
1	Clearing & Grubbing (mobilization)/Traffic Control	1	LS	\$ 15,000.00	\$ 15,000.00
2	Construct Sewer Manhole	8	EA	\$ 8,500.00	\$ 68,000.00
3	Construct 8" HDPE Sewer Line	1,082	LF	\$ 280.00	\$ 302,960.00
4	Construct 8" HDPE Sewer Bore and Line	352	LF	\$ 250.00	\$ 88,000.00
5	Construct 6" HDPE Sewer Line	284	LF	\$ 270.00	\$ 76,680.00
6	Construct 4" HDPE Service Lateral	290	LF	\$ 155.00	\$ 44,950.00
7	Install Monitoring Manhole Covers w/ Comms.	3	EA	\$ 6,500.00	\$ 19,500.00
8	Break Into Existing Manhole	1	EA	\$ 1,500.00	\$ 1,500.00
9	Trench Repair and Work Area Restoration	16,560	SF	\$ 2.00	\$ 33,120.00
10	Clean-Outs, Fittings, and Appurtenances	1	LS	\$ 15,000.00	\$ 15,000.00
11	Backflow Valves	6	EA	\$ 950.00	\$ 5,700.00
	Subtotal				\$ 670,410.00
	10% Contingency				\$ 67,041.00
	<b>Total Sewer Construction Costs</b>				<b>\$ 737,451.00</b>
<b>Repairs on School Property</b>					
1	6" AC Paving over 4" AG Base	5,750	SF	\$ 8.50	\$ 48,875.00
2	Grind Existing AC and 2" Overlay	3350	SF	\$ 6.00	\$ 20,100.00
3	Miscellaneous Grading	1,200	CY	\$ 12.00	\$ 14,400.00
4	Landscape removal and replacement	1	LS	\$ 15,000.00	\$ 15,000.00
5	Utility Relocations	1	LS	\$ 9,500.00	\$ 9,500.00
	Subtotal				\$ 107,875.00
	10% Contingency				\$ 10,787.50
	<b>Total Repairs on School Property</b>				<b>\$ 118,662.50</b>
Total Construction Costs					\$ 856,113.50
Soft Costs (Identified in Staff Report)					\$171,000
# of Residences being Served					\$ 11.00
<b>Cost per Residence</b>					<b>\$ 93,373.95</b>

