

**MINUTES OF A SPECIAL MEETING OF THE  
CITY COUNCIL OF THE CITY OF BRADBURY  
HELD ON TUESDAY, DECEMBER 9, 2020**

**EXECUTIVE ORDER NO. 25-20:**

*Pursuant to Governor Newsom's Executive Order N-25-20, the City is allowing Council Members, Staff and the public to participate in this City Council meeting by means of a Zoom video or telephone call. Participants will be able to hear the entire proceedings (other than the Closed Session) and be able to speak during Public Comment, Public Hearing, and other authorized times. Members of the public must maintain silence and mute their microphones and telephones except during those times.*

**MEETING CALLED TO ORDER:**

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

**ROLL CALL:**

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

ABSENT: None

STAFF: City Manager Kearney, Acting City Attorney Kranitz, City Planner Kasama, City Clerk Saldana and Management Analyst Freyre

ALSO PRESENT: Michael Huff with DUDEK

**PUBLIC COMMENT:**

None

**DISCUSSION ON DEVELOPMENT REGULATIONS:**

City Manager Kearney stated that this evening the City Council will discuss:

- Development Regulations
- a Draft Ordinance, and
- a Memorandum from DUDEK dealing with ADU's, JADUs and ALQs.

**BACKGROUND/STUDY SESSIONS HELD ON JUNE 16, JULY 13 AND AUGUST 10, 2020:**

City Manager Kearney stated that at the June 16, 2020 City Council meeting, the Council scheduled a study session to review and discuss a draft ordinance to preplace Urgency Ordinance No. 368, and how the updated accessory dwelling unit (ADU) and junior accessory dwelling unit (JADU) regulations might affect other development standards. At the July 13, 2020 study session, the Council continued the study session to August 10, 2020. After the August 10, 2020 study session, the City hired the DUDEK Fire Prevention Planning Team to perform research and prepared a Memorandum on issues relating to ADUs and JADU's. In revising the draft ordinance, staff also considered the Office of Planning and Research's draft Fire Hazard Planning Technical Advisory, ICMA's "21<sup>st</sup> Century Fire and Emergency Services" Document, and HCD's Accessory Dwelling Unit Handbook.

**ACCESSORY DWELLING UNITS  
IN THE VERY HIGH FIRE HAZARD  
SEVERITY ZONE:**

Based on all of these documents as well as the conditions noted in the draft ordinance, City staff feels that there is sufficient justification to limit the creation of ADUs in the Very High Fire Hazard Severity Zone (VHFHSZ) areas of the City and to prohibit all secondary living quarters on certain streets with very narrow widths. However, in order to still try and meet the intent of State legislation, the draft ordinance proposes that ADU's be ministerially allowed in the VHFHSZ, provided that such units have fire sprinklers and a setback of at least 15 feet, which is the required side and rear yard setback in the R-20,000 zone. The types of ADUs are referred to in the Ordinance as Fire Zone ADUs (FZADU). The size of both ADU and JADU's are limited to 1,000 square feet.

**ENHANCED ACCESSORY  
DWELLING UNITS (EADU):**

Acting City Attorney Kranitz stated that the revised draft ordinance also creates a second category of ADUs, entitled Enhanced ADUs (EADU). These ADUs will be allowed in the R-7,500 and R-20,000 zones and may go up to 1,200 square feet.

City Planner Kasama stated that in order to have this type of ADU, the applicant would have to comply with all development standards of the underlying zone and would be required to comply with the procedures set forth for significant architectural review, which requires Planning Commission approval. These type of ADUs are not allowed in the agricultural zones as these zones already have the ability to have a guest house, bunk house, or SRO development of a larger size.

**RECOMMENDATION:**

It is recommended that the City Council discuss the development regulations, draft ordinance, memorandum from DUDEK dealing with ADUs, JADUs and ALQs and direct staff on how to proceed.

**DISCUSSION:**

Councilmember Barakat stated that fire zones are subject to change.

Mayor Lewis wanted to know if the draft ordinance would be ready for the December 15, 2020 meeting. Lisa Kranitz replied no, the draft ordinance needs to go to the Planning Commission first because there are substantial changes.

Councilmember Lathrop wants to prohibit second-story ADUs built over garages. Councilmember Hale inquired if second-story ADUs can be eliminated in the R-7,500 zone. Councilmember Barakat stated that there is a second-story addition on top of the garage on Gardi Street and it looks terrible. Mayor Lewis agreed that it should not be allowed.

**DIFFERENCE BETWEEN ADU  
AND SECOND STORY ADDITON:**

There was confusion about the difference between ADUs and second-story additions. Lisa Kranitz explained that State law requires that an existing area above a garage or first floor area, such as an attic, must be allowed to be converted to an ADU without increasing the existing setbacks, but it would have to comply with the Building Code. A regular second story addition would have to comply with the City's setbacks, design review, and would likely be required to have fire sprinklers.

**DIRECTION TO STAFF:**

The City Council directed staff to update the draft ordinance as discussed and bring it to the Planning Commission for review at the January 27, 2021 Planning Commission meeting. Following Planning Commission review, the earliest the draft ordinance could come back to the City Council is February 16, 2021.

**ADJOURNMENT:**

At 7:46 p.m. p.m. Mayor Lewis adjourned the meeting to Tuesday, December 15, 2020 at 7:00 p.m.

  
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MAYOR - CITY OF BRADBURY

**ATTEST:**

  
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CITY CLERK - CITY OF BRADBURY