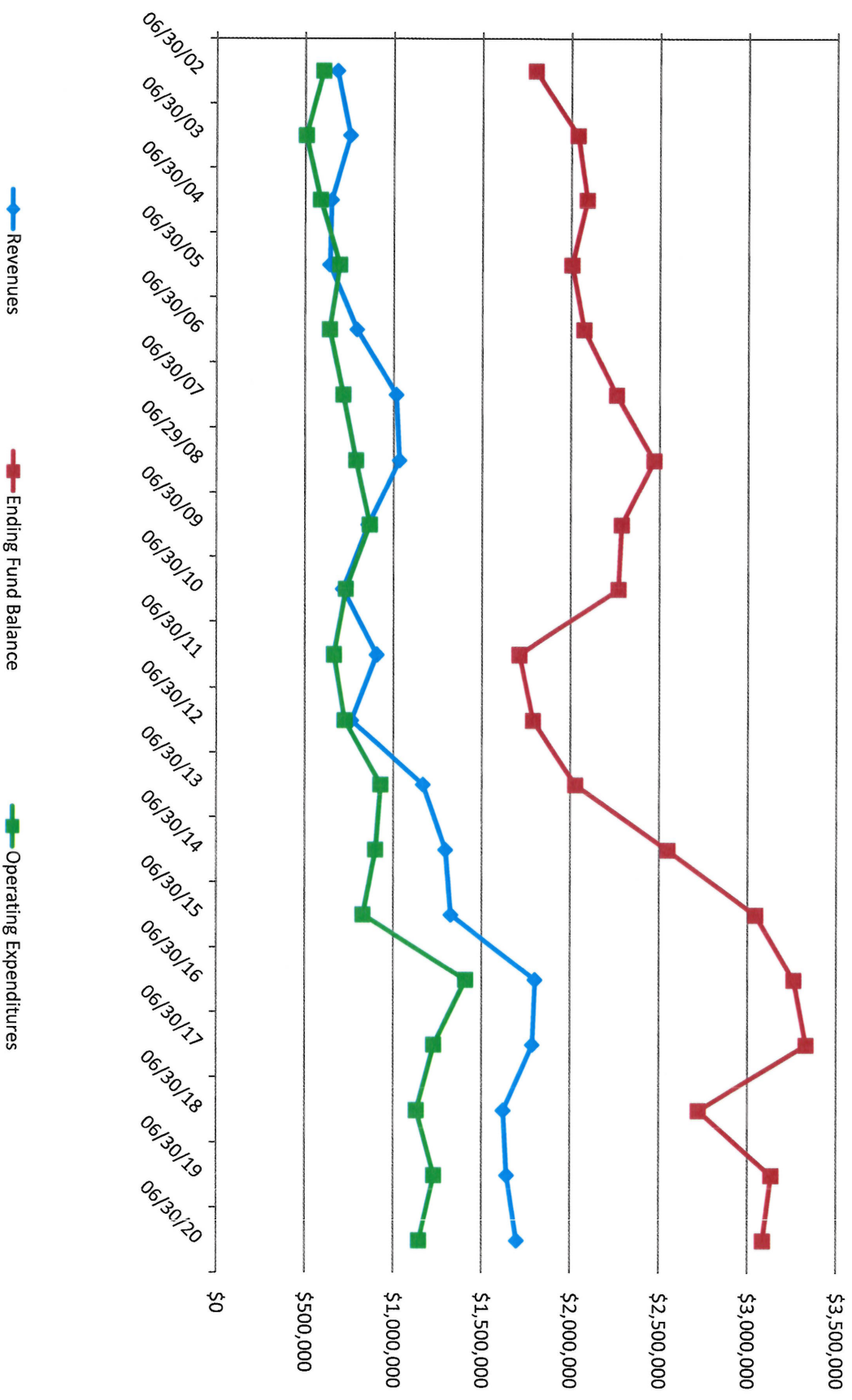
# **ATTACHMENT #2**

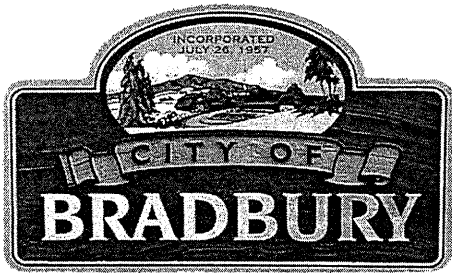


# **ATTACHMENT #3**



# General Fund History





*Richard T. Hale, Jr., Mayor (District 1)*  
*Monte Lewis, Mayor Pro Tem (District 2)*  
*Richard Barakat, Council Member (District 3)*  
*Bruce Lathrop, Council Member (District 4)*  
*Elizabeth Bruny, Council Member (District 5)*

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: February 18, 2020

SUBJECT: **ORDINANCE NO. 371: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE REGARDING PARKING PROHIBITIONS ON DESIGNATED STREETS**

ATTACHMENTS: 1) Ordinance No. 371  
2) Bradbury Municipal Code, – Stopping, Standing or Parking  
3) Responses Received Residents from Spring Point and Oak Shade

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### SUMMARY

The City Council first discussed regulating overnight parking during their October 2019 meeting. A letter was sent to residents whose properties were located on the potentially affected streets, and the City Council reviewed resident feedback during their December 2019 meeting. The City Council directed Staff to draft an ordinance regulating overnight parking on the streets of Lemon Avenue, Braewood Drive, Gardi Street (West), and Fairlee Avenue. Staff was also directed to send out another mailer to the streets of Spring Point Drive and Oak Shade Road to solicit additional feedback since their response rates were low. This yielded three (4) new responses that were not duplicates from the original mailer.

Ordinance No. 371 regulates parking on certain streets, and signage will be needed to advise motorists of the new restrictions. Materials and installation for the signage is approximately \$4,500.

It is recommended that the City Council, introduce, waive reading in full, and authorize reading by title only of Ordinance No. 371, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL

## CODE REGARDING PARKING PROHIBITIONS ON DESIGNATED STREETS.”

### **DISCUSSION**

The City currently has regulations on overnight parking for Mount Olive Drive and Mount Olive Lane. Pursuant to the B.M.C. 4.01.1000, there is no parking allowed on these two streets between the hours of 4:00 a.m. and 5:00 a.m. (ATTACHMENT #2).

The following is a list of public streets that allow parking but do not have overnight regulations:

1. Lemon Avenue, South Side of Street
2. Braewood Drive
3. Gardi Street, West
4. Fairlee Avenue
5. Spring Point Drive
6. Oak Shade Road
7. Gardi Street, East
8. Freeborn Street
9. Elda Street

During the October 2019 meeting, the City Council first discussed parking relations on the above streets. The City Council ultimately directed Staff to mail a letter to solicit feedback from residents on their opinions of regulating overnight parking. During the December 2019 meeting, the City Council further discussed this item and reviewed the feedback from the resident mailer. Ultimately, the City Council directed Staff to draft an ordinance to regulate overnight parking, except on the streets of Spring Point, Oak Shade, Gardi (East), Freeborn, and Elda Street. The City Council also directed Staff to send another mailer to the streets of Spring Point and Oak Shade to further solicit feedback from residents, due to their low response rates. Since the initial mailer from the October 2019 meeting, the City received eight (8) responses, but only four (4) of them were not duplicates:

1. 2222 Oak Shade (*not* in favor of overnight parking)
2. 2228 Oak Shade (*not* in favor of overnight parking)
3. 632 Spring Point (in favor of overnight parking)
4. 606 Spring Point (in favor of overnight parking)

Overall from both surveys, the City received 53 responses from the total 115 households, which equates to a 46% response rate. Below is a breakdown by street on those *in favor* of restricting overnight parking and those *not* *in favor* of restricting (thus allowing) overnight parking on their streets:



Lemon Avenue	
<i>In Favor</i> of Restricting:	7
<i>Not in Favor</i> of Restricting:	0
Total Households Surveyed:	18
Braewood Drive	
<i>In Favor</i> of Restricting:	7
<i>Not in Favor</i> of Restricting:	0
Total Households Surveyed:	11
Gardi Street, West	
<i>In Favor</i> of Restricting:	8
<i>Not in Favor</i> of Restricting:	2
Total Households Surveyed:	27
Fairlee Avenue	
<i>In Favor</i> of Restricting:	2
<i>Not in Favor</i> of Restricting:	0
Total Households Surveyed:	6
Spring Point Drive	
<i>In Favor</i> of Restricting:	4
<i>Not in Favor</i> of Restricting:	2
Total Households Surveyed:	6
Oak Shade Road	
<i>In Favor</i> of Restricting:	4
<i>Not in Favor</i> of Restricting:	1
Total Households Surveyed:	9
Gardi Street, East	
<i>In Favor</i> of Restricting:	2
<i>Not in Favor</i> of Restricting:	3
Total Households Surveyed:	14
Freeborn Street	
<i>In Favor</i> of Restricting:	2
<i>Not in Favor</i> of Restricting:	5
Total Households Surveyed:	12
Elda Street	
<i>In Favor</i> of Restricting:	1
<i>Not in Favor</i> of Restricting:	3
Total Households Surveyed:	12

### **FINANCIAL ANALYSIS**

Ordinance No. 371 regulates parking on certain streets, and signage will be needed to advise motorists of the overnight parking restrictions. Materials and installation for each

sign is approximately \$300. The total costs are expended to total around \$4,500. The following is an initial breakdown of potential signage for each street:

Lemon Avenue

The recommendation is three (3) signs on the south side of the street, potentially on three (3) new sign posts located adjacent to the existing power poles, so they are not visually obtrusive. Three (3) signs total \$900.

Braewood Avenue

There are approximately eight (8) existing signs which limit parking during the day. It may be possible to mount the new overnight parking regulation signs on the same posts with new mounting brackets, as the two (2) signs could be mounted next to each other. The costs for these signs are currently unknown. To be conservative, the same budgetary numbers could be used, which would equate to \$2,400.

Gardi Street

A single sign at the entry and another at the end of the street could be used. Two (2) signs total \$600.

Fairlee Avenue

A single sign at the entry and another at the end of the street could be used. Two (2) signs total \$600.

**STAFF RECOMMENDATION**

It is recommended that the City Council, introduce, waive reading in full, and authorize reading by title only of Ordinance No. 371, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE REGARDING PARKING PROHIBITIONS ON DESIGNATED STREETS."

# **ATTACHMENT #1**

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**ORDINANCE NO. 371**

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**AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF BRADBURY AMENDING  
THE BRADBURY MUNICIPAL CODE  
REGARDING PARKING PROHIBITIONS ON  
DESIGNATED STREETS**

**THE CITY COUNCIL OF THE CITY OF BRADBURY DOES ORDAIN AS  
FOLLOWS:**

Section 1. Section 4.01.1000 of the Bradbury Municipal Code is hereby amended to read as follows:

**Sec. 4.01.1000. – Stopping, standing or parking on city streets during certain hours.**

- a. No person shall park any motor vehicle or leave standing any motor vehicle for a period exceeding two hours between the hours of 7:00 a.m. and 6:00 p.m. on any day except Sunday on Braewood Drive.
- b. No person shall park any motor vehicle or leave standing any motor vehicle between the hours of 4:00 a.m. and 5:00 a.m. on those certain public streets as set forth below:
  - 1. Mount Olive Drive.
  - 2. Mount Olive Lane.
  - 3. Lemon Avenue - south side).
  - 4. Fairlee Avenue.
  - 5. Gardi Street - west of Mount Olive Drive for entire duration.
  - 6. Braewood.
- c. Upon application to the City Manager on a form created for such purpose, any resident or Homeowner's Association may be granted authority to park on the streets or portions of streets described in subsections a or b for a limited period of time as required due to a special event.

Section 2. If any provision of this Ordinance is held to be unconstitutional, it is the intent of the City Council that such portion of this Ordinance be severable from the remainder and that the remainder be given full force and effect.

Section 3. The City Clerk shall certify to the adoption of this Ordinance.

PASSED, APPROVED and ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2020.

---

Mayor

ATTEST:

\_\_\_\_\_  
Claudia Saldana  
City Clerk

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES       ) ss.  
CITY OF BRADBURY             )

I, Claudia Saldana, City Clerk of the City of Bradbury, do hereby certify that the foregoing ordinance, being Ordinance No. \_\_\_\_\_, was duly passed by the City Council of the City of Bradbury, signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2020, that it was duly posted and that the same was passed and adopted by the following vote, to wit:

**AYES:**

**NAYS:**

**ABSENT:**

\_\_\_\_\_  
Claudia Saldana  
City Clerk  
City of Bradbury

# **ATTACHMENT #2**

ARTICLE VIII. - STOPPING, STANDING OR PARKING

Sec. 4.01.1000. - Stopping, standing or parking on city streets during certain hours.

- (a) No person shall park any motor vehicle or leave standing any motor vehicle for a period exceeding two hours between the hours of 7:00 a.m. and 6:00 p.m. on any day except Sunday on Braewood Drive.
- (b) No person shall park any motor vehicle or leave standing any motor vehicle between the hours of 4:00 a.m. and 5:00 a.m. on those certain public streets as set forth below:
  - (1) Mount Olive Drive.
  - (2) Mount Olive Lane.
- (c) Upon application to the City Manager on a form created for such purpose, any resident or homeowner's association may be granted authority to park on the streets or portions of streets described in subsections (a) or (b) for a limited period of time as required due to a special event.

(Prior Code, § 3202; Ord. No. 338, § 1(3202), 10-21-2014; Ord. No. 354, § 1, 3-20-2018)

# **ATTACHMENT #3**



✓  
FEB 18 2020

What are your views on overnight parking on either Spring Point Drive or Oak Shade Road?  
(Please Check One)



I am not in favor of overnight parking



I am in favor of overnight parking

Name: D'Souza, Robert & Effie

Address (Please Indicate Your Spring Point or Oak Shade Address): 2222 Oakshade Rd.

Additional Comments: ~~Except with what permits~~

After completing the above, it is requested that you mail this paper response back to the City of Bradbury in the accompanying self-addressed envelope. Please ensure responses are received by Tuesday, February 18, 2020. Paper responses can also be delivered in person to City Hall.

The Bradbury City Council will be discussing the City's overnight parking regulations and is also soliciting community input at their next regularly scheduled meeting. You are invited to attend at the following date/time:

Bradbury City Council Meeting  
Tuesday, February 18, 2020, 7:00pm  
Bradbury Civic Center  
600 Winston Avenue, Bradbury, CA

Your voice matters, and there are multiple ways to express your opinion. Comments can be made during the meeting at the date/time listed above. Additionally, letters will be accepted via mail at the address above, and emails are also accepted at the following email address: [kkearney@cityofbradbury.org](mailto:kkearney@cityofbradbury.org). Please be aware that comments, letters, and emails received will be a part of the public record.

If you have any questions regarding the City Council's process, please feel free to contact me at (626) 358-3218.

Sincerely,



Kevin Kearney  
City Manager

FEB 10 2020

What are your views on overnight parking on either Spring Point Drive or Oak Shade Road?  
(Please Check One)



I am not in favor of overnight parking



I am in favor of overnight parking

Name: Keith Lee

Address (Please Indicate Your Spring Point or Oak Shade Address): 2233 OAK SHADE RD. BRADBURY CA  
91008

Additional Comments: \_\_\_\_\_

After completing the above, it is requested that you mail this paper response back to the City of Bradbury in the accompanying self-addressed envelope. Please ensure responses are received by Tuesday, February 18, 2020. Paper responses can also be delivered in person to City Hall.

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If you have any questions regarding the City Council's process, please feel free to contact me at (626) 358-3218.

Sincerely,



Kevin Kearney  
City Manager

✓  
FEB 10 2020

What are your views on overnight parking on either Spring Point Drive or Oak Shade Road?  
(Please Check One)



I am not in favor of overnight parking



I am in favor of overnight parking

Name: BOB MOISA

Address (Please Indicate Your Spring Point or Oak Shade Address): 2228 OAK SHADE ROAD

Additional Comments: IF ALL OF THE SURROUNDING STREETS WILL BE NO OVERNIGHT PARKING AND IF SPRING POINT AND OAK SHADE WERE ALLOWED TO HAVE PARKING, MY BELIEF IS WE ARE ONLY ASKING FOR PROBLEMS ON THOSE TWO STREETS.

After completing the above, it is requested that you mail this paper response back to the City of Bradbury in the accompanying self-addressed envelope. Please ensure responses are received by Tuesday, February 18, 2020. Paper responses can also be delivered in person to City Hall.

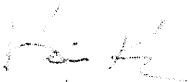
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If you have any questions regarding the City Council's process, please feel free to contact me at (626) 358-3218.

Sincerely,



Kevin Kearney  
City Manager

NO OVERNIGHT PARKING

Bob

✓  
JAN 03 2020

What are your views on overnight parking on the public streets listed above?  
(Please Check One)



I am not in favor of overnight parking



I am in favor of overnight parking

Name: Kurt & Sonal Shah

Address: 606 Spring Point Drive

Additional Comments: We just do not have enough parking space for our children/guests when they visit/stay.

After completing the above, it is requested that you mail this paper response back to the City of Bradbury in the accompanying self-addressed envelope. Please ensure responses are received by Tuesday, December 17, 2019. Paper responses can also be delivered in person to City Hall.

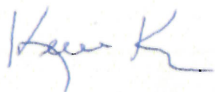
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If you have any questions regarding the City Council's process, please feel free to contact me at (626) 358-3218.

Sincerely,



Kevin Kearney  
City Manager



X

FEB 10 2020

What are your views on overnight parking on either Spring Point Drive or Oak Shade Road?  
(Please Check One)



I am not in favor of overnight parking



I am in favor of overnight parking

Name: FENG Ju wang (Phyllis wang)

Address (Please Indicate Your Spring Point or Oak Shade Address): 627 spring point DR. BRADBURY. CA 91008

Additional Comments: my neighbor like Gardi, Fairlee, Freeborn etc street are being included, if my street (spring point) does not include, the result in the future, they will park all the car in spring  
After completing the above, it is requested that you mail this paper response back to the City of Bradbury in the accompanying self-addressed envelope. Please ensure responses are received by point DR. Tuesday, February 18, 2020. Paper responses can also be delivered in person to City Hall.

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no Good

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If you have any questions regarding the City Council's process, please feel free to contact me at (626) 358-3218.

Sincerely,

  
Kevin Kearney  
City Manager

✓

PG. 1 of 2

What are your views on overnight parking on either Spring Point Drive or Oak Shade Road?  
(Please Check One)



I am not in favor of overnight parking



I am in favor of overnight parking

Name: Nomerita Ryan and Richard Ryan

Address (Please Indicate Your Spring Point or Oak Shade Address): 632 Spring Point

Additional Comments: See Comments Below. Thanks

After completing the above, it is requested that you mail this paper response back to the City of Bradbury in the accompanying self-addressed envelope. Please ensure responses are received by Tuesday, February 18, 2020. Paper responses can also be delivered in person to City Hall.

The Bradbury City Council will be discussing the City's overnight parking regulations and is also soliciting community input at their next regularly scheduled meeting. You are invited to attend at the following date/time:

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If you have any questions regarding the City Council's process, please feel free to contact me at (626) 358-3218.

Sincerely,

  
Kevin Kearney  
City Manager

*Spring Point Dr has 6 properties, and majority (if not all) don't use the street to park overnight. "No Parking" in the neighboring/adjacent streets will have unwanted impact to our quiet street.*

*IF the "NO Parking" Regulation takes effect on adjacent streets and NOT on Spring Point, our street would become the convenient overnight parking spot, becoming a nuisance or security issue to our neighborhood.*

*Those who would relocate their overnight parking to Spring Point will not be familiar to us, there is no way for us to know if they are city residents or not, or if they are trouble maker or not.  
PLEASE include our street in the NO OVERNIGHT PARKING regulation as we will be directly impacted if the regulation is only applied to their streets & NOT OURS.*

Spring Point Drive has 6 properties, and majority (if not all) don't use the street to park overnight. "No Parking" in the neighboring/adjacent streets will have unwanted impact to our quiet street.

IF the "No Parking" Regulation takes effect on adjacent streets and NOT on Spring Point, our street would become the convenient overnight parking spot, becoming a nuisance or security issue to our neighborhood.

Those who will relocate their overnight parking to Spring Point will not be familiar to us, there is no way to know if they are city residents or not, or if they are trouble makers or not.

Please include our street in the NO OVERNIGHT PARKING regulation as we will be directly impacted if the regulation is only applied to their streets and not ours.

FEB 10 2020

What are your views on overnight parking on either Spring Point Drive or Oak Shade Road?  
(Please Check One)



I am not in favor of overnight parking



I am in favor of overnight parking

Name: ANTONI NOVIK *Antoni Novak*

Address (Please Indicate Your Spring Point or Oak Shade Address): 646 SPRING PT. DR.

Additional Comments: PARKING IN DRIVE WAY  
SHOULD BE BE AT LEAST 45 FT.  
FROM STREET

After completing the above, it is requested that you mail this paper response back to the City of Bradbury in the accompanying self-addressed envelope. Please ensure responses are received by Tuesday, February 18, 2020. Paper responses can also be delivered in person to City Hall.

The Bradbury City Council will be discussing the City's overnight parking regulations and is also soliciting community input at their next regularly scheduled meeting. You are invited to attend at the following date/time:

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Tuesday, February 18, 2020, 7:00pm  
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If you have any questions regarding the City Council's process, please feel free to contact me at (626) 358-3218.

Sincerely,



Kevin Kearney  
City Manager



X

JAN 09 2020

What are your views on overnight parking on the public streets listed above?  
(Please Check One)

☒

I am not in favor of overnight parking

☐

I am in favor of overnight parking

Name: MARY Lou HERRERA

Address: 1459 Lemon Ave BRADBURY

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_

After completing the above, it is requested that you mail this paper response back to the City of Bradbury in the accompanying self-addressed envelope. Please ensure responses are received by Tuesday, December 17, 2019. Paper responses can also be delivered in person to City Hall.

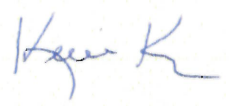
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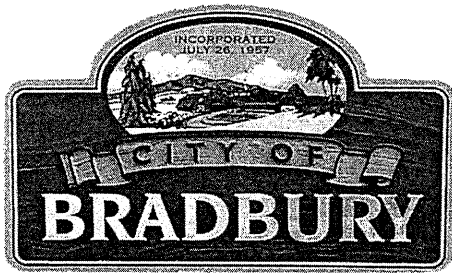
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If you have any questions regarding the City Council's process, please feel free to contact me at (626) 358-3218.

Sincerely,



Kevin Kearney  
City Manager



*Richard T. Hale, Jr., Mayor (District 1)*  
*Monte Lewis, Mayor Pro Tem (District 2)*  
*Richard Barakat, Council Member (District 3)*  
*Bruce Lathrop, Council Member (District 4)*  
*Elizabeth Bruny, Council Member (District 5)*

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: February 18, 2020

SUBJECT: **DISCUSSION ON COMMUNITY SUPPORT FUNDS**

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### **SUMMARY**

As a result of the Los Angeles Civil Grand Jury findings for the City of Bradbury, the City donated \$3,000 in Fiscal Year 16/17 to support organizations that provide housing and shelter to those in need. Although this was a mandatory one-time donation, the City Council decided to budget and allocate \$3,000 to similarly donate to Union Station Homeless Services, Foothill Unity Center, and Friends in Deed (Formally Ecumenical Council of Pasadena Area Churches).

The City Council budgeted \$4,000 this fiscal year to donate to support community homelessness. It is recommended that the City Council direct staff on how to expend the budgeted \$4,000, which has been set aside for a charitable donation.

### **DISCUSSION**

Approximately three years ago, the Los Angeles Civil Grand Jury investigated cities on their response to homelessness issues during the 2016 El Nino time period. As a result of their findings, the City indicated that it would support organizations that assisted with providing housing and shelter to those in need. This resulted in the City committing to donate \$3,000 during the 2016-2017 fiscal cycle. The City ultimately donated \$1,500 to Foothill Unity Center and \$1,500 to Union Station Homeless Services to fulfil the City's obligations to the LA Civil Grand Jury.

During the Fiscal Years of 17/18 and 18/19 budgeting cycles, the City Council decided to still allocate \$3,000 for future donations, even though the Civil Grand Jury's requirements had been fulfilled. Ultimately, the City Council decided to split the donations equally three

ways to Union Station Homeless Services, Foothill Unity Center, and Friends in Deed. All three nonprofit organizations provide homeless services as part of their program of services. For the Fiscal Year 19/20 budgeting cycle, the City Council increased community support funds from \$3,000 to \$4,000.

#### *Standards for Donations*

The Institute for Local Government provides local governments with advice when public institutions are considering donating public funds to charitable organizations. They recommend following their best practice circumstances which may determine appropriateness for a contribution:

1. A charity provides a service that complements or enhances a service that the public agency also provides;
2. When there is an identifiable secondary benefit to the public agency; or
3. When the charity provides a service the public agency could provide but chooses not to.

Additionally, it is recommended that these finds are included in the minutes about the benefits to the agency associated with providing resources to a charity.

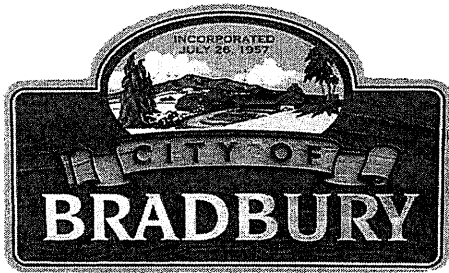
Making donations to charitable causes that are far away from the City (for example, to help the victims of a hurricane in a distant state) also present special challenges. Because of the distance, it can be more difficult to justify the contribution as creating benefits to the jurisdictions residents.

#### **FINANCIAL ANALYSIS**

Funds in the amount of \$4,000 have been budgeted this fiscal year but have not yet been spent. Expending the full budgeted amount will not have a significant fiscal impact.

#### **STAFF RECOMMENDATION**

It is recommended that the City Council direct staff on how to expend the budgeted \$4,000, which has been set aside for a charitable donation.



*Richard Hale, Mayor (District 1)*  
*Monte Lewis, Mayor Pro-Tem (District 2)*  
*Richard Barakat, Councilmember (District 3)*  
*Bruce Lathrop, Councilmember (District 4)*  
*Elizabeth Bruny, Councilmember (District 5)*

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Scarlett Santos Leon, Management Analyst

DATE: February 18, 2020

SUBJECT: **Discussion of the Annual Appreciation Event**

ATTACHMENTS: 1. Proposed Guest List 2020

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### **SUMMARY**

In May 2019, the City Council held an Appreciation Event for Staff and City volunteers. During the budget discussion for Fiscal Year 2019-20, the City Council approved to budget an amount of \$1,200 toward a similar event.

Staff recommends that City Council provide Staff direction on how to move forward with the coordination of the event, including a time, date and location.

### **DISCUSSION**

In May 2019, the City Council held an Appreciation Event for Staff and volunteers at 38 Degrees in the City of Monrovia. Among the list of invitees were Planning Commissioners, Public Safety Committee, and Staff.

38 Degrees offered a shared indoor venue with a reserved section to accommodate event guests. The event was well received last year with an approximate thirty (30) attendees. The 38 Degrees staff served guests a variety of appetizers and drinks, including soft drinks, a selection of draft beer, and house wines. The total cost of the event was \$1,257.12.

During the budget discussion for Fiscal Year 2019-20, the City Council approved \$1,200 toward an Appreciation Event. Staff put together a proposed guest list based on similar

invites sent in previous years (Attachment 1). Staff is seeking direction on how to move forward with the coordination of the event.

### **FINANCIAL ANALYSIS**

An amount of \$1,200 was budgeted toward the Annual Appreciation event. Should the same venue be selected for the event, it would fall within the budgeted amount.

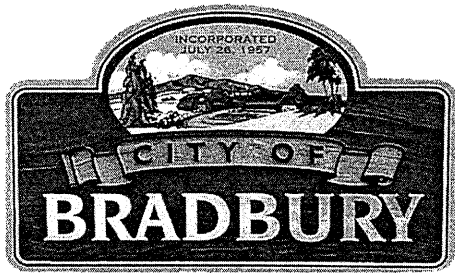
### **STAFF RECOMMENDATION**

Staff recommends that City Council provide Staff direction on how to move forward with the coordination of the event, including a time, date and location.

# **ATTACHMENT #1**



	Name	Position	
1	Bruce Lathrop	Councilmember	
2	Dick Hale	Councilmember	
3	Monte Lewis	Councilmember	City Council
4	Elizabeth Bruny	Councilmember	
5	Rick Barakat	Councilmember	
6	Laurie Stiver	City Treasurer	City Treasurer
7	Bill Novodor	Commissioner	
8	Frank Hernandez	Commissioner	
9	Chelsea Hunt	Commissioner	Planning Commission
10	Robert Jones	Commissioner	
11	Aaron Dunst	Committee Member	
12	Jan Brink	Committee Member	
13	Priscilla Hervey	Committee Member	
14	Nancy McGrain	Committee Member	Public Safety Committee
15	Karen Flaherty	Committee Member	
16	Serena Burnett	Committee Member	
17	Brian Hamill	Committee Member	
18	Kevin Kearney	City Manager	
19	Claudia Saldana	City Clerk	
20	Scarlett Santos Leon	Management Analyst	
21	Cary Reisman	City Attorney	
22	David Gilberston	City Engineer	
23	Charles Russell	Building Official	Staff
24	Jim Kasama	City Planner	
25	Lisa Bailey	Finance Director	
26	Steve Bailey	Building Inspector	
27	Derek Hensel	Community Service Officer	
28	Lt. Francis Ruiz	LA County Sheriff's Department	
29	Capt. Dave Flores	LA County Sheriff's Department	
30	Battalion Chief Mike Inman	LA County Fire Department	Public Safety
31	Assistant Chief J. Lopez	LA County Fire Department	
32	Adriana Watson	LA County Fire Department	



*Richard T. Hale, Jr., Mayor (District 1)*  
*Monte Lewis, Mayor Pro Tem (District 2)*  
*Richard Barakat, Council Member (District 3)*  
*Bruce Lathrop, Council Member (District 4)*  
*Elizabeth Bruny, Council Member (District 5)*

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: February 18, 2020

SUBJECT: **DISCUSSION ON GENERAL LAW ENFORCEMENT SERVICES**

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### **SUMMARY**

As a request by Mayor Hale, this item is a general discussion on recent occurrences of crime within the City and current law enforcement services.

### **FINANCIAL ANALYSIS**

The City currently receives \$100,000 in Citizens' Options for Public Safety (COPS) / Supplemental Law Enforcement Services Fund (SLESF) funding from the State for additional local law enforcement purposes each Fiscal Year. The City currently has approximately \$150,000 surplus from previous years. Last year, the City utilized funding for a contracted Monrovia CSO, administrative supplies (such as tickets) and Duarte daytime patrol. The City Council this year elected to forego the daytime patrol and allocate funding for the additional Bradbury patrol.